

Wrenshall Board of Education

Monday, September 11, 2023 6:00 PM

Wrenshall School Library Media Center, 207 Pioneer Drive, Wrenshall, MN 55797

1. Call to Order	Speaker (s) : Chairperson
2. Pledge of Allegiance	Speaker (s) : Chairperson
3. Roll Call	Speaker (s) : Chairperson
4. Adoption of Agenda	Speaker (s) : Chairperson
5. Recognition of Visitors	Speaker (s) : Chairperson
5.a. Public Comment	Speaker (s) : Chairperson
6. Regular Business	Speaker (s) : Chairperson
6.a. Approval of Minutes	Speaker (s) : Chairperson
6.b. Accept Business Office Report	Speaker (s) : Jeff Pesta
6.c. Approval of Consent Agenda	Speaker (s) : Jeff Pesta
7. Informational Items	Speaker (s) : Chairperson
7.a. Principal's Report	Speaker (s) : Michelle Blanchard
7.b. Activities Director's Report	Speaker (s) : Luke Wargin
7.c. Revisions to Raptor Sports Cooperative Agreement	Speaker (s) : Chairperson
7.d. Community Education Report	Speaker (s) : Ashley Laveau
7.e. Enrollment Report	Speaker (s) : Jeff Pesta
7.f. Superintendent's Report	
7.g. Preview Draft Addendum to Policy 206 - Public Participation in School Board Meetings	Speaker (s) : Jeff Pesta
7.h. Outdoor Scoreboard Status and Possible Fundraising	Speaker (s) : Ben Johnson
7.i. Board Director or Committee Reports	Speaker (s) : Chairperson
8. Action Items	Speaker (s) : Chairperson
8.a. Approve Student Handbooks and Co-Curricular/Extra Curricular Transportation Waiver for 2023-2024 School Year	Speaker (s) : Michelle Blanchard
8.b. Policy Review Cycle	Speaker (s) : Mary Carlson
8.c. Response to Invitation to Meet with Carlton School Board	Speaker (s) : Chair
8.d. Acceptance of Donations	Speaker (s) : Chairperson
8.e. Approve Part-Time Superintendent Goals	Speaker (s) : Chair

8.f. Speech Therapy and School Psychologist Purchased Services	Speaker (s) : Jeff Pesta
8.g. Set Substitute Pay Rates for Fiscal Year 2024	Speaker (s) : Jeff Pesta
8.h. Approve Meal Prices	Speaker (s) : Jeff Pesta
8.i. Jump Start 4 Kindergarten Agreement	Speaker (s) : Jeff Pesta
8.j. Approve School Cancellation Guidelines	Speaker (s) : Jeff Pesta
8.k. Consideration of Additional Separation Compensation for Former Employee	Speaker (s) : Jeff Pesta
8.l. Certify the Maximum Proposed Levy for 2023 Payable 2024	Speaker (s) : Jeff Pesta
8.m. Hiring Request	Speaker (s) : Jeff Pesta
8.n. Ad-Hoc Committee Assigned to Review First Grade Class Size Options	Speaker (s) : Chairperson
8.o. Extension of the Scoreboard Fundraising Effort	Speaker (s) : Ben Johnson
8.p. Authorization to Replace Ductwork Damaged by Snow	Speaker (s) : Eric Ankrum
8.q. Final Payment to ARI for Construction Management Services	Speaker (s) : Eric Ankrum
9. Future Meetings	Speaker (s) : Chairperson
9.a. Set World's Best Workforce Hearing	Speaker (s) : Chair
9.b. Set Truth and Taxation Meeting	Speaker (s) : Chair
9.c. Next Regular Meeting	Speaker (s) : Chairperson
10. Adjournment	Speaker (s) : Chairperson

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8. Action Items	Speaker (s) : Chairperson
8.a. Approve Student Handbook for 2023-2024 School Year	Speaker (s) : Michelle Blanchard
8.b. Policy Review Cycle	Speaker (s) : Mary Carlson
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9.c. Next Regular Meeting	Speaker (s) : Chairperson
10. Adjournment	Speaker (s) : Chairperson

Wrenshall Board of Education
Monday, August 7, 2023 6:00 PM Central

Wrenshall School Library Media Center
207 Pioneer Drive
Wrenshall, MN 55797

Eric Ankrum: Present
Misty Bergman: Present
Mary Carlson: Present
Ben Johnson: Present
Alice Kloepfer: Present
Nicole Krisak: Present

Present: 6.

Director Johnson was absent for reason and arrived at 6:50 p.m.

1. Call to Order

Meeting called to order by Chair Krisak at 6:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Director Johnson was absent for reason and arrived at 6:50 p.m.

4. Adoption of Agenda

Motion to approve. This motion, made by Mary Carlson and seconded by Misty Bergman, Carried.

Ben Johnson: Abstain (With Conflict), Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 5, Nay: 0, Abstain (With Conflict): 1

5. Recognition of Visitors

5.a. Public Comment

Resident Tony Sheda addressed the Board.

6. Regular Business

6.a. Approval of Minutes

Motion to approve all meeting minutes. This motion, made by Misty Bergman and seconded by Mary Carlson, Carried.

Ben Johnson: Abstain (With Conflict), Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 5, Nay: 0, Abstain (With Conflict): 1

All meeting minutes were grouped together for approval with one motion.

6.b. Accept Business Office Report

Motion to accept report. This motion, made by Mary Carlson and seconded by Eric Ankrum, Carried.

Ben Johnson: Abstain (With Conflict), Eric Ankrum: Yea, Misty Bergman: Yea, Mary

Carlson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 5, Nay: 0, Abstain (With Conflict): 1

The board will continue to provide guidance on the items desired in the monthly financial report.

6.c. Approval of Consent Agenda

Motion to approve. This motion, made by Misty Bergman and seconded by Eric Ankrum, Carried.

Ben Johnson: Abstain (With Conflict), Eric Ankrum: Yea, Misty Bergman: Yea, Mary

Carlson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 5, Nay: 0, Abstain (With Conflict): 1

Routine items will be presented in a standard report format as part of the consent agenda. Board directors retain the right to remove any item for consideration of individual action.

7. Informational Items

7.a. Insurance Renewal

Scott Wojtyskiak from the Reliable Insurance Agency reviewed the policies that were authorized by the superintendent effective July 1, 2023. The district added cyber threat and employee dishonesty coverage. The building replacement values have been updated. The rating for workers' compensation insurance is low due to safe practices and low claims. After adjusting coverage levels and deductibles, the overall annual premiums are similar to the previous year.

7.b. Principal's Report

7.c. Activities Director's Report

No report provided

7.d. Community Education Report

No report provided

7.e. Superintendent's Report

The superintendent provided background on the demonstration use of BoardBook for the current meeting.

7.f. Standard and Poor's Credit Rating Review

The draft S&P ratings report was released as an informational item only. The corrections and comments period has closed. Although the final report has not been published yet, the draft is no longer confidential.

8. Action Items

8.a. Expedited Policy Approval

Motion to approve. This motion, made by Eric Ankrum and seconded by Misty Bergman, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice

Kloepfer: Yea, Nicole Krisak: Yea
Yea: 6, Nay: 0

8.b. Policy Review Cycle

Motion to approve. This motion, made by Eric Ankrum and seconded by Misty Bergman, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice

Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

The final read policies were grouped into one motion for approval.

8.c. Memorandum of Understanding with EdMN Regarding Leave of Absence Exception

Motion to approve. This motion, made by Misty Bergman and seconded by Mary Carlson, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice

Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

8.d. Memorandum of Understanding with AFSCME Regarding Addition of New Custodian Position

Motion to approve. This motion, made by Alice Kloepfer and seconded by Ben Johnson, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice

Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

8.e. Property, Liability, and Workers' Compensation Insurance Policy Renewal

Motion to approve. This motion, made by Misty Bergman and seconded by Eric Ankrum, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice

Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

8.f. Approval of Professional Services Agreement - Citon

Motion to approve. This motion, made by Eric Ankrum and seconded by Mary Carlson, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice

Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

8.g. Approval of Memorandum of Understanding - Just Kids Dental

Motion to approve. This motion, made by Mary Carlson and seconded by Misty Bergman, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice

Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

Motion to approve

8.h. Approval of Raptor Cooperative Activity Fees

Motion to approve. This motion, made by Mary Carlson and seconded by Misty Bergman, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

8.i. Approval of Professional Services Agreement - Hallberg Engineering

Motion to approve. This motion, made by Misty Bergman and seconded by Ben Johnson, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

8.j. Approval of Invitation to Carlton School Board for Joint Work Session

Motion to approve. This motion, made by Misty Bergman and seconded by Alice Kloepfer, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

Letter to be forwarded to Carlton Board via U.S. Mail and a copy forwarded to the Carlton Superintendent.

8.k. Approval to Post Positions for Hire

Motion to approve. This motion, made by Misty Bergman and seconded by Mary Carlson, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

8.l. Approval for BoardBook Trial Subscription

Motion to approve. This motion, made by Misty Bergman and seconded by Mary Carlson, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

The Board will engage in a one-year trial of the BoardBook agenda tool to increase organization and transparency.

8.m. Acceptance of Donations

Motion to introduce the resolution. This motion, made by Misty Bergman and seconded by Mary Carlson, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

Gifts accepted with gratitude. District office to follow up with a formal letter of acknowledgement and appreciation.

9. Future Meetings

9.a. Move Next Work Session

After achieving consensus, the Chair set the next Work Session for August 29. The Committee of the Whole will be discontinued with future meetings to be identified as Work Sessions.

9.b. Next Regular Meeting

The Chair has confirmed the date of September 11 for the next regular meeting of the Board.

9.c. Set Building and Grounds Committee Meeting Date

After consulting calendars, the Chair set an upcoming meeting of the Building and Grounds Committee for August 21. The agenda will include review of progress and closing out construction projects and assessing school year readiness.

10. Adjournment

Motion to adjourn. This motion, made by Eric Ankrum and seconded by Mary Carlson, Carried.

Eric Ankrum: Yea, Misty Bergman: Yea, Mary Carlson: Yea, Ben Johnson: Yea, Alice Kloepfer: Yea, Nicole Krisak: Yea

Yea: 6, Nay: 0

Meeting adjourned at 7:25 p.m.

Work Session
Tuesday, August 29, 2023 5:30 PM Central

Wrenshall School Library Media Center
207 Pioneer Drive
Wrenshall, MN 55797

Eric Ankrum: Present
Misty Bergman: Present
Mary Carlson: Present
Ben Johnson: Present
Alice Kloepfer: Present
Nicole Krisak: Present
Present: 6.

1. Call to Order

2. Preview Agenda of Upcoming Regular Meeting

3. Strategic Planning

4. Adjournment

Run 9/5/2023

Expected Fund Balance Projection FY23 based on FYTD Actuals:

01 General Fund	30-Jun-22	Revenue	Expenditure	30-Jun-23	Actual to date
Operating Capital	\$ -	\$ 87,443.18	\$ 87,443.18	\$ -	
LTFM	224,305.00	70,163.06	213,636.03	80,832.03	
Medical Assistance	24,052.00	15,159.68	691.29	38,520.39	
ALP	-	-	-	-	
Gifted & Talented	-	4,873.44	4,873.44	-	
Learning & Development	6,576.00	72,550.42	79,126.42	-	
Committed	-	-	-	-	
Student Activities	29,603.00	32,818.95	21,551.93	40,870.02	
Safe Schools	-	(189.36)	-	(189.36)	
Staff Development	15.00	51,456.03	16,663.19	34,807.84	
Basic Skills	52.00	227,606.66	227,606.56	52.10	
Non-spendable	-	4,100.00	-	4,100.00	
Assigned	-	21,271.00	-	21,271.00	
Unassigned	166,219.00	4,651,308.03	4,783,269.04	34,257.99	
Total General Fund	450,822.00	5,238,561.09	5,434,861.08	254,522.01	

02 Food Service	30-Jun-22	Revenue	Expenditure	30-Jun-23
Unassigned	-	-	-	\$ -
Restricted/Non-spendable	39,925.00	230,298.00	240,838.22	\$ 29,384.78
Total food service	39,925.00	230,298.00	240,838.22	29,384.78

04 Community Service	30-Jun-22	Revenue	Expenditure	30-Jun-23
Community Education	(19,966.00)	73,728.02	64,294.02	(10,532.00)
ECFE	(13,850.00)	27,516.84	13,368.84	298.00
School Readiness/Pathways	35,007.00	67,821.18	75,984.96	26,843.22
Restricted	-	-	-	-
Total community services	\$ 1,191.00	\$ 169,066.04	\$ 153,647.82	\$ 16,609.22

07 Debt Service	30-Jun-22	Revenue	Expenditure	30-Jun-23
bond refunding	\$ -	-	-	-
Restricted	80,330.00	976,329.06	920,936.00	135,723.06
Total Debt Service	\$ 80,330.00	976,329.06	920,936.00	135,723.06

06 Building Construction	30-Jun-22	Revenue	Expenditure	30-Jun-23
LTFM	\$ 548,451.00	\$ 17,104.94	\$ 565,555.94	-
Restricted	\$ 447,368.00	0.00	447,368.00	-
Total Debt Service	\$ 995,819.00	17,104.94	1,012,923.94	-

Wrenshall School ISD #100
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General Fund	\$160,878.84
02	Food Services Fund	\$60.91
03	Transportation (Sub of 01)	\$7,976.23
04	Community Service	\$447.43
05	Capital Outlay (Sub of 01)	\$49,984.41
07	Debt Redemption Fund	\$475.00
21	Student Activities	\$2,628.45
Report Total		\$222,451.27

Wrenshall School ISD #100
Exp/Rev Summary - Fd
Period Ending August 31, 2023

Sequence: L, Fd

Description		Adopted24 Annual Budget	Period 202402	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
E	Expenditure							
01	General Fund	4,396,867.00	70,225.91	126,181.24	3%	35,105.28	4%	4,235,580.48
02	Food Services Fund	229,515.00	550.21	1,778.92	1%	8,240.10	4%	219,495.98
03	Transportation (Sub of 01)	408,800.00	8,220.62	21,548.87	5%	491.40	5%	386,759.73
04	Community Service	160,370.00	3,127.95	5,442.03	3%	2,219.87	5%	152,708.10
05	Capital Outlay (Sub of 01)	148,808.00	47,104.85	47,533.13	32%	9,595.95	38%	91,678.92
06	Building Fund	10,701.00	0.00	0.00	0%	0.00	0%	10,701.00
07	Debt Redemption Fund	945,120.00	0.00	173,310.00	18%	0.00	18%	771,810.00
21	Student Activities	0.00	2,628.45	2,628.45	0%	0.00	0%	(2,628.45)
E	Expenditure	6,300,181.00	131,857.99	378,422.64	6%	55,652.60	7%	5,866,105.76
R	Revenue							
01	General Fund	(4,627,365.00)	(580,513.68)	(385,517.88)	8%	0.00	8%	(4,241,847.12)
02	Food Services Fund	(189,515.00)	0.00	8,608.12	(5%)	0.00	(5%)	(198,123.12)
03	Transportation (Sub of 01)	(238,642.00)	0.00	0.00	0%	0.00	0%	(238,642.00)
04	Community Service	(154,277.00)	(12,665.85)	(15,576.57)	10%	0.00	10%	(138,700.43)
05	Capital Outlay (Sub of 01)	(148,808.00)	0.00	0.00	0%	0.00	0%	(148,808.00)
06	Building Fund	(10,000.00)	0.00	0.00	0%	0.00	0%	(10,000.00)
07	Debt Redemption Fund	(979,145.00)	(16,037.27)	(21,595.49)	2%	0.00	2%	(957,549.51)
21	Student Activities	0.00	(345.00)	(345.00)	0%	0.00	0%	345.00
R	Revenue	(6,347,752.00)	(609,561.80)	(414,426.82)	7%	0.00	7%	(5,933,325.18)
	Report Totals:	(47,571.00)	(477,703.81)	(36,004.18)	76%	55,652.60	(41%)	(67,219.42)

Wrenshall School ISD #100 Receipt Listing Report

Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
3465	0100		11785	Credit	1	11284	08/02/23	Check	1	1035	East Central Electric	Applied	5,000.00
	0100		11786	Credit	1	11287	08/02/23	Check	1	1018	ISD 700 - Hermantown	Applied	602.94
	0100		11787	Credit	1	11288	08/02/23	Check	1	1013	ISD #95, Cromwell	Applied	308.11
	0100		11788	Credit	1	11290	08/02/23	Check	1	1012	ISD #4 McGregor	Applied	359.86
	0100		11789	Credit	1		08/02/23	Check	1	1500	Miscellaneous	Applied	72,267.02
Deposit Control Total:												78,537.93	
3466	0100		11790	Credit	1	11293	08/16/23	Check	1	1018	ISD 700 - Hermantown	Applied	848.17
	0100		11791	Credit	1	11294	08/16/23	Check	1	1014	ISD 97 Moose Lake	Applied	393.68
	0100		11792	Credit	1	11296	08/16/23	Check	1	1015	ISD 704 - Proctor	Applied	563.86
	0100		11793	Credit	1	11297	08/16/23	Check	1	1012	ISD #4 McGregor	Applied	483.14
	0100		11794	Credit	1	11298	08/16/23	Check	1	1008	ISD 094 - Cloquet	Applied	1,765.46
	0100		11795	Credit	1	11299	08/16/23	Check	1	1033	ISD #577 Willow River	Applied	466.16
	0100		11796	Credit	1	11300	08/16/23	Check	1	1009	ISD 099 - Esko	Applied	598.00
	0100		11797	Credit	1	11301	08/16/23	Check	1	1011	ISD #91 - Barnum	Applied	1,020.67
	0100		11798	Credit	1	11304	08/16/23	Check	1	1033	ISD #577 Willow River	Applied	347.23
	0100		11799	Credit	1		08/16/23	Check	1	1500	Miscellaneous	Applied	3,199.60
Deposit Control Total:												9,685.97	
3467	0100		11800	Credit	1		08/15/23	Check	1	1002	State of MN	Applied	412,223.64
Deposit Control Total:												412,223.64	
3475	0100		11808	Credit	1		08/31/23	Check	1	1002	State of MN	Applied	199,996.68
Deposit Control Total:												199,996.68	
3476	0100		11809	Credit	1	0008261232	08/09/23	Check	1	1039	MN Deed Voc Rehab	Applied	1,137.90
Deposit Control Total:												1,137.90	
3477	0100		11810	Credit	1	0008284786	08/16/23	Check	1	1002	State of MN	Applied	1,780.15
Deposit Control Total:												1,780.15	
3478	0100		11811	Credit	1	0008292065	08/23/23	Check	1	1002	State of MN	Applied	39,238.00
Deposit Control Total:												39,238.00	
3479	0100		11812	Credit	1	0008307655	08/30/23	Check	1	1002	State of MN	Applied	28,509.20
Deposit Control Total:												28,509.20	
3480	0100		11813	Credit	1	0008253041	08/02/23	Check	1	1002	State of MN	Applied	608.58
Deposit Control Total:												608.58	
Report Total:												771,718.05	

AUGUST 2023 EXPENSE SUMMARY

Check No	Vendor	Amount	Date	Description
55109	95 PERCENT GROUP LLC	\$3,247.40	8/10/2023 0:00	PHONICS CORE PROG GRADE K-3
55110	ANDREN PAINT COMPANY	\$419.94	8/10/2023 0:00	Supplies-Football
55111	ARCC	\$450.00	8/10/2023 0:00	Consulting Fees/Serv-Bus Office
55112	ARCC	\$12,153.29	8/10/2023 0:00	Svc Purch from MN Joint-Powers
55113	CARLTON COUNTY PUBLIC HEALTH	\$7,270.68	8/10/2023 0:00	To Non-Ed Agency
55114	CENTURY LINK	\$289.48	8/10/2023 0:00	Communication Srvc-Telephone
55115	CLOQUET SANITARY SERVICE	\$785.28	8/10/2023 0:00	Contr Svc-Maintenance
55116	CMH RAITER FAMILY CLINIC	\$247.00	8/10/2023 0:00	Physicals/Drug Testing
55117	CONSTELLATION NEW ENERGY GAS DIV	\$344.99	8/10/2023 0:00	Fuel For Bldgs
55118	DALCO	\$390.80	8/10/2023 0:00	Custodial supplies
55119	DUSTIN MCLEOD	\$30.13	8/10/2023 0:00	Travel-Bldgs & Grounds
55120	EDUCATORS BENEFIT CONSULTANTS	\$54.00	8/10/2023 0:00	Consulting Fees/Serv-Bus Office
55121	ESC SYSTEMS	\$720.00	8/10/2023 0:00	Prof & Tech Services-FIRE SAFETY
55122	GUARDIAN PEST SOLUTIONS, INC	\$60.91	8/10/2023 0:00	Fees for Svc-Food Svc
55123	HAGENS GLASS & PAINT	\$65.51	8/10/2023 0:00	Supplies-Operations & Maintenance
55124	HUDL	\$900.00	8/10/2023 0:00	Software License-Football
55125	ISD #0093 CARLTON	\$214.69	8/10/2023 0:00	To Non-Ed Agency-B-HK
55126	ISD #0094 CLOQUET	\$661.32	8/10/2023 0:00	Sp Ed Ben Pur F Other D
55127	ISD #0099 ESKO	\$1,002.12	8/10/2023 0:00	Princ LT Bld/Land Leases
55128	ISD #0704 PROCTOR	\$584.39	8/10/2023 0:00	Sp Ed Sal Other D-Work Experience
55129	JOSEPH G FRENCH	\$40.00	8/10/2023 0:00	Postage/Printing-Images
55130	KEVIN OLESEN	\$159.66	8/10/2023 0:00	Track/Cross Country-Expense
55131	KS STATEBANK	\$5,006.07	8/10/2023 0:00	Principal LT Tech Leases
55132	L & M SUPPLY INC	\$776.13	8/10/2023 0:00	Supplies-Operations & Maintenance
55133	MEDTOX	\$55.00	8/10/2023 0:00	Physicals/Drug Testing
55134	METRO SALES INC	\$482.00	8/10/2023 0:00	Lease Principal
55135	MN PEIP	\$35,038.67	8/10/2023 0:00	Health Insurance
55136	MN TELECOMMUNICATIONS	\$403.00	8/10/2023 0:00	Svc Purch from MN Joint-Powers
55137	MREA	\$1,485.00	8/10/2023 0:00	Dues and Membership-Admin
55138	MRI SOFTWARE	\$5.00	8/10/2023 0:00	Legal Fees
55139	MSBA	\$3,834.00	8/10/2023 0:00	Dues, Memberships, Fees-Bus Office
55140	MSBA	\$2,040.00	8/10/2023 0:00	Prof & Tech Services
55141	NORTHEAST SERVICE COOPERATIVE	\$200.00	8/10/2023 0:00	Dues/ Membership-Tech Admin
55142	NORTHERN LIGHTS ACADEMY 6096	\$4,382.00	8/10/2023 0:00	General Supplies
55143	NORTHERN LIGHTS ACADEMY 6096	\$24.22	8/10/2023 0:00	General SupplieINELIGIBLE MA
55144	NORTHERN LIGHTS ACADEMY 6096	\$205.54	8/10/2023 0:00	NQ Instru Supplies-SpEd
55145	NORTHERN LIGHTS ACADEMY 6096	\$15.24	8/10/2023 0:00	Fed Subaward <\$25,000
55146	PER MAR SECURITY SERVICES	\$21.62	8/10/2023 0:00	Security System Fees
55147	PINE KNOT LLC	\$704.00	8/10/2023 0:00	Communication / Marketing-Board
55148	POSTMASTER	\$2,000.00	8/10/2023 0:00	Postage/Printing-Images
55149	SFM	\$1,206.00	8/10/2023 0:00	Payroll Taxes-Workers Comp
55150	TASC	\$55.00	8/10/2023 0:00	Consulting Fees/Serv-Admin
55151	TK ELEVATOR CORP	\$591.24	8/10/2023 0:00	Prof & Tech Services-PHYS HAZ
55152	TWIN PORTS FOOTBALL OFFICIALS ASSN	\$100.00	8/10/2023 0:00	Officiating Expense - FOOTBALL
55153	UHL / ABE	\$2,109.20	8/10/2023 0:00	Repairs & Maint Serv-MECH SYSTEMS
55154	WALMART / CAPITAL ONE	\$77.41	8/10/2023 0:00	Supplies-Latchkey
55155	WIEDIGER SPEECH & LANGUAGE SVCS	\$704.00	8/10/2023 0:00	To Non-Ed Agency
55156	CARLTON CTY CHILD & FAMILY SVCS	\$625.00	8/17/2023 0:00	Dues/Licenses/ Membership-HS Admin
55157	EMC INSURANCE COMPANIES	\$5,395.91	8/17/2023 0:00	Insurance
55158	GRAINGER	\$190.40	8/17/2023 0:00	Supplies-Operations & Maintenance
55159	HALLBERG ENGINEERING	\$2,236.03	8/17/2023 0:00	Purchased Services-Bldgs & Grounds
55160	IXL LEARNING	\$4,469.00	8/17/2023 0:00	Instr Software Lic Agree-ELEM
55161	MCGREGOR ISD 004	\$1,650.33	8/17/2023 0:00	Reimb to MN Dist
55162	MENARDS - WEST DULUTH	\$38.37	8/17/2023 0:00	Supplies-Operations & Maintenance
55163	METRO SALES INC	\$4,533.31	8/17/2023 0:00	General Supplies-Admin

55164	MINNESOTA POWER	\$5,414.62	8/17/2023 0:00 Electricity
55165	MN ENERGY RESOURCES	\$186.24	8/17/2023 0:00 METER 20123480
55166	MN ENERGY RESOURCES	\$160.77	8/17/2023 0:00 METER 20111857
55167	NORTHERN OUTDOORS CLUB	\$135.00	8/17/2023 0:00 Com Ed Instructor Fee
55168	PAUL DEVALL	\$100.00	8/17/2023 0:00 Physicals/Drug Testing
55169	ST GERMAINS GLASS	\$985.00	8/17/2023 0:00 Repairs & Maint - BLDG ENVELOPE
55170	UHL / ABE	\$16,341.00	8/17/2023 0:00 Repairs & Maint Serv-MECH SYSTEMS
55171	UNITED TRUCK BODY CO INC	\$230.38	8/17/2023 0:00 Repairs & Maint Serv
55172	UNITED TRUCK BODY CO INC	\$230.38	8/17/2023 0:00 Repairs & Maint Serv
55173	ANGELA KORPELA	\$398.58	8/25/2023 0:00 Supplies-Operations & Maintenance
55174	BOND TRUST SERVICES CORPORATION	\$475.00	8/25/2023 0:00 Other Cost
55175	BSN SPORTS LLC	\$952.57	8/25/2023 0:00 Girls BB - Expense
55176	CARDMEMBER SERVICE	\$3,986.86	8/25/2023 0:00 textbooks-supplies-staff dev
55177	CARLTON COUNTY HUMAN SERVICES	\$50.00	8/25/2023 0:00 Communication Srvc-Telephone
55178	CITY OF WRENSHALL	\$288.64	8/25/2023 0:00 Water & Sewage
55179	CONSTELLATION NEW ENERGY GAS	\$321.95	8/25/2023 0:00 Fuel For Bldgs
55180	DELTA DENTAL OF MINNESOTA	\$2,719.17	8/25/2023 0:00 Dental Insurance
55181	EDUCATORS BENEFIT CONSULTANTS	\$56.70	8/25/2023 0:00 Consulting Fees/Serv-Bus Office
55182	ISD #709 DULUTH	\$52,887.60	8/25/2023 0:00 Pay For Edu Pur MN S
55183	METRO SALES INC	\$482.00	8/25/2023 0:00 Lease Principal
55184	MN STATE HIGH SCHOOL LEAGUE	\$1,150.00	8/25/2023 0:00 Entry Fees/Student Travel-ATHLETICS
55185	MPCA	\$770.36	8/25/2023 0:00 Prof & Tech Services-PHYS HAZ
55186	NATL INSURANCE SVCS OF WI INC	\$694.84	8/25/2023 0:00 Life Insurance
55187	PEC SOLUTIONS LLC	\$4,426.46	8/25/2023 0:00 Contracted Services-Facilities
55188	SCAN AIR FILTER INC	\$301.21	8/25/2023 0:00 Supplies-Operations & Maintenance
55189	SCAN AIR FILTER INC	\$2,799.12	8/25/2023 0:00 Supplies-Operations & Maintenance
55190	SCHOLASTIC INC	\$164.73	8/25/2023 0:00 Textbooks-Elementary
55191	SECURLY INC	\$1,001.00	8/25/2023 0:00 E-HALLPASS 1-499
55192	TASC	\$168.98	8/25/2023 0:00 Consulting Fees/Serv-Admin
55193	TECH CHECK LLC	\$533.00	8/25/2023 0:00 Consulting Svc-Admin Tech
55194	ANGELA KORPELA	\$180.00	8/31/2023 0:00 General Supplies-Admin
55195	ANTONIO MICHELIZZI	\$95.00	8/31/2023 0:00 Officiating Expense - FOOTBALL
55196	ASHLEY LAVEAU	\$58.78	8/31/2023 0:00 Supplies-Latchkey
55197	BEN LUKE	\$95.00	8/31/2023 0:00 Officiating Expense - FOOTBALL
55198	BETH PETERSON	\$58.40	8/31/2023 0:00 General Supplies-Admin
55199	CLOQUET AUTOMOTIVE	\$504.27	8/31/2023 0:00 Repairs & Maint Serv
55200	CLOQUET AUTOMOTIVE	\$827.81	8/31/2023 0:00 Repairs & Maint Serv
55201	COCA-COLA BEVERAGES OF DULUTH	\$504.65	8/31/2023 0:00 Class of 2024 - Expense
55202	DALCO	\$3,352.38	8/31/2023 0:00 Custodial supplies
55203	DUSTIN MCLEOD	\$64.19	8/31/2023 0:00 Travel-Bldgs & Grounds
55204	DYLAN TAKKUNEN	\$95.00	8/31/2023 0:00 Officiating Expense - FOOTBALL
55205	GOLD MEDAL MINNEAPOLIS ML55	\$422.10	8/31/2023 0:00 Class of 2024 - Expense
55206	JULIAN TUOMINEN	\$95.00	8/31/2023 0:00 Officiating Expense - FOOTBALL
55207	MOLLY KIDD	\$589.47	8/31/2023 0:00 Class of 2024 - Expense
55208	NORTHSTAR MEDIA INC	\$488.04	8/31/2023 0:00 Postage/Printing-Images
55209	PITNEY BOWES PURCHASE POWER	\$238.97	8/31/2023 0:00 Postage & Express
55210	ROBERT HINTSALA	\$121.20	8/31/2023 0:00 Officiating Expense - FOOTBALL
55211	SFM	\$1,092.00	8/31/2023 0:00 Payroll Taxes-Workers Comp
55212	UNITED TRUCK BODY CO INC	\$2,293.27	8/31/2023 0:00 Repairs & Maint Serv
55213	UNITED TRUCK BODY CO INC	\$446.62	8/31/2023 0:00 Repairs & Maint Serv
55214	UNITED TRUCK BODY CO INC	\$1,333.59	8/31/2023 0:00 Repairs & Maint Serv
55215	WALMART / CAPITAL ONE	\$333.09	8/31/2023 0:00 Supplies
	TOTAL	\$222,451.27	

PURCHASE OF SERVICE AGREEMENT

Wrenshall ISD #100 enters into an agreement with McGregor ISD #4 to purchase business manager services from the McGregor ISD #4 as specified below.

1. The effective date of the said services will begin 7/1/2023 until termination by either party.
2. The school district will bill the purchaser at an hourly rate of pay of \$40.00, plus FICA and PERA.
3. The school district will bill the purchaser at a rate of \$.655/mile for on-site work days.
4. The purchaser shall make payments for services based on receipt of the invoice.

Signed by:

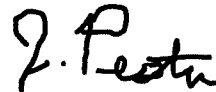


School district

By: Brad Johnson, Superintendent

Date: 6/28/2023

Signed by:



Purchaser

By: Jeff Pesta

Date: 7/5/2023



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

September 11, 2023

Consent Agenda

- *Any Director may request to remove any item from this consent agenda and place it on the regular meeting agenda for individual consideration.*

At-Will Agreements:

Appointments:

1. Isabelle Brezinka, Secondary Physical Education Teacher, 1.0 FTE, Step 2, B.A.,
- effective June 12, 2023
2. Danielle Amundson, Licensed School Nurse, 1.0 FTE, Step 6, BA+20,
- effective August 28, 2023
3. Trish Berger, 5th Grade Teacher, 1.0 FTE, Step 2, MA
- effective August 28, 2023
4. Sheri Fossen, Title I Coordinator, .2 FTE, Step 9, MA+20,
- effective August 28, 2023
5. Lori Olesiak, Assistant Cook, 6 hours per day, Grade 3,
- effective August 28, 2023

Changes of Assignment:

1. Emily Amundson, Secondary Math Teacher, Lane progression to BA+20,
- effective October 1, 2023
2. Kenny Mattinen, Sixth Grade Teacher, Lane progression to BA+40,
- effective October 1, 2023

Resignations:

Terminations:

0100 WRENSHALL District207 PIONEER DRIVE, WRENSHALL, MN 55797-0068
Generated on 09/07/2023 02:43:10 PM Page 1 of 1**Student Enrollment Summary Report**

Effective Date: 09/07/2023 Enrollment Types: P, S, N

Total Race/Ethnicities: 5 of 7 Total Schools: 2

Race/Ethnicity Source: Federal Male/Female/Total: 178/157/335

Student Population by Race/Ethnicity and Grade Level (Male/Female/Total)**Wrenshall Elementary**

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
01	1/0/1	-	-	-	-	13/9/22	0/2/2	14/11/25
02	-	-	-	-	-	5/9/14	2/1/3	7/10/17
03	-	-	-	-	-	13/13/26	-	13/13/26
04	0/1/1	-	-	-	-	9/13/22	-	9/14/23
05	-	-	-	-	-	10/10/20	1/1/2	11/11/22
06	-	1/1/2	-	-	-	13/8/21	-	14/9/23
KA	1/0/1	-	-	-	-	8/11/19	1/1/2	10/12/22
All Grades	2/1/3	1/1/2	-	-	-	71/73/144	4/5/9	78/80/158

Wrenshall High School

Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
07	-	0/1/1	-	0/1/1	-	13/10/23	0/3/3	13/15/28
08	-	-	-	-	-	12/9/21	1/1/2	13/10/23
09	1/1/2	0/1/1	-	-	-	16/12/28	0/1/1	17/15/32
10	1/1/2	1/0/1	-	-	-	12/13/25	2/0/2	16/14/30
11	-	1/0/1	-	-	-	10/7/17	3/1/4	14/8/22
12	1/0/1	0/1/1	-	-	-	25/12/37	1/2/3	27/15/42
All Grades	3/2/5	2/3/5	-	0/1/1	-	88/63/151	7/8/15	100/77/177

Student Population Excluding White not of Hispanic Origin

School	Total	Percentage
Wrenshall Elementary	14	8.86%
Wrenshall High School	26	14.69%
Total	40	11.94%

Reviewed: September 11, 2023

Adopted: _____

206 Addendum

Public Participation at School Board Meetings Procedures

Public comment prior to each Regular School Board meeting is an opportunity for residents of the School District to address the Board. After being recognized by the Chair, each individual will identify themselves and the group that they represent, if any.

To ensure that all individuals have a chance to participate, speakers will be limited to one three-minute presentation. The public comment period prior to the Regular School Board meeting is considered to be a listening session. The board may ask clarifying questions or seek additional information, but they will not make decisions during the public comment period. The board directors may choose to follow up with individuals at another time outside of the meeting or direct individuals to school administration for follow up.

The Minnesota Government Data Practices Act prohibits comment about specific student matters, even without naming the student in a public meeting. This includes the public comment period prior to a school board meeting. The Board respects and values input on student matters, but when it relates to a specific student or to a specific student matter, such input must be heard by the appropriate school personnel and not in an open meeting.

Procedure:

1. Contact the school superintendent in advance or sign-in with the district administrative support person prior to the start of the 5:30 p.m. public comment period.
2. The Chair will call upon speakers in the order that they have been signed in.
3. When called upon, please approach the board and use the microphone provided.
4. If presenting as a group, please identify one spokesperson.
5. The Chair will close the public comment period and recess the board for five minutes prior to calling the regular school board meeting to order.

Wrenshall Elementary Student and Family Handbook 23-24



207 Pioneer Drive Wrenshall, MN 55797
218-384-4274
Fax: 218-384-4293

Mission~A small school where WE cultivate big futures.

**Vision~Celebrating and investing in each student to lay the foundation for
limitless opportunities.**

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Staff Directory

<p><u>Superintendent</u> Jeff Pesta Ext. 2003 jpesta@isd100.org</p>	<p><u>Principal</u> Michelle Blanchard Ext. 2101 mblanchard@isd100.org</p>
<p><u>School Guidance Counselor</u> Erik Holter ext eholter@isd100.org</p>	<p><u>Family School Worker</u> Mike Schmidt Ext. mschmidt@isd100.org</p>
<p><u>Main Office Manager</u> Josie Hlava Ext. 2000 jhalava@isd100.org</p>	<p><u>Student Records/MARRS</u> Trish Swanson Ext.2002 tswanson@isd100.org</p>
<p><u>District Office Clerk</u> Rosy Bradley Ext. 2006 rbradley@isd100.org</p>	<p><u>District Office Administrative</u> Beth Peterson Ext. 2001 bpeterson@isd100.org</p>
<p><u>School Nurse</u> Danielle Arneson Ext.2005 darneson@isd100.org</p>	<p><u>Images Newspaper</u> Erin Riley ext 3102 images@isd100.org</p>

Teachers	Grade	Email
Tina Kauma Shirley Vanguilder	Early Childhood Teacher Teacher Aide Early Childhood Special Education	tkauma@isd100.org svanguilder@isd100.org anewman@isd100.org
Anna George	Kindergarten	ageorge@isd100.org
Natalie Cass	First Grade	ncass@isd100.org
Nikki Rowland	Second Grade	nrowland@isd100.org
Theresa Vermeersch	Third Grade	tvermeersch@isd100.org
Suzy Berger	Fourth Grade	sberger@isd100.org
Trish Berger	Fifth Grade	tberger@isd100.org
Kenny Mattinen	Sixth Grade	kmattinen@isd100.org
Molly Kidd	Art Elementary Specialist	mkidd@isd100.org
Ross Tollgaard	Phy Ed. Elementary Specialist	rtollgaard@isd100.org
Deb Fenlason	Elementary Music/Band	trahkola@isd100.org
Chloe Swanson	Library/ Elementary Specialist	cswanson@isd100.org
Nick Hinchliff	Elementary Special Education	nhinchliff@isd100.org
Delaney Knudson	Elementary Special Education	dknudson@isd100.org
Sheri Fossen	Title 1	sfossen@isd100.org
Kelly Perrault	Paraprofessional/Title 1	kperrault@isd100.org
Lauren Borg	Paraprofessional	lborg@isd100.org
Kaila Hlava	Paraprofessional	khlava@isd100.org
Sara Hietala	Paraprofessional	shiетtila@isd100.org
Darlene Wicklund	Paraprofessional	dwicklund@isd100.org
Renee House	Food Service Director/Head Cook	rhouset@isd100.org
Erin Riley	Images Newspaper	images@isd100.org

Letter from your Principal

Dear Wrenshall Families,

Please let me welcome you to a new year at Wrenshall School. It is my hope that you and your child will have a rewarding school experience as a Wrenshall Wren. In order for school to be a place for children to learn and grow, it is essential to create an environment of mutual respect. We want school to be a place to experience the excitement of learning, a place where the students, parents and school staff form a partnership. Working together, there is no limit to what we and our children can achieve. As we plan for a new school year we are continuing to model a positive behavior intervention framework for our elementary students. This framework promotes common language establishing expectations for all students. We also have been implementing Restorative Practices. The aim of restorative practices is to develop a community to manage conflict and tensions by repairing harm and building relationships. We want our students to thrive in a safe environment. This parent/student handbook is intended to be a guide into your child's school program. After reviewing it for general information, I encourage all parents and students to become actively involved in their child's school experience. Best wishes for an exciting and rewarding school year.

In partnership,
Ms. Blanchard

Part I: General Information



ELEMENTARY ENTRANCE AGE

Students may enroll in school at Wrenshall Elementary provided they are at least five years old on September 1st for Kindergarten, or at least six years of age for first grade. Please contact the school for more details.

Arrival and Dismissal Times

Buses arrive	8:00 – 8:15 a.m.
Breakfast served/cafeteria	8:00 – 8:20 a.m.
Classes begin	8:30 a.m.
Lunches and recess (3 Sections)	11:00 a.m. – 12:00 a.m.
Walkers dismissed	3:08 p.m.
Bus students dismissed	3:10 p.m.
Buses depart	3:23 p.m.

ENTRANCE AND END OF THE DAY PROCEDURES

If your child does not ride the bus please time his or her arrival for no earlier than 8:00 a.m. Although teachers arrive earlier they are not supervising hallways or the playground. Their time is spent preparing for the day.

Classes begin at 8:30 a.m. and we ask that students **not** arrive earlier than 8:00 a.m. as supervision of students isn't provided until that time. Elementary students arriving

prior to 8:00 a.m. may only do so if they are attending Wrens Club (Advanced scheduling is required).

The building is to be cleared by 3:15 p.m. each day, unless you have an appointment with a teacher or an after-school activity.

Elementary students are to proceed directly home or to the residence of after-school care following 3:08 dismissal. Elementary students are not to stay after school unless their parent/guardian has made arrangements with the child's teacher, Principal or the student is involved in extracurricular activities. **Any non-participants must be accompanied by parents. Notes must be sent if students are staying for an after school activity.**

Students that are released early to walk home are expected to leave school grounds when dismissed.

***The school is not liable for injuries sustained on school grounds after 3:15 p.m. for any students that are not involved in extracurricular activities.

ELEMENTARY EARLY DEPARTURE OR ALTERNATE PICKUP

If you wish to make a change in the way you usually have your child come home from school (maybe grandma is to pick him/her up), we **must have a note or a call from home. Please call the classroom teachers by 2:30 p.m. and leave a message each day changes need to be made for your child(ren).** Children sometimes become confused and may not do as you wish. For your child's safety we ask that you let the classroom teacher or the main office secretary know of any change in departure plans. We **require** that parents/guardians go to the main office (room 100) rather than the classroom when picking their child up early. This procedure is recommended in an effort to minimize interruptions in the elementary classroom. We also want to assure that an unauthorized person is not taking your child. Your child will be sent to the main office for release. **Students will not be allowed to make plans during the day to go someplace other than home.**

PARENT CONCERNS AND QUESTIONS

If you have a concern or question, please contact the appropriate staff member. We want to work with you to provide the best experience for your child. We do ask that you follow the chain of command in our school. Here is a list of the steps to follow in order:

1. Talk to the staff member directly involved (bus driver, teacher, paraprofessional, coach, etc.)
2. If not resolved, contact the Principal
3. If not resolved, contact the Superintendent
4. If not resolved, contact the School Board

We do understand there are some issues that require you to go directly to a supervisor. We will be glad to assist you in those situations.

LIBRARY BOOKS

Our media center contains study areas and a wide variety of literature for all students to access separated by grade level and interest level.

Students that lose library books may be required to replace the missing books or their parents may be required to replace the missing books before they are allowed to take out additional library books.

CHANGE OF ADDRESS

Changes of address, telephone number, or emergency information during the school year should be reported to the main office as soon as possible so that emergency forms and instant alert information can be updated.

LOST AND FOUND

Many of our students possess the same brand and/or color of jackets, snow pants, boots, backpacks, athletic gear, balls, etc. Labeling of personal items will minimize confusion in locating owners of lost items. Please label your child's possessions.

Items that have been turned in as lost will be kept in the lost and found which is located at the bottom of the elementary staircase next to the cafeteria. Each year numerous items from lost and found are unclaimed. Items left in lost and found for three weeks will be given to a local charity due to the lack of storage space. Students should check in the main office to recover lost textbooks or items of value.

BIRTHDAYS/SEASONAL PARTIES

If acceptable, classrooms acknowledge your child's birthdays and seasonal events throughout the year.

Treats for your child's birthday are traditional but not mandatory. All treats need to be store bought and in the original package. Each classroom will communicate more details.

Please be aware of Peanut free classrooms, avoid any treats with peanuts and nuts or anything processed in a plant with peanuts or nuts. In an attempt to respect the feelings of all students we request: Mail or text invites from home (they will not be passed out in school.

BRINGING ITEMS TO SCHOOL

Students should be reminded not to bring valuable or dangerous items to school. We cannot safeguard valuable items. Our students should not bring items from home unless approved by the teacher or Principal.

PETS

If you would like to share a family pet with the class, please contact the teacher in advance to arrange for the visit. Once you arrive at school with the pet, be sure to have control over it at all times. A large group of excited children can cause some unusual reactions in pets. We generally ask parents/guardians to return the pet home with them on the same trip. Any extended stay for the pet should be pre-arranged with the classroom teacher.

BUS TRANSPORTATION

All students are entitled to be emotionally and physically safe while being transported to and from school. Certain laws and regulations govern the operation of school buses. Minnesota Statute, section 123.7991 lists as one of seven concepts that: ***Transportation by school bus is a privilege, not a right.*** Safety on the buses is our prime consideration and thus riding privileges can be revoked. Cooperation and appropriate, safe behavior on the bus is expected of all students.

1. The bus driver is in complete charge while on the bus
2. All riders shall remain seated when the bus is in motion and keep head, hands, arms, etc. inside the bus.
3. Scuffling, fighting, and obscene language are forbidden.
4. Bus riders will not litter the bus with food or other debris.
5. Damage to the bus other than regular usage will be paid for by the persons responsible.
6. Students must be at the designated loading site at the scheduled times.
7. Students must follow the recommended procedure when crossing the roadway.
8. Students must wait until the bus comes to a complete stop before stepping off the curb to board.
9. Students are to get on the bus at their designated stops and not get off before arriving at school.
10. Students going home may get off the bus at another designated destination only with a parent/guardian note and signed by one of the administration.
11. Because buses are loaded to capacity in the mornings, students will not be allowed to bring friends and/or guests on the buses. If you have an overnight guest on a school night, you are responsible for their transportation to school the next morning. Evening routes allow for prearranged guests because of after school activities.
12. Every bus rider must abide by these rules or jeopardize their right to ride the bus.
13. Bus drivers will report all misconduct to the Principal and parents will be notified of the misconduct.

Consequences for Misbehavior on the Bus

Kindergarten through 6th grade

First Offense: The driver has given your student a verbal warning, and a bus incident report sent to parent/guardians.

Second Offense: One-day bus suspension.

Third Offense: Three-day bus suspension; conference with student, parent, school, driver.

Fourth Offense: Five-day bus suspension.

Fifth Offense: Loss of bus riding privileges for the remainder of the school year.

***The administration reserves the right to skip any of the above steps depending on the severity of the infraction/s. This will be handled at the discretion of school administration.**

SCHOOL CALENDAR

The school board adopts the school calendar annually. Follow this Link:

<https://www.isd100.org/district/school-calendar/>

COMMUNICATION

We strive to be consistent with our families with communication. Our staff is required to initiate consistent communication with families via phone calls, notes, apps, school website, student achievement reports and conferences. The *Images* newspaper is sent out once a month to our community and families who have enrolled students in our district.

CHILD NUTRITION SERVICES

The purpose of the Wrenshall Food Program is to provide well-balanced meals at a reasonable cost. All meals and beverages are to be consumed in the cafeteria. Students are responsible for discarding unused food, wrappers, containers and returning trays and utensils to the washing station.

All students can receive one breakfast and one lunch free daily.

MDE Free School Meals Program FAQ <https://education.mn.gov/MDE/dse/FNS/SNP/free/>

EMPLOYMENT/VOLUNTEER BACKGROUND CHECKS

We have opportunities for employment throughout the year please visit the school website. We welcome volunteers to support our classrooms during the school year. Background checks are required before employment or volunteering takes place.

VISITING SCHOOL

Minnesota State law requires all visitors/volunteers to check into the school. During school hours visitors must check in with the main office and receive a visitors pass and sign out before they leave the building. If you need to pick up your child during the day, please check in with the office and the receptionist will call your child down.

FOOD IN THE CLASSROOM

Students may bring in a healthy snack each day. Teachers allow time during the day for children to have a healthy snack. Snacks high in sugar/and or caffeine are discouraged. We recommend a snack from one of the food groups: Fruits, grain, vegetables, protein, dairy.

WRENS CLUB

<https://www.isd100.org/community-ed/wrens-club-latchkey/>

- Wren's Club (latchkey) care is available from 6am-6pm for students through 6th grade, Tuesdays and Thursdays.
- Rates are \$3.25/hr for the first child and \$3.00 for additional siblings. A one-time registration fee of \$20 is applicable each school year. County assistance is accepted. Call or e-mail today for a copy of our handbook and registration form.
- Please note, all children must be registered and must have a schedule arranged with the coordinator prior to attending.
- Coordinator: Mrs. Ashley Laveau
- Phone: (218) 384-4274 ext 2600

TECHNOLOGY

MEDIA CENTER

Our Media Center is located on the first floor.

We offer both digital and print resources for our students.

Elementary students go to the library for book check out and for literacy instruction.

COMPUTER AREA

Please treat these areas with care. **Food and drink are prohibited in the computer rooms.** Any beverage consumed in a computer lab will result in a beverage violation. Responsible behavior in this area is expected. As the computer room is considered a classroom, all other classroom expectations apply.

COMPUTER USE / INTERNET

Wrenshall students are provided the opportunity to access the Internet for educational research and information. Electronic information research skills are now fundamental and vital to the education of citizens, the work force, and for higher education. Unless parents/guardians specifically request their child not to have Internet access (See Denial of Access Form), the school district will allow student access to the Internet.

The Computer and Internet Acceptable Use Policy establishes the policies and guidelines for acceptable, responsible, and safe use of the Wrenshall School District's technology resources. Violation of the policy, or any other inappropriate use of the system, may result in computer and/or Internet privileges being revoked. In addition, disciplinary action, and/or legal action may be taken.

APPENDIX

Computer and Internet Acceptable Use Policy

PURPOSE

The intent of this policy is to establish policies and guidelines for acceptable and safe use of the Wrenshall School District technology resources by students, staff, and any other users. Technology resources include all data, video, and telecommunication equipment and systems, including but not limited to computers, networks, Internet resources, printers, scanners, cameras, projectors, and telephones. This policy complies with guidelines of the Children's Internet Protection Act (CIPA) and other applicable federal and state regulations including the FERPA- Family Education Rights and Privacy Act.

GENERAL STATEMENT OF POLICY

Electronic information research skills are now fundamental and vital to the education of citizens, the work force, and for higher education. Access to the Internet enables students and employees to explore thousands of libraries, databases, and other information resources around the world. The school district expects that teachers will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its proper use. Unless parents/guardians specifically request their child not to have Internet access, the school district will allow student access to the Internet.

RESPONSIBLE & ETHICAL USE

A. Expectations and Responsibilities

1. Use of school district Internet access is limited to educational purposes such as research, class assignments, instruction, collaborative educational projects, and professional development.
2. Users will protect their individual accounts by keeping passwords secure, not using another person's account, and reporting any computer account or security problems to a teacher, technology staff, administrator, supervisor, or other appropriate authority.
3. Users will respect the legal protection provided by copyright, trademark, and licenses.
4. All users will use school district services and facilities in a manner that does not interfere with or disrupt other network users, services, or equipment.
5. Users storing data and information on district diskettes, hard drives, or servers do so at their own risk. The district will not be responsible for any loss of data, assignments, or projects.
6. The school district is not responsible for unauthorized financial obligations resulting from staff or student users of the district's Internet access accounts.
7. Users will be polite, appropriate, and adhere to all generally accepted standards of courtesy and etiquette.
8. If a user inadvertently accesses unacceptable material or an unacceptable Internet site, the user should immediately notify the most immediate teacher, supervisor, tech director, or administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy.
9. The School district does not support personal equipment. Users will not install any personal equipment or software on any district- owned device or system.

B. Unacceptable Uses and Restrictions

1. Users will not access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. materials with obscene, abusive, profane, lewd, vulgar, rude, inflammatory,

- threatening, disrespectful, or sexually explicit language;
- c. materials that use language or images that are inappropriate in the education setting or could cause damage, danger, or disruption to the educational process; or
 - d. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or may constitute harassment or discrimination.
2. Users will not post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information including, but not limited to addresses, telephone numbers, access codes, passwords, labeled photographs, any information that would make the individual's identity easily traceable, and any unauthorized disclosure, use, or dissemination of personal information regarding minors.
 - a. This includes, but is not limited to, any use or accessing of online social networking sites or social chat sites.
 3. Users will not attempt to gain unauthorized access to the school district systems or any other system ("hacking") through the school district system.
 4. Users will not knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, harass another person, or engage in personal attacks, including prejudicial or discriminatory attacks.
 5. Users will not attempt to login through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user.
 6. Users will not violate copyright laws or usage licensing agreements, or otherwise use another person's intellectual property without the person's prior approval or proper citation. This includes the downloading, copying, or exchanging of pirated Software or music to or from any School computer, and plagiarizing works found on the Internet.
 7. Users will not vandalize, damage, disable, or physically abuse the property of the school district, another person, or organization.
 8. Users will not access or attempt to gain access to unauthorized information or another person's materials, information, or files without the direct permission of that person.
 9. Users will not knowingly waste school district technology resources and supplies including the printing of any information or images that are not for assigned School projects or purposes.
 10. Users will not purposefully interfere or disrupt school district technology equipment, software, or systems, which includes but is not limited to:
 - a. deliberately crashing machine(s);
 - b. spreading computer viruses, worms, or other malicious software (malware);
 - c. unauthorized security probing or evaluation activities;
 - d. wide-scale distribution of messages to forums or mailing lists unrelated to current classroom or school district topics.
 11. Users will not engage in any illegal act or violate any local, state, or federal statutes.
 12. Users will not use school district Internet access or accounts for unauthorized commercial use and/or financial gain unrelated to the mission of the School district.

- C. **Vandalism and harassment will not be tolerated.** Any instances of vandalism or harassment will result in the consequences listed in this policy or the Wrenshall Student Handbook.

Vandalism is defined as any intentional attempt to harm, modify, or destroy data of another user, Internet, school district, or other networks that are connected to the school district network. This includes, but is not limited to, the uploading or creating of computer viruses.

Harassment is defined as the persistent unwanted annoyance of another user, or the interference in any way of another user's work.

STUDENT EMAIL

- A. The school district provides student email accounts for educational purposes only. Provided email is limited in scope depending on student grade level.
- Grades PK-6 can only send and receive emails from teachers and staff.
 - Grades 7-9 will receive district email addresses only. These students will not be able to email persons outside of the district, including parents/guardians.
 - Grades 10-12 will receive fully functioning email addresses. These students will be able to email persons inside and outside of the district, including parents/ guardians.
- B. Student email communications are intended for educational purposes only. All email accounts belong to the school district and students are granted access at the sole discretion of the school district staff. All email communications are subject to monitoring for acceptable use.
- C. Students shall use their district provided email account for educational purposes only. Students should not use this account for personal uses including, but not limited to, private social networking, online dating, blogging, etc.
- D. Students are *not* allowed to access their personal email accounts from school computers.

LEARNING MANAGEMENT SYSTEM

The school district utilizes a Learning Management System (LMS) to facilitate student collaboration and create a 21st century learning environment (Not all teachers use it). Students will be able to receive and turn in some assignments through the LMS. Parents may be able to access student work online by requesting a user account for Infinite Campus through the district Technology Director. Persons not listed in the student's official school file as parents or guardians will not be granted access.

CONSEQUENCES

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences:

- Suspension or cancellation of computer use or access privileges;
- payment for damages and repairs;
- discipline under other appropriate school district policies, including Suspension;
- suspension or termination of employment; or
- civil or criminal liability under other applicable laws.

FILTERING

With respect to any of its computers with Internet access, the school district will monitor the online activities of minors and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:

1. Obscene;
2. Child pornography; or
3. Harmful to minors.

Harmful to minors means any picture, image, graphic image file, or other visual depiction that:

- a) taken as a whole and with respect to minors appeals to a prurient interest in nudity, sex, and/or other private bodily functions;
 - b) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated, normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 - c) taken as a whole lacks serious literary, artistic, political, or scientific value as to minors.
4. The district is obligated to monitor and/or review filtering activities.
 5. The district implements several methods to help protect the network from harmful viruses and reduce the amount of spam email (email filter, firewalls etc.) A privacy disclaimer is attached to all outgoing email messages. All of these methods address the need to keep our system operational and protect the district from lawsuits.

LIMITED EXPECTATION OF PRIVACY

- A. By authorizing use of the school district system, the district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system and individual computers.
- B. Routine maintenance and monitoring of the School district's computer system may lead to a discovery that a user has violated a policy or the law.
- C. The technology network and equipment is owned and operated by the school district for the express use of staff and students in education-related activities. The district retains the right to monitor activity of users.
- D. An individual investigation or search may be conducted if the school authorities have reasonable suspicion that the search will uncover a violation of law or school district policy. In addition, data and other materials in files maintained on the school district systems may be subject to review, disclosure, or discovery under state and federal law.
- E. Parents have the right to request to review the contents of their child's files. Parents have the right to request the termination of their child's computer access at any time.
- F. The school district will cooperate fully with local, state, and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies.
- G. The school district will cooperate fully with any legal requirements of any Federal Freedom of Information Act request, Family Educational Rights and Privacy Act (FERPA) request or Minnesota Data Practices Act request.

LIMITATION ON SCHOOL DISTRICT LIABILITY

Wrenshall School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. District networks are private networks used as an education tool by employees and students. District computer networks are monitored electronically. Use of the school district computer system is at the user's own risk. The system is provided on an "as is, as available" basis. The district will not be responsible for any damage users may suffer, including but not limited to: loss, damage, or unavailability of data stored on the district's diskettes, tapes, hard drives, mailboxes, or servers. The district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district computer system. The district does not promise that any particular level or method of access will be given or continued and retains the authority to qualify, limit, or terminate any or all technology, telecommunication systems, Internet, or computer

INTERNET USE AGREEMENT

- A. The purpose of the Internet and the educational value to be gained from proper Internet use is the joint responsibility of students, parents, and employees of the district.
- B. The school district will assume children have permission to use the Internet unless a signed Denial of Access Form (attached) is returned to the school. The form must be filed in the school office.
- C. If the Denial of Access form is not signed and returned, acceptance of all terms and conditions in this policy is implied.

**Wrenshall Public Schools
DENIAL OF ACCESS FORM**

Please complete, sign, and return this form only if you **DO NOT** want your child/children to have access to the Internet.

Dear Parents or Guardians:

Access to the Internet has become a standard teaching tool that enables students to explore thousands of libraries, databases, and other resources around the world. The school district expects that teachers will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its use. The Wrenshall Public Schools will assume your child has your permission to use the Internet unless this form is returned to the School's main office.

The School district has taken precautions to attempt to limit access to inappropriate or offensive materials with educational filters. However with changing web addresses and site titles, it is impossible for the district to restrict access to all inappropriate or offensive materials at all times, If you or your child finds a site that is inappropriate or offensive to you, please report the site address to your child's teacher, the library media specialist, technology coordinator, or Principal

Teachers and staff will use this document to monitor the parent's/guardian's requests. Please be aware, however, that the Internet is used extensively for research including access to district purchased databases. If you return this form, your child/children's use of technology resources will be limited to word processing, specific computer applications, and other non-electronic resources.

I, _____ (print name), do not want my child/children to have access to the Internet.

Please list the children you do not wish to have access to the Internet, along with their grade. Return this form to the school's main office.

Children's Names	Grade

Parent/Guardian's Signature _____ Date _____

This restriction will remain in effect until the parent/guardian requests a release of access denial for their child/children in writing to the building Principal.

ATHLETICS/ACTIVITIES

Currently we offer:

- K-6 parent volunteer elementary basketball program
- Volleyball camp for elementary girls grades 3-6
- Grades K-6 Cheerleading
- Art Club
- Girl Scouts/Boys Scouts
- Father/Daughter Ball
- After school enrichment programs look through flyers sent home throughout the school year.

COMMUNITY EDUCATION

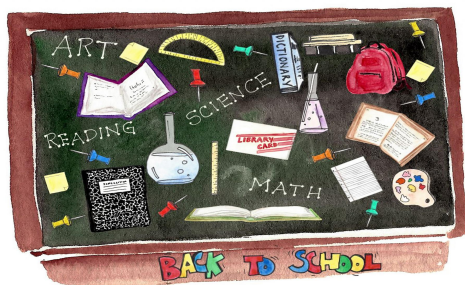
There are various community and student opportunities throughout the school year to participate in and events to look for. Flyers are sent home throughout the year.

ANNUAL SCHOOL EVENTS

Here at Wrenshall we have a variety of annual events that elementary students and their families have an opportunity to participate in:

- Grandparents Day (September)
- Music Programs (Throughout the year)
- Scholastic Book Fair (During conference times November and March)
- Earth Day Clean up (April)
- 5th Grade Conservation Day (September)
- 5th Grade Starbase Program (October)
- 6th Grade Laurentian Trip (May)
- School Wide Science Fair (February)
- Veterans Day Program (November)
- Track and Field Day (May/June)
- Book Tasting Night (May)

Part II: Academics



ATTENDANCE

The State of Minnesota requires that children must attend school regularly. Students are expected to be at school everyday unless they are ill or there is an emergency in the family. Students are expected to come to school on time.

SCHOOL WIDE ATTENDANCE POLICY

Educational studies conducted nationally as well as locally indicate a significant correlation between student attendance and student performance. Excessive absenteeism results in lower achievement.

A good attendance record is one of the characteristics most sought after by employers and poor attendance is a major reason for employee dismissal. It is essential that our students learn this important life skill. A good attendance record will improve the quality of their education and make them a marketable employee.

Thus, student absenteeism should be limited to instances in which an absence is genuinely unavoidable. Each student, his/her parent or guardian, and the school share an obligation to encourage and ensure the student's continuous school attendance.

Minnesota State Law: "The Minnesota Law provides that every child between seven and sixteen must receive instruction for a period of not less than nine months during any school year, unless the child has completed the studies ordinarily required in the tenth grade and is at least sixteen years of age. A student may be excused from attendance by the School Board upon application of his/her parents or guardians on grounds specific to the law."

Attendance will be taken every class period of the school day.

Expectations: Students are to make an effort to schedule appointments outside of the school day. Students are expected to stay at school and attend scheduled classes throughout the day.

Students are expected to attend school on a regular basis in order to be successful in their academic schedules and also to become familiar with the requirements of future employment.

The district is aware that there are many situations that may necessitate absences, such as medical emergencies, chronic illnesses, family crisis, and other unusual circumstances. Every reasonable effort will be made to work with families in these situations to ensure the child has educational support to achieve success.

*It should be noted that elementary students arriving after 9:22 a.m. and/or leaving before 2:15 p.m. will be counted as half a day absent from school.

Excused Absences

An excused absence indicates a legal absence from school via parent/guardian or doctor verification. However, the school reserves the right to excuse or unexcused any non-medical absence according to state guidelines and school district rules and procedures.

Parents are expected to call the school in the morning to report and explain the absence of their child from school. Upon return to school and checking in the student should bring a written note by parent/guardian or doctor in case of a medical absence.

If a student has to leave school early, he or she must have his or her parents call the main office secretary at extension 2000 or be able to show a written excuse signed by a parent.

Furthermore, after parent approval, the student must receive permission from the school office before leaving the building. Any absences that occur throughout the school day that are not approved by the office prior to student departure, are considered unexcused and cannot be excused later by a parent.

The following reasons shall be sufficient to constitute excused absences:

1. Student illness: Parents are only able to excuse their child up to 15 days in a single class period per school year (without a doctor's note) and only within 48 hours of an absence.
2. Serious illness or death in the student's immediate family.
3. Medical or dental appointments: **Parents should make every effort to schedule appointments/treatment outside of the school day.** When this cannot be done, a student's absence due to a medical appointment or dental treatment will need to be verified by a doctor's/dentist's note or fax. **Furthermore, a student will only be medically excused for at most a 1/2 day unless otherwise specifically noted by a medical professional.** It is the responsibility of the student to have the doctor list the time the appointment started and ended on their doctor's excuse note/fax.
4. Court appearance.
5. Recognized religious holiday observance.
6. Religious instruction not to exceed three hours per week.
7. Vacation with prior school approval.
8. Impassable roads/inclement weather.
9. School related absences such as: field trips, sports, a school sponsored event, suspension, etc. (These do not count against a student 15 allowed absences per period)

*In the case of special circumstances, the Administration may approve additional absences.

Prearranged Absences:

A prearranged absence form must be obtained from the main office when students are going to be absent from school for an extended period of time.

Unexcused Absences

1. Any student absent from class, school, detention, or assigned Saturday School that was not approved by the parent/guardian **AND** the school from the above list.
2. Absences in which the parent/guardian fails to contact the school within 48 hours of absence. The school has the discretion to extend this time period as long as it is not abused.
3. Absence resulting from unexcused tardiness.
4. Disciplinary action may result from unexcused absence(s).

Tardies

1. It is the student's responsibility to report to school and class on time
2. When a student reports to school late please report to the office with parent/guardian.

Truancy

1. A student will be considered truant when they willfully miss a class or classes without proper approval (parent and school). Said absence/s will be considered unexcused.
2. After three unexcused or a combination of eight total excused and/or unexcused absences from school in a school year, a letter will be sent home notifying parent/guardian. A copy of this letter will be forwarded to Carlton County's truancy officer. Upon receipt of the letter the truancy officer may elect to contact or meet the student, place the student on an attendance contract, and/or contact or meet with the parents.
3. If a student reaches seven or more unexcused absences in a school year, the truancy officer may refer the student at the County Attorney's Office as a habitual truant pursuant to Minnesota Statute 260C.007, subdivision 19. Upon receipt of a referral from the truancy officer, the County Attorney's Office may elect to file a truancy petition with the district court.
4. Under MN state statutes 124D.03 & 124D.08, **a district may terminate the enrollment of a non-resident student at the end of the school year if the student meets the definition of being habitually truant** (In the high school, that means 7 unexcused class periods in the same hour and in the elementary, that means 7 unexcused full days.

PARENT INVOLVEMENT

Parents/guardians are an integral part of our Wrenshall School family. There are opportunities for involvement in school activities and in individual classrooms. Each classroom will have more detailed information for volunteer opportunities. One of the main ways parents can contribute is by supporting their children in their learning and participating with them in school events.

FIELD TRIPS

All class field trips are planned by each individual teacher and are not required as part of the educational curriculum. Teachers may take field trips to enrich our students' educational experience.

Field trip proposals should be directed to district administration for pre-approval one month prior to the proposed field trip.

The teacher or advisor should make field trip requests. All overnight field trips must be approved by the school board.

Students on a field trip will conduct themselves appropriately, follow the direction of the chaperone/s, and abide by all school rules and regulations while on a field trip.

Parents must give written permission for the student to go on field trips. Students need to be responsible to take slips home and return them on time.

Students not attending field trips are expected to attend school during the field trip. Any absences will count toward the school's attendance policy and potential truancy.

SCHOOL SUPPLIES

If you are in need of a list of school supplies your child will need, please speak to the classroom teacher, check the school website, or read the September issue of Images. Throughout the year, 5th grade students will be selling school supplies at the School Store. School shoes may be the same ones they wear at home. Backpacks help keep materials together and are an easy way for students to carry their school supplies, books, lunches, etc. to and from school.

CONFERENCES

Parent/Teacher conferences are held twice a year for families, one in November and a second one in March. Teachers will send home notifications to set up date and times that work best for families

ASSESSMENTS

As required by the State of Minnesota we assess our students on a yearly basis during the month of April. Elementary testing starts in grade 3.

The Minnesota Comprehensive Assessments (MCA) and alternate assessment Minnesota Test of Academic Skills (MTAS) are the state tests that help districts measure student progress toward Minnesota's academic standards and also meet federal and state legislative requirements. Students take one test in each subject.

For more information regarding testing click on the link:

[MCA Parent Fact Sheet](#)

[Frequently Asked Questions: Why Statewide Test Results Matter](#)

RESOURCES FOR STUDENTS AND FAMILIES

We have resources available for families to utilize throughout the year please reach out to the following staff:

- School Family worker: Mike Schmidt
- School counselor: Erik Holter
- Northhomes
- Birch and Pines
- Speech Services

SPECIAL EDUCATION

All students referred for special education assessments must have signed parent permission prior to assessment. After the assessment, parents will be called in for a conference to discuss the results and recommendations. Services are provided when this criteria is met.

If your child is referred to special education for an assessment, the district will enter your child's name and date of birth into the Minnesota Medicaid System to find out if your child is receiving Medical Assistance or MinnesotaCare. If you do not want the district to enter your child's name and date of birth into the Minnesota Medicaid System, please inform the district administration that you do not want the district to check the Medicaid System.

Psychologist -- Assesses some students for better understanding of the student's ability to learn.

Special Education Teacher -- Teaches students who are unable to learn in the way that most students do even though they may have the ability.

Speech / Language Clinician -- Works with students with significant communication disorders such as articulation problems or language delay.

Adaptive Physical Education -- Works with the Physical Therapist as a diagnostician and helps plan programs for students with fine motor difficulties who are receiving other special education services.

Physical Therapist -- Works with the Occupational Therapist as a diagnostician and helps plan programs for students with gross motor difficulties who are receiving other special education services.

Certified Occupational Therapist Assistant (C.O.T.A.) -- Works directly with special education students that the Occupational Therapist and Physical Therapist have diagnosed as having significant motor development delay.

SECTION 504

Section 504 is an Act that prohibits discrimination against persons with a handicap in any program receiving Federal financial assistance.

ISD #100 recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a handicap will knowingly be permitted in any of the programs and practices in the school system.

The school district has specific responsibilities under this Act, which include the responsibility to identify, evaluate, and, if the child is determined to be eligible under Section 504, to afford access to appropriate educational services.

A complete 504 policy is on file in the district office. Please contact district administration for more information on this policy

TITLE I

Our school offers Title I reading and/or math assistance to students in grades K-6 who qualify for services. Title I is a federally funded program which supports a full-time teacher that provides instruction aimed at strengthening the skills of participants.

PK-6 OUTDOOR CLASSROOM

Outdoor education and play support emotional, behavioral and intellectual development. Studies have shown that students who learn outdoors develop: a sense of self, independence, confidence, creativity, decision-making and problem-solving skills, empathy towards others, motor skills, self-discipline and initiative.

Teachers have begun an initiative to start outdoor education. The spaces are located on the side of the school building near the trail. The expansion of this program will be ongoing as grants and other funding sources will be researched to support the costs of adding seating, curriculum, and shelters.

HOMEWORK TIPS

Checklist for Helping your child with homework:

Model that education and homework are important:

- Have you set a regular time every day for homework?
- Does your child have the papers, books, pencils and other things needed to do assignments?

- Does your child have a fairly quiet place to study with lots of light?
- Do you set a good example by reading and writing yourself?
- Do you stay in touch with your child's teachers?

Monitor Assignments

- Do you know what your child's homework assignments are?
- How long assignments should take?
- How does the teacher want you to be involved?
- Do you see that assignments are started and completed?
- Do you read the teacher's comments on assignments that are returned?
- Is TV viewing and other technology devices cutting into your child's homework time?

Provide Guidance

- Do you understand and respect your child's style of learning?
- Does he/she work better alone or with someone else?
- Does he/she learn best when he/she can see things, hear them, or handle them?
- Do you help your child to get organized?
- Does your child need a calendar or assignment book? A bag for books and a folder for papers?
- Do you encourage your child to develop good study habits (e.g., scheduling enough time for big assignments; making up practice tests)?
- Do you talk with your child about homework assignments? Does your child understand them?

Be proactive

- Do you meet the teacher early in the year before any problems arise?
- If a problem comes up, do you meet or communicate with the teacher?
- Do you cooperate with the teacher and your child to work out a plan and a schedule to fix homework problems?
- Do you follow up with the teacher and with your child to make sure the plan is working?

Part III- Building Culture/Climate



*STANDARDS OF CONDUCT

*Please refer to the High School Handbook for a guide on consequences.

In order to ensure a sound and safe school environment essential to learning, it is critical that certain expectations, policies, and procedures be observed in the school setting.

Students should display respect in attitude, behavior, and language. Halls and classrooms shall be kept clean and safe. **Our expectations are never intended to restrict individuals; rather they are intended to protect their rights.** Expectations should be followed whether or not a teacher is present.

As school staff/students, we have an obligation to maintain and protect the facility and its contents. We **must** and will take this role seriously!

Student Behavior Expectations of Wrenshall School

Be Prompt and Prepared ~ Be on time and arrive with appropriate materials, including assignments completed on time to help you be successful.

Respect all Staff Members ~ Be an active listener and follow directions promptly. Accept responsibility for your behavior.

Respect the Rights of Others ~ Use appropriate voices. Listen and do not interrupt the speaker. Respect the opinion and point of view of others. Respect individual differences and sensitivities and refrain from harassment.

Respect Property ~ Respect the personal property of individuals. Treat school property, materials, and equipment with respect. Assist in maintaining a clean school and environment.

Display a Concern for Learning ~ Remain on task. Respect the rights of others to remain on task and learn. Respect the right of the teacher to teach.

Display Appropriate Social Skills ~ Accept disagreement, constructive criticism, and compliments gracefully. Display courtesy. Display tact. Display a concern for others.

Bullying ~ A student is being bullied when he/she is exposed, repeatedly and over time, to negative actions on the part of one or more students. Bullying behavior will not be tolerated and is subject to an appropriate consequence up to expulsion.

RESTORATIVE JUSTICE/PRACTICES

Wrenshall School District is currently moving toward a more restorative approach to discipline.

Restorative Practices- A framework for a broad range of restorative justice approaches that proactively build a school community based on cooperation, mutual understanding, trust and respect, and respond to conflict by including all people impacted by a conflict in finding solutions that restore relationships and repair the harm done to the school community. These practices can be used to implement positive behavior in classrooms and on school campuses.

Restorative Justice/Practices:

- Addresses misbehavior and harm in a way that strengthens relationships and enhances responsibility.
- Focuses on harm done rather than only rule-breaking.
- Gives voice to the person harmed and others impacted by the harm.
- Utilizes collaborative problem-solving approaches.

Third Parties such as the Carlton County Restorative Justice Program may be permitted to provide assistance in regards to restorative practices.

Positive Behavior Interventions

Wrenshall elementary school models Positive Behavior Interventions to help support our students learn and grow. We aim to take a restorative approach if behaviors occur.

It is a proactive approach to establishing the behavioral supports and social culture needed for all students in a school to achieve social, emotional and academic success.

Positive behavioral interventions and support is a way for schools to encourage positive behavior.

- Through this framework, we teach students about behavior, just as they would teach about other subjects like reading or math.
- The focus is to prevent not punishment.
- We teach our students behavior expectations for every area in the building to build a common language amongst both staff and students.

We will recognize students following our Respect, Effort, Belong expectations by giving them praise and they will receive a Wrens Strong ticket to be used for weekly drawings.

We have listed expectations for different areas of the school which include, hallways, restrooms, buses, playground and cafeteria. Signs will be displayed in these shared spaces for daily reminders for the students to see.

WRENS STRONG EXPECTATIONS

Restroom

Respect	Effort	Belong
<input type="checkbox"/> Lock your stall bathroom <input type="checkbox"/> Respect everyone's privacy	<input type="checkbox"/> Flush the toilet when done <input type="checkbox"/> Wash your hands appropriately	<input type="checkbox"/> Keep the bathroom clean <input type="checkbox"/> Report problems with sink, toilet or messes to an adult

Lunchroom

Respect	Effort	Belong
<input type="checkbox"/> Use good manners <input type="checkbox"/> Keep your area clean	<input type="checkbox"/> Don't play with your food <input type="checkbox"/> Use indoor voices	<input type="checkbox"/> Sit in designated area <input type="checkbox"/> Keep hands and feet to yourself

Playground

Respect	Effort	Belong
<input type="checkbox"/> Listen and follow directions from adults <input type="checkbox"/> Use kind words	<input type="checkbox"/> Use equipment appropriately <input type="checkbox"/> No rough play	<input type="checkbox"/> Include everyone play together <input type="checkbox"/> Put equipment away

School bus

Respect	Effort	Belong
<input type="checkbox"/> Listen to your bus driver <input type="checkbox"/> No food or drink allowed	<input type="checkbox"/> Stay seated at all times face the front <input type="checkbox"/> Use indoor voices	<input type="checkbox"/> Keep track of your belongings <input type="checkbox"/> Use kind words and actions

Hallway

Respect	Effort	Belong
<input type="checkbox"/> Keep hands and feet to self <input type="checkbox"/> Stay quiet - classes are in progress	<input type="checkbox"/> No Running <input type="checkbox"/> Keep hallways clean	<input type="checkbox"/> Go directly to your destination <input type="checkbox"/> Set a good example

WRENS STRONG STUDENTS OF THE MONTH

We recognize and celebrate students by nominating students who show Wrens Strong attributes Effort, Respect, Belong and fall into either academic or exemplary. The nominees are displayed in our monthly Images newsletter and their pictures by the business office.

VALUABLES

Students are encouraged to leave valuables and large sums of money at home. Student cubbies are unfortunately not the most secure places in a building with so many people. Please consult with office staff if you wish to have items placed in safe keeping for the day.

THEFTS

All thefts should be reported to school staff or administration immediately. **The school cannot and will not assume responsibility for theft of personal property.**

STUDENT BULLYING PROHIBITION POLICY

BULLYING PROHIBITION – POLICY 514: A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and teachers' ability to educate students in a safe environment. AN act of bullying, by either an individual student or a group of students, is expressly prohibited on school district property or at school-related functions.

Bullying means any written or verbal expression, physical act or gesture, or pattern thereof, by a student that is intended to cause or is perceived as causing distress to one or more students and which substantially interferes with another student's or students' educational benefits, opportunities, or performance. Bullying includes, but is not limited to, conduct by a student against another student that a reasonable person under the circumstances knows or should know has the effect of:

1. harming a student
2. damaging a student's property
3. placing a student in reasonable fear of harm to his or her person or property, or
4. creating a hostile educational environment for a student

Discipline procedures for a student found to be in violation of this policy may include, but are not limited to: warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge.

*This also includes cyber-bullying and other forms of bullying via the internet, and social networking applications.

IS IT BULLYING?

Rude=Inadvertently saying or doing something that hurts someone else is.

Mean = Purposefully saying or doing something to hurt someone once (or maybe twice).

Bullying = Intentionally aggressive behavior, repeated over time, that involves an imbalance of power.

Examples of bullying behaviors:

Direct Bullying

Physical: hitting, kicking, shoving, spitting
assault someone

Verbal: taunting, teasing, racial slurs,
group activities
verbal sexual harassment

Non-Verbal:threatening, obscene gestures
eye rolling, seat saving

Indirect Bullying

getting another person to
spreading rumors

deliberate exclusion from

cyberbullying

Responsibility for Safe Behavior

Students are expected to be physically under control at all times to avoid injury to themselves and others; thus running in halls, rough play, fighting, etc. are prohibited!

Referral Slips

Instructional staff and administration will have these in their possession. Referral slips will be written for students following acts of inappropriate behavior. The purpose is to:

- address inappropriate student behavior
- inform parents of inappropriate behavior exhibited by their child
- serve as documentation for repeated acts of inappropriate behavior
- serve as a referral to the school counselor, psychologist, or Principal
- serve as documentation of consequences administered to students
- serve as documentation for the Discipline Review Committee

Law enforcement will be contacted

- In the event of an assault (verbal or physical)

- In the event of a weapons violation
- In the event of tobacco/alcohol/drug violations
- When a law appears to have been broken
- In the event of significant theft
- In the event of significant vandalism
- In the event of disorderly conduct on school premises

County Attorney's Office will be contacted

- In the event of excessive absenteeism/truancy

***Classroom discipline (discipline administered within the classroom) is left to the discretion of the classroom teacher**

****Levels of consequences may be recommended by the teacher, staff member, or supervisor citing the violation. However, the school administration and/or Discipline Review has the ultimate responsibility for determining consequences.**

*****Parents/guardians will receive notification regarding any significant behavior violations and resulting consequences (This may include talking to a parent in person or over the phone, a voice mail, a text message, an email, a letter, etc.)**

CELL PHONES AND COMMUNICATION DEVICES
AWAY FOR THE DAY

Wrenshall School recognizes the importance of communication and collaboration, and provides chromebooks for students to be productive in the classroom. To keep the focus on academics and to reduce unnecessary distractions, we will enforce the following.

- Cell phones and all mobile devices shall be TURNED OFF when entering school campus
- Cell phones and all mobile devices shall be kept in a student's backpack or locker not in clothing pockets
- Cell phones and all mobile devices are not allowed to be used in a classroom, library, common areas, outdoors or in restrooms
- Cell phones and all mobile devices can be turned back on at the end of school bell
- Cell phones and all mobile devices are not allowed to be used during transition times or between classes
- If a student needs to make an emergency call during the day, they are to go to the office
- Picture phones are prohibited in locker rooms in compliance with MSHSL rules.
- Students bringing communication devices to school should recognize the risk of theft. The school is not responsible for stolen property.
- If a student needs to make an emergency call during the school day they are to go to the office.
- Smart Watches are not allowed in the classroom.

- It should be noted that refusal to surrender a cell phone or other electronic device not authorized to use when directed to do so by a school staff member, teacher or administrator is a violation of our school's Code of Conduct. Insubordinate behavior could lead to detention, suspension or exclusion from school events.

CONSEQUENCES

- First Offense ~ the device will be held in the Administration office until the end of the school day.**
- Second Offense ~ the device will remain in the main office until the end of the week. Admin will call parents/guardians to notify and remind them of the policy.**
- Third Offense ~ Students are not allowed to bring their phone to school for ten 10 days.**
- Insubordinate behavior could lead to detention, suspension or exclusion from school events.**

AUDIO/VIDEO DEVICES/SMART WATCHES

Smart Watches are not allowed in class. Students may operate iPods, MP3 players, radios, tape players, CD players, and any similar devices only with headphones and only in the following circumstances: on the bus to and from school; in school prior to the start of classes in the morning, and after school. Violations of the aforementioned policy will result in the same consequences as cell phone violations (See "Communication Devices") Classroom teachers reserve the right to follow their own classroom policies regarding device usage. Students bringing audio/video devices to school should recognize the risk of theft. The school is not responsible for stolen property.

STUDENT DRESS CODE POLICY

Students are expected to dress appropriately for the public school setting at all times.

Hoods:

All students are not to wear hoods, or other head coverings within the building during the school day unless there is a special event and permission has been granted.

Clothing:

Clothing that includes words or pictures that are obscene, vulgar, sexually explicit, convey sexual innuendo, abuse or discrimination, or which promote or advertise alcohol, chemicals, tobacco or any other product that is illegal for use by minors and illegal on school property, will not be allowed.

Objectionable emblems, badges, symbols (including confederate flags & swastika's), derogatory mascots, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to any group, evidences of gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals is not allowed.

Shoes

Shoes are to be worn in the school setting at all times.

Sunglasses

Sunglasses are not necessary in the school building and are not to be worn in class or during indoor school functions.

Gang Related Apparel:

The School District, in its desire to keep students free from threats or harmful influence of gangs or other violent groups, believes that apparel identified as "gang-related" can be reasonably construed as hazardous to the health and safety of the school environment.

Gang symbols, signs, slang, attire, and graffiti will not be allowed in the school setting. Students, staff, and parents who have evidence of these influences in our school should report the concern to school administration immediately.

Behavior or dress suspected as being gang related will be reported to the Sheriff's Department.

Chains, Extreme Jewelry, Etc:

Heavy link chains may not be worn as a necklace, bracelet, belt, or wallet attachment. If it is determined that the chain is heavy enough to be used as a weapon or could jeopardize the safety of the student in possession or any other student or staff member, the student will be asked to remove the item and refrain from wearing the item in the future. Failure to comply or repeated offenses will result in disciplinary action.

Spike collars, chains, heavy locks, some rings/earrings or other extreme wear, will not be allowed if determined to be hazardous to health/safety or is considered to create a distraction to the educational process.

Blankets:

Blankets are not allowed in school.

STUDENT EXPECTATIONS FOR EVENTS & ASSEMBLIES

Students are to follow all behavior expectations during school events and assemblies. Violations of rules or inappropriate behavior may result in removal from the event, activity, or assembly. Additional consequences may be administered.

It is the hope of Wrenshall School Staff and Administration that the student body will demonstrate their support for our athletic teams by attending home games. Once at the game, it is important that each student adheres to certain expectations that will make an enjoyable, safe evening for all.

1. Students are to enter the building through the main lobby entrance where tickets are sold.

2. Once students are admitted to the school activity, they are to remain in the building throughout the activity. If students choose to leave, they are subject to not being readmitted.
3. For the safety of players, the individual's safety, and respect for spectators viewing the game, student fans are asked to limit movement in and out of the gym while play is in progress. The game supervisor may monitor traffic and choose to readmit students only at quarter breaks, time-outs, and/or other stoppages of play.
4. Students are asked to NOT sit on concession tables or stairways.
5. We should support our team in the gymnasium. Socializing with friends should be done primarily in the gym. Students spending extensive amounts of time in the halls or lobby will be asked to return to the gym.
6. Students are expected to utilize positive methods and expressions of support for our team and display good sportsmanship toward the opposing team and fans.
7. All activities are an extension of the school day and school rules apply to those in attendance.
8. Locker and classroom hallways are off limits during games. Students must seek permission from game supervisor, administration, or ticket seller to enter these areas.
9. Elementary students attending after school events must be accompanied by an adult.
10. Students are to respect all staff members, ticket sellers, etc.

SCHOOL WEAPONS POLICY

Students are forbidden to possess any instrument, in school, on school grounds, at the bus stop, on the bus, or at a school-sponsored activity, that is a weapon or ammunition.

Weapons violations include any kind of weapon (loaded or unloaded) or ammunition on a person, inside their locker, or in their vehicle including **pocket knives, hunting rifles, bows, etc.**, and any other dangerous article or substance being unlawfully used as a weapon against another.

Offense: For students in grades K-12, possession of a weapon will result in the following action by the school authority:

1. Notification of the police
2. Confiscation of the weapon if feasible
3. An initial suspension of 5 days & a conference with parent/guardian prior to the student returning to school
4. A recommendation for expulsion may be made by the Superintendent

"Possession" is defined as having a weapon on one's person or in an area subject to one's control on school property, at the bus stop, on the bus, or at a school-sponsored activity.

***If a student has accidentally brought a weapon or ammunition to school they are to turn it in immediately to administration or an adult supervisor if administration isn't available (i.e. - on the school bus). If it is determined that it was a complete accident, no one was threatened or harmed, and the student turned it in immediately upon discovering it, no consequences will be administered. All weapons and ammunition turned over will not be given back to the student and parents will be called to come pick it up.

DRUG-FREE & WEAPON-FREE ZONE

Drug-Free and Weapon-Free Zone: Minnesota Law considers the school as a drug-free and weapon-free zone. The zone includes school grounds and extends one city block, or 300 feet, beyond the boundaries of school property.

The law is tough on anyone caught selling or possessing illegal drugs in this zone. The law is also tough on anyone caught possessing or using a dangerous weapon in this area.

Juveniles convicted of these crimes, who are at least 14 years old, can be treated as an adult and sentenced in an adult court.

EXPULSION FOR POSSESSION OF FIREARM

The Minnesota State Crime Bill of 1995 states: A school board must expel, for a period of at least one year, a pupil who is determined to have brought a firearm to school except the board may modify this expulsion requirement for a pupil on a case-by-case basis. For the purpose of this section, a firearm is defined in United States Code, title 18, section 921.

SAFETY HAZARD VIOLATIONS

Potential safety hazards exist for students in the following areas:

1. *Fire alarms* - Students who tamper with or set off the fire alarm system will be suspended and turned over to the appropriate local authorities for prosecution.
2. *Fire crackers* - Possession or use of any firecrackers, smoke bombs, or any other pyrotechnical device in the building, at the bus stop, on the bus, on school grounds or at school activities is forbidden because of the health and safety of the student body. Violators will be turned over to the appropriate local authorities for prosecution.
3. *Firearms and knives* - Guns and knives are not permitted on school property and will be confiscated. Law enforcement may be called depending on the circumstances.
4. *Threats & Assault* - Students that threaten physical violence against any staff member or student or actually assault a staff member or student will be assigned appropriate consequences that may include suspension or expulsion.

**HARASSMENT, HAZING, DISCRIMINATION, AND
VIOLENCE ARE AGAINST THE LAW**

**WRENSHALL SCHOOL DISTRICT NO. 100's
POLICY AGAINST HARASSMENT, HAZING, DISCRIMINATION, AND VIOLENCE**

Everyone at Wrenshall School District No. 100 has a right to feel respected and safe. Consequently, we want you to know about our policy to prevent religious, racial, or sexual harassment (includes harassment because of sexual orientation), as well as hazing, and violence of any kind.

1. A harasser may be a student or an adult. Harassment may include, but is not limited to, the following, when related to religion, race, or sex:
 - name calling, jokes, or rumors
 - graffiti
 - notes or cartoons
 - unwelcome touching of a person or clothing
 - offensive or graphic posters, book covers, clothing, etc.
 - any words or actions that make a student or staff member feel uncomfortable, embarrassed, or upset.
2. If any words or actions make a student feel uncomfortable or fearful, they need to tell a teacher, counselor, administrator, or the district's Human Rights Officer as soon as possible.
3. Students may also make a written report. It should be given to a teacher, counselor, administrator, or the district's Human Rights Officer.
4. A student's right to privacy will be respected as much as possible.
5. We take all reports of religious, racial, or sexual harassment or violence seriously and will take all appropriate actions based on your report
6. The school district will also take action if anyone tries to intimidate you or tries to take action to harm you because you have reported.

This is a summary of the school district policy against religious, racial, and sexual harassment and violence. Complete policies are available on the school district's website and in the district office upon request.

HARASSMENT AND VIOLENCE REPORT FORM

General Statement of Policy Prohibiting Harassment and Violence

Independent School District No. 100 maintains a firm policy prohibiting all forms of discrimination. Harassment or violence against students or employees or groups of students or employees on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity and expression, or disability is strictly prohibited. All persons are to be treated with respect and dignity. Harassment or violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity and expression, or disability by any pupil, teacher, administrator, or other school personnel, which create an intimidating, hostile, or offensive environment will not be tolerated under any circumstances.

Complainant _____

Home Address _____

Work Address _____

Home Phone _____ Work Phone _____

Date of Alleged Incident(s) _____

Basis of Alleged Harassment/Violence - circle as appropriate: race \ color \ creed \ religion \ national origin \ sex \ age \ marital status \ familial status \ status with regard to public assistance \ sexual orientation, including gender identity and expression \ disability

Name of person you believe harassed or was violent toward you or another person or group.

If the alleged harassment or violence was toward another person or group, identify that person or group.

Describe the incident(s) as clearly as possible, including such things as: what force, if any, was used; any verbal statements (i.e., threats, requests, demands, etc.); what, if any, physical contact was involved; etc. (Attach additional pages if necessary.)

Where and when did the incident(s) occur? _____

List any witnesses that were present _____

_____ This

complaint is filed based on my honest belief that _____ has harassed or has been violent to me or to another person or group. I hereby certify that the information I have provided in this complaint is true, correct, and complete to the best of my knowledge and belief.

(Complainant Signature)

(Date)

Received by _____

(Date)

Wrenshall School Philosophy Regarding Learning and Discipline

Optimum learning occurs in a positive, safe and secure environment. Students, parents or guardians, teachers, administrators and other district employees all share in the responsibility to ensure a positive climate for learning. The school setting enables students to develop responsible behaviors and habits that will serve them now and later in life. Proper training in discipline should lead to self-control and respect for law, authority, property and the rights of others.

While self-discipline is the ideal, it is understood that corrective measures will be required at times. When it becomes necessary to enforce the consequences of discipline violations as outlined in this policy, the consequences are enforced in a manner that respects the dignity of the student and promotes healthy and responsible behavior.

Discipline is a learning experience, not just a punishment. To that end, discipline:

- Helps the student learn a lesson that will positively affect present and future behavior.
- Is designed to help the student control and change behavior, and guide the student into adulthood.
- Helps the student to grow intellectually and emotionally.
- Enhances the student's self-confidence, self-worth and self-image.

Roles and Responsibilities

School Board – The school board holds all district employees responsible for the maintenance of order within the school district and supports all employees acting within the framework of this discipline policy.

Superintendent – The superintendent will establish guidelines and directives to carry out this policy, hold district employees, students and parents responsible for conforming to this policy, and support district employees performing their duties within the framework of this policy. The superintendent will also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents.

Principal – The school principal or designee is given the responsibility, authority and sole discretion to formulate building rules necessary to enforce this policy, subject to superintendent review. The principal will give direction and support to all school employees performing their duties within the framework of this policy. The principal or designee will consult with parents of students conducting themselves in a manner contrary to the policy. The principal or designee will also involve other professional employees in the disposition of behavior referrals and make use of those agencies appropriate for assisting students and parents.

Teachers – All teachers have responsibility for providing a well-planned teaching/learning environment and have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers will ensure acceptable student behavior.

Other School District Employees – All school district employees are responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior are as authorized and directed by the superintendent.

Parents or Legal Guardians – Parents and guardians are responsible for the behavior of their children as determined by law and community practice. They are expected to partner with school authorities and to participate regarding the behavior of their children.

Students – All students are held individually responsible for their behavior and for knowing and adhering to the Code of Student Conduct.

These discipline guidelines are based on school policies located on the district’s website. Wrenshall School is a place of learning and it is important that interventions to change behavior are partnered with consequences for behaviors so that students are able to learn from these experiences. Please refer to the High School student handbook for behavior referral expectations.

IN-SCHOOL SUSPENSION

If directed to report to I.S.S., a student must go directly to the main office after they arrive on school grounds and wait for an I.S.S. supervisor to come get them.

Once assigned, the student may have to spend a full seven class periods in I.S.S., completing the consequence the following day if necessary. He or she will not be permitted back to class until the consequence is served. On some occasions, multiple days of I.S.S. or a combination of I.S.S. and other consequences may be assigned.

In-School Suspension Rules

1. Report to the office immediately after arriving on school grounds
2. No verbal or non-verbal communication
3. No food, beverages, or gum
4. No electronic devices/phones
5. No sleeping or resting eyes
6. No picture books or magazines unless they are related to school work (supervisors discretion)
7. No leaving the room or getting out leaving your seat unless approved by the I.S.S. supervisor
8. No resting head, kicking feet up, or lying down
9. No drawing unless related to a school assignment
10. Must have work to do or something to read
11. Listen, respect and follow all instructions of the I.S.S. supervisor (Other rules are at the discretion of the I.S.S. supervisor)

Other In-School Suspension Expectations Include:

--No hall-time without an adult

--Students that are assigned I.S.S. will receive credit for work they complete in a timely manner (at the discretion of the teacher) that they missed due to their having served I.S.S.

--If a student fails or refuses to serve an assigned I.S.S., he or she will not return to classes until the full ISS has been completed in a manner acceptable to administration. In such cases, the student will receive no class credit for missed assignments and they will be marked absent unexcused. Additional consequences may be assigned including additional suspensions.

OUT-OF-SCHOOL SUSPENSION

Students who are assigned out-of-school suspension are subject to the following academic considerations on the day(s) of the suspension:

1. The teacher may require make-up of work missed and/or compensatory assignments.
2. Chapter or larger tests may be made up under usual make-up arrangements.
3. It is the student's obligation to follow up on academic work missed during suspension.
4. Students under out-of-school suspension are restricted from school grounds and all school related events/activities during the period of the suspension.

Part IV – Health/Safety/Wellness



Recess:

- Students will be provided with daily opportunities to be physically active during a recess period. Recess and unstructured time will complement, not substitute, physical education classes.
- Recess will be offered outdoors, weather permitting. If outdoor recess is not advised due to weather, air quality, or other considerations, recess will be provided indoors.
- If the outside air temperature is less than 0 degrees fahrenheit or the windchill is -10 degrees below students will have indoor recess. Students need to dress for the weather including warm coats, snow pants, gloves, hats and boots. Please make sure your children have appropriate clothing for the winter months. Regardless of the wind chill, students who do not have the appropriate winter clothing will not be able to participate in outdoor recess.
- Children should be dressed appropriately for weather conditions.
- Preschool, kindergarten, elementary, will have safe playgrounds, recreational facilities, and other equipment available for free play.
- Lunchtime recess will be scheduled before the meal.
- A student's participation in recess or other unstructured time will not be denied as a form of discipline or punishment, or used for instructional makeup time.
- Recess will be supervised by adults to enforce safety rules and prevent injuries. At least one adult trained in first aid, cardiopulmonary resuscitation, and infection control will always be available when students are present on school grounds to respond to injuries and medical emergencies.
- Supervising adults will be informed of any medical limits impacting the participation of individual students in physical activity. Such information will be treated with strict confidentiality

ELEMENTARY MORNING RECESS

Elementary students not eating breakfast are to report to the playground upon arrival. During inclement weather, students may possibly be required to report to the Commons instead of the playground.

Students eating breakfast are to report to the cafeteria **immediately** upon arrival. Once students are finished eating, they should proceed to the playground or Commons depending on where supervision is taking place.

ELEMENTARY NOON RECESS

All grades K-6 have outdoor recess before lunch each day when the weather allows. As we do not have a large enough indoor space that is monitored at noon time, students must go outdoors unless they are too ill to be outside. If they are too ill to be outside, they will be referred to the nurse. **No exceptions will be made.** Students should dress appropriately based on the weather.

RECESS ATTIRE

Our playground catches the northwest wind and is cold even when the thermometer registers warm. Hats and gloves are needed nearly year round. In the winter we require that students wear **hats, mittens/gloves, coats, snow pants, and boots** on the playground. We want them to be warm and dry as they enjoy the outdoors, and so they can be as comfortable as possible once they are back indoors. It will be the playground supervisors' discretion on what attire is required based on the conditions (Keep in mind that due to cold temperatures and wet conditions, all winter attire may still be required even when there is no snow on the ground).

Closed toe shoes must also be worn on the playground. This means that flip flops and sandals are not allowed on the playground out of concern for student safety.

If proper attire is not brought to the playground by a student several times parents will be contacted. Continued unpreparedness may result in consequences.

RECESS EXPECTATIONS

- Wear the proper attire.
- Play in designated areas only.
- Keep hands, feet, etc. to yourself (No physical horseplay)
- Share all equipment
- Headphones or trading cards are not allowed
- Skateboards, roller skates, or roller blades are not allowed.
- Baseball/softballs are not allowed on the playground
- Sharp objects are not allowed.
- Please leave others' possessions alone.

***If you cannot get a ball before you reach the boundary, notify a supervisor to get it for you.**

***No food, gum, or toys that can be considered hazardous.**

***Stay out of the mud and water.**

***No throwing snowballs or rocks**

***No "king on the hill" or wrestling/shoving games**

***No tackle football.**

***Line up as soon as the whistle blows for your group, enter the building quietly and in an orderly manner**

- *Play carefully and treat others the way you want to be treated.
- *No excluding others to be mean
- *All students need to be physically under control at all times.
- *If you, or another student, have an injury or accident, let a supervisor know right away!
- *Please respect and listen to the recess Supervisors as we want you to have fun but stay safe.
- *Notify recess supervisors **IMMEDIATELY** of any problems you are having with other students. If the problems are bad enough make the classroom teacher aware as soon as possible followed by administration if you feel nothing is being done.

Additional Playground Rules

Swings: Sitting only, swing straight forward and back, slow down before you get off! No standing on or jumping off the swings. Only sixth graders may give pushes. **Do not run between the swings.**

EMERGENCY CONTACT CARDS

It is required that all families should have a card on file and will be contacted via email or phone call if the school does not have one.

ILLNESS AT SCHOOL

Should a student become ill while at school and is unable to attend classes, the student is to report to the nurse's office as soon as possible. The nurse is on duty daily. If a student should become ill when the nurse is not on duty, the student is to report to the main office secretary as soon as possible.

If necessary, the nurse or main office secretary will make arrangements for the student to go home. **Under no circumstances should a student leave for home without checking out through the main office.** (See "Check Out Procedures" above and "Passes: Out-of-Building Pass") If the nurse feels that student needs to go home the absence will be considered medically excused and won't count against the child's attendance.

Students must notify nurse or office staff if checking in or out of the nurse's office.

*It is imperative that your child's emergency card stays up to date so that you can be notified in the event of an illness or emergency. Please notify the school if there are any changes that need to be made to your child's emergency card.

SCHOOL CLOSINGS/EMERGENCY ANNOUNCEMENTS

If school is to be closed or dismissed early because of weather or other emergencies you will be notified through our Instant alert system. This will be the primary information resource for parents. Please make sure your email and phone numbers are always updated.

Emergency school closings, information on late starts, etc. are broadcast over area television and radio stations. These stations are notified as soon as possible that school will be closed or delayed. **No announcement means school is in session.**

Parents/guardians should arrange for and thoroughly discuss with their child what should be done if they are transported home early due to an emergency. In addition, the school strongly encourages parents/guardians to have emergency transportation plans on file for each child.

Please tune into one of the following stations and refrain from calling the school:

Radio – AM
KDAL 610 AM

Radio – FM
KDAL 95.7 FM

TV
KDLH Channel 3
KBJR Channel 6
WDIO Channel 10

The Infinite campus messenger notification system will also be utilized to inform families of any changes in the school day and to announce any other pertinent information.

ACCIDENTS AT SCHOOL

If your child is seriously injured at school, you will be notified. If emergency treatment is needed, and we cannot contact you, we will notify your family physician or take the child to the hospital. The school carries no insurance on students and is not responsible for accidental injuries. Be certain the emergency information form is up to date and complete in the main office.

Emergency forms are sent to each family annually and should be returned immediately. It is important to your child(ren) that we have this updated information. Please notify the main office during the school year if phone numbers change, or if you have any special requests (i.e. hospital preference), who we should call first, special health problems, etc. **It's very important that you indicate on the emergency form, any current medical issues and medications.**

REPORTING ACCIDENTS

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported to the person in charge (immediately) and to the school nurse or main office if possible. An accident report must be filed by the supervising adult within 24 hours and the completed form must be sent to the nurse's office.

HEAD LICE POLICY

Wrenshall School has a no nits, no head lice policy. We strongly suggest that **you** check your child's head for head lice and nits **weekly**. If you have any questions about how to do this or what to look for, you may contact the Wrenshall school nurse at extension 2005.

If you find head lice or nits on your child at home, please notify the school so we can check the other classroom students to prevent the spreading of lice as well as to prevent your child from being re-infected.

If head lice or nits are found at school these steps will be followed:

1. Parent/guardian or emergency contact will be called and the student will be sent home.
2. The child will be excluded from school until the day after treatment.
3. The child must be checked by appropriate school staff before being allowed back into the classroom. If nits or lice are found, students will be sent home.
4. You may contact the nurse to get methods, techniques, and tips for the treating of head lice.

VISION AND HEARING SCREENING

Vision and hearing screening will be done in the fall for first, second, third, fifth, eighth and eleventh grades. A screening can also be done for any child anytime during the school year if a problem is suspected. Contact the school nurse at extension 2005 if you have questions or concerns.

SCHOOL PATROL

Elementary students who walk to school and/or who cross streets by or enroute to school are to cross under the guidance of the school patrol when and where provided. Only walkers who utilize the school patrol will be dismissed prior to bus students. The school patrol consists of responsible sixth grade students who have been trained to get students safely across our streets and roads. Patrol members are on duty from 8:00 to 8:20 a.m. and from 2:55 to 3:10 p.m. each school day.

SCHOOL SAFETY AND EMERGENCY DRILLS

All schools are required by the Minnesota Department of Education to schedule regular safety drills throughout the school year. The three different drills practiced are fire, tornado, and lockdown. We also are prepared for an evacuation if that was needed. We have a team that meets each school year to review our emergency plans and revise as needed. In addition, we debrief after drills to consider ways to improve.

Fire Drills

In order to assure the safety of our students, the Minnesota Department of Education requires five fire drills throughout the school year. When the fire alarm sounds, students and staff leave the building in a quiet, orderly manner. Teachers take their Emergency Grab and Go bags, do an attendance check, and report their status to the principal or admin designee. Our goal is to be out of the building in under 2 minutes.

Tornado Drills

One tornado drill is held in the spring to coordinate with the Statewide Tornado Drill Day. Students are moved to designated safe areas to help minimize exposure to falling or flying debris. The principal or admin designee checks all areas for proper procedures.

Lockdown Drills

The lockdown drill is a “code yellow” and/or a “code red”. We have five lockdown drills each school year. A code yellow is an external lockdown (awareness of events in the area), access to the building is strictly monitored, and doors remain locked (as usual), the program continues in classrooms. A code red is a full school internal and external lockdown. All students and staff stay out of sight in their locked classrooms. The principal and engineers check the building to make sure all staff and students are properly following procedures. The goal is to maintain a safe environment for all our students and staff.

Evacuation

Our fire drill serves as our evacuation practice--getting out of the building efficiently. In the event of a true evacuation, all students, staff, and visitors would evacuate to our primary evacuation site: Wrenshall Fire Hall. There would be a formal system in place for parents to be united with their children. We thank you in advance for your cooperation to ensure the safety of our students.

CHILD ABUSE AND NEGLECT REPORTING

School District employees are **required** to report evidence of child physical or sexual abuse, neglect, emotional maltreatment, or prenatal exposure to controlled substances. Any person who is required to report this evidence and who willfully fails to do so will be guilty of a misdemeanor. At the same time, any person who reports child neglect, physical or sexual abuse, emotional maltreatment, or prenatal exposure to controlled substances is immune from civil or criminal liability that otherwise might result from such action.

The district administration, school nurse, counselor, and/or reporter of the incident may discuss the situation with the child or youth and emphasize that the school is not interested in accusing or punishing anyone, but rather, is interested in helping ensure that the maltreatment does not continue.

Upon receiving a report of suspected neglect, physical or sexual abuse, emotional maltreatment, or prenatal exposure to controlled substances, the reporter of the incident must call the proper authorities within 24 hours. Each local social service agency and law enforcement agency has legal authority to interview at school, without parental consent, the alleged victim and any other minors who currently reside with or who have resided with the alleged perpetrator.

IMMUNIZATIONS

Minnesota state law requires immunizations for students in Kindergarten through 6th grade:

DTaP: (Tetanus, diphtheria, pertussis): **5 doses**

Polio: **4 doses**

MMR: (Measles, mumps, rubella): **2 doses** after birthday

Hepatitis B: **3 doses** over 6 months

Varicella (Chicken pox): **2 doses** after first birthday **OR** medical documentation of disease history.

Minnesota immunization law: Statute 212A.15 sub.2 **REQUIRES** that in order for a child to enroll in school a parent must show they have received the required immunizations or an exemption. Please make sure that your child has all the necessary immunizations/paperwork into the nurse's office **BEFORE your child attends class.**

Immunization/exemption forms (exemption forms must be notarized) are available in the nurse's office or on the Wrenshall website, under services, then under health. Parents can call their child's doctor's office and have their immunization records faxed to the school (fax: 218-384-4293 Attn: School Nurse)

Communicable Diseases Information

Please notify the school if your child appears to have any of these diseases and confirm the diagnosis with your doctor.

Disease	Early Symptoms	Incubation	Restriction of Attendance
Chicken Pox	Slight fever, general feeling of illness and blister like rash with scabs appearing after 3 to 4 days	2-3 weeks	Excluded from school for 6 days after the last eruption. All crusts should be dry.
Hand, Foot and Mouth disease	Low grade fever, runny nose, sore throat, blister like rash in mouth	3-6 days	First week of illness, virus may be in stool for a week
Mononucleosis	Sore throat, swollen glands, headache, fever and very tired.	4-6 weeks	NONE
Influenza	Fever of 100 or greater and cough and sore throat	24 hours before and up to 7 days after illness	2-7 days

		begins	
Strep Throat (associated with rash is called Scarlet Fever)	Sudden fever, sore throat, headache, nausea, vomiting.	1-3 days	Return 24 hours after the start of medical treatment
Pink Eye (conjunctivitis)	Redness, itching and drainage from eyes.	24-72 hours	Exclude until treated by a physician
Impetigo	Blisters, pustules, rapidly covered with honey-colored crust	1-10 days	Until sores are healed or treated for 24 hours. Call the school nurse.
Head Lice (Pediculosis)	Excessive itching of scalp, presence of lice/nits	Eggs hatch in 7-10 days	Exclude until treated with lice killing product (call school nurse when nits or live lice found.)
Ringworm of the Scalp	Itching, small scaly ringed patches with broken hair. Some inflammation and hair loss.	3 weeks or longer	Exclude until treated by a physician.
Ringworm of the body	Flat, spreading ring shaped area, center appears clear.	4-10 days	Until treatment started or area is covered.
Scabies	Intense itching, burrows and small lesions on skin i.e., fingers wrists, elbows	Several days to several weeks	Exclude until 24 hours after treatment begins by the physician.

ADMINISTRATION OF PRESCRIPTION AND NON-PRESCRIPTION MEDICATION AT SCHOOL

These steps must be completed before any medication will be given at school. Medication forms are available in the nurse’s office. Whenever possible, medication should be given at home and every effort should be made to avoid school hours.

1. A “Wrenshall School Medication Administration Authorization” form must be fully completed annually (once per year) **and** when any change in the prescription or requirements for administration occurs. This form is available from the school nurse or can be found on the Wrenshall school website, under services, then under health.
2. All medication(s) must come to school in the original container, if prescription, it must also be labeled for the student in accordance with the law and must be administered in a manner consistent with the instructions on the label or an updated medication order by a medical doctor.

3. All medication(s) are provided by the parent or guardian. **The school does not supply any medications for students or faculty.**
4. **Medications are not to be carried by the students, and will be left with the appropriate school district personnel** (i.e.- school nurse, secretary, office staff, etc.). The only exceptions to the requirement that students cannot carry medications are: prescription asthma medications that are self-administered with an inhaler, and medications administered as noted in a written agreement between the school district and the parent.

Non-Prescription:

1. Elementary students must follow all steps listed above for both prescription and non-prescription medications; this includes Tylenol, Ibuprofen, Motrin, cold medications, etc. Elementary students do not have the ability to self administer medication or have medication on their person at all.
2. The school must receive signed authorization on the school's non-prescription medication form (This form can be obtained in the nurse's office) from a parent/guardian permitting high school students to self-administer specific medication(s). Elementary students do not have this ability and all medication must be administered by the school nurse.
3. No medications will be provided by the school.
4. Medications must be brought in the original bottle.
5. The school may revoke a student's privilege to possess and use non-prescription pain relievers if there is any concern of abuse of this privilege.

***Any violations of these rules may result in disciplinary measures.

PARENT CONCERNS AND QUESTIONS PROTOCOL

If you have a concern or question, please contact the appropriate staff member. We want to work with you to provide the best experience for your child. We do ask that you follow the chain of command in our school.

Here is a list of the steps to follow in order:

1. Talk to the staff member directly involved (bus driver, teacher, paraprofessional, coach, etc.)
2. If not resolved, contact the Principal
3. If not resolved, contact the Superintendent
4. If not resolved, contact the School Board

We do understand there are some issues that require you to go directly to a supervisor. We will be glad to assist you in those situations.

Wrenshall School Board

wschoolboard@isd100.org

Nicole Krisak	Board Chair
Mary Carlson	Vice Chair
Eric Ankrum	Treasurer
Ben Johnson	Clerk
Alice Kloepfer	Member
Misty Bergman	Member

Wrenshall High School Student and Family Handbook 23-24



Mission

A small school where WE cultivate big futures.

Vision

**Celebrating and investing in each student to lay the foundation for
limitless opportunities.**

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INTRODUCTION

Thank you for being a part of our school community. The Wrenshall High School Handbook is intended to inform students and families of the general expectations, policies, and procedures of our school.

Students will be going over the student handbook with their class advisors at the beginning of the school year. Copies are available in the main office upon request to the Office Manager. The student handbook can also be found on the homepage of the school website (isd100.org)

Have a safe and successful school year!
Wrenshall School Staff, Administration and School Board

WRENSHALL ADMINISTRATION, FACULTY, AND STAFF

Jeff Pesta	Superintendent	EXT. 2003
Michelle Blanchard	Principal	EXT. 2101
Beth Peterson	Business Manager	EXT. 2001
Rosy Bradley	District Office Clerk	EXT. 2006
Josie Hlava	Main Office Manager	EXT. 2000
Trisha Swanson	Student Records/ MARRS Coordinator	EXT. 2002
Danielle Arneson	School Nurse	EXT. 2005
Erik Holter	K-12 Guidance Counselor	EXT. 2008
Mike Schmidt	Family School Support Worker	EXT. 3301
Luke Wargin	Athletic Director	EXT. 2105
Jolee Wiediger	Speech Pathologist	EXT. 2602
Renaë House	Food Services/Head Cook	EXT. 3000
Ashley Laveau	Wrens Club Coordinator/Community Ed.	EXT. 2600
Erin Riley	Images Newspaper	EXT. 3102
Kirk Hill	Transportation Coordinator	EXT. 3200
Taylor Dickinson	Safety Consultant	

Support Staff

Renee Duncan	Paraprofessional
Kaila Hlava	Paraprofessional
Darlene Wicklund	Paraprofessional
Lori Olesiak	Assistant Cook
Terry Birkett	Kitchen Assistant
Kirk Hill	Transportation Coordinator/Bus Driver
Jeff Ketchum	Bus Driver
Lisa Jurek	Bus Driver
Julie Ketchum	Bus Driver
Doreen Laveau	Bus Driver
Mandee Eng	Bus Driver
Kristie Laveau	Van Driver
Jim Mallon	Van Driver
Jason Polley	Custodial Staff
Angela Korpela	Custodial Staff
Dustin McLeod	Custodial Staff
Dan Stevens	Custodial Staff

High School Teaching Staff

Ted Conover	English	tconover@isd100.org
Joel Swanson	English	jswanson@isd100.org
Emily Amundson	Math	eamundson@isd100.org
Ross Tollgaard	Math	rtollgaard@isd100.org
Denise North	Social Studies	dnorth@@isd100.org
Luke Wargin	Social Studies	lwargin@@isd100.org
Laura Lembke	Science	llembke@isd100.org
Kaylee Krogstad	Science	kkrogstad@isd100.org
Molly Kidd	Art	mkidd@isd100.org
Bridget Stensaas	Spanish/ ESL	bstensas@isd100.org
Isabelle Brezinka	Phy-Ed/Health	ibrezinka@isd100.org
Chris Gustafson	Industrial Arts	cgustafson@isd100.org
Kris Anderson	CTE Teacher	kanderson@isd100.org
Aaron Lattu	Special Education	alattu@isd100.org
John Peterson	Special Education	jpeterson@isd100.org
Deb Fenlason	Band/Music Education	dfenlason@isd100.org
Chloe Swanson	Media Center Computer/Yearbook	cswanson@isd100.org

HIGH SCHOOL SCHEDULE Grades 7-12

Period 1	8:20 a.m. to 9:15 a.m.
Period 2	9:19 a.m. to 10:09 a.m.
Period 3	10:13 a.m. to 11:03 a.m.
Junior High Lunch	11:07 a.m. to 11:37 a.m.
Period 4 (High School)	11:07 a.m. to 11:57 a.m.
Period 4 (Junior High)	11:41 a.m. to 12:31 p.m.
Senior High Lunch	12:01 p.m. to 12:31 p.m.
Period 5	12:35 p.m. to 1:25 p.m.
Period 6	1:29 p.m. to 2:19 p.m.
Period 7	2:23 p.m. to 3:13 p.m.

GRADUATION REQUIREMENTS

In order to graduate from Wrenshall High School, all students are required to complete three requirements by the time they graduate:

- **Credits** – Satisfactorily complete the state course credit requirements under Minnesota Statutes, section 120B.024. Students must also satisfactorily complete all state academic standards or local academic standards where state standards do not apply.
- Meet **State Graduation Assessment Requirements** (i.e.- Minnesota State tests in math and reading)
- Meet **Community Service** requirements.

Credits

Students complete the academic standards by taking a core course of study that equips them with the knowledge and skills they need for success in postsecondary education, highly skilled work, and civic life. In order to graduate, your child's high school coursework must include at least the minimum state course credit requirements. A course credit is equivalent to a student successfully completing an academic year of study or mastering the subject matter, as determined by the local school district.

All Wrenshall students are required to take a minimum of 6 credits per semester. Only credits earned in grades 9-12 are counted toward graduation. There are 34 required credits and 16 elective credits for a total of 50 semester credits that are required for graduation. The required credits are:

- **8 semesters of English** including Communication Arts and Literature 1, 2, 3, and 4 which are the 9th, 10th, 11th, and 12th grade courses.
- **8 semesters of Social Studies** including Geography/Civics, American History, World History, American Government, and Economics. (9th, 10th, 11th, and 12th grade).
- **6 semesters of Mathematics** including algebra, geometry, statistics and probability sufficient to satisfy the standards. Students in the graduating class of 2015 and beyond must complete an algebra II credit or its equivalent as part of the 6-credit requirement. In addition to the high school credits, students in the graduating class of 2015 and beyond must also complete an algebra I credit by the end of eighth grade.
- **6 semesters of Science** including a biology credit. In addition, students in the graduating class of 2015 and beyond must complete a chemistry, physics, or Career and

Technical Education (CTE) credit as part of the 6-credit requirement. (The CTE credit must meet the standards underlying the chemistry or physics credit.)

- **2 credits of Physical Education** including 9th grade Physical Education.
- **2 credits of Health.**
- **1 semester of Fine/Visual Arts Education.**
- **1 semester of Computer Applications**

Students transferring to Wrenshall School will be granted equivalent high school credit for all classes taken and passed upon entering 9th grade and at the 9th grade level and above.

State Graduation Assessment Requirements

In order to be eligible for a diploma from a Minnesota public high school, all students must fulfill applicable graduation assessment requirements. There are different routes to meeting graduation assessment requirements depending on what year students were first enrolled in grade 8.

Students First Enrolled in Grade 8 in 2012-2013 and Later

Based on the revisions to Minnesota Statute 120B.30 and 120B.125, districts have a number of requirements to fulfill for students' career and college planning, but students are not required to achieve a specified score on an assessment in order to graduate or meet graduation assessment requirements.

Districts must assist students with career and college readiness. Each of these will be addressed in detail below. Schools are

- to offer students in grades 11 and 12 an opportunity to participate in a nationally recognized college entrance exam on a school day.
- to monitor a student's development of and growth in career and college readiness.
- to assist students no later than grade 9 in exploration and planning activities for career interests or postsecondary education.

MDE will no longer be tracking graduation assessment requirements for students first enrolled in grade 8 in 2012-2013 or later through MDE systems. Districts must ensure they are assisting students with each of the areas outlined in the bullets above, and it is up to the district to determine how these areas are met.

Minnesota Statute 120B.30 requires a school or district to record a student's progress toward career and college readiness on the high school transcripts of students first enrolled in grade 8 in the 2012-2013 school year and later (other students should be included as soon as practicable).

- The statute states a student is college and career ready if the student is able to successfully complete credit-bearing coursework at a two- or four-year college or university or other credit-bearing postsecondary program without need for intervention.
- Schools, districts, and charter schools are best positioned to make individual determinations about a student's progress toward career and college readiness. The statute does not prescribe a specific tool or method for measuring progress toward career and college readiness.

OFFER OPPORTUNITY FOR COLLEGE ENTRANCE EXAM

Districts must provide students the opportunity to participate in a college entrance exam on a school day, but individual students are not required to participate. Only The ACT (The ACT and The ACT Plus Writing) and SAT are considered nationally recognized college entrance exams. If districts choose The ACT, MDE expects districts to administer The ACT Plus Writing. Even if the district already offers one of the assessments on a national test date, the assessment must be offered to all students on a school day. **Wrenshall is in contract to administer the ACT Plus Writing for the 2018-2019 school year.**

The following provides additional clarification about student participation.

- The district must offer a college entrance exam each year on a school day to students in grades 11 and 12, and students will decide if they will participate and in which grade they will participate. Students will only have one college entrance exam paid for or reimbursed by the state.
- Each district will determine how the assessment opportunity will be communicated to students and families (e.g., letters to students/families, notification on the district/school website).
- The student does not determine which of the college entrance exams he or she would rather take; the district determines which assessment will be offered.
- Students can choose instead to take The ACT or The ACT Plus Writing on a national test date, and the district can request reimbursement for eligible students.
- Home-school and non-public students are not eligible to take The ACT or The ACT Plus Writing at a public school during a school day.
- An appropriate college entrance exam is not available for students with significant cognitive disabilities who are eligible to take the MTAS. It is not necessary to offer a college entrance exam to these students.

MONITOR STUDENT DEVELOPMENT IN CAREER AND COLLEGE READINESS

Districts must monitor student development of growth in career and college readiness. It is expected that as part of district curriculum and instruction planning, districts will identify students' academic strengths and diagnose areas where students require curriculum or instructional adjustments, targeted interventions, or remediation.

Career and college readiness indicators will be included in Reading and Mathematics MCA Individual Student Reports (ISRs) in grades 3–8, 10, and 11 to support districts in this monitoring.

ASSIST STUDENTS IN EXPLORATION AND PLANNING ACTIVITIES

Districts must also assist students no later than grade 9 in exploration and planning activities for career interests or postsecondary education.

This plan must be reviewed and revised at least annually by the student, the student's parent or guardian, and the school or district. A component of this plan is providing an interest inventory to the student. It is up to the district to determine how to best meet the requirement. MDE does not endorse a particular product for the career interest survey.

Civic Engagement Requirements for Graduation

Objectives- Civic engagement means working to make a difference in the civic life of our communities and developing the combination of knowledge, skills, values, and motivation to make that difference. It means promoting the quality of life in a community. Studies have shown that individuals who help others develop a greater sense of self-worth and self-esteem.

Criteria- Each student will be required to work a minimum of 20 hours, starting in grade 9, performing civic engagement as a requirement for graduation. The volunteer activities a student chooses must meet the following basic requirements in order to be considered:

1. Activity must be performed outside the scheduled school day (8:20–3:13), unless otherwise approved by the school counselor.
2. Activity must not be performed for a family member, relative, or personal friend.
3. Activity must not be for pay or any other compensation.
4. Activity should be initiated by the individual student and not be part of a credit-granting course.

Procedures– Every time you perform a service, fill out a volunteer voucher form (located in the main office) and have it signed by the designated advisor, or keep a volunteer log if your service is for the same place over a period of time. Logs and vouchers can be picked up and turned in to the school counselor anytime during the school year, however, **the deadline for turning them in is May 1st of your senior year.**

***It is at the school counselor’s discretion to accept or decline any community service hours turned in.**

Standards-Based Accountability Assessment

The Minnesota Comprehensive Assessments (MCAs) and alternate assessment Minnesota Test of Academic Skills (MTAS) are the state tests that help districts measure student progress toward Minnesota’s academic standards and also meet the requirements of the Elementary and Secondary Education Act (ESEA). Students take one test in each subject. Most students take the MCA, but students who receive special education services and meet eligibility requirements may take the alternate assessment MTAS instead. They are given every year to measure student performance against the Minnesota Academic Standards that specify what students in a particular grade should know and be able to do.

Reading: MCA or MTAS (grades 3-8, 10)

Mathematics: MCA or MTAS (grades 3-8, 11)

Science: MCA or MTAS (grades 5, 8, and high school)

Valedictorian and Salutatorian

These are academic honors given to the two highest academic achieving students of the graduating class. These will be determined prior to the graduation ceremony when all grades are in for all seniors. In order to qualify for valedictorian and salutatorian, a student must be enrolled at Wrenshall School by the second semester of their junior year.

Honor Graduates

In order to qualify for Honor Graduate status, a senior must have a cumulative GPA of 3.5, complete 8 credits of mathematics (following the guidelines stated in the graduation requirements), and complete 2 years of a foreign language.

Foreign Exchange Students

Foreign exchange students who enroll as seniors will not receive a diploma from Wrenshall School unless they complete all requirements. However, they may participate in the graduation ceremony.

JR. HIGH AND HIGH SCHOOL GRADING REQUIREMENTS

Wrenshall School functions on 4 grading periods. Each semester course consists of 2 quarter grading periods of 8 to 9 weeks.

Quarter and semester grades can be accessed online using the Parent Portal (Talk to the main office to set up an account if you do not already have one). If you are unable to use this online feature, be sure to speak with the main office about receiving a hard copy. Letter grades may indicate student progress. Each teacher is responsible for outlining his/her grading procedure. The student is responsible for knowledge of the grading policy.

Students in grades 7 and 8 who receive 3 semester F’s in any core subjects (math, science, social, or English) may remain in the same grade the following fall. 1 or 2 semester F’s in a class may result in having to retake the class.

Students in grades 9-12 failing a semester course will most likely need to make up the lost/failed credit.

Work study courses will earn a P/NP (pass or non-pass) grade and will earn credit if they pass.

Incompletes will only be given in cases of special circumstance, not for laziness or missed deadlines. They must be made up within two weeks of the end of the grading period or they will convert to an F.

No grade of less than 60% will be considered passing. Teachers have the right to have a higher D- percentage.

CUMULATIVE RECORDS

School records are kept on each child for his/her entire school career. The cumulative folder contains such items as copies of report cards, reading record cards, and standardized test results. These records are confidential and those having access to them are limited to school employees and parents. Parent permission must be obtained to release these records to another party. If you desire to see your child's records, please see the classroom teacher or the guidance counselor with your request. Our district's **Data Privacy Policy** is on file in the superintendent's office.

CLASS STANDING

In order to be considered in a particular class, and on track to graduate, at the beginning of the school year, a student must have the following accumulated credits:

Sophomore:	minimum of 8 credits
Junior:	minimum of 22 credits
Senior:	minimum of 36 credits

HONOR ROLL

To be eligible for the honor roll a student must be enrolled in at least 6 classes.

"A" Honor Roll Requirements = GPA of 3.667 or above

"B" Honor Roll Requirements = GPA of 3.0 or above

CLASS RANK

Student class rank, used for the purposes of scholarship and college/tech school enrollment, will be figured for all students in mainstream, unmodified classes in grades 9-12.

LATE WORK POLICY

All students must take ownership in their education and recognize that assignments are an integral part of their educational success. It is the responsibility of each student to complete assigned work in a timely manner. Assigned work, either as an in-class assignment or a homework assignment, is the learning tool that is used to measure each student's understanding and progress in the class. The teacher's in-class lesson plan may depend on students being prepared for class.

If a student knows that he/she will be absent, whether school related or not, the student is responsible for getting assignments prior to this absence. If students have excused absences, they will be given 1 day for each day of absence to complete missed work. Teachers have the discretion of extending the due dates of the assignments if needed.

Late work turned in after the due date may only receive up to 50% of possible points. The decision will be at the discretion of the teacher. Late work must be turned in prior to the end of the grading periods (i.e., these would include midterm and end of the quarter reports.).

Students with a mid-quarter or quarter grade of "F" may be eligible for quarter credit if they agree to make up ALL late work. Late work may be worth a maximum of 50% credit. Discretion for this option and percentage lies with the classroom teacher. Students not turning in work will be given an "F" at the end of the quarter and may not receive credit for the course.

MIDDLE SCHOOL LATE WORK POLICY

Rationale: Because seventh and eighth graders are in a period of transition from a self-contained elementary setting to the independent credit system of the high school, it is felt that a more lenient policy is appropriate. Though some students are fully capable of managing their assignments in a timely manner, most require a degree of leniency.

Policy: The current policy will remain in effect. Each teacher will establish guidelines for their classroom but all will accept late work with varying degrees of credit loss.

Student Planners

Some teachers may require the use of student planners as part of their course requirements.

PROGRESS REPORTS

Wrenshall progress reports can be accessed at any time online using the Parent Portal on Infinite Campus (Talk to the technology director at extension 2500 to set up an account if you do not already have one). Midterm, quarter, and semester grades can be viewed there as well. If a parent/guardian does not have online access they can request a report through the main office that a hard copy be mailed to them. If your child is struggling in any class please reach out to the guidance counselor office or any teacher whose class your child needs support in. Conferences between parents/guardians , teachers, and guidance counselors are encouraged in the best interest of pupil progress.

PARENT/GUARDIAN-TEACHER CONFERENCES

Conferences are scheduled at least twice each school year. Please consult the school calendar for exact days and times. Additional conferences may be arranged with the child's teacher whenever the parent feels it is necessary. Any conference request must be submitted a minimum of 2 weeks prior to the conference date.

DROPPING CLASSES

For the school year, we have a two-semester schedule. Dropping of classes will be held to a minimum; however, it will be allowed under extenuating circumstances through the guidance counselor's office. Students may not drop classes at their discretion. Each student should have at least 6 classes a semester. Students are responsible for reviewing their schedules for any conflicts or lack of credits toward graduation. It is recommended that students discuss with their parents any potential changes in their schedule. Students who withdraw from a class after 5 days into the semester may receive a failure grade for the class on the report card rather than a "W" (withdrawal) grade and will be placed in a study hall.

ACADEMIC DISHONESTY

Cheating on tests or assignments diminishes the teacher's ability to determine the progress of the student. In addition, it is unethical and an unfair advantage over classmates who have taken the time and effort to prepare for the assignment or test.

Students determined to have cheated will be subject to loss of credit for the assignment or test, notification of parents/guardians, a possible referral to the school counselor, and an after school detention.

*Students that give answers to other students or allow students to copy their assignments or tests are cheating.

Students in possession of teacher keys, grade books, teacher texts, tests, answer keys, etc. without authorization are subject to appropriate consequences.

POST SECONDARY ENROLLMENT OPTIONS (PSEO)

Postsecondary Enrollment Options (PSEO) is a program that allows 10th, 11th, and 12th grade students to earn both high school and college credit while still in high school. Students do this through successful completion of college nonsectarian courses at eligible participating postsecondary institutions. Most PSEO courses are offered on the campus of the postsecondary institution; some courses are offered online, while others are offered at Wrenshall School through the concurrent programming. Each participating college or university sets its own requirements for enrollment into the PSEO courses. Eleventh and twelfth grade students may take PSEO courses on a full- or part-time basis; Tenth graders may initially take one Career and Technical Education (CTE) PSEO course. If 10th graders taking a CTE PSEO course earn at least a grade C in that class, they may take additional CTE PSEO courses. Students must meet the PSEO residency and eligibility requirements and abide by participation limits specified in Minnesota Statutes, section 124D.09. If a school district determines a pupil is not on track to graduate, he/she may continue to participate in PSEO.

There is no charge to PSEO students for tuition, books, or fees for items that are required to participate in a course. Enrolling in a PSEO course does not prohibit a student from participating in activities sponsored by the high school. Funds are available to help pay transportation expenses for qualifying students to participate in PSEO courses on college campuses.

School districts must allow a PSEO student reasonable access to the high school building, computers, and/or other technology resources during regular school hours to participate in PSEO courses, whether online or on campus.

Credit equivalence is as follows:

Concurrent: 1 credit issued per each semester taken.

Honors Online: 1 college credit = 1/2 high school credit.

On-Campus Programming: 1 college credit = 1/2 high school credit.

To assist the district in planning, students must notify their school by May 30th if they want to participate in PSEO for the following school year.

Students must still meet graduation requirements of Wrenshall School District in order to graduate. Students must also meet with the school counselor, take the necessary test, and complete the necessary forms prior to being admitted to any PSEO programming. All PSEO programming is demanding and requires effective time management as well as a great deal of self-discipline.

It is the responsibility of the student to earn a passing grade in the course. **If the student is not able to pass the course, it will be the student's responsibility to pay for all fees that have been incurred, which may include tuition, student fees, textbook fees, etc.**

To be eligible, Juniors must rank in the top third of their high school class OR have a 3.0 cumulative GPA or higher. Seniors must rank in the top half of their high school class OR have a cumulative GPA of 2.5 or higher.

For further details, please direct your questions to the school counselor.

***All grades received through the various PSEO options will be recorded on a permanent college or university transcript.**

HONORS ONLINE CLASSES

High School Honors Online courses are an excellent option for independent learners with strong time management skills. Students enrolled in online courses are required to be in the building under the supervision of....

Minnesota State Statute (120) requires that children attend school from age 7, or upon enrollment in school, until age 18. A student is required to attend school each and every day and every class period. If a student misses a school day, or part of a school day for legitimate reasons, a parent or guardian must notify the school or this could be considered an unexcused absence.

STUDY HALLS

The study hall atmosphere should be one in which students are afforded the opportunity to work undisturbed. Study halls will be treated as a regular class; thus, students are expected to attend, report on time, and adhere to classroom rules. The supervising teacher will address decisions and procedures for passes. Abuse of passes may result in the student being denied future privileges.

Passes to the library must be signed by the teacher requesting research work.

Study halls are **not** credit bearing courses.

SPECIAL EDUCATION

All students referred for special education assessments must have signed parent permission prior to assessment. After the assessment, parents will be called in for a conference to discuss the results and recommendations. Services are provided when this criteria is met.

If your child is referred to special education for an assessment, the district will enter your child's name and date of birth into the Minnesota Medicaid System to find out if your child is receiving Medical Assistance or MinnesotaCare. If you do not want the district to enter your child's name and date of birth into the Minnesota Medicaid System, please inform the district administration that you do not want the district to check the Medicaid System.

Psychologist -- Assesses some students for better understanding of the student's ability to learn.

Special Education Teacher -- Teaches students who are unable to learn in the way that most students do even though they may have the ability.

Speech / Language Clinician -- Works with students with significant communication disorders such as articulation problems or language delay.

Adaptive Physical Education -- Works with the Physical Therapist as a diagnostician and helps plan programs for students with fine motor difficulties who are receiving other special education services.

Physical Therapist -- Works with the Occupational Therapist as a diagnostician and helps plan programs for students with gross motor difficulties who are receiving other special education services.

Certified Occupational Therapist Assistant (C.O.T.A.) -- Works directly with special education students that the Occupational Therapist and Physical Therapist have diagnosed as having significant motor development delay.

NATIONAL HONOR SOCIETY

The National Honor Society is an organization that attempts to bring the accomplishments of outstanding students to the attention of parents, teachers, peers, and community. Membership in the NHS is recognized throughout the country as one of the highest honors that can be awarded to a high school student.

To be considered for membership, a student must excel equally in scholarship, service, leadership, and character.

Application Process

Sophomore, junior, and senior students who have a cumulative grade point average of 3.5 are invited to apply for membership. Applicants are required to list all school, church, and community organizations to which they belong or have volunteered services since the beginning of their freshman year. Applicants must also prepare an essay in which they describe themselves in terms of character and leadership.

Selection Process

Lack of service or involvement is the single largest roadblock to membership. Each student must demonstrate a high level of involvement in his or her school, church, and/or community. Those students who do not actively participate cannot attain membership.

Excellence in leadership and character are determined by averaging the scores of a rating scale completed by staff that have contact with a given student during the past year.

Membership is offered to those students who **excel in all four areas** of scholarship, service, leadership, and character.

Students, who were not offered membership one year, will be invited to re-apply the following year, provided they maintain their academic standing. (Younger students frequently do not gain acceptance into the NHS simply because they have not yet had time to accumulate sufficient service points.)

Once a student is a member of the National Honor Society, the student is required to be a constant example of the high standards set by the NHS. **Even the appearance of impropriety can result in the immediate removal from NHS.**

STUDENT EXPECTATIONS FOR EVENTS & ASSEMBLIES

Students are to follow all behavior expectations during school events and assemblies. Violations of rules or inappropriate behavior may result in removal from the event, activity, or assembly. Additional consequences may be administered.

It is the hope of Wrenshall School Staff and Administration that the student body will demonstrate their support for our athletic teams by attending home games. Once at the game, it is important that each student adheres to certain expectations that will make an enjoyable, safe evening for all.

1. Students are to enter the building through the main lobby entrance where tickets are sold.
2. Once students are admitted to the school activity, they are to remain in the building throughout the activity. If students choose to leave, they are subject to not being readmitted.
3. For the safety of players, the individual's safety, and respect for spectators viewing the game, student fans are asked to limit movement in and out of the gym while play is in progress. The game supervisor may monitor traffic and choose to readmit students only at quarter breaks, time-outs, and/or other stoppages of play.
4. Students are asked to NOT sit on concession tables or stairways.
5. We should support our team in the gymnasium. Socializing with friends should be done primarily in the gym. Students spending extensive amounts of time in the halls or lobby will be asked to return to the gym.
6. Students are expected to utilize positive methods and expressions of support for our team and display good sportsmanship toward the opposing team and fans.
7. All activities are an extension of the school day and school rules apply to those in attendance.
8. Locker and classroom hallways are off limits during games. Students must seek permission from game supervisor, administration, or ticket seller to enter these areas.
9. Elementary students attending after school events must be accompanied by an adult.
10. Students are to respect all staff members, ticket sellers, etc.

SCHOOL DANCES

All school dances and parties must be sponsored by a recognized school organization and have the approval of the Principal **2 weeks in advance**. Students must make a request to their class advisors and the advisors will complete the appropriate forms and submit them to the Principal for approval.

Prom

Wrenshall students in grades 11 and 12 may invite a guest to the Prom. The guest **must** be at least in grade 10 and may not be more than 20 years old.

Closed Dances

Admission shall be open only to Wrenshall High School students and invited guests. Any student may invite a guest but is responsible for his/her guest's conduct. Guest's must be approved by the Principal. In order to be approved, paperwork which can be found in the main office, must be signed by the guest's school administration and returned to the Principal prior to the end of the school day a day before the dance. It is the **student's responsibility** to make sure this signed paperwork gets to the Principal.

Dance rules are as follows:

- Dances will be chaperoned by staff members and will not last past 11:30 p.m. (in some cases 12:00 midnight).
- Students who leave the school will not be readmitted.
- Tobacco, alcoholic beverages, and drugs will not be tolerated.
- Fighting, threats, and bullying will not be tolerated.
- Physical horseplay and running around will not be tolerated.
- Students are to respect the school grounds, the equipment, and the facilities.
- The school dress code must be followed. Tube tops, lingerie-looking tops, see through or partially see through tops are not allowed. Underwear should not be seen through or outside of clothing. Skirts and dresses must be appropriate length and not too revealing.
- Inappropriate dancing (grinding, mosh pits, sexually suggestive dancing, crowd surfing, etc.) will not be allowed
- Students shouldn't be anywhere there isn't supervision unless they have received permission by a staff chaperone
- Students are to respect and follow the instructions of every chaperone
- The sponsoring group is responsible for all debts and necessary clean up.
- Students must arrange for rides prior to the end of the dance.
- Students should be picked up **within 15 minutes** following the dance.

***Violations of these rules may result in a student being asked to leave with no refund.

***Violations of these rules may result in loss of attending dances for the remainder of the school year.

Open Dances

Any dance open to the public must be cleared with administration. The sponsoring group will be responsible for hiring law enforcement for security purposes.

FIELD TRIPS

Field trip proposals should be directed to district administration for pre-approval one month prior to the proposed field trip.

The teacher or advisor should make field trip requests. All overnight field trips must be approved by the school board.

Students on a field trip will conduct themselves appropriately, follow the direction of the chaperone/s, and abide by all school rules and regulations while on a field trip.

Parents must give written permission for the student to go on field trips. Students need to be responsible to take slips home and return them on time.

***Students must maintain student status to be eligible to participate in or attend field trips.**

***Regular attendance is mandatory. Any student with 7 or more days of unexcused absences in a single class period over the course of the school year will be ineligible to attend any field trips including the senior class trip. It is important to remember that a student can only be excused 15 times in a class period over the course of the school year. After 15 excused absences in a class period, the school will no longer accept parent excused absences and absences accrued after that point will all be unexcused.**

Students not attending field trips are expected to attend school during the field trip. Any absences will count toward the school's attendance policy and potential truancy.

FUND RAISING

All fund raising projects must be approved and scheduled through the district administration. Non-school activity fund raising is not allowed. All funds raised will be deposited into the appropriate school accounts.

SENIOR CLASS TRIP

Each year, the senior class at Wrenshall takes an extended class trip. The purpose of the trip is to help the class set long-term goals, group interaction toward the meeting of these goals, personal responsibility, and the educational impact of traveling to our nation's capital. The trip will be scheduled for approximately one week and will be non-intrusive to the sport seasons.

Fundraising

Fundraisers for students in grades 7 through 12 are designed to allow students to earn the money necessary for homecoming, prom, and the senior class trip over a period of six years. It is important to remember that students are not required to participate in fundraising events. The fundraisers are provided to help parents offset the costs of school activities. They are also provided to give the students the opportunity to earn their own way on the class trip. Each student, beginning in the seventh grade, has an account that itemizes how much money that student has contributed to each fund raising event. The method of applying credit for money raised by class members will be consistent for every class. Individual students will be assigned a dollar amount credit based on their individual effort toward any particular fund raiser. This money is **NOT** refundable. If the student chooses not to go on the class trip or moves out of the district, the balance will be divided among those students who go on the class trip.

Participation

A student will be eligible to participate in the class trip the academic year he/she will be receiving a diploma. **The student MUST be passing and making academic progress toward the diploma in order to participate.** Students must make a commitment to participate in the trip in the fall of the year they will be going and must have the amount of the plane fare in their school account prior to the purchase of the tickets. This money may be gotten through fundraising, personal payment, or a combination of the two.

Foreign exchange students are encouraged to attend at their own expense.

***Regular attendance is mandatory. Any student with 7 or more days of unexcused absences in a single class period over the course of the school year will be ineligible to attend any field trips including the senior class trip. It is important to remember that a student can only be excused 15 times in a class period over the course of the school year. After 15 excused absences in a class period, the school will no longer accept parent excused absences and absences accrued after that point will all be unexcused and subject to truancy and Loss of Student Status.**

Students not attending the senior class trip are expected to attend school during the trip. Any absences will count toward the school's attendance policy and potential truancy as well as Loss of Student Status. A reminder that any senior with 25 or more absences in a class period is ineligible to walk for graduation.

Advisors

Each class will be assigned at least two advisors. Changes in these assignments will be made by arrangements with the teachers involved. These advisors will manage and chaperone all class sponsored events and fundraisers unless there is proper adult supervision. The class advisors will deposit money raised in an activity account and monitor all student accounts. Advisors are given the responsibility to keep the costs manageable.

Any monies raised by the class that are in excess of the amount required for the trip may be used to expand the experience for all or may be used in such a way that all members of the class may benefit through a class sponsored activity or shared equally toward a school-related expense. Monies may not be distributed directly to the students. If there is a large amount remaining, the class may decide what to do with it with the approval of their advisors.

ENTRANCE AND CLEARANCE OF THE BUILDING

Classes begin at 8:20 a.m. and we ask that students **not** arrive earlier than 8:00 a.m. as supervision of students isn't provided until that time.

The building is to be cleared by 3:30 p.m. each day, unless you have an appointment with a teacher or an after-school activity.

School facilities such as the gym, rec building, or weight room cannot be used without adult supervision. The adult supervisor/s must be approved by the school.

***The school is not liable for injuries sustained on school grounds after 3:30 p.m. for any students that are not involved in extracurricular activities.

EXTRACURRICULAR ELIGIBILITY RULES

It is each student's and parent's/guardian's responsibility to know and follow the rules as set down by the Minnesota State High School League Eligibility Information Bulletins and the Wrenshall School District.

Any violation of eligibility rules shall make the student ineligible to represent the school in any club, organization, dances, games, contest, festival, trip, or public appearance or actively participate or perform in activities or performances.

Examples that are subject to these rules include but are not limited to:

Athletics	Music Contest	Student Council
Class Government	National Honor Society	Speech
Homecoming	Plays	BPA
Homecoming Court	Robotics	Pep Band
Math Contest	Trap Shooting	Show Choir
Math League	Science Fair	Knowledge Bowl
Senior Trip	Art Club	Prom/Dances

ATTENDANCE EXPECTATIONS AND PROCEDURES

Consistent attendance in school has a direct correlation to student success. Since we care about our students at Wrenshall High School, we have basic attendance expectations. To receive credit or a final grade in any class, a student in 9-12 grade must attend at least 90% of the days the class is offered. That means in a semester that has 84 days, a student must have no more than 8 (eight) absences excluding school-authorized absences.

PARENTS: For tips on helping your student attend school go to www.absencesaddup.org

Note: These DO NOT count toward the 8 absence limit

Students are responsible for communicating with the school and classroom teacher for work missed prior to absence or immediately upon return to class.

1. Medical, dental, or orthodontic treatment, or counseling appointment (documentation from health professional consistent with HIPAA laws needed to change code to excused)
 2. Illness (medical documentation consistent with HIPAA laws may be required for prolonged illness)
 3. Chronic physical or mental illness (meeting with counselor/principal needed to discuss student academic needs during illness and to change code to excused)
 4. Court-ordered appearances (documentation may be required before excused)
 5. Family emergency or physical emergency such as fire, flood, storm, etc.
 6. Vacations with family (must be cleared prior to vacation through main office)
 7. Death in the student's immediate family or close friend or relative
 8. School-sponsored field trips
 9. School-sponsored interscholastic meets, games, and events
 10. Religious holidays and/or instruction (up to three hours per week)
 11. Illness in student's immediate family (meeting with counselor/principal needed to discuss student academic needs during illness and to change code to excused)
 12. Suspension
 13. Active duty in any military branch of the United States
 14. College visits (juniors and seniors only / up to 2 (two) visits – must be cleared through counselor's office prior to absence or will be unexcused)
- **IMPORTANT:** An "excused" absence is one that meets a condition listed above and that has either been communicated to the school prior to the absence or within 24 hours after the absence has occurred

A. Attendance:

Regular attendance is mandatory. Any high school student with 7 or more days of unexcused absences in a single class period over the course of the school year will be ineligible to participate in any extracurricular practices, games, or events. It is important to remember that a student can only be excused 15 times in a class period over the course of the school year. After 15 excused absences in a class period, the school will no longer accept parent excused absences and absences accrued after that point will all be unexcused and subject to truancy and Loss of Student Status.

Students are reminded that in order to participate in extra curricular practices and/or competitions or to attend such events, they must have appropriate behavior and **attend at least half of the school day** on the day of the event. An exception to this rule will be made if a student brings the athletic director a signed medical excuse from their doctor that excuses the child of their absences **prior to participating** (A student will only be medically excused for at most a 1/2 day unless otherwise specifically noted by a medical professional). Students in violation of this rule will be suspended from the next activity or in the case that they already participated, the next similar activity.

Student athletes are expected to be just that, students first and athletes second. Students are expected to be in school during the course of the school day (including during lunch). Students should be responsible and bring all items they will need for practice, games, contests, events,

etc. to school on time. Students should not be leaving school early (For any amount of time) to retrieve items, get food, etc. These absences violate the school's closed campus policy and are not allowed by the school nor will they be approved as excused absences. While parents have the right to excuse their children from school, it is the school's discretion on whether or not to accept those excuses. Students that willfully break the school's closed campus policy, even with parent approval, may be subject to ineligibility in the upcoming game, contest, or event and may face other disciplinary measures.

Students/Athletes arriving home late from road trips are expected to be in class on time the following morning. Coaches will monitor their participants. If this becomes a problem, disciplinary action may be taken including loss of eligibility for the following game, contest, or performance.

B. Grades:

Wrenshall School believes strongly in academics. Furthermore, our school district believes that school comes first and activities/athletics come after. With that said, students in grades 7-12 are required to pass all of their classes in order to remain eligible to participate in games, contests, and events.

MSHSL Eligibility:

Under Minnesota State High School (MSHSL) regulations, students who fail a class and are not on track to graduate are suspended from 2 events or 2 weeks whichever is longer. Students are allowed to practice during this time but they are not allowed to participate in games, events, or contests until the suspension has been fulfilled.

Failing at Midterm:

Wrenshall has its own academic policy that states that if a student in grades 7-12 fails a class for midterm, the student is ineligible to participate in events listed above until he or she gets their failing grade(s) to above passing. While students are still allowed to practice during this time, they are not allowed to participate in games, events, or contests. The moment a student gets all failing midterm grades above passing, they become immediately eligible. This ineligibility lasts until the end of the quarter if their failing grades do not come up above passing.

Failing at Quarter:

Wrenshall also has an academic policy that states that if a student in grades 7-12 is failing a class at the end of the quarter then he or she is ineligible for 2 events or 2 weeks whichever is greater. After the 2 events or 2 weeks have been served, the student becomes eligible.

***Failing grades at the end of 4th quarter are rolled over to the following school year if they cannot be served during the school year they were earned.**

C. Behavior/Conduct:

Any student that has not fulfilled detentions, I.S.S., O.S.S., or other consequences will experience "Loss of Student Status" and not be allowed to participate in or attend extra-curricular events (practices, games, performances, contests, etc.) until the consequences have been served.

Any detention earned the day of an event automatically disqualifies a student from participating in a same day event (practices, games, performances, contests, etc.).

Educational studies conducted nationally as well as locally indicate a significant correlation between student attendance and student performance. Excessive absenteeism results in lower achievement. A good attendance record is one of the characteristics most sought after by employers and poor attendance is a major reason for employee dismissal. It is essential that our students learn this important life skill. A good attendance record will improve the quality of their education and make them a marketable employee. Thus, student absenteeism should be limited to instances in which absence is genuinely unavoidable. **Each student, his/her parent or guardian, and the school share an obligation to encourage and ensure the student's continuous school attendance.**

Consistent attendance in school has a direct correlation to student success. Since we care about our students at Wrenshall High School, we have basic attendance expectations. **To receive credit or a final grade in any class, a student in 9-12 grade must attend at least 90% of the days the class is offered. That means in a semester that has 84 days, a student must have no more than 8 (eight) absences excluding school-authorized absences.**

Minnesota State Law: "The Minnesota Law provides that every child between seven and sixteen must receive instruction for a period of not less than nine months during any school year, unless the child has completed the studies ordinarily required in the tenth grade and is at least sixteen years of age. A student may be excused from attendance by the School Board upon application of his/her parents or guardians on grounds specific to the law."

Attendance will be taken every class period of the school day.

Expectations: Students are to make an effort to schedule appointments outside of the school day. Students are expected to stay at school and attend scheduled classes throughout the day.

Students are expected to attend school on a regular basis in order to be successful in their academic schedules and also to become familiar with the requirements of future employment.

The district is aware that there are many situations that may necessitate absences, such as medical emergencies, chronic illnesses, family crisis, and other unusual circumstances. Every reasonable effort will be made to work with families in these situations to ensure the child has educational support to achieve success.

A. Excused Absences:

An excused absence indicates a legal absence from school via parent/guardian or doctor verification. However, the school reserves the right to excuse or unexcused any non-medical absence according to state guidelines and school district rules and procedures.

Parents/guardians are requested to call the school in the morning to report and explain the reason their child is unable to attend school. Upon returning to school and checking in, the student is to bring a written excuse signed by the parent/guardian, or doctor in the case of medical absences, to the main office. **If a student has to leave school early, he or she must have his or her parent/guardian call the main office secretary at extension 2000 or be able to show a written excuse signed by a parent. Furthermore, after parent approval, the student must receive permission from the school office before leaving the building.** Any absences that occur throughout the school day that are not approved by the office prior to student departure, are considered unexcused and cannot be excused later by a parent/guardian. Furthermore, the student may be faced with consequences for violating the school's closed campus policy. Finally, a student reaching the age of majority (18 years) may **not** write his/her notes excusing absences as long as he/she resides with parents. **Disciplinary action will be taken for any student who is tardy and does not check into the office upon arrival at school or check out of the office before leaving.**

A. Prearranged Absences:

A prearranged absence form must be obtained from the main office when students are going to be absent from school for an extended period of time.

B. Unexcused Absences

1. Any student absent from class, school, detention, that was not approved by the parent/guardian AND the school from the above list.
2. Absences in which the parent/guardian fails to contact the school within 48 hours of absence. The school has the discretion to extend this time period as long as it is not abused.
3. Absence resulting from unexcused tardiness.
4. Disciplinary action may result from unexcused absence(s).

D. Tardies

1. It is the student's responsibility to report to school and class on time.
2. Tardiness reduces the instructional time of the student who is late.
3. A student's tardiness interrupts the class he or she is coming into, resulting in a loss of instructional quality and time for all students.
4. Students late to class frequently are noisy in the halls and disturb surrounding classrooms.
5. Punctuality is a practice valued by business and society; students should be trained in this practice while in school.
6. When a student reports to school late, he/she must go to the office for a pass before showing up for class.
7. When a student is tardy between classes, they are to go directly to their next class.
8. Students detained by a staff member must have a signed verification of the tardy when arriving to their next class.
9. The individual teacher whose class the student arrived late to will decide class tardiness.
10. A student will be considered tardy if they are either late to class or are unprepared for class (i.e. - Have to go back to their locker to get a book, notebook, writing utensil, assignment, etc.). Tardy rules are at the teacher's discretion (i.e. - being seated before the bell rings, excessive requests to use the bathroom, etc.).
11. Students over 10 minutes late for a class without an excused pass are considered both absent unexcused and tardy. Unexcused absences will be treated as skipping which will result in an after school detention.
12. Students who have unexcused absences for 1st hour can be considered BOTH absent and tardy (from school). It is the school's discretion to accept a parental excuse.
13. First three tardies: The teacher warns the student of the consequences of arriving late to class. The teacher will contact the parents to discuss the issue.
14. Fourth unexcused tardy and beyond will require a pass to come to class.
15. Students will serve an after school detention for every five unexcused tardies they accrue within a quarter.

Valid excuses for tardiness are:

- Illness
- Serious illness in the student's immediate family,
- A death or funeral in the student's immediate family or of a close friend or relative,
- Medical, dental, orthodontic, or mental health treatment,
- Court appearances occasioned by family or personal action,
- Physical emergency conditions such as fire, flood, storm, etc.,
- Any tardiness for which the student has been excused in writing by an administrator or faculty member.

WHS TARDY PROCEDURES

WHS students are given four (4) minutes between classes. At the beginning of each class period, teachers will take attendance in the Infinite Campus system. If a student is less than

fifteen (15) minutes ($\frac{1}{3}$ of class period) late, they will be considered tardy, and this will be reflected in the Infinite Campus system.

A student will earn one hour of detention for every (5) tardies in any one class. If a student arrives at class more than fifteen (15) minutes after the class has started, they will be considered absent unexcused as if they had not attended the class at all unless they have a school authorized reason for being late.

F. Truancy

1. A student will be considered truant when they willfully miss a class or classes without proper approval by (parent/guardian and school). Said absence/s will be considered unexcused.
2. After three unexcused or a combination of eight total excused and/or unexcused absences from school in a school year, a letter will be sent home notifying parent/guardian. A copy of this letter will be forwarded to Carlton County's truancy officer. Upon receipt of the letter the truancy officer may elect to contact or meet the student, place the student on an attendance contract, and/or contact or meet with the parents.
3. If a student reaches seven or more unexcused absences in a school year, the truancy officer may refer the student to the County Attorney's Office as a habitual truant pursuant to Minnesota Statute 260C.007, subdivision 19. Upon receipt of a referral from the truancy officer, the County Attorney's Office may elect to file a truancy petition with the district court.
4. Under MN state statutes 124D.03 & 124D.08, **a district may terminate the enrollment of a non-resident student at the end of the school year if the student meets the definition of being habitually truant** (In the high school, that means 7 unexcused class periods in the same hour and in the elementary, that means 7 unexcused full days).

G. Participation or Attendance of Extracurricular Activities:

Students must be in attendance for **at least half of the school day** prior to an event or leave time in order to practice, perform, or attend drama, pep band, athletics, etc. Exceptions to absences include authorized field trips, confirmed medical appointments, etc. An exception to this rule will be made if a student brings the athletic director a signed medical excuse from their doctor that excuses the child of their absences **prior to participating (A student will only be medically excused for at most a $\frac{1}{2}$ day unless otherwise specifically noted by a medical professional)**. Students in violation of this rule will be suspended from the next activity or in the case that they already participated, the next similar activity.

Student athletes are expected to be just that, students first and athletes second. Students are expected to be in school during the course of the school day (including during lunch). Students should be responsible and bring all items they will need for practice, games, contests, events, etc. to school on time. Students should not be leaving school early (For any amount of time) to retrieve items, get food, etc. These absences violate the school's closed campus policy and are not allowed by the school nor will they be approved as excused absences. While parents have the right to excuse their children from school, it is the school's discretion on whether or not to accept those excuses. Students that willfully break the school's closed campus policy, even with parent approval, may be subject to ineligibility in the upcoming game, contest, or event and may face other disciplinary measures

H. Checkout Procedures

1. **Students who leave the building during school hours for any reason (except early release) must have an out of building pass issued from the main office.** Any student leaving the building without this out of building pass will receive unexcused absences for every hour they are absent. These unexcused absences cannot be excused by later parent approval and may be subject to disciplinary action.

2. Parental permission must be obtained before permission to leave the building will be granted.
3. Under no circumstances is a student allowed to leave the building without first checking out through the office. Disciplinary action will be taken for those who violate this policy.

I. Check in Procedure

1. Students who have been absent are to bring a written excuse (indicating reason for their absence(s)) signed by parent/guardian or medical professional to the office upon returning to school. They will receive a white slip that admits the student to class. This applies to students who return to school at any time during the day.
2. Disciplinary action may be taken for any student who is tardy and/or was absent and does not check into the office upon arrival at school.

K. In-school and out-of-school suspensions are disciplinary actions directed by the school but do not count against a student's attendance as long as they attend the entire session. Suspensions carry their own punishments such as **Loss of Student Status** or required parental meetings. Make-up work is required of suspended students.

L. Participation Grade:

As an integral part of the course and as an incentive to active involvement in classroom discussions and activities, many classes have a daily participation grade. Students who are absent may lose a portion up to all of these points.

M. Class/Group Truancies:

Group or class absences (skip days) will be considered truancy and will be dealt with accordingly. The school administration reserves the right to determine what constitutes truancy and to administer consequences for group or class truancies which may exceed individual truant behavior. Cases may exist where the school may not accept parent endorsement of a student absence/truancy.

Consequences may include, but are not limited to, make-up time, restrictions from participation in extracurricular activities and field trips (Including senior class trip), termination of National Honor Society membership, and being denied the ability to walk at graduation.

N. Graduation Attendance Requirement:

Graduating seniors participating in the graduation ceremony cannot have 25 absences (These absences don't include school functions or medically excused absences) or more in a class period over the course of the school year.

ATTENDANCE TRACKING/INTERVENTION PROCEDURE:

1. A specific staff member will be tasked with monitoring and tracking student attendance during the semester and will serve as the "Attendance Liaison" by communicating and assisting students when they stray from having solid attendance.
2. When a student accumulates five (5) non-school-authorized absences in any one class during a semester, the teacher who monitors will refer that student to their guidance counselor. At that point, the counselor will meet with the student and also contact the parents/guardians to problem-solve reasons for the non-school-authorized absences and create a student attendance contract. Once a problem has been identified and solutions/expectations discussed with the students and parents/guardians, this contract will be filed with the counselor with weekly follow-up to make sure the plan is successful in helping the student attend their classes.

3. When a student accumulates eight (8) non-school-authorized absences in any one class during a semester, they will be referred to the principal. The principal will meet with the student and the parent/guardian to discuss steps that have already been taken to remedy the problem and to discuss the appropriateness of the placement in the class. If all parties agree that the student should be given an opportunity to continue in the class, a new contract will be written with the understanding that further non-school-authorized absences will result in loss of credit/removal from class.
4. Students who are removed from a class will be referred to MSOnline credit recovery program and placed in a study hall during that class period to start over with the course
5. Open enrolled students who are considered a habitual truant may have their open enrollment rescinded at the end of the school year, so they may have better attendance at their school of residence.
6. Students in 9th and 10th grade may be referred to Carlton County or St. Louis County and truancy court if school resolutions are not successful.

CONTINUING TRUANT

Minnesota Statute 260A.02 provides that a continuing truant is a student who is absent from instruction in school without a valid excuse within a single school year for three or more class periods on three days if the child is in middle or high school.

HABITUAL TRUANT

A habitual truant is a child under the age of 17 years who is absent from attendance at school without a lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school or high school. A school district attendance officer shall refer a habitual truant and child's parent(s) or legal guardian to appropriate services and procedures, under Minnesota Statute 260A.03.

ILLNESS AT SCHOOL

Should a student become ill while at school and is unable to attend classes, the student is to report to the nurse's office as soon as possible. The nurse is on duty daily. If a student should become ill when the nurse is not on duty, the student is to report to the main office secretary as soon as possible.

If necessary, the nurse or main office secretary will make arrangements for the student to go home. **Under no circumstances should a student leave for home without checking out through the main office.** (See "Check Out Procedures" above and "Passes: Out-of-Building Pass") If the nurse feels that student needs to go home the absence will be considered medically excused and won't count against the child's attendance.

Students must notify nurse or office staff if checking in or out of the nurse's office.

*It is imperative that your child's emergency card stays up to date so that you can be notified in the event of an illness or emergency. Please notify the school if there are any changes that need to be made to your child's emergency card.

IMMUNIZATIONS

Minnesota state law requires immunizations for students in kindergarten through 6th grade:

DTaP: (Tetanus, diphtheria, pertussis): **5 doses**
Polio: **4 doses**
MMR: (Measles, mumps, rubella): **2 doses after** birthday
Hepatitis B: **3 doses** over 6 months
Varicella (Chicken pox): **2 doses after** first birthday **OR** medical documentation of disease history

Minnesota state law required immunizations for students in 7th through 12th grade:

DTaP: (Tetanus, diphtheria, pertussis): **5 doses**
Polio: **4 doses**
MMR: (Measles, mumps, rubella): **2 doses after** birthday
MCV4: (Meningococcal) **1 dose** after completing 5th grade
Hepatitis B: **3 doses** over 6 months
Tdap (Tetanus, diphtheria, pertussis Booster) **1 dose** after completing 5th grade
Varicella (Chicken pox): **2 doses after** first birthday **OR** medical documentation of disease history

Minnesota immunization law: Statute 212A.15 sub.2 **REQUIRES** that in order for a child to enroll in school a parent must show they have received the required immunizations or an exemption. Please make sure that your child has all the necessary immunizations/paperwork into the nurse's office **BEFORE** your child attends class. Immunization/exemption forms (exemption forms must be notarized) are available in the nurse's office or on the Wrenshall website, under services, then under health. Parents can call their child's doctor's office and have their immunization records faxed to the school (fax: 218-384-4293 Attn: NURSE)

ADMINISTRATION OF PRESCRIPTION AND NON-PRESCRIPTION MEDICATION AT SCHOOL

These steps must be completed before any medication will be given at school. Medication forms are available in the nurse's office. Whenever possible, medication should be given at home and every effort should be made to avoid school hours.

1. A "Wrenshall School Medication Administration Authorization" form must be fully completed annually (once per year) **and** when any change in the prescription or requirements for administration occurs. This form is available from the school nurse or can be found on the Wrenshall school website, under services, then under health.
2. All medication(s) must come to school in the original container, if prescription, it must also be labeled for the student in accordance with the law and must be administered in a manner consistent with the instructions on the label or an updated medication order by a medical doctor.
3. All medication(s) are provided by the parent or guardian. **The school does not supply any medications for students or faculty.**
4. **Medications are not to be carried by the students, and will be left with the appropriate school district personnel** (i.e.- school nurse, secretary, office staff, etc.). The only exceptions to the requirement that students cannot carry medications are: prescription asthma medications that are self-administered with an inhaler, and medications administered as noted in a written agreement between the school district and the parent.

Non-Prescription:

1. Elementary students must follow all steps listed above for both prescription and non-prescription medications; this includes Tylenol, Ibuprofen, Motrin, cold medications, etc. Elementary students do not have the ability to self administer medication or have medication on their person at all.

2. The school must receive signed authorization on the school's non-prescription medication form (This form can be obtained in the nurse's office) from a parent/guardian permitting high school students to self-administer specific medication(s). Elementary students do not have this ability and all medication must be administered by the school nurse.
3. No medications will be provided by the school.
4. Medications must be brought in the original bottle.
5. The school may revoke a student's privilege to possess and use non-prescription pain relievers if there is any concern of abuse of this privilege.

***Any violations of these rules may result in disciplinary measures.

HEAD LICE POLICY

Wrenshall School has a no nits, no head lice policy. We strongly suggest that **you** check your child's head for head lice and nits **weekly**. If you have any questions about how to do this or what to look for, you may contact the Wrenshall school nurse at extension 2005.

If you find head lice or nits on your child at home, please notify the school so we can check the other classroom students to prevent the spreading of lice as well as to prevent your child from being re-infected.

If head lice or nits are found at school these steps will be followed:

1. Parent/guardian or emergency contact will be called and the student will be sent home.
2. The child will be excluded from school until the day after treatment.
3. The child must be checked by appropriate school staff before being allowed back into the classroom. If nits or lice are found, students will be sent home.
4. You may contact the nurse to get methods, techniques, and tips for the treating of head lice.

ACCIDENTS AT SCHOOL

If your child is seriously injured at school, you will be notified. If emergency treatment is needed, and we cannot contact you, we will notify your family physician or take the child to the hospital. The school carries no insurance on students and is not responsible for accidental injuries. Be certain the emergency information form is up to date and complete in the main office.

Emergency forms are sent to each family annually and should be returned immediately. It is important to your child(ren) that we have this updated information. Please notify the main office during the school year if phone numbers change, or if you have any special requests (i.e. hospital preference), who we should call first, special health problems, etc. **It's very important that you indicate on the emergency form, any current medical issues and medications.**

Reporting Accidents

Every accident in the school building, on the school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported to the person in charge (immediately) and to the school nurse or main office if possible. An accident report must be filed by the supervising adult within 24 hours and the completed form must be sent to the nurse's office.

VISION AND HEARING SCREENING

Vision and hearing screening will be done in the fall for first, second, third, fifth, eighth and eleventh grades. A screening can also be done for any child anytime during the school year if a problem is suspected. Contact the school nurse at extension 2005 if you have questions or concerns.

RESTORATIVE JUSTICE/PRACTICES

Wrenshall School District is modeling a more restorative approach to discipline.

Restorative Practices- A framework for a broad range of restorative justice approaches that proactively build a school community based on cooperation, mutual understanding, trust and respect, and respond to conflict by including all people impacted by a conflict in finding solutions that restore relationships and repair the harm done to the school community. These practices can be used to implement positive behavior in classrooms and on school campuses.

Restorative Justice/Practices:

- Addresses misbehavior and harm in a way that strengthens relationships and enhances responsibility.
- Focuses on harm done rather than only rule-breaking.
- Gives voice to the person harmed and others impacted by the harm.
- Utilizes collaborative problem-solving approaches.

Third Parties such as the Carlton County Restorative Justice Program may be permitted to provide assistance in regards to restorative practices.

In order to ensure a sound and safe school environment essential to learning, it is critical that certain expectations, policies, and procedures be observed in the school setting.

Students should display respect in attitude, behavior, and language. Halls and classrooms shall be kept clean and safe. **Our expectations are never intended to restrict individuals; rather they are intended to protect their rights.** Expectations should be followed whether or not a teacher is present.

As school staff/students, we have an obligation to maintain and protect the facility and its contents. **We must and will take this role seriously!**



STUDENT BULLYING PROHIBITION POLICY

MALICIOUS AND SADISTIC CONDUCT- POLICY

"Malicious and sadistic conduct" means creating a hostile learning environment by acting with the intent to cause harm by intentionally injuring another without just cause or reason or engaging in extreme or excessive cruelty or delighting in cruelty. • Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited. This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel.

BULLYING PROHIBITION – POLICY 514: A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and teachers' ability to educate students in a safe environment. AN act of bullying, by either an individual student or a group of students, is expressly prohibited on school district property or at school-related functions.

Bullying means any written or verbal expression, physical act or gesture, or pattern thereof, by a student that is intended to cause or is perceived as causing distress to one or more students and which substantially interferes with another student's or students' educational benefits,

opportunities, or performance. Bullying includes, but is not limited to, conduct by a student against another student that a reasonable person under the circumstances knows or should know has the effect of:

1. harming a student
2. damaging a student's property
3. placing a student in reasonable fear of harm to his or her person or property, or
4. creating a hostile educational environment for a student

Discipline procedures for a student found to be in violation of this policy may include, but are not limited to: warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge.

*This also includes cyber-bullying and other forms of bullying via the internet, and social networking applications.

IS IT BULLYING?

Rude=Inadvertently saying or doing something that hurts someone else

Mean = Purposefully saying or doing something to hurt someone once (or maybe twice).

Bullying = Intentionally aggressive behavior, repeated over time, that involves an imbalance of power.

Examples of bullying behaviors:

	<u>Direct Bullying</u>	<u>Indirect Bullying</u>
Physical : person to assault someone	hitting, kicking, shoving, spitting	getting another
Verbal:	taunting, teasing, racial slurs, verbal sexual harassment	spreading rumors
Non-Verbal: group activities,	threatening, obscene gestures, eye rolling, seat saving	deliberate exclusion from cyber bullying

Responsibility for Safe Behavior

Students are expected to be physically under control at all times to avoid injury to themselves and others; thus running in halls, rough play, fighting, etc. are prohibited!

Behavior Record/Referral Slips

Instructional staff and administration will have these in their possession. Referral slips will be issued to students following acts of inappropriate behavior. The purpose is to:

- address inappropriate student behavior
- inform parents of inappropriate behavior exhibited by their child
- serve as documentation for repeated acts of inappropriate behavior
- serve as a referral to the school counselor, psychologist, or Principal
- serve as documentation of consequences administered to students

➤ serve as documentation for the Discipline Review Committee

Law enforcement will be contacted:

- In the event of an assault (verbal or physical)
- In the event of a weapons violation
- In the event of tobacco/alcohol/drug violations
- When a law appears to have been broken
- In the event of significant theft
- In the event of significant vandalism
- In the event of disorderly conduct on school premises

County Attorney's Office will be contacted:

- In the event of excessive absenteeism/truancy

Standards of conduct are developed to ensure the district's aim for high achievement and for safe and welcoming environments. Disciplinary policies within the high school shall be enforced within the general guidelines as set forth in the grid below and are designed to prevent student's inappropriate behavior from recurring.

Standards of Conduct

Be Prompt and Prepared ~ Be on time and arrive with appropriate materials, including assignments completed on time to help you be successful.

Respect all Staff Members ~ Be an active listener and follow directions promptly. Accept responsibility for your behavior.

Respect the Rights of Others ~ Use appropriate voices. Listen and do not interrupt the speaker. Respect the opinion and point of view of others. Respect individual differences and sensitivities and refrain from harassment.

Respect Property ~ Respect the personal property of individuals. Treat school property, materials, and equipment with respect. Assist in maintaining a clean school and environment.

Display a Concern for Learning ~ Remain on task. Respect the rights of others to remain on task and learn. Respect the right of the teacher to teach.

Display Appropriate Social Skills ~ Accept disagreement, constructive criticism, and compliments gracefully. Display courtesy. Display tact. Display a concern for others.

Bullying ~ A student is being bullied when he/she is exposed, repeatedly and over time, to negative actions on the part of one or more students. Bullying behavior will not be tolerated and is subject to an appropriate consequence up to expulsion.

Wrenshall School Philosophy Regarding Learning and Discipline

Optimum learning occurs in a positive, safe and secure environment. Students, parents or guardians, teachers, administrators and other district employees all share in the responsibility to ensure a positive climate for learning. The school setting enables students to develop responsible behaviors and habits that will serve them now and later in life. Proper training in discipline should lead to self-control and respect for law, authority, property and the rights of others.

While self-discipline is the ideal, it is understood that corrective measures will be required at times. When it becomes necessary to enforce the consequences of discipline violations as outlined in this policy, the consequences are enforced in a manner that respects the dignity of the student and promotes healthy and responsible behavior.

Discipline is a learning experience, not just a punishment. To that end, discipline:

- Helps the student learn a lesson that will positively affect present and future behavior.
- Is designed to help the student control and change behavior, and guide the student into adulthood.
- Helps the student to grow intellectually and emotionally.
- Enhances the student's self-confidence, self-worth and self-image.

Roles and Responsibilities

School Board – The school board holds all district employees responsible for the maintenance of order within the school district and supports all employees acting within the framework of this discipline policy.

Superintendent – The superintendent will establish guidelines and directives to carry out this policy, hold district employees, students and parents responsible for conforming to this policy, and support district employees performing their duties within the framework of this policy. The superintendent will also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents.

Principal – The school principal or designee is given the responsibility, authority and sole discretion to formulate building rules necessary to enforce this policy, subject to superintendent review. The principal will give direction and support to all school employees performing their duties within the framework of this policy. The principal or designee will consult with parents of students conducting themselves in a manner contrary to the policy. The principal or designee will also involve other professional employees in the disposition of behavior referrals and make use of those agencies appropriate for assisting students and parents.

Teachers – All teachers have responsibility for providing a well-planned teaching/learning environment and have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers will ensure acceptable student behavior.

Other School District Employees – All school district employees are responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior are as authorized and directed by the superintendent.

Parents or Legal Guardians – Parents and guardians are responsible for the behavior of their children as determined by law and community practice. They are expected to partner with school authorities and to participate regarding the behavior of their children.

Students – All students are held individually responsible for their behavior and for knowing and adhering to the Code of Student Conduct.

These discipline guidelines are based on school policies located on the district’s website. Wrenshall School is a place of learning and it is important that interventions to change behavior are partnered with consequences for behaviors so that students are able to learn from these experiences.

The table below summarizes potential interventions that staff will utilize when working through a disciplinary situation with a student. The specific form of disciplinary action chosen in a particular case is solely with the discretion of the school district. The listing of minimum guidelines does not require that a “step-by-step” progression of increasing severity be employed by an administrator in dealing with a violation. However, there should be a logical relationship between the severity of the offense and the administrative action.

The intent of this section is to list the guidelines for minimum disciplinary actions for each violation. *Restitution or restorative justice principles may be utilized when appropriate for the disciplinary infraction. The infractions and consequences may be modified or disregarded if circumstances require mitigation or exception (e.g., student whose misbehavior is related to their intellectual or physical disability).

The following grid represents the majority of violations that occur in the schools, but other violations may occur which will warrant disciplinary action. The Principal’s discretion regarding the enforcement of policy will be used when age, culture, and development/ability are factors in behavioral issues.

Major and Minor Behaviors

	Tier	Type of Behavior	Action	Managed by
Minor	1	Incidental violations	Not documented	Staff/Teacher
Minor	2	Minor Violations	Minor Referral	Staff/Teacher
Major	3	Major Violations	Major Referral	Administration
Major	4	Unlawful Violations	Major Referral	Administration

Tier 1

Behaviors can be disruptive to the school environment of self and/or others. Primarily handled with redirections or reteaching in the classroom.

Tier 1: Incidental Staff/Teacher Managed Behaviors	Potential Interventions
<p>Doesn’t significantly violate the rights of others Doesn’t put others at risk Not chronic. Consensual display of affection Dress Code Horseplay Loud noise Minor arguments Missing homework Noise making Out of seat Refusal to follow directions (non chronic)</p>	<ul style="list-style-type: none"> ➤ Communication with family/Family Involvement ➤ Reset Break ➤ Check In/Check Out ➤ Restorative Conversation with teacher/student/Dean/Counselor/Social Worker ➤ Meeting with student/family/Principa/Counselor/Social Worker ➤ Connect with Staff or Peer Mentor ➤ Referral to problem-solving team if behaviors persist

Running in hallway Unprepared for class Unapproved Food & Drink	<ul style="list-style-type: none"> ➤ Written Student Agreement created with Principal ➤ Determine and provide needed academic supports ➤ Support for impacted person ➤ Mandated education
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DRESS CODE

Attire or personal grooming that presents a risk to health, safety, property, interferes with education, or violates harassment and violence is prohibited. Please refer to dress code policy

Tier 2/ Behaviors that don't significantly violate the rights or put others at risk. Office referral if behaviors are persistent.

Tier 2/Minor: Staff/Teacher Managed Behaviors	Potential Interventions
Doesn't significantly violate the rights of others. Doesn't put others at risk Not chronic Academic dishonesty Avoiding staff Cell phone violation Defiance Disrespect Disruption Inappropriate language Interruptions Leaving assigned area Misuse of technology Property misuse Refusal to follow directions Refusal to participate in class	<ul style="list-style-type: none"> ➤ Communication with family/Family Involvement ➤ Reset Break ➤ Check In/Check Out ➤ Restorative Conversation with teacher/student/Dean/Counselor/Social Worker ➤ Meeting with student/family/Principa/Counselor/Social Worker ➤ Connect with Staff or Peer Mentor ➤ Referral to problem-solving team if behaviors persist ➤ Written Student Agreement created with Principal ➤ Determine and provide needed academic supports ➤ Support for impacted person ➤ Mandated education

ACADEMIC DISHONESTY

A student shall not cheat in any form on school grounds or in any school-related activity. This includes plagiarizing (copying from print, the Internet, or other electronic resources, purchasing or copying another person's work, and paraphrasing without citing the source).

CELLPHONE

Students may not use cell phones or personal electronic mobile devices during the day. All Cell phones must be stored in lockers before the first bell rings until the bell rings at 3:13. School administration **will not** spend time investigating any lost or stolen electronic devices.

DISRUPTIVE/DISORDERLY CONDUCT AND INSUBORDINATION

Disorderly conduct is prohibited. Disorderly conduct is an act that the student knows or has reasonable grounds to know will alarm, anger, disturb, others or provoke an assault or breach of the learning environment. Disorderly conduct may also be engaging in offensive, obscene, abusive, boisterous or noisy conduct or gestures or offensive, obscene or abusive language tending reasonably to arouse alarm, anger or resentment in others. Insubordination: Persistent refusal to follow school rules or regulations, persistent refusal to follow directions given by a staff member or persistent confrontational and aggressive arguing with a staff member.

MOTOR VEHICLE INFRACTIONS

Parking - A student shall not park in an unauthorized area on school property or park on school property without a form on file or violate any school district policy with his/her vehicle.
 2. Reckless or Careless Driving - A student shall not drive on or near school property in such a manner as to endanger persons or property. 3. Student vehicles may not display or promote discrimination of any kind, illegal activities or substances. This includes any symbols or graphics that are affiliated with hate groups (Example: confederate flag or swastika)

1st offense	2nd offense	3rd offense
consideration for loss of parking privileges and towing at owner's expense; consideration for suspension and intervention; consideration for notification of police and parent(s) or guardian(s)		

Tier 3. Behaviors targeted at others and interfering with self or safety of others, may be illegal. Disruption to the learning environment. Office referred behaviors.

Tier 3/ Major: Admin/Office Managed	Potential Interventions
Violates the rights of others. Puts self or others at risk, or chronic Attendance issues Bullying/Cyberbullying Extortion Forgery/plagiarism Gambling Gang display Harassment Hazing Intimidation Leaving building without permission Minor property damage/vandalism Photographic or recording misuse Physical aggression Record and identification falsification Repeated or prolonged defiance or disrespect Technology violation Theft Threats/intimidation Tobacco Verbal aggression/abusive language	<ul style="list-style-type: none"> ➤ Communication with family/ Family Involvement ➤ Threat Assessment ➤ Restorative Conversation with teacher/student/Principal/Counselor/Social Worker ➤ Restorative work/payment to reverse damage ➤ Meeting w/student/family/Principal/Counselor/Social Worker ➤ Connect with Staff or Peer Mentor ➤ Written Student Re-Entry Agreement created with administrator or designee ➤ Referral to support services (counselor, therapist, problem-solving team, special education) ➤ Staff Hallway Escort ➤ Schedule change, limiting contact ➤ Alternative passing times ➤ Check In/Check Out ➤ Schedule change, limiting contact ➤ Alternative passing times ➤ Support for impacted person ➤ Mandated education ➤ Support for making amends ➤ Suspension or Expulsion

BULLYING

Bullying means intimidating, threatening, abusive, or harming conduct that is objectively offensive and: • There is an actual or perceived imbalance of power between the student engaging in prohibited conduct and the target of the behavior and • The conduct is repeated or forms a pattern; or The conduct materially and substantially interferes with a student's educational opportunities, performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. Note: Bullying and conflicts are different. Conflicts are to disagree, argue, or fight. Conflicts have an increased balance of power, are usually spontaneous, and mutual.

CYBER BULLYING

Cyber Bullying means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data – including a post on a social network, website, or forum – that is transmitted through a computer, cell phone, or other electronic device.

HARASSMENT

Physical or verbal conduct that: Has the purpose or effect of creating an intimidating, hostile, or offensive work, business, or academic environment. Or, has the purpose or effect of substantially interfering with an individual's work, business, or academic performance.

Harassment may be sexual, related to “protected groups” (Race, Color, Creed, Religion, National Origin, Sex, Marital Status, Disability, Status with Regard to Public Assistance, Sexual Orientation, Age, Gender Identity, Gender Expression, and Any and All Other Protected Groups as identified by state and/or federal statute) or general.

HAZING

“Hazing” means committing an act against a student or coercing a student into committing an act that creates a substantial risk of harm to a person in order for the student to be initiated into or affiliated with a student organization. “Student organization” means a group, club, or organization having students as its primary members or participants. Hazing may be reported to any staff member or administrator

PHOTOGRAPHIC OR RECORDING DEVICE MISUSE

Use of any photographic or recording device, film camera, digital camera, cell phone camera and video camera that impinges upon the rights of others is prohibited. Use of a device that incites or encourages violence is prohibited. This prohibition includes the distribution of a picture(s)/recording that impinges upon the personal privacy of another. Also included is the creation, possession, or dissemination of sexually explicit images, videos, text messages or emails, usually by digital medium. Receipt of inappropriate data should be reported to Administration immediately. Use of any device in a school locker room, school bathroom or elsewhere in a way that violates the personal privacy of the individual may result in the immediate initiation of the expulsion process depending upon severity of violation. Upon investigation by administration evidence may be reported to law enforcement.

THEFT

A student shall not intentionally take, use, transfer, conceal, or retain possession of personal property of another without the other's consent and with intent to deprive the owner permanently of possession of the personal property.

TOBACCO

Smoking and the use of tobacco products or tobacco related devices including electronic cigarettes shall be prohibited on school district facilities. School district facilities include school buildings, school grounds, school owned and leased vehicles, and sites leased by the school district. No one will use tobacco products or tobacco related devices while in or on school district facilities. **Students who congregate in an area where tobacco use has recently occurred (e.g., bathroom stall) will each be considered to have been using tobacco.** In addition, it is prohibited to have tobacco products or tobacco related devices in public sight while in or on school district facilities. Exception - (MN Statute 144.4169) An American Indian student may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices

VERBAL ABUSE

A student shall not engage in name calling, insults, or otherwise obscene or harmful language/comments directed at someone or a group of people. Note: Need to differentiate from threats, bullying, harassment, and disruption/insubordinate

Tier 4/Behavior that is considered illegal or disrupts the educational environment, students learning or staff and could pose a risk of severe harm to self or others. Office referred behaviors

Tier 4 Unlawful: Admin/Office Managed	Potential Interventions
<p>Unlawfully violates the rights of others. Puts self or others at risk, or are chronic.</p> <p>Arson Assault Bomb threats Fighting Gang activity Homicide Illegal or prescription drug, alcohol possession Pyrotechnics · Robbery Sexual assault Significant property damage/ vandalism Terroristic threats Trespassing Weapon possession</p>	<ul style="list-style-type: none"> ➤ Communication with family/ Family Involvement ➤ Threat Assessment ➤ Restorative Conversation with teacher/student/Principal/Counselor/Social Worker ➤ Restorative work/payment to reverse damage ➤ Meeting w/student/family/Principal/Counselor/Social Worker ➤ Connect with Staff or Peer Mentor ➤ Written Student Re-Entry Agreement created with administrator or designee ➤ Referral to support services (counselor, therapist, problem-solving team, special education) ➤ Staff Hallway Escort ➤ Schedule change, limiting contact ➤ Alternative passing times ➤ Check In/Check Out ➤ Schedule change, limiting contact ➤ Alternative passing times ➤ Support for impacted person ➤ Mandated education ➤ Support for making amends ➤ Suspension or Expulsion

ALCOHOL

A student shall not possess, use, transmit, or be under the influence of alcoholic beverages of any kind: · On school grounds immediately before, during, or after school hours. · On school grounds at any time when the school is being used by any school group. · Off school grounds at a school activity, function, or event. · On any district-provided transportation. · In a school zone as defined by Minnesota Statutes.

ASSAULT

“Assault” is acting to cause fear in another of immediate bodily harm or death or intentionally inflicting or attempting to inflict bodily harm upon another

CONTROLLED SUBSTANCE (PRESCRIPTION)

A student shall not possess, use, transmit or be under the influence of a controlled substance that is not prescribed to the student by a licensed healthcare professional: · In a school zone as defined by Minnesota Statutes immediately before, during, or after school hours. · On school grounds at any time when the school is being used by any school group. · Off school grounds at a school activity, function, or event. · On any district-provided transportation.

NOTE: Students who sell or deal controlled substances on school premises may be subject to expulsion on the first offense.

FIGHTING

“Fighting” is mutual combat in which both parties have contributed to the situation by verbal and/or physical action.

ILLEGAL DRUGS

A student shall not possess, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, intoxicants of any kind, look-alike Inspire Brilliance 87 drugs, or substances that may have the appearance of an illegal substance, such as catnip, oregano, flour, saccharin, or other items or paraphernalia: • On school grounds immediately before, during, or after school hours. • On school grounds at any time when the school is being used by any school group. • Off school grounds at a school activity, function, or event. • On any district-provided transportation. • In a school zone as defined by Minnesota Statutes.

TRESPASSING

A student shall not be physically present in a school building without permission, after being requested to leave by a school official, or after suspension or expulsion.

VANDALISM

A student shall not willfully cut, deface, or otherwise damage in any way any property, real or personal. This includes school busses. 2. A fee will be charged for lost or destroyed textbooks, workbooks, library books or other school property

K-6 Behavior Violations and Leveled response

	Tier 1	Tier 2	Tier 3	Tier 4
1st offense	Behaviors managed by staff supervising, no office referral required	Conference with student document as a minor behavior	Conference with student document as a minor behavior	Notify parents/guardians; consideration of restorative intervention In certain instances refer to law enforcement and/ or referral to expulsion
2nd offense	Behaviors managed by staff supervising, no office referral required	Conference with student document as a minor behavior;notify parent/guardians	Conference with student document as a major behavior	Notify parents/guardians; consideration of restorative intervention In certain instances refer to law enforcement and/ or referral to expulsion
3rd offense	Behaviors managed by staff supervising, office referral may be necessary notify consideration of parent/guardian and/or staff intervention	Conference with student document as a minor behavior;notify parent/guardians document as a minor behavior	Notify parents/guardians; consideration of restorative intervention document as a major behavior	Notify parents/guardians; consideration of restorative intervention In certain instances refer to law enforcement and/ or referral to expulsion

9-12 Behavior Violations and Leveled Reponse

	Tier 1	Tier 2	Tier 3	Tier 4
1st offense	Behaviors managed by staff supervising, no office referral required	Conference with student document as a minor behavior	Conference with student; notify parent/guardian; consideration of 1-2 days suspension and/or restorative intervention document as a major behavior; consideration to refer to law enforcement	Notify parents/guardians; consideration of 1-5 day suspension and/or restorative intervention; possible referral to building resources document as a major behavior In certain instances refer to law enforcement and/ or referral to expulsion
2nd offense	Behaviors managed by staff supervising, no office referral required	Conference with student document as a minor behavior; notify parent/guardians	Notify parents/guardians; consideration of 1-3 day suspension and/or restorative intervention document as a major behavior; consideration to refer to law enforcement	Notify parents/guardians; consideration of 1-5 day suspension and/or restorative intervention; possible referral to building resources document as a major behavior; In certain instances refer to law enforcement and/ or referral to expulsion
3rd offense	Behaviors managed by staff supervising, office referral may be necessary notify consideration of parent/guardian and/or staff intervention	Conference with student behavior; notify parent/guardians document as a minor behavior; possible referral to building resources	Notify parents/guardians; consideration of 1-5 days suspension and/or restorative intervention; possible referral to building resources; document as a major behavior; consideration to refer to law enforcement	Notify parents/guardians; consideration of 1-5 day suspension and/or restorative intervention; possible referral to building resources document as a major behavior In certain instances refer to law enforcement and/ or referral to expulsion

Definitions of Interventions and Disciplinary Actions

DETENTION - A student may be asked to stay in during lunch/recess, or remain after school by a teacher or principal for the purpose of correcting a violation. Reasonable attempts will be made to contact parent(s) or guardian(s) prior to implementation.

IN-SCHOOL SUSPENSION (ISS) - An action by school administration where a child is temporarily removed from his or her regular classroom(s) but remains under the direct supervision of school personnel.

OFFICE INTERVENTION - Any disciplinary intervention resulting from a violation of district standards of conduct applied by building administration.

OUT-OF-SCHOOL SUSPENSION (OSS) - Out-of-school suspension is used for the purpose of creating separation and safety during investigation and intervention planning in response to a behavioral incident. At all age levels, use of out-of-school suspension should be paired with environmental, instructional, and/or restorative intervention. An action by school administration prohibiting a student from attending school for a period of no more than 10 days. Each suspension action may include a re-entry meeting and readmission plan.

PARENT(S) OR GUARDIAN(S) CONFERENCE - A parent(s) or guardian(s) conference is required if a student has committed a serious rule violation or has been suspended out of school. If a parent or guardian is unable to be present, the principal shall contact the parent(s) or guardian(s). **REFERRAL TO SCHOOL BEHAVIOR TEAM OR STUDENT SUCCESS TEAM (Building resources)** - Wrenshall School uses a multi-tiered system of support. Students can be referred to a small school team for academic or social-emotional-behavioral interventions. The process varies a bit at each school but includes a brief meeting, determining an intervention, trying it for approximately 30 school days, and reviewing outcomes.

REFERRAL TO COMMUNITY SERVICE(S) - School staff may work with parents or guardians to support the consideration of accessing community services. The process of helping a family connect to a community service, sharing information (with permission), or making introductions to a community service are all part of a "referral".

AFTER SCHOOL DETENTION

Restrictions from the classroom or other school related activities, lunch/recess detention, after school detention, Saturday school, in-school suspension, out-of-school suspension, and/or other consequences deemed appropriate will be administered for inappropriate behavior.

Detention for the high school will be served on predetermined weekdays from 3:30 p.m. to 5:00 p.m. Students who fail to serve detention that they were assigned may be assigned an additional detention to serve on top of the original detention missed. Failure to attend detention/s may result in continued lunch detentions, I.S.S., or Saturday School until the detentions owed have been made up. Students with detention/s will also experience "Loss of Student Status" (See Below) and may be prevented from walking at graduation until their detention/s and/or consequences are made up. **Consequences do not go away and will roll over to the following year if they have not been served.**

Detention Expectations:

1. Show up by 3:30 and follow the directions of the detention supervisor
2. Bring homework to work on
3. No verbal or non-verbal communication or noise making
4. No food, beverages, or gum
5. No electronic devices/phones
6. No sleeping or resting eyes
7. No picture books or magazines unless they are related to school work (supervisors discretion)
8. No leaving the room or getting out of seat
9. No resting head, kicking feet up, or lying down
10. No drawing unless it is related to a school assignment.

IN-SCHOOL SUSPENSION

If directed to report to I.S.S., a student must go directly to the main office after they arrive on school grounds and wait for an I.S.S. supervisor to come get them.

Once assigned, the student may have to spend a full seven class periods in I.S.S., completing the consequence the following day if necessary. He or she will not be permitted back to class until the consequence is served. On some occasions, multiple days of I.S.S. or a combination of I.S.S. and other consequences may be assigned.

In-School Suspension Rules

1. All students assigned will begin with a Behavior Reflection sheet.
2. No electronic devices/phones
3. No sleeping
4. Bring Homework or something to read
5. Bathroom breaks will be scheduled
6. Student will receive lunch during the scheduled time.
7. Listen, respect and follow all instructions of the I.S.S. supervisor (Other rules are at the discretion of the I.S.S. supervisor)

Other In-School Suspension Expectations Include:

1. No hall-time without an adult
2. Students that are assigned I.S.S. will receive credit for work they complete in a timely manner (at the discretion of the teacher) that they missed due to their having served I.S.S.
3. If a student fails or refuses to serve an assigned I.S.S., he or she will not return to classes until the full ISS has been completed in a manner acceptable to administration. In such cases, the student will receive no class credit for missed assignments and they will be marked absent unexcused. Additional consequences may be assigned including additional suspensions.

OUT-OF-SCHOOL SUSPENSION

Students who are assigned out-of-school suspension are subject to the following academic considerations on the day(s) of the suspension:

1. The teacher may require make-up of work missed and/or compensatory assignments.
2. Chapter or larger tests may be made up under usual make-up arrangements.

It is the student's obligation to follow up on academic work missed during suspension.

Students under out-of-school suspension are restricted from school grounds and all school related events/activities during the period of the suspension.

LOSS OF STUDENT STATUS

Any student receiving an after school detention or suspension will receive "Loss of Student Status." "Loss of Student Status" includes, but is not limited to restrictions from attending: class trips, certain band/choir functions, school functions (games, dances, programs, plays, concerts, recreation/fun nights, etc.), and curricular/extracurricular activities in general.

A student that receives an after school detention, I.S.S., O.S.S., etc. will immediately receive "Loss of Student Status" and as a result, will not be able to attend or participate in any school related events on the day the consequence was issued. Furthermore, the "Loss of Student Status" will not be removed until all consequences owed are served and requirements fulfilled.

ALCOHOLIC / NON ALCOHOLIC BEVERAGES AND ILLEGAL DRUGS

No student or guest of a student shall possess, consume, or show evidence of having used an alcoholic beverage or illegal drug during the school day, while in the school building, on school grounds, on the bus, at the bus stop, or at any school activity, regardless of age. Minnesota State High School League (MSHSL) consequences will result and referral to a law enforcement agency and/or juvenile court may also be made. Students may not possess or consume non-alcoholic wines, wine coolers, or beer on school property, at school functions, at bus stops, or in transportation to or from school related functions.

SMOKING / TOBACCO PRODUCTS

Student possession and/or use of tobacco products are prohibited in the school building, on school grounds, at bus stops, on the bus, or at school activities (home or away). Students may not have tobacco products or devices that are known to deliver nicotine or tobacco in lockers or on their person.

Possession or smoking in the school building, on school grounds, at the bus stop, on the bus, or at any school function (home or away) will result in referral to law enforcement as well as the Minnesota State High School League (MSHSL). A referral to a juvenile court may also be made. Additional consequences can also be given at the administration's discretion.

DRUG-FREE & WEAPON-FREE ZONE

Drug-Free and Weapon-Free Zone: Minnesota Law considers the school as a drug-free and weapon-free zone. The zone includes school grounds and extends one city block, or 300 feet, beyond the boundaries of school property.

The law is tough on anyone caught selling or possessing illegal drugs in this zone. The law is also tough on anyone caught possessing or using a dangerous weapon in this area.

Juveniles convicted of these crimes, who are at least 14 years old, can be treated as an adult and sentenced in an adult court.

SCHOOL WEAPONS POLICY

Students are forbidden to possess any instrument, in school, on school grounds, at the bus stop, on the bus, or at a school-sponsored activity, that is a weapon or ammunition.

Weapons violations include any kind of weapon (loaded or unloaded) or ammunition on a person, inside their locker, or in their vehicle including **pocket knives, hunting rifles, bows, etc.**, and any other dangerous article or substance being unlawfully used as a weapon against another.

Offense: For students in grades K-12, possession of a weapon will result in the following action by the school authority:

1. Notification of the police
2. Confiscation of the weapon if feasible
3. An initial suspension of 5 days & a conference with parent/guardian prior to the student returning to school
4. A recommendation for expulsion may be made by the Superintendent

"Possession" is defined as having a weapon on one's person or in an area subject to one's control on school property, at the bus stop, on the bus, or at a school-sponsored activity.

***If a student has accidentally brought a weapon or ammunition to school they are to turn it in immediately to administration or an adult supervisor if administration isn't available (i.e. -

on the school bus). If it is determined that it was a complete accident, no one was threatened or harmed, and the student turned it in immediately upon discovering it, no consequences will be administered. All weapons and ammunition turned over will not be given back to the student and parents will be called to come pick it up.

EXPULSION FOR POSSESSION OF FIREARM

The Minnesota State Crime Bill of 1995 states: A school board must expel, for a period of at least one year, a pupil who is determined to have brought a firearm to school except the board may modify this expulsion requirement for a pupil on a case-by-case basis. For the purpose of this section, a firearm is defined in United States Code, title 18, section 921.

SAFETY HAZARD VIOLATIONS

Potential safety hazards exist for students in the following areas:

1. *Fire alarms* - Students who tamper with or set off the fire alarm system will be suspended and turned over to the appropriate local authorities for prosecution.
2. *Fire crackers* - Possession or use of any firecrackers, smoke bombs, or any other pyrotechnical device in the building, at the bus stop, on the bus, on school grounds or at school activities is forbidden because of the health and safety of the student body. Violators will be turned over to the appropriate local authorities for prosecution.
3. *Firearms and knives* - Guns and knives are not permitted on school property and will be confiscated. Law enforcement may be called depending on the circumstances.
4. *Threats & Assault* - Students that threaten physical violence against any staff member or student or actually assault a staff member or student will be assigned appropriate consequences that may include suspension or expulsion.

WRENSHALL SCHOOL DISTRICT NO. 100'S POLICY AGAINST HARASSMENT, HAZING, DISCRIMINATION, AND VIOLENCE

Everyone at Wrenshall School District No. 100 has a right to feel respected and safe. Consequently, we want you to know about our policy to prevent religious, racial, or sexual harassment (includes harassment because of sexual orientation), as well as hazing, and violence of any kind.

1. A harasser may be a student or an adult. Harassment may include, but is not limited to, the following, when related to religion, race, or sex:
 - name calling, jokes, or rumors
 - graffiti
 - notes or cartoons
 - unwelcome touching of a person or clothing
 - offensive or graphic posters, book covers, clothing, etc.
 - any words or actions that make a student or staff member feel uncomfortable, embarrassed, or upset.
2. If any words or actions make a student feel uncomfortable or fearful, they need to tell a teacher, counselor, administrator, or the district's Human Rights Officer as soon as possible.
3. Students may also make a written report. It should be given to a teacher, counselor, administrator, or the district's Human Rights Officer.
4. A student's right to privacy will be respected as much as possible.
5. We take all reports of religious, racial, or sexual harassment or violence seriously and will take all appropriate actions based on your report

6. The school district will also take action if anyone tries to intimidate you or tries to take action to harm you because you have reported.

This is a summary of the school district policy against religious, racial, and sexual harassment and violence. Complete policies are available on the school district's website and in the district office upon request.

**INDEPENDENT SCHOOL DISTRICT NO. 100
HARASSMENT AND VIOLENCE REPORT FORM**

General Statement of Policy Prohibiting Harassment and Violence

Independent School District No. 100 maintains a firm policy prohibiting all forms of discrimination. Harassment or violence against students or employees or groups of students or employees on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity and expression, or disability is strictly prohibited. All persons are to be treated with respect and dignity. Harassment or violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity and expression, or disability by any pupil, teacher, administrator, or other school personnel, which create an intimidating, hostile, or offensive environment will not be tolerated under any circumstances.

Complainant _____

Home Address _____

Work Address _____

Home Phone _____ Work Phone _____

Date of Alleged Incident(s) _____

Basis of Alleged Harassment/Violence - circle as appropriate: race \ color \ creed \ religion \ national origin \ sex \ age \ marital status \ familial status \ status with regard to public assistance \ sexual orientation, including gender identity and expression \ disability

Name of person you believe harassed or was violent toward you or another person or group.

If the alleged harassment or violence was toward another person or group, identify that person or group.

Describe the incident(s) as clearly as possible, including such things as: what force, if any, was used; any verbal statements (i.e., threats, requests, demands, etc.); what, if any, physical contact was involved; etc. (Attach additional pages if necessary.)

—

Where and when did the incident(s) occur? _____

List any witnesses that were present _____

_____ This complaint is filed based on my honest belief that _____ has harassed or has been violent to me or to another person or group. I hereby certify that the information I have provided in this complaint is true, correct, and complete to the best of my knowledge and belief.

Signature) (Date) _____ (Complainant

Received by _____ (Date) _____

HAZING

“Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of **HARM** to a person, in order for the student to be initiated into or affiliated with a student organization or for any other purpose.

1. No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, or engage in hazing.
2. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate hazing.
3. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
4. This policy applies to behavior that occurs on or off school property and during and after school hours.
5. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
6. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

The complete policy on hazing is on file in the district office and can be found on the school’s website.

COUNSELING/SCHOOL SOCIAL WORK SERVICES

Services offered at Wrenshall include social and emotional, academic, career counseling, and guidance. In addition, the counselor/school social worker can assist in referrals to other agencies. Students wishing to see the counselor/school social worker are encouraged to stop by and sign up for an appointment.

SECTION 504

Section 504 is an Act that prohibits discrimination against persons with a handicap in any program receiving Federal financial assistance.

ISD #100 recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a handicap will knowingly be permitted in any of the programs and practices in the school system.

The school district has specific responsibilities under this Act, which include the responsibility to identify, evaluate, and, if the child is determined to be eligible under Section 504, to afford access to appropriate educational services.

A complete 504 policy is on file in the district office. Please contact district administration for more information on this policy

CHILD ABUSE AND NEGLECT REPORTING

School District employees are **required** to report evidence of child physical or sexual abuse, neglect, emotional maltreatment, or prenatal exposure to controlled substances. Any person who is required to report this evidence and who willfully fails to do so will be guilty of a

misdemeanor. At the same time, any person who reports child neglect, physical or sexual abuse, emotional maltreatment, or prenatal exposure to controlled substances is immune from civil or criminal liability that otherwise might result from such action.

The district administration, school nurse, counselor, and/or reporter of the incident may discuss the situation with the child or youth and emphasize that the school is not interested in accusing or punishing anyone, but rather, is interested in helping ensure that the maltreatment does not continue.

Upon receiving a report of suspected neglect, physical or sexual abuse, emotional maltreatment, or prenatal exposure to controlled substances, the reporter of the incident must call the proper authorities within 24 hours. Each local social service agency and law enforcement agency has legal authority to interview at school, without parental consent, the alleged victim and any other minors who currently reside with or who have resided with the alleged perpetrator.

STUDENT DRESS CODE POLICY

Students are expected to dress appropriately for the public school setting at all times.

Headgear:

Students (boys and girls) are not to wear hats, bandanas, hoods, or other head coverings within the building during the school day unless there is a special event and permission has been granted. **Hats are to be taken off the moment a student enters the school, kept in lockers during the school day, and not to be worn until the student has left the school.** Head coverings may be confiscated if not kept in the locker.

Clothing:

Clothing that includes words or pictures that are obscene, vulgar, sexually explicit, convey sexual innuendo, abuse or discrimination, or which promote or advertise alcohol, chemicals, tobacco or any other product that is illegal for use by minors and illegal on school property, will not be allowed.

Objectionable emblems, badges, symbols (including confederate flags & swastika's), derogatory mascots, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to any group, evidences of gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals is not allowed.

Physically revealing clothing is also unacceptable in the school setting. **This includes, but is not limited to, spaghetti straps, halter tops, cut-out shirts, and clothing that reveals underwear or bare midriffs.**

When an item of clothing is determined by school staff to be inappropriate it will be reported to administration. If administration then determines the attire is inappropriate, the student will be expected to turn the clothing inside-out, change, or cover prior to continuing participation at school. The student will be asked to refrain from wearing such items in the future. Failure to comply or repeated offenses will result in disciplinary action.

Shoes

Shoes are to be worn in the school setting at all times.

Sunglasses

Sunglasses are not necessary in the school building and are not to be worn in class or during indoor school functions.

Gang Related Apparel

The School District, in its desire to keep students free from threats or harmful influence of gangs or other violent groups, believes that apparel identified as "gang-related" can be reasonably construed as hazardous to the health and safety of the school environment.

Gang symbols, signs, slang, attire, and graffiti will not be allowed in the school setting. Students, staff, and parents who have evidence of these influences in our school should report the concern to school administration immediately.

Behavior or dress suspected as being gang related will be reported to the Sheriff's Department.

Chains, Extreme Jewelry, Etc.

Heavy link chains may not be worn as a necklace, bracelet, belt, or wallet attachment. If it is determined that the chain is heavy enough to be used as a weapon or could jeopardize the safety of the student in possession or any other student or staff member, the student will be asked to remove the item and refrain from wearing the item in the future. Failure to comply or repeated offenses will result in disciplinary action.

Spike collars, chains, heavy locks, some rings/earrings or other extreme wear, will not be allowed if determined to be hazardous to health/safety or is considered to create a distraction to the educational process.

Blankets

Blankets are not allowed in school.

PASSES

E-Hall Pass

Passes are required for building movement except during scheduled passing time between classes. If you have been detained by a teacher and anticipate being tardy to your next class, request a pass from the detaining teacher.

Absence Admit Slip

An absence admit slip (excused or unexcused) will be issued by the high school office after an absence or tardy and is required for admittance to class.

Out-of-Building Pass

This pass is issued to the student from the high school office. It is issued to students leaving the building during school hours for special appointments (i.e. medical or dental appointments, illness, court appearance, driver's exams, etc.) Students and parents are encouraged to transact personal business at times other than the normal school day. During school hours, students must sign out when leaving and sign back in when returning to school. Students are not to leave before receiving this pass from the office. Anyone leaving the building without receiving this pass is subject to disciplinary action.

Routine errands and incidental personal business should also be conducted before or after school. While parents have the right to excuse their children from school, it is the school's discretion on whether or not to accept those excuses.

CLOSED CAMPUS

The Wrenshall School operates as a K-12 closed campus. Grades 7-12 students will remain inside the building and on school grounds from the time of arrival at school in the morning until the close of school in the afternoon.

Students must have permission from the office to go to their cars during the school day. Anyone caught outside the building without permission (even in the parking lot) may be subject to disciplinary consequences.

Students leaving the school building without receiving permission from the office will be unexcused and may face consequences for violating the district's closed campus policy. Furthermore, parents/guardians cannot excuse these absences after the fact.

Students should be responsible and bring all items they will need for school, practice, games, contests, events, etc. to school on time. Students should not be leaving school early (For any amount of time) to retrieve items, get food, etc. These absences violate the school's closed campus policy and are not allowed by the school nor will they be approved as excused absences. While parents have the right to excuse their children from school, it is the school's discretion on whether or not to accept those excuses. Students that willfully break the school's closed campus policy, even with parent approval, may be subject to ineligibility in the upcoming game, contest, or event and may face other disciplinary measures.

LOCKERS AND LOCKS

Students will be assigned a locker on the first day of school. Students are not to change lockers without approval. If the need to change lockers exists, students are expected to make the request with the admin or the main office. Students are expected to keep their lockers locked at all times as they are responsible for anything in the locker they were assigned. Locker combinations are to be given to the office. The school will sometimes sell locks for students to use.

LOCKER CONTENT / SECURITY

It is suggested that students not keep valuable items or large sums of money in their locker. Students do have the opportunity to store valuables or money in the main office if they wish. The school is not responsible for any theft.

LOCKER DECORATIONS

Many students choose to decorate the inside of their lockers. Pictures, posters, or other decorations should reflect the same expectations as the student dress policy. The student should refrain from posting items or photos advertising alcohol, drugs, or tobacco. Furthermore, students should also refrain from posting items or photos that are sexually suggestive, or contain inappropriate language. Physically revealing pictures or posters are also unacceptable. The student will have one opportunity to remove such items. Non-compliance or repeated behavior will lead to school officials taking action to remove the inappropriate material and possible disciplinary action.

Writing on the outside of lockers is not permitted and it will be the responsibility of the student who uses the locker to remove the graffiti.

LOCKER SEARCHES

It is the policy of the State of Minnesota that: **School lockers are the property of the school district.** At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. School authorities for any reason may conduct inspection of the interior of lockers at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practical after the search of a student's personal possessions, the school authorities must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

BACKPACKS

Backpacks will **NOT** be allowed in the classrooms. They must be left in the student's locker, unless arrangements have been made with a teacher or administrator. If a backpack is brought to the classroom and there is a drug dog search, the bag must be left in the room.

BUS TRANSPORTATION

All students are entitled to be emotionally and physically safe while being transported to and from school. Certain laws and regulations govern the operation of school buses. Minnesota Statute, section 123.7991 lists as one of seven concepts that: ***Transportation by school bus is a privilege, not a right.*** Safety on the buses is our prime consideration and thus riding privileges can be revoked. Cooperation and appropriate, safe behavior on the bus is expected of all students.

Bus Rider Policy

1. The bus driver is in complete charge while on the bus
2. All riders shall remain seated when the bus is in motion and keep head, hands, arms, etc. inside the bus.
3. Scuffling, fighting, and obscene language are forbidden.
4. Bus riders will not litter the bus with food or other debris.
5. Damage to the bus other than regular usage will be paid for by the persons responsible.
6. Students must be at the designated loading site at the scheduled times.
7. Students must follow the recommended procedure when crossing the roadway.
8. Students must wait until the bus comes to a complete stop before stepping off the curb to board.
9. Students are to get on the bus at their designated stops and not get off before arriving at school.
10. Students going home may get off the bus at another designated destination only with a parent/guardian note initialed by one of the administration.
11. Because buses are loaded to capacity in the mornings, students will not be allowed to bring friends and/or guests on the buses. If you have an overnight guest on a school night, you are responsible for their transportation to school the next morning. Evening routes allow for prearranged guests because of after school activities.
12. Every bus rider must abide by these rules or jeopardize their right to ride the bus.
13. Bus drivers will report all misconduct to the Principal and parents/guardians will be notified of the misconduct.

Consequences for Misbehavior on the Bus

Kindergarten - 6th grade

First Offense: The driver has given your student a verbal warning, and a bus incident report sent to parents. Your child could be assigned an alternate seat.

Second Offense: One-day bus suspension.

Third Offense: Three-day bus suspension; conference with student, parent, school, driver.

Fourth Offense: Five-day bus suspension.

Fifth Offense: Loss of bus riding privileges for the remainder of the school year.

7th -12th Grade

First Offense: The driver has given your student a verbal warning, and a bus incident report sent to parents. Your child could be assigned an alternate seat.

Second Offense: One to three-day bus suspension; conference with student, parent, school, driver.

Third Offense: Five to ten-day bus suspension.

Fourth Offense: Loss of bus riding privileges for the remainder of the school year

***The administration reserves the right to skip any of the above steps depending on the severity of the infraction/s. This will be handled at the discretion of school administration.**

Fan Bus

Students in high school will be taken to selected conference and district athletic contests for cost. The following rules will prevail:

1. Fan bus trips will be posted in the bulletins. Students must register and pay the transportation charge in advance of the event. Students may register in the main office during the school day.
2. Students riding a school bus to any school-sponsored event are reminded they are to ride the bus both ways. The only exception is if a parent or guardian has contacted the bus driver and wishes to take their son or daughter home. Students may not ride home with anyone but their parents or guardian.
3. All bus transportation rules/expectations will apply.

BREAKFAST/ LUNCH PROGRAM

All students can receive one breakfast and one lunch free daily.

MDE Free School Meals Program FAQ <https://education.mn.gov/MDE/dse/FNS/SNP/free/>

All lunches and beverages are to be consumed in the cafeteria. The only exception to this rule is high school students which are allowed to eat in the classroom/commons if they are participating in a club during lunch. The student is responsible for discarding unused food, wrappers, and containers, and for returning trays and utensils to the washing station.

The school hot lunch program provides balanced nutritional meals for students K-12. Menus are planned using Federal guidelines and standards.

Menus are posted in strategic areas of the building for the convenience of our students. In addition, the district/community news publication, *IMAGES*, provides lunch menus monthly.

***In order to prevent food waste or shortages, it is the student’s responsibility to sign up for a hot lunch at the beginning of their 1st hour class. If a student is late to school, it is their responsibility to check in with the main office and let them know whether they will be eating hot lunch. Anyone that doesn’t register in a timely manner will be served last and it may result in them not getting what they wanted.**

Prices:

	<u>Elementary</u>	<u>High School</u>
Breakfast	No charge	No charge
Lunch	No charge	No charge
Reduced Breakfast	No charge	No charge
Reduced Lunch	No charge	No charge

If you have questions regarding your lunch account, please contact the administrative assistant in the district office at 384-4274 ext: 2006.

MORNING, NOON & OPEN GYM

Expectations for student participation in noon and morning gym will be set by the monitoring supervisor. Students using the gym must wear appropriate gym shoes and respect the facilities and all equipment. There must also be an adult supervisor (Approved by the school) present during any open gym.

The school may provide basketballs. Students are not allowed to remove any school equipment from the gym unless checked out by a coach, supervisor, or the Principal.

MAIN ENTRY / MAIN LOBBY / COMMONS

Students are asked to refrain from gathering on the sidewalk and/or stairway outside the main entry. In addition, the lobby areas should not be congested prior to morning classes or during noon hour. Alternative gathering sites may include the gym lobby, commons, or appropriate hallways. Student cooperation in this effort will be greatly appreciated.

Students are prohibited from opening doors coming into the school for any students, staff, or guests (even if they know them) during the school day. All people entering the building after the school is in lockdown (Approximately at 8:20 a.m.) must be buzzed in by office staff. Students that are in violation of this may face consequences. Please keep in mind this rule is in place to protect the safety of all students and staff.

The student commons in the high school music wing has been designated as a quiet area. Students are encouraged to use this area for reading, study, and casual socialization when the time is appropriate and when permission has been given.

TEACHING ASSISTANTS

Students may opt to serve as teaching assistants each semester. Teaching assistants must be responsible students who will report to the teacher or staff member promptly during the class time assigned. To be considered for a TA position, students must have at least a 2.5 GPA. Students will receive a pass/fail grade from the assigned teacher. Students may earn a **maximum of 4 credits** for being assigned a teacher assistant during their four years of high school.

STUDENT DRIVING/ PARKING LOT

12th graders are allowed to park in the main lot as far back as possible. The spaces towards the front are reserved for staff and visitors only. All other student drivers need to park in the multi-purpose gym lot. All students must have a parking permit and a parking form on file every year to park in our school lots. Students are to comply with the parking pattern established by painted lines in the lot. Repeat offenses may result in the inability to park on school grounds or possibly even lead to the vehicle being towed at the owner's expense.

The parking lot is off limits to students as a gathering place during school hours and over the noon hour. If you break the closed campus rule and leave campus in your vehicle without permission you may lose the right to park in the school parking lot.

If you park in any school parking lot, or on school property, your vehicle may be exposed to the drug dog that visits the school periodically.

All student drivers are required to fill out the Wrenshall Student parking pass. (Located in the back of the handbook. This should be read and signed by both student and parent/guardian. Students who choose to drive to school are expected to drive with caution in the area of the School Zone. This is obviously in consideration for the safety of all in a busy traffic/pedestrian area.

Consequences for not complying with this request may include detention, suspension, parent conferences, losing the ability to park in the school parking lot, and/or referral to local law enforcement.

1. All drivers should operate their vehicles with caution in the School Zone.
2. Students may not drive vehicles while on school-sponsored trips or to or from vocational or paired/shared classes without the prior approval of the school administration.
3. Students are not to sit in, visit at, drive, or ride in motor vehicles during the school day (includes noon hour).
4. Student parking is provided in the lot across the street from the school's main entry. **The first two rows of parking spaces closest to the school are reserved for school staff and visitors only.**

Other directives/changes regarding student parking may be communicated during the school year based on need.

BEVERAGE POLICY

There are beverage machines where water may be purchased during the school day. After school other varieties may be purchased. Students are responsible for monitoring litter and spills. A beverage violation occurs when a container is not disposed of properly or a spill is not cleaned up. Consuming a beverage in a computer lab will automatically become a beverage

violation. When three or more violations occur in a day, the beverage machines will be turned off the following day. All beverage violations should be reported to the Principal.

CHANGE

Change will **not** be available in either the main office, the district office, or the business manager's office. Checks will also not be cashed. Students who use the pop machines should come to school with proper change.

TELEPHONES AND MESSAGES

The office telephone is a business phone and will be used by students **only when necessary as determined by main office personnel**. Students will be called from class to receive **emergency messages only**. A common goal of teachers and parents is to develop in each child a sense of responsibility. We discourage and will limit calls home for items students have forgotten unless it is deemed essential by the child's teacher. Office phone use should be limited to matters affecting health and safety.

Parents/guardians are asked to leave messages and not text students during school hours and not request students be pulled from class **except in the case of an emergency**.

CELL PHONES & COMMUNICATION DEVICE AWAY FOR THE DAY

Wrenshall School recognizes the importance of communication and collaboration, and provides chromebooks for students to be productive in the classroom. To keep the focus on academics and to reduce unnecessary distractions, we will enforce the following.

- Cell phones and all mobile devices shall be TURNED OFF before the first bell rings and kept off and stored in lockers until the end of the day.
- Cell phones and all mobile devices shall be kept in a student's backpack or locker not in clothing pockets
- Cell phones and all mobile devices are not allowed to be used in a classroom, library, common areas, outdoors or in restrooms
- Cell phones and all mobile devices can be turned back on at the end of school bell
- Cell phones and all mobile devices are not allowed to be used during transition times or between classes
- If a student needs to make an emergency call during the day, they are to go to the office
- Picture phones are prohibited in locker rooms in compliance with MSHSL rules.
- Students bringing communication devices to school should recognize the risk of theft. The school is not responsible for stolen property.
- If a student needs to make an emergency call during the school day they are to go to the office.

CONSEQUENCES

- First Offense-Student will receive a warning and will be asked to put it away in their locker.
- Second Offense-The device will remain in the main office until the end of the day. Admin will call parents/guardians to notify and remind them of the policy.

- Third Offense ~Parent/guardian will be called to pick up the students phone. Students are not allowed to bring their phone to school for 10 days.

*It should be noted that refusal to surrender a cell phone or other electronic device not authorized to use when directed to do so by a school staff member, teacher or administrator is a violation of our school's Code of Conduct. Insubordinate behavior could lead to detention, suspension or exclusion from school events

AUDIO/VIDEO DEVICES

Students may operate iPods, MP3 players, radios, tape players, CD players, and any similar devices only with headphones and only in the following circumstances: on the bus to and from school; in school prior to the start of classes in the morning, and after school. Violations of the aforementioned policy will result in the same consequences as cell phone violations (See "Communication Devices") Classroom teachers reserve the right to follow their own classroom policies regarding device usage. Students bringing audio/video devices to school should recognize the risk of theft. The school is not responsible for stolen property.

TEXTBOOKS, LIBRARY BOOKS, LUNCH ACCT. FINES/BILLS, NEGATIVE ACCOUNT BALANCES

Wrenshall students are provided with textbooks, reference books, workbooks, and a wide selection of library books. These should be treated with care to assure the future availability to other students. Students and parents are responsible for the care of the books issued to them and will be expected to pay fines up to the cost of replacement for lost or damaged books. Costs of new textbooks range from \$30 to over \$100 (An effort will be made to purchase used replacement texts). Students that lose textbooks may be required to pay replacement costs or their parents may be required to pay replacement costs before another text is issued. Students that lose library books may be required to replace the missing books or their parents may be required to replace the missing books before they are allowed to take out additional library books.

It is the teacher's discretion if classroom books need to be covered. Book covers should be replaced when the condition is such that it no longer protects the book. We would appreciate parent assistance in keeping student textbooks covered.

Any fines, bills, or accounts must be paid in a timely manner or a student may be subject to loss of student status and may be prevented from walking during graduation.

VALUABLES

Students are encouraged to leave valuables and large sums of money at home. Student lockers and locker rooms are unfortunately not the most secure places in a building with so many people. Please consult with office staff if you wish to have items placed in safe keeping for the day.

THEFTS

All thefts should be reported to school staff or administration immediately. The school cannot and will not assume responsibility for theft of personal property.

PUBLIC DISPLAYS OF AFFECTION

Inappropriate displays of affection such as kissing, embracing, sitting on laps etc. are not acceptable in or around the school. Such behaviors may result in consequences deemed appropriate by the Principal. **It is expected that students and faculty will share in establishing an environment that encourages desirable school friendships.**

SCHOOL CLOSING & EMERGENCY ANNOUNCEMENTS

Emergency school closings, information on late starts, etc. are broadcast over area television and radio stations. These stations are notified as soon as possible that school will be closed or delayed. **No announcement means school is in session.**

Parents/guardians should arrange for and thoroughly discuss with their child what should be done if they are transported home early due to an emergency. In addition, the school strongly encourages parents/guardians to have emergency transportation plans on file for each child.

Please tune into one of the following stations and refrain from calling the school:

Radio - AM
KDAL 610 AM

Radio - FM
KDAL 95.7 FM

TV
KDLH Channel 3
KBJR Channel 6
WDIO Channel 10

The Instant Alert telephone notification system will also be utilized to inform families of any changes in the school day and to announce any other pertinent information.

FIRE/TORNADO/LOCKDOWN DRILLS

Fire, tornado, and lockdown drills at regular intervals are required by law and are an important safety precaution to help ensure the safety of our students. It is essential that when the first signal is given, everyone obeys orders promptly and clears the building by the prescribed route or goes to their assigned spots as quickly and orderly as possible. The teacher in each classroom will give students proper instructions on how to carry out the drill. Students misbehaving or disrupting these drills will be subject to disciplinary consequences. The district will perform 5 fire drills, 5 lockdown drills, 1 tornado drill throughout the school year.

LOST AND FOUND

Many of our students possess the same brand and/or color of jackets, snow pants, boots, backpacks, athletic gear, balls, etc. Labeling of personal items will minimize confusion in locating owners of lost items. Please label your child's possessions.

Items that have been turned in as lost will be kept in the lost and found which is located at the bottom of the elementary staircase next to the cafeteria. Each year numerous items from lost and found are unclaimed. Items left in lost and found for three weeks will be given to a local charity due to the lack of storage space. Students should check in the main office to recover lost textbooks or items of value.

VISITORS

Any persons other than Wrenshall High School students, staff, or school board personnel, are regarded as visitors and must report to the main office for clearance before going anywhere in the building or on school grounds. This request is for the safety of our students.

If a parent arrives to pick up a student, he or she should report to the office and one of the office staff will go to the classroom to get the child. Parents should not go directly to the classroom.

No student guests will be allowed due to security and liability issues.

PETS

If you would like to share a family pet with the class, please contact the teacher in advance to arrange for the visit. Once you arrive at school with the pet, be sure to have control over it at all times. A large group of excited children can cause some unusual reactions in pets. We generally ask parents/guardians to return the pet home with them on the same trip. Any extended stay for the pet should be pre-arranged with the classroom teacher.

Unless the pet is part of a show and tell or a medical necessity, there should be no pets brought into the building or onto school grounds to protect the safety of our staff and students.

Parents bringing pets are not to go directly to the classroom and are still required to first check in to the main office.

SCHOOL SUPPLIES

Please bring notebooks, folders, pencils for your 7 classes and a lock for your locker. Teachers may also require other supplies. Please bring tennis shoes for outdoor or indoor gym class. Your backpack must be kept in your locker during the day.

CHANGE OF ADDRESS

Changes of address, telephone number, or emergency information during the school year should be reported to the main office as soon as possible so that emergency forms and instant alert information can be updated.

COMPUTER ROOMS

Our computer rooms are equipped with expensive and delicate machines. The rooms have also been furnished for the students' comfort. Please treat these areas with care. **Food and drink are prohibited in the computer rooms.** Any beverage consumed in a computer lab will result in a beverage violation. Responsible behavior in this area is expected. As the computer room is considered a classroom, all other classroom expectations apply.

COMPUTER USE / INTERNET

Wrenshall students are provided the opportunity to access the Internet for educational research and information. Electronic information research skills are now fundamental and vital to the education of citizens, the work force, and for higher education. Unless parents/guardians specifically request their child not to have Internet access (See Denial of Access Form), the school district will allow student access to the Internet.

The Computer and Internet Acceptable Use Policy establishes the policies and guidelines for acceptable, responsible, and safe use of the Wrenshall School District's technology resources. Violation of the policy, or any other inappropriate use of the system, may result in computer and/or Internet privileges being revoked. In addition, disciplinary action, and/or legal action may be taken.

COMPUTER AND INTERNET ACCEPTABLE USE POLICY PURPOSE

The intent of this policy is to establish policies and guidelines for acceptable and safe use of the Wrenshall School District technology resources by students, staff, and any other users. Technology resources include all data, video, and telecommunication equipment and systems, including but not limited to computers, networks, Internet resources, printers, scanners, cameras, projectors, and telephones. This policy complies with guidelines of the Children's Internet Protection Act (CIPA) and other applicable federal and state regulations including FERPA - Family Education Rights and Privacy Act.

GENERAL STATEMENT OF POLICY

Electronic information research skills are now fundamental and vital to the education of citizens, the work force, and for higher education. Access to the Internet enables students and employees to explore thousands of libraries, databases, and other information resources around the world. The school district expects that teachers will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its proper use. Unless parents/guardians specifically request their child not to have Internet access, the school district will allow student access to the Internet.

RESPONSIBLE & ETHICAL USE

A. Expectations and Responsibilities

1. Use of school district Internet access is limited to educational purposes such as research, class assignments, instruction, collaborative educational projects, and professional development.
2. Users will protect their individual accounts by keeping passwords secure, not using another person's account, and reporting any computer account or security problems to a teacher, technology staff, administrator, supervisor, or other appropriate authority.
3. Users will respect the legal protection provided by copyright, trademark, and licenses.
4. All users will use school district services and facilities in a manner that does not interfere with or disrupt other network users, services, or equipment.
5. Users storing data and information on district diskettes, hard drives, or servers do so at their own risk. The district will not be responsible for any loss of data, assignments, or projects.
6. The school district is not responsible for unauthorized financial obligations resulting from staff or student users of the district's Internet access accounts.
7. Users will be polite, appropriate, and adhere to all generally accepted standards of courtesy and etiquette.
8. If a user inadvertently accesses unacceptable material or an unacceptable Internet site, the user should immediately notify the most immediate teacher, supervisor, tech director, or administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy.
9. The School district does not support personal equipment. Users will not install any personal equipment or software on any district owned device or systems.

B. Unacceptable Uses and Restrictions

1. Users will not access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;

- b. materials with obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or could cause damage, danger, or disruption to the educational process; or
 - d. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or may constitute harassment or discrimination.
2. Users will not post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information including, but not limited to addresses, telephone numbers, access codes, passwords, labeled photographs, any information that would make the individual's identity easily traceable, and any unauthorized disclosure, use, or dissemination of personal information regarding minors.
 - a. This includes, but is not limited to, any use or accessing of online social networking sites or social chat sites.
3. Users will not attempt to gain unauthorized access to the school district systems or any other system ("hacking") through the school district system.
4. Users will not knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, harass another person, or engage in personal attacks, including prejudicial or discriminatory attacks.
5. Users will not attempt to login through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user.
6. Users will not violate copyright laws or usage licensing agreements, or otherwise use another person's intellectual property without the person's prior approval or proper citation. This includes the downloading, copying, or exchanging of pirated Software or music to or from any School computer, and plagiarizing works found on the Internet.
7. Users will not vandalize, damage, disable, or physically abuse the property of the school district, another person, or organization.
8. Users will not access or attempt to gain access to unauthorized information or another person's materials, information, or files without the direct permission of that person.
9. Users will not knowingly waste school district technology resources and supplies including the printing of any information or images that are not for assigned School projects or purposes.
10. Users will not purposefully interfere or disrupt school district technology equipment, software, or systems, which includes but is not limited to:
 - a. deliberately crashing machine(s);
 - b. spreading computer viruses, worms, or other malicious software (malware);
 - c. unauthorized security probing or evaluation activities;

- d. wide-scale distribution of messages to forums or mailing lists unrelated to current classroom or school district topics.
 11. Users will not engage in any illegal act or violate any local, state, or federal statutes.
 12. Users will not use school district Internet access or accounts for unauthorized commercial use and/or financial gain unrelated to the mission of the School district.
- C. **Vandalism and harassment will not be tolerated.** Any instances of vandalism or harassment will result in the consequences listed in this policy or the Wrenshall Student Handbook.

Vandalism is defined as any intentional attempt to harm, modify, or destroy data of another user, Internet, school district, or other networks that are connected to the school district network. This includes, but is not limited to, the uploading or creating of computer viruses.

Harassment is defined as the persistent unwanted annoyance of another user, or the interference in any way of another user's work.

STUDENT EMAIL

- A. The school district provides student email accounts for educational purposes only. Provided email is limited in scope depending on student grade level.
 - Grades PK-6 can only send or receive emails from teachers and staff.
 - Grades 7-9 will receive district email addresses only. These students will not be able to email persons outside of the district, including parents/guardians.
 - Grades 10-12 will receive fully functioning email addresses. These students will be able to email persons inside and outside of the district, including parents/guardians.
- B. Student email communications are intended for educational purposes only. All email accounts belong to the school district and students are granted access at the sole discretion of the school district staff. All email communications are subject to monitoring for acceptable use.
- C. Students shall use their district provided email account for educational purposes only. Students should not use this account for personal uses including, but not limited to, private social networking, online dating, blogging, etc.
- D. Students are *not* allowed to access their personal email accounts from school computers.

LEARNING MANAGEMENT SYSTEM

The school district utilizes a Learning Management System (LMS) to facilitate student collaboration and create a 21st century learning environment (Not all teachers use it). Students will be able to receive and turn in some assignments through the LMS. Parents may be able to access student work online by requesting a user account for Infinite Campus through the

district Technology Director. Persons not listed in the student's official school file as parents or guardians will not be granted access.

CONSEQUENCES

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences:

- Suspension or cancellation of computer use or access privileges;
- payment for damages and repairs;
- discipline under other appropriate school district policies, including Suspension;
- suspension or termination of employment; or
- civil or criminal liability under other applicable laws.

FILTERING

With respect to any of its computers with Internet access, the school district will monitor the online activities of minors and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:

1. Obscene;
2. Child pornography; or
3. Harmful to minors.

Harmful to minors means any picture, image, graphic image file, or other visual depiction that:

- a) taken as a whole and with respect to minors appeals to a prurient interest in nudity, sex, and/or other private bodily functions;
 - b) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated, normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 - c) taken as a whole lacks serious literary, artistic, political, or scientific value as to minors.
4. The district is obligated to monitor and/or review filtering activities.
 5. The district implements several methods to help protect the network from harmful viruses and reduce the amount of spam email (email filter, firewalls etc.) A privacy disclaimer is attached to all outgoing email messages. All of these methods address the need to keep our system operational and protect the district from lawsuits.

LIMITED EXPECTATION OF PRIVACY

- A. By authorizing use of the school district system, the district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system and individual computers.
- B. Routine maintenance and monitoring of the School district's computer system may lead to a discovery that a user has violated a policy or the law.

- C. The technology network and equipment is owned and operated by the school district for the express use of staff and students in education-related activities. The district retains the right to monitor activity of users.
- D. An individual investigation or search may be conducted if the school authorities have reasonable suspicion that the search will uncover a violation of law or school district policy. In addition, data and other materials in files maintained on the school district systems may be subject to review, disclosure, or discovery under state and federal law.
- E. Parents have the right to request to review the contents of their child's files. Parents have the right to request the termination of their child's computer access at any time.
- F. The school district will cooperate fully with local, state, and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies.
- G. The school district will cooperate fully with any legal requirements of any Federal Freedom of Information Act request, Family Educational Rights and Privacy Act (FERPA) request or Minnesota Data Practices Act request.

LIMITATION ON SCHOOL DISTRICT LIABILITY

Wrenshall School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. District networks are private networks used as an education tool by employees and students. District computer networks are monitored electronically. Use of the school district computer system is at the user's own risk. The system is provided on an "as is, as available" basis. The district will not be responsible for any damage users may suffer, including but not limited to: loss, damage, or unavailability of data stored on the district's diskettes, tapes, hard drives, mailboxes, or servers. The district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district computer system. The district does not promise that any particular level or method of access will be given or continued and retains the authority to qualify, limit, or terminate any or all technology, telecommunication systems, Internet, or computer use.

INTERNET USE AGREEMENT

- A. The purpose of the Internet and the educational value to be gained from proper Internet use is the joint responsibility of students, parents, and employees of the district.
- B. The school district will assume children have permission to use the Internet unless a signed Denial of Access Form (attached) is returned to the school. The form must be filed in the school office.
- C. If the Denial of Access form is not signed and returned, acceptance of all terms and conditions in this policy is implied.

**Wrenshall Public Schools
DENIAL OF ACCESS FORM**

Please complete, sign, and return this form only if you **DO NOT** want your child/children to have access to the Internet.

Dear Parents or Guardians:

Access to the Internet has become a standard teaching tool that enables students to explore thousands of libraries, databases, and other resources around the world. The school district expects that teachers will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its use. The Wrenshall Public Schools will assume your child has your permission to use the Internet unless this form is returned to the School's main office.

The School district has taken precautions to attempt to limit access to inappropriate or offensive materials with educational filters. However with changing web addresses and site titles, it is impossible for the district to restrict access to all inappropriate or offensive materials at all times, If you or your child finds a site that is inappropriate or offensive to you, please report the site address to your child's teacher, the library media specialist, technology coordinator, or Principal.

Teachers and staff will use this document to monitor the parent's requests. Please be aware, however, that the Internet is used extensively for research including access to district purchased databases. If you return this form, your child/children's use of technology resources will be limited to word processing, specific computer applications, and other non-electronic resources.

I, _____ (print name), do not want my child/children to have access to the Internet.

Please list the children you do not wish to have access to the Internet, along with their grade. Return this form to the school's main office.

Children's Name (s) Grade

_____	/	_____
_____	/	_____
_____	/	_____
_____	/	_____
_____	/	_____

Parent/Guardian's Signature _____ Date _____

This restriction will remain in effect until the parent/guardian requests a release of access denial for their child/children in writing to the building Principal.

WRENSHALL SCHOOL DISTRICT POLICIES STUDENTS NEED TO KNOW

419 Tobacco policy-The purpose of this policy is to maintain a learning and working environment that is tobacco free.

501 School Weapons Policy-It is the policy of the Wrenshall School district to maintain a positive, safe learning and working environment.

502 Search of Student lockers, Desks, Possessions and Person-The purpose of this policy is to provide for a safe and healthful educational environment by enforcing the school district's policies against contraband.

503 Student Attendance-It is the responsibility of the Wrenshall School district to the community that all school members will work to challenge and support students in the pursuit of their highest levels of academic and personal achievement. Recognizing the strong relationship between regular attendance for each class and high academic achievement, the District will establish a clear attendance system. Such a system will promote this relationship and hold students accountable for regular attendance. It is essential that Wrenshall School students and their families take responsibility for knowing and following the Attendance Policy.

504 Student Dress and Appearance-The Wrenshall School District respects students' rights to express themselves in the way they dress and expects students to respect the school community and fellow students by dressing appropriately for a K-12 learning environment.

505 Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees-The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

506 Student Discipline- The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

507 Corporal Punishment-The purpose of this policy is to describe limitations on corporal punishment of students.

508 Extended School Year for Certain Students With Individualized Education Programs-The purpose of this policy is to ensure that the school district

complies with the overall requirements of law as mandated for certain students subject to individualized education programs (IEPs) when necessary to provide a free appropriate public education (FAPE).

509 Enrollment of Nonresident Students-The school district desires to participate in the Enrollment Options Program established by Minnesota Statutes section 124D.03. The purpose of this policy is to set forth the application and exclusion procedures used by the school district in making said determination.

510 School Activities-The purpose of this policy is to impart to students, employees, and the community the school district's policy related to the student activity program.

511 Student Fundraising-The purpose of this policy is to address student fundraising efforts.

512 School-Sponsored Student Publications and Activities-The purpose of this policy is to protect students' rights to free speech in production of official school publications and activities while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

513 Student Promotion, Retention, and Program Design-The purpose of this policy is to provide guidance to professional staff, parents, and students regarding student promotion, retention, and program design.

514 Bullying Prohibition Policy-

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The Wrenshall School District cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the District and the rights and welfare of its students and is within the control of the District in its normal operations, the District intends to prevent bullying and to take action to investigate, respond and remediate those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the District in its goal of preventing and responding to acts of

bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

515 Protection and Privacy of Pupil Records-The school district recognizes its responsibility in regard to the collection, maintenance and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

516 - Student Medication-The purpose of this policy is to set forth the provisions that must be followed when administering non emergency prescription medication to students at school.

517 Student Recruiting-The purpose of this policy is to prevent school district employees from exerting undue influence for purposes of securing or retaining the attendance of a student in a school.

518 DNR - DNI Orders-The school district recognizes that it is serving students with complex health needs. The school district also recognizes that school district staff may be confronted with requests to withhold emergency care of a student in the event of a life threatening situation at school or school activities or be presented with Do Not Resuscitate/Do Not Intubate (DNR-DNI) orders. The purpose of this policy is to provide guidance to school district staff and parents or guardians in these situations.

519 Interviews of Students by Outside Agencies-There are occasions in which persons other than school district officials and employees find it necessary to speak with a student during the school day. Student safety and disruption of the educational program is of concern to the school district. The purpose of this policy is to establish the procedures for access to students by authorized individuals during the school day.

520 Student Surveys-Occasionally, the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

521 - Student Disability Nondiscrimination-The purpose of this policy is to protect students with disabilities from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

522 Student Sex Nondiscrimination and Form-The school district does not discriminate on the basis of sex in its education programs or activities, and it is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The school district is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.

523 Policies Incorporated by Reference-Certain policies as contained in the school district's policies are applicable to students as well as to employees. To avoid undue duplication, the school district provides notice by this section of the application and incorporation by reference of the following policies (see form)

524 - Internet Acceptable Use and Safety-The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable and safe use of the Internet, including electronic communications.

524 Form - Internet Use and Safety

525 Violence Prevention (Applicable to Students and Staff)-The purpose of this policy is to recognize that violence has increased and to identify measures that the school district will take in an attempt to maintain a learning and working environment that is free from violent and disruptive behavior. The school board is committed to promoting healthy human relationships and learning environments that are physically and psychologically safe for all members of the school community. It further believes that students are the first priority and they should be protected from physical or emotional harm during school activities and on school grounds, buses, or field trips while under school district supervision.

526 - Hazing Prohibition.pdf-The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

527 Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches-The purpose of this policy is to provide guidelines for use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools, and to protect the health, safety, and welfare of students and school personnel.

528 Student, Parental, Family, and Marital Status Nondiscrimination-Students are protected from discrimination on the basis of sex and marital status pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. This includes discrimination on the basis of pregnancy. The purpose of this school district policy is to provide equal educational opportunity for all students and to prohibit discrimination on the grounds of sex, parental, family, or marital status.

529 Staff Notification of Violent Behavior by Students–In an effort to provide a safe school environment, the assigned classroom teacher and certain staff members should know whether a student to be placed in the classroom has a history of violent behavior. Additionally, decisions should be made regarding how to manage such a student. The purpose of this policy is to address the circumstances in which data should be provided to classroom teachers and other school staff members about students with a history of violent behavior and to establish a procedure for notifying staff regarding the placement of students with a history of violent behavior.

530 Immunization Requirements–The purpose of this policy is to require that all students receive the proper immunizations as mandated by law to ensure the health and safety of all students.

531 The Pledge of Allegiance–The school board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end.

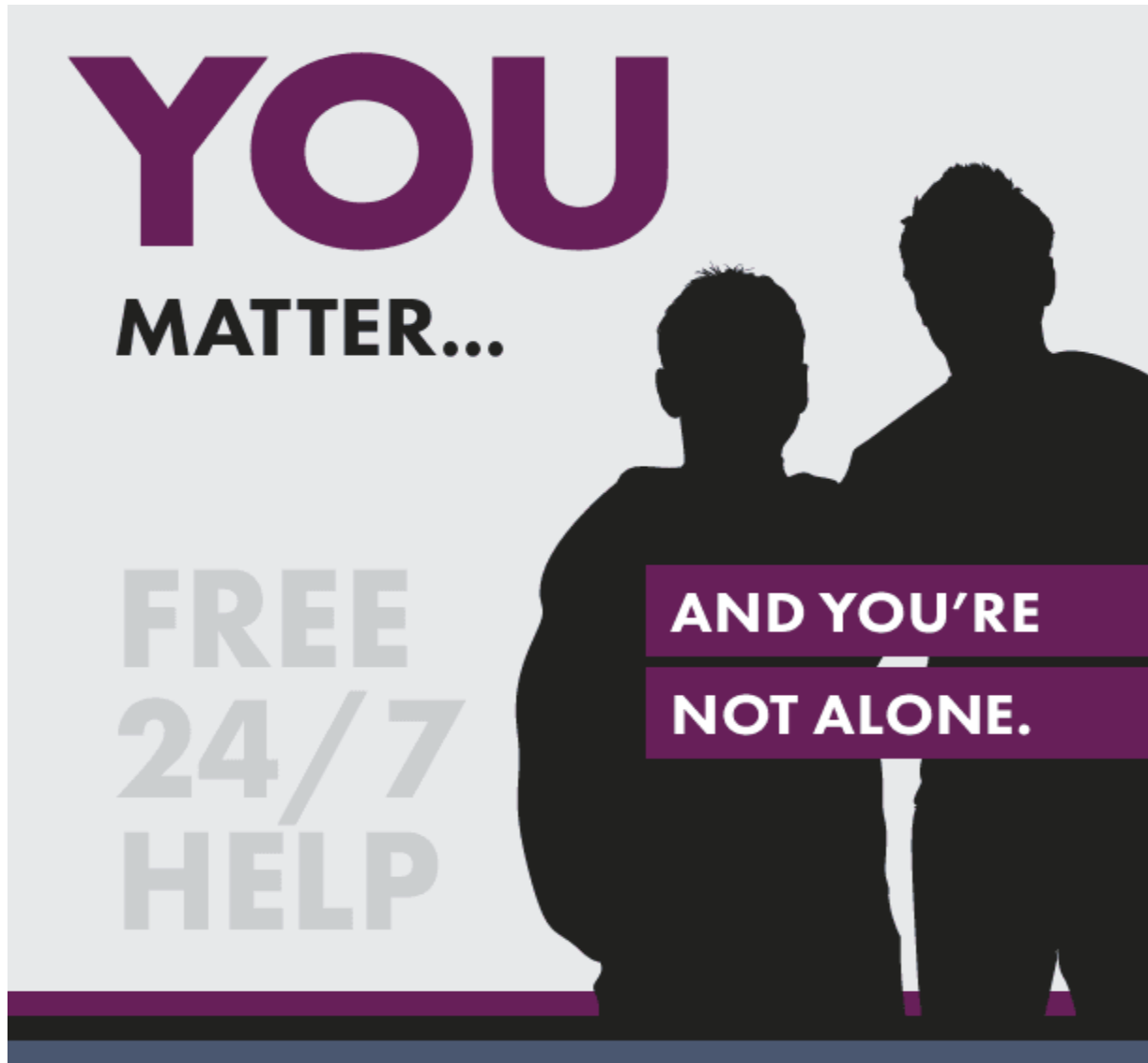
532 Use of Peace Officers and Crisis Teams to Remove Students with IEPs From School Grounds–The purpose of this policy is to describe the appropriate use of peace officers and crisis teams to remove, if necessary, a student with an individualized education program (IEP) from school grounds.

533 Wellness.pdf–The purpose of this policy is to assure a school environment that promotes and protects students’ health, well-being and ability to learn by supporting healthy eating, physical activity. The Wrenshall School District is committed to enhancing the development of lifelong wellness practices through active partnership with parents and community.

534 School Meals Policy–The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district’s nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy of the school district is to provide meals to students in a respectful manner and to maintain the dignity of students by prohibiting lunch shaming or otherwise ostracizing the student. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

SUICIDE PREVENTION INFORMATION

Minnesotan's have access, 24/7, via call, text or chat to the 988 Suicide & Crisis Lifeline! Simply dial 988 to call, text directly to 988, or scan in the QR code in the image below to connect with chat.



CALL OR
TEXT TO
988

CHAT WITH US



Wrenshall Student Parking Form

In an effort to increase safety measures students who drive a vehicle to school are required to keep a parking form on file. You will receive a parking pass to hang on your mirror once this document is signed by a student and parent/guardian.

Please read over the student handbook rules as listed below.

Students who choose to drive to school are expected to drive with caution in the area of the School Zone. This is obviously in consideration for the safety of all in a busy traffic/pedestrian area. Consequences for not complying with this request may include detention, suspension, parent conferences, losing the ability to park in the school parking lot, and/or referral to local law enforcement.

1. All drivers should operate their vehicles with caution in the School Zone.
2. Vehicles cannot display vulgar language, confederate flags or any symbols, pictures or words that represent hate or discrimination.
3. Students may not drive vehicles while on school-sponsored trips or to or from vocational or paired/shared classes without the prior approval of the school administration.
4. Students are not to sit in, visit at, drive, or ride in motor vehicles during the school day (includes noon hour).
5. The parking lot is off limits to students as a gathering place during school hours and over the noon hour. If you break the closed campus rule and leave campus in your vehicle without permission you may lose the right to park in the school parking lot.
6. If you park in any school parking lot, or on school property, your vehicle may be exposed to the drug dog that visits the school periodically.
7. During school hours only **12th grade students will be allowed to park in the main lot.** All other student drivers will park in the multi purpose parking lot.
8. The multi-purpose door will be open until 8:30 and then locked after that. If you are leaving the school early, leave through the main doors only.
9. During school hours; if you are in the main lot student drivers cannot leave the main school parking lot if buses are lined up. Once the buses leave then you can safely exit the parking lot.
10. During school hours; when exiting the multi-purpose parking area after school when the buses are lined up you will turn left towards county 18.

Other directives/changes regarding student parking may be communicated during the school year based on need.

Student Name _____ Grade _____

License Plate Number _____ Car Make/Model _____

I have read and understand the Student Parking Policy and will follow all expectations listed.

Signed Student _____

Signed Parent/Guardian _____

Date _____

PARENT CONCERNS AND QUESTIONS PROTOCOL

If you have a concern or question, please contact the appropriate staff member. We want to work with you to provide the best experience for your child. We do ask that you follow the chain of command in our school.

Here is a list of the steps to follow in order:

1. Talk to the staff member directly involved (bus driver, teacher, paraprofessional, coach, etc.)
2. If not resolved, contact the Principal
3. If not resolved, contact the Superintendent
4. If not resolved, contact the School Board

We do understand there are some issues that require you to go directly to a supervisor. We will be glad to assist you in those situations.

When contacting School board members remember they are elected to represent the interest of all parents and district residents, and you should always feel free to tell them your point of view. School board members do not, however, have direct authority in day-to-day school operations. All authority is the result of official actions by a majority of the board at meetings open to the public. The board’s primary responsibility is to make policies that guide the school district.

When should board members be contacted and what can they do? Contact a board member after other means to solve a problem have been attempted. A board member may take one or all of the following actions: informally discuss the issue with the superintendent, request that the board review the specific policies that relate to the situation, or propose new policies for the board’s consideration. It is the intention of all school staff and School Board members of the Byron School District to listen to and resolve issues of concern as quickly and effectively as possible.

Wrenshall School Board Members
wschoolboard@isd100.org

Nicole Krisak	Board Chair
Mary Carlson	Vice Chair
Eric Ankrum	Board Treasurer
Ben Johnson	Board Clerk
Alice Kloepfer	Member
Misty Bergman	Member

INDEPENDENT SCHOOL DISTRICT 93
Carlton Minnesota 55718



Dear Wrenshall School Board Members and Superintendent Pesta,

August 21st, 2023

Thank you for your correspondence to the Carlton School Board and the request to initiate a meeting regarding potential consolidation. Your letter was discussed at the August 14th Carlton Committee of the Whole Meeting, as well as the August 21st Carlton School Board meeting. Following discussion at our Committee of the Whole Meeting and our August Regular Meeting, the Board, by unanimous vote, directed me to respond to your letter.

In January 2023 of this year, the board renewed its commitment to operate as a K-12 District. Then, in May 2023, the Carlton School Board approved a new Strategic Plan that brought clarity around the vision and mission of Carlton Schools, through the 2026-27 school year.

We received your correspondence on August 9th, 2023. Although we recognize there may be advantages to combining our Districts, the Carlton Board is not aware that there is any substantive new information available that would constitute reopening this topic that has been considered by the Districts through many decades. Without new, substantive information, and before time, energy, effort and resources would be allocated to this topic, it was important for both school boards to develop a shared understanding and affirm their belief in the following two points:

- Having one K-12 site makes the most fiscal sense, therefore, operating one site is the only option, and
- South Terrace Elementary is located on approximately 72.21 acres of land, has the most potential for growth and opportunity, and is, therefore, the preferred location for a K-12 school.

If the Wrenshall School Board can affirm their belief in both of those points, then the Carlton School Board would consider opening discussion with the Wrenshall School Board.

Please let me know if the Wrenshall School Board is also committed to the above two bullet points. If so, the Carlton School Board agrees to cooperate and engage in a discussion on potential consolidation.

We look forward to your response.

Sincerely,

Donita Stepan

Donita Stepan
Superintendent #93
dstepan@carlton.k12.mn.us

District Offices
PO Box 310
405 School Avenue, Door C
Carlton MN 55718
(218) 384-4225 (218) 384-3543 fax

South Terrace Elementary School
PO Box 620
530 Stine Drive
Carlton MN 55718
(218) 384-4728 (218) 384-4039 fax

Carlton High School
PO Box 310
405 School Avenue
Carlton MN 55718
(218) 384-4226 (218) 384-3607 fax



Wrenshall Public Schools

Superintendent- Jeffrey Pesta
Principal- Michelle Blanchard

Dear Carlton School Board:

During the Wrenshall School Board's study session on July 25th, 2023 our superintendent, Dr. Jeff Pesta, identified six paths forward for Wrenshall School. One of those options was consolidation. During the conversation that followed, it became clear that our board would like to re-engage with the Carlton School District on consolidation.

During that meeting, Vice Chair, Mary Carlson was tasked with writing this letter. A draft of the letter was reviewed by the board on August 2nd during our Committee of the Whole meeting. Before signing this letter on August 7th, our board voted unanimously (6-0) in favor of seeking a consolidation meeting with Carlton.

We are asking the Carlton School Board to vote on joining Wrenshall in a discussion on potential consolidation. We propose that we hold a joint meeting of both full boards. During that meeting we hope to listen to the community on the topic of consolidation and discuss how potential consolidation negotiations might move forward.

We recognize that there is a long history of failed consolidation efforts between the districts, but we feel confident that it is time. Our sports co-op is actively demonstrating how well these districts can work together. Consolidation will allow our districts to better serve our students and community.

There are many details that will need to be worked out, but we hope that we can all meet soon to discuss this important topic. If you have questions, you may reach out to our superintendent or our Vice Chair.

Sincerely,

The Wrenshall School Board

Nicole Krisak
Board Chair

Mary Carlson
Vice Chair

Eric Ankrum
Treasurer

Ben Johnson
Clerk

Alice Kloepfer
Director

Misty Bergman
Director

Superintendent Goals

Finance

1. Sustainable financial policies and procedures for the district.
2. Long term business manager solution.

Executive Duties

1. At least two principal evaluations to take place in November and March. Evaluations should set goals in addition to providing feedback on job performance.
2. Review admin and employee structure and appropriately delegate responsibilities. This includes potentially making recommendations to the board regarding contract/position changes.

Board Facilitation

1. Facilitate board development towards high functioning governance.
2. Guide strategic planning.

Technology

1. Hire effective local tech support and hardware/software resources to maximize learning and staff efficiency.

Communication

1. Winter Weather plan that includes communication plan (that will be through email + instant alert).
2. Refresh instant alert procedure and communication. This includes the voice messages being from a admin (not robot) and emails/texts that are grammatically correct.
3. Seek bids for website redesign and advise company on said redesign.



Service Order

Customer Name and Contact Information

Name: Wrenshall Public School District - MN

Address: PO Box 68 Wrenshall, MN

Customer Primary Point of Contact

Name: Jeff Pesta

Email Address: jpesta@isd100.org

Customer Secondary Point of Contact

Name:

Email Address:

PresenceLearning Contact Information

Name: Nia Beamon

Email Address: nia.beamon@presencelearning.com

Service Order

2. SLP Assessments

Service	Weekly Hours	Price per Service
Screening by SLP		\$75.00
Bilingual Screening by SLP		\$125.00
Evaluation Coordination and Results Summary by SLP		\$265.00
Evaluation Coordination and Results Summary by Bilingual SLP		\$300.00
Review of Records by SLP		\$125.00
Articulation Standard Assessment by SLP		\$110.00
Auditory Processing Select Subtests by SLP		\$120.00
Early Childhood Language Assessment by SLP		\$165.00
Fluency Standard Assessment by SLP		\$150.00
Language Select Subtests by SLP		\$73.00
Language Standard Assessment by SLP		\$215.00
Pragmatic Language Standard Assessment by SLP		\$125.00
Phonological Process Analysis Select Subtests by SLP		\$63.00
Phonological Processing Assessment by SLP		\$110.00
Supplemental Language Screener by SLP		\$58.00
Spanish Language Standard Assessment by SLP		\$215.00
Spanish Language Select Subtests by SLP		\$90.00
Spanish Auditory Processing Select Subtests by SLP		\$122.00
Additional Bilingual Assessment Component by SLP		\$90.00
Spanish Articulation Measures (SAM) by SLP		\$85.00
Spanish Articulation Standard Assessment by SLP		\$100.00
Additional Language Subtest by SLP		\$73.00
Extended Coordination by SLP		\$63.00
Language Difference vs. Disorder Analysis by SLP		\$94.00
Unplanned Student Absence SLP		\$50.00
Parent Interview by SLP		\$63.00
Teacher Interview by SLP		\$63.00
Student Interview by SLP		\$63.00
Results Meeting by SLP		\$125.00
Bilingual Evaluation: Special Considerations		\$33.00
Desired Results Development Profile Component-DRDP (CA only)		\$125.00

Service	Weekly Hours	Price per Service
Rating Scale Assessment by SLP		\$125.00
AAC Evaluation: Special Considerations		\$33.00
AAC: Device analysis		\$63.00
AAC: Device trial		\$33.00
AAC: Feature matching trials		\$33.00
Speech-Language Sample by SLP		\$125.00
Observation by SLP		\$95.00

3. OT Assessments

Service	Weekly Hours	Price per Service
Screening by OT		\$73.00
Review of Records by OT		\$124.00
Standard School-Related-ADL Assessment by OT		\$97.00
Standard Sensory Processing Assessment by OT		\$30.00
Standard Motor Skills Assessment by OT		\$123.00
Standard Visual Perception Assessment by OT		\$97.00
Standard Preschool Assessment by OT		\$153.00
Additional Assessment Component by OT		\$73.00
Extended Coordination by OT		\$63.00
Informal Fine Motor Assessment by OT		\$80.00
Unplanned Student Absence OT		\$50.00
Parent Interview by OT		\$63.00
Teacher Interview by OT		\$63.00
Student Interview by OT		\$63.00
Results Meeting by OT		\$124.00
Evaluation Coordination and Results Summary by OT		\$265.00
Observation by OT		\$93.00

4. BMH Assessments

Service	Weekly Hours	Price per Service
Additional Assessment by MHP/Ed Diag		\$260.00
Additional Requested Paperwork by MHP/Ed Diag		\$68.00
Extended Coordination by MHP/Ed Diag		\$68.00
Results Meeting by MHP/Ed Diag		\$110.00
Screening by MHP/Ed Diag		\$143.00
Review of Records by MHP/Ed Diag		\$235.00
Rating Scale Assessment by MHP/Ed Diag		\$190.00
Evaluation Coordination and Results Summary by MHP/Ed Diag		\$295.00

Service	Weekly Hours	Price per Service
Additional Requested Meetings by MHP/Ed Diag		\$68.00
Functional Behavior Assessment by MHP/Ed Diag		\$355.00
Intervention Data Analysis by MHP/Ed Diag		\$68.00
Parent Interview by MHP/Ed Diag		\$68.00
Student Interview by MHP/Ed Diag		\$68.00
Teacher Interview by MHP/Ed Diag		\$68.00
Unplanned Student Absence MHP/Ed Diag		\$75.00
Observation by MHP/Ed Diag		\$133.00

5. Psychoeducational Assessments

Service	Weekly Hours	Price per Service
Review of Records by MHP/Ed Diag		\$235.00
Cognitive Select Subtests		\$155.00
Processing Select Subtests		\$165.00
Achievement Select Subtests		\$118.00
Rating Scale Assessment by MHP/Ed Diag		\$190.00
Achievement Standard Battery		\$233.00
Long Cognitive Battery		\$300.00
Additional Assessment by MHP/Ed Diag		\$260.00
Processing Standard Battery		\$300.00
Additional Requested Meetings by MHP/Ed Diag		\$68.00
Short Cognitive Battery		\$150.00
Spanish Select Subtests		\$272.00
Spanish Battery		\$378.00
Screening by MHP/Ed Diag		\$143.00
Additional Requested Paperwork by MHP/Ed Diag		\$68.00
Functional Behavior Assessment by MHP/ Ed Diag		\$355.00
Intervention Data Analysis by MHP/Ed Diag		\$68.00
Parent Interview by MHP/ Ed Diag		\$68.00
Student Interview by MHP/Ed Diag		\$68.00
Teacher Interview by MHP/Ed Diag		\$68.00
Unplanned Student Absence MHP/Ed Diag		\$75.00
Extended Coordination by MHP/Ed Diag		\$68.00
Results Meeting by MHP/Ed Diag		\$110.00
Additional Requested Meetings by MHP/Ed Diag		\$68.00
Evaluation Coordination and Results Summary by MHP/Ed Diag		\$295.00

Service	Weekly Hours	Price per Service
Observation by MHP/Ed Diag		\$162.00

Document Camera	\$90.00 (each)
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Service Order

Psychoeducational Assessment Commitment	\$20,000.00
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Service Order Term	July 1, 2023 through June 30, 2024
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Service Order Form

Except as expressly set forth in this Service Order, the parties agree to be bound by the terms of the Master Service Agreement ("Agreement"). To the extent there is any conflict between this Service Order and the Agreement, this Service Order shall govern. The terms of this Service Order are confidential information.

The parties have executed this Service Order as of the date of the last signature ("Service Order Effective Date").

PresenceLearning, Inc.		Customer	
By:	 B0FCF67C76C3423...	By:	 69112B58B7B740F...
Name:	Anthony Alejandro	Name:	Jeff Pesta
Title:	VP, Customer Success - West	Title:	Superintendent
Date:	2023-07-04	Date:	2023-06-30



MASTER SERVICES AGREEMENT

This Master Services Agreement (“MSA”) is entered into as of the date of the last signature set forth on the signature page attached hereto (“Effective Date”), by and between PresenceLearning, Inc., a Delaware corporation with a place of business located at 530 Seventh Ave, Suite M1, New York, NY 10018 (“Presence”), and the undersigned customer (“Customer”). Each of Presence and Customer may individually be referred to as a “Party” and collectively referred to as the “Parties”.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Presence and Customer, hereby agree as follows:

1. Structure of the Agreement. This MSA shall apply each time Customer engages with Presence for the provision of services and/or products, including, if applicable, the assessments set forth on <https://presencelearning.com/school-and-district-customer-assessments/> (collectively, “Services”). The Services shall be described in one or more schedules (each, a “Schedule”), service orders (each, a “Service Order”), and/or exhibits (each, an “Exhibit”), each of which shall reference this MSA and, with respect to each Schedule or Service Order, shall be executed by the Parties. Each Schedule, Service Order, and Exhibit entered into or delivered hereunder (each an “Incorporated Document”, and collectively, “Incorporated Documents”) may provide additional terms and conditions related to the Services. This MSA and the Incorporated Documents are collectively referred to herein as the “Agreement”. In the event of a conflict between the terms of this MSA and the terms of any Incorporated Document, the terms of the MSA shall control; provided, however, that the Parties may in any Incorporated Document specifically (i.e., with reference to the MSA) agree to: (a) exclude or except an otherwise controlling provision of this MSA; (b) adopt a clause or provision to apply in lieu of an otherwise controlling provision of this MSA; or (c) reference a governing external code, document, or standard that will apply in lieu of any otherwise controlling provision of this MSA (or any Incorporated Document).

2. Fee and Payment Terms. Customer shall pay all fees (collectively, “Fees”) specified in the Schedule or Service Order for the Services being purchased. Fees are due and payable thirty (30) calendar days from date of invoice, unless specified otherwise in a Service Order. Customer may dispute an invoice no later than twenty (20) calendar days from the date of the invoice. The Parties will work together in good faith to resolve any disputes as soon as possible. Upon resolution, Customer shall remit the amount owed within ten (10) calendar days. Customer is responsible for all taxes, except for taxes on Presence’s income, unless Customer provides a state tax exemption certificate. If Customer does not submit a tax exemption certificate to Presence, Customer will be invoiced for any applicable taxes.

3. Term; Termination; Effects of Termination.

3.1. Term. The term of this MSA commences on the Effective Date and continues until terminated by either party pursuant to Section 3.2 (such period, the “Term”). Each Incorporated Document shall have the term specified therein.

3.2. Termination. This MSA or any Incorporated Document may be terminated: (a) by either Party without cause upon sixty (60) calendar days prior written notice to the other Party; (b) by Presence upon any failure of Customer to pay when due any Fees (as defined in Section 2); provided, however, that in lieu of terminating the MSA or any Incorporated Document, Presence may, at its sole option, suspend Services, in whole or in part; (c) by either Party with cause upon a non-payment related material breach of the Agreement by the other Party which breach is not cured within fifteen (15) calendar days after the breaching Party receives written notice of the breach from the non-breaching Party; or (d) immediately by Customer upon a payment equal to the product of (x) eight (8) and (y) the Weekly Dedicated Hours (if Weekly Dedicated Hours are included in the Service Order).

3.3. Effects of Termination. Upon the termination of the MSA or the expiration or termination of any Incorporated Document for any reason, (a) all Fees owed to Presence that accrued before such termination or expiration will be immediately due and payable, except for any such amounts being disputed in good faith by Customer in accordance with Section 2 and (b) Customer shall not be entitled to a refund for any annual Fees paid by Customer prior to the date of termination of the MSA or any Incorporated Document.

4. Services and Platform; Platform Specifications.

4.1. Services and Platform. Presence shall provide Customer with the Services and technical support set forth on each Service Order. All Services shall be delivered via Presence's proprietary web-based application (together with any components, software, or related documentation, the "Platform"). The applicable license granted by Presence to Customer with respect to Platform usage will be as set forth in the applicable Service Order.

4.2. Platform Specifications and Support. As a web-based application, the Platform requires certain equipment for optimal performance, see tech specifications at (<https://www.presencelearning.com/tech-requirements/>). Presence will provide technical support on weekdays between the hours of 8:00AM and 8:00PM (Eastern time). Customer may purchase necessary equipment from Presence pursuant to the terms and conditions set forth on the Equipment Schedule.

4.3. Platform Restrictions.

4.3.1. Customer shall not for itself or through a third party (and shall ensure that its authorized users and students do not): (i) translate, reverse engineer, decompile, or disassemble the Platform, or by any other method attempt to derive source code to the Platform; (ii) sublicense, rent, lease, loan, assign, transfer, share, or resell the Platform; (iii) make the Platform available to third parties; (iv) create derivative works based on the Platform, or use the Platform for any purpose other than as provided for in this Agreement (including, without limitation, altering any notices of intellectual property or other proprietary rights); or (v) make copies of documentation contained within the Platform.

4.3.2. If Customer breaches the terms of this Agreement or if Customer or any of its authorized users misuse the Platform or violate any laws with respect to the Platform, Presence may terminate or suspend Customer's and its authorized users' and students' access to the Platform and remove any material it deems offensive or in violation of this Section 4.3.2. Neither Customer or its authorized users may:

4.3.2.1. Circumvent any access or use restrictions put into place to prevent certain uses of the Platform or areas of the Platform or attempt to disable, impair, or destroy the Platform by, among other things, uploading, transmitting, storing, or making available any materials that contain any viruses, malicious code, malware, or any components;

4.3.2.2. Engage in behavior that violates any copyright, moral rights, trademark, trade dress, patent, trade secret, unfair competition, right of privacy, right of publicity, or any other proprietary rights of any third party;

4.3.2.3. Upload to the Platform and/or share any material that is unlawful, harmful, threatening, obscene, violent, abusive, tortious, defamatory, libelous, vulgar, lewd, profane, hateful, or otherwise objectionable, as determined in the sole discretion of Presence, or share any of materials that sexualizes minors or that is intended to, or could potentially, facilitate inappropriate interactions with minors, or other users;

4.3.2.4. Disrupt, interfere with, or inhibit any other user from using the Platform (such as stalking, intimidation, harassment, or incitement or promotion of violence or self-harm); or

4.3.2.5. Take photos or screenshots of the Platform and/or post on social media or engage in any other behavior that violates the confidentiality of Platform.

5. Parties' Proprietary Rights; Use of Customer Intellectual Property; Removal of Content; Other Rights.

5.1. Presence Proprietary Rights. Presence owns all right, title, and interest in and to the Platform and retains all rights and title to all proprietary content in the Platform, including therapy playlists and related documents and content, and retains all right, title and interest to any work product or other intellectual property developed and/or created by, or on behalf of, Presence (collectively, "Presence Intellectual Property").

5.2. Other Rights. Customer grants to Presence the limited right to use Customer's name, logo and/or other marks for the sole purpose of listing Customer as a customer in promotional materials. Customer may revoke this grant at any time by notifying Presence in writing.

6. Confidentiality.

6.1. Confidential Information. All information disclosed by one Party (in such capacity, the “Disclosing Party”) to the other Party (in such capacity, the “Receiving Party”) during the Term that is either identified in writing at the time of disclosure as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of the disclosure, whether in oral, written, graphic or electronic form, shall be deemed to be “Confidential Information.”

6.2. Exceptions. Information will not be considered Confidential Information if the information is or was: (i) publicly available through no act or omission of the Receiving Party; (ii) in the Receiving Party’s lawful possession prior to disclosure by the Disclosing Party and not obtained either directly or indirectly from the Disclosing Party; (iii) lawfully disclosed to the Receiving Party by a third party without restriction on disclosure; or (iv) independently developed by the Receiving Party without use of or access to the Disclosing Party’s Confidential Information.

6.3. Nondisclosure. The Parties agree, that during the Term and for a period of one year thereafter (or, as applicable, with respect to Confidential Information that is a trade secret, indefinitely) after its termination, to hold each other’s Confidential Information in confidence and not to disclose such information in any form to any third party without the express written consent of the disclosing party, except to employees, subcontractors, or agents (collectively, “Representatives”) who are under a written non-disclosure agreement protecting the applicable Confidential Information in a manner no less restrictive than this Agreement. Each Party shall remain responsible for any breaches of this Section 6.3 by any of such Parties’ Representatives.

7. Clinician Conversion; Conversion Fee.

7.1. Clinician Conversion. During the Term of this Agreement, Customer may not, directly or indirectly, solicit, induce, hire, or attempt to induce or hire any Presence clinician except in accordance with the terms set forth in this Section 7.

7.2. Conversion Fee. During any Service Order Term, and for a period of twelve months thereafter, Customer shall notify Presence of its intent to offer employment to any clinician not less than ten (10) calendar days prior to offering such employment (any clinician that accepts such offer of employment, a “Converted Clinician”). Upon the date a Converted Clinician commences employment with Customer (the “Conversion Effective Date”): (i) the Converted Clinician shall be allowed to continue to utilize the Platform (in the same manner and with the same functionality as the Converted Clinician utilized the Platform prior to the Conversion Effective Date) through the earlier of the expiration of the then-current school year or the Service Order Term pursuant to which the Converted Clinician was performing Services hereunder prior to becoming a Converted Clinician and (ii) Customer shall pay Presence a fee of \$20,000.

8. Customer Data; State Privacy Laws; FERPA; HIPAA.

8.1. Customer Data. Customer retains all rights, in and to all data, files, information, provided by Customer or its authorized users to Presence (“Customer Data”). During the Term, Customer grants to Presence, solely in connection with Presence’s performance of its obligations hereunder, a limited non-exclusive, royalty-free license to modify, display, combine, copy, store, transmit, and otherwise use Customer Data that is uploaded to the Platform.

8.2. State Privacy Laws. Presence is, and at all times has been, in material compliance with all applicable federal and state laws, rules, and regulations relating to privacy, data protection, and the collection and use of Personal Information collected, used, and held for use by Presence.

8.3. FERPA. In connection with the performance of Services, Presence may have access to education records (“FERPA Records”) that are defined in and subject to the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g, et seq. and related regulations (“FERPA”). To the extent that Presence has access to FERPA Records, Presence is deemed a “school official” and may use FERPA Records solely for the specific “legitimate educational purposes” as defined under FERPA. Student records that are disclosed to Presence by Customer and maintained within Platform are by definition “education records” under FERPA and not “protected health information” under the HIPAA. Because student health information in education records is protected by FERPA, the HIPAA Privacy

Rule excludes such information from its coverage. See the exception paragraph (2)(i) in the definition of “protected health information” in the HIPAA Privacy Rule at 45 CFR § 160.103. See, also, Joint Guidance on the Application of the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to Student Health Records. Presence’s FERPA policy may be accessed on <https://www.presencelearning.com/about/ferpa/>.

8.4. **HIPAA.** In connection with the performance of Services, Presence may have access to certain “protected health information” under the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”). Presence hereby represents that the Presence Platform complies with all applicable HIPAA regulations.

9. Indemnification.

9.1. **Indemnification by Customer.** Unless prohibited by law or school district regulations, Customer shall indemnify and hold Presence harmless against any and all claims, demands, damages, liabilities and costs (including reasonable attorney’s fees) incurred by Presence or its Representatives arising, directly or indirectly, from any breach of this Agreement, the negligent act or omission or willful misconduct of Customer, its agents, or employees, pertaining to its activities and obligations under this Agreement, or Customer’s or its authorized users’ illegal behavior or conduct (collectively, “Presence Indemnifiable Claims”), including reasonable costs incurred in connection with preparing to defend against any Presence Indemnifiable Claims.

9.2. **Indemnification by Presence.** Presence shall indemnify and hold Customer and its Representatives, harmless against any and all claims, demands, damages, liabilities and costs (including reasonable attorney’s fees) incurred by Customer arising, directly or indirectly, from any breach of this Agreement, the negligent act or omission or willful misconduct of Presence, its agents, or employees, pertaining to Presence’s activities and obligations under this Agreement (collectively, “Customer Indemnifiable Claims”), including reasonable costs incurred in connection with preparing to defend against any Customer Indemnifiable Claims.

9.3. **Conditions of Indemnification.** The obligations set forth in Sections 9.1 and 9.2 are conditioned upon: (a) prompt written notice by the indemnified party to the indemnifying party of any claim, action or demand for which indemnity is claimed; (b) complete control of the defense and settlement thereof by the indemnifying party, provided that no settlement of an indemnified claim shall be made without the consent of the indemnified party, such consent not to be unreasonably withheld or delayed; and (c) reasonable cooperation by the indemnified party in the defense as the indemnifying party may request. The indemnified party shall have the right to participate in the defense against the indemnified claims with counsel of its choice at its own expense.

10. Limitation of Liability.

10.1. **DAMAGE DISCLAIMER.** IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, PUNITIVE, OR SPECIAL DAMAGES WHATSOEVER, INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION, AND THE LIKE, ARISING OUT OF THIS AGREEMENT, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

10.2. **GENERAL DAMAGE CAP.** IN NO EVENT SHALL PRESENCE BE LIABLE IN THE AGGREGATE FOR ANY DAMAGES OR LOSSES IN EXCESS OF THE GREATER OF THAN THE AMOUNT CUSTOMER PAID FOR SERVICES DURING A THREE-MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE LIABILITY. THESE LIMITATIONS APPLY TO THE MAXIMUM EXTENT PERMITTED BY LAW EVEN IF (A) A REMEDY DOES NOT FULLY COMPENSATE CUSTOMER FOR ANY LOSSES OR (B) PRESENCE KNEW OR SHOULD HAVE KNOWN ABOUT THE POSSIBILITY OF DAMAGES.

11. **Disclaimer of Warranties.** Except as otherwise set forth herein, the Services and Platform are provided “as is” without any warranty and, except as provided herein, Presence expressly disclaims any and all warranties, express, implied, or statutory, including warranties of title, non-infringement, merchantability, and fitness for a particular purpose. Further, Presence disclaims any warranty that the Platform will meet Customer’s requirements or will be constantly available, uninterrupted, timely, secure, or error-free. In addition, Presence disclaims all liability for any actions resulting from Customer’s use of the Platform. Customer understands that Customer’s use

and access to the Platform is at Customer's own discretion and risk. If Customer Authorized Users upload materials to the Platform, Presence is not responsible for any loss, corruption, damage, deletion of the materials.

12. Representations and Warranties.

12.1. Customer. Customer represents and warrants that Customer: (a) has the full right, power, and authority to enter into this Agreement; (b) has assessed the Platform's necessary specifications and functionality and found it suitable for Customer's needs.

12.2. Presence. Presence represents and warrants that Presence: (a) has the full right, power, and authority to enter into this Agreement and (b) has used commercially reasonable efforts to prevent the introduction of, and to the knowledge of Presence, the Platform does not contain any, software viruses, time or logic bombs, trojan horses, worms, timers or clocks, trap doors or other malicious computer instructions, devices, or techniques.

13. Miscellaneous.

13.1. Compliance with Laws. Each Party shall comply with all laws, rules and regulations, if any, applicable to it in connection with the performance of its obligations under the Agreement.

13.2. Competitors. Customer agrees, and will ensure its Authorized Users' and student's compliance, to not share or make available the Platform or Presence Property to a competitor of Presence.

13.3. Survival. Sections 2, 4.3, 5.1, 9 –11, and 13 will survive expiration or termination of this Agreement.

13.4. Amendments and Modifications. Any amendment and modifications to this Agreement must be in writing, reference the Agreement, and be executed by both Parties.

13.5. Third Party Beneficiaries. This Agreement is not intended to benefit, nor shall it be deemed to give rise to, any rights to any third party.

13.6. Assignment. Customer shall not assign or otherwise transfer its rights or delegate its obligations under the Agreement, in whole or in part, without the prior written consent of Presence and any attempt to do so will be null and void. Presence may assign or transfer its rights to an affiliate or to a third party due to a merger, consolidation, change of control, sale of all or substantially all of its securities or assets, contract, management agreement, or otherwise.

13.7. Force Majeure. Neither Party shall be liable for failing or delaying performance of its obligations (except for the payment owed for services rendered) resulting from any condition beyond its reasonable control, including but not limited to, governmental action, acts of terrorism, earthquake, fire, flood, epidemics, pandemics or other acts of God, labor conditions, power failure, and Internet disturbances. Presence will not be responsible for receiving data, queries, or requests directly from Customer's Authorized Users, student users, or any other third party, or for the transmission of data between Customer's authorized users or student users and the Platform.

13.8. No Waiver. The failure to require performance of any provision of this Agreement shall not affect a Party's right to require performance at any time thereafter; nor shall any waiver of a breach of any provision constitute a waiver of the provision itself.

13.9. Notices. All notices relating to this Agreement must be in writing, sent by postage prepaid first-class mail, courier service, or via email: To Presence send to: PresenceLearning, Inc., 530 Seventh Ave, Suite M1, New York, NY 10018, Attn: Legal Department or via email at legal@presencelearning.com. To Customer: Notices will be sent to the physical or email address provided to Presence, or by other legally acceptable means.

13.10. Independent Contractors. The Parties are and shall remain independent contractors and nothing in this Agreement shall be deemed to create any agency, partnership, or joint venture relationship between the Parties. Neither Party shall be deemed to be an employee or legal representative of the other nor shall either Party have any right or authority to create any obligation on behalf of the other Party.

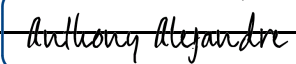
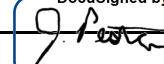
13.11. Arbitration. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association (“AAA”) in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The arbitration proceedings shall be confidential and conducted in the English language before a single neutral arbitrator to be selected by AAA. The place of arbitration shall be mutually agreed upon by the Parties.

13.12. Entire Agreement. This Agreement, including any Incorporated Documents, constitutes the entire agreement between the Parties with respect to the subject matter and supersedes all other prior agreements and understandings, both written and oral, between the Parties.

13.13. Governing Law. This Agreement and all disputes or controversies arising out of or relating to this Agreement are governed by the law of the state the Customer is located.

13.14. Counterparts; Electronic Signatures. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original but all of which together shall constitute one and the same instrument and shall become effective when one or more counterparts have been signed by each of the Parties and delivered to the other Party. A facsimile, PDF, or other electronic signature of this Agreement shall be valid and have the same force and effect as a manually signed original.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

PRESENCE LEARNING, INC: <small>DocuSigned by:</small>	CUSTOMER: <small>DocuSigned by:</small>
By: <u></u> <small>B0ECE67C76C3423</small> Name: <u>Anthony Alejandro</u> Title: <u>VP, Customer Success - West</u> Date: <u>2023-07-04</u>	By: <u></u> <small>09112B58B7B740F...</small> Name: <u>Jeff Pesta</u> Title: <u>Superintendent</u> Date: <u>2023-06-30</u>

EQUIPMENT PURCHASE SCHEDULE

This Equipment Purchase Schedule (the “Equipment Purchase Schedule”) is incorporated and made part of the Master Services Agreement (the “MSA”) between Presence and Customer and lists the terms and conditions upon which Customer may purchase hardware, Test Kits, OT Kits and materials (collectively “Equipment”) from Presence. Unless otherwise defined herein, capitalized terms shall have the definition set forth in the Agreement.

1. Hardware Available for Purchase. Customer may, at Customer’s option, purchase the hardware set forth below at the purchase prices set forth opposite each hardware type (note that the listed prices do not include any applicable tax or shipping costs):

Equipment Type	Price per unit
Standard webcam with tripod	\$49.00
ANDREA Over Ear USB headset	\$29.00
ANDREA 455 Stereo headset	\$25.00
ANDREA Y-100B Splitter	\$5.00
ANDREA USB Sound Card Adapter	\$14.00
Document Camera	\$90.00

Customer is not restricted from purchasing hardware from any other vendor or any third-party. A list of the recommended hardware providers and specifications is provided at <https://presencelearning.com/tech-requirements/>.

2. WISC-V and WAIS-IV Kits.

2.1 Purchase of WISC-V Kits and/or WAIS -IV Kits. If Customer has access to WISC-V and/or WAIS-IV assessments, Customer may purchase WISC-V and/or WAIS-IV test kits (each, a “Test Kit”) from Presence. Test Kits are not included in the price of the assessments. Each Test Kit comes with one (1) set of Block Design Blocks and one (1) Block Design Stimulus Book for use in connection with the WISC-V and/or WAIS-IV assessments. Prices of the Test Kits will be reflected in the Service Order entered into at the time the Test Kits are to be purchased.

WISC-V / WAIS -IV	Price per unit
Block Design only Stimulus Book	\$11.00
Block Design Blocks	\$46.00

2.2 Tracking and Return of Kits. Customer understands and acknowledges that the Test Kits are considered trade secrets by their respective publishers and will make commercially reasonable efforts to retrieve the Test Kit from each student who received one. After a Test Kit has been used by a student, Customer must arrange for the return of the Test Kit directly to Customer. On a quarterly basis, Customer will acknowledge and confirm to Presence that the Test Kits are in Customer’s possession (in a mutually agreed upon manner). At no time will a Test Kit remain in the possession of a Customer’s student once it has been used.

3. OT Kits. Customer may purchase Occupational Therapy Kits (each, an “OT Kit”) for a fee of \$85.00 per OT Kit. Each OT Kit includes materials that may be utilized in occupational therapy sessions.

4. Delivery and Delivery Address; Title; Risk of Loss.

4.1 Delivery and Delivery Address. Presence will ship Equipment to the addresses provided by Customer. Customer is solely responsible for providing the correct shipping address for each addressee that is to receive the Equipment. If Customer provides an incorrect address, then Customer will purchase replacement Equipment that

will be delivered to the correct address. If Equipment is misdelivered due to Presence's error, Presence will promptly ship replacement Equipment to the correct address at no cost to Customer.

4.2 **FOB.** Presence shall ship and deliver the Equipment FOB destination, and the title to and risk of loss of the Equipment will pass to Customer upon delivery.

4.3 **Delivery Dates.** All delivery dates are approximate. Presence shall not be liable for any losses, damage, penalties or expenses for failure to meet any expected delivery date.

4.4 **Received and Accepted.** Equipment is deemed received and accepted upon delivery to the address provided by Customer.

5. **Inspection of Goods.** Customer has the right to examine the Equipment upon receipt and has 3 days in which to notify Presence of any claim for damages based on the condition of the Equipment. Such notice must specify in detail the particulars of the claim. Failure to provide such notice within the requisite time period constitutes irrevocable acceptance of the equipment. Defective Equipment must be returned to Presence in accordance with accepted trade practices.

6. **Fees; Payment.** Customer agrees to pay for the Equipment according to the terms set forth in the applicable Service Order. Customer is responsible for all taxes and shipping, which fees may vary based on shipment destination.

7. **Disclaimer of Warranty.** Presence is not the manufacturer of the Equipment and the Equipment is being sold "as is," and Presence disclaims all warranties of quality, whether express or implied, including the warranties of merchantability and fitness for particular purpose.

8. **Delay or Failure to Perform.** Presence will not be liable to Customer for any delay, non-delivery or default due to labor disputes, transportation shortage, Acts of God, or any other causes outside of Presence's control. Presence shall notify Customer immediately upon realization that it will not be able to deliver the Equipment as promised.

CLINICAL SERVICE SCHEDULE

This Clinical Service Schedule (“Clinical Service Schedule”) is incorporated and made part of the Master Services Agreement (“MSA”) between Presence and Customer and lists the terms and conditions for Clinical Services. Capitalized terms not defined in this Clinical Service Schedule shall have the meaning set forth in the MSA. In the event of a conflict between this Clinical Service Schedule and the MSA, unless specifically referenced herein, the MSA shall govern.

1. Clinical Services. This Clinical Service Schedule lists the clinical discipline of the services Customer may purchase, referenced by discipline type, which services may be purchased on an hourly or annual basis (other fees may apply), and include direct clinical therapy, indirect clinical services, IEP development, and attendance to meetings via the Platform (collectively, “Clinical Services”).

2. Fee and Payment Terms. Customer shall pay all Fees specified in the applicable Service Order for Clinical Services. Fees are due and payable net thirty (30) days from date of invoice. Fees for Clinical Services include the use of Platform for Customer’s student users and staff (collectively, “Authorized Users”).

2.1. Weekly Dedicated Hours. Beginning on a mutually agreed date through the end of the Service Order Term, Customer will be charged for a specified number of hours per week that Presence will make clinicians available to provide Clinical Services. Customer may reduce the number of weekly dedicated hours upon sixty (60) days’ notice to Presence.

2.2. Flexible Hours. The Service Order may provide for flexible hours for a particular Clinical Service, the fee for which shall be based on a per hour, per Clinician basis. If Customer cancels a session with less than 24 hours advance notice, a session does not occur due to a student absence, or if a student fails to attend a session (each such instance, an “Unplanned Student Absence”), Customer agrees to pay Presence (i) if the Unplanned Student Absence is from a therapy session, the applicable rate for the duration of such therapy session or (ii) if the Unplanned Student Absence is from an assessment, the applicable fee shall be \$20.00 for an SLP assessment, \$20.00 for an OT assessment, or \$30.00 for a BMH or Psychoeducational Assessment.

2.3. Educational Assessments. If applicable, the Service Order may specify that Presence will provide educational assessments (e.g., Psychoeducational, OT, speech, etc.). The applicable fees for assessments will be set forth in the Service Order.

2.4. Psychoeducational Assessment Commitment. If applicable, the Service Order may specify a minimum fee for Psychoeducational Assessments for which payment is due at the end of the Service Order Term (such payment, the “Psychoeducational Assessment Commitment Fee”). At the end of the Service Order Term, Presence will reconcile the Psychoeducational Assessment Commitment Fee with the actual Psychoeducational Assessment fees billed, and Customer will be invoiced for the difference between the Psychoeducational Assessment Commitment Fee and the actual Psychoeducational Assessment fees billed.

2.5. Program Implementation Fee. Each Service Order will include a Program Implementation Fee for technology onboarding, Clinician onboarding, training onsite support, developing procedures and gathering data to create service handbooks, review and data input of student referrals, assigning students to appropriate Clinicians, and scheduling student services.

2.6. Service Coordination Fee. Beginning in the second calendar month of the Service Order Term, each monthly invoice will include a Service Coordination Fee for ongoing scheduling and referral management, support for school personnel, and district-level communication to providers.

3. Platform Access and Use. The Clinical Services are provided and delivered through the Platform. The Platform enables engagement between Authorized Users, Customer’s support staff and administrators overseeing the Services (collectively, “Staff”), and Presence’s clinical providers (each, a “Clinician”, and, collectively, “Clinicians”). During the Service Order Term, Presence grants Customer, its Authorized Users, and Staff a limited, non-exclusive, revocable, non-sublicensable, non-transferable, royalty-free, right and license to use and display the Platform.

4. Clinicians.

4.1. Credentials and Clearances. For each Clinician assigned to Customer, Presence has verified clinicians' qualifications to provide services, as applicable, within the Customer's state. If Customer requires additional verifications or credentials (such as district fingerprinting or Board of Education certifications), all of which will be conducted at Customer's sole expense. Customer must inform Presence and provide all necessary information or instructions with respect to such additional verifications or certifications to Presence in a timely manner.

4.2. Background Checks. Presence conducts yearly background checks, which include criminal background checks and U.S. Registered Sex Offender registry checks, on all its employees and Clinicians. If Customer requires additional clearances such as FBI Fingerprinting, except in the states of California and Texas, all such additional clearances will be conducted at Customer's sole expense. Customer will provide all necessary information or instructions with respect to such additional clearances to Presence in a timely manner.

4.3. Clinician Availability; Supporting Documentation. Presence will use commercially reasonable efforts to provide the Clinical Services throughout the Term. Customer agrees to provide all pertinent school records in a timely manner to enable Presence to begin Clinical Services.

4.4. Primary Support Person. Customer agrees to provide an adult primary support person (a "PSP") wherever the services are being delivered. The duties and responsibilities of the PSP can be found at <https://presencelearning.com/welcome-primary-support-person/>.

PLATFORM LICENSE SCHEDULE

This Platform License Schedule (“Platform License Schedule”) is incorporated and made part of the Master Services Agreement (“MSA”) between Presence and Customer and lists the terms and conditions for the Platform License. Capitalized terms not defined in this Platform License Schedule shall have the meaning set forth in the MSA. In the event of a conflict between this Platform License Schedule and the MSA, unless specifically referenced herein, the MSA shall govern.

1. Definitions. With respect to all Services provided pursuant to this Platform License Schedule, the following terms shall have the meanings set forth below:

“Authorized Users” or “Authorized User” means Customer’s teachers or staff who are recruited, managed, and employed or contracted by Customer, and for whom a license is purchased.

“Improvement” means any invention, modification, addition, derivative work, enhancement, revision, translation, abridgment or expansion to or arising from a work, or any other form in which a work or any part thereof, may be recast, transformed, or adapted.

“Personal Information” and/or “PI” means information that can identify a specific individual.

“Student Data” means any PI belonging to a Student User.

“Student User” or “Student Users” means the Customer’s students currently enrolled at Customer’s organization.

“Telehealth Institute” means proprietary self-guided training modules.

“Therapy Room” means a clinician-specific, web-based, private online room on the platform only accessible by specific link controlled by the clinician to whom a virtual therapy room is assigned.

2. License.

2.1 License Grant. During the Service Order Term (as such term is defined in the Service Order), Presence grants to Customer a limited, non-exclusive, revocable, non-sublicensable, royalty-free, license for each Authorized User to use and display the Platform (the “License”).

2.2 Business Use. Customer agrees that it will inform and instruct its Authorized Users that the Platform and Presence Intellectual Property are solely and exclusively to be used for the benefit of the Customer and Customer’s Student Users (“Business Use”). Authorized Users may not use the Platform or any Presence Intellectual Property for personal or independent business purposes. The use of the Platform and/or Presence Intellectual Property for any purpose other than Business Use will constitute cause for immediate termination of this Platform License.

2.3 Disclosure of Improvements and Developments. Unless otherwise provided herein, Presence will have no obligation to disclose to Customer any Platform Improvements.

2.4 Acknowledgements. Customer acknowledges and agrees that Presence is in the business of commercially licensing the Platform and providing services relating to the Platform to third parties and that the Platform may contain errors. PRESENCE SHALL NOT HAVE ANY DUTIES OR RESPONSIBILITIES OTHER THAN THOSE SPECIFICALLY SET FORTH IN THE INCORPORATED DOCUMENTS AND NO IMPLIED OBLIGATIONS SHALL BE READ INTO THE INCORPORATED DOCUMENTS.

3. Platform fees. The Annual Fee for use of the License shall be set forth in the Service Order and is nonrefundable and payable within thirty (30) days of the signing of the Platform License Schedule.

4. **Service options:**

Service Option	Description
Kanga - Starter	<ul style="list-style-type: none"> ● Limited monthly access to Therapy Room, activities, and games. ● Organizational and documentation tools and features. ● Administrator Dashboard that enables one administrator to track usage of the account.
Kanga - Premier	<ul style="list-style-type: none"> ● Unlimited access to Therapy Room, activities, and games. ● Organizational and documentation tools and features. ● Administrator Dashboard that enables one administrator to track usage of the account.
Kanga - Pro	All the benefits of the Kanga - Premier plus the ability for each Authorized User to administer up to 50 components/batteries of assessments per year. The selection of available assessments will be based on the administering Clinician's discipline.
Kanga - Elite	All the benefits of the Kanga Premier plus each Clinician will have unlimited access to all assessments within the Clinician's discipline, including, as applicable, all speech, cognitive ability, and academic assessments.
Kanga - Premier Academic Achievement (For SPED and Gen Ed teachers who only need access to assessments)	<p>Access to Therapy Room and unlimited access to academic achievement assessments.</p> <p>Administrator Dashboard that enables one administrator to track usage of the account.</p>

Customer may designate alternate Authorized Users for Kanga – Premier, Kanga – Pro, Kanga – Elite, and Kanga – Premiere Academic Achievement and, if applicable, all such Authorized Users will have access to assessments specific to their disciplines.

SPEECH THERAPY SERVICE CONTRACT



This Speech Therapy Service Contract (“**Agreement**”) is made and entered into as of the ____ day of August 22, 2023 (“**Execution Date**”) by and between Wrenshall School District (“**School**”) and Speech Partners, LLC a Minnesota limited liability company (“**Provider**”).

AGREEMENT

In consideration of the mutual covenants and obligations of this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **TERM.** The term of this Agreement shall commence on or around the first day of the 2023/ 2024 school year and shall terminate on or around the last day of the 2023/2024 school year (“**Term**”). The term of this Agreement shall also include any Extended School Year services provided at the request of the School.
2. **AGREEMENT TERMS.** All services rendered by the Provider shall be rendered in a competent, efficient, and satisfactory manner and in strict accordance with currently approved methods and practices of the Provider’s profession. The parties agree that the Provider shall be an independent contractor and not the School’s employee, however all Speech-Language Pathologists (“**SLPs**”) being provided shall be deemed to be School personnel for licensing purposes.
3. **PROVIDER’S QUALIFICATIONS.** All services provided by the Provider shall be performed by a Minnesota Board of Teaching licensed SLP holding a Certificate of Clinical Competence (“**CCC**”) with ASHA Certification and a master’s degree. All SLPs shall provide the School with any required qualification documentation upon written request by the School.
4. **SERVICES OF PROVIDER.** Services shall include Speech-Language Pathology furnished in accordance with the plan of treatment/IEP. SLPs shall utilize best efforts to:
 - a. Provide appropriate speech therapy services on a regular basis according to IEP specifications using the telepractice service model.
 - b. Provide appropriate documentation required by the School.
 - c. Develop and follow the IEP for the student’s communication deficits or work with appropriate School staff to adjust IEP to meet the student’s needs.
 - d. Evaluate communication skills of students as requested.
 - e. Communicate regularly with appropriate staff via email or phone.
 - f. Participate in student’s IEP meetings and appropriate conferences via computer or phone.
 - g. Re-schedule any missed sessions caused by the SLP. Missed sessions caused by the student/school may be re-scheduled if possible and will be billed at the regular rate.
 - h. Complete all documentation requested by the School for which the School is attempting to seek MA payment. The Provider does not directly bill MA, does not provide expert advice in MA billing, and does not determine which students, schools, or services may

qualify for MA funding. It is the School's responsibility to determine what speech therapy services provided by the Provider are eligible to bill for MA funding.

5. **INSURANCE.** Provider shall maintain professional liability insurance coverage of at least \$1,000,000 per occurrence. A copy of the certificate of insurance evidencing such coverage is available upon request.

6. **CIVIL RIGHTS.** Provider agrees to comply with TITLE VI of the Civil Rights Act of 1964 and all requirements imposed by the Department of Health, Education and Welfare in the end that no person in the United States shall, on the ground of race, color, religion, or sex be excluded from the participation in services.

7. **CONFIDENTIALITY.** Provider shall keep all student information confidential, only discussing information with parents, teachers, or other involved professionals on a need-to-know basis. Any information and methods of service provided by the Provider to the School shall be kept confidential by the School and may not, without prior written consent of the Provider, be disclosed in any manner for any other purpose than performing its requirements under this Agreement. The terms of this Article shall survive for two (2) years following the termination of the Term.

8. **TECHNOLOGY.** SLPs shall provide and maintain their own technology to use the online speech therapy meeting room for the scheduled sessions. In the event that the SLP's technology is temporarily not functional, the SLP will contact the School and the School will not be charged for the scheduled sessions. All attempts will be made to re-schedule those missed sessions.

The School shall be responsible to provide and maintain its own technology in order to adequately use the online speech therapy meeting room. This includes a Microsoft Windows or Mac based PC with an adequately sized monitor, webcam, a headset, a back-up phone (speaker phone or headset), printer, and reliable high-speed internet with adequate bandwidth for telepractice. Any missed sessions (without 24-hour notice) due to the school's non-functional technology will be billed at the regular rate. Reasonable efforts will be made to re-schedule those missed sessions and will be billed at the regular rate.

The School shall give the Provider full-administrative access to its telepractice computer via a remote management software package that is provided by the Provider free of charge. The School shall allow internet access to online speech therapy resources through the telepractice computer's internet connection. The Provider agrees to restrict its use of the telepractice computer and its internet connection for the sole purpose of providing speech therapy services to the school.

9. **OTHER ACCOMMODATIONS.** The School shall provide at its own expense, a "telepractice assistant" (usually a paraprofessional) to maintain the continuity of the telepractice services under the SLP's supervision and direction. The School shall also provide a quiet room that is adequate for telepractice speech therapy services.

10. **COMPENSATION.** Provider shall be compensated by the School for speech therapy services rendered at the request of the School at the rate of **\$82.80** per hour. Speech therapy services include but are not limited to evaluation, direct time, indirect time, supervision time, make-up sessions, preparation time, documentation time, meeting time, therapy-related communication, travel time and mileage if requested by the school.

All scheduled appointments require a minimum of 24-hour notice for cancellation in order to avoid being charged at the regular rate.

Provider shall provide billing statements every 4 weeks of services rendered, which shall be paid no later than 14 days after billing statements are submitted to School District.

11. **MISCELLANEOUS PROVISIONS.**

a. **Captions.** The headings in this Agreement are for convenience of reference only and do not affect the interpretation of this Agreement.

b. **Modification.** This Agreement may not be altered, modified or amended except by an instrument in writing signed by each of the parties hereto.

c. **Governing Law.** The laws of the State of Minnesota shall govern the validity, construction and performance of this Agreement, to the extent not pre-empted by federal law. Any legal proceeding related to this Agreement shall be brought in Hennepin County, Minnesota.

d. **Notices.** All notices and other communications required or permitted under this Agreement shall be in writing, and provided to the other party either in person, by fax, or by certified mail.

e. **Survival.** Notwithstanding the termination of this Agreement, the terms of this Agreement which relate to periods, activities, obligations, rights or remedies of the parties upon or subsequent to such termination shall survive such termination and shall govern all rights, disputes, claims or causes of action arising out of or in any way related to this Agreement.

f. **Attorney's Fees.** If any action or proceeding is commenced by any party to enforce its rights under this Agreement or to collect damages as a result of the breach of any of the provisions of this Agreement, the prevailing party shall be entitled to recover all reasonable costs and expenses, including, without limitation, reasonable attorneys' fees and court costs, in addition to any other relief awarded by the court.

h. **Severability/Enforcement.** Should any provision of this Agreement be held illegal or unenforceable, the Agreement shall be construed as if not containing the invalid provision(s), and the Agreement shall be construed to give effect to the intent of the parties and shall be governed by the remaining portions or provisions governing the rights and obligations of the parties. A party's decision to refrain from enforcing a breach of any part of this Agreement (or a party's settlement of any claims for breach) will not prevent the party from enforcing the


Agreement as to any other breach of this Agreement that the non-breaching party discovers and shall not operate as a waiver against any future enforcement of any part of this Agreement.

i. Rule of Construction. The parties acknowledge and agree that the normal rule of construction whereby ambiguities are resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendments or exhibits hereto.

j. Entire Agreement. This Agreement contains the entire agreement of the parties relating to the subject matter hereof and, except as otherwise stated, supersedes any and all oral or written prior agreements and understandings with respect to such subject matter; the parties have made no agreements, representations, or warranties relating to the subject matter of this Agreement which are not set forth herein.

IN WITNESS WHEREOF, we the undersigned, duly authorized representatives of the parties to this Agreement herein above expressed, have entered into this Agreement and have read the terms herein.

Accepted by:


_____ on 8 / 25 / 23
School's representative

_____ on ____ / ____ / ____
Provider

Speech Partners, LLC
Tami Colombo MA, CCC-SLP
12082 Quail Ave N
Stillwater, MN 55082

Phone: 651-439-2207
Fax: 651-430-3171
tami@speechpartners.com

Wrenshall School District Jeff Pesta, Superintendent 207 Pioneer Drive Wrenshall, MN 55797 P: 218-384-4274 F: 218-384-4293 jpesta@isd100.org

Billing Contact
Rosy Bradley
rbradley@isd100.org



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

August 29, 2023

Substitute Employee Compensation 2023-2024

Teachers Elementary and Secondary	Up to ½ Day Full Day	\$ 75 per day \$ 150 per day
Long Term Substitute Teachers	After 20 Days	Placement on Schedule
Education Support Professionals	Hourly	Class 1 Rate
Building and Grounds	Hourly	Class 1 Rate
Bus Drivers	Hourly	Class 1 Rate



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

August 29, 2023

Meal Prices for 2023-2024 School Year

Student First Breakfast with Milk Free

Student First Lunch with Milk Free

Ala Carte Milk \$.55

Students are welcome to bring their own breakfast or lunch to eat during meal times.

Adult Breakfast \$ 2.35

Adult Lunch \$ 5.00

- Second meals for students are charged the adult price.
- Students must enter or scan their Personal Identification Number (PIN) to generate the reimbursement payment for district food service.
- Families are encouraged to complete the federal education benefits application each year. Eligible students generate significant compensatory aid for the school district and may determine eligibility for grants, scholarships, internet assistance and more.
- The national school lunch program reimburses district food service for eligible students.
- Beginning this year, the state universal lunch program reimburses the district for any student not covered by the federal lunch program. The state only pays the difference for the actual meals served.

SERVICE AGREEMENT
Jump Start 4 Kindergarten Contract

THIS AGREEMENT, by and between the CARLTON COUNTY COMMUNITY & FAMILY INITIATIVES DEPARTMENT, 1307 Cloquet Avenue, Cloquet MN 55720 (hereinafter referred to as the “Carlton County CFI”) and Wrenshall Schools/School Readiness (hereinafter referred to as “Provider”) for the specified below.

WITNESSETH:

WHEREAS, Carlton County CFI administers the United Way of Carlton County Grant, Local Collaborative Time Study (LCTS) Grant, and Northland Foundation Grant for the purpose of developing and implementing a data tracking system in early childhood programs throughout Carlton County to improve early childhood programming and increase the percentage of children entering kindergarten with the skills needed to be ready to learn.

WHEREAS, Carlton County Children’s Mental Health and Family Services Collaborative passed a motion on December 19, 2022 authorizing the 2023 Jump Start budget funded by LCTS be granted to Carlton County CFI; those funds will be combined with the United Way and the Northland Foundation grant funds, including expenditures for the Jump Start 4 Kindergarten Coordinator for coordination of the Jump Start 4 Kindergarten program;

WHEREAS, Provider meets the training requirements for desired services authorized by Carlton County CFI; and

WHEREAS, Carlton County CFI wishes to offer such services to Provider;

NOW THEREFORE, in consideration of the mutual understandings and agreements set forth, Carlton County CFI and Provider agree as follows:

1. Services to be Purchased and Effective Dates of Service

A. Carlton County CFI agrees to offer and Provider agrees to provide the following services as part of the Jump Start 4 Kindergarten data tracking system:

Jump Start 4 Kindergarten will:

- coordinate adequate training for staff and monitor that they are collecting accurate information;
- assist and monitor the input of data ensuring that data is entered by the timeline specified;
- generate usable reports for the staff and families;
- conduct 3 site visits in the initial year of partnership, 2 site visits per program in subsequent years;
- coordinate networking meetings;
- develop the forms and family information to be distributed;
- ensure all necessary forms are completed and signed;
- assist programs in developing learning plan for at-risk children and monitor that assessment data is used to make program decisions;
- ensure that the child's skills are shared with the family and families are included in developing learning plans for their children;

- identify any improvements that need to be made to the project;
- support staff and families in any other ways identified through the project;
- continue to seek funding for this program;
- complete all grant reports and send progress reports to the school districts;
- communicate with administration about the needs of the district;
- supply the Brigance Screening tool;
- supply an online management license for each kindergarten student and all preschool children for whom an enrollment form was completed;

B. The terms of this agreement will be from **September 1, 2023** through **October 31, 2024**.

2. Cost of Services

Cost of Services shall be as follows:

- A. \$0.00 for data management services
- B. \$5.00/preschool child for Brigance assessment materials and assessment online management system
- C. Provider will assume responsibility for any additional cost to their student information system (Infinite Campus or PowerSchool)
- D. Provider will assume responsibility for any and all training costs for their staff and staff time in accordance with their staff development procedures.
- E. Should Provider opt to use an assessment tool other than the Brigance tool supplied by the program, a flat fee of \$20 for Family Child Care sites and \$75 for Child Care Centers will be due.

3. Payment Process

Provider will be responsible for making payments to Carlton County Children and Family Initiatives Department for assessment fees.

Provider will be responsible for making payments directly to the student records company, should any payments be required.

4. Conditions of the Parties Obligations

- A. Data Collection Reports: Provider will collect and enter student data into the data collection system in the format requested. These reports will be provided to the Coordinator of Carlton County CFI by the specified schedule: kindergarten assessments due October 15, 2023, preschool assessments due by October 31, 2023. For those preschool children who score below the readiness cutoff and those who score in the “potentially gifted” range, an Individual Learning Plan (ILP) will be developed by Provider by the specified schedule: due November 15, 2023 (Children already on an Individual Education Plan (IEP) will not be required to have an ILP).

- B. Provider will collect Jump Start enrollment forms to be completed by families for each preschool child that is participating in the Jump Start program. Notice will be given to the Jump Start Program Coordinator prior to online entry if Provider chooses to include children who are not yet 4 years old by Sept. 1, 2023. Billing is based on input into the system and is a one-time fee per child.
- C. Training: Provider will ensure that staff members who are conducting the student assessments have received the training needed to collect accurate and reliable data on student progress and the use of electronic student records. Carlton County CFI will offer an annual training for Provider's staff. Partner trainings are a requirement of the program and are mandatory with exceptions made for legitimate scheduling conflicts.
- D. Student Records: Carlton County CFI, or its duly authorized designee, shall have access to records at reasonable hours in order to exercise the right to monitor the student's record until the date of graduation for data tracking purposes and generation of reports only. Provider's conduct of the service is subject to audit at the Provider's expense and would occur only if there was reason to believe inappropriate service and/or conduct existed.
- E. Student Record Support: Carlton County CFI, or its duly authorized designee, shall have access to program student records administrator to develop an early childhood class record and reports and assistance maintain this record. Carlton County CFI will also have access to your MARSS secretary for the purpose of monitoring preschool screening information, entering children into the MARSS system and tracking student information.
- F. Provider will participate in 3 site visits in the initial year of partnership, 2 site visits per program in subsequent years and supply data on classroom statistics as needed.
- G. Outcomes: Provider and/or Carlton County CFI agree to track the grant proposal's indicators and target goals during the period of the Agreement and discuss the Provider's contributions to these outcomes.
- H. Each party agrees to cooperate fully with each other in the development and implementation of assessments and services.
- I. In the event of changes in Legislation, new guidelines by the State of Minnesota, or changes by the Federal government that materially impact this agreement or the responsibilities of a party, each party agrees to renegotiate any terms and/or conditions within this Agreement that would be affected and in need of change to reflect the new legislation or guidelines.

5. Subcontracting and Assignment

Provider shall not enter into subcontracts or assignment of any of the work contemplated under this Agreement without approval of the Carlton County Collaborative (CFI?). All approved subcontracts or assignments shall be subject to the requirements of this Agreement. Provider shall continue to be responsible for the performance of the obligations of the Agreement despite any subcontract or assignment.

6. Insurance Provider shall obtain the following minimum amounts of insurance from insurance companies authorized to do business in the State of Minnesota:

A. Liability Insurance

Provider shall procure and maintain continuously in force Comprehensive General Liability Insurance written on an "occurrence" basis in limits of not less than:

1. a certificate of insurance for the residence for general liability coverage for bodily injury in the amount of at least \$100,000 per person and \$250,000 per occurrence; or
2. if the provider has liability coverage of lesser limits or no liability coverage, the provider shall give a written notice of the level of liability coverage to parents of all children in care prior to admission or when there is a change in the amount of insurance coverage; and
3. the provider shall maintain copies of the notice, signed by the parents to indicate they have read and understood it, in the provider's records on the residence as specified in part 9502.0405. Statutory Authority: *MS 245A.09; 252.28*

B. Workers' Compensation

Workers' Compensation Coverage in statutory amounts with "all states" endorsement.

Employees liability insurance shall be carried in limits meeting or exceeding the requirements of the State of Minnesota for such insurance.

C. Requirements for All Insurance

All insurance required in this Section shall be taken out and maintained in responsible insurance companies organized under the laws of the states of the United States and licensed to do business in the State of Minnesota.

D. Certifications

Provider to provide Certificate of Insurance evidencing such coverage with 30-day's notice of cancellation, non-renewal or material change provisions included. The County does not represent or guarantee that these types or limits of coverage are adequate to protect the Provider's interests and liabilities. If a certificate of insurance is provided, the form of the certificate shall contain an unconditional requirement that the insurer notify the County without fail not less than 30 days prior to any cancellation, non-renewal or modification of the policy or coverages evidenced by said certificate and shall further provide that failure to give such notice to County will render any such change or changes in said policy or coverages ineffective as against the County. Lessee shall be permitted to obtain the insurance required under this Lease Agreement on a "blanket" basis, and shall be entitled to satisfy any insurance requirements with a combination of primary liability and umbrella coverage.

7. Independent Contractor

It is agreed that nothing herein contained is intended or shall be construed in any manner as creating or establishing a relationship of co-partners between the parties hereto or of constituting Provider as an agent, representative or employee of the County for any purpose or in any manner whatsoever. Provider shall not be considered an employee of the County, and any and all claims that may or might arise under the Workers' Compensation Act of the State of Minnesota on behalf of Provider while so engaged and any and all claims whatsoever on behalf of Provider arising out of employment or alleged employment, including without limitation, claims of discrimination against the County, its officers, agents, contractors or employees shall in no way be the responsibility of the County. Provider and its officers and employees shall not be entitled to any compensation or rights or

benefits of any hospital care, sick leave and vacation pay, Workers' Compensation, Unemployment Insurance, disability pay or severance pay. Furthermore, Provider agrees to defend, indemnify and save harmless the County and its officers, agents, servants and employees from any liability or judgments of any kind whatsoever arising out of the performance or nonperformance by Provider and its officers, agents, servants and employees of the work specified in this Agreement. On ten (10) days' written notice from County, Provider shall appear and defend all lawsuits against County growing out of such injuries or damages.

8. Mutual Indemnification

Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees, may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants, or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement.

9. Cancellation, Default and Remedy

- A. This Agreement shall continue in effect during the term of this agreement or until terminated by either party, with 30 days advance, written notice delivered to the other party at the address provided on the first page of this agreement.
- B. If a deficiency sufficient to cause cancellation of the Agreement is determined to exist by Carlton County CFI, Carlton County CFI will send a written notice to Provider. The notice shall detail the deficiency and request a written response from Provider to Carlton County CFI within ten (10) working days describing methods used to correct the deficiency. If a response is not received within the ten (10) working days, the Agreement will be canceled immediately.
- C. Waiver of any default shall not be deemed to be a waiver of any subsequent defaults. Waiver of breach of any provision of this Agreement shall not be considered to be a modification of the terms of the Agreement unless stated to be such in writing, signed by an authorized representative of the Carlton County CFI.
- D. In the event of cancellation of this contract, the Provider will return to the Carlton County CFI the balance of funds received and not expended.

10. Data Privacy

The provider agrees to comply in all respects with the Minnesota Government Data Practices Act. Minn. Stat. Chapter 13 and further agrees to comply with any requests of Carlton County CFI, which are necessitated by Carlton County CFI's obligation under said Act.

11. Single Instrument Legality

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiation between the parties relating to the

subject matter hereof, as well as any previous agreements presently in effect between Provider and Carlton County CFI relating to the subject matter hereof.

The provisions of this Agreement are severable. If a Court of Law holds any paragraph, section, subdivision, sentence, clause or phrase in this Agreement to be contrary to law or contrary to any rule or regulation having the force and effect of law, such ruling shall not affect the remaining portion of the Agreement. However, upon the occurrence of such event, the parties shall immediately meet to negotiate a revised Agreement, which does not violate the above-referenced ruling.

12. Compliance with Laws

Provider shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which Provider is responsible.

13. Applicable Law.

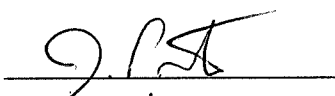
The laws of the state of Minnesota shall govern this Agreement. Any dispute between parties will be venued in State District Court in Carlton, MN.

IN WITNESS WHEREOF, the parties have executed this Agreement.

Wrenshall Schools/School Readiness

Name: Jeff Pesta

Its: Superintendent

Signature 

Date: 8/25/23

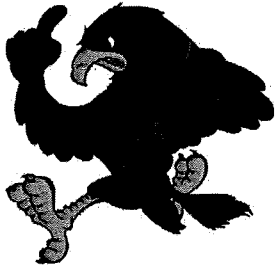
Carlton County Children & Family Service Collaborative

Name: Donna LeKander

Its: Director

Signature _____

Date: _____



WRENSHALL PUBLIC SCHOOLS

Independent School District #100
207 Pioneer Drive
Wrenshall, MN 55797-9000

Telephone: 218/384-4274
FAX: 218/384-4293

Superintendent ~ Kimberly K. Belcastro, Ed. D.

NOTICE OF ASSIGNMENT 2022-2023 FISCAL YEAR

To: Angela Lind

SALARY AND ASSIGNMENT DETAILS FOR THE SCHOOL YEAR ARE:

1. Your basic assignment for the year is:
Business Manager .8 FTE 12 month employee
2. Your base salary is:
\$60,000 annual
3. In addition, you have the following extra assignment(s) at the specified additional compensation:
4. The following benefits are available:

	<u>District contribution</u>
Single Medical	single coverage premium paid
Single Dental	single coverage premium paid
Life Insurance	\$30,000 term life policy
Vacation	13 days/year (max 5 days carryover OR annual payout)
Personal leave	2 days (max 1 day carryover)
Sick leave	Accrues at 10 hours/month
Holidays	12 days/year
403(b)	District match up to \$1500
VEBA	District contribution of \$1000

Please sign, date and return this form to the business office; a signed copy will be provided for your records.

Employee

Date

Superintendent

Date

Business Manager Payout

What was paid out 7/18/2023: \$5,409.00

	Days	Rate	Hours /day	Total
Personal Leave	1.5	\$36.06	8.00	\$432.72
Vacation Days	17.25	\$36.06	8.00	\$4,976.28
				<hr/>
				\$5,409.00

Additional Payout Request: \$14,505.14

	Hours	Rate	Total
Sick Leave	402.25	\$36.06	\$14,505.14

LEVY LIMITATION AND CERTIFICATION REPORT OUTLINE		***PROPERTY VALUATION DATA***		***PUPIL DATA***	
	PAGE	**MARKET VALUE**		RESIDENT COUNTS ARE BASED ON ALL PUBLIC SCHOOL STUDENTS LIVING IN THE DISTRICT, REGARDLESS OF WHETHER THEY ATTEND THERE. ADJUSTED COUNTS REFLECT ALTERNATIVE ATTENDANCE.	
I. GENERAL INPUT DATA					
A. PROPERTY VALUATION	1	1	2018 MARKET VALUE	256,233,857	
B. PUPIL DATA	1	2	2019 MARKET VALUE	252,389,888	
		3	2020 MARKET VALUE	270,993,526	
II. INITIAL COMPUTATIONS BY FUND		4	2021 MARKET VALUE	286,855,457	
A. GENERAL	2	5	2022 MARKET VALUE	393,486,632	
B. COMMUNITY SERVICE	12				**RESIDENT AVERAGE DAILY**
C. GENERAL DEBT	13				MEMBERSHIP (ADM)
D. OPEB/PENSION DEBT	16				
		6	2018 RMV	210,004,100	36 2020-21 RES ADM (ACT) 259.51
III. ADJUSTMENTS BY FUND		7	2019 RMV	201,829,600	37 2021-22 RES ADM (ACT) 267.25
A. GENERAL	16	8	2020 RMV	218,518,300	38 2022-23 RES ADM (PRE) 262.32
B. COMMUNITY SERVICE	23	9	2021 RMV	231,431,932	39 2023-24 RES ADM (EST) 275.00
C. GENERAL DEBT	24	10	2022 RMV	315,110,373	40 2024-25 RES ADM (EST) 258.00
D. OPEB/PENSION DEBT	24				41 2025-26 RES ADM (EST) 258.00
					REFERENDUM MARKET VALUE (RMV)
IV. ABATEMENT ADJUSTMENTS	24				
V. OFFSET ADJUSTMENTS	26		**NET TAX CAPACITY (NTC)**		**RESIDENT PUPIL UNITS**
VI. TACONITE ADJUSTMENTS	27	11	2018 NTC	3,513,222	42 2020-21 RES PU (ACT) 283.49
VII. LEVY AND AID SUMMARY	29	12	2019 NTC	3,331,598	43 2021-22 RES PU (ACT) 291.44
VIII. TOTAL LEVY LIMITATION	30	13	2020 NTC	3,569,494	44 2022-23 RES PU (PRE) 288.06
		14	2021 NTC	3,756,314	45 2023-24 RES PU (EST) 303.40
		15	2022 NTC	5,169,565	46 2024-25 RES PU (EST) 284.80
					ADJUSTED ADM
		16	2018 SALES RATIO	94.7%	47 2020-21 ADJ ADM (ACT) 359.57
		17	2019 SALES RATIO	93.4%	48 2021-22 ADJ ADM (ACT) 361.19
SCHOOL YEAR	FORMULA ALLOWANCE	18	2020 SALES RATIO	95.7%	49 2022-23 ADJ ADM (PRE) 341.91
2019-20	6,438	19	2021 SALES RATIO	91.2%	50 2023-24 ADJ ADM (EST) 348.00
2020-21	6,567	20	2022 SALES RATIO	89.6%	51 2024-25 ADJ ADM (EST) 323.00
2021-22	6,728				52 2025-26 ADJ ADM (EST) 323.00
2022-23	6,863				**ADJUSTED PUPIL UNITS**
2023-24	7,138	21	2018 UANTC=(11)/(16)=	3,710,746	53 2020-21 ADJ PU (ACT) 394.68
2024-25	7,281	22	2019 UANTC=(12)/(17)=	3,568,690	54 2021-22 ADJ PU (ACT) 397.81
		23	2020 UANTC=(13)/(18)=	3,728,201	55 2022-23 ADJ PU (PRE) 375.50
		24	2021 UANTC=(14)/(19)=	4,118,063	56 2023-24 ADJ PU (EST) 385.40
NOTE: ABOVE NUMBERS ARE NOT ALWAYS COMPARABLE FROM YEAR TO YEAR.		25	2022 UANTC=(15)/(20)=	5,769,717	57 2024-25 ADJ PU (EST) 355.60
					ADJUSTED NTC (ANTC)
WEIGHTS FOR PUPIL UNITS	FY 2015 & LATER	26	2018 ANTC	3,710,746	**VOLUNTARY PRE-K ADJUSTED ADM**
PRE-KGN HCP:	1.000	27	2019 ANTC	3,568,690	58 2020-21 ADJ VPK ADM
HCP-KGN:	1.000	28	2020 ANTC	3,728,201	59 2021-22 ADJ VPK ADM
REG-KGN PART:	0.550	29	2021 ANTC	4,118,063	60 2022-23 ADJ VPK ADM
REG-KGN ALL:	1.000	30	2022 ANTC	4,900,495	61 2023-24 ADJ VPK ADM
GRADES 1-3:	1.000				62 2024-25 ADJ VPK ADM
GRADES 4-6:	1.000				**AG MODIFIED ANTC FOR LTFM**
GRADES 7-12:	1.200	31	2018 AG MODIFIED ANTC	3,611,556	**VOL PRE-K ADJUSTED PUPIL UNITS**
		32	2019 AG MODIFIED ANTC	3,465,793	63 2020-21 ADJ VPK PU
		33	2020 AG MODIFIED ANTC	3,622,146	64 2021-22 ADJ VPK PU
		34	2021 AG MODIFIED ANTC	3,988,992	65 2022-23 ADJ VPK PU
		35	2022 AG MODIFIED ANTC	4,746,900	66 2023-24 ADJ VPK PU
					67 2024-25 ADJ VPK PU

PUPIL DATA CONT.		***DECLINING ENROLLMENT REV CONT.***		***COMPENSATORY REVENUE CONT.***	
SCHOOL READINESS PLUS ADJUST ADM		102	DECLINING PUPIL UNITS = GREATER OF ZERO OR = (56)-(57)	29.80	115 COMPENSATORY PILOT
68	2020-21 ADJ SRP ADM				116 TOTAL COMPENSATORY REV = (114)+(115) =
69	2021-22 ADJ SRP ADM				407,567.15
70	2022-23 ADJ SRP ADM	103	DECLINING ENROLL ALLOW =(100)X0.28=	2,038.68	
71	2023-24 ADJ SRP ADM				**ENGLISH LEARNER (EL)**
72	2024-25 ADJ SRP ADM				
SCHOOL READINESS PLUS PUPIL UNITS		104	DECLINING ENROLL REV = (102)X(103) =	60,752.66	117 2024-25 ELIGIBLE EL ADM (EST) (7 YEAR LIMIT)
73	2020-21 ADJ SRP PU				118 IF(117)=0, ZERO; ELSE GTR OF 20, (117) =
74	2021-22 ADJ SRP PU				
75	2022-23 ADJ SRP PU				
76	2023-24 ADJ SRP PU	105	**PENSION ADJUSTMENT REVENUE** PENSION ADJUST ALLOWANCE (FY 2024 GEN ED REV REPORT, LINE 50)		119 EL REVENUE = (118)X\$1,228 =
77	2024-25 ADJ SRP PU				120 2024-25 ADM SRV (EST)
(NOTE: VPK & SRP ADM AND PUPIL UNITS INCLUDED IN LINES (36-41), (42-46), (47-52), AND (53-57)		106	INITIAL PENSION ADJ REV = (57)X(105) =		323.00
EXTENDED TIME ADM ADM >1.0 CAPPED AT 0.2		107	FY 2024 RETIRE SALARY	2,348,151.64	121 EL CONCENTRATION RATIO = (117)/(120) =
		108	PENSION ADJUST RATE	.0125	
78	2020-21 EXT ADM (ACT)				122 EL CONCENTRATION FACTOR = LSR OF 1 OR (121)/0.115 =
79	2021-22 EXT ADM (ACT)	109	RETIRE PENSION ADJUST = (107)X(108) =	29,351.89	
80	2022-23 EXT ADM (PREL)				123 EL PUPIL UNITS = (117)X(122) =
81	2023-24 EXT ADM (EST)				
82	2024-25 EXT ADM (EST)	110	TOTAL PENSION ADJ REV = (106)+(109) =	29,351.89	124 EL CONCENTRATION REV = (123)X\$436 =
83	2025-26 EXT ADM (EST)				
EXTENDED TIME PU					125 DISTRICT EL REV+ EL CONCENTRATION REV (EXCLUDES EL CROSS REDUC AID, 342) =(120)+(124) =
84	2020-21 EXT TIME PU				
85	2021-22 EXT TIME PU	111	**GIFTED & TALENTED REVENUE** GIFTED & TALENTED REV = (57)X\$13.00 =	4,622.80	126 BASIC SKILLS REVENUE = (116)+(125) =
86	2022-23 EXT TIME PU				407,567.15
87	2023-24 EXT TIME PU				**SPARSITY REVENUE**
88	2024-25 EXT TIME PU				
GENERAL EDUCATION REVENUE		88	2024-25 EXT PU (EST)		
BASIC REVENUE		112	EXTENDED TIME REVENUE = (88)X\$5,117 =		
100	FY 2025 FORMULA ALLOW			7,281	127 ATTENDANCE AREA FOR SPARSITY
57	2024-25 ADJ PU (EST)			355.60	128 DIST TO NEAREST HS
					125.81
101	BASIC REVENUE = (57)X(100) =	2,589,123.60	113	FY 2024 COMPENSATORY REVENUE (FROM FY 2024 GEN ED REV REPORT, LINES 60 AND 61)	391,545.84
DECLINING ENROLLMENT REV					129 ISOLATION INDEX = [SQ RT (.55X(127))] +(128) =
56	2023-24 ADJ PU (EST)	385.40	114	EST FY 2025 COMPENSATORY REVENUE = GREATER OF (113) OR =(113)X(\$7,281-\$839)/(\$7,138-\$839) X [(50)/(49)] =	407,567.15
57	2024-25 ADJ PU (EST)	355.60			130 ISOLATION INDEX RATIO = [(129)-23]/10, WITH MIN= 0 AND MAX= 1.5
					131 2024-25 ADM SRV, 7-12
					163.00

SPARSITY REVENUE CONT.		***TRANSPORTATION SPARSITY CONT.***		***TRANSPORTATION SPARSITY CONT.***	
132	SECONDARY SPARSITY ADM RATIO = GREATER OF ZERO OR [400-(131)] /[400+(131)] = .42095915	146	PRELIMINARY TOTAL TRANSPORT ALLOWANCE = [(144) RAISED TO 0.26 POWER] X [(145) RAISED TO 0.13 POWER] X0.141X(100) = 673.41	159	TRANSP EXCESS COST = GTR OF ZERO OR (152)-(158) =
133	SECONDARY SPARSITY REVENUE = [(100)-\$530] X(130)X(131)X(132) OR MEMO:	147	TRANSPORTATION SPARSITY ALLOWANCE = GTR OF ZERO OR (146) - [.0466X(100)] = 334.12	160	PUPIL TRANSP ADJ IF (159)=0, THEN (160)=0 ELSE (159)X0.35 =
134	ELEM SPARSITY REVENUE (SEE WEBSITE)	148	INITIAL TRANSPORTATION SPARSITY REVENUE (57)X(147) = 118,813.07	161	TOTAL TRANSPORTATION SPARSITY REVENUE = (148)+(160) = 118,813.07
135	PRELIM SPARSITY REVENUE = (133)+(134) =	149	FY 2024 EST REG AND EXCESS TRANSP COST (FIN 720+DEP) (FROM FEB23 FORECAST) 167,075.65	**INITIAL GEN ED REVENUE**	
136	FY 2024 SPARSITY REV (FY 2024 GEN ED REV REPORT, LINE 98)	150	FY 2023 EST REG AND EXCESS TRANSP COST (FIN 720+DEP) (FROM FEB23 FORECAST)	101	BASIC 2,589,123.60
137	ELIGIBLE FOR CLOSED BUILDING ADJUSTMENT? NO	151	FY 2023 REG AND EXCESS TRANSP COST TIMES 105% = (150)X1.05 =	104	DECLINING ENROLL 60,752.66
138	SPARSITY REVENUE IF (137)=YES, (138) = GTR OF (135) OR (136); ELSE (138) = (135)	152	ADJUSTED TRANSP COST = LSR OF (149) OR (151) =	110	PENSION ADJUSTMENT 29,351.89
SMALL SCHOOLS REVENUE		153	FY 2024 BASIC REVENUE (2023-24 GEN ED REV REPORT LINE 46) 2,750,985.20	111	GIFTED & TALENTED 4,622.80
57	2024-25 ADJ PU (EST) 355.60	154	TRANSPORTATION PORTION OF FY 2024 BASIC REVENUE = (153)X.0466 = 128,195.91	112	EXTENDED TIME
139	SMALL SCHOOLS RATIO = GTR OF ZERO OR [960-(57)]/960 = .62958333	155	FY 2024 TRANSP SPARSITY REV(2023-24 GEN ED REV REPORT, LINE 118) 122,098.57	126	BASIC SKILLS 407,567.15
140	SMALL SCHOOLS ALLOWANCE = (139)X\$544 = 342.49	156	FY 2024 CHARTER TRANSP ADJ REV(2023-24 GEN ED REV REPORT, LINE 308)	138	SPARSITY
141	SMALL SCHOOLS REVENUE = (57)X(140) = 121,789.44	157	REIMBURSEMENT OF TRANS FOR PREGNANT AND PARENTING TEENS	141	SMALL SCHOOLS 121,789.44
TRANSPORTATION SPARSITY		158	FY 2024 TRANSP REV SUBTOTAL =(154)+(155) +(156)-(157) = 250,294.48	161	TRANSPORT SPARSITY 118,813.07
142	ATTENDANCE AREA 125.81	162	INITIAL GENERAL ED REV = (101)+(104)+(110) +(111)+(112)+(126) +(138)+(141)+(161) = 3,332,020.61	162	OPERATING CAPITAL
143	SQUARE MILES PER RES PU =(142)/(46)= .4417	163	AVE BUILDING AGE (EST) (NOT > 50 YEARS) 37.94	163	ALLOWANCE = \$79
144	SPARSITY INDEX = GTR OF (143) OR 0.2 = .4417	164	MAINTENANCE COST INDEX = 1+[.01X(163)] = 1.3794	164	+[\$109X(164)] = 229.35
145	DENSITY INDEX = LSR OF (143) OR 0.2 BUT AT LEAST 0.005 = .2000	165	OPERATING CAPITAL ALLOWANCE = \$79 +[\$109X(164)] = 229.35	165	OPERATING CAPITAL ALLOWANCE = \$79 +[\$109X(164)] = 229.35
		166	MENSTRUAL PRODUCTS/OPIATE ANTOGONISTS ALLOWANCE =\$2= 2	166	MENSTRUAL PRODUCTS/OPIATE ANTOGONISTS ALLOWANCE =\$2= 2
		167	YEAR ROUND PU SERVED	167	YEAR ROUND PU SERVED
		168	OPERATING CAP REVENUE = (57)X(165) +(57)X(166) +(167)X\$31 = 82,268.06	168	OPERATING CAP REVENUE = (57)X(165) +(57)X(166) +(167)X\$31 = 82,268.06
		169	UNEQUALIZED REVENUE =(57)X(166)= 711.20	169	UNEQUALIZED REVENUE =(57)X(166)= 711.20

LOCAL OPTIONAL REVENUE		***REF AUTH WITH INFLATION***		***NEW ELECTIONS*** WITH INFLATION		
170	MAXIMUM LOCAL OPTIONAL ALLOWANCE	724	183	FY 2024 AUTHORITY WITH INFLATION (FY 2024 GEN ED REV REPORT, LINE 151)	195	FY 2025 AUTHORITY CANCELLED BY ELECTIONS HELD IN CY 2023
171	FY 2025 ACTUAL LOCAL OPTIONAL ALLOWANCE	724.00		AUTHORITIES WITH INFLATION RENEWED BY BOARD ACTION DO NOT PHASE OUT	196	FY 2025 \$/APU ADDED BY ELECTIONS HELD IN CY 2023
57	2024-25 ADJ PU (EST)	355.60	184	PHASEOUT OF LINE (183)	197	FY 2025 \$/APU UNCAPPED TOTAL, ALL AUTHORITIES = (192)-(193)+(194) -(195)+(196) =
172	LOCAL OPTIONAL REVENUE = (171)X(57) =	257,454.40	185	FY 2025 RESULT BEFORE INFLATION ADJUSTMENT = (183)-(184) =	186	FY 2025 ANNUAL INFLATION FACTOR
173	TIER 1 LOR CAP/APU	300		1.0257	187	FY 2025 RESULT AFTER INFLATION ADJUSTMENT = (185)X(186) =
174	TIER 2 LOR CAP/APU	724			188	PERMANENT SUBTRACTION AMOUNT SUBJECT TO CPI
175	TIER 1 LOR = LSR OF = (171) OR (173)	300.00			189	CPI APPLIED TO PERMANENT SUBTRACTION (188) X [(186)-1] =
176	TIER 2 LOR = [LSR OF 171 OR (174)]-(175)	424.00			190	ADDED BY ELECTIONS HELD IN CY 2022 WITH DELAY
177	TOTAL, TIER 1 = (57)X(175) =	106,680.00			191	FY 2025 WITH INFLATION RESULTS BEFORE ELECTIONS =(187)+(189)+(190) =
178	TOTAL, TIER 2 = (57)X(176) =	150,774.40			192	FY 2025 \$/APU UNCAPPED TOTAL, ALL AUTHORITIES = (182)+(191) =
	REFERENDUM ALLOWANCES				193	**NEW ELECTIONS** WITHOUT INFLATION
	EXIST AUTHORITY AFTER REFERENDUM SIMPLIFICATION				194	FY 2025 AUTHORITY CANCELLED BY ELECTIONS HELD IN CY 2023
	REF AUTH W/O INFLATION				195	FY 2025 \$/APU ADDED BY ELECTIONS HELD IN CY 2023
179	FY 2024 AUTHORITY (FY 2024 GEN ED REV REPORT, LINE 135)				196	FY 2025 \$/ADJ PU, CAPPED TOTAL = LSR OF (197) OR (202) =
180	PHASEOUT OF LINE (179)				197	2024-25 ADJ PU (EST)
181	ADDED BY ELECTIONS HELD IN CY 2022 WITH DELAY				198	FY 2025 REFER REVENUE = (57)X(203) =
182	FY 2025 W/O INFLATION RESULTS BEFORE ELECTIONS				199	
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TRANSITION REVENUE		***EQUITY REVENUE CONT.***		***LOCAL OPTIONAL AIDS & LEVIES***				
205	TRANSITION ALLOWANCE (FY 2015 GEN ED REVENUE REPORT, LINE 174)	14.60	203	FY 2025 DISTRICT REFERENDUM REV/ADJ PU	177	TOTAL, TIER 1 = (57)X(175) =	106,680.00	
206	TRANSITION REVENUE = (57)X(205) =	5,191.76	173	TIER 1 LOR CAP/APU	300	178	TOTAL, TIER 2 = (57)X(176) =	150,774.40
	***EQUITY REVENUE**		224	= GTR OF ZERO OR [(223)-(203)-(173)] =	10	2022 RMV	315,110,373	
207	METRO 5TH PERCENTILE	7,591.96	57	2024-25 ADJ PU (EST)	46	2024-25 RES PU (EST)	284.80	
208	METRO 95TH PERCENTILE	9,725.69	225	= LSR OF \$100,000 OR	235	FY 2025 RMV/RES PU = (10)/(46) =	1,106,426.87	
209	METRO GAP =(208)-(207) =	2,133.73	226	[(57)X(224)] =	236	LEVY RATIO FOR LOCAL OPTIONAL TIER 1 = LESSER OF 1 OR (235)/\$880,000 =	1.00000000	
210	RURAL 5TH PERCENTILE	7,581.00	227	= (221)+(225) =	33,230.82	237	LEVY RATIO FOR LOCAL OPTIONAL TIER 2, EQUITY, TRANSITION = LESSER OF 1 OR (235)/\$587,244=	1.00000000
211	RURAL 95TH PERCENTILE	9,691.97	228	BOTH RUR AND MET = = 0.25X(226)	8,307.70	238	TIER 1 LOR LEVY = (177)X(236) =	106,680.00
212	RURAL GAP =(211)-(210) =	2,110.97	57	2024-25 ADJ PU (EST)	355.60	239	TIER 2 LOR LEVY = (178)X(237) =	150,774.40
213	DISTRICT'S REGION: METRO=MET; RURAL=RUR	RUR	229	= \$50.00X(57) =	17,780.00	240	TIER 1 LOR AID = (177)-(238) =	
214	DIST'S REGION'S EQUITY GAP = (209) OR (212)=	2,110.97	229	EQUITY REVENUE =(226)+(227)+(228)=	59,318.52	241	TIER 2 LOR AID = (178)-(239) =	
215	DIST'S REGION'S 95TH PCT = (208) OR (211)=	9,691.97		**OPERATING CAPITAL AIDS & LEVIES**		242	EQUITY AIDS & LEVIES**	
216	DISTRICT'S REVENUE/PU FOR EQUITY PURPOSES =[(101)+(204)+(206)+ [(173)X(57)]/(57) =	7,595.60	168	OPERATING CAP REVENUE	82,268.06	243	EQUITY REVENUE	59,318.52
217	DISTRICT'S EQUITY GAP = GREATER OF ZERO OR (215)-(216) =	2,096.37	169	UNEQUALIZED REVENUE =(57)X(166)=	711.20	244	LEVY RATIO FOR EQUITY =(235)/\$510,000	1.00000000
218	EQUITY INDEX = (217)/(214) =	.99308375	230	OPERATING CAPITAL REVENUE SUBJECT TO EQUALIZATION =(168)-(169)=	81,556.86	243	EQUITY LIMIT = (229)X(237) =	59,318.52
219	= \$80X(218) =	79.45	30	2022 ANTC	4,900,495	244	EQUITY AID = (229)-(243) =	
220	INITIAL EQUITY ALLOW IF (217)=0 THEN (220)=0 ELSE (220)=\$14+(219)	93.45	57	2024-25 ADJ PU (EST)	355.60		**TRANSITION AIDS & LEVIES**	
57	2024-25 ADJ PU (EST)	355.60	231	FY 2025 ANTC/ADJ PU =(30)/(57)=	13,780.92	206	TRANSITION REVENUE	5,191.76
221	= (57)X(220) =	33,230.82	232	LEVY RATIO FOR OPER CAP = LESSER OF 1 OR (231)/\$22,912 =	.60147172	245	LEVY RATIO FOR TRANSITION =(235)/\$510,000	1.00000000
222	FY 2025 STATE AVERAGE REF REV & TIER 1 LOR	1,347.01	233	OPERATING CAPITAL EQUAL LIMIT = (230)X(232) =	49,054.14			
223	=0.10X[(222)] =	134.70	234	OPERATING CAP AID =(168)-(233)=	33,213.92			

TRANSITION AIDS & LEVIES CONT.		***REFERENDUM LEVY PORTIONS***		***REFERENDUM AID WITH AID LIMIT***			
246	TRANSITION LIMIT = (206)X(237) =	5,191.76	235	FY 2025 RMV/RES PU	1,106,426.87	269	TIER 1 AID = (262)-(266) =
247	TRANSITION AID = (206)-(246) =		257	TIER 1 = LSR OF 1 OR (235)/\$567,000 =	1.00000000	263	TIER 2 AID
			258	TIER 2 = LSR OF 1 OR (235)/\$290,000 =	1.00000000	270	TOTAL AID = (269)+(263) =
REFERENDUM AIDS & LEVIES			**INITIAL REFERENDUM LEVY**			**TAX BASE REPLACEMENT** AID (TBRA)	
203	REFER \$/APU ALL AUTHORITIES		259	TIER 1 LEVY = (254)X(257) =		271	ADJ INITIAL TBRA (FROM TBRA PHASEOUT REPORT, LINE 11)
248	TIER 1 CAP/APU	460	260	TIER 2 LEVY = (255)X(258) =		272	CONVERTED ADJ FY 2002 REF AUTHORITY (FY 2015 GENERAL EDUC REVENUE REPORT, LINE 254)
249	TIER 2 CAP/APU = 0.25X(100)-\$300 =	1,520.25	256	UNEQUALIZED LEVY		273	UNCAPPED REF AND LOR ALLOWANCE = (175)+(197) =
138	SPARSITY REVENUE		261	TOTAL = (259) +(260)+(256) =		274	PRORATED TBRA = LSR OF (271) OR [(271)X(273)/(272)] =
250	TIER 2 CAP/APU IF (138) > ZERO THEN (250) = 9,999.99 ELSE (250) = (249) BREAKDOWN OF \$/APU BY TIER, ALL AUTHORITIES	1,520.25	**INITIAL REFERENDUM AID**			275	REF AND LOR REV = (177)+(204) =
251	TIER 1 = LSR OF (203) OR (248) =		262	TIER 1 AID = (254)-(259) =		276	CAPPED TBRA = LSR OF (274) OR (275) =
252	TIER 2 = [LSR OF (203) OR (250)]-(251) =		263	TIER 2 AID = (255)-(260) =		**INITIAL REVENUES ARE REDUCED TO** MAKE TAX BASE REPLACEMENT AID REVENUE-NEUTRAL. REVENUE COMPONENTS ARE REDUCED IN THE FOLLOWING ORDER:	
253	UNEQUALIZED = (203)-(251) -(252) =		264	TOTAL AID = (262)+(263) =		277	TIER 2 REF AID
	BREAKDOWN OF REFERENDUM REVENUES		101	FY 2025 FORMULA ALLOW	7,281	278	TIER 1 REF AID
			57	ADJ PU (EST)	355.60	279	TIER 1 LOR AID
			265	REFERENDUM EQUALIZATION AID LIMIT = [[0.25X(100)] -\$300]X(57)	540,600.90	280	TIER 1 LOR LEVY
204	REFERENDUM REVENUE ALL AUTHORITIES		266	REFERENDUM EQUALIZATION AID CAP = GRT OF (264)-(265) OR 0 =		281	TIER 1 REF LEVY
254	TOTAL, TIER 1 = (57)X(251) =		**REFERENDUM LEVY WITH AID LIMIT**			282	TIER 2 REF LEVY
255	TOTAL, TIER 2 = (57)X(252) =		267	TIER 1 LEVY = (259)+(266) =		283	UNEQL REF LEVY
256	TOTAL, UNEQUALIZED = (204)-(254)-(255) =		260	TIER 2 LEVY			
			256	UNEQUALIZED LEVY			
			268	TOTAL = (267) +(260)+(256) =			

APPLYING THESE REDUCTIONS: ***		***REFERENDUM AID GUARANTEE CONT.		***OPT AID & LEVY SUMMARY CONT.***	
276	TAX BASE REPLACE AID	298	FY 2015 LOCATION EQUITY AID (FY 2015 GENERAL EDUC REVENUE REPORT, LINE 197)	312	LOCAL OPTIONAL LEVY LIMIT = (311)+(239) = 257,454.40
284	TIER 1 REF AID = (269)-(278) =			313	LOCAL OPTIONAL AID = (286)+ (241)+ (307)= (279)+ (280)=
285	TIER 2 REF AID = (263)-(277) =				
286	TIER 1 LOR AID = (240)-(279)	299	FY 2015 COMBINED AID FOR GUARANTEE = (297)+(298) = 35,839.54		**REF AID & LEVY SUMMARY** AFTER REF AID GUARANTEE
287	TIER 1 LOR LEVY = (238)-(280) 106,680.00			314	TIER 1 REF LEVY = (288)-(308) =
288	TIER 1 REF LEVY = (267)-(281) =	300	FY 2025 COMBINED REVENUE = (172)+(204) = 257,454.40	315	TIER 2 REF LEVY = (289)-(309) =
289	TIER 2 REF LEVY = (260)-(282) =	301	FY 2025 COMBINED INITIAL AID = (291)+(241) =	316	UNEQL LEVY = (290)-(310) =
290	UNEQL REF LEVY = (256)-(283) =				
291	REFER AND LOR TIER 1 EQUALIZATION AID BEFORE AID GUARANTEE = (276)+(284) +(285)+(286) =	302	REVENUE RATIO = LESSER OF 1 OR [(300)/(296)] = 1.00000000	317	TOTAL REFERENDUM LEVY = (314)+(315)+(316)=
292	REFERENDUM AND LOR LEVY BEFORE AID GUARANTEE = (287)+(288) +(289)+(290) = 106,680.00	303	2012 RMV 174,875,900	318	TOTAL REFERENDUM EQUALIZATION AID = (276)+(284)+(285) +(308)+(309)+(310) -(279)-(280) =
		10	2022 RMV 315,110,373		
		304	RMV RATIO = LESSER OF 1 OR [(303) / (10)] = .55496713		
					ALTERNATIVE ATTENDANCE ADJUST (CHARTER TRANSPORT AND MN STATE ACAD ADJ'S ONLY)
	REFERENDUM AID GUARANTEE	305	FY 2025 MINIMUM COMBINED AID = (299)X(302)X(304) = 19,889.77	146	TRANSPORT ALLOWANCE 673.41
293	FY 2015 REFERENDUM AID INCREASE FROM GUARANTEE (FY 2015 GEN ED REV REPORT, LINE 276)	306	FY 2025 REFERENDUM HOLD HARMLESS AID INCREASE IF (293)=0 THEN 0, ELSE GREATER OF 0 OR [(305)-(301)] =	319	ADJ PU OF CHARTER SCHOOLS TRANSPORTED BY DISTRICT
294	FY 2015 REFERENDUM REV (FY 2015 GEN ED REV REPORT, LINE 289) 198,668.36			320	EXT TME PU OF CHARTER SCHOOLS TRANSPORTED BY DISTRICT
295	FY 2015 LOCATION EQUITY REVENUE (FY 2015 GEN ED REV REPORT LINE 198)		**INITIAL LEVIES ARE REDUCED TO** MAKE THE REFER AID GUARANTEE REVENUE-NEUTRAL. LEVY COMPONENTS ARE REDUCED IN THE FOLLOWING ORDER:	321	CHARTER ALT ATTENDANCE ADJUST = (146)X(319) +\$223X(320) =
296	FY 2015 COMBINED REVENUE = (294)+(295) = 198,668.36	307	TIER 1 LOR LEVY	322	2024-25 RES PU ATTENDING MN STATE ACADEMIES
297	FY 2015 REFERENDUM EQUALIZATION PLUS HOLD HARMLESS AID (FY 2015 GENERAL EDUC REVENUE REPORT, LINES 276 & 287) 35,839.54	308	TIER 1 REF LEVY	323	MN STATE ACADEMIES ALT ATTENDANCE ADJ = -(100)X(322) =
		309	TIER 2 REF LEVY	324	ALT ATTEND ADJUST TO AID = (321)+(323) =
		310	UNEQL REF LEVY		
			LOCAL OPT AID & LEVY SUMMARY AFTER REF AID GUARANTEE		
		311	TIER 1 LOR LEVY = (287)-(307) = 106,680.00		
		239	TIER 2 LOR LEVY = (239) 150,774.40		

REEMPLOYMENT INSURANCE LEVY		***FY 2024 CAREER & TECH CONT.***		***INITIAL LTFM REVENUE***	
364	EST FY 2024 EXPEND	18,783.01	380	LAST YEAR REVENUE	57 2024-25 ADJ PU (EST) 355.60
				(FY 2023 CTE AID	401 AVE BLDG AGE (EST)
365	INITIAL REEMPLOYMENT			REPORT, LINE 16)	(NO MAX AGE LIMIT) 45.65
	LEVY = 100% OF (364)=	18,783.01		29,785.00	
			381	REVENUE GUARANTEE	402 BLDG AGE RATIO = LSR
	SAFE SCHOOLS LEVY			= LESSER OF (378)	OF 1 OR (401)/35 = 1.00000000
				OR (380) =	
				29,785.00	
366	SAFE SCH LVY REQUEST?	YES	382	PRELIMINARY REVENUE	403 INITIAL LTFM REVENUE =
57	2024-25 ADJ PU (EST)	355.60		= GREATER OF (379)	\$380X(57)X(402) = 135,128.00
				OR (381) =	
				32,025.00	
367	SAFE SCH LEVY LIMIT		383	REVENUE ALLOCATION FOR	**ADDITIONAL LTFM REVENUE**
	= \$36X(57) =	12,801.60		CAREER TECH PER	FOR QUALIFIED H&S
				MS 124D.4531, SUBD 5	PROJECTS > \$100,000
			384	CAREER TECH REVENUE	764 NET DEBT SERVICE FOR
	SAFE SCHOOLS INTERMEDIATE LEVY			= (382)+(383) =	EXISTING REGULAR
				32,025.00	ALT FAC/H&S BONDS 1B
368	SAFE SCH INTERMEDIATE		29	2021 ANTC	4,118,063
	LEVY REQUEST?	NO	56	2023-24 ADJ PU (EST)	385.40
			385	FY 2024 ANTC/ADJ PU	
369	INTERMEDIATE LEVY			= (29)/(56) =	10,685.17
	ALLOWANCE <= \$15				
370	SAFE SCH INTERMEDIATE		386	LEVY RATIO FOR CTE	
	LIMIT			= LESSER OF 1 OR	
	= (57)X(369) =			(385)/\$7,612 =	1.00000000
			387	CAREER TECH LEVY LIMIT	
	JUDGMENT LEVY			= (384)X(386) =	32,025.00
			388	EST CAREER TECH AID	
371	DISTRICT JUDGMENTS			= (384)-(387) =	
372	INTERMED JUDGMENTS				
373	JUDGMENT LIMIT			**ANNUAL OTHER POSTEMPLOYMENT**	
	=(371)+(372) =			BENEFITS (OPEB)	
			389	AUTHORITY REQUESTED BY	**ADDITIONAL LTFM REVENUE**
	ICE ARENA LEVY			DISTRICT BASED UPON	FOR QUALIFIED VOLUNTARY
				FY 2023 EXPENSES PAID	PRE-KINDERGARTEN
374	FY 2023 NET OPR COSTS		390	PRORATION FACTOR TO	766 NET LTFM REQ DEBT
375	ICE ARENA LEVY LIMIT			REFLECT STATEWIDE CAP	SERVICE FOR VPK
	= 100% OF (374) =				
			391	ANNUAL OPEB LEVY LIMIT	407 NEW PAYGO LTFM LEVY
	FY 2024 CAREER & TECHNICAL			= (389)X(390) =	FOR VPK
376	SHARE OF FY 2024 EST				
	COOPERATIVE BUDGET			**CAPITAL RELATED LEVY LIMITATIONS**	
377	FY 2024 ESTIMATED				
	DISTRICT BUDGET	91,500.00		**LONG TERM FACILITIES MAINTENANCE**	
				REVENUE (LTFM)	
378	FY 2024 EST BUDGET		400	LTFM PLAN	408 TOTAL LTFM REVENUE
	= (376)+(377) =	91,500.00		APPROVAL STATUS	UNDER NEW LAW
				APPROVED	= (403)+(406)
379	PRELIMINARY REVENUE				+ (407)+(766) = 992,451.00
	= .35X(378) =	32,025.00			

OLD LAW HEALTH & SAFETY (H&S)		***LTFM REVENUE***		***LTFM TOTAL AIDS & LEVIES CONT.***	
409	OLD LAW HEALTH & SAFETY REVENUE = FY 2025 ESTIMATED H&S COST =	418	LTFM REVENUE FOR SCHOOL DISTRICT PROJECTS = GREATER OF (408) OR (417) = 992,451.00	432	TOTAL LTFM EQUAL AID = GREATER OF (429) OR (431) = 27,941.08
410	REG ALT FAC PAYGO REVENUE APPROVED FOR FY 2025	419	DISTRICT REQUESTED REDUCTION FROM MAXIMUM (FROM LIS SYSTEM)	433	TOTAL LTFM EQUAL LEVY = GTR OF ZERO OR (423)-(432) = 107,186.92
411	ALT FAC/H&S PAYGO REV FOR NEW APPROVALS	420	DISTRICT LTFM REVENUE = (418)-(419) = 992,451.00	434	TOTAL LTFM UNEQUAL LEVY = GTR OF ZERO OR (422)-(432)-(433) = 857,323.00
412	PAYGO REVENUE FOR ALT FAC AND AF/H&S = (410)+(411) =	421	DISTRICT SHARE OF ELIGIBLE COOP/INTERMED LTFM PROJECTS	435	TOTAL LTFM LEVY = (433)+(434) = 964,509.92
763	NET DEBT SERVICE FOR EXISTING AND NEW REGULAR ALT FAC BONDS 1A	422	TOTAL LTFM REVENUE = (420)+(421) = 992,451.00	**DEBT SERV PORTION OF LTFM REV**	
764	NET DEBT SERVICE FOR EXISTING AND NEW REGULAR ALT FAC/H&S BONDS 1B	**LTFM TOTAL AIDS & LEVIES**		763	NET ALT FAC REG DEBT
765	NET LTFM REQ DEBT FOR ELIG H&S>\$100K 857,323.00	57	2024-25 ADJ PU (EST) 355.60	764	NET ALT FAC/H&S DEBT
413	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS FOR ALT FAC 1A, IF (415)=NO THEN (767), ELSE 0	423	LTFM EQUALIZED REVENUE = LSR OF (418),(420) OR \$380X(57) = 135,128.00	765	NET LTFM REQ DEBT FOR ELIG H&S>\$100K 857,323.00
766	NET LTFM REQ DEBT SERVICE FOR VPK	35	2022 AG MODIFIED ANTC FOR LTFM REVENUE 4,746,900	766	NET LTFM REQ DEBT SERVICE FOR VPK
407	NEW PAYGO LTFM LEVY FOR VPK	54	2021-22 ADJ PU (ACT) 397.81	767	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS 77,147.00
414	TOTAL OLD LAW ALT FAC AND AF/H&S REVENUE = (407)+(412)+(413) +(763)+ (764)+(765) +(766) = 857,323.00	424	FY 2022 ANTC PER APU = (35)/(54) = 11,932.58	768	TOTAL DEBT SERVICE LTFM REVENUE = (763)+(764)+(765) +(766)+(767) = 934,470.00
OLD LAW DEFERRED MAINTENANCE		425	STATEWIDE ANTC/APU 12,230.18	436	LTFM DEBT SERV EQUAL REVENUE = LESSER OF (423) OR (768) = 135,128.00
415	ELIGIBLE FOR OLD LAW DEF MAINT REVENUE? YES	426	LTFM EQUAL FACTOR = 123% OF (425) = 15,043.12	428	LTFM AID RATIO .20677492
416	OLD LAW DEFERRED MAINTENANCE REVENUE = (403)X\$64/\$380 = 22,758.40	427	LTFM LEVY RATIO = LSR OF 1 OR (424)/(426) = .79322508	437	LTFM DEBT INITIAL EQUAL AID = (436)X(428) = 27,941.08
417	TOTAL OLD LAW FORMULA REVENUE FOR HOLD HARMLESS = (409)+(414)+(416) = 880,081.40	428	LTFM AID RATIO = 1-(427) = .20677492	438	LTFM DEBT EQUAL AID = GREATER OF (431) OR (437) BUT NOT MORE THAN (768) = 27,941.08
		429	LTFM INITIAL EQUAL AID = (423)X(428) = 27,941.08	439	LTFM DEBT EQUAL LEVY = GTR OF ZERO OR (436)-(438) = 107,186.92
		430	LTFM INITIAL EQUALIZED LEVY = (423)-(429) = 107,186.92	440	LTFM DEBT UNEQUAL LEVY = GTR OF ZERO OR (768)-(438)-(439) = 799,342.00
		431	2015 TOTAL ALT FAC GRANDFATHER AID		

GEN FUND PORTION OF LTFM REV		***APPROVED INTERMED OPERATING***		***APPROVED REG OP LEASES CONT.***	
422	TOTAL LTFM REVENUE	992,451.00			
			456	ADMINISTRATIVE SPACE	**INSTRUCTIONAL/STORAGE**
441	TOTAL GENERAL FUND LTFM REVENUE		457	FY 2024 JOINT	
	= (422)-(768) =	57,981.00		474	FY 2024 NONJOINT
				475	FY 2025 NONJOINT
442	LTFM GEN FUND EQUAL REV		458	INSTRUCTIONAL/STORAGE	
	= (423)-(436) =		459	FY 2024 JOINT	476
				459	FY 2025 JOINT
443	LTFM GEN FUND EQUAL AID		460	TOT INTERMED OPERATING	***APPROVED REGULAR***
	= (432)-(438) =			= (456) TO (459) =	CAPITALIZED LEASES
444	GEN FUND LTFM EQUAL LIMIT		**APPROVED INTERMED CAPITALIZED**		
	= GTR OF ZERO OR		***ADMINISTRATIVE SPACE***		
	(442)-(443) =		461	FY 2024 JOINT	477
			462	FY 2025 JOINT	478
445	GEN FUND LTFM UNEQUAL LIMIT		**INSTRUCTIONAL/STORAGE**		
	= GTR OF ZERO OR		***INSTRUCTIONAL/STORAGE***		
	(441)-(443)-(444) =	57,981.00	463	FY 2024 JOINT	479
			464	FY 2025 JOINT	480
446	TOTAL GEN FUND LTFM LEVY		**EXCESS FUNDS CAP LEASE**		
	= (444)+(445) =	57,981.00	***EXCESS FUNDS CAP LEASE***		
			465	FY 2024 JOINT	481
			466	FY 2025 JOINT	482
	DISABLED ACCESS LIMIT				
447	FY 1992-FY 2025		467	TOT INTERMED CAPITALIZED	483
	APPROV DIS ACC COSTS	300,000.00		= SUM[(461) TO (464)]	= [SUM (477) TO (480)]
448	MAXIMUM = GTR OF (JUNE			-(465)-(466) =	-[(481)+(482)] =
	1991 COMPONENT DIST X				
	150,000) OR 300,000 =	300,000.00	468	TOT INTERMED LEASE COSTS	484
449	LSR OF (447) OR (448)	300,000.00		= (460)+(467) =	TOTAL APPROVED REGULAR
					LEASE COST & CARRYOVER
					=(471)+(476)+(483)=
450	FIRST YEAR DISABLED		57	2024-25 ADJ PU (EST)	355.60
	ACCESS LEVY CERTIFIED	1992	469	INTERMED PUPIL UNIT MAX	57
451	LAST YEAR TO CERTIFY			LIMIT = \$65X(57) =	485
	= (450)+7 YEARS =	1999			REG PUPIL UNIT MAXIMUM
					LIMIT = \$212X(57) =
452	TOTAL CUM CERT LEVY		470	INTERMED LEASE LIMIT	75,387.20
	(PAY 93 TO PAY 22)	300,000.00		=LSR (468) OR (469) =	486
					COMM APPROVED LIMIT
453	CERT LEVY PAY 2023		471	INTERMED CARRYOVER (INCL	487
454	TOTAL CERTIFIED LEVY			IN REGULAR LEASE LIMIT)	REGULAR MAX LIMIT
	= (452)+(453) =	300,000.00		= (468)-(470) =	=GTR (485) OR (486)=
					75,387.20
455	DISABLED ACCESS LIMIT		**APPROVED REG OPERATING LEASES**		
	= GREATER OF ZERO		**ADMINISTRATIVE SPACE**		
	OR (449)-(454)=				
			472	FY 2024 NONJOINT	
			473	FY 2025 NONJOINT	
	LEASE LEVY LIMITATION				
	DIST'S SHARE OF JOINT				
	LEASE FOR INTERMED DIST				
	287, 288, 916 AND 917				

INITIAL CAPITAL RELATED LEVIES		***INITIAL GEN FUND LEVY CONT.***		***ECFE CONT.***				
233	OPERATING CAPITAL	49,054.14	510	TOTAL INITIAL GENERAL	612	ECFE ANNUAL REPORT		
446	LT FAC MAINTENANCE	57,981.00		LEVY LIMITATION		SUBMITTED?	YES	
455	DISABLED ACCESS			=(506)+(507)+(508)	613	POPULATION UNDER		
489	LEASE LEVY			+(509) =	531,806.94	FIVE YEARS OF AGE	63	
490	COOP BLDG REPAIR							
491	OTHER CAPITAL (MEMO)					614	GTR OF 150 OR (613) =	150
492	CAP PROJECTS REFER							
493	CAPITAL RELATED LIMITS					615	ECFE ALLOWANCE	
	= (233)+(446)+(455)						0.023X(100) =	167.46
	+(489)+(490)+(491)		600	POPULATION (YR 2020)	1,859	616	FY 2025 EARLY CHILD	
	+(492) =	107,035.14	601	GTR OF (600) OR 1,335	1,859		FAMILY REVENUE	
			602	YOUTH SERVICE PROG?	YES		IF (611) = YES	
							= (614)X(615),	
			603	AFTER SCHOOL			IF ANNUAL REPT = YES	25,119.00
				ENRICHMENT?	YES			
494	CONSOLIDATION/ TRANSITION					30	2022 ANTC	4,900,495
495	REORGANIZATION		604	FY 2025 GENERAL REVENUE		617	ECFE TAX RATE	.00200272
	OPERATING DEBT			= \$6.35X(601) =	11,804.65	618	= (617)X(30) =	9,814.32
496	HEALTH BENEFITS							
497	ADDL RETIREMENT		605	FY 2025 YOUTH SERVICE		619	EARLY CHILD LEVY LIMIT	
	(MPLS AND STP)			REV = \$1.00X(601) =	1,859.00		= LESSER OF (616)	
498	SEVERANCE						OR (618) =	9,814.32
499	ADMIN DISTRICT		606	FY 2025 AFTER SCHOOL		620	EST FY 2025 EARLY CHILD	
500	SWIMMING POOL			REVENUE = \$1.85X(601)			AID = (616)-(619) =	15,304.68
501	TREE GROWTH	6,873.40		NOT TO EXCEED 10,000				
502	CONSOLIDATION/ RETIREMENT			AND \$.43XPOPULATION				
				IN EXCESS OF 10,000	3,439.15			
503	ECON DEVELOP ABATE							
504	OTHER GENERAL (MEMO)		607	FY 2025 COMMUNITY				
				EDUCATION REVENUE		621	DIST PLANS TO LEVY FOR	
505	SUBTOTAL, OTHER INITIAL			= (604)+(605)+(606) =	17,102.80		FY 2025 HOME VISIT?	YES
	GENERAL LEVIES							
	= (494) TO (504) =	6,873.40	30	2022 ANTC	4,900,495	622	HOME VISITING REVENUE	
			608	STANDARD COMM ED LEVY			IF (621) = YES	
				= 0.00375X(30) =	18,376.86		AND (618) > \$0,	
							= \$3.00X(613),	
							ELSE = \$0	189.00
			609	COMM ED LEVY LIMIT		231	FY 2025 ANTC/ADJ PU	13,780.92
				LSR (607) OR (608) =	17,102.80	623	HOME VISIT LEVY RATIO	
							= LESSER OF 1 OR	
506	GENERAL RMV VOTER APPROVED		610	FY 2025 EST GROSS COMM ED			(231)/\$17,250 =	.79889391
	=(317) =			AID = (607)-(609) =				
507	GENERAL RMV OTHER					624	FY 2025 HOME VISIT LIMIT	
	=(312)+(243)						= (622)X(623)	150.99
	+(246) =	321,964.68						
508	GENERAL NTC					625	FY 2025 EST HOME VISIT	
	VOTER APPROVED						AID =(622)-(624)	38.01
	=(492)							
509	GENERAL NTC OTHER		611	DIST PLANS TO LEVY FOR				
	=(338)+(361)+(365)			FY 2025 ECFE REVENUE?	YES			
	+(367)+(370)+(373)							
	+(375)+(387)+(391)							
	+(493)-(492)+(505) =	209,842.26						

ADULTS WITH DISABILITIES		***GENERAL DEBT SERVICE (FUND 7)***		***DEBT EQUAL AID CONT.***	
626	ADULTS WITH DISABILITIES REQUEST? NO		REQUIRED DEBT SERVICE LEVY (EQUAL TO 105% OF THE FY 2025 PRINCIPAL AND INTEREST PAYMENTS)	713	VOTER APPR IRRRB BONDS SOLD BY JULY 1, 2023
627	DISTRICT POPULATON TIMES \$0.34 = (600)X\$0.34 =		**REQ DEBT ELIGIBLE FOR LONG TERM** FACILITIES MAINTENANCE (LTFM) REV	714	TOTAL REQUIRED DEBT LEVY ELIG FOR DEBT EQUAL AID =(710)+(711) +(712)+(713)=
628	FY 2023 ADULTS WITH DISABILITIES REVENUE	700	ALT FAC REGULAR REQ DEBT SERV LEVY		
629	TOTAL REVENUE, =GREATER OF = GREATER OF (627) OR (628)=	701	ALT FAC/H&S REQ DEBT SERV LEVY		**REQUIRED DEBT FOR BONDS ELIG** FOR FUTURE DEBT EQUALIZATION AID
630	ANTC TIMES DISTRICT TAX RATE NOT TO EXCEED 0.006 =(30)X0.006 =	702	NEW LTFM REQ DEBT FOR ELIG H&S>\$100K 857,323.00	715	VOTER APPR BONDS SOLD AFTER JULY 1, 2023 ELIG FOR FUTURE AID
631	DISABLED ADULTS LEVY LIMIT = LESSER OF (629) OR (630) =	703	NEW LTFM REQ DEBT SERVICE FOR VPK	716	NON-VOTER BONDS SOLD AFTER JULY 1, 2023 ELIG FOR FUTURE AID
632	ADULTS WITH DISABILITIES AID = (629)-(631) =	704	NEW LTFM REQ DEBT FOR ALL OTHER PROJECTS 77,147.00	717	SUBTOTAL, FUTURE DEBT AID ELIGIBLE = (715)+(716) =
	SCHOOL-AGE CARE	705	TOTAL REQ DEBT SERV LEVY FOR LTFM REVENUE = (700)+(701)+(702) +(703)+(704) = 934,470.00		**OTHER REQUIRED DEBT FOR BONDS** INELIGIBLE FOR DEBT EQUAL AID
633	FY 2025 SCH-AGE CARE REV (FY 2025 EST COST)		**REQ DEBT ELIGIBLE FOR NATURAL** DISASTER EQUAL AID (MS 123B.535)	718	VOTER APPR BONDS INELG FOR DEBT EQUAL AID
30	2022 ANTC 4,900,495				
46	2024-25 RES PU (EST) 284.80	706	NATURAL DISASTER REQ DEBT SERV LEVY		**NON-VOTER APPR INELIG BONDS**
634	ANTC/RES PU = (30)/(46) = 17,206.79			719	FACIL BOND-MS 123B.62
635	LEVY RATIO = LSR OF 1 OR (634)/\$2,318 = 1.00000000		**REQUIRED DEBT ELIGIBLE FOR DEBT** EQUALIZATION AID (MS 123B.53)	720	EQUIP BOND-MS 123B.61
636	FY 2025 SCH-AGE CARE LIM = (633)X(635) =	707	TACONITE BONDS REQ DEBT SERV LEVY	721	REORG OPER DEBT
637	FY 2025 EST GROSS SCHOOL-AGE CARE AID = (633)-(636) =	708	TAC FUNDING FOR BONDS (NOT IRRRB)	722	ECON DEV ABATEMENT 51,240.00
	COMMUNITY SERVICE SUMMARY	709	TAC ADJ TO REQ = (708) OR [(708)X1.05] =	723	JUDGMENT
638	OTHER COMM ED (MEMO)	710	NET REQ DEBT SERV LEVY TACONITE=(707)-(709)=	724	OTHER NON-VOTER
639	TOTAL INITIAL COMMUNITY SERVICE LEVY LIMIT = (609)+(619)+(624) +(631)+(636)+(638) = 27,068.11	711	VOTER APPR ELIG BONDS SOLD BY JULY 1, 2023	725	INELG LEASE PURCHASE
		712	NON-VOTER ELIG BONDS SOLD BY JULY 1, 2023	726	SUBTOTAL, REQ DEBT FOR NON-VOTER INELIG BONDS =(719) THRU (725)= 51,240.00
				727	REQ DEBT SERVICE LEVY FOR BONDS INELGIBLE FOR DEBT EQUAL AID = (717)+(718)+(726) = 51,240.00
				728	GDS REQ DEBT SERV LEVY =(705)+(706)+(714) +(717)+(718)+(727) = 985,710.00

NON-VTR APPR INELIG BOND CONT.		***FUND 7 DEBT BALANCE CONT.***		***NET DBT EXCESS BREAKDOWN CONT.***	
729	GDS REQ DEBT SERV LEVY VOTER APPR = (710)+(711) +(713)+(715)+(718) =	744	RETAIN FOR CAPITAL LOAN REPAYMENT	758	GENERAL FUND LEVY ADJ FOR FACILITY & EQUIP BONDS =
30	2022 ANTC 4,900,495	745	APPROVED DEBT EXCESS TO BE RETAINED		-(719)-(720)-(748) =
730	MAXIMUM EFFORT DEBT SERVICE TAX RATE %	746	DISTRICT REQUESTED ADDITIONAL EXCESS	759	UNALLOCATED DEBT EXCESS = GTR OF ZERO OR [(749)-(750)] =
731	MAX EFFORT DEBT SERV LEVY = (30)X(730) =	747	CERTIFIED DEBT EXCESS = GTR OF 0 OR (743) -(744)-(745)+(746)=		***NET DEBT EXCESS SUMMARY***
732	DEBT EQUAL REVENUE BASE GTR OF ZERO OR [(714)-(731)] =	748	EXCESS USED TO RETIRE FAC & EQUIP BONDS	760	DEBT EXCESS FOR VOTER APPROVED BONDED DEBT = [(729)-(715)]X(751) =
733	BOARD AUTHORIZED TRANSFER TO FUND 7 REDUCING REQUIRED DEBT SERVICE LEVY	749	ADJUSTED DEBT EXCESS = (747)-(748) =	761	DEBT EXCESS FOR NON- VOTER APPROVED DEBT = (749)-(759)-(760) =
			BREAKDOWN OF NET DEBT EXCESS	762	NET DEBT EXCESS FOR DEBT SERV LEVY REDUCT = (760)+(761) =
734	FEDERAL FUNDS REDUCING REQUIRED DEBT SERVICE LEVY	750	BASE FOR NET DEBT EXCESS DISTRIBUTION = IF (731)>0, THEN 0 ELSE (728)-(717)= 985,710.00		**LONG TERM FACILITIES MAINT AID**
	FUND 7 DEBT BALANCE	751	DEBT EXCESS RATIO = LSR 1 OR (749)/(750)=	763	NET ALT FAC REG DEBT = (700)-(753) =
735	JUNE 2022 FUND 7-425 BAL FOR BOND REFUND	752	NET DEBT EXCESS FOR ELG REQ DEBT SERVICE = (714)X(751) =	764	NET ALT FAC/H&S DEBT = (701)-(754) =
736	JUNE 2022 FUND 7-451 BAL FOR QZAB & QSCB	753	EXCESS FOR ELIGIBLE ALT FAC REGULAR BONDS = (700)X(751) =	765	NET LTFM REQ DEBT FOR ELIG H&S>\$100K = (702)-(755) = 857,323.00
737	JUNE 2022 FUND 7-460 BALANCE NONSPENDABLE	754	EXCESS FOR ELIGIBLE ALT FAC/H&S BONDS = (701)X(751) =	766	NET LTFM REQ DEBT FOR ELIG VPK = (703)-(756) =
738	JUNE 2022 FUND 7-463 BALANCE UNASSIGN NEG	755	EXCESS FOR ELIGIBLE LTFM IAQFAA BONDS = (702)X(751) =	767	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS = (704)-(757) = 77,147.00
739	JUNE 2022 FUND 7-464 BALANCE RESTRICTED (FOR DEBT EXCESS) 80,329.99	756	EXCESS FOR ELIGIBLE LTFM VPK BONDS = (703)X(751) =	768	NET DEBT LEVY FOR LT FAC MAINT = (763)+(764)+(765) + (766)+(767) = 934,470.00
740	PAY 22 DEBT EXCESS LEVY REDUCTION	757	EXCESS FOR ELIGIBLE LTFM OTHER BONDS = (704)X(751) =	436	LTFM DEBT EQUAL REV 135,128.00
741	PAY 23 DEBT EXCESS LEVY REDUCTION 33,523.60			438	LTFM DEBT EQUAL AID 27,941.08
742	5% OF PAY 24 REQ DEBT SERV LEVY=(728)X5%= 49,285.50			439	LTFM DEBT EQUAL LEVY 107,186.92
743	FUND 7 AVAIL BALANCE GTR OF ZERO OR [(739) -(740)-(741)-(742)] =			440	LTFM DEBT UNEQUAL LTV 799,342.00
				769	LTFM DEBT LEVY LIMIT = (439)+(440)+(753)+(754) +(755)+(756)+(757)= 906,528.92

NATURAL DISASTER DEBT EQUAL		***DEBT EQUALIZATION AID CONT.***		***MINIMUM EST MAX EFFORT PAYMENT***			
30	2022 ANTC	4,900,495	783	FY 2025 NET DEBT EQ REV = GTR OF 0 OR [(780)-(782)] =	732	MAX EFFORT DEBT LEVY	
770	TEN PERCENT ANTC = 0.10X(30) =	490,049	784	PRELIM TIER 1 EQU REV =LSR (783) OR (781)=	800	MAX EFFORT REQ LEVY = GTR OF ZERO OR [(729)+(926)+(927)-(706) -(719)-(720)-(721)] =	
706	REQ DEBT LEVY FOR NATURAL DISASTER DEBT		785	PRELIM TIER 2 EQU REV = (783)-(784) =	801	MINIMUM EST MAX EFFORT PAYMENT = GTR OF 0 OR (732)-(802) =	
771	FY 2025 DISASTER DEBT EQ REV = GTR OF ZERO OR [(706)-(770)] =		731	MAXIMUM EFFORT DEBT SERVICE LEVY			
54	2021-22 ADJ PU (ACT)	397.81	786	MAX EFFORT TIER 1 REV		**ADJUSTMENT TO GDS LIMIT** FOR IRRRB ALLOCATION	
772	FY 2022 ANTC PER APU = (30)/(54) =	12,318.68	787	MIN TIER 2 REV FOR MAX EFF = GTR OF ZERO OR (780)-(731) =	802	FY 2025 IRRRB FUNDING FOR VOTER-APPR BONDS	
773	STATEWIDE AVE ANTC INC PER APU	12,964.47	788	TIER 1 EQUAL REV = GTR OF (784) OR (786) =	803	PAY 24 IRRRB ADJUSTMENT FOR VOTER-APPROV BONDS = - ((802)X1.05) =	
774	DISASTER EQUAL FACTOR = 300% OF (773) =	38,893.40	789	TIER 2 EQUAL REV = GTR OF (785) OR (787) =	804	FY 2025 IRRRB FUNDING FOR NON-VOTER BONDS	
775	NATURAL DISASTER LEVY RATIO = LSR OF 1 OR (772)/(774) =	.31672932	54	2021-22 ADJ PU (ACT)	397.81		
776	DISASTER AID RATIO = = 1-(775) =	.68327068	790	2022 ANTC /ADJ APU = (30)/(54) =	12,318.68	805	PAY 24 IRRRB ADJUSTMENT FOR NON-VOTER BONDS = - ((804)X1.05) =
777	DISASTER DEBT EQUAL AID = (771)X(776) =		791	TIER 1 DEBT EQUAL LEVY RATIO = LSR OF 1 OR (790)/[GTR OF \$4,430 OR 55.33% OF (773)] =	1.00000000	806	DEBT EQUAL AID ELIG, VOTER APPROVED =GTR OF ZERO OR [(710)+(711)+(713) +(801)-(799)-(803)] =
778	DISASTER LEVY LIMIT = (706)-(777) =		792	TIER 2 DEBT EQUAL LEVY RATIO = LSR OF 1 OR (790)/[GTR OF \$8,000 OR 100% OF (773)] =	.95018771	807	DEBT EQUAL AID ELIG, NON VOTER APPROVED =GTR OF [(712)-(798)-(805)] OR ZERO =
	DEBT EQUALIZATION AID		793	TIER 1 DEBT EQU AID RATIO = 1-(791) =		808	DEBT EQUAL AID INELIG, VOTER APPROVED =(715)+(718) =
732	DEBT EQUAL BASE		794	TIER 2 DEBT EQU AID RATIO = 1-(792) =	.04981229	809	DEBT EQUAL AID INELIG, NON VOTER APPROVED =(716)+(726) =
752	DEBT EXCESS FOR ELIG REQUIRED DEBT		795	TIER 1 DEBT AID = (788)X(793) =		769	LTFM DEBT LEVY LIMIT NON VOTER APPROVED
779	FY 2025 NET REV ADJ TO DEBT EQUALIZATION REVENUE (MEMO)		796	TIER 2 DEBT AID = (789)X(794) =		778	DISASTER LEVY LIMIT VOTER APPROVED
780	FY 2025 GROSS DEBT EQUALIZATION REVENUE = (732)-(752)+(779) =		797	TOTAL DEBT EQ AID = (795)+(796) =			51,240.00
30	2022 ANTC	4,900,495	798	NON VOTER DEBT AID = (797)X(712)/(714) =			906,528.92
781	= .1050X(30) =	514,551.98	799	VOTER APPR DEBT AID = (797)-(798) =			
782	MAX UNEQ LOCAL EFFORT = .1574X(30) =	771,337.91					

INITIAL GEN DEBT SERVICE CONT.		***FUND 47 DEBT BALANCE CONT.***		***LEVY LIMITATION ADJUSTMENTS***	
810	INITIAL GDS LEVY LIM VOTER APPROVED =(806)+(808)+(778) =		BAL NON-VOTER APPROV = (911)-(912) =		IN GENERAL, IF WE HAVE:
		914	PAY 22 OPEB DEBT EXC REDUCTION NON-VOTER	A	FINAL LEVY AUTHORITY
811	INITIAL GDS LEVY LIM NON VOTER APPROVED = (807)+(809)+(769) = 957,768.92	915	PAY 23 OPEB DEBT EXC REDUCTION NON-VOTER	B	PREVIOUSLY CALCULATED AUTHORITY
		916	5% OF REQUIRED OPEB DEBT SERV LEVY VOTER = (902)X5% =	C	CERTIFIED LEVY BASED ON (B)
812	TOTAL INITIAL GDS LEVY LIMIT = (810)+(811) = 957,768.92	917	5% OF REQUIRED OPEB DEBT SERV LEVY NONVOT = (907)X5% =	D	LEVY ADJUSTMENT, THEN: IF A>B, D=A-B IF A<C, D=A-C OTHERWISE D=ZERO
	OTR POSTEMPLOY BENEFITS (OPEB) & PENSION DEBT SERVICE (FUND 47)				**GENERAL FUND ADJUSTMENTS**
900	LEVY BONDS IRREV TRUST VOTER APPROVED	918	RETAIN FOR CAP LOAN REPAYMENT NON-VOTER		**FY 2024 OPERATING** CAPITAL LEVY ADJUSTMENT
901	LEVY BONDS REVOC TRUST VOTER APPROVED	919	APPROV DEBT EXCESS TO BE RETAINED NON-VOTER	1000	FY 2024 OPER CAP LEVY AUTH (FROM FY 2024 GENERAL EDUC REV REPORT, LINE 194) 41,221.98
902	REQ DEBT SERV LEVY OPEB BONDS VOTER APPROVED = (900)+(901) =	920	FUND 47 AVAILABLE BALANCE VOTER APPROVED = GREATER OF ZERO OR [(912)-(916)] =	1001	22 PAY 23 LIMIT 41,105.15
903	LEVY BONDS IRREV TRUST NON-VOTER APPROVED	921	FUND 47 AVAILABLE BALANCE NON-VOTER = GTR ZERO OR [(913)- SUM (914) TO (919)] =	1002	22 PAY 23 LEVY 41,105.15
904	LEVY BONDS REVOC TRUST NON-VOTER APPROVED			1003	FY 2024 OPER CAPITAL LEVY ADJUSTMENT = ((1100)-(1101)) = 116.83
905	REQUIRED DEBT SERVICE LEVY FOR OPEB BONDS NON-VOTER APPROVED = (903)+(904)=	922	CLOSING FUND 47 TO FUND 7 TRANSFER IF (921) GTR ZERO AND (907) = ZERO, ELSE 0		**FY 2024 LOR TIER 1 LEVY ADJUST**
	FUND 47 DEBT BALANCE			1004	FY 2024 LOR TIER 1 (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 201) 100,220.83
906	REQ DEBT SERV LEVY FOR PENSION BONDS (MPLS)	923	ADDITIONAL DEBT EXCESS REQUESTED OPEB/PENSION BONDS VOTER APPROVED	1005	ALLOCATION OF TBRA (FROM PAY 23 LEVY REPORT, LINE 275)
907	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS NON-VOTER APPROVED = (905)+(906) =	924	ADDITIONAL DEBT EXCESS REQUESTED OPEB/PENSION NON-VOTER APPROVED	1006	ALLOC OF REF HOLD HARM (FROM PAY 23 LEVY REPORT, LINE 302)
908	JUNE 2022 FUND 47-425 BAL FOR BOND REFUND	925	NET DEBT SERVICE LEVY FOR VOTER APPROVED OPEB/PENSION BONDS = (902)-(920)-(923) =	1007	22 PAY 23 LIMIT 113,220.00
909	JUNE 2022 FUND 47-460 BALANCE NONSPENDABLE			1008	22 PAY 23 LEVY 113,220.00
910	JUNE 2022 FUND 47-463 BALANCE UNASSIGN NEG	926	NET DEBT SERVICE LEVY FOR OPEB/PENSION BONDS NON-VOTER APPROVED = (907)-(921)-(924) =	1009	PAY 23 LIMIT BEFORE TBRA AND HOLD HARM ADJ =(1005) +(1006)+(1007)= 113,220.00
911	JUNE 2022 FUND 47-464 BALANCE RESTRICTED			1010	PAY 23 LEVY BEFORE TRBA AND HOLD HARM ADJ =(1005) +(1006)+(1008)= 113,220.00
912	JUNE 2022 FUND 47-464 BALANCE VOTER APPROV			1011	FY 2024 LOR TIER 1 LEVY ADJUSTMENT = ((1004)-(1010)) = 12,999.17-
913	JUNE 2022 FUND 47-464				

FY 2024 LOR TIER 2 LEVY ADJUSTMENT		***FY 2024 1ST TIER REF ADJ CONT.***		***FY 2024 UNEQUAL REF LEVY ADJ***		
1012	FY 2024 LOR TIER 2 (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 202)	163,409.60	1026	ALLOC OF REF HOLD HARM (FROM PAY 23 LEVY REPORT, LINE 303)	1040	FY 2024 UNEQUAL REF LEVY AUTH (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 255)
1013	22 PAY 23 LIMIT	160,017.60	1027	22 PAY 23 LIMIT	1041	ALLOCATION OF TBRA (FROM PAY 23 LEVY REPORT, LINE 278)
1014	22 PAY 23 LEVY	160,017.60	1028	22 PAY 23 LEVY	1042	ALLOC OF REF HOLD HARM (FROM PAY 23 LEVY REPORT, LINE 305)
1015	FY 2024 LOR TIER 2 LEVY ADJUSTMENT = ((1012) - (1013))	3,392.00	1029	PAY 23 LIMIT BEFORE TBRA AND HOLD HARM ADJ = (1025)+(1026) +(1027) =	1043	22 PAY 23 LEVY
FY 2024 EQUITY LEVY ADJUSTMENT			1030	PAY 23 LEVY BEFORE TBRA AND HOLD HARM ADJ = (1025)+(1026) +(1028) =	1044	22 PAY 23 LEVY
1016	FY 2024 EQUITY LEVY AUTH (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 214)	64,284.73	1031	FY 2024 1ST TIER VTR REF LEVY ADJUSTMENT	1045	PAY 23 LIMIT BEFORE TBRA AND HOLD HARM ADJ = (1041)+(1042) +(1043) =
1017	22 PAY 23 LIMIT	62,936.16	**FY 2024 2ND TIER REF LEVY ADJUST**		1046	PAY 23 LEVY BEFORE TBRA AND HOLD HARM ADJ = (1041)+(1042) +(1044) =
1018	22 PAY 23 LEVY	62,936.16	1032	FY 2024 2ND TIER REF LEVY AUTH (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 253)	1047	FY 2024 UNEQUALIZED REF LEVY ADJUSTMENT
1019	FY 2024 EQUITY LEVY ADJUSTMENT = ((1016)-(1017)) =	1,348.57	1033	ALLOCATION OF TBRA (FROM PAY 23 LEVY REPORT, LINE 277)	**FY 2024 TBRA ALLOCATION ADJUST** TO VOTER-APPROVED LEVIES	
FY 2024 TRANSITION LEVY ADJUST			1034	ALLOC OF REF HOLD HARM (FROM PAY 23 LEVY REPORT, LINE 304)	**FY 2024 ALLOCATION OF TBRA** TO REF LEVY CATEGORIES (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINES 266 TO 268)	
1020	FY 2024 TRANSITION LEVY AUTH (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 222)	5,626.84	1035	22 PAY 23 LIMIT	1048	TIER 1 LEVY
1021	22 PAY 23 LIMIT	5,510.04	1036	22 PAY 23 LEVY	1049	TIER 2 LEVY
1022	22 PAY 23 LEVY	5,510.04	1037	PAY 23 LIMIT BEFORE TBRA AND HOLD HARM ADJ = (1033)+(1034) +(1035) =	1050	UNEQL LEVY
1023	FY 2024 TRANSITION LEVY ADJUSTMENT = ((1020)-(1021)) =	116.80	1038	PAY 23 LEVY BEFORE TBRA AND HOLD HARM ADJ = (1033)+(1034) +(1036) =	1051	TOTAL FY 2024 TBRA ALLOC TO REF LEVY CATEGORIES = (1048) TO (1050) =
FY 2024 1ST TIER REFERENDUM LEVY ADJUST			1039	FY 2024 2ND TIER REF LEVY ADJUSTMENT	1052	TOTAL FY 2024 TBRA ALLOC TO REF LEVY CATEGORIES FROM PAY 23 LEVY = (1025)+(1033) +(1041) =
1024	FY 2024 1ST TIER REF LEVY AUTH (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 251)				1053	FY 2024 TBRA ALLOCATION VTR-APPR ADJUSTMENT = (1052)-(1051) =
1025	ALLOCATION OF TBRA (FROM PAY 23 LEVY REPORT, LINE 276)					

FY 2024 LOR TBRA ALLOCATION ADJ		***FY 2024 INTEGRATION ADJUSTMENT***		***FY 2024 HEALTH & SAFETY***	
1054	FY 2024 ALLOCATION OF TBRA TO LOR TIER 1 LEVY (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 265)	1065	FY 2024 INTEG LEVY AUTH (FROM INTEGRATION REVENUE REPORT, LINE 20)	1081	FY 2024 HEALTH AND SAFETY REBATES ADJUST
1005	ALLOCATION OF TBRA (FROM PAY 23 LEVY REPORT, LINE 275)	1066	22 PAY 23 LIMIT		**FY 2023 LTFM EQUAL LEVY ADJUST**
		1067	22 PAY 23 LEVY	1082	FY 2023 EST LTFM EQUALIZED LEVY AUTHORITY (FROM FY 2023 WEBSITE REPORT, LINE 63)
1055	FY 2024 TBRA ALLOCATION LOR LEVY TIER 1 ADJUSTMENT = (1005)-(1054) =	1068	FY 2024 INTEGRATION ADJUSTMENT LIMIT	1083	21 PAY 22 LIMIT
			FY 2024 ALT TEACHER COMP ADJ	1084	21 PAY 22 LEVY
	FY 2024 REFERENDUM HOLD HARMLESS ADJUST TO VOTER-APPROVED LEVIES	1069	FY 2024 ALT COMP LEVY AUTH (FROM FY 2024 GEN ED REVENUE REPORT, LINE 339)	1085	TOTAL ADJUSTMENT
1056	FY 2024 ALLOC OF HOLD HARM TO REF LEVY CATEGORIES (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINES 294 TO 296)	1070	22 PAY 23 LIMIT	1086	22 PAY 23 ADJ LIMIT
		1071	22 PAY 23 LEVY	1087	22 PAY 23 ADJ LEVY
1057	TIER 1 LEVY	1072	FY 2024 ALT TEACH COMP LEVY ADJUSTMENT = ((1069)-(1071)) =	1088	FY 2023 LTFM EQUALIZED LEVY ADJUST
1058	TIER 2 LEVY				
1059	UNEQL LEVY				
			FY 24 & FY 23 CAPITAL RELATED ADJ		**FY 2023 LTFM UNEQUAL LEVY ADJ**
1060	TOTAL HOLD HARM ALLOC TO REF LEVY CATEGORIES = (1057) TO (1059) =		**FY 2024 LTFM EQUAL LEVY ADJ**	1089	FY 2023 EST LTFM UNEQUALIZED LEVY AUTH (FROM FY 2023 WEBSITE REPORT, LINE 64)
1061	TOTAL FY 2024 HOLD HARM ALLOC TO REF LEVY CATEGORIES FROM PAY 23 LEVY =(1026) +(1034)+(1042)=	1073	FY 2024 EST LTFM EQUALIZED LEVY AUTHORITY (FROM FY 2024 WEBSITE REPORT, LINE 63)		69,825.00
1062	FY 2024 HOLD HARM ALLOC VTR-APPR ADJUSTMENT = (1061)-(1060) =	1074	22 PAY 23 LIMIT	1090	21 PAY 22 LIMIT
		1075	22 PAY 23 LEVY	1091	21 PAY 22 LEVY
		1076	FY 2024 LTFM EQUALIZED LEVY ADJUST	1092	TOTAL ADJUSTMENT = (1089)-(1091) =
	FY 2024 REFERENDUM HOLD HARMLESS ADJUSTMENT TO TIER 1 LEVIES				7,448.00-
			FY 2024 LTFM UNEQUAL LEVY ADJ*	1093	22 PAY 23 ADJ LIMIT
1063	FY 2024 ALLOC OF HOLD HARM TO LOR TIER 1 LEVY (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 293)	1077	FY 2024 EST LTFM UNEQUALIZED LEVY AUTHORITY (FROM FY 2024 WEBSITE REPORT, LINE 64)	1094	22 PAY 23 ADJ LEVY
			70,707.76	1095	FY 2023 LTFM UNEQUALIZED LEVY ADJUST
1006	ALLOC OF REF HOLD HARM (FROM PAY 23 LEVY ALLOCATION OF TBRA	1078	22 PAY 23 LIMIT		7,448.00-
		1079	22 PAY 23 LEVY		7,448.00-
1064	FY 2024 HOLD HARM ALLOC TIER 1 LEVY ADJUSTMENT = (1006)-(1063) =	1080	FY 2024 LTFM UNEQUALIZED LEVY ADJUST = (1077)-(1078) =		
			3,040.00	1096	FY 2022 OPER CAP LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 181)
					35,621.48
				1097	20 PAY 21 LIMIT
				1098	20 PAY 21 LEVY
					33,973.16
					33,973.16

FY 2022 OPER CAP ADJ CONT.			***FY 2022 EQUITY LEVY ADJUSTMENT***			***FY 2022 1ST TIER VTR APPROVED*** REFER LEVY ADJUST CONT.		
1099	TOTAL ADJUST TO PAY 21 OPER CAP LEVY AUTH = ((1096)-(1097)) =	1,648.32	1117	FY 2022 EQUITY LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 208)	66,329.85	1133	PAY 21 LEVY BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1031)	
1100	21 PAY 22 ADJ LIMIT	1,545.53	1118	20 PAY 21 LIMIT	66,346.60	1134	TOTAL ADJUST TO PAY 21 1ST TIER REF LEVY AUTH	
1101	21 PAY 22 ADJ LEVY	1,545.53	1119	20 PAY 21 LEVY	66,346.60			
1102	FY 2022 OPER CAPITAL LEVY ADJUSTMENT = ((1099)-(1100)) =	102.79	1120	TOTAL ADJUST TO PAY 21 EQUITY LEVY AUTH = ((1117)-(1119)) =	16.75-	1135	21 PAY 22 ADJ LIMIT	
	FY 2022 LOR TIER 1 LEVY ADJ		1121	21 PAY 22 ADJ LIMIT		1136	21 PAY 22 ADJ LEVY	
1103	FY 2022 LOC OPT TIER 1 AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 200)	93,918.25	1122	21 PAY 22 ADJ LEVY		1137	FY 2022 1ST TIER REF LEVY ADJUSTMENT	
			1123	FY 2022 EQUITY LEVY ADJUSTMENT = ((1120)-(1122)) =	16.75-			**FY 2022 2ND TIER REF LEVY ADJ**
1104	20 PAY 21 LIMIT	100,383.46		**FY 2022 TRANSITION LEVY ADJ**		1138	FY 2022 2ND TIER REF LEVY AUTH (FROM FY 2022 GENERAL EDUC REV RPT, LINE 242)	
1105	20 PAY 21 LEVY	100,383.46	1124	FY 2022 TRANSITION LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 215)	5,808.03	1139	PAY 21 LIMIT BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1038)	
1106	TOTAL ADJUST TO PAY 21 LOR OPTIONAL LEVY AUTH = ((1103)-(1105)) =	6,465.21-	1125	20 PAY 21 LIMIT	5,810.80			
1107	21 PAY 22 ADJ LIMIT		1126	20 PAY 21 LEVY	5,810.80	1140	PAY 21 LEVY BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1039)	
1108	21 PAY 22 ADJ LEVY		1127	TOTAL ADJUST TO PAY 21 TRANSITION LEVY AUTH = ((1124)-(1126)) =	2.77-	1141	TOTAL ADJUST TO PAY 21 2ND TIER REF LEVY AUTH	
1109	FY 2022 LOR OPTIONAL LEVY ADJUSTMENT = ((1106)-(1108)) =	6,465.21-	1128	21 PAY 22 ADJ LIMIT		1142	21 PAY 22 ADJ LIMIT	
	FY 2022 LOR TIER 2 LEVY ADJUST		1129	21 PAY 22 ADJ LEVY		1143	21 PAY 22 ADJ LEVY	
1110	FY 2022 LOC OPT LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 202)	168,671.44	1130	FY 2022 TRANSITION LEVY ADJUSTMENT = ((1127)-(1129)) =	2.77-	1144	FY 2022 2ND TIER REF LEVY ADJUSTMENT	
1111	20 PAY 21 LIMIT	168,752.00		***FY 2022 1ST TIER VOTER*** APPROVED REFER LEVY ADJUST				
1112	20 PAY 21 LEVY	168,752.00	1131	FY 2022 1ST TIER REF LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 240)				
1113	TOTAL ADJUST TO PAY 21 LOR OPTIONAL LEVY AUTH = ((1110) - (1112))	80.56-	1132	PAY 21 LIMIT BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1030)				
1114	21 PAY 22 ADJ LIMIT							
1115	21 PAY 22 ADJ LEVY							
1116	FY 2022 LOR OPTIONAL LEVY ADJUSTMENT = ((1113) - (1115))	80.56-						

FY 2022 UNEQUAL REF LEVY ADJ		***FY 2022 LOR TBRA ADJUST***		***FY 2022 LOR TIER 1 HOLD*** HARMLESS ADJUSTMENT CONT.	
1145	FY 2022 UNEQUAL REF LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 244)	1158	FY 2022 ALLOC OF TBRA TO LOR TIER 1 LEVY (FROM FY 2022 GENERAL REVENUE REPORT, LINE 254)	1172	FY 2022 LOR TIER 1 HOLD HARMLESS ADJUSTMENT
1146	PAY 21 LIMIT BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1054)	1159	ALLOCATION OF TBRA (FROM PAY 21 LEVY RPT, LINE 296)	1173	21 PAY 22 ADJ LIMIT
1147	PAY 21 LEVY BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1055)	1160	FY 2022 ALLOCATION OF TBRA LOR LEVY TIER 1 ADJUSTMENT = (1158)-(1159) =	1174	21 PAY 22 ADJ LEVY
1148	TOTAL ADJUST TO PAY 21 UNEQUAL REF LEVY AUTH	1161	21 PAY 22 ADJ LIMIT	1175	FY 2021 TIER 1 HOLD HARM ADJUSTMENT
1149	21 PAY 22 ADJ LIMIT	1162	21 PAY 22 ADJ LEVY	**FY 2022 INTEGRATION ADJUSTMENT**	
1150	21 PAY 22 ADJ LEVY	1163	FY 2022 LOR TIER 1 TBRA LEVY ADJUSTMENT	1176	FY 2022 INTEG LEVY AUTH (FROM INTEGRATION REVENUE REPORT, LINE 20)
1151	FY 2022 UNEQUAL REF LEVY ADJUSTMENT	**FY 2022 REFERENDUM HOLD HARM**		1177	20 PAY 21 LIMIT
FY 2022 TBRA ALLOCATION ADJ TO VOTER-APPROVED LEVIES		1164	FY 2022 ALLOC OF HOLD HARM (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 283 TO 285)	1178	20 PAY 21 LEVY
1152	FY 2022 ALLOC OF TBRA TO VTR-APPR REF LEVIES (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINES 255 TO 257)	1165	PAY 21 HOLD HARM ALLOC (FROM PAY 21 LEVY RPT, LINE 313 TO 315)	1179	TOTAL ADJUSTMENT
1153	PAY 21 ALLOC OF TBRA TO VOTER-APPR REF LEVY (FROM PAY 21 LEVY RPT, LINES 297 TO 300)	1166	FY 2022 HOLD HARM TOTAL = (1165)-(1164) =	1180	21 PAY 22 ADJ LIMIT
1154	FY 2022 TBRA ALLOCATION TOTAL ADJUSTMENT = (1153)-(1152) =	1167	21 PAY 22 ADJ LIMIT	1181	21 PAY 22 ADJ LEVY
1155	21 PAY 22 ADJ LIMIT	1168	21 PAY 22 ADJ LEVY	1182	FY 2022 INTEGRATION ADJUSTMENT LIMIT
1156	21 PAY 22 ADJ LEVY	1169	FY 2022 HOLD HARM ALLOC	**FY 2022 REEMPLOYMENT ADJUSTMENT**	
1157	FY 2022 TBRA ALLOC LEVY ADJUSTMENT	**FY 2022 LOR TIER 1 HOLD** HARMLESS ADJUSTMENT		1183	FY 2022 EXPEND ACTUAL 16,973.53
		1170	FY 2022 ALLOC OF HOLD HARMLESS TO LOR TIER 1 LEVY (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINES 282)	1184	REEMPLOY LEVY AUTH = 100% OF (1183) = 16,973.53
		1171	PAY 21 TIER 1 HOLD HARMLESS LEVY (FROM PAY 22 LEVY RPT, LINES 312)	1185	21 PAY 22 LIMIT
				1186	21 PAY 22 LEVY
				1187	FY 2022 REEMPLOY ADJUST = ((1184)-(1185)) = 16,973.53
				FY 2022 SAFE SCHOOLS ADJUST	
				1188	SAFE SCH Lvy REQUEST YES
				54	2021-22 ADJ PU (ACT) 397.81
				1189	FY 2022 SAFE SCHOOLS AUTH \$36X(54) = 14,321.16

FY 2022 SAFE SCHOOLS ADJ CONT.			***FY 2022 LTFM EQUAL ADJ CONT.***			***FY 2022 CAREER TECHNICAL ADJ***		
1190	20 PAY 21 LIMIT	14,328.00	1206	20 PAY 21 LIMIT		1227	FY 2022 CAREER TECH	
1191	20 PAY 21 LEVY	14,328.00	1207	20 PAY 21 LEVY			LEVY AUTHORITY	
1192	FY 2022 SAFE SCH ADJUST		1208	TOTAL ADJUSTMENT			(FY 2022 CTE AID REPORT	
	= ((1189)-(1191)) =	6.84-					LINE 21)	28,975.88
			1209	21 PAY 22 ADJ LIMIT		1228	21 PAY 22 LIMIT	23,649.15
			1210	21 PAY 22 ADJ LEVY		1229	21 PAY 22 LEVY	23,649.15
	FY 2022 SAFE SCHOOLS					1230	FY 2022 CAREER TECH	
	INTERMEDIATE ADJUST		1211	22 PAY 23 ADJ LIMIT			ADJUSTMENT	
1193	SAFE SCH INTERMEDIATE		1212	22 PAY 23 ADJ LEVY			= ((1227)-(1228))	5,326.73
	LEVY ALLOW							
54	2021-22 ADJ PU (ACT)	397.81	1213	FY 2022 EQUAL LIMIT ADJUST			**FY 2022 HEALTH BENEFIT**	
				= (1209)+(1211) =			LEVY ADJUST	
1194	FY 2022 SAFE SCHOOLS		1214	FY 2022 EQUAL LEVY ADJUST		1231	FY 2022 ACTUAL COST	
	INTERMEDIATE AUTHORITY			= (1210)+(1212) =			(LIMITED TO \$600,000)	
	= (1193)X(54) =		1215	FY 2022 LTFM EQUALIZED		1232	21 PAY 22 LIMIT	
1195	20 PAY 21 LIMIT			LEVY ADJUST		1233	21 PAY 22 LEVY	
1196	20 PAY 21 LEVY					1234	FY 2022 HEALTH	
1197	FY 2022 SAFE SCHOOLS			**FY 2022 LTFM UNEQUAL LEVY ADJ**			BENEFITS ADJUST	
	INTERMEDIATE ADJUST							
			1216	FY 2022 EST LTFM			**FY 2022 ANNUAL OPEB LEVY ADJ**	
				UNEQUALIZED LEVY AUTH				
	FY 2022 ALTERNATE TEACHER			(FROM FY 2022 WEBSITE		1235	FY 2022 ACTUAL COST	
	COMPENSATION LEVY ADJUST			REPORT, LINE 64)	151,167.80		(FIN 797+OBJ 291)	
1198	FY 2022 ALT COMP LEVY AUTH		1217	20 PAY 21 LIMIT	151,240.00	1236	PRORATION FACTOR TO	
	(FROM FY 2022 GENERAL		1218	20 PAY 21 LEVY	151,240.00		REFLECT STATEWIDE CAP	1.00000000
	EDUC REVENUE REPORT,		1219	TOTAL ADJUSTMENT				
	LINE 317)	33,098.31		= (1216)-(1218) =	72.20-	1237	PRORATED ANNUAL	
1199	20 PAY 21 LIMIT	35,438.68					OPEB LEVY AUTH	
1200	20 PAY 21 LEVY	35,438.68	1220	21 PAY 22 ADJ LIMIT		1238	22 PAY 23 LIMIT	
			1221	21 PAY 22 ADJ LEVY		1239	22 PAY 23 LEVY	
1201	TOTAL ADJUST TO PAY 21		1222	22 PAY 23 ADJ LIMIT	5,548.00	1240	FY 2022 ANNUAL	
	ALT COMP LEVY AUTH		1223	22 PAY 23 ADJ LEVY	5,548.00		OPEB ADJUSTMENT	
	= ((1198)-(1200)) =	2,340.37-					(NO ADJUSTMENT)	
1202	21 PAY 22 ADJ LIMIT	2,337.29-	1224	FY 2022 UNEQUAL LIMIT ADJUST				
1203	21 PAY 22 ADJ LEVY	2,337.29-		= (1220)+(1222) =	5,548.00			
1204	FY 2022 ALT TEACH COMP LEVY ADJUST		1225	FY 2022 UNEQUAL LEVY ADJUST				
	= ((1201)-(1203)) =	3.08-		= (1221)+(1223) =	5,548.00			
			1226	FY 2022 LTFM UNEQUALIZED				
	FY 2022 LTFM EQUALIZED LEVY ADJ			LEVY ADJUST				
1205	FY 2022 EST LTFM			= (1219)-(1225) =	5,620.20-			
	EQUALIZED LEVY AUTHORITY							
	(FROM FY 2022 WEBSITE							
	REPORT, LINE 63)							

COMMUNITY SERVICE ADJUST			**FY 2023 LTFM DEBT LEVY ADJ CONT.**			***OPEB & PEN DBT SERV ADJ CONT.***		
1412	***ADULTS W/DISABILITIES*** ADJUST		1710	21 PAY 22 LIMIT	876,426.86	1902	TOTAL OPEB DEBT SERV	
			1711	21 PAY 22 LEVY	876,426.86		ADJ VOTER APPROVED	
			1712	TOTAL ADJUSTMENT			= (1900)+(1901) =	
1413	SCH TAX ADJUSTMENT (FROM STR ADJUST REPORT, LINE 33)			ADJ =(1709)-(1710)=	1,724.89	1903	REDUCTION DEBT EXCESS, NON-VOTER =GTR OF	
			1713	22 PAY 23 ADJ LIMIT	1,724.89		[(921)OR(924)]X-1 =	
			1714	22 PAY 23 ADJ LEVY	1,724.89			
1414	OTHER ADJUST (MEMO)					1904	OTHER OPEB DS ADJUST (MEMO)NON-VOTER APPR	
1415	TOTAL OTHER ADJUST =(1413)+(1414)=		1715	FY 2023 LTFM DEBT LEVY ADJ =(1712)-(1713)=				
1416	TOTAL COMMUNITY SERVICE LIMITATION ADJUSTMENT =(1403)+(1407)+(1411) + (1412)+(1415) =	513.78-				1905	TOTAL ADJUSTMENT NON-VOTER APPROVED = (1903)+(1904) =	
			1716	FY 2022 EST LTFM DEBT LEVY AUTHORITY (FROM WEBSITE FY 2022 RPT, LINE 59)	278,125.48			
	GENERAL DEBT SERVICE ADJUST						**ABATEMENT ADJUSTMENTS**	
1700	REDUCTION DEBT SERVICE EXCESS, VOTER APPROVED = (760) X-1 =		1717	20 PAY 21 LIMIT	278,109.30		**INITIAL ABATEMENT LEVY ADJUST**	
			1718	20 PAY 21 LEVY	278,109.30	2000	SCHOOL TAXES ABATED IN 2022	
1701	OTHER ADJUST (MEMO) VOTER APPROVED		1719	TOTAL ADJUSTMENT = (1716)-(1717) =	16.18	2001	SCHOOL TAXES ADDED IN 2022	
			1720	21 PAY 22 ADJ LIMIT		2002	NET CHANGE IN SCHOOL TAXES	
1702	TOTAL DEBT SERV ADJUST VOTER APPROVED = (1700)+(1701) =		1721	21 PAY 22 ADJ LEVY			= (2000)+(2001) =	
			1722	22 PAY 23 ADJ LIMIT	1,243.41-	2003	ABATEMENT RECOVERY REVENUE [GTR OF ZERO OR -1X(2002)]	
1703	REDUCTION DEBT SERVICE EXCESS, NON-VOTER APPROV = (761) X -1 =		1723	22 PAY 23 ADJ LEVY	1,243.41-	2023	FY 2024 ABATEMENT AID	
			1724	FY 2022 DEBT LIMIT ADJUST = (1720)+(1722) =	1,243.41-	2004	INITIAL ABATEMENT LEVY ADJUSTMENT = (2003)-(2023) =	
1704	OTHER ADJUST (MEMO) NON-VOTER APPROVED		1725	FY 2022 DEBT LEVY ADJUST = (1721)+(1723) =	1,243.41-			
			1726	FY 2022 LTFM DEBT LEVY ADJ =(1719)-(1724)=	1,259.59			
	FY 2024 LTFM DEBT LEVY ADJ*		1727	TOTAL DEBT SERV ADJUST NON-VOTER APPROVED = (1703)+(1704)+ (1708)+(1715)+(1726)=	626.00		**PAY 21 CERTIFIED LEVY PLUS** AUDITOR ADJUSTMENT BY FUND	
1705	FY 2024 EST LTFM DEBT LEVY AUTHORITY (FROM WEBSITE FY 2024 RPT, LINE 59)	903,742.22				2005	GENERAL	554,253.94
						2006	COMMUNITY SERVICE	23,622.13
1706	22 PAY 23 LIMIT	904,375.81				2007	GENERAL DEBT SERVICE	604,980.94
1707	22 PAY 23 LEVY	904,375.81				2008	OPEB DEBT SERVICE	
						2009	TOTAL	1,182,857.01
1708	FY 2024 LTFM DEBT LEVY ADJ =(1705)-(1706)=	633.59-	1900	REDUCTION DEBT EXCESS, VOTER APPROV = GTR OF [(920)OR(923)] X-1 =				
	FY 2023 LTFM DEBT LEVY ADJUST*		1901	OTHER OPEB DS ADJUST (MEMO) VOTER APPROVED				
1709	FY 2023 EST LTFM DEBT LEVY AUTHORITY (FROM WEBSITE FY 2023 RPT, LINE 59)	878,151.75						

CERTIFIED LEVY RATIO BY FUND		***ABATEMENT INTEREST ADJ BY FUND*** (ZERO IF NO LEVY AUTHORITY IN FUND)		***CARRY-OVER ABATEMENT LEVY LIM*** (ZERO IF NO LEVY AUTHORITY IN FUND)		
2010	GENERAL =(2005)/(2009)=	.46857223	2029	GENERAL=(2028)-(2030) -(2031)-(2032)=	2051	GENERAL=(2043)-(2047) OR MEMO
2011	COMMUNITY SERVICE =(2006)/(2009)=	.01997040	2030	COMMUNITY SERVICE =(2028)X(2011)=	2052	COMMUNITY SERVICE=(2044)-(2048) OR MEMO
2012	GEN DEBT SERVICE =(2007)/(2009)=	.51145737	2031	GENERAL DEBT SERVICE =(2028)X(2012)=	2053	GENERAL DEBT SERVICE=(2045)-(2049) OR MEMO
2013	OPEB DEBT SERVICE =(2008)/(2009)=		2032	OPEB DEBT SERVICE =(2028)X(2013)=	2054	OPEB DEBT SERVICE=(2046)-(2050) OR MEMO
2014	TOTAL	1.00000000	2028	TOTAL	2055	TOTAL
ABATEMENT AID BY FUND (FROM PART III OF FY 2024 ABATE AID RPT)			**FY 2022 ABATEMENT AID ADJUST** (ZERO IF NO LEVY AUTHORITY IN FUND)		**ADVANCE ABATEMENT LEVY ADJUST**	
2015	GENERAL		2033	GENERAL	2056	SCHOOL TAXES ABATED IN 1ST 6 MO OF 2023
2016	COMMUNITY SERVICE		2034	COMMUNITY SERVICE	2057	SCHOOL TAXES ADDED IN 1ST 6 MO OF 2023
2017	GENERAL DEBT SERVICE		2035	GENERAL DEBT SERVICE	2058	NET CHANGE IN SCHOOL TAXES (2056)+(2057)
2018	TOTAL		2036	OPEB DEBT SERVICE	2059	TOTAL ADVANCE ABATE LEVY AUTHORITY [GTR OF ZERO OR -1X(2058)]
2019	EST FY 2024 ABATEMENT AID PRORATION FACTOR	1.00000000	2037	TOTAL		
PRORATED ABATEMENT AID BY FUND			**TOTAL REGULAR ABATE LEVY ADJ**		**ADVANCE ABATEMENT AUTH BY FUND**	
2020	GENERAL =(2019)X(2015)=		2038	GENERAL = (2024)+(2029)+(2033)=	2060	GENERAL = (2059) -(2061)-(2062)-(2063)
2021	COMMUNITY SERVICE =(2019)X(2016)=		2039	COMMUNITY SERVICE = (2025)+(2030)+(2034)=	2061	COMMUNITY SERVICE =(2059)X(2011)=
2022	GENERAL DEBT SERVICE =(2019)X(2017)=		2040	GENERAL DEBT SERVICE = (2026)+(2031)+(2035)=	2062	GENERAL DEBT SERVICE =(2059)X(2012)=
2023	TOTAL		2041	OPEB DEBT SERVICE = (2027)+(2032)+(2036)=	2063	OPEB DEBT SERVICE =(2059)X(2013)
			2042	TOTAL	2059	TOTAL
INITIAL ABATE LEVY ADJ BY FUND (ZERO IF NO LEVY AUTHORITY IN FUND)			**CARRY-OVER ABATE LEVY AUTHORITY**		**PREVIOUS ADVANCE ABATEMENT LEVY** (PAY 22 PREVIOUS ADVANCE PLUS PAY 22 ADVANCE LEVY)	
2024	GENERAL=(2003)-(2023)- (2025)-(2026)-(2027)=		**PAY 23 REGULAR ABATEMENT LIMIT**		2064	GENERAL
2025	COMMUNITY SERVICE [(2003)X (2011)]-(2021) =		2043	GENERAL 17,445.46	2065	COMMUNITY SERVICE
2026	GENERAL DEBT SERV DBT [(2003)X (2012)]-(2022) =		2044	COMMUNITY SERVICE 481.90	2066	GENERAL DEBT SERVICE
2027	OPEB DEBT [(2003)X (2013)] =		2045	GENERAL DEBT SERVICE 20,280.42	2067	OPEB DEBT SERVICE
2004	TOTAL = (2003)-(2023)		2046	OPEB DEBT SERVICE	2068	TOTAL
ABATEMENT INTEREST ADJUSTMENT			**PAY 23 REGULAR ABATEMENT LEVY**			
			2047	GENERAL 17,445.46		
			2048	COMMUNITY SERVICE 481.90		
2028	ABATEMENT INTEREST DEDUCTED FROM TAX SETTLEMENTS IN 2022		2049	GENERAL DEBT SERVICE 20,280.42		
			2050	OPEB DEBT SERVICE		

ADVANCE ABATE ADJUST BY FUND (ZERO IF NO LEVY AUTHORITY IN FUND)	***GEN DBT SERV INI SUMMARY CONT.***	***COLLECT NEGATIVE ADJUSTMENTS*** IN GENERAL AND COMM ED FUNDS
2069 GENERAL=(2059)-(2068)- (2070)-(2071)-(2072)=	3008 TOTAL DEBT SERVICE FUND INITIAL LEVY LIMITATION = (3006)+(3007) = 958,394.92	3020 GEN RMV VOTER NEGATIVE OFFSET
2070 COMMUNITY SERVICE =(2061)-(2065)=		3021 GEN RMV OTHER NEGATIVE OFFSET
2071 GENERAL DEBT SERVICE =(2062)-(2066)=	**OPEB/PENSION DEBT SVC INITIAL** LEVY SUMMARY***	3022 GEN NTC VOTER NEGATIVE OFFSET
2072 OPEB DEBT SERVICE =(2063)-(2067)=	3009 OPEB/PENSION DEBT SERVICE VOTER APPROVED = (902)+(1900)+(2041) + (2054)+(2072) =	3023 GEN NTC OTHER NEGATIVE OFFSET
2073 TOTAL		
TOTAL INITIAL LEVY LIMITATION SUMMARY BEFORE OFFSETTING ADJUST	3010 OPEB/PENSION DEBT SERVICE OTHER =(907)+(1903)+(2041) + (2054)+(2072) =	3024 COM SERV NEGATIVE OFFSET
GEN FUND INITIAL LEVY SUMMARY		
3000 GENERAL RMV VOTER APPROVED = (506)+(1381) =	3011 TOTAL OPEB/PENSION DEBT SERVICE FUND INITIAL LEVY LIMITATION = (3009)+(3010) =	**NET OFFSETTING ADJUSTMENTS** IN GEN AND COM SERV
3001 GENERAL RMV OTHER = (507)+(1382) = 307,257.59		3025 GEN RMV VOTER NET OFFSET ADJ = (3015)+(3020) =
3002 GENERAL NTC VOTER APPROVED = (508)+(1383) =	***OFFSETTING ADJUSTMENTS*** (COUNTY AUDITORS CANNOT SPREAD LEVIES BASED ON A NEGATIVE TAX RATE. TOTAL LEVY LIMITATIONS BY TRUTH IN TAXATION LEVY/FUND CATEGORY SHOWN ON PAGE 30 MUST BE ZERO OR GREATER).	3026 GEN RMV OTHER NET OFFSET ADJ = (3016)+(3021) =
3003 GENERAL NTC OTHER +(509)+(1384)+(2038) +(2051)+(2069) = 224,596.27		3027 GEN NTC VOTER NET OFFSET ADJ = (3017)+(3022) =
3004 TOTAL GENERAL FUND INITIAL LEVY LIMITATION = (3000)+(3001) + (3002)+(3003) = 531,853.86	**OFFSET CARRIED FORWARD**	3028 GEN NTC OTHER NET OFFSET ADJ = (3018)+(3023) =
COM SERV INITIAL LEVY SUMMARY		3029 COM SERV NET OFFSET ADJ = (3019)+(3024) =
3005 TOTAL COMMUNITY SERVICE FUND INITIAL LEVY LIMITATION = (639)+(1416)+(2039) + (2052)+(2070) = 26,554.33	**POSITIVE OFFSETTING ADJUSTMENTS** IN GENERAL AND COM SERV FUNDS	**POSITIVE OFFSETTING ADJ** IN GENERAL DEBT SERV FUND
GEN DBT SERV INITIAL LEVY SUMMARY	3015 GENERAL RMV VOTER POSITIVE OFFSET GTR 0 OR [0-(3000)]	3030 GDS VOTER POSITIVE OFFSET GTR OF 0 OR [-(3006)]
3006 GEN DEBT SERVICE VOTER APPROVED = (810)+(1702)+(2040) + (2053)+(2071) =	3016 GENERAL RMV OTHER POSITIVE OFFSET GTR 0 OR [0-(3001)]	3031 GDS OTHER POSITIVE OFFSET GTR OF 0 OR [-(3007)]
3007 GEN DEBT SERVICE OTHER = (811)+(1727)+(2040) + (2053)+(2071) = 958,394.92	3017 GENERAL NTC VOTER POSITIVE OFFSET GTR 0 OR [0-(3002)]	
	3018 GENERAL NTC OTHER POSITIVE OFFSET GTR 0 OR [0-(3003)]	
	3019 COMMUNITY SERVICE POSITIVE OFFSET GTR 0 OR [0-(3005)]	

COLLECT NEGATIVE ADJUSTMENTS IN GENERAL DEBT SERV FUND		***NET NEGATIVE ADJ BALANCE*** TO BE CARRIED FORWARD	***TACONITE REFERENDUM DATA*** INFORMATION ONLY	
3032	GDS VOTER NEGATIVE OFFSET	3042	GENERAL ADJUST BALANCE FORWARD = (3012)-(3025) -(3026)-(3027)-(3028) -(3029) =	4000 1983-84 RESIDENT PU 4001 2011-12 RESIDENT PU 44 2022-23 RES PU (PRE) 288.06 57 2024-25 ADJ PU (EST) 355.60
COLLECT NEGATIVE ADJUSTMENTS IN GENERAL DEBT SERV FUND		3043	GENERAL DEBT SERVICE ADJUST BALANCE FORWARD =(3013) -(3034)-(3035) =	4002 TACONITE REG REF PU =GTR (4000) OR (44)=
3033	GDS OTH NEGATIVE OFFSET	3044	OPEB/PENSION DEBT SERVICE ADJUST BALANCE FORWARD =(3040)-(3041)=	4003 2011 NET TAX CAPACITY
3034	GDS VOTER NET OFFSET ADJ = (3030)+(3032) =	3045	TOTAL ADJUST BALANCE FORWARD =(3042) +(3043)+(3044)=	4004 TAC REF REV REDUCT FOR BOTH REG AND ADD REF = (4003)X1.8% =
3035	GDS OTH NET OFFSET ADJ = (3031)+(3033) =			**FY 2025 TAC REG REF REV** (PAY 01 REF LEVY REQ)
3036	OPEB/PENSION DEBT SERVICE VOTER POSITIVE OFFSET GTR OF 0 OR [-(3009)]		**LEVY AFTER OFFSETS** STARTING POINT FOR MAX EFFORT ADJUSTMENTS	4005 REG FRONT END FORMULA = (4002)X\$175 = 4006 TAC REG REF REV = GTR 0 OR [(4005)-(4004)]=
POSITIVE OFFSETTING ADJUSTMENT IN OPEB/PENSION DEBT SERV FUND		3500	GEN DEBT VOTER APPR	
		3501	GEN DEBT OTHER 958,394.92	**FY 2025 TAC ADD REF REV**
3037	OPEB/PENSION DEBT SERVICE OTHER POSITIVE OFFSET GTR OF 0 OR [-(3010)]		**MAXIMUM EFFORT LOAN AID**	4007 FY 13 REF REV ALLOW 4008 TAC REF ADD ALLOWANCE = (4007)+\$415 =
3038	OPEB/PENSION DEBT SERVICE VOTER NEGATIVE OFFSET	3502	ACT MAX EFF LOAN AID FOR FY 2019 - FY 2023	4009 ADD FRONT END FORMULA = (4001)X(4008) = 4010 TAC ADD BASE = GTR 0 OR [(4009)-(4004)] = 4011 TAC ADD REF REVENUE = (4010)X22.5% =
COLLECT NEGATIVE ADJUST IN OPEB/PENSION DEBT SERV FUND		3503	PAY 19 - PAY 22 ACT MAX EFF LOAN AID LEVY LIMIT ADJUST (ALL FUNDS) =	
3039	OPEB/PENSION DEBT SERVICE OTHER NEGATIVE OFFSET	3504	REQUESTED DEBT DEFEASANCE AMOUNT BY END OF FY 2023	**FY 2025 TAC TOTAL REF REV** (JULY 2022 PAYMENT)
NET OFFSETTING ADJUSTMENTS IN OPEB/PENSION DEBT SERV FUND		3505	BAL AVAIL END FY 2023 (3502)-(3503) =	4012 TAC TOTAL REF REV = (4006)+(4011) = 4013 MAXIMUM EC RESERVE = (57)X\$25 = 4014 RSVD EARLY CHILDHOOD = LSR OF (4012) OR (4013)=
3040	OPEB/PENSION DEBT SERVICE VOTER NET OFFSET ADJ = (3036)+(3038) =		**LEVY LIMITS ARE REDUCED** IN THE FOLLOWING ORDER	
3041	OPEB/PENSION DEBT SERVICE OTHER NET OFFSET ADJ = (3037)+(3039) =	3506	GEN DEBT VOTER =	
		3507	GEN DEBT OTHER =	
		3508	MAX EFF LEVY LIMIT ADJ = =(3506)+(3507)=	
		3509	MAX EFFORT LOAN AID RETAINED FOR FUTURE USE =(3505)-(3508) =	

FY 2023 TACONITE RECEIPTS (FEB 2023 & AUG 2023 PYMT) USED TO CALCULATE PAY 24 LEVY LIMITATION REDUCTION	***FY 2023 TACONITE RECEIPT CONT.***	***LEVY LIMIT SUBJECT TO*** TACONITE ADJUSTMENT CONT.
4015 TAC POT 13.72 CENTS PER TON (INITIAL AMT)	4030 FY 2023 TAC BLDG MAINT & REPAIR 4 CENTS/TON [NOT INCL IN (4023)]	4052 REMAINING REDUCTION = (4048)+(4051) =
4016 CITY/TWP REPLACEMENT NOT USED THIS YEAR	**LEVY LIMIT SUBJECT TO** TACONITE ADJUSTMENT	4053 GEN OTH RMV = -1 X (LSR OF (4034) OR (4052))= 4054 REMAINING REDUCTION = (4052)+(4053) =
4017 TAC POT ALLOCATED TO OTHER TAC SCHOOL DIST TO FUND LINE (4027)	4031 COMMUNITY SERVICE 4032 OTHER GENERAL NTC	4055 OPER REF = -1 X (LSR OF (4036) OR (4054))= 4056 REMAINING REDUCTION = (4054)+(4055) =
4018 TAC POT ALLOCATED TO CITIES AND TOWNSHIPS (SEE SPREADSHEET)	4033 REDUCED OTHER NTC FOR LIMITED LTFM LEVY 4034 OTHER GENERAL RMV	4057 CAP PROJ = -1 X (LSR OF (4038) OR (4056))= 4058 REMAINING REDUCTION = (4056)+(4057) =
4019 TAC POT RECEIPTS BASE = (4015)-(4016) -(4017)-(4018) =	4035 OP REFERENDUM (VOTER) 4036 = 50% OF (4035) =	4059 OPEB DEBT TAC ADJUST VOTER APPR= -1 X (LSR OF (4041) OR (4058))=
4020 MINING 3.43 CENTS/TON	4037 CAP PROJ LIMIT(VOTER) 4038 = 50% OF (4037) =	4060 REMAINING REDUCTION = (4058)+(4059) =
4021 TAC RAILR GRANDFATHER	4039 NET OPEB DEBT SERV LEVY NON-VOTER APPR BONDS	4061 GDS TACONITE ADJUST VOTER APPR= -1 X (LSR OF (4044) OR (4060))=
4022 DEER RVR GRANDFATHER	4040 NET OPEB DEBT SERV LEVY FOR VOTER APPR BONDS	4062 TOTAL TACONITE LEVY LIMITATION ADJUST = (4045)+(4047)+(4049)+ (4051)+(4053)+(4055)+ (4057)+(4059)+(4061)=
4023 FY 2023 ELIGIBLE TAC RECEIPTS BASE AMOUNT =SUM (4019)TO(4022)=	4041 = 50% OF (4040) =	
4024 MAX TAC REDUCT = 95% OF [(4023)+(4018)]	4042 NET GEN DEBT SERV LEVY NON-VOTER APPR BONDS	
4025 TOTAL PAY 22 TAC LEVY LIMIT ADJUST ON LEVY LIMIT & CERTIFICATION	4043 NET GEN DEBT SERV LEVY FOR VOTER APPR BONDS 4044 = 50% OF (4043) =	
4026 FY 2023 ELIG DIST TAC REPL AMT PLUS PAY 22 TAC LEVY ADJUSTMENT =(4023) +(4025)-(4018)=	4045 COM SERV = -1 X (LSR OF (4024) OR (4031))= 4046 REMAINING REDUCTION = (4024)+(4045) =	4063 CITY/TOWNSHIP DISTRIBUTION = (4024)+(4062) =
4027 TAC POT ALLOCATED FROM OTHER TAC SCH DIST FOR PAY 22 LEVY REPLACEMENT [NOT INCL IN (4023)]	4047 GEN OTH NTC = -1 X (LSR OF (4033) OR (4046))= 4048 REMAINING REDUCTION = (4046)+(4047) =	
4028 TAC PROP TAX RELIEF ACCOUNT TRANSFER FOR PAY 22 LEVY REPLACEMENT [NOT INCL IN (4023)]	4049 OPEB TACONITE ADJUST NON-VOTER = -1 X (LSR OF (4039) OR (4048))= 4050 REMAINING REDUCTION = (4048)+(4049) =	
4029 FY 2023 ADDITIONAL TAC POT 11 CENTS/TON [NOT INCL IN (4023)]	4051 GDS TACONITE ADJUST NON-VOTER = -1 X (LSR OF (4042) OR (4050))=	

FY 2025 LEVY, AID & REVENUE SUMMARY
 BY FUND CONTINUES ON PAGE 29

FY 2025 LEVY, AID & REVENUE SUMMARY BY FUND (ESTIMATE AT TIME (OF PROPOSED LEVY CERTIFICATION)		***GENERAL DEBT SERVICE FUND***		***TOTAL, ALL FUNDS***	
GENERAL FUND		5013	GEN DEBT SERVICE VOTER APPROVED =(3006)+(3034) +(3506)+(4061)=	5025	TOTAL LEVY LIMIT = (5005)+(5009) + (5015)+(5022) = 1,516,803.11
5001	GEN RMV VOTER APPROVED =(3000)+(3025) +(4055)=	5014	GEN DEBT SERV OTHER =(3007)+(3035) +(3507)+(4051)= 958,394.92	5026	TOTAL AID = (5006)+(5010) + (5016) = 4,244,474.08
5002	GENERAL RMV OTHER = (3001)+(3026) +(4053) = 307,257.59	5015	TOTAL DEBT SERVICE FUND LEVY LIMITATION = (5013)+(5014) = 958,394.92	5027	TOTAL MAX EFFORT AID USED = (5017) =
5003	GEN NTC VOTER APPROVED = (3002)+(3027) +(4057)=	5016	TOTAL DEBT SERVICE FUND AID = (438)+ (777)+(797)+(2022) = 27,941.08	5028	TOTAL TACONITE RECEIPTS = (5007)+(5011) + (5018)+(5023) =
5004	GENERAL NTC OTHER = (3003)+(3028) +(4047)= 224,596.27	5017	MAX EFF LOAN AID USED =(3503) -(3506)-(3507)=	5029	TOTAL REVENUE = (5008)+(5012) + (5019)+(5024) = 5,761,277.19
5005	TOTAL GENERAL FUND LEVY LIMITATION = (5001)+(5002)+(5003) + (5004) = 531,853.86	5018	TACONITE RECEIPTS = -(4051)-(4061) =		
5006	TOTAL GENERAL FUND AID = (327)+(334)+(339)+ (345)+(346)+(347)+(363) +(388)+(443)+(2020)= 4,201,190.31	5019	TOTAL DEBT SERVICE FUND REVENUE =(5015)+(5016) 986,336.00 +(5017)+(5018)=		
		OPEB/PENSION DEBT SERVICE FUND			
5007	TACONITE RECEIPTS = -(4047)-(4053) - (4055)-(4057) =	5020	OPEB/PENSION DEBT SERVICE VOTER APPROVED =(3009)+(3040) +(4059)=		
5008	TOTAL GENERAL FUND REVENUE = (5005)+ (5006)+(5007)= 4,733,044.17	5021	OPEB/PENSION DEBT SERVICE OTHER =(3010)+(3041) +(4049)=		
		COMMUNITY SERVICE FUND			
5009	TOTAL COMMUNITY SERVICE FUND LEVY LIMITATION = (3005)+ (3029)+(4045)= 26,554.33	5022	TOTAL OPEB/PENSION DEBT SERVICE FUND LEVY LIMITATION = (5020)+(5021) =		
5010	TOTAL COM SERV FUND AID = (610)+(620)+(625) +(632)+(637)+(2021) = 15,342.69	5023	TACONITE RECEIPTS = -(4049)-(4059) =		
5011	TACONITE RECEIPTS = -(4045) =	5024	TOTAL OPEB/PENSION DEBT SERVICE FUND REVENUE =(5022)+(5023)		
5012	TOTAL COMM SERV FUND REVENUE = (5009) +(5010)+(5011) 41,897.02				

I. COMPUTATION OF 2023 PAYABLE 2024 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	INITIAL LEVY LIMITATION	LIMITATION ADJUSTMENTS	ABATEMENT ADJUSTMENTS	OFFSET ADJUSTMENTS	TAC/MAX EFF ADJUSTMENT	MAXIMUM LEVY LIMITATION
GEN-RMV VOTER-EXEMP			N/A			
GEN-RMV OTHER-EXEMP	321,964.68	14,707.09-	N/A			307,257.59
GEN-NTC VOTER-EXEMP			N/A			
GEN-NTC OTHER-GENED	N/A	N/A	N/A	N/A	N/A	N/A
GEN-NTC OTHER-EXEMP	209,842.26	14,754.01				224,596.27
TOTAL GENERAL	531,806.94	46.92				531,853.86
COM SERV-EXEMP	27,068.11	513.78-				26,554.33
DEBT-VOTER-NONEXEMP						
DEBT-OTHER-NONEXEMP	957,768.92	626.00				958,394.92
TOTAL DEBT SERV	957,768.92	626.00				958,394.92
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP						
TOTAL OPEB/PENSION						
TOTAL	1,516,643.97	159.14				1,516,803.11

II. COMPARISON OF 2022 PAYABLE 2023 LEVY LIMITATION WITH 2023 PAYABLE 2024 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2022 PAY 2023 LIMITATION	2023 PAY 2024 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	547,039.73	531,853.86	15,185.87-	2.78-
COMMUNITY SERVICE	26,105.31	26,554.33	449.02	1.72
GENERAL DEBT SERVICE	944,524.49	958,394.92	13,870.43	1.47
OPEB DEBT SERVICE				
TOTAL	1,517,669.53	1,516,803.11	866.42-	.06-

III. COMPARISON OF 2022 PAYABLE 2023 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS WITH 2023 PAYABLE 2024 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS:

FUND	2022 PAY 2023 CERTIFIED LEVY + ADJUSTMENTS	2023 PAY 2024 CERTIFIED LEVY + ADJUSTMENTS	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	547,039.73			
COMMUNITY SERVICE	26,105.31			
GENERAL DEBT SERVICE	944,524.49			
OPEB DEBT SERVICE				
TOTAL AFTER ADJUSTMENTS	1,517,669.53			

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
SUBTOTALS BY LEVY CATEGORY						
(5001)	GENERAL-RMV VOTER					
(5002)	GENERAL-RMV OTHER	315,640.79	315,640.79	307,257.59		
(5003)	GENERAL-NTC VOTER					
(5004)	GENERAL-NTC OTHER	231,398.94	231,398.94	224,596.27		
(5009)	COMMUNITY SERV-NTC OTHER	26,105.31	26,105.31	26,554.33		
(5013)	GENL DEBT-NTC VOTER					*1
(5014)	GENL DEBT-NTC OTHER	944,524.49	944,524.49	958,394.92		*1
(5020)	OPEB DEBT-NTC VOTER					
(5021)	OPEB DEBT-NTC OTHER					
SUBTOTALS BY FUND						
(5005)	GENERAL FUND	547,039.73	547,039.73	531,853.86		
(5009)	COMMUNITY SERVICES FUND	26,105.31	26,105.31	26,554.33		
(5015)	GENERAL DEBT SERVICE FUND	944,524.49	944,524.49	958,394.92		
(5022)	OPEB/PENSION DEBT SERVICE FUND					
SUBTOTALS BY TAX BASE						
	REFERENDUM MARKET VALUE	315,640.79	315,640.79	307,257.59		
	NET TAX CAPACITY	1,202,028.74	1,202,028.74	1,209,545.52		
SUBTOTALS BY TRUTH IN TAXATION CATEGORY						
	VOTER APPROVED					
	OTHER	1,517,669.53	1,517,669.53	1,516,803.11		
TOTAL LEVY						
	TOTAL LEVY	1,517,669.53	1,517,669.53	1,516,803.11		

ALLOWABLE INCREASE

ALLOWABLE INCREASE AMOUNT

MAXIMUM ALLOWABLE CERTIFIED LEVY

FOOTNOTES:

*1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES

NOTE TO SCHOOL DISTRICTS: MUST CERTIFY PROPOSED AND FINAL LEVIES VIA THE WEB-BASED LEVY CERTIFICATION SYSTEM AVAILABLE ON THE MDE WEBSITE, [HTTP://EDUCATION.STATE.MN.US](http://EDUCATION.STATE.MN.US).

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
GENERAL REFER MARKET VALUE VOTER APPROVED:						
(314)	1ST TIER RMV REFER					*2
(315)	2ND TIER RMV REFER					*2
(316)	UNEQUALIZED RMV REFER					
(1031)	FY 2024 1ST TIER REF ADJUST					*2
(1039)	FY 2024 2ND TIER REF ADJUST					*2
(1047)	FY 2024 UNEQUAL REF ADJUST					
(1053)	FY 2024 TBRA ALLOC ADJUST					*2
(1062)	FY 2024 REF HOLD HARMLESS ADJ					
(1137)	FY 2022 1ST TIER REF ADJUST					
(1144)	FY 2022 2ND TIER REF ADJUST					
(1151)	FY 2022 UNEQUAL REF ADJUST					
(1157)	FY 2022 TBRA ALLOC ADJUST					
(1169)	FY 2022 REF HOLD HARMLESS ADJ					
(1368)	OTHER RMV REF ADJUST (MEMO)					
(3025)	RMV REF NET OFFSET ADJUST					
(4055)	REFERENDUM TACONITE ADJUST					
(5001)	TOTAL GENERAL - RMV VOTER APPROVED					
GENERAL REFER MARKET VALUE OTHER:						
(311)	1ST TIER LOCAL OPTIONAL	113,220.00	113,220.00	106,680.00		*3
(239)	2ND TIER LOCAL OPTIONAL	160,017.60	160,017.60	150,774.40		*3
(243)	EQUITY	62,936.16	62,936.16	59,318.52		*3
(246)	TRANSITION	5,510.04	5,510.04	5,191.76		*3
(1011)	FY 2024 LOR TIER 1 ADJUST	4,020.00-	4,020.00-	12,999.17-		*3
(1015)	FY 2024 LOR TIER 2 ADJUST	5,681.60-	5,681.60-	3,392.00		*3
(1019)	FY 2024 EQUITY ADJUST	2,208.97-	2,208.97-	1,348.57		*3
(1023)	FY 2024 TRANSITION ADJUST	195.64-	195.64-	116.80		*3
(1055)	FY 2024 LOR TIER 1 TBRA ADJUST					*2
(1064)	FY 2024 LOR TIER 1 HOLD HARM AD					
(1109)	FY 2022 LOR TIER 1 ADJUST	5,753.48-	5,753.48-	6,465.21-		
(1116)	FY 2022 LOR TIER 2 ADJUST	5,732.48-	5,732.48-	80.56-		
(1123)	FY 2022 EQUITY ADJUST	2,253.45-	2,253.45-	16.75-		
(1130)	FY 2022 TRANSITION ADJUST	197.39-	197.39-	2.77-		
(1163)	FY 2022 LOR TIER 1 TBRA ADJUST					
(1175)	FY 2022 LOR TIER 1 HOLD HARMLES					
(1373)	OTHER ADJ, GEN OTHER RMV					
(3026)	GENERAL OTH RMV NET OFFSET ADJ					
(4053)	GENERAL OTH RMV TACONITE ADJUST					
(5002)	TOTAL GENERAL - RMV OTHER	315,640.79	315,640.79	307,257.59		

FOOTNOTES:

*2 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING REFERENDUM EQUALIZATION AID (PRIOR TO TAX BASE REPLACEMENT AID AND REFERENDUM HOLD HARMLESS).

*3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID. FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY VOTER APPROVED:						
(492)	CAPITAL PROJECT REFERENDUM					
(1376)	OTHER NTC VOTER ADJ					
(4057)	CAPITAL PROJ TACONITE ADJ					
(5003)	TOTAL GENERAL - NTC VOTER APPROVED					

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER:						
INITIAL LEVIES:						
(233)	OPERATING CAPITAL	41,105.15	41,105.15	49,054.14		*3
(338)	ALT TEACHER COMP (Q COMP)	35,052.33	35,052.33	32,324.11		*4
(361)	ACHIEVEMENT & INTEGRATION					*5
(365)	FY 2024 REEMPLOYMENT INS	16,973.53	16,973.53	18,783.01		
(367)	SAFE SCHOOLS	13,586.40	13,586.40	12,801.60		
(370)	SAFE SCHOOLS INTERMEDIATE					
(373)	JUDGMENT					*6
(375)	ICE ARENA					
(387)	FY 2024 CAREER TECHNICAL	29,785.00	29,785.00	32,025.00		
(391)	FY 2023 ANNUAL OTHER POST- EMPLOYMENT BENEFITS (OPEB)					
(444)	LT FACILITIES EQUAL					*4
(445)	LT FACILITIES UNEQUAL	67,667.76	67,667.76	57,981.00		
(455)	DISABLED ACCESS					
(489)	BUILDING/LAND LEASE					
(490)	COOP BUILDING REPAIR					
(491)	OTHER CAPITAL (MEMO)					
(494)	CONSOL/TRANSITION					
(495)	REORG OPERATING DEBT					
(496)	FY 2024 HEALTH BENEFITS					
(497)	ADDITIONAL RETIREMENT					
(498)	SEVERANCE					
(499)	ADMINISTRATIVE DISTRICT					
(500)	SWIMMING POOL					
(501)	TREE GROWTH	6,873.40	6,873.40	6,873.40		
(502)	CONSOL/RETIREMENT					
(503)	ECON DEV ABATEMENT					
(504)	OTHER GENERAL (MEMO)					
(5005A)	SUBTOTAL - INITIAL LEVIES - GENERAL NTC OTHER	211,043.57	211,043.57	209,842.26		

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *4 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN EQUALIZATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *6 WITH COMMISSIONER APPROVAL, DISTRICTS MAY SPREAD THIS LEVY OVER UP TO THREE YEARS.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):						
LEVY ADJUSTMENTS:						
(1003)	FY 2024 OPER CAPITAL ADJUST	66.72-	66.72-	116.83		*3
(1102)	FY 2022 OPER CAPITAL ADJUST	102.53	102.53	102.79		
(1072)	FY 2024 ALT TEACHER COMP ADJUST	883.13	883.13	3,293.33-		*7
(1204)	FY 2022 ALT TEACHER COMP ADJUST	128.25-	128.25-	3.08-		
(1068)	FY 2024 ACHIEVE & INTEG ADJUST					*5
(1182)	FY 2022 ACHIEVE & INTEG ADJUST					*5
(1187)	FY 2022 REEMPLOYMENT ADJUST			16,973.53		
(1192)	FY 2022 SAFE SCHOOLS ADJUST	486.72-	486.72-	6.84-		
(1197)	FY 2022 SAFE SCHOOLS INTERM ADJ					
(1230)	FY 2022 CAREER TECHNICAL ADJUST	5,326.73	5,326.73	5,326.73		
(1234)	FY 2022 HEALTH BENEFITS ADJUST					
(1240)	FY 2022 ANNUAL OPEB ADJUST					
(1076)	FY 2024 LTFM EQUAL ADJUST					
(1080)	FY 2024 LTFM UNEQUAL ADJUST	7,448.00-	7,448.00-	3,040.00		
(1081)	FY 2024 H&S REBATE ADJ	N/A	N/A			
(1088)	FY 2023 LTFM EQUAL ADJUST					
(1095)	FY 2023 LTFM UNEQUAL ADJUST	5,548.00	5,548.00			
(1215)	FY 2022 LTFM EQUAL ADJUST					
(1226)	FY 2022 LTFM UNEQUAL ADJUST	2,249.60-	2,249.60-	5,620.20-		
(5005B)	SUBTOTAL - ADJUSTMENTS-THIS PAGE					
	GENERAL NTC OTHER	1,481.10	1,481.10	16,636.43		

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *7 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN ALTERNATIVE COMPENSATION EQUALIZATION

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):						
LEVY ADJUSTMENTS:						
(1361)	PAY 21 LEASE ADJUST	1,428.81	1,428.81	1,882.42-		
(1362)	LEASE LEVY ADJ (MEMO)					
(1363)	OTHER CAPITAL ADJUST (MEMO)					
(758)	FY 2025 FAC & EQUIP BOND ADJUST					
(1365)	ECON DEV ABATE ADJUST					
(1366)	DEBT SURPLUS ADJUST					
(1380)	OTHER GENERAL ADJUST					
(2038)	ABATEMENT ADJUSTMENT	17,445.46	17,445.46			*10
(2051)	CARRY-OVER ABATEMENT ADJUST					*11
(2069)	ADVANCE ABATEMENT ADJUST					*12
(4047)	GENERAL OTH NTC TACONITE ADJUST					
(5005C)	SUBTOTAL - ADJUSTMENTS- THIS PAGE GENERAL NTC OTHER	18,874.27	18,874.27	1,882.42-		
(5005A)	SUBTOTAL - INITIAL LEVIES- PAGE 34 GENERAL NTC OTHER	211,043.57	211,043.57	209,842.26		
(5005B)	SUBTOTAL - ADJUSTMENTS- PAGE 35 GENERAL NTC OTHER	1,481.10	1,481.10	16,636.43		
(5004)	TOTAL GENERAL - NTC OTHER	231,398.94	231,398.94	224,596.27		

FOOTNOTES:

*10 PAY 2025 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).

*11 PAY 2025 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.

*12 PAY 2025 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
COMMUNITY SERVICE:						
(609)	BASIC COMMUNITY EDUC	15,390.47	15,390.47	17,102.80		*13
(619)	EARLY CHILD FAMILY	10,171.33	10,171.33	9,814.32		*14
(624)	HOME VISITING	134.74	134.74	150.99		
(631)	ADULTS W/ DISABILITIES					
(636)	SCHOOL-AGE CARE					*14
(638)	OTHER COMM ED (MEMO)					
(1403)	FY 2024 EARLY CHILD FAMILY ADJ	1.95-	1.95-	496.68-		
(1407)	FY 2022 HOME VISITING ADJUST	71.18-	71.18-	17.10-		
(1411)	FY 2022 SCHOOL-AGE CARE ADJUST					
(1412)	ADULTS W/ DISABILITIES ADJUST					
(1415)	OTHER ADJUST (MEMO)					
(2039)	ABATEMENT ADJUSTMENT	481.90	481.90			*10
(2052)	CARRY-OVER ABATEMENT ADJUST					*11
(2070)	ADVANCE ABATEMENT ADJUST					*12
(4045)	COM SERV TACONITE ADJUST					
(5009)	TOTAL COMMUNITY SERVICE	26,105.31	26,105.31	26,554.33		

FOOTNOTES:

- *10 PAY 2025 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
 - *11 PAY 2025 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2025 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
 - *13 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID.
 - *14 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID. DISTRICT MUST PROVIDE A COMMUNITY EDUCATION PROGRAM TO QUALIFY FOR THIS LEVY.
- FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
DEBT SERVICE VOTER APPROVED:						
(806)	DEBT SERVICE-AID ELIG					*15
(808)	DEBT SERVICE-AID INELIG					*15
(778)	NATURAL DISASTER DEBT					*15
(1700)	REDUCTION FOR DEBT EXCESS					
(1701)	OTHER ADJUST (MEMO)					
(2040)	ABATEMENT ADJUSTMENT					*10,16
(2053)	CARRY OVER ABATEMENT					*11,16
(2071)	ADVANCE ABATE ADJUST					*12,16
(3034)	GDS VTR NET OFFSET ADJUST					
(3506)	GDS VTR MAX EFFORT ADJ					
(4061)	GDS VTR TACONITE ADJUST					
(5013)	TOTAL DEBT SERVICE VOTER APPROVED					*1
DEBT SERVICE OTHER:						
(807)	DEBT SERVICE-AID ELIG					*15
(809)	DEBT SERVICE-AID INELIG					*15
(769)	LT FACILITIES DEBT SERVICE	52,500.00	52,500.00	51,240.00		*15
(1708)	FY 2024 LTFM DEBT SERV ADJ	904,375.81	904,375.81	906,528.92		*15
(1715)	FY 2023 LTFM DEBT SERV ADJ	1,724.89	1,724.89	633.59-		
(1726)	FY 2022 LTFM DEBT SERV ADJ	1,243.41-	1,243.41-			
(1703)	REDUCTION FOR DEBT EXCESS	410.38	410.38	1,259.59		
(1704)	OTHER ADJUST (MEMO)	33,523.60-	33,523.60-			
(2040)	ABATEMENT ADJUSTMENT	20,280.42	20,280.42			*10,16
(2053)	CARRY OVER ABATEMENT					*11,16
(2071)	ADVANCE ABATE ADJUST					*12,16
(3035)	GDS OTH NET OFFSET ADJUST					
(3507)	GDS OTH MAX EFFORT ADJ					
(4051)	GDS OTH TACONITE ADJUST					
(5014)	TOTAL DEBT SERVICE OTHER	944,524.49	944,524.49	958,394.92		*1

FOOTNOTES:

- *1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES
- *10 PAY 2025 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
- *11 PAY 2025 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2025 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *16 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2040, 2053 AND 2071 APPEAR AS VOTER APPROVED DEBT SERVICE IF VOTER APPROVED INITIAL DEBT SERVICE LEVY ON LINE 810 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
OPEB/PENSION DEBT SERVICE VOTER APPROVED:						
(902)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS					*15
(1900)	REDUCTION FOR DEBT EXCESS					
(1901)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT					*10,17
(2054)	CARRY OVER ABATEMENT					*11,17
(2072)	ADVANCE ABATE ADJUST					*12,17
(4059)	OPEB/PENSION DEBT TACONITE ADJUST					
(5020)	TOTAL OPEB/PENSION DEBT SERVICE VOTER APPROVED					
OPEB/PENSION DEBT SERVICE OTHER:						
(907)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS					*15
(1903)	REDUCTION FOR DEBT EXCESS					
(1904)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT					*10,17
(2054)	CARRY OVER ABATEMENT					*11,17
(2072)	ADVANCE ABATE ADJUST					*12,17
(3041)	OPEB DEBT OTH NET OFFSET ADJUST					
(4049)	OPEB/PENSION DEBT TACONITE ADJUST					
(5021)	TOTAL OPEB/PENSION DEBT SERVICE OTHER					

FOOTNOTES:

- *10 PAY 2025 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
- *11 PAY 2025 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2025 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *17 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2041, 2054 AND 2072 APPEAR AS VOTER APPROVED OPEB DEBT SERVICE IF VOTER APPROVED INITIAL OPEB DEBT SERVICE LEVY ON LINE 902 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

END OF LEVY LIMITATION AND CERTIFICATION REPORT



Wrenshull Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

September 11, 2023

Request to Post Vacancies

1. Wren's Club Coordinator, At-Will agreement, 20 hours per week or less, 12 months per year.
(replacement for Ashley Laveau)