



Windom Area Schools

District Office:
PO Box 177
Windom MN 56101
Phone: 507-831-6901
Fax: 507-831-6919

An Equal Opportunity Employer
Windom Area Elementary
1200 17th Street
PO box 177
Windom MN 56101
Phone: 507-831-6925

Windom Area
Middle /High School
1400 17th Street
PO Box 177
Windom MN 56101
Phone: 507-831-6910

Windom Schools will create a safe, responsive, and nurturing environment where every learner receives a high-quality, challenging education that empowers them with the skills and knowledge needed for a successful future.

WWW.WINDOM.K12.MN.US

October 12, 2026 Regular Meeting

Windom City Council Chamber

444 9th Street

Windom, MN 56101

October 12, 2026

5:30 PM

Live at [Media SB22](#) on youtube

1. Call to order
Angie Klassen
2. The Pledge of Allegiance
Angie Klassen
3. Approval of Agenda (revise as necessary)
Angie Klassen
4. Public Comment Regarding School Board Renewal of Expiring Operating Referendum Authority
Angie Klassen
MN State Statute 126C.17, subdivision 9b, allows school boards to renew an operating referendum for the same amount and terms as previously approved.

This agenda item gives the public an opportunity to speak and complies with MN State Statute 126C.17.

Windom Area Schools has a voter-approved operating referendum of \$613 per pupil that expires in 2028. The board will take action tonight to renew it for the same amount and terms, which is 7 years.

5. Acceptance of Donations, see attached letter from Dewey Moede regarding his donation.
Angie Klassen
6. Open Forum
7. Approval of Consent Agenda
Angie Klassen
- **Minutes from August 24, 2026 & September 14, 2026**
- **Bills and Wires Transfers: 12/4-12/10/2025, & 9/10-10/7/2026**
- **Treasurer Report**
- **Activity Assignments List**
- **Approve resignation of Sheila Roiger as 7.0 12 month Cook Manager, effective September 16th, 2026.**

- **Approve the resignation of Trisha Grant as a 6.5 Direct Student Medical Aide, effective September 30, 2026.**
 - **Approve resignation of Amy Merrihew as 10 month Special Education Secretary, effective October 30, 2026.**
 - **Approve resignation of Erik Estrada as 7.25 Paraprofessional, effective October 9th, 2026.**
 - **Approve 1 year leave of absence for Ryan Taylor from 2nd Shift Custodial, effective 9/28/26.**
 - **Approve hiring Ryan Taylor as 6.75 Paraprofessional, effective October 1, 2026..**
 - **Approve hiring Melanie Shamp as 12 month 7.0 Cook Manager, effective October 7th 2026.**
 - **Approve hiring Trisha Grant as 6.75 Paraprofessional effective October 1, 2026.**
 - **Approve hiring Nicolas Price as 2nd Shift Custodian, effective October 1st, 2026.**
 - **Approve an increase of 15 minutes per day to the total Paraprofessional minutes at the MS/HS allocated to the Middle-High School due to student needs.**
 - **Approve increase of hours for Para position #10 from 6.75 hrs to 7.0 hrs a day, effective October 1st, 2026.**
8. Administrative Report - Preschool - Elementary
Corey Barfknecht
 9. Administrative Report Middle School - Grades 5-8
Dane Nielsen
 10. Administrative Report - High School - Grades 9-12
Bryan Joyce
 11. Administrative Report Special Education
Amanda Wilson
 12. Superintendent Report
Jamie Frank
 13. Board of Education Report
 14. Approve Early Resignation Guidelines for 2026-2027 - Action
Jamie Frank
The Windom Area School District strives to recruit and retain the most talented employees to serve students. The School Board recognizes that recruiting employees remains difficult and believes early notification of resignations will support and strengthen this effort. The attached early resignation agreement compensates current employees for providing early notice of resignation so we can start hiring early for the following school year.
 15. Approve Resolution Authorizing the Renewal Of An Expiring Referendum Revenue Authorization- Action
Jamie Frank
MN State Statute 126C.17 subdivision 9b allows school boards to renew an operating referendum one time for the same amount and terms as previously approved.

Windom Area Schools has an operating referendum in place for \$613 per student for seven years. This expires in 2028. Approval of this resolution will renew it for the same amount and term.

Public comment on this was heard earlier in the agenda in regard to this resolution.

16. Approval of Reduction of One Custodian Position- Action

Jamie Frank

In previous years, we assigned two of our custodians to the Winfair building while the SWWC leased it and used their services. They have now hired their own custodian and no longer use our services. We shifted one custodian to the Highland Building and the other retired. There is no need to replace; therefore, a reduction in the number of custodial staff is needed.

17. Approve Two Additional EL Teacher Positions - Action

Jamie Frank

The district has seen a steady increase in the number of EL students over the past few years. In 2021, we provided an education for 124 EL students, and today we are serving 230 EL students. The District Leadership Team has been reviewing data, programming, and instructional practices. We've concluded that more support is needed for this population and ask the board to approve two additional EL teaching positions.

18. Review 2025-2026 Achievement Data - Informational

Corey Barknecht, Dane Nielsen, Bryan Joyce, and Amanda Wilson

19. Committee Update regarding the BARC — Informational

20. Approve Resolution Supporting Form A Application to the Minnesota High School League — Action.

Jamie Frank

The MSHSL Foundation offers grants and funding to help schools recognize, promote, and support high school students' extracurricular participation in fine arts and athletics. We have previously received funding through this grant (approximately \$2000), and we need board approval to submit in 2026.

21. Approve Minnesota State High School League Foundation Resolution Form B Requesting a Grant to Fund an AED for the Wrestling Building - Action.

Jamie Frank

Jacob Johnson, activities director and Jessica Matt, school nurse worked together to complete a request for a grant from the MSHSL Foundation to purchase an AED for the wrestling building. The MSHSL Foundation requires board approval.

22. Review Policies: 208, 417, 423, 520, 616, 619, 621, 625, and 709 - Informational

Bri Miller

Link regarding Policy 621 Literacy and the Read Act.

23. Additional items for the board

Angie Klassen

24. Adjourn

Angie Klassen

Member introduced the following resolution and moved its adoption:

WHEREAS, the following donations were received

BE IT RESOLVED by the Board of Education to accept the donations on behalf of Independent School District No. 177 to be used for the benefit of the students of Windom School District.

Member seconded the motion. Upon voting, the resolution passed unanimously.

Elementary Backpack Program:

- \$55.00 from Bethany Lutheran Church

FFA

- \$250 from Elite Mechanical Systems
- \$300 from Megan Jensen
- \$73 from Cottonwood County Agriculture Society
- \$500 from Scott & Aimee Veenker- Scott Veenker Farms

Gymnastics

- \$150 from Edgar and Jessica Sosa
- \$100 from Tami's Daycare- Tami Mischke
- \$400 from Hy-Vee - donated taco meat for the tailgate fundraiser
- \$125 from Anonymous

Miscellaneous:

- Snacks and School Supplies valued at \$300.00 from Bank Midwest
- \$500.00 from an Anonymous Donor for the Windom Schools Education Foundation.
- \$1,000 from Compeer Financial for the Soaring Eagles Daycare remodel.
- \$100 from Elite Mechanical Systems for Abby Palm & Catalina Perez Tomas Eagle Achievement Project
- \$100 from Dewey & Sharon Moede for the Football team
- \$58 from Ruby Nelson for the Volleyball team

Dane,

I'm doing this in memory of
Babe Crowell as you know Babe
was in charge of Buildings and grounds
for years. Babe did a great job.
I would mow the field at Island
Park at times as my duty as a custodian.
Babe was a great boss and man.

What is also touching to me I
believe I am the last living
custodian from the 60's. I started
out in 68 or 69.

Really crazy stuff. But I am
proud of my hometown and

School and all Those that
have worked so hard over
The years. My Dad also ^{in his service} was so special.

Can you share this with the
School Board?

Please Give Donation ^{to} Football program

Willy Damm

Minutes – Work Session – August 24, 2026

The Windom Board of Education met in regular session on Monday July 13, 2026, at 5:30 p.m. in the Windom City Council Chambers.

Members present: Joel Bordewyk, Bruce Mews, Angela Klassen, Barb Jones, Lynn Liepold, Brianne Miller and Matt Steffen.

Absent:

Angie Klassen opened the meeting with the Pledge of Allegiance.

MSP Jones/Steffen to approve the agenda with the addition of adding Glen Francis as a speaker to item 4 on the agenda. Motion carried.

Nick Kulseth, Head Wrestling coach, was present to give information on wanting their own space for wrestling practice. Glenn Francis was also present to speak about a property he has available for this.

MSP Steffen/Jones approved the Wrestling Pairing Agreement between Windom, Mt. Lake, Mt. Lake Christian and Butterfield-Odin. Motion carried.

MSP Miller/Jones to approve the Volleyball and Football Fundraiser of selling coupon books for \$20.00. Motion carried.

The School Board went on a tour of the Soaring Eagles Child Care Center following the meeting.

The meeting was adjourned at 6:00 p.m.

Brianne Miller, Clerk

Angie Klassen, Chair

Attest Brianne Miller, Clerk

Minutes – Regular Meeting – September 14, 2026

The Windom Board of Education met in regular session on Monday September 14, 2026, at 5:30 p.m. in the Windom City Council Chambers.

Members present: Lynn Liepold, Joel Bordewyk, Bruce Mews, Angela Klassen, Lynn Liepold, Brianne Miller and Matt Steffen.

Absent: Barb Jones

Angie Klassen opened the meeting with the Pledge of Allegiance.

MSP Bordewyk/Miller to approve the agenda. Motion carried.

MSP Mews/Miller to accept the list of donations. Motion carried.

No one for Open Forum.

MSP Steffen/Liepold to approve the Consent Agenda. Motion carried.

Corey Barfknecht presented the PreK & Elementary report. Inservice week went great for both buildings. A small group of students went through the preschool screening. There will be another one in October. The Elementary and Preschool conferences went well. On the first and second days of school there were expectation rounds held to remind students of what is expected of them. Preschool staff will attend Best in Class workshop. The fall testing window will be opening for the various testing areas. There will be a school wide parade held on September 25th to celebrate homecoming. There was a total of 27 new students enrolled over the summer.

Dane Nielsen presented the Middle School report. The school year is off to a great start. Our enrollment numbers are up in middle school we are adapting to that. The District Leadership Team is doing a great job working on student data, identifying needs, and determining how we can best support students. Testing windows open on September 21-October 2. This information will be used to celebrate strengths, identify needs and guide interventions and instruction. The Courage Retreat will be held on September 22nd, we will host this in the Nest and welcome 7th grade students from Mountain Lake and Jackson to join. The middle school staff have done a tremendous job adjusting to the increased enrollment, growing student needs and logistical changes.

Bryan Joyce shared the High School report. Inservice week went well as well as the first week of school. New staff have support through mentorship and through peer/instructional coaches, this ensures a smooth start to the school year. Handbook meetings took place with all High School classes on September 2nd. Enrollment is at its highest since 2003-2004 school year. We are still in need of paraprofessionals. High School picture day is September 24th. Homecoming is the week of September 21-25th, there will be dress up days throughout the week, parade Friday morning, Volleyball game Friday at noon and Football and dance in the evening. Impact teen driver

Minutes – Regular Meeting – September 14, 2026

classroom instruction for sophomores will be held on October 1. Friday, October 2nd is School Custodial Appreciation Day-thank you to our crew at the Middle/High School.

Amanda Wilson presented the Special Education report. There has been a new site launched for Special Education Case Managers. All important tools, resources and information will be in one convenient location. There have been 20 new special education students that have enrolled in our district. The district is still in need of paraprofessionals. She shared information on the diversity of disabilities that we have. The special education teachers are the heart of our team. We appreciate all the work they do to support our students.

Jamie Frank presented information for her Superintendent report. September is Minnesota School Board Recognition Month. Thank you to Brianne Miller, Lynn Liepold, Matt Steffen, Joel Bordewyk, Angie Klassen, Barb Jones, and Bruce Mews. Soaring Eagles Daycare open house will be held on Monday, September 21st from 6:00-7:30pm.

MSP Steffen/Miller to approve the fundraising request from Jamie Pohlmann, Band Director to sell Amo Creamery Cheese September 21st-October 5th with delivery November 5th.

MSP Bordewyk/Miller to approve the Windom Education Support Professionals contract starting July 1, 2026-June 30, 2028.

The meeting was adjourned at 6:08pm.

Brianne Miller, Clerk

Angie Klassen, Chair

Attest Brianne Miller, Clerk

WINDOM AREA SCHOOLS			DETAIL REGISTER - ACTIVITY ACCOUNT									DECEMBER 4-10, 2025	
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description			
21	8536	03813	BSN SPORTS	12/5/2025 0:00	\$569.85	108129	E	21	300	301	Boys Basketball- Practice Jerseys Design 1		
21	8536	03813	BSN SPORTS	12/5/2025 0:00	\$524.85	108129	E	21	300	301	Boys Basketball- Practice Jerseys Design 2		
21	8536	03813	BSN SPORTS	12/5/2025 0:00	\$29.38	108129	E	21	300	301	Freight		
21	8537	00140	CITIZEN PUBLISHING CO INC	12/5/2025 0:00	\$124.00	108127	E	21	300	301	362159- Shopper/Citizen Ad Grease		
21	8537	00140	CITIZEN PUBLISHING CO INC	12/5/2025 0:00	\$124.00	108127	E	21	300	301	362393- Shopper/Citizen Ad Grease		
21	8537	00140	CITIZEN PUBLISHING CO INC	12/5/2025 0:00	\$30.00	108127	E	21	300	301	362875- Digital Upload Grease		
21	8538	8776	MIDWAY USA FOUNDATION, INC.	12/5/2025 0:00	\$100.00	108128	E	21	300	301	FFA- Trapshooting Donation		
21	8539	00975	WINDOM PUBLIC SCHOOL	12/5/2025 0:00	\$286.79	108130	E	21	300	301	Volleyball- Tailgate Sept 30th		
21	8540	7899	CLUB'S CHOICE	12/5/2025 0:00	\$5,720.53	108169	E	21	300	301	Band/Choir- Club's Choice Fundraiser		
21	8541	8084	KLEIN FOODS INC.	12/5/2025 0:00	\$2,865.00	108168	E	21	300	301	Band/Choir- Fudge Fundraiser		
21	8542	9577	BELLE GRANST	12/9/2025 0:00	\$10.00	108179	E	21	300	301	BAND/CHOIR- KETTLE CORN REFUND		
21	8544	9576	JENNA VACHUSKA	12/9/2025 0:00	\$10.00	108178	E	21	300	301	BAND/CHOIR- KETTLE CORN REIMBURSEMENT		
21	8545	9575	MARGE SVOBODA	12/9/2025 0:00	\$20.00	108177	E	21	300	301	BAND/CHOIR- KETTLE CORN REIMBURSEMENT		
21	8546	9573	MARLYS SORENSON	12/9/2025 0:00	\$11.00	108175	E	21	300	301	BAND/CHOIR-KETTLE CORN REFUND		
21	8547	9572	MIKAYLA JOHNSON	12/9/2025 0:00	\$21.00	108174	E	21	300	301	BAND/CHOIR- KETTLE CORN REFUND		
21	8548	8321	ROBOTICS EDUCATION & COMPETITIO	12/9/2025 0:00	\$305.00	108172	E	21	300	301	Robotics- State Championship Entry 7192D		
21	8548	8321	ROBOTICS EDUCATION & COMPETITIO	12/9/2025 0:00	\$305.00	108172	E	21	300	301	Robotics- State Championship Entry 7192F		
21	8549	8321	ROBOTICS EDUCATION & COMPETITIO	12/9/2025 0:00	\$100.00	108173	E	21	300	301	Robotics- Kimball Mega HS Tourn- 7192D		
21	8549	8321	ROBOTICS EDUCATION & COMPETITIO	12/9/2025 0:00	\$100.00	108173	E	21	300	301	Robotics- Kimball Mega HS Tourn- 7192F		
				TOTAL:	\$11,256.40								
WINDOM AREA SCHOOLS			DETAIL REGISTER - GENERAL JOURNAL									DECEMBER 4-10, 2025	
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description			
7		7740	CONNEXPOINT	12/8/2025 0:00	\$892.92	108126	E	04	005	321	NOVEMBER 2025 COMMUNITY EDUCATION ONLINE FEES		
7	2819	00948	BANK MIDWEST	12/5/2025 0:00	\$1,000.00	108131	B	01	101		CASH		
7	240640	04366	OFFICE OF SECRETARY OF STATE	12/4/2025 0:00	\$30.00	108125	E	01	005	000	LOCAL REPORT OF REGISTERED VOTERS		
7	240641	00339	AUTO VALUE - WINDOM	12/5/2025 0:00	\$7.99	108132	E	01	005	000	TRICO WIPER BLADE		
7	240641	00339	AUTO VALUE - WINDOM	12/5/2025 0:00	\$118.78	108133	R	01	050	000	DISC BRAKE CALIPER		
7	240641	00339	AUTO VALUE - WINDOM	12/5/2025 0:00	\$9.99	108134	E	01	005	000	CABLE		
7	240642	04273	BIMBO FOODS INC/EARTHGRAINS BAK	12/5/2025 0:00	\$308.00	108135	E	02	005	701	BREAD		
7	240643	9491	CAPTI	12/5/2025 0:00	\$1,000.00	108136	E	01	005	312	CAPTI READBASIC STUDET LICENSING		
7	240644	00140	CITIZEN PUBLISHING CO INC	12/5/2025 0:00	\$299.75	108137	E	01	005	000	NOVEMBER 26, 2025 BUDGET PUBLICATIN		

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	240644	00140	CITIZEN PUBLISHING CO INC	12/5/2025 0:00	\$10.00	108137	E	01	005	000	DIGITAL UPLOAD
7	240644	00140	CITIZEN PUBLISHING CO INC	12/5/2025 0:00	\$87.20	108139	E	01	005	000	BOARD MINUTES 10.25.25
7	240644	00140	CITIZEN PUBLISHING CO INC	12/5/2025 0:00	\$218.00	108138	E	01	005	000	BOARD MINUTES 10.13.25
7	240645	01267	DAKTRONICS INC	12/5/2025 0:00	\$380.00	108140	E	01	050	000	BATTERY CHARGER:DUAL 12/24v
7	240645	01267	DAKTRONICS INC	12/5/2025 0:00	\$0.00	108140	E	01	050	000	QUOTE 00694743
7	240646	01564	DICKS WELDING MACH & MFG	12/5/2025 0:00	\$28.80	108141	E	01	005	380	THREAD PIPE
7	240646	01564	DICKS WELDING MACH & MFG	12/5/2025 0:00	\$85.00	108142	E	01	005	380	PIPE
7	240646	01564	DICKS WELDING MACH & MFG	12/5/2025 0:00	\$38.40	108142	E	01	005	380	LABOR
7	240647	03019	GODFATHERS PIZZA	12/5/2025 0:00	\$173.40	108147	E	04	005	325	PIZZA
7	240647	03019	GODFATHERS PIZZA	12/5/2025 0:00	\$147.50	108143	R	01	050	000	PIZZA
7	240647	03019	GODFATHERS PIZZA	12/5/2025 0:00	\$163.50	108144	R	01	050	000	PIZZA
7	240647	03019	GODFATHERS PIZZA	12/5/2025 0:00	\$259.50	108145	R	01	050	000	PIZZA
7	240647	03019	GODFATHERS PIZZA	12/5/2025 0:00	\$147.50	108146	R	01	050	000	PIZZA
7	240649	9068	LEXIA LEARNING SYSTEMS LLC	12/5/2025 0:00	\$2,000.00	108149	E	01	005	740	LEXIA POWERUP LITERACY PILOT
7	240650	01638	MASSP	12/5/2025 0:00	\$405.00	108150	E	01	005	308	B. JOYCE 2026 MASSP WINTER CONFERENCE
7	240651	05053	PRITTS ELECTRIC MOTORS INC	12/5/2025 0:00	\$1,112.00	108151	E	01	005	380	7.5 HP OPEN MOTOR 1750
7	240651	05053	PRITTS ELECTRIC MOTORS INC	12/5/2025 0:00	\$149.94	108151	E	01	005	380	FREIGHT
7	240652	02172	PRUNTY, MATT	12/5/2025 0:00	\$20.00	108152	E	01	050	000	2025 SAOA VOLLEYBALL OFFICIALS ASSIGNING FEE
7	240653	05085	RETROFIT COMPANIES, INC	12/5/2025 0:00	\$204.33	108153	E	01	005	349	BULB DISPOSAL
7	240654	05152	SMITH AUTO SUPPLY	12/5/2025 0:00	\$43.80	108155	E	01	005	000	COUPLING/ADAPTERS
7	240654	05152	SMITH AUTO SUPPLY	12/5/2025 0:00	\$60.08	108156	E	01	005	000	SILICN BLADE
7	240654	05152	SMITH AUTO SUPPLY	12/5/2025 0:00	\$35.04	108154	R	01	050	000	OIL AND FILTER
7	240654	05152	SMITH AUTO SUPPLY	12/5/2025 0:00	\$1.50	108154	R	01	050	000	SERVICE CHARGE
7	240655	03786	SMSU	12/5/2025 0:00	\$19,910.00	108157	E	01	998	000	FALL SEMESTER CONCURRENT ENROLLMENT COURSES
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$1,950.00	108159	E	01	005	000	DATA PRIVACY PORGRAM 2025-2026
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$645.00	108160	E	01	998	000	AC-ALC-W
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$677.04	108160	E	01	998	000	AG-ALC-W
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$789.81	108160	E	01	998	000	JJ-ALC-W
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$840.00	108160	E	01	998	000	JJ-STARRS OL
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$338.73	108160	E	01	998	000	EM-ALC-W
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$903.00	108160	E	01	998	000	MT-ALC-W
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$677.04	108160	E	01	998	000	KW-ALC-W
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$7,004.17	108158	E	01	005	000	SECOND 1/3 2025-26 RMIC BUSINESS/SMART SYSTEMS CONTRACT

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	240656	00412	SW/WC SERVICE COOPERATIVE	12/5/2025 0:00	\$832.92	108158	E	01	005	000	SECOND 1/3 2025-26 RMIC MARSS CONTRACT
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$276.12	108162	E	02	020	705	BREAKFAST
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$170.60	108162	E	02	020	701	LUNCH
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$70.78	108162	E	02	020	701	LUNCH SUPPLY
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$686.27	108163	E	02	330	705	BREAKFAST
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$1,467.56	108163	E	02	330	701	LUNCH
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$109.80	108161	E	02	020	705	BREAKFAST
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$112.06	108161	E	02	020	705	BREAKFAST SUPPLY
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$517.16	108161	E	02	020	701	LUNCH
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$274.90	108164	E	02	005	707	ALACARTE
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$1,331.36	108164	E	02	005	705	BREAKFAST
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$466.12	108164	E	02	005	705	BREAKFAST SUPPLY
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$4,579.03	108164	E	02	005	701	LUNCH
7	240657	01631	SYSCO MINNESOTA	12/5/2025 0:00	\$253.96	108164	E	02	005	701	LUNCH SUPPLY
7	240658	00551	WINDOM PUBLIC SCHOOL	12/5/2025 0:00	\$941.10	108165	E	01	050	000	REIMBURSE CC MOTEL ROOMS
				TOTAL:	\$55,262.45						
				TOTAL BY FUND:							
				FUND 1	\$43,572.41						
				FUND 2	\$10,623.72						
				FUND 4	\$1,066.32						
				FUND 7	\$0.00						
				TOTAL:	\$55,262.45						

WINDOM AREA SCHOOLS			DETAIL REGISTER - ACTIVITY ACCOUNT							SEPTEMBER - OCTOBER 2026						
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description						
21		00948	BANK MIDWEST	10/5/2026 0:00	\$346.08	111500	E	21	300	301	HS Yearbook- Amazon- Camera Supplies					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$209.37	111501	E	21	300	301	HS Student Council- Amazon- Homecoming					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$88.00	111502	E	21	300	301	Volleyball- Hynes Eagle- Rolling Laptop bag					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$1,742.69	111503	E	21	300	301	Cheerleading- Rebel Athletic- Uniforms					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$8.59	111504	E	21	300	301	Robotics- Amazon- parts					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$290.41	111505	E	21	300	301	HS Student Council- Amazon- Homecoming					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$59.08	111506	E	21	300	301	HS Student Council- Amazon- Homecoming crowns					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$171.07	111507	E	21	300	301	Cheerleading- Amazon- Homecoming parade					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$66.38	111508	E	21	300	301	FFA- HyVee- meeting supplies					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$665.00	111509	E	21	300	301	FFA- National FFA- Registration					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$315.00	111510	E	21	300	301	FFA- Indiana State Fair- Tickets					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$199.77	111511	E	21	300	301	FFA- HyVee- Homecoming Parade					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$99.93	111512	E	21	300	301	HS Student Senate- Godfather's Pizza- Homecoming					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$69.45	111513	E	21	300	301	HS Student Council- Amazon- Reimbursement of Queen Crown and 10 piece crowns					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$220.00	111498	E	21	300	301	DARE- Creative Product- Workbooks					
21		00948	BANK MIDWEST	10/5/2026 0:00	\$35.98	111499	E	21	300	301	Cheerleading- Amazon- Hair Bows					
21	8682	00948	BANK MIDWEST	9/15/2026 0:00	\$150.00	111129	E	21	300	301	HS Student Council- Homecoming Start Up Cash					
21	8683	03813	BSN SPORTS	9/15/2026 0:00	\$199.99	111130	E	21	300	301	Oversized VB Cart					
21	8683	03813	BSN SPORTS	9/15/2026 0:00	\$264.99	111130	E	21	300	301	Portable VB Cart					
21	8683	03813	BSN SPORTS	9/15/2026 0:00	\$109.98	111130	E	21	300	301	Tachikara TB-18 The Setter VB					
21	8683	03813	BSN SPORTS	9/15/2026 0:00	\$124.99	111130	E	21	300	301	Tandem Sport Anennae					
21	8683	03813	BSN SPORTS	9/15/2026 0:00	\$799.80	111130	E	21	300	301	VB-Royal/WH/Gold					
21	8683	03813	BSN SPORTS	9/15/2026 0:00	\$48.31	111130	E	21	300	301	Freight					
21	8684	9703	FLO FITNESS	9/15/2026 0:00	\$100.00	111128	E	21	300	301	Cross Country Team 8/24 Class					
21	8684	9703	FLO FITNESS	9/15/2026 0:00	\$100.00	111128	E	21	300	301	Cross Country Team 8/28 Class					
21	8685	9527	RAPSODO, INC	9/15/2026 0:00	\$1,000.00	111127	E	21	300	301	Rapsodo Pro Series Membership Renewal					
21	8686	9708	507 DESIGN LLC	9/17/2026 0:00	\$532.00	111141	E	21	300	301	T Shirts					
21	8687	03813	BSN SPORTS	9/17/2026 0:00	\$639.80	111143	E	21	300	301	VB-Gold/White lite volleyball					
21	8687	03813	BSN SPORTS	9/17/2026 0:00	\$23.67	111143	E	21	300	301	Freight					
21	8688	9709	DAVID VONK	9/17/2026 0:00	\$42.75	111142	E	21	300	301	10x14 Sign- N. Walinga EA Project					
21	8689	7785	RAMBOW	9/17/2026 0:00	\$540.00	111140	E	21	300	301	Blue and Gold Shirts					
21	8690	00948	BANK MIDWEST	9/28/2026 0:00	\$50.00	111270	E	21	300	301	Eagles Nest- Start up cash					
21	8691	00948	BANK MIDWEST	9/28/2026 0:00	\$250.00	111271	E	21	300	301	Gymnastics- 10/1 Tailgate Start up Cash					
21	8692	8034	FAST, CRYSTAL	9/28/2026 0:00	\$78.70	111269	E	21	300	301	Volleyball- Homecoming Candy Reimbursement					
21	8693	8287	MCCONE FOODS	9/28/2026 0:00	\$375.00	111267	E	21	300	301	FFA- Herring					
21	8694	9176	Minnesota FFA Association	9/28/2026 0:00	\$32.00	111268	E	21	300	301	FFA State & National Dues					
21	8694	9176	Minnesota FFA Association	9/28/2026 0:00	\$6.00	111268	E	21	300	301	Region 6 Dues					
21	8694	9176	Minnesota FFA Association	9/28/2026 0:00	\$20.00	111268	E	21	300	301	Late Fee Membership					

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
21	8695	00948	BANK MIDWEST	10/5/2026 0:00	\$250.00	111516	E	21	300	301	Gymnastics- Start up cash for Tailgate 10/9
21	8696	9515	LEADING EDGE FUNDRAISING VB	10/5/2026 0:00	\$462.90	111517	E	21	300	301	Volleyball- Coupon Fundraiser
21	8697	9515	LEADING EDGE FUNDRAISING VB	10/5/2026 0:00	\$1,450.52	111518	E	21	300	301	Football- Leading Edge Coupon Fundraiser
21	8698	00975	WINDOM PUBLIC SCHOOL	10/5/2026 0:00	\$118.52	111515	E	21	300	301	Cross Country- Uniform Reimbursement
21	8699	03179	WOW ! ZONE	10/5/2026 0:00	\$500.00	111514	E	21	300	301	Class of 28- After Prom Venue Deposit
				TOTAL:	\$12,856.72						
WINDOM AREA SCHOOLS			DETAIL REGISTER - TRANSFERS						SEPTEMBER - OCTOBER 2026		
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
4		7386	MSDLAF	9/16/2026 0:00	\$850,000.00	111126	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX	
4		7386	MSDLAF	9/17/2026 0:00	\$250,000.00	111139	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX	
4		7386	MSDLAF	9/21/2026 0:00	\$140,000.00	111175	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX	
4		7386	MSDLAF	9/21/2026 0:00	\$14,000.00	111175	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT LIQUID	
4		7386	MSDLAF	9/23/2026 0:00	\$100,000.00	111218	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX	
4		7386	MSDLAF	9/24/2026 0:00	\$155,000.00	111235	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX	
4		7386	MSDLAF	10/5/2026 0:00	\$150,000.00	111324	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX	
4		7386	MSDLAF	10/7/2026 0:00	\$100,000.00	111497	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX	
				TOTAL:	\$1,759,000.00						
WINDOM AREA SCHOOLS			DETAIL REGISTER - GENERAL JOURNAL						SEPTEMBER - OCTOBER 2026		
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7		9693	PROCARE SOLUTIONS	10/2/2026 0:00	\$25.00	111422	E	04	005	321	PROCESSING FEES
7		9693	PROCARE SOLUTIONS	10/2/2026 0:00	\$1.99	111422	E	04	005	321	OTHER FEES
7		9693	PROCARE SOLUTIONS	10/2/2026 0:00	\$65.22	111423	E	04	005	321	PROCESSING FEES
7		9693	PROCARE SOLUTIONS	10/2/2026 0:00	\$4.82	111423	E	04	005	321	OTHER FEES
7	2845	00948	BANK MIDWEST	9/11/2026 0:00	\$1,000.00	111110	B	01	101		START UP CASH
7	2846	00948	BANK MIDWEST	9/18/2026 0:00	\$1,000.00	111174	B	01	101		START UP CASH
7	2847	00948	BANK MIDWEST	9/21/2026 0:00	\$500.00	111209	B	01	101		9.22.26 VB GATE START UP CASH-2847
7	2848	00948	BANK MIDWEST	9/23/2026 0:00	\$1,000.00	111236	B	01	101		START UP CASH
7	2849	00948	BANK MIDWEST	10/1/2026 0:00	\$1,000.00	111281	B	01	101		CASH
7	241739	9164	KUKAR, MAGGIE	9/10/2026 0:00	\$150.00	111109	E	01	050	000	9.10.26 VB OFFICIAL
7	241740	02172	PRUNTY, MATT	9/10/2026 0:00	\$150.00	111108	E	01	050	000	9.10.26 VB OFFICIAL
7	241741	8714	BECKER, DENNIS	9/11/2026 0:00	\$150.00	111113	E	01	050	000	9.11.26 FB OFFICIAL
7	241742	8573	DOLIESLAGER, TERRY	9/11/2026 0:00	\$150.00	111114	E	01	050	000	9.11.26 FB OFFICIAL
7	241743	00803	IND SCHOOL DISTRICT #2184	9/11/2026 0:00	\$150.00	111119	E	01	050	000	9.12.26 XC MEET
7	241744	00954	IND SCHOOL DISTRICT #2895	9/11/2026 0:00	\$60.00	111116	E	01	060	000	9.12.26 JH VB JAMBOREE
7	241745	00813	IND SCHOOL DISTRICT #2913	9/11/2026 0:00	\$90.00	111120	E	01	050	000	9.10.26 XC MEET
7	241746	00070	IND SCHOOL DISTRICT #518	9/11/2026 0:00	\$75.00	111117	E	01	050	000	9.17.26 XC MEET-TURKEY TROT
7	241747	8294	KNUTSON, CHAD	9/11/2026 0:00	\$150.00	111111	E	01	050	000	9.11.26 FB OFFICIAL

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241748	9336	LAKEVIEW SCHOOLS-#2167	9/11/2026 0:00	\$150.00	111118	E	01	050	000	9.12.26 VARSITY VB TOURNAMENT
7	241749	00623	MAURER, RON	9/11/2026 0:00	\$150.00	111112	E	01	050	000	9.11.26 FB OFFICIAL
7	241750	8571	ZALME, MARK	9/11/2026 0:00	\$150.00	111115	E	01	050	000	9.11.26 FB OFFICIAL
7	241751	8840	GREATER MINNESOTA FAMILY SERVIC	9/11/2026 0:00	\$2,731.56	111121	E	01	005	000	CONTRACTED SERVICES - MENTAL HEALTH QUARTER 2 2026
7	241752	9319	SHS	9/11/2026 0:00	\$595.00	111122	E	02	020	701	HOOD AND VENT CLEANING IN KITCHEN
7	241752	9319	SHS	9/11/2026 0:00	\$820.00	111123	E	02	030	701	HOOD AND VENT CLEANING IN KITCHEN
7	241753	05164	AT & T MOBILITY	9/15/2026 0:00	\$192.67	111133	E	01	005	000	AUGUST 2026
7	241754	9563	HEARTLAND TIRE	9/15/2026 0:00	\$573.56	111134	R	01	050	000	TIRES
7	241755	00954	IND SCHOOL DISTRICT #2895	9/15/2026 0:00	\$160.00	111136	E	01	050	000	9.19.26 C. HUMMEL VB TOURNEY
7	241756	04666	INNOVATIVE OFFICE SOLUTIONS	9/15/2026 0:00	\$7.05	111135	E	04	005	344	PAC9907 PAPER,CNST,12X18,50PK,HYR
7	241756	04666	INNOVATIVE OFFICE SOLUTIONS	9/15/2026 0:00	\$12.49	111135	E	04	005	344	MMM1456 TAPE,PACKG,2"X800",6PK,CR
7	241756	04666	INNOVATIVE OFFICE SOLUTIONS	9/15/2026 0:00	\$40.08	111135	E	04	005	344	AVE74102 PROTECTOR,SHT,TPLD,HY,NGL
7	241756	04666	INNOVATIVE OFFICE SOLUTIONS	9/15/2026 0:00	\$42.00	111135	E	04	005	344	BSN20847 POUCH,LAM,9X11.5,3MIL,200CT
7	241756	04666	INNOVATIVE OFFICE SOLUTIONS	9/15/2026 0:00	\$9.84	111135	E	04	005	344	SWI54501 STAPLER,DSK,FULL STRIP BK
7	241757	8876	MADISON NATIONAL LIFE INS CO, INC	9/15/2026 0:00	\$1,334.49	111137	B	01	215		TERM LIFE
7	241757	8876	MADISON NATIONAL LIFE INS CO, INC	9/15/2026 0:00	\$2,444.73	111137	E	01	005	000	LONG TERM DISABILITY
7	241758	00884	MUSIC MART, THE	9/15/2026 0:00	\$37.50	111138	E	01	050	000	REPAIRS
7	241759	04050	NEW DOMINION SCHOOL	9/15/2026 0:00	\$835.38	111132	E	01	998	000	CLASSES REGULAR
7	241759	04050	NEW DOMINION SCHOOL	9/15/2026 0:00	\$2,987.19	111132	E	01	998	000	CLASSES SPED
7	241759	04050	NEW DOMINION SCHOOL	9/15/2026 0:00	\$371.28	111131	E	01	998	000	CLASSES REG.
7	241759	04050	NEW DOMINION SCHOOL	9/15/2026 0:00	\$1,327.64	111131	E	01	998	740	CLASSES SPED
7	241760	7338	240201-NCPERS MINNESOTA	9/18/2026 0:00	\$208.00	111164	B	01	215		PERA LIFE INSURANCE
7	241761	8537	Alpha Wireless	9/18/2026 0:00	\$220.00	111179	E	01	005	000	REPAIR
7	241761	8537	Alpha Wireless	9/18/2026 0:00	\$20.00	111179	E	01	005	000	SHIPPING AND HANDLING
7	241761	8537	Alpha Wireless	9/18/2026 0:00	\$5,000.00	111178	E	01	005	342	AGREEMENT AVIGILON AGREEMENT
7	241762	9209	AM Transmission Repair of Windom LLC	9/18/2026 0:00	\$118.61	111180	E	01	005	000	REMOVE REPLACE THROTTLE BODY ASSEMBLY-LABOR
7	241762	9209	AM Transmission Repair of Windom LLC	9/18/2026 0:00	\$331.95	111180	E	01	005	000	PARTS
7	241762	9209	AM Transmission Repair of Windom LLC	9/18/2026 0:00	\$30.53	111180	E	01	005	000	FEES
7	241763	7222	BUILDING SPRINKLER, INC.	9/18/2026 0:00	\$390.00	111181	E	01	005	363	ANNUAL FIRE SPRINKLER INSPECTION
7	241763	7222	BUILDING SPRINKLER, INC.	9/18/2026 0:00	\$600.00	111182	E	01	005	363	ANNUAL FIRE SPRINKLER INSPECTION
7	241764	00140	CITIZEN PUBLISHING CO INC	9/18/2026 0:00	\$158.05	111184	E	01	005	000	BOARD MINUTES 6.13.26
7	241764	00140	CITIZEN PUBLISHING CO INC	9/18/2026 0:00	\$98.10	111184	E	01	005	000	BOARD MINUTES 6.27.26
7	241764	00140	CITIZEN PUBLISHING CO INC	9/18/2026 0:00	\$523.50	111183	E	04	005	354	EARLY CHILDHOOD SCREENING AD
7	241765	00973	CITY OF WINDOM	9/18/2026 0:00	\$1,156.86	111186	E	01	330	000	ELEMENTARY WATER
7	241765	00973	CITY OF WINDOM	9/18/2026 0:00	\$10,590.05	111186	E	01	330	000	ELEMENTARY ELECTRICITY
7	241765	00973	CITY OF WINDOM	9/18/2026 0:00	\$128.29	111186	E	01	030	000	WINFAIR WATER
7	241765	00973	CITY OF WINDOM	9/18/2026 0:00	\$2,729.94	111186	E	01	030	000	WINFAIR ELECTRICITY
7	241765	00973	CITY OF WINDOM	9/18/2026 0:00	\$91.31	111186	E	01	020	000	HIGHLAND WATER
7	241765	00973	CITY OF WINDOM	9/18/2026 0:00	\$1,018.31	111186	E	01	020	000	HIGHLAND ELECTRICTY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241765	00973	CITY OF WINDOM	9/18/2026 0:00	\$4,264.43	111186	E	01	050	000	MSHS WATER
7	241765	00973	CITY OF WINDOM	9/18/2026 0:00	\$10,462.80	111186	E	01	050	000	MSHS ELECTRICITY
7	241765	00973	CITY OF WINDOM	9/18/2026 0:00	\$51.77	111186	E	01	020	000	ENVIORNMENTAL CENTER TRAIL
7	241766	00973	CITY OF WINDOM	9/18/2026 0:00	\$627.89	111185	E	01	005	000	COMMERCIAL VOICE
7	241766	00973	CITY OF WINDOM	9/18/2026 0:00	\$244.45	111185	E	01	005	363	H&S
7	241766	00973	CITY OF WINDOM	9/18/2026 0:00	\$0.56	111185	E	02	005	701	FOOD SERVICE
7	241766	00973	CITY OF WINDOM	9/18/2026 0:00	\$0.46	111185	E	04	005	321	COMMUNITY ED
7	241767	8341	Cottonwood County Agricultural Society %	9/18/2026 0:00	\$1,300.00	111187	E	01	005	302	BUS BARN RENT
7	241768	01799	CULLIGAN	9/18/2026 0:00	\$5.00	111188	E	04	005	321	DRINKING WATER EQUIPMENT RENTAL
7	241768	01799	CULLIGAN	9/18/2026 0:00	\$1.50	111188	E	04	005	321	STATEMENT PROCESSING FEE
7	241768	01799	CULLIGAN	9/18/2026 0:00	\$30.00	111188	E	04	005	321	DRINKING WATER EQUIPMENT RENTAL
7	241769	7211	GDF ENTERPRISES	9/18/2026 0:00	\$16.99	111189	E	01	005	000	OIL FILTER
7	241769	7211	GDF ENTERPRISES	9/18/2026 0:00	\$95.96	111189	E	01	005	000	HI FLOW 20.5 BLADE
7	241770	8840	GREATER MINNESOTA FAMILY SERVIC	9/18/2026 0:00	\$942.39	111190	E	01	005	000	CONTRACTED SERVICES - MENTAL HEALTH
7	241771	8744	HEAVY METAL WELDING & FABRICATIO	9/18/2026 0:00	\$11,645.00	111191	E	01	005	380	BOILER REPAIRS
7	241772	9286	HENDRIKS, AARON	9/18/2026 0:00	\$105.00	111177	E	01	050	000	9.15.26 GSO OFFICIAL
7	241772	9286	HENDRIKS, AARON	9/18/2026 0:00	\$62.00	111177	E	01	050	000	9.15.26 GSO OFFICIAL-TRAVEL
7	241773	02367	INSTITUTE FOR ENVIRMTL ASSMT	9/18/2026 0:00	\$2,837.98	111192	E	01	005	352	UFARS 352
7	241773	02367	INSTITUTE FOR ENVIRMTL ASSMT	9/18/2026 0:00	\$195.00	111192	E	01	005	358	UFARS 358
7	241774	03382	IXL LEARNING	9/18/2026 0:00	\$1,100.00	111193	E	01	060	000	IXL PERSONALIZED LEARNING PREMIUM (ELA) GRADES 5-6
7	241774	03382	IXL LEARNING	9/18/2026 0:00	\$0.00	111193	E	01	060	000	SUBSCRIPTION THROUGH JULY 1, 2027
7	241775	00595	MASTER TEACHER	9/18/2026 0:00	\$82.00	111194	E	01	005	308	PARAEDUCATOR ONLINE TRAINING
7	241776	04050	NEW DOMINION SCHOOL	9/18/2026 0:00	\$464.10	111176	E	01	998	000	REGULAR
7	241776	04050	NEW DOMINION SCHOOL	9/18/2026 0:00	\$1,659.55	111176	E	01	998	740	SPED
7	241777	04475	PALMER BUS SERVICE	9/18/2026 0:00	\$45.72	111195	E	01	005	723	TRANSPORT SA(08) TO & FROM HIGH SCHOOL FOR ESY
7	241777	04475	PALMER BUS SERVICE	9/18/2026 0:00	\$559.24	111195	E	01	005	733	AUGUST VAN MILES
7	241777	04475	PALMER BUS SERVICE	9/18/2026 0:00	\$2,521.95	111195	E	01	005	733	AUGUST EXTRA CURRICULAR BUS HOURS
7	241777	04475	PALMER BUS SERVICE	9/18/2026 0:00	\$3,169.12	111195	E	01	005	733	AUGUST EXTRA CURRICULAR BUS MILES
7	241777	04475	PALMER BUS SERVICE	9/18/2026 0:00	\$75.40	111195	E	01	005	720	AUGUST GAS SHARE REGULAR
7	241777	04475	PALMER BUS SERVICE	9/18/2026 0:00	-\$286.38	111195	E	01	005	720	AUGUST VAN GAS COST
7	241777	04475	PALMER BUS SERVICE	9/18/2026 0:00	-\$1,300.00	111195	E	01	005	302	AUGUST TERMINAL RENT
7	241778	03011	PITNEY BOWES PURCHASE POWER	9/18/2026 0:00	\$1,517.25	111196	E	01	005	000	POSTAGE REFILL ON 9.3.26
7	241779	03428	SQUIRES, WALDSPURGER & MACE PA	9/18/2026 0:00	\$1,276.00	111197	E	01	005	000	PROFESSIONAL SERVICES
7	241780	00723	STAPLES OIL CO INC/EXPRESSWAY W	9/18/2026 0:00	\$286.38	111198	E	01	005	720	STUDENT VANS
7	241780	00723	STAPLES OIL CO INC/EXPRESSWAY W	9/18/2026 0:00	\$1,105.00	111198	E	01	005	000	MAINT VANS
7	241781	03764	SVE,LLC / SCOTT'S SNOW REMOVAL	9/18/2026 0:00	\$180.00	111199	E	01	005	000	LOADER
7	241781	03764	SVE,LLC / SCOTT'S SNOW REMOVAL	9/18/2026 0:00	\$195.00	111199	E	01	005	000	TRANSPORTATION/MOBILIZATION
7	241781	03764	SVE,LLC / SCOTT'S SNOW REMOVAL	9/18/2026 0:00	\$200.00	111199	E	01	005	000	MANUAL LABOR
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$373.41	111205	E	02	005	707	ALACARTE

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$1,023.78	111205	R	01	050	000 CONCESSIONS
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$868.47	111205	E	02	005	706 BREAKFAST
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$107.67	111205	E	02	005	705 BREAKFAST SUPPLY
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$5,852.86	111205	E	02	005	705 LUNCH
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$248.21	111205	E	02	005	701 LUNCH SUPPLY
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$426.55	111201	E	02	005	707 ALACARTE SUPPLY
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$101.66	111201	E	02	005	705 BREAKFAST
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$368.91	111201	E	02	005	701 LUNCH
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$504.72	111201	E	02	005	701 LUNCH SUPPLY
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$1,376.64	111203	E	02	330	705 BREAKFAST
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$74.16	111203	E	02	330	705 BREAKFAST SUPPLY
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$2,640.10	111203	E	02	330	701 LUNCH
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$89.38	111203	E	02	330	701 LUNCH SUPPLY
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$684.23	111204	E	02	330	705 BREAKFAST
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$24.53	111204	E	02	330	705 BREAKFAST SUPPLY
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$2,849.60	111204	E	02	330	701 LUNCH
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$396.94	111204	E	02	330	701 LUNCH SUPPLY
7	241782	01631	SYSCO MINNESOTA	9/18/2026 0:00	\$116.85	111200	E	02	330	701 LUNCH
7	241783	01441	WINDOM AREA CHAMBER OF COMMER	9/18/2026 0:00	\$200.00	111206	E	01	005	000 NONPROFIT MEMEBERSHIP
7	241784	01422	WINDOM TOWING CO	9/18/2026 0:00	\$259.58	111207	E	01	005	000 NW P225-65R16 TOYO EXTENSAA/S2 TIRE
7	241784	01422	WINDOM TOWING CO	9/18/2026 0:00	\$7.00	111207	E	01	005	000 VALVE STEM
7	241784	01422	WINDOM TOWING CO	9/18/2026 0:00	\$26.00	111207	E	01	005	000 TIRE BALANCE
7	241784	01422	WINDOM TOWING CO	9/18/2026 0:00	\$20.00	111207	E	01	005	000 RECYCLE TIRES
7	241784	01422	WINDOM TOWING CO	9/18/2026 0:00	\$184.50	111208	E	01	005	000 POMP'S 225-65R16 GOODYEAR ASSURANCE AS TIRE
7	241784	01422	WINDOM TOWING CO	9/18/2026 0:00	\$5.00	111208	E	01	005	000 VALVE STEM
7	241784	01422	WINDOM TOWING CO	9/18/2026 0:00	\$13.00	111208	E	01	005	000 TIRE BALANCE
7	241784	01422	WINDOM TOWING CO	9/18/2026 0:00	\$10.00	111208	E	01	005	000 RECYCLE TIRES
7	241785	03686	AHLBERG, TOM	9/21/2026 0:00	\$450.00	111210	E	01	050	000 9.21.26 CROSS COUNTRY MEET
7	241786	9514	KIERS, ERIC	9/21/2026 0:00	\$210.00	111216	E	01	050	000 9.19.26 GIRLS SOCCER OFFICIAL
7	241786	9514	KIERS, ERIC	9/21/2026 0:00	\$81.00	111216	E	01	050	000 9.19.26 GIRLS SOCCER OFFICIAL-TRAVEL
7	241787	8294	KNUTSON, CHAD	9/21/2026 0:00	\$120.00	111213	E	01	050	000 9.21.26 JV FB
7	241788	00623	MAURER, RON	9/21/2026 0:00	\$120.00	111211	E	01	050	000 9.21.26 JV FB
7	241789	9712	MONTPLAISIR, JACK	9/21/2026 0:00	\$180.00	111217	E	01	050	000 9.19.26 GIRLS SOCCER OFFICIAL
7	241789	9712	MONTPLAISIR, JACK	9/21/2026 0:00	\$84.00	111217	E	01	050	000 9.19.26 GIRLS SOCCER OFFICIAL-TRAVEL
7	241790	00421	ROSSOW, GREG	9/21/2026 0:00	\$120.00	111212	E	01	050	000 9.21.26 JV FB
7	241791	9711	SALVADOR-GARCIA, SALVADOR	9/21/2026 0:00	\$105.00	111215	E	01	050	000 9.15.26 SOCCER OFFICIAL
7	241791	9711	SALVADOR-GARCIA, SALVADOR	9/21/2026 0:00	\$62.00	111215	E	01	050	000 9.15.26 SOCCER OFFICIAL-TRAVEL
7	241792	00412	SW/WC SERVICE COOPERATIVE	9/21/2026 0:00	\$1,793.00	111214	E	01	005	389 LEASE ALLOCATION 2025-26
7	241792	00412	SW/WC SERVICE COOPERATIVE	9/21/2026 0:00	\$11,517.00	111214	E	01	005	000 LEASE ALLOCATION 2025-26

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241793	9152	AGRE, STEVE	9/22/2026 0:00	\$150.00	111219	E	01	050	000	9.22.26 VB OFFICIAL
7	241794	01582	APPLE COMPUTER INC	9/22/2026 0:00	\$2,398.00	111222	E	01	005	000	13-INCH MACBOOK AIR: APPLE M5 CHIP WITH 10-CORE CPU AND 8-CORE GPU
7	241795	04273	BIMBO FOODS INC/EARTHGRAINS BAK	9/22/2026 0:00	\$13.20	111223	E	02	030	701	BREAD
7	241796	04882	DFAULT PUBLISHING INC	9/22/2026 0:00	\$2,078.94	111224	E	01	050	000	YEARBOOKS-HS HARD COVER FULL COLOR 112 PAGES-BALANCE DUE
7	241797	00356	EAST SIDE JERSEY DAIRY INC	9/22/2026 0:00	\$88.32	111225	E	02	005	709	MILK-SUMMER
7	241797	00356	EAST SIDE JERSEY DAIRY INC	9/22/2026 0:00	\$1,516.51	111225	E	02	005	701	MILK
7	241798	04152	HABERMAN, RICK	9/22/2026 0:00	\$150.00	111220	E	01	050	000	9.22.26 VB OFFICIAL
7	241799	00341	HY-VEE FOOD STORE WINDOM	9/22/2026 0:00	\$18.39	111226	E	04	005	321	DAYCARE
7	241799	00341	HY-VEE FOOD STORE WINDOM	9/22/2026 0:00	\$143.55	111226	E	02	005	701	HIGH SCHOOL LUNCH
7	241799	00341	HY-VEE FOOD STORE WINDOM	9/22/2026 0:00	\$47.67	111226	E	01	005	000	MAINTENANCE
7	241800	00954	IND SCHOOL DISTRICT #2895	9/22/2026 0:00	\$100.00	111221	E	01	050	000	9.24.26 CC MEET
7	241801	04216	PEPSICO BEVERAGE SALES LLC	9/22/2026 0:00	\$4,315.50	111227	R	01	050	000	BEVERAGES
7	241802	04603	RUPPERT GARDEN PRODUCE	9/22/2026 0:00	\$90.00	111228	E	02	005	701	MSHS
7	241802	04603	RUPPERT GARDEN PRODUCE	9/22/2026 0:00	\$136.22	111228	E	02	030	701	ELC
7	241803	03558	SCHOLASTIC EQUIPMENT CO, LLC	9/22/2026 0:00	\$41,993.00	111230	E	01	005	000	150 - 2-TIER MARQUIS STUDENT KD SINGLE POINT WITH COMBINATION PADLOCKS
7	241803	03558	SCHOLASTIC EQUIPMENT CO, LLC	9/22/2026 0:00	\$7,640.00	111230	E	01	005	000	INSTALLATION OF LOCKERS
7	241803	03558	SCHOLASTIC EQUIPMENT CO, LLC	9/22/2026 0:00	\$1,765.00	111230	E	01	005	000	TEAR OUT EXISTING LOCKERS
7	241803	03558	SCHOLASTIC EQUIPMENT CO, LLC	9/22/2026 0:00	\$1,180.00	111230	E	01	005	000	DUMPSTER FOR TEAR OUT
7	241803	03558	SCHOLASTIC EQUIPMENT CO, LLC	9/22/2026 0:00	\$0.00	111230	E	01	005	000	QUOTE 13480
7	241803	03558	SCHOLASTIC EQUIPMENT CO, LLC	9/22/2026 0:00	\$0.00	111230	E	01	005	000	FOR FY2027
7	241804	01478	SOUTHWEST AWARDS	9/22/2026 0:00	\$210.00	111229	E	01	050	000	AWARDS/TROPHIES
7	241804	01478	SOUTHWEST AWARDS	9/22/2026 0:00	\$25.00	111229	E	01	050	000	SHIPPING
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$2,245.00	111231	E	01	005	000	DATA PRIVACY BILLING 7.1.26-6.30.27
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$1,926.35	111232	E	01	005	740	BEHAVIOR ANALYST-JF-SALARY
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$745.58	111232	E	01	005	740	BEHAVIOR ANALYST-JF-BENEFITS
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$194.75	111232	E	01	005	740	BEHAVIOR ANALYST-JF-ADMIN FEE
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$1,858.32	111232	E	01	005	740	BEHAVIOR ANALYST-JF-TRAVEL FEE
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$10,111.66	111232	E	01	005	000	MENTAL HEALTH-RCR-SALARY
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$3,913.64	111232	E	01	005	000	MENTAL HEALTH-RCR-BENEFITS
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$700.75	111232	E	01	005	000	MENTAL HEALTH-RCR-ADMIN FEE
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$2,273.96	111232	E	01	005	000	MENTAL HEALTH-RCR-TRAVEL
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$17,233.75	111232	E	01	005	740	OCCUPATIONAL THERAPY-AV-SALART
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$210.00	111232	E	01	330	740	ORIENTATION & MOBILITY-WH-SALARY
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$81.25	111232	E	01	330	740	ORIENTATION & MOBILITY-WH-BENEFITS
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$22,153.25	111232	E	01	060	740	SPEECH/LANGUAGE PATHOLOGIST-AL-SALARY
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$9,082.75	111232	E	01	060	740	SPEECH/LANGUAGE PATHOLOGIST-HL-SALARY
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$13,723.25	111232	E	01	330	740	SPEECH/LANGUAGE PATHOLOGIST-HW-SALARY
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$4,619.50	111232	E	01	005	740	TEACHER OF DEAF/HOH-DW-SALLARY
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$1,787.75	111232	E	01	005	740	TEACHER OF DEAF/HOH-DW-SALLARY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241805	00412	SW/WC SERVICE COOPERATIVE	9/22/2026 0:00	\$2,729.00	111232	E	01	330	740	TEACHER OF VISUALLY IMPAIRED-WH-SALARY
7	241806	04220	UNITED COMMUNITY ACTION PARTNER	9/22/2026 0:00	\$65.00	111233	E	01	005	721	TRANSPORTATION AUGUST 2026
7	241807	01662	WINDOM COMMUNITY CENTER	9/22/2026 0:00	\$150.00	111234	E	04	005	325	INFLATABLES
7	241808	9716	HANSEN, KEVIN	9/24/2026 0:00	\$175.00	111240	E	01	050	000	9.25.26 FB OFFICIAL
7	241809	03958	JOHNSON, STEVEN T.	9/24/2026 0:00	\$175.00	111238	E	01	050	000	9.25.26 FB OFFICIAL
7	241810	9715	OGDAHL, TOM	9/24/2026 0:00	\$175.00	111239	E	01	050	000	9.25.26 FB OFFICIAL
7	241811	02874	THIESSE, GREG	9/24/2026 0:00	\$150.00	111237	E	01	050	000	9.25.26 VB OFFICIAL
7	241812	9717	WEGNER, KIM	9/24/2026 0:00	\$175.00	111241	E	01	050	000	9.25.26 FB OFFICIAL
7	241813	9718	WILLIS, JESSE	9/24/2026 0:00	\$175.00	111242	E	01	050	000	9.25.26 FB OFFICIAL
7	241814	03019	GODFATHERS PIZZA	9/28/2026 0:00	\$195.50	111249	R	01	050	000	PIZZA
7	241814	03019	GODFATHERS PIZZA	9/28/2026 0:00	\$99.50	111246	R	01	050	000	PIZZA
7	241814	03019	GODFATHERS PIZZA	9/28/2026 0:00	\$99.50	111250	R	01	050	000	PIZZA
7	241814	03019	GODFATHERS PIZZA	9/28/2026 0:00	\$99.50	111251	R	01	050	000	PIZZA
7	241814	03019	GODFATHERS PIZZA	9/28/2026 0:00	\$195.50	111247	R	01	050	000	PIZZA
7	241814	03019	GODFATHERS PIZZA	9/28/2026 0:00	\$243.50	111252	R	01	050	000	PIZZA
7	241814	03019	GODFATHERS PIZZA	9/28/2026 0:00	\$99.50	111245	R	01	050	000	PIZZA
7	241814	03019	GODFATHERS PIZZA	9/28/2026 0:00	\$195.50	111244	R	01	050	000	PIZZA
7	241814	03019	GODFATHERS PIZZA	9/28/2026 0:00	\$195.50	111248	R	01	050	000	PIZZA
7	241815	9721	JARNSTROM, PETER R.	9/28/2026 0:00	\$75.00	111243	E	01	050	000	9.15.26 GIRLS SO GAME
7	241815	9721	JARNSTROM, PETER R.	9/28/2026 0:00	\$84.00	111243	E	01	050	000	9.15.26 GIRLS SO TRAVEL
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$57.15	111262	E	02	005	701	SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$60.28	111265	E	02	005	701	SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$47.03	111260	R	01	050	000	CONCESSIONS
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$20.21	111263	E	02	005	701	SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$40.74	111264	E	02	330	701	ELEMENTARY SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$40.73	111264	E	02	005	701	HIGH SCHOOL SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$32.97	111261	E	02	005	701	SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$32.11	111258	E	02	005	701	SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$490.73	111254	E	02	030	705	BREAKFAST
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$946.13	111254	E	02	030	701	LUNCH
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$1,327.47	111253	E	02	030	705	BREAKFAST
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$1,628.97	111253	E	02	030	701	LUNCH
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$24.53	111255	E	02	005	705	BREAKFAST SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$314.09	111255	E	02	005	701	LUNCH SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$764.59	111255	E	02	005	701	LUNCH
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$37.26	111259	E	02	005	701	SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$12.87	111259	E	02	020	701	HIGHLAND SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$12.87	111259	E	02	330	701	ELEMENTARY SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$32.11	111256	E	02	005	701	SUPPLY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$40.42	111257	E	02	005	701 SUPPLY
7	241816	01631	SYSCO MINNESOTA	9/28/2026 0:00	\$21.39	111266	E	02	005	701 SUPPLY
7	241817	9698	GREATAMERICA	9/29/2026 0:00	\$1,522.13	111273	E	01	005	302 STANDARD PAYMENT
7	241817	9698	GREATAMERICA	9/29/2026 0:00	\$545.70	111273	E	01	005	302 BLACK IMAGES
7	241817	9698	GREATAMERICA	9/29/2026 0:00	\$1,192.02	111273	E	01	005	302 COLOR IMAGES
7	241818	03156	SCHOOL OUTFITTERS	9/29/2026 0:00	\$808.35	111274	E	01	330	302 THE TRAVELER GLOBE
7	241818	03156	SCHOOL OUTFITTERS	9/29/2026 0:00	\$0.00	111274	E	01	330	302 FOR 2026-2027 SCHOOL YEAR
7	241818	03156	SCHOOL OUTFITTERS	9/29/2026 0:00	\$0.00	111274	E	01	330	302 QUOTE #QUO11747583
7	241818	03156	SCHOOL OUTFITTERS	9/29/2026 0:00	\$0.00	111274	E	01	330	302 DO NOT SHIP UNTIL AFTER JULY 1 2026
7	241818	03156	SCHOOL OUTFITTERS	9/29/2026 0:00	\$0.00	111274	E	01	330	302 DO NOT INVOICE UNTIL AFTER JULY 1 2026
7	241818	03156	SCHOOL OUTFITTERS	9/29/2026 0:00	\$498.06	111274	E	01	330	302 SHIPPING
7	241819	00273	SCHOOL SPECIALTY LLC	9/29/2026 0:00	\$133.74	111275	E	01	050	000 446432 Sax Low Fire Earthenware Clay, White, 50 Pounds
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$978.53	111276	E	02	330	705 BREAKFAST
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$72.48	111276	E	02	330	705 BREAKFAST SUPPLY
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$3,065.60	111276	E	02	330	701 LUNCH
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$347.96	111276	E	02	330	701 LUNCH SUPPLY
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$294.34	111276	E	02	005	707 GRANDPARENTS DAY
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$170.16	111277	E	02	005	707 ALACARTE
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$1,646.99	111277	E	02	005	705 BREAKFAST
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$271.23	111277	E	02	005	705 BREAKFAST SUPPLY
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$621.00	111277	R	01	050	000 CONCESSIONS
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$7,345.48	111277	E	02	005	701 LUNCH
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$251.99	111277	E	02	005	701 LUNCH SUPPLY
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$231.29	111277	E	02	020	701 HIGHLAND SNACK
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$701.24	111277	E	02	020	701 HIGHLAND LUNCH
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$382.87	111277	E	02	020	705 BREAKFAST
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$160.43	111277	E	02	020	701 SUPPLY
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$57.86	111279	E	02	020	701 SNACK
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$464.14	111278	E	02	020	705 BREAKFAST
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$47.62	111278	E	02	020	705 BREAKFAST SUPPLY
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$1,159.97	111278	E	02	020	701 LUNCH
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$71.78	111278	E	02	020	701 LUNCH SUPPLY
7	241820	01631	SYSCO MINNESOTA	9/29/2026 0:00	\$188.90	111278	E	02	020	701 SNACK
7	241821	9543	YOUTH FRONTIERS, INC	9/29/2026 0:00	\$3,995.00	111280	E	01	005	313 COURAGE RETREAT
7	241822	9704	ARRIAZA CORONADO, PABLO	10/1/2026 0:00	\$175.00	111284	E	01	050	000 9.26.26 GIRLS SO GAME
7	241822	9704	ARRIAZA CORONADO, PABLO	10/1/2026 0:00	\$14.00	111284	E	01	050	000 9.26.26 GIRLS SO TRAVEL
7	241823	9722	BROOMFIED, ELI	10/1/2026 0:00	\$105.00	111285	E	01	050	000 9.26.26 GIRLS SO GAME
7	241823	9722	BROOMFIED, ELI	10/1/2026 0:00	\$62.00	111285	E	01	050	000 9.26.26 GIRLS SO TRAVEL
7	241824	03278	LOE, DAN	10/1/2026 0:00	\$150.00	111282	E	01	050	000 10.1.26 VB OFFICIAL

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241825	03990	WESLEY, ROBERT	10/1/2026 0:00	\$150.00	111283	E	01	050	000	10.1.26 VB OFFICIAL
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$26.34	111291	E	01	050	000	FREIGHT
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$199.98	111291	E	01	050	000	SMART POLE GROUND SOCKETS
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$444.90	111290	E	01	050	000	MED-JUICE TRACK SHORT W
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$444.90	111290	E	01	050	000	SML-JUICE TRACK SHORT W
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$449.90	111290	E	01	050	000	MED-JUICE RCRBK TRACK JERSEY
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$449.90	111290	E	01	050	000	SML-JUICE RCRBK TRACK JERSEY W
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$177.96	111290	E	01	050	000	LRG-JUICE TRACK SHORT A
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$533.88	111290	E	01	050	000	MED-JUICE TRACK SHORT A
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$177.96	111290	E	01	050	000	SML-JUICE TRACK SHORT A
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$177.96	111290	E	01	050	000	LRG-JUICE TRACK SINGLET A
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$533.88	111290	E	01	050	000	MED-JUICE TRACK SINGLET A
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$177.96	111290	E	01	050	000	SML-JUICE TRACK SINGLET A
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$49.32	111290	E	01	050	000	FREIGHT
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$949.99	111292	E	01	050	000	PROTECTOR FOR TRACK 50 FOOT
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$82.07	111292	E	01	050	000	SHIPPING
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$71.96	111293	E	01	050	000	BASKETBALL SCOREBOOK
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$799.92	111293	E	01	050	000	LEGACY TF-1000 NFHS 29.5
7	241826	03813	BSN SPORTS	10/1/2026 0:00	\$27.41	111293	E	01	050	000	FREIGHT
7	241827	9491	CAPTI	10/1/2026 0:00	\$525.00	111294	E	01	005	312	CAPTI READBASIX
7	241828	00140	CITIZEN PUBLISHING CO INC	10/1/2026 0:00	\$950.00	111295	E	02	005	701	FOOD SERVICE
7	241828	00140	CITIZEN PUBLISHING CO INC	10/1/2026 0:00	\$48.00	111295	E	04	005	321	ADVENTURE CLUB
7	241828	00140	CITIZEN PUBLISHING CO INC	10/1/2026 0:00	\$95.00	111295	E	04	005	325	ECFE
7	241828	00140	CITIZEN PUBLISHING CO INC	10/1/2026 0:00	\$976.00	111295	E	04	005	321	CE
7	241828	00140	CITIZEN PUBLISHING CO INC	10/1/2026 0:00	\$48.00	111295	E	04	005	354	EC SCREENING
7	241828	00140	CITIZEN PUBLISHING CO INC	10/1/2026 0:00	\$1,555.86	111295	E	01	005	000	DISTRICT
7	241828	00140	CITIZEN PUBLISHING CO INC	10/1/2026 0:00	\$48.00	111295	E	04	005	321	DAYCARE
7	241829	9695	CONTINUA INTERIORS OF MINNESOTA	10/1/2026 0:00	\$1,282.50	111296	E	01	330	000	PANTOSWING-LUPO CHAIR WITH POLYPROPYLENE SEAT AND BACKREST
7	241829	9695	CONTINUA INTERIORS OF MINNESOTA	10/1/2026 0:00	\$537.50	111296	E	01	330	000	FREIGHT/FUEL CHARGE
7	241829	9695	CONTINUA INTERIORS OF MINNESOTA	10/1/2026 0:00	\$16.03	111296	E	01	330	000	FUEL CHARGE
7	241830	04670	DECKER EQUIPMENT	10/1/2026 0:00	\$96.00	111297	E	01	005	000	SWIVEL GLIDE
7	241830	04670	DECKER EQUIPMENT	10/1/2026 0:00	\$22.89	111297	E	01	005	000	SHIPPING
7	241831	03659	ELITE MECHANICAL SYSTEMS, LLC.	10/1/2026 0:00	\$525.00	111299	E	02	005	701	LABOR
7	241831	03659	ELITE MECHANICAL SYSTEMS, LLC.	10/1/2026 0:00	\$629.18	111299	E	02	005	701	MATERIALS
7	241831	03659	ELITE MECHANICAL SYSTEMS, LLC.	10/1/2026 0:00	\$600.00	111298	E	02	005	701	LABOR AFTER HOURS
7	241831	03659	ELITE MECHANICAL SYSTEMS, LLC.	10/1/2026 0:00	\$573.75	111298	E	02	005	701	LABOR
7	241831	03659	ELITE MECHANICAL SYSTEMS, LLC.	10/1/2026 0:00	\$282.18	111298	E	02	005	701	MATERIALS
7	241831	03659	ELITE MECHANICAL SYSTEMS, LLC.	10/1/2026 0:00	\$175.00	111298	E	02	005	701	MATERIALS
7	241832	9594	EVERY MEAL	10/1/2026 0:00	\$885.22	111300	E	01	330	000	FOOD

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241833	02138	IND SCHOOL DISTRICT #206	10/1/2026 0:00	\$230.00	111287	E	01	050	000	10.10.26 CROSS COUNTRY MEET
7	241834	00602	IND SCHOOL DISTRICT #2897	10/1/2026 0:00	\$125.00	111289	E	01	050	000	10.1.26 CC MEET
7	241835	02367	INSTITUTE FOR ENVIRMTL ASSMT	10/1/2026 0:00	\$1,100.00	111301	E	01	005	349	PROPOSAL #14138 - LEAD-IN-WATER TESTING
7	241835	02367	INSTITUTE FOR ENVIRMTL ASSMT	10/1/2026 0:00	\$0.00	111301	E	01	005	349	COLLECT 16 WATER SAMPLES, LAB FEES, TRAVEL, AND FINAL REPORT
7	241835	02367	INSTITUTE FOR ENVIRMTL ASSMT	10/1/2026 0:00	\$390.00	111302	E	01	005	352	UFARS 352-EHS MANAGEMENT SERVICES
7	241836	01458	J. W. PEPPER & SON, INC.	10/1/2026 0:00	\$74.90	111303	E	01	050	000	2439396E The Great Locomotive Chase
7	241836	01458	J. W. PEPPER & SON, INC.	10/1/2026 0:00	\$60.00	111303	E	01	050	000	11677838E Spirit of Concord
7	241836	01458	J. W. PEPPER & SON, INC.	10/1/2026 0:00	\$60.00	111303	E	01	050	000	11677891E Across the Event Horizon
7	241836	01458	J. W. PEPPER & SON, INC.	10/1/2026 0:00	\$53.50	111304	E	01	060	000	GUARDIANS EPRINT
7	241837	02350	KINECT ENERGY INC	10/1/2026 0:00	\$45.00	111313	E	01	020	000	HIGHLAND NATURAL GAS
7	241837	02350	KINECT ENERGY INC	10/1/2026 0:00	\$735.36	111313	E	01	330	000	ELEMENTARY NATURAL GAS
7	241837	02350	KINECT ENERGY INC	10/1/2026 0:00	\$156.48	111313	E	01	030	000	WINFAIR NATURAL GAS
7	241837	02350	KINECT ENERGY INC	10/1/2026 0:00	\$2,399.36	111313	E	01	050	000	MSHS NATURAL GAS
7	241838	05132	KRISS PREMIUM PRODUCTS INC	10/1/2026 0:00	\$1,464.75	111305	E	01	005	380	50% PROPYLENE GLYCOL
7	241838	05132	KRISS PREMIUM PRODUCTS INC	10/1/2026 0:00	\$322.69	111305	E	01	005	380	SHIPPING AND HANDLING
7	241839	8929	MGBCA	10/1/2026 0:00	\$125.00	111286	E	01	050	000	10.23.26 GBB COACHES CLINIC
7	241840	00141	MINNESOTA RURAL EDUCATION ASSN	10/1/2026 0:00	\$1,100.00	111306	E	01	005	000	2026-27 IDS 177 MEMBERSHIP
7	241840	00141	MINNESOTA RURAL EDUCATION ASSN	10/1/2026 0:00	\$1,296.00	111306	E	01	005	000	2026-27 IDS 177 MEMBERSHIP LEGISLATIVE FEE
7	241841	9707	RESTAURANT EQUIPMENT SERVICES,	10/1/2026 0:00	\$476.00	111309	E	02	020	701	LABOR
7	241841	9707	RESTAURANT EQUIPMENT SERVICES,	10/1/2026 0:00	\$412.50	111309	E	02	020	701	TRAVEL
7	241841	9707	RESTAURANT EQUIPMENT SERVICES,	10/1/2026 0:00	\$15.00	111309	E	02	020	701	MATERIALS
7	241842	7317	RON'S ELECTRIC	10/1/2026 0:00	\$15.00	111307	E	01	005	380	MISC SUPPLIES
7	241842	7317	RON'S ELECTRIC	10/1/2026 0:00	\$120.00	111307	E	01	005	380	LABOR
7	241842	7317	RON'S ELECTRIC	10/1/2026 0:00	\$80.00	111308	E	01	005	370	LABOR
7	241843	7408	SUSSNER CONSTRUCTION	10/1/2026 0:00	\$96,521.38	111310	E	01	005	000	SOARING EAGLES DAYCARE CENTER
7	241844	8894	UNIVERSITY LANGUAGE CENTER	10/1/2026 0:00	\$90.00	111311	E	01	330	000	INTERPRETATION HAITIAN
7	241845	01732	WINDOM HOCKEY ASSOCIATION	10/1/2026 0:00	\$2,000.00	111288	E	01	050	000	GIRLS HOCKEY UNIFORMS
7	241846	9657	WOLD	10/1/2026 0:00	\$344.25	111312	E	01	005	000	EARLY CHILDHOOD CENTER RENOVATIONS
7	241847	03263	ABDO	10/5/2026 0:00	\$14,250.00	111427	E	01	005	000	PROGRESS BILLING
7	241848	04273	BIMBO FOODS INC/EARTHGRAINS BAK	10/5/2026 0:00	\$255.20	111431	E	02	330	701	BREAD
7	241848	04273	BIMBO FOODS INC/EARTHGRAINS BAK	10/5/2026 0:00	\$67.64	111428	E	02	020	701	BREAD
7	241848	04273	BIMBO FOODS INC/EARTHGRAINS BAK	10/5/2026 0:00	\$264.00	111429	E	02	005	701	BREAD
7	241848	04273	BIMBO FOODS INC/EARTHGRAINS BAK	10/5/2026 0:00	\$127.02	111430	E	02	005	701	BREAD
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$159.30	111433	E	01	050	000	20508-1001 Prismacolor Premier Colored Pencil - White
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$58.80	111433	E	01	050	000	20509-1001 Prismacolor Verithin Pencil - White
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$68.96	111433	E	01	050	000	00445-2125 Winsor & Newton Liquin - Original, 2.5 L
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$52.34	111433	E	01	050	000	64325-9350 Inovart Skrtach N' Sketch Scratch Foil Paper - Silver, Pkg of 50
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$11.26	111433	E	01	050	000	81422-1001 The Pencil Grip Eisen Pencil Sharpener Classroom Pack - Pkg of 25
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$12.04	111432	E	01	050	000	11409-2006 Blick Premium Colored Art Paper - 12" x 18", Black, 50 Sheets

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$17.79	111434	E	01	050	000 00711-8048 Blickrylic Student Acrylics - Burnt Sienna, Half Gallon
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$67.84	111434	E	01	050	000 07526-1912 Blick Super Value Canvas Pack - 9" x 12", Pkg of 8
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$131.83	111434	E	01	050	000 07031-1008 Blick Super Value Canvas Bulk Pack - 16" x 20", Pkg of 40
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$185.80	111434	E	01	050	000 07031-1005 Blick Super Value Canvas Pack - 11" x 14", Pkg of 40
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$17.79	111434	E	01	050	000 00711-8058 Blickrylic Student Acrylics - Burnt Umber, Half Gallon
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$158.18	111434	E	01	050	000 00709-1049 Chromacryl Students' Acrylic Paints - Set of 6, Warm Colors, Half Gallon
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$158.18	111434	E	01	050	000 00709-1039 Chromacryl Students' Acrylic Paints - Set of 6, Cool Colors, Half Gallon
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$68.22	111435	E	01	050	000 30482-1029 Blick Essentials Gloss Glaze - Class Pack #2, Set of 6, Pint
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$119.37	111435	E	01	050	000 30482-1039 Blick Essentials Gloss Glaze - Class Pack #3, Set of 12, Pint
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$13.19	111435	E	01	050	000 30482-6796 Blick Essentials Gloss Glaze - Pint, Amethyst
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$13.19	111435	E	01	050	000 30482-2026 Blick Essentials Gloss Glaze - Pint, Black
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$42.48	111436	E	01	050	000 60514-1014 Copper Foil - 1/4" x 36 Yards
7	241849	00056	BLICK ART MATERIALS	10/5/2026 0:00	\$132.00	111436	E	01	050	000 63525-1801 Enkay Stained Glass Solder - 1 lb, 1/8" Spool
7	241850	8535	DAYTON AVENUE ORCHARD LLC	10/5/2026 0:00	\$210.00	111437	E	02	330	701 APPLES
7	241850	8535	DAYTON AVENUE ORCHARD LLC	10/5/2026 0:00	\$350.00	111438	E	02	005	701 APPLES
7	241851	9728	EVAN, RONALD A.	10/5/2026 0:00	\$75.00	111424	E	01	050	000 9.15.26 GIRLS SOCCER OFFICIAL
7	241851	9728	EVAN, RONALD A.	10/5/2026 0:00	\$84.00	111424	E	01	050	000 9.15.26 GIRLS SOCCER OFFICIAL-TRAVEL
7	241852	00221	IND SCHOOL DISTRICT #840	10/5/2026 0:00	\$50.00	111426	E	01	050	000 10.5.26 CC MEET
7	241853	02781	INGRAM LIBRARY SERVICES	10/5/2026 0:00	\$1,116.67	111439	E	01	050	000 BOOKS
7	241853	02781	INGRAM LIBRARY SERVICES	10/5/2026 0:00	\$1,299.99	111440	E	01	330	000 BOOKS
7	241854	00455	LAMPERT LUMBER	10/5/2026 0:00	\$82.18	111441	E	01	005	000 4X8 SHEET OF EXTERIOR GRADE 3/4" PLYWOOD
7	241855	00884	MUSIC MART, THE	10/5/2026 0:00	\$438.57	111442	E	01	050	000 REPAIRS
7	241855	00884	MUSIC MART, THE	10/5/2026 0:00	\$1,448.99	111442	E	01	050	000 SALES
7	241856	8311	NamDesign	10/5/2026 0:00	\$442.00	111443	E	04	005	321 BOARDER LAND VOLLEYBALL
7	241857	00716	RUNNINGS	10/5/2026 0:00	\$38.97	111446	E	01	005	000 GENERAL MAINTENANCE SUPPLIES
7	241857	00716	RUNNINGS	10/5/2026 0:00	\$226.98	111444	E	01	005	000 LAWN/FERTILIZER
7	241857	00716	RUNNINGS	10/5/2026 0:00	\$3.11	111445	E	01	005	000 GENERAL MAINTENANCE SUPPLIES
7	241858	00273	SCHOOL SPECIALTY LLC	10/5/2026 0:00	\$199.35	111447	E	01	050	000 2003170 Mayco Jungle Gems Crystal Glaze Set, Pint, Assorted Colors, Set of 12
7	241859	8588	SCHOOL SPECIALTY LLC.	10/5/2026 0:00	\$22.48	111448	E	01	050	000 1593561 Sharpie Color Burst Permanent Markers, Ultra Fine Point, Set of 24
7	241859	8588	SCHOOL SPECIALTY LLC.	10/5/2026 0:00	\$22.48	111448	E	01	050	000 2006151 Sharpie Permanent Markers, Ultra Fine Point, Cosmic Colors, Pack of 24
7	241859	8588	SCHOOL SPECIALTY LLC.	10/5/2026 0:00	\$33.21	111448	E	01	050	000 2013715 Sharpie Permanent Markers, Ultra Fine Point, Black, Pack of 36
7	241860	9723	SCHROEDER, ADAM	10/5/2026 0:00	\$105.00	111425	E	01	050	000 9.29.26 GIRLS SOCCER OFFICIAL
7	241860	9723	SCHROEDER, ADAM	10/5/2026 0:00	\$62.00	111425	E	01	050	000 9.29.26 GIRLS SOCCER OFFICIAL-TRAVEL
7	241861	00780	SCHWALBACH HDWE	10/5/2026 0:00	\$496.13	111449	E	01	005	000 GENERAL MAINTENANCE SUPPLIES
7	241861	00780	SCHWALBACH HDWE	10/5/2026 0:00	\$169.10	111449	E	01	050	000 EAGLE PATH PURCHASE
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$382.44	111456	E	02	020	705 BREAKFAST
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$1,018.35	111456	E	02	020	701 LUNCH
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$85.29	111456	E	02	020	705 BREAKFAST SUPPLY
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$24.33	111456	E	02	020	701 LUNCH SUPPLY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description		
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$80.90	111456	E	02	020	701	SNACK	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$1,367.86	111459	E	02	330	705	BREAKFAST	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$118.71	111459	E	02	330	705	BREAKFAST SUPPLY	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$3,964.37	111459	E	02	330	701	LUNCH	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$452.58	111459	E	02	330	701	LUNCH SUPPLY	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$776.50	111453	E	02	020	705	BREAKFAST	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$43.43	111453	E	02	020	701	SNACK	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$175.67	111452	E	02	020	705	BREAKFAST	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$341.32	111452	E	02	020	701	LUNCH	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$122.11	111452	E	02	020	701	LUNCH SUPPLY	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$26.63	111452	E	02	020	705	BREAKFAST SUPPLY	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$17.87	111452	E	02	020	701	SNACK	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$350.92	111462	E	02	005	707	ALACARTE	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$1,557.28	111462	E	02	005	705	BREAKFAST	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$181.20	111462	E	02	005	705	BREAKFAST SUPPLY	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$472.72	111462	R	01	050	000	CONCESSIONS	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$7,920.13	111462	E	02	005	701	LUNCH	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$307.65	111454	E	02	005	707	ALACARTE	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$177.85	111454	E	02	005	705	BREAKFAST	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$53.08	111454	E	02	005	705	BREAKFAST SUPPLY	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$44.00	111454	R	01	050	000	CONCESSIONS	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$5,965.81	111454	E	02	005	701	LUNCH	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$226.64	111454	E	02	005	701	LUNCH SUPPLIES	
7	241862	01631	SYSCO MINNESOTA	10/5/2026 0:00	\$64.49	111450	E	02	030	701	LUNCH	
				TOTAL:	\$495,091.30							
				TOTAL BY FUND:								
				FUND 1	\$416,424.35							
				FUND 2	\$76,072.61							
				FUND 4	\$2,594.34							
				FUND 7	\$0.00							
				TOTAL:	\$495,091.30							
WINDOM AREA SCHOOLS			DETAIL REGISTER - P CARD REGISTER								SEPTEMBER - OCTOBER 2026	
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description		
BMOC		00141	MINNESOTA RURAL EDUCATION ASSN	10/5/2026 0:00	\$670.00	111455	E	01	005	308	2026 GREATER EDUCATION SUMMIT - JF AND CB	
BMOC		00141	MINNESOTA RURAL EDUCATION ASSN	10/5/2026 0:00	\$23.15	111455	E	01	005	308	2026 GREATER EDUCATION SUMMIT - FEES	
BMOC		00178	DEMCO INC.	10/5/2026 0:00	\$90.56	111379	E	01	050	000	LAMINATE	

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		00178	DEMCO INC.	10/5/2026 0:00	\$37.14	111379	E	01	050	000	FILAMENT TAPE
BMOC		00178	DEMCO INC.	10/5/2026 0:00	\$134.28	111379	E	01	050	000	PAPERFOLD ADJUSTAB BOOK
BMOC		00178	DEMCO INC.	10/5/2026 0:00	\$13.34	111379	E	01	050	000	SCOTCH BOOK TAPE
BMOC		00178	DEMCO INC.	10/5/2026 0:00	\$0.00	111379	E	01	050	000	General Supplies
BMOC		00729	WM OF WI-MN	10/5/2026 0:00	\$1,163.59	111392	E	01	005	000	ELEMENTARY
BMOC		00729	WM OF WI-MN	10/5/2026 0:00	\$561.15	111392	E	01	005	000	HIGHLAND
BMOC		00729	WM OF WI-MN	10/5/2026 0:00	\$1,678.56	111392	E	01	005	000	MSHS
BMOC		00770	MSCA/MN SCHOOL COUNSELORS ASS	10/5/2026 0:00	\$160.00	111346	E	01	005	307	MSCA 2026 PROFESSIONAL MEMBER
BMOC		00770	MSCA/MN SCHOOL COUNSELORS ASS	10/5/2026 0:00	\$160.00	111345	E	01	005	307	MSCA 2026 PROFESSIONAL MEMEBER
BMOC		00770	MSCA/MN SCHOOL COUNSELORS ASS	10/5/2026 0:00	\$60.00	111345	E	01	005	307	MEMBERSHIP RENEWAL
BMOC		00770	MSCA/MN SCHOOL COUNSELORS ASS	10/5/2026 0:00	\$220.00	111340	E	01	005	307	REGISTRATION MSCA 2026 PROFESSIONAL
BMOC		01933	WAL-MART	10/5/2026 0:00	\$27.49	111400	E	01	050	830	SANDING BELT ERASER
BMOC		01933	WAL-MART	10/5/2026 0:00	\$79.34	111365	E	01	060	000	FOOTBALLS
BMOC		01933	WAL-MART	10/5/2026 0:00	\$56.28	111366	E	01	060	000	FOOTBALLS
BMOC		02162	MCDOWELL AGENCY	10/5/2026 0:00	\$132.00	111354	E	01	005	000	BACKGROUND CHECKS
BMOC		02210	COLE PAPERS INC	10/5/2026 0:00	\$762.36	111356	E	01	005	000	PINK FOAMING HAND SOAP
BMOC		02210	COLE PAPERS INC	10/5/2026 0:00	\$508.56	111356	E	01	005	000	BETCO STIX TOILET BOWL CLEANER
BMOC		02210	COLE PAPERS INC	10/5/2026 0:00	\$243.84	111356	E	01	005	000	CLAR CAN LINER
BMOC		02210	COLE PAPERS INC	10/5/2026 0:00	\$191.71	111355	E	01	005	000	GENERAL MAINTENANCE SUPPLIES
BMOC		02210	COLE PAPERS INC	10/5/2026 0:00	\$772.16	111408	E	01	005	000	CLEAR CAN LINERS
BMOC		02306	GRAINGER	10/5/2026 0:00	\$740.04	111353	E	01	005	000	QUICK CONNECT FILTER
BMOC		02306	GRAINGER	10/5/2026 0:00	\$64.88	111338	E	01	005	380	WEDGE V BELT 5L700
BMOC		02306	GRAINGER	10/5/2026 0:00	\$263.12	111337	E	01	005	380	POCKET AIR FILTER
BMOC		02306	GRAINGER	10/5/2026 0:00	\$47.28	111337	E	01	005	380	WEDGE V BELT
BMOC		02306	GRAINGER	10/5/2026 0:00	\$20.54	111337	E	01	005	380	WEDGE V BELT RUBBER COMPOUND
BMOC		02306	GRAINGER	10/5/2026 0:00	\$122.67	111337	E	01	005	380	WEDGE V BELT BV116
BMOC		02306	GRAINGER	10/5/2026 0:00	\$36.70	111337	E	01	005	380	WEDGE V BELT 5L800
BMOC		02306	GRAINGER	10/5/2026 0:00	\$371.17	111378	E	02	005	701	GENERAL PURPOSE MOTOR
BMOC		02306	GRAINGER	10/5/2026 0:00	\$38.30	111388	E	01	005	380	WIRED RELAY
BMOC		02306	GRAINGER	10/5/2026 0:00	\$650.70	111336	E	01	005	000	OUTLET STRIP
BMOC		03681	PEARSON CLINICAL ASSMTS	10/5/2026 0:00	\$1,067.43	111386	E	01	005	740	WECHSLER MATERIALS
BMOC		03841	PIZZA RANCH	10/5/2026 0:00	\$17.82	111457	E	01	005	308	ADULT BUFFET
BMOC		03909	UNDERWOOD DISTRIBUTING	10/5/2026 0:00	\$65.90	111330	E	01	050	000	Texas Instruments TI-84 Plus CE Yellow Slide Cover - 10 Pack
BMOC		03909	UNDERWOOD DISTRIBUTING	10/5/2026 0:00	\$224.25	111330	E	01	050	000	TI-30XS MultiView Scientific Calculator - Bulk Packaging (Scientific Calculators in School Bus Yellow)
BMOC		03909	UNDERWOOD DISTRIBUTING	10/5/2026 0:00	\$9.24	111330	E	01	050	000	SHIPPING
BMOC		05097	MINNESOTA STATE COLLEGES AND UN	10/5/2026 0:00	\$1,371.31	111469	E	01	005	308	DAPE SEMESTER TUITION
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$85.20	111387	E	01	050	000	STAPLERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$89.45	111382	E	01	050	000	GOSPORTS FOOTBALL KICKING NET
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$199.90	111460	E	01	005	000	ERGONOMIC OFFICE CHAIR

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$96.48	111418	E	04	005	321	DIAPER GENIE REFILLS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$13.78	111385	E	01	330	317	HURRICAN KATRINA BOOK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$13.34	111385	E	01	330	317	NINTH WARD
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$12.50	111385	E	01	330	317	GHOST BOYS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$19.12	111385	E	01	330	317	MURDER OF EMMITT TILL BOOK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$17.92	111385	E	01	330	317	A WREATH FOR EMMETT TILL
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.49	111343	E	01	330	740	MINI TRAMPOLINE COVER
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.49	111343	E	01	330	740	MINI TRAMPOLINE COVER
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$78.38	111351	E	01	050	000	WHITE POSTER BOARDS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$166.32	111351	E	01	050	000	SCANTRON
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$35.99	111334	E	01	050	000	BIOFREEZE
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$46.98	111364	E	01	060	000	SOFT INDOOR SOCCER BALLS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$129.00	111468	E	01	005	000	BUSINESS PRIME MEMBERSHIP FEE ESSENTIALS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$14.63	111375	E	01	005	740	TIDE FREE AND GENTLE LIQUID DETERGENT
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$66.90	111344	E	01	050	302	PSYCHOLOGY TEACHER EDITION
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$3.99	111344	E	01	050	302	SHIPPING
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$39.98	111348	E	04	005	321	RAINBOW TOYFROM STAR FLEX STEM
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$451.96	111458	E	01	005	000	OFFICE CHAIR ERGONOMIC
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$10.12	111384	E	01	330	000	COLORED CARD STOCK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.26	111329	E	01	050	000	FINGERTIP BANDAIDS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$126.08	111414	E	01	050	000	CRAMER TEAM COLOR ATHLETIC TAPE WHITE
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$11.68	111414	E	01	050	000	AMAZON FILE FOLDERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.49	111414	E	01	050	000	MESH ARM SHOULDER SLING MEDIUM
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$39.08	111417	E	01	330	000	LIGHT BLUE CONSTRUCTION PAPER
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$69.12	111417	E	01	330	000	KWIK STIX TEMPERA PAINT STICKS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$53.48	111417	E	01	330	000	THE PENCIL GRIP
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.31	111417	E	01	330	000	COMMAND STRIP REFILLS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$0.00	111417	E	01	330	000	Supplies & Materials-Non Indiv
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$139.98	111369	E	01	050	830	YUNSAILING SAFETY GLASSES BULK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$87.38	111369	E	01	050	830	QUEEKAY OVER EYEGASSES SAFETY GLASSES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$79.47	111369	E	01	050	830	80 GRIT FLAP DISCS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$161.94	111369	E	01	050	830	HIGH DENSITY FLAP DISCS 40 GRIT
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$21.84	111369	E	01	050	830	CUT OFF WHEELS ANGLE GRINDER CUTTING DISC
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$10.12	111409	E	01	330	000	CARDSTOCK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$15.29	111335	E	01	330	000	WIRELESS REMOTE OUTLETS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$7.98	111335	E	01	330	000	BOOK ENDS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$14.99	111335	E	01	330	000	PENCIL TOPPERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$27.37	111335	E	01	330	000	NUMBERBLOCKS BALANCE ACTIVITY SET
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$13.98	111335	E	01	330	000	CHRISTMAS DIY PICTURE FRAMES

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$19.99	111335	E	01	330	000	PENCIL SHARPENER
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.99	111335	E	01	330	000	SEA CREATURES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$16.50	111335	E	01	330	000	STAR SHAPED SWIRL POPS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$11.69	111335	E	01	330	000	FALL DIY PICTURE FRAMES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$12.99	111335	E	01	330	000	COLORED CARD STOCK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$27.99	111389	E	01	330	000	GUM
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$35.96	111389	E	01	330	000	CANDY
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$25.98	111421	E	04	005	325	PLAY DOH
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.99	111421	E	04	005	325	POM POMS WITH WIGLLE EYES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$10.71	111421	E	04	005	325	COLORFUL FOAM LEAVES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$15.78	111421	E	04	005	325	ARTIFICIAL MAPLE LEAVES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	-\$7.80	111421	E	04	005	325	DISCOUNT
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$11.50	111367	E	04	005	321	COMMAND STRIPS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.81	111367	E	04	005	321	STICKY TACK PUTTY
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$14.98	111367	E	04	005	321	3 RING BINDERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$29.04	111367	E	04	005	321	STEP STOOLS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.48	111367	E	04	005	321	BEACH BALLS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$16.14	111367	E	04	005	321	CRAFT FEATHERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$20.99	111326	E	01	330	000	MESH ZIPPER POUCH BAGS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$29.97	111406	E	04	005	321	OUN NANA DOUGH PLAY TOOLS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$10.42	111406	E	04	005	321	COLORATIONS GEO SHAPES DOUGH CUTTER SET
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$30.06	111406	E	04	005	321	ISHYAN DOUGH TOOLS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.39	111327	E	01	005	000	PERCO NEON ORANGE ROUND CIRCLE DOT STICKER
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$54.76	111405	E	01	330	000	DOCUMENT CAMERA
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$7.99	111405	E	01	330	000	DRY ERASE MAGNETIC ERASERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$702.98	111352	E	01	060	000	HUPSJER 32 DEVICE MOBILE CHARGING CART FOR CHROMEBOOKS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$66.60	111470	E	01	050	000	SPEED STICK POWER DEODORANT
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$122.04	111470	E	01	050	000	LADY SPEED STICK DEODORANT
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$45.94	111471	E	01	050	000	KOTEX HEAVY PADS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$13.98	111471	E	01	050	000	KOTEX REGULAR PADS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$44.99	111471	E	01	050	000	600 TOOTHBRUSH
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$89.82	111471	E	01	050	000	COLGATE CAVITY PROTECTION FLUORIDE TOOTHPASTE
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$18.99	111368	E	01	050	830	ENGRACVING BLANK MATERIALS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$18.42	111368	E	01	050	830	ANODIZES ALUMINUM SHEET SET
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$68.55	111380	E	01	050	000	CRAMER WHITE POROUS ATHLETIC TAPE
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$49.14	111383	E	01	005	000	COVIDIEN SHAPRSAFETY CONTAINERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$23.92	111363	E	01	330	000	TRPOPHY AWARD
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$47.97	111362	E	04	005	321	KIDS CLOCKS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$22.95	111350	E	01	330	000	DESK ORGANIZER

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$24.99	111350	E	01	330	000	PILOT GEL ROLLER PENS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$7.99	111350	E	01	330	000	MAGNETIC WHITEBOARD DRY ERASERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$14.17	111350	E	01	330	000	CARDSTOCK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$11.99	111350	E	01	330	000	DRY ERASE DOTS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.54	111350	E	01	330	000	100TH DAY OF SCHOOL PAPER CROWNS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.97	111350	E	01	330	000	LET'S GO FISHIN
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.99	111350	E	01	330	000	GO FISH
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.99	111350	E	01	330	000	ALPHABET BEADS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$39.95	111361	E	01	050	000	AMERI-STRIPE BLACK ATHLETIC FIELD GRASS PAING
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$39.95	111361	E	01	050	000	AMERI-STRIPE BLACK ATHLETIC FIELD GRASS PAING
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$159.80	111361	E	01	050	000	AMERI-STRIPE ROYAL BLUE ATHLETIC FIELD GRASS PAING
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$26.65	111361	E	01	050	000	DURASTRIPE ATHLETIC FIELD MARKING PAINT GREEN
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$26.65	111361	E	01	050	000	DURASTRIPE ATHLETIC FIELD MARKING PAINT GREEN
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$26.65	111361	E	01	050	000	DURASTRIPE ATHLETIC FIELD MARKING PAINT GREEN
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$14.99	111328	E	04	005	321	BOTTLE REPLACEMENT NIPPLES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$15.85	111419	E	01	330	401	POP BLOCKS FIDGET TOYS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.99	111373	E	01	330	000	STAR STICKERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$1,709.96	111398	E	01	330	302	US AND WORLD PRIMARY CLASSROOM PULL DOWN MAP SET
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$19.98	111333	E	01	330	000	HADGE ID CARDS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$11.99	111333	E	01	330	000	CRAYOLA DOUGH RED
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$72.90	111372	E	01	005	000	LIGHTSPEED FLEXCAT BATTERIES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$2.30	111372	E	01	005	000	SHIPPING
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$17.30	111342	E	01	050	830	GLOW WORM GEL
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.95	111342	E	01	050	830	BLACK LIGHT UV LIGHT FLASHLIGHT
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.99	111358	E	01	330	000	DRY ERASE ERASERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$14.99	111358	E	01	330	000	COLORLED GEL PENS FIOVER
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.99	111358	E	01	330	000	DAIKOYE BALLPOINT PENS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$5.99	111420	E	01	050	000	SOLID WOOD TRAIN WHISTLE
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.99	111393	E	01	050	830	CUCUMBER COLLECTION HEIRLOOM VEGETABLE SEEDS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$153.54	111332	E	01	005	000	BLINDLYHOME CORDLESS MINI BLINDS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$18.99	111399	E	01	330	000	BINDER DIVIDERS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$15.99	111331	E	01	330	000	MAGNETIC BUILDING BLOCKS LARGE
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$16.99	111331	E	01	330	000	WEIGHTED LAP PAD
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$9.99	111331	E	01	330	000	MINI CLIPBOARD
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$14.99	111331	E	01	330	000	TEACHER PLANNER
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$12.30	111331	E	01	330	000	POCKET CHART
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$22.99	111331	E	01	330	000	MONTESORI LEARNING ACTIVITIES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$22.59	111374	E	01	330	740	REESE MINIS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$19.96	111374	E	01	330	740	MINI CHOCOLATE CHIP COOKIES

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$22.61	111374	E	01	330	740	MINI M AND M'S
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$19.53	111374	E	01	330	740	SKITTLES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$11.94	111374	E	01	330	740	NILLA WAFERS MINI COOKIES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$14.54	111391	E	01	330	000	DOUBLE BUBBLE DUM BULK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$67.36	111403	E	01	050	830	GUESS WHO GAME
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$38.56	111404	E	01	005	000	TICKETS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$30.54	111404	E	01	005	000	RECEIPT BOOKS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$49.44	111394	E	01	005	000	BULK CANDY ASST.
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$107.50	111394	E	01	005	000	FROOTIES MEGA MIX
BMOC		1491	AMAZON.COM	10/5/2026 0:00	-\$3.23	111394	E	01	005	000	DISCOUNT
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$119.95	111341	E	01	050	000	WHISTLES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$27.99	111390	E	01	330	000	GUM
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$28.49	111357	E	01	050	740	SEDORTI STEEL PADLOCK SET
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$29.59	111376	E	01	330	000	GOLF MARDI GRAS BEADS
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$29.59	111376	E	01	330	000	BLUE MARDI GRAS BEAD NECKLACES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$126.08	111410	E	01	050	000	CRAMER TAPE
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$27.42	111411	E	04	005	344	CON-TACT CLEAR ADHESIVE LINER
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$109.98	111474	E	01	050	830	PNY 32 GB SD CARDS, 5-PACK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$47.48	111474	E	01	050	830	PROCASE HARD SHELL DIGITAL CAMERA CASE
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$8.81	111474	E	01	050	830	36 SLOTS MEMORY CARD CASE
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$29.99	111474	E	01	050	830	WASABI POWER BATTERY 2 PACK
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$33.29	111474	E	01	050	830	K&F CONCEPT 3-PACK LP-E17 BATTERY AND UPGRADED 3-SLOT
BMOC		1491	AMAZON.COM	10/5/2026 0:00	-\$2.37	111474	E	01	050	830	DISCOUNT
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$102.59	111461	E	01	005	000	ERGONOMIC OFFICE CHAIR
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$10.24	111325	E	01	330	000	T. QUIRING CUSTOM TATOO TAX REFUND
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$199.96	111415	E	04	005	322	PHILIPS CD PLAYER
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$66.49	111370	E	01	005	000	AMERICAN FLAG 6X10 FEET
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$189.84	111370	E	01	005	000	AMERICAN FLAG 4X6
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$43.05	111466	E	01	050	000	TO KILL A MOCKINGBIRD BOOK
BMOC		7036	MBCA CLINIC	10/5/2026 0:00	\$150.35	111412	E	01	050	000	26 MBCA CLINIC
BMOC		7682	HARBOR FREIGHT TOOLS	10/5/2026 0:00	\$399.98	111402	E	01	050	830	FLOOR JACKS
BMOC		7682	HARBOR FREIGHT TOOLS	10/5/2026 0:00	\$38.89	111402	E	01	050	830	SHIPPING
BMOC		8025	TEACHERS PAY TEACHERS/TEACHERS	10/5/2026 0:00	\$28.94	111339	E	04	005	321	CLASSROOM ITEMS
BMOC		8574	ULINE	10/5/2026 0:00	\$2,710.00	111377	E	01	050	000	BLEACHERS
BMOC		8574	ULINE	10/5/2026 0:00	\$87.53	111377	E	01	050	000	SHIPPING
BMOC		8595	MINNESOTA DEPARTMENT OF HEALTH	10/5/2026 0:00	\$51.08	111371	E	02	005	701	FOOD HANDLERS LICENSE
BMOC		8611	SMARTCARE	10/5/2026 0:00	\$83.33	111463	E	04	005	321	MONTHLY SMARTCARE FEE
BMOC		8789	ZENNI OPTICAL	10/5/2026 0:00	\$53.75	111407	E	01	330	000	GLASSES
BMOC		8907	HEGGERTY	10/5/2026 0:00	\$299.04	111413	E	01	330	000	BRIDGE THE GAP CURRICULUM

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		8985	MUD HOLE CUSTOM TACKLE, INC	10/5/2026 0:00	\$1,388.46	111475	E	01	060	000	PROCARE ESSENTIAL ONLINE - ADVENTURE CLUB
BMOC		9062	VENTRIS LEARNING	10/5/2026 0:00	\$1,375.00	111401	E	01	330	317	WORD ORIGINS
BMOC		9062	VENTRIS LEARNING	10/5/2026 0:00	\$103.13	111401	E	01	330	317	SHIPPING
BMOC		9074	SAWSTOP LLC	10/5/2026 0:00	\$161.00	111360	E	01	050	830	REV 2 SWITCH BOX ASSEMBLY
BMOC		9074	SAWSTOP LLC	10/5/2026 0:00	\$20.03	111360	E	01	050	830	SHIPPING
BMOC		9161	ADOBE INC.	10/5/2026 0:00	\$15.99	111465	E	01	005	000	CREATIVE CLOUD PRO
BMOC		9182	MICROSOFT CORPORATION	10/5/2026 0:00	\$113.75	111451	E	01	005	000	OFFICE 365 A3 FOR FACULTY - AUGUST 26
BMOC		9182	MICROSOFT CORPORATION	10/5/2026 0:00	-\$113.75	111451	E	01	005	000	OFFICE 365 A3 FOR FACULTY - LICENSE CHANGE ADJ - AUGUST 26
BMOC		9182	MICROSOFT CORPORATION	10/5/2026 0:00	-\$18.35	111451	E	01	005	000	OFFICE 365 A3 FOR FACULTY - LICENSE CHANGE ADJ - AUGUST 26
BMOC		9182	MICROSOFT CORPORATION	10/5/2026 0:00	\$178.75	111451	E	01	005	000	OFFICE 365 A3 FOR FACULTY - AUGUST 26
BMOC		9182	MICROSOFT CORPORATION	10/5/2026 0:00	-\$149.92	111451	E	01	005	000	OFFICE 365 A3 FOR FACULTY - LICENSE CHANGE ADJ - AUGUST 26
BMOC		9182	MICROSOFT CORPORATION	10/5/2026 0:00	\$178.75	111451	E	01	005	000	OFFICE 365 A3 FOR FACULTY - SEPTEMBER 26
BMOC		9245	INSECT LORE	10/5/2026 0:00	\$36.94	111381	E	01	330	000	LADYBUG LARVE
BMOC		9344	TRICK TOOLS	10/5/2026 0:00	\$329.28	111359	E	01	050	000	QUENCH GUARD ANTI CORROSIVE ADDITIVE FOR PLASMA TABLES
BMOC		9344	TRICK TOOLS	10/5/2026 0:00	\$50.27	111359	E	01	050	000	SHIPPING
BMOC		9396	MINNESOTA SCHOOL SOCIAL WORKER	10/5/2026 0:00	\$329.00	111347	E	01	005	307	2026 MSSWA FALL CONFERENCE
BMOC		9396	MINNESOTA SCHOOL SOCIAL WORKER	10/5/2026 0:00	\$329.00	111349	E	01	005	307	2026 MSSWA FALL CONFERENCE
BMOC		9675	ADVANCED TECH, INC	10/5/2026 0:00	\$1,110.93	111472	E	01	005	000	PHONE SERVICE: 8/01/2026 TO 9/30/2026
BMOC		9693	PROCARE SOLUTIONS	10/5/2026 0:00	\$1.00	111467	E	04	005	321	PROCARE ESSENTIAL ONLINE - ADVENTURE CLUB
BMOC		9693	PROCARE SOLUTIONS	10/5/2026 0:00	\$1.00	111467	E	04	005	321	PROCARE ESSENTIAL ONLINE - DAYCARE
BMOC		9714	EGOLD FAX	10/5/2026 0:00	\$62.00	111473	E	01	005	302	250 PAGES PER MONTH OVERAGE CHARGE: 8/20/2026-9/19/2026
BMOC		9724	NASRO	10/5/2026 0:00	\$800.00	111395	E	01	005	308	SRO TACTICAL ASSAILANT RESPONSE
BMOC		9725	SUPERCUT	10/5/2026 0:00	\$213.57	111396	E	01	050	830	BANDSAW BLADES
BMOC		9726	LANE WALKER BOOKS	10/5/2026 0:00	\$89.95	111397	E	01	050	000	BOOKS
BMOC		9726	LANE WALKER BOOKS	10/5/2026 0:00	\$7.34	111397	E	01	050	000	SHIPPING
BMOC		9727	KOLPAK	10/5/2026 0:00	\$174.74	111416	E	02	005	701	GASKET
BMOC		9727	KOLPAK	10/5/2026 0:00	\$24.20	111416	E	02	005	701	SHIPPING
BMOC		00339	AUTO VALUE - WINDOM	10/5/2026 0:00	\$46.44	111482	E	01	050	830	1GAL IMPACT ULTRA VI
BMOC		00339	AUTO VALUE - WINDOM	10/5/2026 0:00	\$154.45	111481	E	01	050	830	MEDIUM HORSE POW, BRAKE PARTS
BMOC		00341	HY-VEE FOOD STORE WINDOM	10/5/2026 0:00	\$30.39	111480	E	01	330	000	APPLES
BMOC		00673	MINNESOTA STATE HIGH SCHOOL LE	10/5/2026 0:00	\$25.00	111485	E	01	050	000	ACTIVITIES DIRECTOR TOURNAMENT CARD 2026-2027
BMOC		00673	MINNESOTA STATE HIGH SCHOOL LE	10/5/2026 0:00	\$16.50	111485	E	01	050	000	ADDITIONAL COPIES OF 2026-2027 MSHSL OFFICIAL HANDBOOK
BMOC		00673	MINNESOTA STATE HIGH SCHOOL LE	10/5/2026 0:00	\$18.10	111485	E	01	050	000	SHIPPING
BMOC		00780	SCHWALBACH HDWE	10/5/2026 0:00	\$146.92	111483	E	01	050	830	TAPE MEASURE, RIP CLAW, FRAMING HAMMER
BMOC		00780	SCHWALBACH HDWE	10/5/2026 0:00	\$39.97	111484	E	01	050	830	TUBE BRUSH, HEX L-KEY SET STEL
BMOC		00780	SCHWALBACH HDWE	10/5/2026 0:00	\$24.95	111487	E	01	050	000	KEY BLANK
BMOC		01933	WAL-MART	10/5/2026 0:00	\$58.89	111479	E	01	330	000	4TH GRADE INSTRUCTIONAL SUPPLIES
BMOC		02777	HOBBY LOBBY	10/5/2026 0:00	\$21.35	111489	E	01	060	000	CRAFTS
BMOC		04774	O'REILLY AUTO PARTS	10/5/2026 0:00	\$77.52	111490	E	01	050	830	SYNTHETIC OIL

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$871.45	111491	E	01	005	417	TITLE INSTRUCTIONAL SUPPLIES
BMOC		1491	AMAZON.COM	10/5/2026 0:00	\$138.92	111492	E	01	005	417	PLASTIC STORAGE ROLLING CART
BMOC		8025	TEACHERS PAY TEACHERS/TEACHERS	10/5/2026 0:00	\$32.98	111477	E	01	060	000	SCIENCE IS WEIRD POSTERS
BMOC		9729	NFHS	10/5/2026 0:00	\$27.71	111486	E	01	050	000	2026-28 GIRLS GYMNASTICS RULES BOOK
BMOC		9730	FAMILY DOLLAR	10/5/2026 0:00	\$6.00	111488	E	01	060	000	HAIR TIES
BMOC		8580	SIGNUP.COM	10/6/2026 0:00	\$99.00	111494	E	01	330	000	YEARLY K-12 CAMPUS PLAN (9.19.2026-9.19.2027)
				TOTAL:	\$33,948.72						

WINDOM AREA SCHOOLS, ISD 177
WINDOM, MN
TREASURER'S REPORT TO SCHOOL BOARD

Date of report October 1, 2026

For the Month Ending September 30, 2026

FUNDS	Cash Balance Beginning of Month	Receipts	Interest	Payroll	Disbursements/ Expenses	Cash Balance End of Month	Adjustments	Cash Balance End of Month
General Fund (01)	10,691,977.27	1,724,852.97	37,016.29	996,027.86	581,012.77	10,876,805.90	(73,523.68)	10,803,282.22
Food Service Fund (02)	263,588.34	19,562.55		31,615.28	66,188.08	185,347.53		185,347.53
Community Service Fund (04)	376,815.15	64,496.92		45,328.13	10,554.50	385,429.44	73,523.68	458,953.12
Sub-Total Funds 01/02/04	11,332,380.76	1,808,912.44	37,016.29	1,072,971.27	657,755.35	11,447,582.87	0.00	11,447,582.87
Debt Service Fund (07)	1,270,603.84	158,327.59				1,428,931.43		1,428,931.43
Scholarship Fund (18)	6,228.46					6,228.46		6,228.46
Activity Account (21)	298,139.51	15,584.40	747.71		6,494.98	307,976.64		307,976.64
Sub-Total Funds 07/08/21	1,574,971.81	173,911.99	0.00	0.00	6,494.98	1,743,136.53	0.00	1,743,136.53
TOTALS	\$ 12,907,352.57	\$ 1,982,824.43	\$ 37,016.29	\$ 1,072,971.27	\$ 664,250.33	\$ 13,190,719.40	\$ -	\$ 13,190,719.40

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK(S)

Description	Current Rate Of Interest (info. only)	Balance Per Bank Statement			Outstanding Checks & Wires	Deposits Not Bank Statement	Other Reconciling Items	Balance Per Treasurer's Books
BANK MIDWEST-GENERAL	1.10%	417,506.25			100,792.95	51.00	200.40	316,964.70
CASH ON HAND, misc		75.00						75.00
CASH ON HAND, food service		260.00						260.00
MSDLAF+ LIQUID	3.60%	1,616.60						1,616.60
MSDLAF+ MAX	3.71%	8,063,826.46						8,063,826.46
MSDLAF+ TERM	3.82%-3.92%	4,500,000.00						4,500,000.00
BANK MIDWEST-ACTIVITY ACCOUNT	3.04%	308,488.34			511.70			307,976.64
Treasurer's Bal. Per Books		\$ 13,291,772.65			\$ 101,304.65	\$ 51.00	\$ 200.40	\$ 13,190,719.40

Other Reconciling Items - ICS Sweep Adjustment, Vision Insurance Adjustment



2026-2027 ACTIVITY ASSIGNMENTS

Fall Athletics:

Football	Head Coach	Wyatt Minion
	Assistant Coach	Zach Steen
	Assistant Coach	Devin Homer
	Volunteer Assistant Varsity	Ryan Zamzow
	Volunteer Assistant Varsity	Brady Ysker-Giefer
	9 th Grade Coach	Mason Anderson
	9 th Grade Coach	Tyler Morgan
	7 th /8 th Grade Coach	Jeff Huska
	7 th /8 th Grade Coach	Jake Tauer
Fall Cheerleading	7 th /8 th Grade Coach	Dylan Colbert
Fall Cheerleading	Advisor	Alyssa Schroeder
	Volunteer	Rachel Minion
Cross Country		
	Head Coach	Melissa Pletcher
	Assistant Coach	Kylie Nielsen
	Assistant Co-Coach	Les Knutson
Volleyball	Assistant Co-Coach	Gracie Bucher
	Head Coach	Crystal Fast
	B Squad Coach	Leah Lovell
	C Squad Coach	Samantha Flatgard
	8 th Grade Coach	Rebecca Hacker
	7 th Grade Coach	Paige Pigman
Volleyball	Volunteer Coach	Cierra Fast
	Volunteer Coach	Dane Nielsen

Winter Athletics:

Girls Basketball	Head Coach	Jacob Johnson
	Volunteer Assistant Varsity	Lance Jackson
	B Squad Coach	Halle Jackson
	C Squad Coach	Autumn Hauge
	8 th Grade Coach	Lindsey Power
	7 th Grade Coach	Leah Hauge
Boys Basketball		
	Head Coach	Kobe Lovell
	Volunteer Assistant Varsity	Collin Lovell
	Volunteer Assistant Varsity	Dane Nielsen
	B Squad Coach	Jake Tauer
	C Squad Coach	Dylan Colbert
	8 th Grade Coach	TBD
Wrestling	7 th Grade Coach	Jacob Olson
	Head Coach	Nick Kulseth
	Asst. Coach	Joe Fischenich
	JH Coach	Branden Schultz
	CO-JH Coach	Dave Fischenich
	CO-JH Coach	Kevin Walzak
Boys Hockey	Volunteer Assistant	Blake Spinks
	Volunteer Assistant	Zach Spinks
Boys Hockey	Head Coach	Travis Janssen
	Assistant Coach	Kyle Espenson

	Assistant Coach	TBD
	Volunteer Assistant	Justin Espenson
	Volunteer Assistant	Jason Espenson
	Volunteer Assistant	Todd Janssen
Girls Hockey	Head Coach	Emilee Anderson
	Assistant Coach	Ryan Evers
	Volunteer Assistant	Jerome Robillard
	Volunteer Assistant	Annie Tippin
Gymnastics	Head Coach	Mareah Roman Parada
	Assistant Coach	Courtney Haglund
	7th/8th Grade Coach	TBD
Robotics	Advisor	Susan Buss
	JH Advisor	David Hutar
Winter Cheerleading	Advisor	TBD
<u>Spring Athletics:</u>		
Baseball	Head Coach	Alex Fink
	Assistant Coach	Mike Jackson
	B Squad Coach	Kobe Lovell
	8 th Grade Coach	Jacob Olson
	7 th Grade Coach	Jake Tauer
	Volunteer Assistant	Collin Lovell
	Volunteer Assistant	Joel Riordan
	Volunteer Assistant	Travis Janssen
Softball	Head Coach	Jessica Smith
	Assistant Coach	Jeff Huska
	B Squad Coach	Eric Hanson
	8 th Grade Coach	Kelly Homer
	7 th Grade Coach	Brianna Mischke
Track and Field	Head Coach	Craig Taylor
	Assistant Coach	Erin Elder
	Assistant Coach	Les Knutson
	JH Coach	Amanda Smith
	JH Coach	TBD
Golf	Head Coach	Paige Pigman
	Volunteer Assistant	Glenn Lund
Clay Target League	Volunteer Coach	Travis Hodkin
	Volunteer Assistant	Jerome Robillard
<u>Other Activities:</u>		
Knowledge Bowl	Head Coach	TBD
JH Knowledge Bowl	Head Coach	Charlotte Suess
	Assistant Coach	Britney Schwing
High School Yearbook	Advisor	Rachel Hawn
Middle School Yearbook	Advisor	Jamie Pohlmann

Elementary Yearbook	Advisor	Sam Melkert
High School Student Council	Co-Advisors Co-Advisors	Emily Riordan James Burton
Middle School Student Council	Advisor	Sydney Mortenson
National Honor Society	Co-Advisor Co-Advisor	Jennifer Eberhard Sonja Piotter
Strength & Conditioning	Fall Coach Winter Coach Spring Coach	Erin Elder Erin Elder Erin Elder
Speech	Head Coach Assistant Coach JH Coach	Elsa Mendoza Erin Sebring TBD
FFA	Advisor Assistant Volunteer Assistant	Betsy Harwood Jace Harwood Jaclyn Engen
Fall Musical	Director Vocal Assistant Set/Technical Assistant Director	Emily Riordan Rachel Axford Sarah Theesfeld
Winter Play	Director Instrumental Assistant Director Assistant Director	Emily Riordan Rachel Axford Sarah Theesfeld
Middle School Play	Co-Director Co-Director	Dana Wallace Jackie Jurgens
Band for Athletic Events	Director	Jamie Pohlmann
Senior High Band	Advisor	Jamie Pohlmann
Stage (Jazz) Band	Director	Jamie Pohlmann
Marching Band	Advisor Flag Coordinator	Jamie Pohlmann TBD
Pop Group	Advisor	Rachel Axford
Senior High Vocal	Advisor	Rachel Axford
Video Board Electronic & Event Technician	Advisor	Jacob Johnson
Prom	Advisor	Sara Barfknecht
Literacy Coach	Windom Elementary	Sam Melkert
ECFE Coordinator		Angela Geesman



SEP 10 2026

Marcie Blouin <mblouin@isd177.com>

Fwd:

1 message

Mandie Borer <mborer@isd177.com>

Thu, Sep 10, 2026 at 2:27 PM

To: Marcie Blouin <mblouin@isd177.com>, Jana Raverty <jraverty@isd177.com>, Holly Anderson <handerson@isd177.com>

----- Forwarded message -----

From: **Sheila Roiger** <jsroiger@gmail.com>

Date: Wed, Sep 9, 2026 at 9:39 PM

Subject:

To: <mborer@isd177.com>

Sheila Roiger

507-276-0907

Jsroiger@gmail.com

Sept. 9, 2026

Mandi Borer

Windom Area Schools

Dear Mandi,

Please accept this letter as formal notification that I am resigning from my position as Cook Manager. My last day of work will be Wednesday, Sept. 16, 2026.

After much thought I have decided to step away from my career to help with my grandchildren. This is a special time for my family and I am looking forward to this new chapter.

I want to thank you for the guide and support and opportunities.

I wish you all the best in the future.

Sincerely,
Sheila Roiger



SEP 17 2026

Marcie Blouin <mblouin@isd177.com>

Fwd: Resignation

1 message

Jamie Frank <jfrank@isd177.com>

Thu, Sep 17, 2026 at 2:46 PM

To: Jana Bussey <jraverty@isd177.com>, Marcie Blouin <mblouin@isd177.com>

----- Forwarded message -----

From: **Trisha Grant** <tgrant@isd177.com>

Date: Thu, Sep 17, 2026 at 2:35 PM

Subject: Resignation

To: Jamie Frank <jfrank@isd177.com>, Dane Nielsen <dnielsen@isd177.com>

Dear Jamie and Dane,

I am tendering my resignation of the Direct Student Aide position effective September 30, 2026, so that I may become a full-time Paraprofessional starting on October 1, 2026.

Thank You

Trisha Grant

Direct Student Aide/Paraprofessional



SEP 30 2026

Marcie Blouin <mblouin@isd177.com>

Fwd: Resignation

Marcie Blouin <mblouin@isd177.com>
To: Marcie Blouin <mblouin@isd177.com>

Wed, Sep 30, 2026 at 2:40 PM

----- Forwarded message -----

From: **Amy Merrihew** <amerrihew@isd177.com>
Date: Tue, Sep 29, 2026 at 6:00 PM
Subject: Resignation
To: Amanda Wilson <awilson@isd177.com>

Dear Amanda,

Please accept this email as formal notice of resignation from my position as Special Education Secretary, effective October 30, 2026.

My time in this position has been a valuable experience, and I truly appreciate the relationships I have built and the opportunity to contribute to the students and families we serve.

This was not an easy decision, and I am thankful for the support, experiences, and memories I have gained during my time here.

I am committed to making the transition as smooth as possible and will do everything I can to assist with outstanding responsibilities and help prepare for the transition before my last day.

Thank you for the opportunity to be part of the Team. I wish the Special Education Department and the entire school community continued success in the future.

Sincerely,

Amy Merrihew

Amy Merrihew

Student Support | Special Education Secretary

Windom Area School District

1400 17th Street | Windom, MN 56101

P: (507)831-6910 Ext. 104 | F: (507)831-6919

amerrihew@isd177.com

--



OCT 05 2026

Marcie Blouin <mblouin@isd177.com>

Fwd: Registered Notice

1 message

Dane Nielsen <dnielsen@isd177.com>

Mon, Oct 5, 2026 at 8:00 AM

To: Jana Raverty <jraverty@isd177.com>, Marcie Blouin <mblouin@isd177.com>, Amanda Wilson <awilson@isd177.com>, Bryan Joyce <bjoyce@isd177.com>, Holly Anderson <handerson@isd177.com>, Jamie Frank <jfrank@isd177.com>, Teresa Haken <thaken@isd177.com>, Marcia Hormig <mhormig@isd177.com>, Sonja Piotter <spiotter@isd177.com>, Ryan Christoffer <rchristoffer@isd177.com>, Mitchell Haken <mhaken@isd177.com>

----- Forwarded message -----

From: **Erik Estrada** <eestrada@isd177.com>

Date: Sat, Oct 3, 2026 at 6:40 PM

Subject: Registered Notice

To: Dane Nielsen <dnielsen@isd177.com>

Erik Estrada

September 30, 2026

This was a difficult decision for me to make as I had an unexpected opportunity arise in which is the best for my family and I. Please accept this letter as my formal resignation from my position as a Special Education Paraprofessional effective October 9th. Thank you so much for the opportunity to work as a paraprofessional. I am grateful for the support, growth and professional guidance I have experienced working with everyone. It has been a privilege to work alongside such a dedicated team of educators, and I will miss the wonderful staff and students. Let me know if I have to submit anything.

Sincerely,

Erik Estrada



SEP 14 2026

Marcie Blouin <mblouin@isd177.com>

Fwd: 1 year leave of absence

1 message

Jana Raverty <jraverty@isd177.com>
To: Marcie Blouin <mblouin@isd177.com>

Mon, Sep 14, 2026 at 4:34 PM

Jana Raverty
Payroll/Human Resources Coordinator
Windom Area Schools
PH: 507-832-8733 (Direct)
PH: 507-831-6901 ext.503
FAX:507-831-6919



----- Forwarded message -----

From: **Ryan Taylor** <rtaylor@isd177.com>
Date: Mon, Sep 14, 2026 at 4:34 PM
Subject: 1 year leave of absence
To: Doug Holtz <dholtz@isd177.com>
Cc: Jamie Frank <jfrank@isd177.com>, Jana Raverty <jraverty@isd177.com>, Corey Barfknecht <cbarfknecht@isd177.com>

Subject: Request for One-Year Leave of Absence

Dear Doug Holtz, Jamie Frank, Jana Raverty, Corey Barfknecht

I am writing to formally request a **one-year leave of absence from my custodial position**, beginning 9/28.

I have accepted an opportunity to work as a **paraprofessional**, and I would like to take a one-year leave of absence from my current custodial position while I pursue this opportunity.

Sorry for the confusion regarding the wording and dates on the previous email.

I am grateful for the opportunities and experience I have gained in my custodial position and appreciate your consideration of my request. Please let me know if there are any forms or additional steps I need to complete to formally request the leave.

Thank you for your understanding and consideration.

Sincerely,

Ryan Taylor

Elementary Custodian

9/14

Melanie Shamp

CURRENT POSTION-ADMINISTRATIVE ASSISTANT

Windom, MN | 507-380-8656 | melanieatalc@gmail.com

Objective

To successfully run the kitchen and all the programs that go along with the Soaring Eagles Child Care Center.

Experience

Hy-Vee Kitchen 2013-2015

- Assisted in making food for the food cases
- Cooked orders for customers
- Followed health guidelines for the kitchen
- Assisted in catering events

Self-Employed, Daycare Provider 2015-2017

- Took classes to be a certified Daycare Provider
- Utilized the Minnesota Daycare Food Program

Self-Employed, House cleaning 2017-2019

- Cleaned for about 15 clients
- Organizing my time and schedule

Lutheran Social Services-Windom Senior Dining 2019-2023

- Ordered food weekly
- Documented temps
- Kept up on training
- Followed health guidelines issued by the state
- Followed dietary guidelines for clients
- Cooked the meal daily

Administrative Assitstant and Wednesday Evening Meal Cook-American Lutheran Church 2023-Present

- Organize church calendar and usage
- Create and print weekly bulletins
- Answer phone calls
- Print Monthly newsletter
- Other administrative duties as requested by coworkers
- Prepare a rotating menu for the school year
- Purchase groceries needed
- Prepare and serve the meal once weekly during the school year
- Find volunteers to help serve the meal
- Clean up after every meal

Windom School District 177 Online Application

Price, Nicolas - AppNo: 2633

Date Submitted: 8/17/2026

Personal Data

Name: Nicolas W Price
(First) (Middle Initial) (Last)
Other name(s) under which transcripts, certificates, and former applications may be listed:
Other: Nicolas Price
(First) (Middle Initial) (Last)
Email Address: amatsu2021@gmail.com

Postal Address

Permanent Address		Present Address	
Number & Street:	1475 17th street	Number & Street:	
Apt. Number:	7D	Apt. Number:	
City:	Windom	City:	
State/Province:	MN	State/Province:	
Zip/Postal Code:	56101	Zip/Postal Code:	
Country:	United States of America	Country:	
Daytime Phone:	(740) 5720155	Phone Number:	
Home/Cell Phone:	(740) 5720155		

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 2031 Maintenance/Custodial: 2nd Shift Custodial Position at Windom Area Elementary	8/17/2026	0 years

Position Desired:	Experience in Similar Positions
Maintenance/Custodial 1. Night Custodian	-

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Jeffersonville market Deli worker		10 W High St Jeffersonville, Oh 43128 7404266331		Mary Howard 9377680165	
Date From - Date To:	08/2018 - 06/2025	Full or Part Time:	Part		
Reason for Leaving:	Moved from Ohio to live with my girlfriend.				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	I had to slice deli meat for customers, served food during lunch hour, cooked pizzas and subs for customers, and cleaned/deep cleaned the deli and store.				

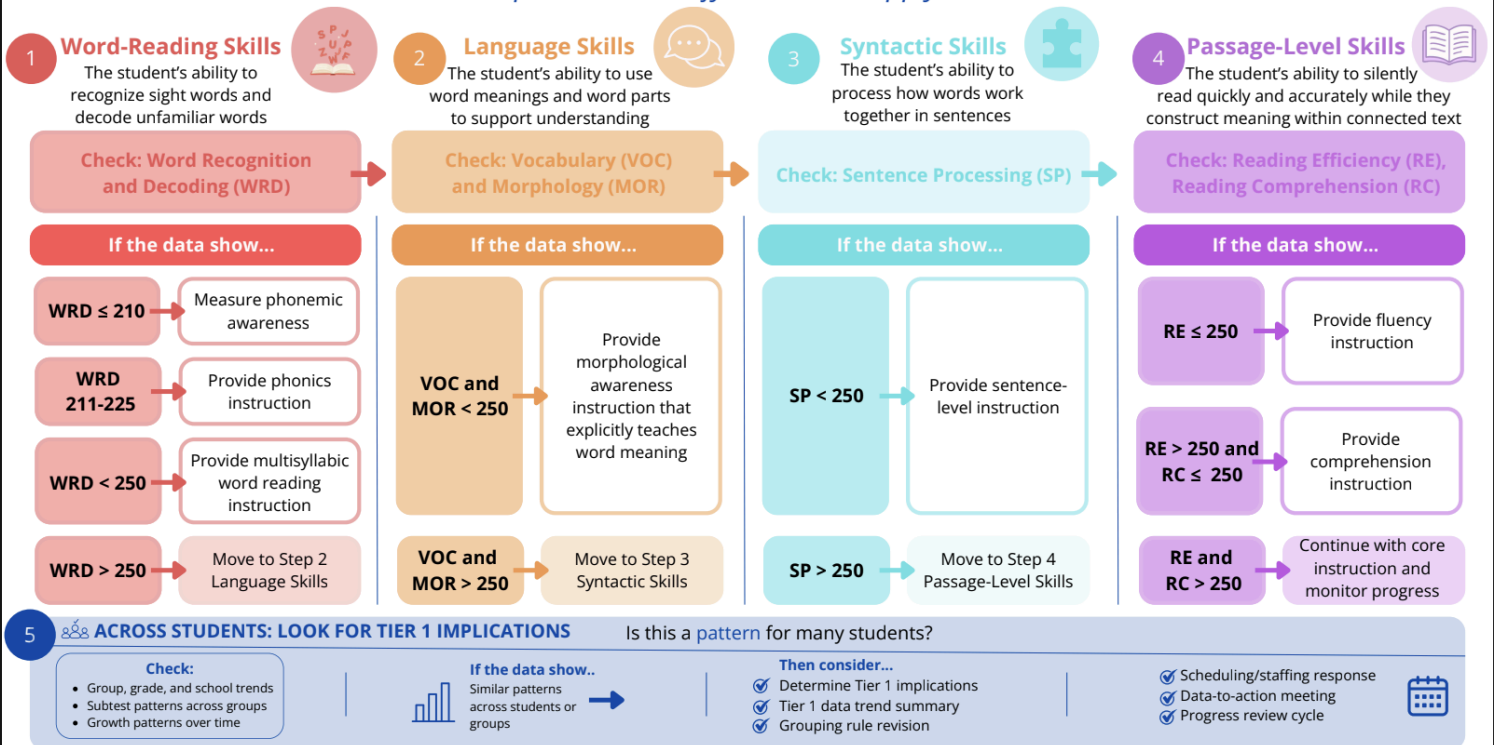


October 12, 2026

What has happened:

- Enjoy the [PreK and Elementary Newsletter](#)
- FastBridge and CAPTI testing wrapped up 2 weeks ago. Further diagnostic assessment continues.
 - Both assessments are required by the READ Act depending on grade level.
 - Data guides interventions
 - Group students based on needed skills during Eagle Time
 - This year, we are diving deeper into specific skills and providing very targeted interventions..
 - PLC Time is being utilized to dig deeper into the data and find the specific skills students need to complete their learning path to success!

Use the Sequence to Identify Needs and Apply Decision Rules



- October 2, was custodian appreciation Day. Greg and Sivilay are custodians at the elementary school. Chris is the custodian at Bridges. All of these guys do an AWESOME job of keeping our buildings looking great, but also helping our students feel important. Our students think they're amazing!
- Fire Safety Week was last week. Thank you to the Windom FD for hosting trips to the ESF Building, visiting Highland, and supplying us with materials for this important week.
- Walk to School Day was October 7. We had about 20 kids get dropped off and walk with volunteers from the Catholic Church to the elementary, and bus riders could choose to walk with Mr. Elder and Mr. Fischenich once they got to school. Everyone who walked got a sticker and bookmark and maybe a keychain.

What is coming:

- Family Engagement Night- October 13- Problem Solving with fun!- Thank you Travis Janssen
- Grandparents Day Oct. 19 2-3 PM
- School Safety Week is the week of October 19.
- Book Blast is starting on October 20!- This is a program put on by Books Are Fun. Book Blast is a fundraiser for our students where all of the proceeds go to purchasing books for kids to keep! All students are guaranteed 1 book, but the more funds they collect, the more books they get!
- Terrific Kid October 26 and 27 @ 9:30 AM
- Elementary PTO is hosting Trunk or Treat on Thursday, October 29 from 5:30-7. Last year we had almost 600 people visit! This year, we will have food, activities, and a few pieces of candy. Thanks to the PTO and community businesses and individuals for making this fun event special!

Other News:

- We're still looking for paraprofessionals, para subs, and substitute teachers.
- Our preschool staff including Ms. Burmeister, Ms. Geesman, Mrs. Patterson, and Ms. Minion along with their staff and volunteers are amazing at helping our youngest Eagles. They prepare students by providing early academic and social skills that give our students a great foundation for the rest of their educational career! Their positive and productive early education provides a HUGE jump start to our kids. Shout out to the Bridges staff!

Thank you, Board Members, for supporting our youngest Eagles!

Windom Area Middle School Board Report

2026-2027



October 12, 2026

Academic & Data Update

We have completed our fall CAPTI ReadBasix benchmarking in reading and IXL Flex Diagnostic benchmarking in math. These assessments give our teachers and intervention teams another piece of information to help identify student strengths, skill gaps, and students who may need additional support.

The important next step is using the information. Grade-level teams are beginning to dig into the results along with classroom performance, grades, missing work, and other student data. Our goal is not to have students take assessments simply to produce another score. We want the information to lead to instructional decisions and support for students.

Academic Progress & Missing Work

One area we are watching closely is missing work and failing grades. We recently completed a building-wide review of missing assignments and students currently earning an F.

We are working to catch these concerns earlier rather than waiting until the end of the quarter.

We will continue to monitor this information throughout October as we approach the end of the first quarter. The goal is to create accountability while also making sure students have a reasonable path to get caught up and show what they know.

Student Support & School Climate

We have had some challenging student behavior during the first 30 days of school, particularly involving inappropriate language and physical interactions between students. We continue to address these situations directly while also looking beyond the individual incident.

Our staff has been working with students and families on behavior expectations, safety plans, increased supervision, check-ins, and other supports when needed. We are also paying close attention to unstructured portions of the school day, where conflicts tend to develop.

The message to students remains consistent: We want you here, we will support you, and we expect you to treat people well. Be Respectful, Be Responsible, Be Safe

Teaching & Learning

I have enjoyed getting back into classrooms and beginning another round of teacher observations and walkthroughs. I continue to see teachers building strong relationships with students while also asking them to think, participate, collaborate, and take more ownership of their learning.

Our staff continues to work hard to meet a wide range of student needs. With students entering classrooms at very different academic levels and with different language, behavioral, and learning needs, that work is not always easy. I appreciate the willingness of our staff to adjust, problem-solve, and continue looking for ways to reach students.

7th Grade Courage Retreat

Our 7th-grade students participated in the Youth Frontiers Courage Retreat on September 22. This was a great opportunity for students to spend a day focused on courage, kindness, relationships, and how they treat one another.

Our students represented Windom well, and I appreciate the staff members and student leaders who helped make the day successful. Experiences like this are an important part of building the type of middle school culture we want for our students.



Looking Ahead

October will be an important month academically. As we move toward the end of the first quarter, our focus will remain on identifying students who need additional help,

monitoring missing work and grades, reviewing intervention progress, and continuing to strengthen our MnMTSS systems.

We will also continue using our fall CAPTI and IXL data to better understand where our students are academically and where additional instructional support may be needed.

There is a lot of good work happening at Windom Area Middle School. Our students bring a wide range of strengths and needs through our doors each day, and our staff continues to work hard to meet them where they are while maintaining high expectations.



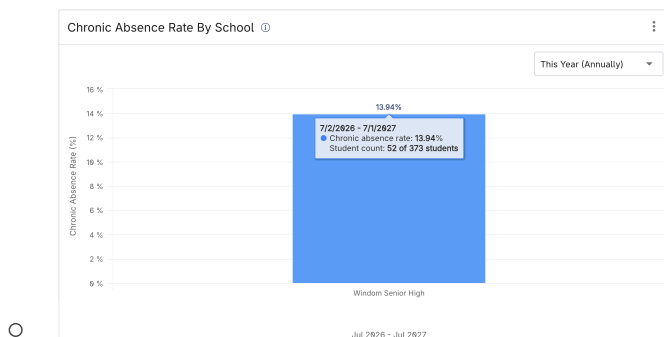
10/12/2026

From the Desk of High School Principal Bryan Joyce

Vision: All students graduate with the knowledge and skills needed to be productive and engaged citizens

Purpose: All students learn the academic standards and we provide as much time and support as needed to help each student learn

- Enjoy the October Eagle Eye:
 - In English: <https://app.smore.com/n/87vxd1>
 - In Spanish: <https://app.smore.com/n/8rfy9>
- Our fall CAPTI & IXL testing windows are complete - we are excited to dig into the data and better support all learners
- Thanks to our staff for the fantastic start of the school year!
- Mr. Johnson should be commended for all his work to make our fall seasons a success - win or lose our extracurriculars teach so many life skills and build so many deep relationships
 - Best of luck to all fall competitors as postseason begins/continues
- We have completed 3 fire drills of our required 5, ALICE week is Oct. 19-23 and we will wrap up our emergency lockdown drills during that week
- End of quarter 1 October 29, ineligibility update
- We are looking forward to a 12:35 release Wednesday and MEA break this Thursday-Friday
- NHS Induction is Monday, Oct. 26
- Our goal is 90% of students attending 90% or greater





**Windom Area School District
Special Education Board Report
10/12/2026**

What's Happening?

- **Growing with GROW!** Our new paraprofessional evaluation and support process, GROW (Growth & Reflection for Outstanding Work), is officially underway! We're currently conducting 30-day check-ins with new hires, and the feedback from teachers has been overwhelmingly positive. We're excited to welcome these new team members and help them build confidence and skills in their roles.
- **We're Hiring!** We currently have 10 paraprofessional openings across the district and continue to actively recruit and interview. With some anticipated extended family and medical leaves on the horizon, we're also looking to expand our substitute paraprofessional pool. Know someone who loves working with kids but can't commit to a five-day workweek? Substitute positions offer a great way to make a difference with more flexibility. Applications for both regular and substitute paraprofessional positions are available on the employment section of our district website.

Monthly Spotlight: What Does Special Education Actually Look Like?

Special education is individualized. LRE (Least Restrictive Environment) describes where a student learns, while SDI (Specially Designed Instruction) describes how instruction is adapted to meet that student's disability-related needs.

For some students, LRE means learning in the general education classroom with specially designed instruction, accommodations, and supports. For others, their needs require instruction in a smaller or separate setting for part or all of the day. The goal is always to provide the support a student needs while maximizing meaningful access to peers and the general education environment.

SDI might mean explicitly teaching a reading skill, breaking a math concept into smaller steps, providing additional modeling and practice, or teaching skills outside the typical curriculum—such as using a communication device, navigating with a white cane, or developing strategies for managing behavior and emotions.

LRE and SDI work together. The goal isn't simply for students to be physically present in a general education classroom; it is to ensure they receive the instruction and support they need to participate, learn, and make progress.

On the Horizon

Early Childhood Screening | October 12–14

Highland Early Learning Center will host the district's largest child-find event of the year. Early childhood screening helps identify young children who may benefit from additional developmental supports and connects families with resources during an important period of growth and learning.

Good to Know

October is National Disability Employment Awareness Month!

For our students, preparing for life after high school starts long before graduation. Through transition planning, self-advocacy, independence skills, and opportunities to explore career interests, our special education team helps students build skills that will serve them well beyond the classroom.

Respectfully submitted,

Amanda Wilson
Director of Special Education
Windom Area Schools

Windom Area School District #177 -- Enrollment Checks 2026-2027

Grade	Soft Projections 6/10	Students Served 9/10	10/1	11/1	12/1	1/1	2/1	3/1	4/1	5/1	Last Day	Sum Total	Daily Average
EC -3s	40	46	46										
EC-4s	60	61	61										
K	80	89	87									176	88.00
1	78	79	79									158	79.00
2	93	94	93									187	93.50
3	63	68	69									137	68.50
4	84	88	88									176	88.00
5	104	105	104									209	104.50
6	96	97	96									193	96.50
7	97	100	101									201	100.50
8	84	86	86									172	86.00
9	97	105	106									211	105.50
10	105	108	107									215	107.50
11	80	81	79									160	80.00
12	74	77	75									152	76.00
Subtotal -- K-12	1135	1177	1170	0	0	0		0	0	0	0	2347	1173.50
Total EC-12	1235	0	0	0	0	0		0	0	0	0		

Total K-12 Students

Same Date in:

2026-2027		1177	1170								
2025-2026		1127	1129	1136	1126	1131	1123	1131	1125	1123	1129
2024-2025		1140	1133	1137	1134	1134	1135	1126	1129	1129	1129
2023-2024		1152	1148	1152	1155	1156	1141	1136	1142	1148	1145
2022-2023		1170	1158	1165	1164	1173	1165	1156	1157	1159	1155
2021-2022		1164	1156	1149	1142	1139	1129	1124	1122	1115	1119
2020-2021	Inperson & DL	1098	1102	1094	1107	1112	1124	1115	1113	1123	1131
2019-2020		1084	1088	1089	1094	1084	1075	1075	1075	1077	1076
2018-2019		1047	1047	1050	1046	1048	1049	1047	1045	1047	1047
2017-2018		1054	1049	1053	1044	1043	1042	1038	1041	1039	1037
2016-2017		1033	1037	1042	1044	1046	1044	1042	1049	1041	1039

<u>Windom Area School District #177 -- Enrollment Checks 2026-2027</u>															
Soft Projections <u>6/10</u>	Students Served <u>9/10</u>	10/1													
			11/1	12/1	1/1	2/1	3/1	4/1	5/1	Last Day	Sum Total	Daily Average			

[illegible]



School Board Report

By Superintendent Jamie Frank

October 12, 2026

Enrollment

October 1, 2026 enrollment is in. We have 1170 students in seats K-12. This is up from 1129 on the last day of school. The enrollment document is attached to compare year to year and month to month. We are experiencing the highest enrollment in ten years. To address the needs of students we will be asking the board to add two EL teachers later in the agenda.

Auditors

The auditors from Adbo were here last week. Holly, Jana, Marcie, and Teresa did a great job answering all of their questions and providing documents they requested. We will have a full report within the next couple of weeks and Adbo will present to the board in November.

Wrestling

The wrestling building is coming along nicely. The construction crew is in action framing, sheetrocking, and the like. It is still on target for the wrestling season which begins in mid-November.



Windom Area Schools

District Office
PO Box 177
Windom, MN 56101

Phone: 507-831-6901
Fax: 507-831-6919

Windom Area
Middle/High School

Phone: 507-831-6910
Fax: 507-831-6919

Windom Area
Elementary

Phone: 507-831-6925
Fax: 507-831-6919

www.windom.k12.mn.us

Early Resignation Guidelines for 2026-2027 School Year.

The Windom Public School District strives to recruit the best employees possible to serve students and support staff, which makes our district a preferred employer. The School Board recognizes that recruiting talented employees remains difficult. To recruit and train quality employees, the Windom School Board believes early notification of resignations will support and strengthen this effort.

Early Resignation guidelines for Teachers:

1. The teacher must be a tenured staff member with at least five consecutive years of teaching service with the Windom Public School District.
2. The teacher is not eligible to retire rehire with the Windom Public School District.
 - a. If the teacher returns to a full- or part-time teaching position within 12 months, the teacher must repay the district resignation incentive and all applicable payroll taxes.
 - i. If the district is unable to hire, the teacher may return to the position and keep the incentive payment, but is not eligible to receive it again.
 - b. A part-time teaching position may be exempt if the district is unable to fill content areas.
3. The teacher may be a short-term or long term sub.
4. The teacher may work within another employee group, not as a teacher in a full-time capacity.
5. Resignation notice received by December 15th will receive \$2,000.00 prior to June 30, 2027.
6. Resignation notice received by January 15th will receive \$1,000.00 prior to June 30, 2027.

Early Resignation guidelines for 12-month full-time employees:

1. Must be an employee in good standing with a minimum of five years of consecutive full-time service to the Windom Public School District.
2. Employee is not eligible for retire-and-rehire or Phased Retirement Option through PERA with the Windom Public School District.
 - a. If employee returns to a full- or part-time position with 12 months, the employee must repay the district resignation incentive and all applicable payroll taxes.
3. Employee may be a short-term or long-term sub or seasonal employee.

4. Resignation notice received 6 months prior to separation will receive \$1,000.00 and a resignation notice received 3 months prior to separation will receive \$500.00
 - a. Resignation notice does not include the use of vacation time. Example: resignation notice 6 months + 4 weeks of vacation equals separation date. January 1 notice would place separation on the 20th day of work in July.
5. Payment shall be received on the final payroll check.

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 177
WINDOM PUBLIC SCHOOL DISTRICT
COTTONWOOD AND JACKSON COUNTIES, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of INDEPENDENT SCHOOL DISTRICT NO. 177 (Windom Public School District), Cottonwood and Jackson Counties, Minnesota, was duly held in the School District on October 12, 2026, commencing at 5:30 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING THE RENEWAL OF AN EXPIRING
REFERENDUM REVENUE AUTHORIZATION**

BE IT RESOLVED by the School Board (the "Board") of INDEPENDENT SCHOOL DISTRICT NO. 177 (Windom Public School District), Cottonwood and Jackson Counties, Minnesota (the "District"), as follows:

1. Background. It is hereby determined that:

(a) Minnesota Statutes, Section 126C.17, subdivision 9b ("Subdivision 9b"), states that a school board may renew an expiring referendum revenue authorization without an election by adopting a written resolution authorizing the renewal, provided that the expiring referendum has not been previously renewed under Subdivision 9b, the term of the renewed referendum is no longer than the initial term approved by the voters, the expiring referendum is within the last two fiscal years of the term of the referendum, and the per pupil amount of the renewed referendum is the same as the amount expiring referendum, or for an expiring referendum that was adjusted annually by the rate of inflation, the same as the per-pupil amount of the expiring referendum, adjusted annually for inflation in the same manner as if the expiring referendum had continued.

(b) At a duly called and regularly held special election on November 2, 2021, District voters approved a referendum revenue authorization for a term of 7 years, commencing with taxes payable in 2022. The additional revenue from the referendum revenue authorization has been used to finance school operations. The referendum revenue authorization is scheduled to expire after taxes payable in 2028 (the "Expiring Referendum").

(c) On October 12, 2026, the Board convened a regular meeting for the purpose, of discussing the proposed renewal of the Expiring Referendum in accordance Subdivision 9b and allowing public testimony on the proposed renewal.

(d) The Expiring Referendum has not been previously renewed under Subdivision 9b.

2. Authorization of Renewal. The Board hereby determines and declares that it is necessary and expedient for the District to renew the Expiring Referendum in the same per pupil amount as is current in the Expiring Referendum. The additional revenue from the renewed referendum revenue authorization will be used to finance school operations. The renewed referendum revenue authorization will be applicable for 7 years beginning with taxes payable in 2029, unless otherwise revoked or reduced as provided by law.

3. Notice of Renewed Referendum Revenue Authorization. The Clerk is hereby authorized and directed to submit a copy of this resolution to the Commissioner of Education and the county auditor of each county in which the District is located in whole or in part as soon as practicable, but not later than September 1 of the calendar year in which resolution is adopted.

4. Effective Date. Pursuant to Subdivision 9b, this resolution becomes effective 60 days after its adoption.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ . The vote of the Board members is recorded as follows:

The following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
COUNTIES OF JACKSON) ss.
AND COTTONWOOD)
)
INDEPENDENT SCHOOL)
DISTRICT NO. 177)

I, the undersigned, being the duly qualified and acting Clerk of INDEPENDENT SCHOOL DISTRICT NO. 177 (Windom Public School District), Cottonwood and Jackson Counties, Minnesota (the “District”), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the School Board of the District held on October 12, 2026, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the authorization of the renewal of an expiring referendum.

WITNESS My hand as Clerk this 12th day of October, 2026.

Clerk of the School Board
INDEPENDENT SCHOOL DISTRICT NO. 177
(Windom Public School District),
Cottonwood and Jackson Counties, Minnesota



WINDOM AREA SCHOOLS

DISTRICT OFFICE
PO BOX 177
WINDOM, MN 56101

PHONE: 507-831-6901
FAX: 507-831-6919

WINDOM AREA
MIDDLE/HIGH SCHOOL

PHONE: 507-831-6910
FAX: 507-831-6919

WINDOM AREA
ELEMENTARY

PHONE: 507-831-6925
FAX: 507-831-6932

WWW.WINDOM.K12.MN.US

BARC Committee Board Report

A committee representing the Windom Area School Board, consisting of Bri Miller, Angie Klassen, Barb Jones, and Superintendent Jamie Frank, met with representatives of the BARC Board, including Loren Liepold, Tom White, Stacie Sanow, and Cheryl Hanson, on three occasions during the spring and summer. The purpose of these meetings was to explore the feasibility of using the BARC auditorium for Windom Area Schools student performances.

Throughout this process, representatives from both organizations engaged in discussions, toured the facility, and considered the logistical and facility requirements associated with hosting district performances at the BARC. Both groups recognized that the auditorium offers acoustical advantages over the district's current gymnasium performance space.

On August 12, the committees discussed the feasibility of utilizing the BARC auditorium for district theater productions. Both parties determined that the auditorium would not be a practical long-term option for theater performances due primarily to the amount of time the district's productions would require access to the facility. With the fall musical, winter musical, and middle school play, the district would need significant use of the auditorium over approximately nine months of the year for rehearsals, set construction, and performances. Because the stage is also the gym, this level of use would substantially limit the BARC's ability to host other activities and events important to its mission. Based on these considerations, the committees agreed that theater performances were not a workable option and shifted their discussion to the possibility of using the auditorium for school concerts.

With permission from the BARC Board, an architect from Wold Architects and Engineers visited the auditorium to conduct a preliminary review of accessibility and code considerations. Because the architect was already in Windom for the Highland project, the preliminary review was performed at no additional cost.

During the visit, the architect reviewed and measured portions of the facility and identified accessibility concerns. Based on the preliminary review, significant restroom modifications would be necessary to meet applicable accessibility requirements. Specific examples and information regarding these findings were subsequently shared with the BARC Board.

The committees also considered the operational and facility requirements necessary to accommodate district musical performances. Based on anticipated participation and audience size, the district identified several needs, including sufficient riser capacity for approximately 200 students; audience seating for 650 people; adequate parking; and appropriate ADA accessibility. In addition, the district routinely evaluates its facilities for environmental and safety considerations. Comparable assessments for the BARC would need to be performed.

The discussions between the Windom Area Schools and BARC committees were productive and provided both organizations with a clearer understanding of the requirements associated with hosting district performances at the BARC.

After considering scheduling requirements, concert capacity, accessibility, parking, facility modifications, environmental assessments, and the BARC's need to maintain availability for its own programming and community events, both parties mutually determined that the BARC auditorium does not adequately meet the district's needs for student performances.

Windom Area Schools appreciates the BARC Board's willingness to participate in this process, provide access to the facility, and thoughtfully explore this possibility with the district. The district values its relationship with the BARC Board and views its programming as an important part of the Windom Community.

FORM A

RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in MSHSL athletics and fine arts;

WHEREAS, the Governing Board of Windom Area Schools recognizes the value of student participation in MSHSL athletics and fine arts; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools in recognizing, promoting and funding extracurricular participation by high school students in MSHSL athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of Windom Area Schools supports the school's application to the Minnesota State High School League Foundation for a **FORM A** grant to offset student activity fees.

Date

Board Chair/Head of School

Date

Board Clerk – Treasurer/ Finance Director

FORM A WORKSHEET

ASSISTING WITH FILLING OUT **FORM A** APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

This is for your assistance only and does not need to be submitted with the Application Form

STEP 1

List the number of free and reduced lunch students identified in the October 1, 2025 report submitted by your school to the Minnesota Department of Education. Enter these numbers on FORM A

Grade 9: 41

Grade 10: 40

Grade 11: 36

Grade 12: 26

TOTAL:

143

Enter these numbers on FORM A

STEP 2

Identify the **UNDUPLICATED** number of free or reduced lunch students who participated in your activities program during the 2025-2026 school year.

- Unduplicated: Only count each student participant one time.
- In calculating your unduplicated number, count each student once regardless of the number of activities in which the student might participate. **The total unduplicated count below must not be more than the total number in Step 1.**

*Example: Sally Smith: Fall-volleyball; Winter-dance; Spring-golf.
Sally counts as one student regardless of the number of activities in which she participates.*

*Bill Johnson: Winter-wrestling.
Bill counts as one student and only participated in one activity.*

TOTAL UNDUPLICATED COUNT
of free/reduced lunch students

77

Enter this number on FORM A

STEP 3: NOT LATER THAN NOVEMBER 6, 2026

Complete the online Form A application at mshslfoundation.org

Contact your school administrator and have the MSHSL Foundation Form A Resolution approved by the Governing Board of your school.

Once approved, the Governing Board Chair and Governing Board Clerk/Treasurer shall sign the Resolution.

Upload the PDF of the Resolution on the Form A application or email MSHSL Foundation Resolution to mshslfoundation@gmail.com.

FORM A WORKSHEET

ASSISTING WITH FILLING OUT **FORM A** APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

This is for your assistance only and does not need to be submitted with the Application Form

STEP 1

List the number of free and reduced lunch students identified in the October 1, 2025 report submitted by your school to the Minnesota Department of Education. Enter these numbers on FORM A

Grade 9: 41

Grade 10: 40

Grade 11: 36

Grade 12: 26

TOTAL:

143

Enter these numbers on FORM A

STEP 2

Identify the **UNDUPLICATED** number of free or reduced lunch students who participated in your activities program during the 2025-2026 school year.

- Unduplicated: Only count each student participant one time.
- In calculating your unduplicated number, count each student once regardless of the number of activities in which the student might participate. **The total unduplicated count below must not be more than the total number in Step 1.**

*Example: Sally Smith: Fall-volleyball; Winter-dance; Spring-golf.
Sally counts as one student regardless of the number of activities in which she participates.*

*Bill Johnson: Winter-wrestling.
Bill counts as one student and only participated in one activity.*

TOTAL UNDUPLICATED COUNT
of free/reduced lunch students

77

Enter this number on FORM A

STEP 3: NOT LATER THAN NOVEMBER 6, 2026

Complete the online Form A application at mshslfoundation.org

Contact your school administrator and have the MSHSL Foundation Form A Resolution approved by the Governing Board of your school.

Once approved, the Governing Board Chair and Governing Board Clerk/Treasurer shall sign the Resolution.

Upload the PDF of the Resolution on the Form A application or email MSHSL Foundation Resolution to mshslfoundation@gmail.com.

FORM B

RESOLUTION OF SCHOOL BOARD/GOVERNING BOARD SUPPORTING FORM B APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in MSHSL athletics and fine arts;

WHEREAS, the Governing Board of Windom Area Schools recognizes the value of student participation in MSHSL athletics and fine arts; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools to provide seminars/training opportunities or support for specific school functions for students/faculty members/officials and others who are involved in MSHSL athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of Windom Area Schools supports the school's application to the Minnesota State High School League Foundation for a **FORM B** grant.

Date

Board Chair/Head of School

Date

Board Clerk - Treasurer

A RESOLUTION submitted by an Activity Conference or Region Committee must adhere to the same form and context of the School Board Resolution above.



Avive Solutions, Inc
185 Valley Drive
Brisbane, California 94005-1340
United States

QUOTE for Windom Area Schools
Quote: SQ-261006-0008975
Valid Through: 11/5/2026
Proposed by: Mariah Wilcox

Quote

Address Information

Bill To:
Windom Area Schools
1400 17th Street
Windom, Minnesota 56101
United States

Ship To:
Windom Area Schools
1400 17th Street
Windom, Minnesota 56101
United States

Account Name: Windom Area Schools
Contact Buying: Jessica Matt

Contact Shipping: Jessica Matt

Terms and Conditions

Payment Method: Invoice
Payment Terms: Net 30 Days

Delivery Terms: FOB Origin
Billing Method: Email

AEDs and Bundles

Product	Description	SKU	Qty	List Price	Sales Price	Amount
Avive Connect AED with 8 Years of REALConnect Services	One Avive AED with Avive Connect Installed. Includes one single-use Pad Cartridge, CPR/AED Rescue Kit, Semi-Rigid AED Carrying Case, medical-grade USB Power Adapter, and USB Charging Cable. Includes eight years of access to Avive's REALConnect Services.	AED08	1	\$2,942.00	\$2,736.06	\$2,736.06

Accessories

Product	Description	SKU	Qty	List Price	Sales Price	Amount
Avive Wall Cabinet		ACC13-	1	\$139.99	\$90.99	\$90.99

Additional Charges/Credits

Additional Charge/Credit	Description	Quantity	Unit Price	Amount
UPS Ground	Shipping and Handling Charge	1	\$16.55	\$16.55

Shipping Total: \$16.55
Total Contract Value Before Tax: **\$2,843.60**
Tax: \$0.00
First Year Contract Total: \$2,843.60

+ The unit price shown above has been rounded to two decimal places for display purposes.

Appropriate sales tax will be applied to invoices upon shipment, if applicable. I have read and agree to Avive Solutions Inc.'s General Terms and Conditions of Sale found at <https://avive.life/terms-of-sale> If there is a conflict between the applicable terms and conditions and an Order, the terms of the Order will control.

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Adopted: _____

MSBA/MASA Model Policy 208

Orig. 1995

Revised: _____

Rev. 2026

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

[NOTE: The provisions of this policy are recommendations. The procedures for policy development, adoption, and implementation are not specifically provided by statute.]

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the school board and provide the means for it to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policies shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form that is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The school board has jurisdiction to legislate policy with the force and effect of law for the school district. School district policy provides the school board's general direction for the school district while delegating policy implementation to the administration.
- B. The school district's policies provide guidelines and goals to the school community. The policies are the basis for guidelines and directives created by the administration. The school board shall determine the effectiveness of policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a school board member, employee, student, or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review prior to possible placement on the school board agenda.

IV. ADOPTION AND REVIEW OF POLICY

- A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two (2) school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings.
- B. The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the school board at a meeting after the two (2) meetings at which public input was received. The policy will be effective on the latter of the date of passage or the date stated in the motion.
- C. In an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board in a single meeting. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The policy adopted in an emergency shall expire within one (1) year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an emergency.

- D. If a policy is ~~modified-revised~~ with minor, technical changes that do not affect the substance of the policy, the school board directs school district staff to incorporate the technical revisions in the relevant policy.

If a policy is revised or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

[Note: The school board may choose to direct school district staff or the school board's policy committee to incorporate technical revisions, such as statutory references, grammatical improvements, and similar matters without requiring formal school board approval of the technical revision.]

V. IMPLEMENTATION OF AND ACCESS TO POLICY

- A. The superintendent shall be responsible for implementing school board policies, other than the policies that cover how the school board will operate. The superintendent shall develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the school board.
- B. Each school board member shall have access to school district policies. A copy of the school district policies shall be placed in the office of each school attendance center and in the central school district office and shall be available for reference purposes to other interested persons.
- C. The superintendent, employees designated by the superintendent, and individual school board members shall be responsible for keeping the policy current.
- D. The school board shall review policies at least once every three (3) years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one third of the policies annually. In addition, the school board shall review the following policies annually: 506 Student Discipline; 722 Public Data Requests; and 806 Crisis Management Policy.
- E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the mission, educational philosophy, and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

Cross References: MSBA/MASA Model Policy 305 (Policy Implementation)

417 CHEMICAL USE AND ABUSE

[NOTE: This policy reflects mandatory provisions of state and federal law and is not discretionary.]

I. PURPOSE

The school board recognizes that chemical use and abuse constitutes a grave threat to the physical and mental well-being of students and employees and significantly impedes the learning process. Chemical use and abuse also creates significant problems for society in general. The school board believes that the public school has a role in education, intervention, and prevention of chemical use and abuse. The purpose of this policy is to assist the school district in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, toxic substance, medical cannabis, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited in accordance with school district policies with respect to a Drug-Free Workplace/Drug-Free School.
- B. The school district shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement.
- C. Every school that participates in a school district chemical abuse program shall establish a chemical abuse preassessment team. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
- D. The school district shall establish a drug-free awareness program for its employees.

[NOTE: School districts are required to establish a drug-free awareness program for school district employees pursuant to the Drug-Free Workplace Act. In addition, state law requires that the written districtwide school discipline policy must include procedures for detecting and addressing chemical abuse problems of a student while on the school premises. Further, school districts are required to develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement if receiving funding under the federal Student Support and Academic Enrichment Grants law.]

III. DEFINITIONS

- A. "Chemical abuse," as applied to students, means use of any psychoactive or moodaltering chemical substance, without compelling medical reason, in a manner that induces mental, emotional, or physical impairment and causes socially dysfunctional or socially disordering behavior, to the extent that the minor's normal function in academic, school, or social activities is chronically impaired.

- B. "Controlled substances," as applied to the chemical abuse assessment of students, means a drug, substance, or immediate precursor in Schedules I through V of Minnesota Statutes, section 152.02 and "marijuana" as defined in Minnesota Statutes, section 152.01, subdivision 9 but not distilled spirits, wine, malt beverages, intoxicating liquors or tobacco. As otherwise defined in this policy, "controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code, section 812, including analogues and look-alike drugs.
- C. "Drug prevention" means prevention, early intervention, rehabilitation referral, recovery support services, or education related to the illegal use of drugs, such as raising awareness about the consequences of drug use that are evidence based.
- D. "Teacher" means all persons employed in a public school or education district or by a service cooperative as members of the instructional, supervisory, and support staff including superintendents, principals, supervisors, secondary vocational and other classroom teachers, librarians, counselors, school psychologists, school nurses, school social workers, audio-visual directors and coordinators, recreation personnel, media generalists, media supervisors, and speech therapists and Contractual Service Providers.

IV. STUDENTS

A. Districtwide School Discipline Policy

Procedures for detecting and addressing chemical abuse problems of a student while on school premises are included in the districtwide school student discipline policy.

B. Programs and Activities

- 1. The school district shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievements. The programs and activities may include, among other programs and activities, drug prevention activities and programs that may be evidence based, including programs to educate students against the use of alcohol, tobacco, marijuana, smokeless tobacco products, and electronic cigarettes.
- 2. As part of its drug-free programs, the school district may implement the drug abuse resistance education program (DARE) that enables peace officers to undergo the training to teach a curriculum on drug abuse resistance in schools.

C. Reports of Use, Possession, or Transfer of Alcohol or a Controlled Substance

- 1. A teacher in a nonpublic school participating in a school district chemical use program, or a public school teacher, who knows or has reason to believe that a student is using, possessing, or transferring alcohol or a controlled substance while on the school premises or involved in school-related activities, shall immediately notify the school's chemical abuse preassessment team, or staff member assigned duties similar to those of such a team, of this information.

[NOTE: School districts are not required to participate in a chemical abuse program or establish a chemical abuse preassessment team pursuant to state law. Schools are required to have procedures for detecting student chemical abuse and can obtain federal funding if they establish drug prevention, detection, intervention, and recovery support services. Thus, it is recommended that schools establish these programs and activities. For those schools that do not establish a chemical abuse preassessment team, those obligations could be assigned to a specified staff member such a school counselor or administrator.]

2. Students involved in the abuse, possession, transfer, distribution, or sale of chemicals may be suspended and proposed for expulsion in compliance with the student discipline policy and the Pupil Fair Dismissal Act, Minnesota Statutes, section 121A.40-121A.56.
3. Searches by school district officials in connection with the use, possession, or transfer of alcohol or a controlled substance will be conducted in accordance with school board policies related to search and seizure.
4. Nothing in Paragraph IV.B.1. prevents a teacher or any other school employee from reporting to a law enforcement agency any violation of law occurring on school premises or at school sponsored events.

D. Preassessment Team

1. Every school that participates in a school district chemical abuse program shall establish a chemical abuse preassessment team designated by the superintendent or designee. The team must be composed of classroom teachers, administrators, and to the extent they exist in the school, school nurse, school counselor or psychologist, social worker, chemical abuse specialist, and other appropriate professional staff. For schools that do not have a chemical abuse program and team, the superintendent or designee will assign these duties to a designated school district employee.
2. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
3. Within forty-five (45) days after receiving an individual reported case, the team shall make a determination whether to provide the student and, in the case of a minor, the student's parents with information about school and community services in connection with chemical abuse.

E. Data Practices

1. Student data may be disclosed without consent in health and safety emergencies pursuant to Minnesota Statutes, section 13.32 and applicable federal law and regulations.
2. Destruction of Records
 - a. If the preassessment team decides not to provide a student and, in the case of a minor, the student's parents with information about school or

community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the determination is made.

- b. If the team decides to provide the student and, in the case of a minor or a dependent student, the student's parents with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the student is no longer enrolled in the district.
- c. Destruction of records identifying individual students shall be governed by paragraph IV.E.2. notwithstanding Minnesota Statutes, section 138.163 (Preservation and Disposal of Public Records).

F. Consent

Any minor may give effective consent for medical, mental, and other health services to determine the presence of or to treat conditions associated with alcohol and other drug abuse, and the consent of no other person is required.

[NOTE: State law permits schools to provide these services to minor students without the consent of a parent. If, however, a school district provides these or other services pursuant to a grant received under the Student Support and Academic Enrichment Grants law, this funding could be jeopardized if the requirements of federal law, to obtain prior written, informed consent from the parent of each child who is under 18 years of age is not obtained.]

V. **EMPLOYEES**

- A. The school district shall establish a drug-free awareness program to inform employees about:
 - 1. The dangers of drug abuse in the workplace.
 - 2. The school district's policy of maintaining a drug-free workplace.
 - 3. Available drug counseling, rehabilitation, and employee assistance programs.
 - 4. The penalties that may be imposed on employees for drug abuse violations.
- B. The school district shall notify a federal granting agency required to be notified under the Drug-Free Workplace Act within ten (10) days after receiving notice from the employee or otherwise receiving actual notice of any criminal drug statute conviction occurring in the workplace.

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.25-121A.29 (Chemical Abuse)
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
Minn. Stat. § 124D.695 (Approved Recovery Program Funding)
Minn. Stat. § 126C.44 (Safe Schools Levy)
Minn. Stat. § 138.163 (Preservation and Disposal of Public Records)

Minn. Stat. § 144.343 (Pregnancy, Venereal Disease, Alcohol or Drug Abuse, Abortion)
 Minn. Stat. § 152.01 (Definitions)
 Minn. Stat. § 152.02 (Schedules of Controlled Substances; Administration of Chapter)
 Minn. Stat. § 152.22 (Definitions; Medical Cannabis)
 Minn. Stat. § 152.23 (Limitations; Medical Cannabis)
 Minn. Stat. § 299A.33 (DARE Program)
 Minn. Stat. § 466.07, subd. 1 (Indemnification Required)
 Minn. Stat. § 609.101, subd. 3(e) (Controlled Substance Offenses; Minimum Fines)
 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
 20 U.S.C. §§ 7101-7122 (Student Support and Academic Enrichment Grants)
 20 U.S.C. § 5812 (National Education Goals)
 20 U.S.C. § 7175 (Local Activities)
 41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)
 34 C.F.R. Part 84 (Government-Wide Requirements for Drug-Free Workplace)

Cross References:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
 MSBA/MASA Model Policy 416 (Drug, Alcohol, and Cannabis Testing)
 MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug Free School)
 MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)
 MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
 MSBA/MASA Model Policy 506 (Student Discipline)
 MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
 MSBA/MASA Model Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)

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

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

II. GENERAL STATEMENT OF POLICY

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

~~[NOTE: Such safeguards may include the following: avoiding altogether or minimizing physical contact, keeping doors open when talking or meeting with students one-on-one, and/or making sure that such meetings with a student take place in rooms with windows and/or others nearby.]~~

- G. Excessive informal and social involvement with individual students is unprofessional, is not compatible with employee-student relationships, and is inappropriate.
- H. School district employees will adhere to applicable standards of ethics and professional conduct in Minnesota law.

III. REPORTING AND INVESTIGATION

- A. Complaints and/or concerns regarding alleged violations of this policy shall be handled in accordance with ~~the school district's Policy 103 (Complaints – Students, Employees, Parents, Other Persons policy)~~ unless other specific complaint procedures are provided within any other policy of the school district.
- B. All employees shall cooperate with any investigation of alleged acts, conduct, or communications in violation of this policy.

IV. SCHOOL DISTRICT ACTION

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

V. SCOPE OF LIABILITY

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

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

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

520 STUDENT SURVEYS

[Note: School districts are required by statute to have a policy addressing student surveys.]

I. PURPOSE

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.

II. GENERAL STATEMENT OF POLICY

Student surveys may be conducted as determined necessary by the school district. Surveys, analyses, and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with 20 United States Code section 1232h.

III. STUDENT SURVEYS IN GENERAL

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student's returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality, and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey depending upon how the survey is funded. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.
- D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses to a survey, the school district will take appropriate steps to ensure the data is protected in accordance with Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act), 20 United States Code section 1232g (Family Educational Rights and Privacy Act) and 34 Code of Federal Regulations Part 99.
- E. The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

IV. STUDENT SURVEYS CONDUCTED AS PART OF DEPARTMENT OF EDUCATION PROGRAM

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or, in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
 - 1. political affiliations or beliefs of the student or the student's parent;
 - 2. mental and psychological problems of the student or the student's family;
 - 3. sex behavior or attitudes;
 - 4. illegal, antisocial, self-incriminating, or demeaning behavior;
 - 5. critical appraisals of other individuals with whom respondents have close family relationships;
 - 6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
 - 7. religious practices, affiliations, or beliefs of the student or the student's parent; or
 - 8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
- C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.
 - 1. The following policies are to be adopted in consultation with parents:
 - a. The right of a parent to inspect, on request, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including procedures for granting a parent's request for reasonable access to such survey within a reasonable period of time after the request is received.

"Parent" means a legal guardian or other person acting *in loco parentis* (in place of a parent), such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.
 - b. Arrangements to protect student privacy in the event of the administration or distribution of a survey, including an evaluation, to a

student which contains one or more of the items listed in Section IV.B., above, including the right of a parent of a student to inspect, on request, any such survey.

- c. The right of a parent of a student to inspect, on request, any instructional material used as part of the educational curriculum for the student and procedures for granting a request by a parent for such access within a reasonable period of time after the request is received.

"Instructional material" means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (i.e., materials accessible through the Internet). The term does not include academic tests or academic assessments.

- d. The administration of physical examinations or screenings that the school district may administer to a student. This provision does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (20 United States Code section 1400, *et seq.*).
- e. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing the information to others for that purpose), including arrangements to protect student privacy that are provided by the school district in the event of such collection, disclosure, or use.

- (1) "Personal information" means individually identifiable information including a student or parent's first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; or a Social Security identification number.

- (2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:

- (a) college or other post-secondary education recruitment or military;
- (b) book clubs, magazines, and programs providing access to low cost literary products;
- (c) curriculum and instructional materials used by elementary and secondary schools;
- (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students, or to generate other statistically useful data for the purpose of securing such tests and assessments and the subsequent analysis and

public release of the aggregate data from such tests and assessments;

(e) the sale by students of products or services to raise funds for school-related or education-related activities; and

(f) student recognition programs.

(3) The right of a parent to inspect, on request, any instrument used in the collection of information, as described in Section IV.C.1., Subparagraph e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent for reasonable access to such an instrument within a reasonable period of time after the request is received.

2. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the school district.

a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.

b. The notice will provide parents with an opportunity to opt out of participation in the following activities:

(1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.

(2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.

(3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

c. The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2., Subparagraph b., above, are scheduled, or expected to be scheduled.

d. The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply

to any physical examination or screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

V. NOTICE

- A. The school district must give parents and students notice of this policy at the beginning of each school year and after making substantive changes to this policy.
- B. The school district must inform parents at the beginning of the school year if the district or school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, e-mail, or another direct form of communication.
- C. The school district must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information; Parent Notice and Opportunity for Opting Out)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. § 1232h (Protection of Pupil Rights)
34 C.F.R. § 99 (Family Educational Rights and Privacy Act Regulations)
Gonzaga University v. Doe, 536 U.S. 273 (2002)
C.N. v. Ridgewood Bd. of Educ., 430 F.3d. 159 (3rd Cir. 2005) *Fields v. Palmdale School Dist.*, 427 F.3d. 1197 (9th Cir. 2005)

Cross References: MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination, Grievance Procedure and Process)

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

[NOTE: Minnesota Statutes, section 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. Model Policies 601, 603, and 616 address these statutory requirements. In addition, Model Policies 613-615 and 618620 provide procedures to further implement the requirements of Minnesota Statutes, section 120B.11.]

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

- A. "Comprehensive achievement and civic readiness" means striving to: meet school readiness goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school; and prepare students to be lifelong learners.
- B. "Credit" means a student's successful completion of an academic year of study or a student's mastery of the applicable subject matter, as determined by the school district.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

- A. School District Goals
 - 1. The school board has established school district-wide goals that provide broad direction for the school district. Incorporated in these goals are the graduation and education standards contained in the Minnesota K-12 Academic Standards and federal law. The broad goals shall be reviewed annually and approved by the school board. The school board shall adopt annual goals based on the recommendations of the school district's Advisory Committee.

2. The District Advisory Committee created under the Curriculum Development Policy is established by the school board to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.
3. The school district-wide improvement goals should address recommendations identified through the District Advisory Committee process. The school district's goal setting process will include consideration of individual site goals. School district goals may also be developed through an education effectiveness program or through some other locally determined process.

B. System for Reviewing All Instruction and Curriculum

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

Windom Area Schools Curriculum Adoption cycle follows MDE's calendar for standards adoption and implementation.

C. Implementation of Graduation Requirements

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

D. Comprehensive Continuous Improvement of Student Achievement

1. By [date] of each year, the District Advisory Committee will meet to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.
2. The District Advisory Committee, working in cooperation with other committees of the school district [***such as the Technology, Educational Effectiveness, Grade Level, Site Instruction, Curriculum and Assessment Committees, etc.***], will provide active community participation in:
 - a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota K-12 Academic Standards;
 - b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
 - c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals; and,
 - d. Advising the school board about development of the annual budget.
3. The District Advisory Committee shall meet the following criteria:
 - a. The District Advisory Committee shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.
 - b. The District Advisory Committee shall make recommendations to the school board on school district-wide standards, assessments, and program evaluation.
 - c. Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the school district improvement plan.
 - d. A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the District Advisory Committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.
4. Translation services should be provided to the extent appropriate and practicable.
5. The District Advisory Committee shall meet the following timeline each year:

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

Month(s): Agree on the process to be used. Become familiar with the instruction and curriculum of the cycle content area.

Month(s): Review evaluation results and prepare recommendations.

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

Evaluation of Student Progress Committee

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

[NOTE: The school board may choose to delete this paragraph regarding an Evaluation of Student Progress Committee upon consultation with school administration.]

E. Reporting

1. Consistent with Minnesota Statutes, section 120B.36, subdivision. 1, the school board shall publish a report in the local newspaper with the largest circulation in the district, by mail, or by electronic means on the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to comprehensive achievement and civic readiness. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its published reports and in its summary report to the Commissioner.
2. The school performance report for a school site and a school district must include performance reporting information and calculate proficiency rates as required by the most recently reauthorized Elementary and Secondary Education Act.
3. The school district must annually report the district's class size ratios by each grade to the Commissioner in the form and manner specified by the Commissioner.

4. The school district must report whether programs funded with compensatory revenue are consistent with best practices demonstrated to improve student achievement.

Legal References: Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
Minn. Stat. § 120B.35 (Student Academic Achievement and Growth)
Minn. Stat. § 120B.36 (School Accountability)
Minn. Stat. § 122A.40 (Employment; Contracts; Termination)
Minn. Stat. § 122A.41 (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123B.04 (Site Decision Making; Individualized Learning Agreement; Other Agreements)
Minn. Stat. § 123B.147 (Principals)
Minn. Stat. § 126C.12 (Learning and Development Revenue Amount and Use)
Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)

619 STAFF DEVELOPMENT FOR STANDARDS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. STANDARDS FOR STAFF DEVELOPMENT

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

IV. TRAINING AND PROFESSIONAL DEVELOPMENT

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

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

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

B. Teachers/Administrators

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

Legal References: Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce)
Minn. Stat. § 120B.363 (Credential for Education Paraprofessionals)
Minn. Stat. § 122A.16 (Qualified Teacher Defined)
Minn. Stat. § 122A.60 (Staff Development Program)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)
Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)

MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 616 (School District System Accountability)

621 LITERACY AND THE READ ACT

[NOTE: By the 2026-2027 school year, the school district must provide evidencebased reading instruction through a focus on student mastery of the foundational reading skills of phonemic awareness, phonics, and fluency, as well as the development of oral language, vocabulary, and reading comprehension skills. Students must receive evidence-based instruction that is proven to effectively teach children to read, consistent with Minnesota Statutes, sections 120B.118 to 120B.124.]

I. PURPOSE

This policy aligns with Minnesota law established in the Read Act and on other topics related to reading.

II. GENERAL STATEMENT OF POLICY

The school district recognizes the centrality of reading in a student's educational experience.

III. DEFINITIONS

- A. "Evidence-based" means the instruction or item described is based on reliable, trustworthy, and valid evidence and has demonstrated a record of success in increasing students' reading competency in the areas of phonological and phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. Evidence-based literacy instruction is explicit, systematic, and includes phonological and phonemic awareness, phonics and decoding, spelling, fluency, vocabulary, oral language, and comprehension that can be differentiated to meet the needs of individual students. Evidence-based instruction does not include the three-cueing system, as defined in subdivision 16.
- B. "Fluency" means the ability of students to read text accurately, automatically, and with proper expression.
- C. "Foundational reading skills" includes phonological and phonemic awareness, phonics and decoding, and fluency. Foundational reading skills appropriate to each grade level must be mastered in kindergarten, grade 1, grade 2, and grade 3. Struggling readers in grades 4 and above who do not demonstrate mastery of grade-level foundational reading skills must continue to receive explicit, systematic instruction to reach mastery.
- D. "Literacy specialist" means a person licensed by the Professional Educator Licensing and Standards Board as a teacher of reading, a special education teacher, or a kindergarten through grade 6 teacher, who has completed professional development approved by the Minnesota Department of Education (MDE) in structured literacy. A literacy specialist employed by the department under Minnesota Statutes, section 120B.123, subdivision 7, or by a district as a literacy lead, is not required to complete the approved training before August 30, 2025.

- E. "Literacy lead" means a literacy specialist with expertise in working with educators as adult learners. A district literacy lead must support the district's implementation of the Read Act; provide support to school-based coaches; support the implementation of structured literacy, interventions, curriculum delivery, and teacher training; assist with the development of personal learning plans; and train paraprofessionals and other support staff to support classroom literacy instruction. A literacy lead may be employed by one district, jointly by two or more districts, or may provide services to districts through a partnership with the regional service cooperatives or another district.
- F. "Multitiered system of support" or "MTSS" means a systemic, continuous improvement framework for ensuring positive social, emotional, behavioral, developmental, and academic outcomes for every student. The MTSS framework provides access to layered tiers of culturally and linguistically responsive, evidence-based practices and relies on the understanding and belief that every student can learn and thrive. Through an MTSS at the core (Tier 1), supplemental (Tier 2), and intensive (Tier 3) levels, educators provide high quality, evidence-based instruction and intervention that is matched to a student's needs; progress is monitored to inform instruction and set goals and data is used for educational decision making.
- G. "Oral language," also called "expressive language" or "receptive language," includes speaking and listening, and consists of five (5) components: phonology, morphology, syntax, semantics, and pragmatics.
- H. "Phonemic awareness" means the ability to notice, think about, and manipulate individual sounds in spoken syllables and words.
- I. "Phonics instruction" means the explicit, systematic, and direct instruction of the relationships between letters and the sounds they represent and the application of this knowledge in reading and spelling.
- J. "Progress monitoring" means using data collected to inform whether interventions are working. Progress monitoring involves ongoing monitoring of progress that quantifies rates of improvement and informs instructional practice and the development of individualized programs using state-approved screening that is reliable and valid for the intended purpose.
- K. "Reading comprehension" means a function of word recognition skills and language comprehension skills. It is an active process that requires intentional thinking during which meaning is constructed through interactions between the text and reader. Comprehension skills are taught explicitly by demonstrating, explaining, modeling, and implementing specific cognitive strategies to help beginning readers derive meaning through intentional, problem-solving thinking processes.
- L. "Structured literacy" means an approach to reading instruction in which teachers carefully structure important literacy skills, concepts, and the sequence of instruction to facilitate children's literacy learning and progress. Structured literacy is characterized by the provision of systematic, explicit, sequential, and diagnostic instruction in phonemic awareness, phonics, fluency, vocabulary and oral language development, and reading comprehension. This approach is consistent with the principles identified in the science of reading and is designed to ensure all students develop strong foundational literacy skills.

- M. "Three-cueing system," also known as "meaning structure visual (MSV)," means a method that teaches students to use meaning, structure and syntax, and visual cues when attempting to read an unknown word.
- N. "Vocabulary development" means the process of acquiring new words. A robust vocabulary improves all areas of communication, including listening, speaking, reading, and writing. Vocabulary growth is directly related to school achievement and is a strong predictor for reading success.

IV. READING SCREENER; PARENT NOTIFICATION AND INVOLVEMENT

- A. The school district must administer an approved reading screener to students in kindergarten through grade 3 within the first six weeks of the school year, by February 15 each year, and again within the last six weeks of the school year. The screener must be one of the screening tools approved by MDE.
- B. The school district must identify any screener it uses in the district's annual literacy plan, and submit screening data with the annual literacy plan by June 15.
- C. Schools, after administering each screener, must follow the language access plan under Minnesota Statutes, section 123B.32 and give the parent of each student who is not reading at or above grade level information from the screener about:
 - 1. the student's reading proficiency as measured by a screener approved by MDE;
 - 2. reading-related services currently being provided to the student and the student's progress; and
 - 3. strategies for parents to use at home in helping their student succeed in becoming grade-level proficient in reading in English and in their native language.
- D. For students enrolled in dual language immersion programs, the school district must measure the student's reading proficiency in English or in the program's partner language, if available, according to Article V below. Following its language access plan under Minnesota Statutes, section 123B.32, the school district must notify families with timely information about students' reading proficiency, including how the student's reading proficiency is assessed, any reading-related services or supports provided to the student and the student's progress, and strategies for families to use at home in helping students succeed in becoming grade-level proficient in reading in English or the partner language. The dual language immersion program may provide information about national research on reading proficiency for students in dual language immersion programs in the parent notification.
- E. The school district may not use this section to deny a student's right to a special education evaluation.

V. IDENTIFICATION AND REPORT

- A. Students enrolled in kindergarten, grade 1, grade 2, and grade 3, including multilingual learners and students receiving special education services, and students enrolled in dual language immersion programs, must be universally screened for mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, oral language,

and for characteristics of dyslexia as measured by a screening tool approved by MDE. The screening for characteristics of dyslexia may be integrated with universal screening for mastery of foundational skills and expressive or receptive language mastery. The screening tool used must be a valid and reliable universal screener that is highly correlated with foundational reading skills. For students reading at grade level, beginning in the winter of grade 2, the oral reading fluency screener may be used to assess reading difficulties, including characteristics of dyslexia, without requiring a separate screening of each subcomponent of foundational reading skills.

- B. The school district must submit data on student performance in kindergarten, grade 1, grade 2, and grade 3 on foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language to MDE in the annual local literacy plan submission due on June 15.
- C. For students enrolled in dual language immersion programs:
 - 1. if students are screened in the partner language, they must be screened at the same interval as the screenings in English under [Paragraph A](#) above;
 - 2. if the program provides instruction in foundational reading skills in English, the students receiving that instruction must be screened in English;
 - 3. if the program provides instruction in foundational reading skills in the partner language, the students receiving that instruction must be screened in the partner language;
 - 4. if no screener is available in the partner language, the school district must identify how students' reading proficiency is assessed and how the school district determines and provides targeted reading instruction in the partner language and supports to students identified as needing additional support in developing mastery of foundational reading skills; and
 - 5. the partner language screening tool must be approved by the school district for kindergarten through grade 3 students.
- D. Students in grades 4 and above, including multilingual learners and students receiving special education services, who are not reading at grade level must be screened for reading difficulties, including characteristics of dyslexia, using a screening tool approved by MDE and must continue to receive evidence-based instruction, interventions, and progress monitoring until the students achieve grade-level proficiency. A parent, in consultation with a teacher, may opt a student out of the literacy screener if the parent and teacher decide that continuing to screen would not be beneficial to the student. In such limited cases, the student must continue to receive progress monitoring and literacy interventions.
- E. Reading screeners in English, and in the predominant languages of school district students where practicable, must identify and evaluate students' areas of academic need related to literacy. The school district also must monitor the progress and provide reading instruction appropriate to the specific needs of multilingual learners. The school district must use an approved, developmentally appropriate, and culturally responsive screener and annually report summary screener results to the MDE Commissioner ("Commissioner") by June 15 in the form and manner determined by the Commissioner.

- F. The school district must include in its local literacy plan a summary of the district's efforts to screen, identify, and provide interventions to students who demonstrate characteristics of dyslexia as measured by a screening tool approved by MDE. With respect to students screened or identified under Minnesota Statutes, section 120B.12, subdivision 2, paragraph (a), the report must include:
1. a summary of the school district's efforts to screen for characteristics of reading difficulties, including dyslexia;
 2. the number of students universally screened for that reporting year;
 3. the number of students demonstrating characteristics of dyslexia for that year; and
 4. an explanation of how students identified under this subdivision are provided with alternate instruction and interventions under Minnesota Statutes, section 125A.56, subdivision 1.

VI. INTERVENTION

- A. For each student identified under the screening identification process, the school district shall provide aligned and targeted reading intervention to accelerate student growth and reach the goal of reading at or above grade level by the end of the current grade and school year.
- B. The school district must implement progress monitoring, as defined in Minnesota Statutes, section 120B.119, for a student not reading at grade level.
- C. The school district must use evidence-based curriculum and intervention materials at each grade level that are designed to ensure student mastery of phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. If the school district purchases new literacy curriculum, or literacy intervention or supplementary materials, the curriculum or materials must be evidence-based as defined in Minnesota Statutes, section 120B.119.

[NOTE: Starting in the 2026-2027 school year, a school district must use only evidence-based literary interventions. The 2025 Minnesota legislature amended Minnesota Statutes, section 120B.12, subdivision 3, to delay the 2025-26 requirement for one school year.]

- D. If a student does not read at or above grade level by the end of the current school year, the school district must continue to provide aligned and targeted reading intervention as defined by the MTSS framework until the student reads at grade level. School district intervention methods shall encourage family engagement and, where possible, collaboration with appropriate school and community programs that specialize in evidence-based instructional practices and measure mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language.
- E. By the 2025-2026 school year, intervention programs must be taught by an intervention teacher or special education teacher who has successfully completed training in evidence-based reading instruction approved by MDE. Intervention may include but is not limited to requiring student attendance in summer school, intensified reading instruction that may require that the student be removed from the regular classroom

for part of the school day, extended-day programs, or programs that strengthen students' cultural connections.

- F. The school district must determine the format of the personal learning plan in collaboration with the student's educators and other appropriate professionals. The school must develop the learning plan in consultation with the student's parent or guardian. The personal learning plan must include targeted instruction that is evidencebased and ongoing progress monitoring, and address knowledge gaps and skill deficiencies through strategies such as specific exercises and practices during and outside of the regular school day, group interventions, periodic assessments or screeners, and reasonable timelines. The personal learning plan may include grade retention, if it is in the student's best interest; a student may not be retained solely due to delays in literacy or not demonstrating grade-level proficiency. A school must maintain and regularly update and modify the personal learning plan until the student reads at grade level. This paragraph does not apply to a student under an individualized education program.

VII. LOCAL LITERACY PLAN

- A. The school district must adopt a local literacy plan to have every child reading at or above grade level every year beginning in kindergarten and to support multilingual learners and students receiving special education services in achieving their individualized reading goals. The school district must update and submit the plan to the Commissioner by June 15 each year. The plan must be consistent with the Read Act, and include the following:
1. a process to assess students' foundational reading skills, oral language, and level of reading proficiency and the screeners used, by school site and grade level, under Minnesota Statutes, section 120B.123;
 2. a process to notify and involve parents;
 3. a description of how schools in the school district will determine the targeted reading instruction that is evidence-based and includes an intervention strategy for a student and the process for intensifying or modifying the reading strategy in order to obtain measurable reading progress;
 4. evidence-based intervention methods for students who are not reading at or above grade level and progress monitoring to provide information on the effectiveness of the intervention;
 5. identification of staff development needs, including a plan to meet those needs;
 6. the curricula used by school site and grade level and, if applicable, the district plan and timeline for adopting evidence-based curricula and materials starting in the 2025-2026 school year;
 7. a statement of whether the school district has adopted an MTSS framework;
 8. student data using the measures of foundational literacy skills and mastery identified by MDE for the following students:

9. the number of teachers and other staff that have completed training approved by the department;
 10. the number of teachers and other staff proposed for training in structured literacy;
 11. how the district used funding provided under the Read Act to implement the requirements of the Read Act;
 12. beginning as soon as practicable after the end of fiscal year 2026, how the district used literacy aid funding received under Minnesota Statutes, section 124D.98; and
 13. beginning on December 31, 2025, for a district with a dual language immersion program:
 - a. the program's partner language;
 - b. grade levels included in the program;
 - c. the language used to screen students' foundational reading skills;
 - d. the percentage of grade 3 students taking the Minnesota Comprehensive Assessments; and
 - e. the number of students in the program in grades 4 to 12 who are identified as not reading at grade level.
- B. Annually by June 15, the school district must post its literacy plan on the official school district website and submit it to the Commissioner using the template developed by the Commissioner.
- C. The school district must use a streamlined template developed by the Commissioner for local literacy plans that meets the requirements of Minnesota Statutes, section 120B.12, subdivision 4a, and requires all reading instruction and teacher training in reading instruction to be evidence-based.

VIII. STAFF TRAINING

- A. The district must provide training from a menu of approved evidence-based training programs to the following teachers and staff by July 1, 2026:
1. reading intervention teachers working with students in kindergarten through grade 12;
 2. all classroom teachers of students in kindergarten through grade 3 and children in prekindergarten programs;
 3. kindergarten through grade 12 special education teachers responsible for foundational reading instruction;
 4. curriculum directors;

5. instructional support staff, contractors, and volunteers who assist in providing reading interventions under the oversight and monitoring of a trained licensed teacher;
 6. employees who select literacy instructional materials for a district; and
 7. teachers holding English as a second language teaching licenses.
- B. The school district must provide training from a menu of approved evidence-based training programs to the following teachers by July 1, 2027:
1. teachers who provide foundational reading instruction to students in grades 4 to 12;
 2. teachers who provide instruction to students in a state-approved alternative program; and
 3. teachers who provide instruction to students in dual language immersion programs.

The Commissioner may grant a school district an extension to these deadlines.

- C. By August 30, 2025, the school district must employ or contract with a literacy lead, or be actively supporting a designated literacy specialist through the process of becoming a literacy lead. The school board may satisfy the requirements of this subdivision by contracting with another school board or cooperative unit under Minnesota Statutes, section 123A.24 for the services of a literacy lead by August 30, 2025. The school district literacy lead must collaborate with school district administrators and staff to support the school district's implementation of requirements under the Read Act.
- D. Training provided by the following may satisfy the professional development requirements under this Article:
1. a certified trained facilitator; or
 2. a training program that MDE has determined meets the professional development requirements under the Read Act.

IX. STAFF DEVELOPMENT

- A. The school district must provide training programs on evidence-based reading instruction to teachers and instructional staff in accordance with Minnesota Statutes, section 120B.12, subdivision 1, paragraphs (b) and (c). The training must include teaching in the areas of phonemic awareness, phonics, vocabulary development, reading fluency, reading comprehension, and culturally and linguistically responsive pedagogy.
- B. The school district shall use the data under Article V. above to identify the staff development needs so that:
1. elementary teachers are able to implement explicit, systematic, evidencebased instruction in the five reading areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension with emphasis on mastery of foundational reading skills as defined in Minnesota Statutes, section 120B.119 and other

literacy-related areas including writing until the student achieves grade-level reading and writing proficiency;

2. elementary teachers have sufficient training to provide students with evidencebased reading and oral language instruction that meets students' developmental, linguistic, and literacy needs using the intervention methods or programs selected by the school district for the identified students;
 3. licensed teachers employed by the school district have regular opportunities to improve reading and writing instruction;
 4. licensed teachers recognize students' diverse needs in cross-cultural settings and are able to serve the oral language and linguistic needs of students who are multilingual learners by maximizing strengths in their native languages in order to cultivate students' English language development, including academic language development, and build academic literacy; and
 5. licensed teachers are well trained in culturally responsive pedagogy that enables students to master content, develop skills to access content, and build relationships.
- C. The school district must provide staff in early childhood programs sufficient training to provide children in early childhood programs with explicit, systematic instruction in phonological and phonemic awareness; oral language, including listening comprehension; vocabulary; and letter-sound correspondence.

X. LITERACY AID USES

The school district must use its literacy aid to meet the requirements and goals adopted in the school district's local literacy plan.

Legal References: Minn. Stat. § 120B.119 (Read Act Definitions)
Minn. Stat. § 120B.12 (Read Act Goal and Interventions)
Minn. Stat. § 120B.123 (Read Act Implementation)
Minn. Stat. § 123A.24 (Withdrawing from a Cooperative Unit; Appealing Denial of Membership)
Minn. Stat. § 124D.68 (Graduation Incentives Program)
Minn. Stat. § 124D.98 (Literacy Incentive Aid)
Minn. Stat. § 125A.56 (Alternate Instruction Required before Assessment Referral)

Cross References: None

625 RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE**I. PURPOSE**

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

Artificial intelligence (AI) language models can assist with various tasks from teaching and learning, to writing support, to data analysis. School district staff who have access to AI tools should understand underlying behaviors and the potential benefits and limitations associated with use.

The school district recognizes that the use of AI can, when used appropriately, enhance student learning by improving the efficiency of education, providing new and creative ways to support learning, and encourage independent research, curiosity, critical thinking, and problem-solving. The school district also recognizes the limitations and potential for misuse of AI.

The school district authorizes staff members to utilize and permit students to utilize ethical and legal use of AI as a supplemental tool to support and expand on classroom instruction, facilitate personalized learning opportunities, and increase educational and learning opportunities, in accordance with the terms of this policy.

The school district authorizes staff to utilize AI as a tool in fulfilling their work responsibilities as consistent with federal and state law and school district policies.

II. GENERAL STATEMENTS OF POLICY

- A. The school district supports use of AI in ways that uphold academic integrity and foster student critical thinking and original work.
- B. The school district supports AI use as an augmentative tool rather than as an autonomous decision-maker. The school district recognizes that human intelligence and H-AI-H protocols should drive the educational process, with AI supporting education and humans remaining accountable for decisions and outcomes
- C. The school district supports use of AI to enhance administrative operations and efficiency.
- D. Student and staff use of AI shall be transparent and responsible. Appropriate attribution shall be provided.
- E. The superintendent or designee will implement and regularly review privacy controls and safety features to protect student, staff, and school district data associated with approved use of AI.
- F. The school district supports and promotes fair access to approved AI tools and will strive to ensure equitable access for all students and staff.
- G. The school district will provide ongoing training and guidance to mitigate the potential for bias and misinformation and will hold students and staff accountable for the

consequences of AI use.

- H. This policy applies to all AI use by students and staff regardless of whether the use occurs on school district property, at school district events and activities, or off campus when a nexus to the school district's educational environment exists. Student AI use must be consistent with school district policies on use of cell phones, personal electronic devices, wearable AI devices, and the internet.
- I. The school district recognizes that a student's age may be a key consideration in determining appropriate AI use. For this reason, the school district establishes the following guidelines:
 - 1. Kindergarten through Grade 5: only highly restricted, teacher-mediated AI interactions are permitted. The focus is upon conceptual understanding of AI.
 - 2. Grades 6 through 8: structured introduction to AI tools together with appropriate guardrails. Critical thinking about AI outputs and digital citizenship will be addressed.
 - 3. Grades 9 through 12: centers upon broader AI access with accountability expectations; preparation of students for AI-integrated postsecondary and workforce environments; advanced AI literacy, including an understanding of how AI models work.

III. DEFINITIONS

Definitions of key terms—including Artificial Intelligence (AI), Generative Artificial Intelligence, closed and publicly available AI tools, confidential data, personally identifiable information (PII), and school district-approved AI tools—shall be reviewed and updated as needed to ensure alignment with current technology, legal standards, and school district practices. The school district will provide accessible explanations and examples to support understanding among all stakeholders.

Artificial intelligence in a school district is a category of computer-based systems that analyze data and recognize patterns to support teaching, learning, and administrative operations, for the purpose of assisting human decision-making, within educational and legal constraints, and excluding the replacement of professional judgment or human accountability.

A. Agentic AI

Agentic AI involves systems capable of undertaking multistep actions autonomously, such as web browsing, code execution, interaction with other software, and rendering sequential decisions, without human intervention at each step.

B. AI Tool Types

1. Student-Facing AI

Used by or with students for instruction, where student information may be entered.

2. Confidential AI

Used for non-instructional purposes, processing confidential data to generate new content or recommendations.

3. Operational AI

Used for generating content based on non-confidential data.

C. Closed AI Tools

Closed AI tools are private and can be accessed by school district staff only. Sharing data in a Closed AI Tool is more secure than when using a Publicly Available AI Tool, though information leaks may still occur.

D. Confidential Data/Information

Information that the school district is prohibited by law, policy, or contract from disclosing or that the school district may disclose only in limited circumstances. Confidential data includes, but is not limited to, personally identifiable information (PII) about students and employees, student and staff medical information, student education records, and information about any student's individualized education program (IEP) or Section 504 plan.

E. Deep Fake

Any video recording, motion-picture film, sound recording, electronic image, or photograph, or any technological representation of speech or conduct substantially derivative thereof:

1. that is so realistic that a reasonable person would believe it depicts speech or conduct of an individual who did not in fact engage in such speech or conduct; and
2. the production of which was substantially dependent upon technical means, rather than the ability of another individual to physically or verbally impersonate such individual.

F. Generative Artificial Intelligence (GenAI)

Computer-based systems that generate content—such as text, images, audio, or data analysis—in response to prompts. Generative AI includes large language models (LLMs) like ChatGPT, as well as tools that generate audio, images, or video.

G. Generative AI Chatbots

A chatbot with generative AI capabilities that uses large language models (LLMs) and machine learning to simulate natural, human-like conversations and generate content, code, or images in real time. Examples include ChatGPT, Claude, Google Gemini, Meta AI, Microsoft Copilot. It is possible that AI programs, including Generative AI Chatbots, may “hallucinate” (create information that is not true, misleading, or nonsensical).

H. Human-AI-Human Model (H-AI-H)

The H-AI-H model establishes a decision-making framework in K-12 education requiring human judgement at the initiation and human accountability at the conclusion of AI-assisted processes. The model ensures AI serves as an augmentative tool rather than an autonomous decision-maker.

I. Personally Identifiable Information (PII)

Information that can be used to distinguish or trace an individual's identity, either directly or indirectly through linkages with other information.

PII includes, but is not limited to:

1. The student's name;
2. The name of the student's parent or other family members;
3. The address of the student or student's family;
4. A personal identifier, such as the student's social security number, student number, or biometric record;
5. Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name;
6. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or
7. Information requested by a person who the educational agency or institution reasonably believes knows the identity of the student to whom the education record relates.

J. Publicly Available AI Tools

Publicly available AI tools are generally accessible for public use and the public can access the information that the tools provide.

K. School District-Approved AI Tool

Any AI platform or application that has been reviewed and authorized by the school district's AI Committee. A school district teacher or staff member may request that an AI platform or application be reviewed and authorized.

[Note: See Article VI. below on the Artificial Intelligence (AI) Committee. Schools should consider how to handle teacher and staff use of AI tools that precedes the AI Committee's creation of a school district-approved AI Tool list. It is possible that some pre-existing AI tools will not be permitted.]

L. Synthetic Media

Digital content in a media format (including text, images, video, and audio) created in part or wholly through use of AI.

M. Voice Cloning

The use of AI to create a digital replica of another person's voice through the use of recorded audio samples.

IV. EQUITABLE ACCESS TO AI TECHNOLOGY

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

A. Provision of Resources

Provide necessary devices, internet connectivity, and assistive technologies to students and staff who need them. School district administration will conduct regular reviews to ensure resources remain sufficient and accessible.

B. Assessment and Barrier Reduction

Regularly assess and address barriers to access, including those related to socioeconomic status, disability, language, and geographic location. The school district will implement strategies to eliminate identified barriers.

C. Training

Provide ongoing training for staff and students covering technical skills and ethical considerations, including recognizing and mitigating bias in AI systems and outputs, privacy, and responsible and appropriate use of school district-approved AI.

D. Community Engagement

Engage students, families, and community members in ongoing evaluation of equitable access and the effectiveness of AI implementation. Feedback will be sought regularly to inform improvements.

E. Corrective Action

To ensure equitable access to AI technology, the school district will regularly evaluate whether students and staff have fair and meaningful opportunities to use approved AI tools for learning and work. If disparities in access, participation, or outcomes are identified—such as those related to socioeconomic status, disability, language, or infrastructure—the school district will take timely corrective action. Corrective actions may include reallocating resources, providing targeted training or supports, adjusting implementation practices, or updating policies and procedures. The school district will communicate actions taken and monitor their effectiveness to ensure that AI implementation advances educational equity and does not reinforce existing gaps.

F. Policy Review and Revision

Review and update this policy and its implementation as needed to adapt to evolving technologies, community needs, and feedback from stakeholders.

V. CURRICULUM INTEGRATION AND AI LITERACY

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

1. identify teacher AI use to assess student work;
2. restrict AI use in student disciplinary matters, student placement decisions, behavioral assessments, or similar matters;
3. require transparency when AI use is part of a decision about a student;

4. establish the right to request a review of the human decision-making in a consequential AI-influenced decision affecting the student; and
5. articulate the school district's rules regarding AI-assisted surveillance or behavioral monitoring tool.

Any use of AI in the classroom or on class assignments must align with the teachers' instructions and use expectations. Teachers will provide direction when students are authorized to use AI in an assignment. Teachers will direct student use of AI, ensuring that it aligns with the school district guidelines and policies, and the AI Committees plan and procedures, including the school district's approved AI tools.

- B. Use of AI must comply with the Family Educational Rights and Privacy Act (FERPA), the Children's Online Privacy Protection Act (COPPA), and other federal and state laws.
- C. Students will indicate AI use on assignments as required by the teacher and the assignment.

VI. ARTIFICIAL INTELLIGENCE (AI) COMMITTEE

The superintendent shall appoint an AI Committee—including teachers, staff, students, parents, and community members—to guide school district AI objectives. The committee will develop, implement, and annually review procedures for AI use, ensuring alignment with school district policies, classroom requirements, and legal standards. The committee will solicit stakeholder feedback and recommend updates to procedures and approved AI tools as technologies and needs change.

[Note: Some school districts may not have sufficient staff or other resources needed to create an AI Committee. Schools may establish a relationship with a local or regional organization (such as a service cooperative) or a third-party vendor, collaborate with other school districts, and utilize resources (such as those created by the Minnesota Generative AI Alliance for Education) to fulfill some or all of the AI Committee responsibilities.]

A. Committee Appointment and Structure

The school board directs the superintendent to appoint teachers, school staff, students, parents, and community members who have relevant experience regarding AI to a committee to guide the school district's AI objectives. The superintendent will determine the size, structure, and term for the AI Committee.

B. AI Use Plan

The AI Committee shall develop and recommend to the school board for its approval a school district AI Use Plan to establish district-wide direction and a road map for AI use that aligns with the school district's mission, strategic plan, and financial and other resources. The AI Use Plan should respond to these conditions, among others

1. The purpose of the AI Use Plan is to protect the safety and security of students, employees, and the school district while allowing for appropriate educational and productive enhancements enabled by AI.
2. The AI Use Plan must prioritize the security of student, employee, and school district data.
3. The AI Use Plan must direct careful and informed consideration of the privacy

policies of any products and services considered for use in the school district, including any relevant changes to the policies.

C. School District AI Procedures

The school board directs the AI Committee to recommend to the school board for its approval procedures for staff and students concerning the use of AI that:

1. Prohibit AI use inconsistent with school district policies and procedures, classroom instructions and requirements, or federal or Minnesota law;
2. Prohibit AI use inconsistent with expectations for staff and student conduct, including those involving discrimination, harassment or hazing, and bullying;
3. Prohibit AI input of confidential staff and student data;
4. Comply with the H-AI-H model for consequential actions involving AI use;
5. Promote AI literacy;
6. Require transparency and accountability regarding disclosure of use of AI;
7. Require school administration vetting of AI prior to recommending use by staff and students;
8. Identify AI approved tools for student and staff use and provide guidelines for seeking approval of new AI;
9. Ensure that AI generated material can be retained in accordance with the school district's Records Retention schedule, as set forth in Article X. below;
10. Clarify that staff and students are responsible for all reasonably foreseeable negative consequences of use of AI;
11. Provide guidance on handling incidents in which AI-generated images, audio, video, or text involving minors are created or distributed;
12. Provide guidance to school district counselors and other staff on recognizing and addressing a student's
 - a. unhealthy AI dependency;
 - b. parasocial and emotional relationships with AI chatbots;
 - c. overreliance on AI for emotional support, decision-making, or social interaction; and
 - d. similar AI-related mental health impacts and conditions.
13. Address agentic AI and autonomous AI actions; and
14. Establish an AI structured incident response plan as required under Article XII.

D. AI Coordinator

The superintendent will designate at least one school district AI Coordinator to monitor

advancements, risks, and best practices in the field of AI persons. The AI Coordinator will also serve as a professional resource and advisor for the school district on these topics. The AI Coordinator may consult with experts or others outside the school district, but may share critical or confidential data only under appropriate confidentiality or nondisclosure agreements.

[NOTE: School districts may choose whether to require an AI Coordinator. An AI Coordinator may be especially important if the school district is unable to create an AI Committee, as noted above. School districts may choose to have the superintendent or the superintendent's designee assume these responsibilities.]

Selection and implementation of student-facing AI resources and use is part of the school district's curriculum development and instructional materials selection process. The AI Coordinator will direct implementation of the AI Use Plan for student-facing AI to provide guidance to professionals making these selections. The AI Coordinator may also serve as an advisor and resource throughout the selection process, particularly when new products and services are considered.

The AI Coordinator will ensure that the AI Use Plan supports acceptable AI tool selection and use in the school district and will be updated as new issues emerge.

VII. STUDENT USE GUIDELINES

Students may use school district-approved AI tools for educational purposes only as directed by teachers and in compliance with assignment guidelines. All AI-generated content must be verified and properly cited. Students are prohibited from inputting personal, confidential, or sensitive information into AI tools, whether such information is about themselves or others. The AI Committee will provide regular training on safe, ethical, and effective AI use, and will review and update guidelines annually. Violations will be addressed according to the Student Discipline Policy, with corrective action and support provided as needed.

A. Permitted Student Uses of AI

When authorized by the teacher, students may use school district-approved AI tools for:

1. Exploring and explaining academic concepts
2. Brainstorming ideas and seeking guidance on research directions
3. Receiving feedback on drafts or assignments
4. All use must comply with teacher instructions and assignment guidelines.

B. Verification and Academic Integrity

1. Students must verify AI-generated information using reliable sources such as textbooks, scientific papers, or reputable educational websites.
2. Any content generated or significantly assisted by AI must be transparent and cited as required by the teacher and the assignment.
3. Submitting AI-generated content or content significantly assisted by AI as original work without attribution is prohibited.

C. Privacy and Data Protection

Students must not upload or input personal, confidential, proprietary, or sensitive information into any AI tool. Examples include but are not limited to:

1. Passwords
2. Names, likenesses, or Social Security numbers
3. Credit card or bank account numbers
4. Information from non-public school district documents
5. Details from IEPs, Section 504 plans, or medical records

D. Prohibited Student Uses of AI

Students may not use AI tools to:

1. Create, access, or display harmful, threatening, obscene, disruptive, or sexually explicit material;
2. Engage in harassment, discrimination, bullying, or disparagement of others based on race, ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs;
3. Violate any school district policy, classroom rule, or applicable law; or
4. Utilize AI to create deep fakes, synthetic media, voice cloning, or similar content. Staff may not create synthetic images, audio, video, or texts concerning another individual without the individual's explicit and legally permissible consent.

E. Reporting and Support

Students should report concerns about AI misuse or unsafe practices to the teacher or principal.

F. Consequences for Misuse

Student violations of this policy will be addressed by teachers and school staff. Disciplinary action may be taken as outlined in the school district's Student Discipline Policy. Violation may result in loss of AI privileges and/or further disciplinary or legal action, as appropriate.

VIII. STAFF USE GUIDELINES

Staff may use school district-approved AI tools to enhance educational experiences, provided all use complies with applicable laws and school district policies. Staff must not input confidential, proprietary, or sensitive information into AI tools. Staff are responsible for guiding and supervising student use, setting clear expectations, and ensuring proper attribution. The school district will provide ongoing training and support and will review staff guidelines regularly. Violations may result in disciplinary action as outlined in school district policy.

A. Staff Use of AI for Educational Purposes

1. Staff may consult AI for ideas, outlines, and other methods to enhance students' educational experience, such as supplementing lesson plans, providing differentiated or personalized instruction, and aiding in curriculum development.
2. Staff should guide students in AI use, including creation of clear expectations for AI tool use, attribution guidance, fact-checking, and proofreading.
3. Staff should carefully evaluate the appropriateness of AI for educational purposes on a case-by-case basis, considering their appropriateness for each educational context, accuracy, reliability, and alignment with curriculum standards.
4. Staff should implement the H-AI-H model for AI use involving students;
5. Staff must supervise student use of AI to ensure it is being used appropriately and constructively in the learning process.
6. Teachers who suspect plagiarism or use of AI that violates school district policy should first have a conversation with a student to ensure that they understand expectations for acceptable use.
7. Teachers should consult with school administration to determine appropriate steps to investigate possible violation of this policy.
8. An AI detection tool may have high false-positive rates and may disproportionately flag multilingual speakers or students with specific and unique writing styles. An AI detection tool must be independently validated before a school district staff member uses the tool. AI detection tools will not be the sole basis of information relied upon in an investigation when it is suspected that a student has violated this policy or its related rules or procedures.

B. Staff Use for Work Responsibilities

1. The school district supports AI use by school staff to assist with work responsibilities, improve efficiency, and support students and their families, staff, and the school district. These uses include, but are not limited to, document assistance, research support, administrative tasks, data analysis, and automation.
2. School district staff use of AI to fulfill work responsibilities must be consistent with this policy and other school district policies, procedures, and rules.
3. School district staff shall implement the H-AI-H model and maintain human oversight and professional responsibility for all work, including work in which AI tools have been utilized.

C. Privacy and Data Protection

1. Staff must ensure that their use of any AI tool complies with applicable laws, including those governing data and student privacy, and school district policies, including, without limitation, those regarding student information.
2. Staff should not upload or input any confidential data, private data, proprietary information, personally identifiable information, or sensitive

information, including any such school district or student information into any AI tool. Examples include passwords, personal information such as names, likeness, Social Security numbers, credit card or bank account numbers and other credentials, personnel material, information from non-public school district documents, including those identified as or understood to be confidential or sensitive (based on their nature or context) or any other non-public school district information that might be harmful to the school district if disclosed.

D. Prohibited Staff Uses of AI

Staff may not use AI tools to:

1. Create, access, or display harmful, threatening, obscene, disruptive, or sexually explicit material;
2. Engage in harassment, discrimination, bullying, or disparagement of others based on race, ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs;
3. Violate any school district policy, classroom rule, or applicable law; or
4. Utilize AI to create deep fakes, synthetic media, voice cloning, or similar content. Staff may not create synthetic images, audio, video, or texts concerning another individual without the individual's explicit and legally permissible consent.

E. Discipline

Staff who violate this policy may be subject to discipline, including termination, as set forth in the Discipline, Suspension, and Dismissal of School District Employees policy.

IX. DATA AND ARTIFICIAL INTELLIGENCE

All data use involving AI must comply with applicable state and federal laws, school district regulations, and acceptable use policies. The school district will train staff and students on data stewardship, privacy, and legal compliance, and will update procedures as laws and technologies evolve. Data privacy safeguards will be reviewed annually, and any changes to AI products or services will be carefully evaluated for impact on data security.

All data use must comply with all state and federal laws and school district regulations and requirements, including the school district's acceptable use and data policies. All school district users must ensure that all AI interactions comply with state and federal laws, especially regarding student data under FERPA, IDEA, CIPA, and COPPA.

Although AI products may claim to have some privacy safeguards in place, users should assume that all consumer AI products make data publicly available unless otherwise indicated pursuant to explicit official agreement with the school district.

X. AI VENDOR AGREEMENTS AND LICENSING

- A. AI technologies procured by the school district must include clear intellectual property rights provisions. Vendors must provide bias testing disclosure, documentation, and incident reporting procedures.
- B. School district administration and the AI Committee shall work with legal counsel to develop an AI technologies vendor evaluation, procurement, and licensing process.

- C. Evaluation criteria shall include data handling, model transparency, bias auditing, accessibility compliance, FERPA/COPPA compliance, and data residency.
- D. Educational technology vendors must identify AI technology components embedded in the educational technology supplied to the school district.
- E. AI technologies supplied to the school district must comply with the school district's policies and procedures, including this policy and the procedures developed by the AI Committee and approved by the school board.
- F. A contractual agreement between the school district and an AI vendor must
 - 1. establish the ownership of content created through use of the vendor's AI technology services. Vendor terms of service that assert broad vendor rights to user-generated content are prohibited for school district use;
 - 2. address data processing;
 - 3. prohibit use of student data for model training;
 - 4. establish data deletion rights;
 - 5. provide vendor risk tiers aligned with this policy's AI tool types and categories;
 - 6. include interoperability requirements that prevent vendor lock-in;
 - 7. address the ramifications if the vendor changes terms of service, is acquired by another entity, or discontinues operation; and
 - 8. set forth breach notification requirements
- G. Users of AI technologies provided by the school district must comply with vendor terms of service and licensing agreements. Violation of an AI technology service agreement may result in the user's loss of access and disciplinary action.
- H. The AI Committee will review Article X. as part of the AI Committee's regular review and update of school district-approved AI technologies, plan, and procedures.

XI. AI AND RECORDS RETENTION

- A. A document created, received, or maintained through an AI system may constitute a school district record.
- B. AI-generated or AI-assisted data shall be treated as a school district record when the data:
 - 1. documents a school district action, policy, or operation; or
 - 2. is relied upon when making an educational, administrative, or financial decision;
- C. Records described in Paragraph B. above shall be retained pursuant to the school district's Records Retention schedule.

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

- A. Staff and students should contact the building principal or the principal's designee if concerns regarding safe and effective use of AI arise or if they suspect AI misuse that violates school district policies, procedures, or applicable laws.
- B. The AI Committee will develop an AI structured incident response plan that includes response protocols for AI-generated CSAM or intimate imagery, data breach through use of an AI tool, AI-facilitated cheating at scale, deep fakes, student welfare concerns, and related matters. The AI structured incident response plan will also establish:
 - 1. notification protocols that include parents, law enforcement, and state or federal agencies as appropriate;
 - 2. clear escalation paths that identify the school district staff responsible for each escalation level;
 - 3. procedures for preserving incident documentation and evidence;
 - 4. a post-incident review process.

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

The school district will train all school district staff, teachers, and students on the requirements of this policy, AI procedures and plans, and other school district policies regarding data management and privacy, acceptable uses of AI, and AI prohibitions.

XIV. NOTICE

The school district will inform students, parents, and guardians about AI use in the school district, including any significant changes to the AI Use Plan.

XV. REVIEW

The school district's administration will regularly review use of AI and recommend safety, privacy, student and staff needs, and other relevant updates to the school board.

The AI Committee and the superintendent or designee, with input from students and appropriate staff, shall regularly review and update procedures to enhance the safety and security of students using AI and to help ensure that the school district adapts to changing technologies and circumstances.

Legal References: Minn. Stat. § 13.02 (Definitions)
 Minn. Stat. § 13.03 (Access to Government Data)
 Minn. Stat. § 13.05 (Duties of Responsible Authority)
 Minn. Stat. § 13.32 (Educational Data)
 Minn. Stat. § 604.32 (Cause of Action for Nonconsensual Dissemination of a Deep Fake Depicting Intimate Parts or Sexual Acts)
 Minn. Stat. § 609.771 (Use of Deep Fake Technology to Influence Election)
 Minn. Stat. § 617.262 (Nonconsensual Dissemination of a Deep Fake Depicting Intimate Parts or Sexual Acts)
 15 U.S.C. §§ 6501-6506 (Children's Online Privacy Protection Act)
 18 U.S.C. §§ 2510-2523 (Electronic Communications Privacy Act)
 18 U.S.C. §§ 2701-2713 (Stored Communications Act)
 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
 20 U.S.C. § 1232h (Protection of Pupil Rights Amendment)
 20 U.S.C. §§ 1400-1419 (Individuals with Disabilities Education Act)
 29 U.S.C. § 701 et seq. (Rehabilitation Act of 1973)

42 U.S.C. § 2000e et seq. (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)
34 C.F.R. Part 99 (Family Educational Rights and Privacy Act)

Cross References: MSBA/MASA Model Policy 406: Public and Private Personnel Data
MSBA/MASA Model Policy 409: Employee Publications, Instructional Materials, Inventions, and Creations
MSBA/MASA Model Policy 506: Student Discipline (Forms Attached)
MSBA/MASA Model Policy 514: Bullying Prohibition Policy
MSBA/MASA Model Policy 515: Protection and Privacy of Pupil Records (Form Attached)
MSBA/MASA Model Policy 524: Internet, Technology, and Cell Phone Acceptable Use and Safety Policy (Form Attached)
MSBA/MASA Model Policy 524.5: Personal Electronic Communication Devices
MSBA/MASA Model Policy 601: School District Curriculum and Instruction Goals
MSBA/MASA Model Policy 603: Curriculum Development

Resources: U.S. Department of Education: [Artificial Intelligence and the Future of Teaching and Learning](#) (accessed 11/03/25)
U.S. Department of Education: [Artificial Intelligence \(AI\) Guidance](#)
Minnesota Department of Education: [Artificial Intelligence in Education](#) (accessed 11/03/25)
Minnesota IT Services: [Transparent Artificial Intelligence Governance Alliance](#) (accessed 02/24/26)
MNGAIA AI4MN: [Centering Relationships, Empowering Learners: AI that Elevates Human Work](#) (accessed 02/16/26)
Consortium for School Networking (CoSN): [Artificial Intelligence](#) (accessed 12/12/25)
Digital Promise: [Artificial Intelligence in Education](#) (accessed 12/12/25)
International Society for Technology in Education (ISTE): [Artificial Intelligence in Education](#) (accessed 12/12/25)
National AI Literacy Day: [AI Literacy Day Resources](#) (accessed 12/12/25)
National Center on Education and the Economy (NCEE): [Framework for AI-Powered Learning Environments](#) (accessed 11/03/25)
PIPO-AASA: [A District Guide to Data Minimization in the Age of AI](#) (accessed 11/14/25)
Public Interest Privacy Center: [From Data Privacy to Discrimination: Examining the Legal Ramifications of AI in Schools \(April 2024\)](#) (accessed 12/12/25)
TeachAI: [AI Guidance for Schools Toolkit](#) (accessed 11/03/25)

709 STUDENT TRANSPORTATION SAFETY POLICY

[NOTE: School districts are required by statute to have a policy addressing these issues.]

I. PURPOSE

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

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

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

B. Student School Bus Safety Training

1. The school district shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:
 - a. transportation by school bus is a privilege, not a right;
 - b. school district policies for student conduct and school bus safety;
 - c. appropriate conduct while on the bus;
 - d. the danger zones surrounding a school bus;
 - e. procedures for safely boarding and leaving a school bus;
 - f. procedures for safe vehicle lane crossing; and
 - g. school bus evacuation and other emergency procedures.
2. All students in grades K through 6 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through 10 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus training. Students in grades K through 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous school districts shall undergo school bus safety training or receive bus safety instructional materials within four (4) weeks of their first day of attendance.

3. The school district and a nonpublic school with students transported by school bus at public expense must provide students enrolled in grades K through 3 school bus safety training twice during the school year.
4. Students taking driver's training instructional classes must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus as required by Minnesota Statutes, section 169.446, subdivision 2.
5. The school district and a nonpublic school with students transported by school bus at public expense must conduct a school bus evacuation drill at least once during the school year.
6. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.
7. The school district may provide kindergarten students with school bus safety training before the first day of school.
8. The school district shall adopt and make available for public review a curriculum for transportation safety education.
9. Nonpublic school students transported by the school district will receive school bus safety training by their nonpublic school. The nonpublic schools may use the school district's school transportation safety education curriculum. Upon request by the school district superintendent, the nonpublic school must certify to the school district's school transportation safety director that all students enrolled in grades K through 10 have received the appropriate training.

C. Active Transportation Safety Training

1. Training Required

- a. The school district must provide public school pupils enrolled in kindergarten through grade 3 with age-appropriate active transportation safety training. At a minimum, the training must include pedestrian safety, including crossing roads.
- b. The school district must provide pupils enrolled in grades 4 through 8 with age-appropriate active transportation safety training. At a minimum, the training must include:
 - (1) pedestrian safety, including crossing roads safely using the searching left, right, left for vehicles in traffic technique;
 - (2) bicycle safety, including relevant traffic laws, use and proper fit of protective headgear, bicycle parts and safety features, and safe biking techniques; and
 - (3) electric-assisted bicycle safety, including that a person under the age of fifteen (15) is not allowed to operate an electric-assisted bicycle.

2. Instruction

- a. The school district may provide active transportation safety training through distance learning.
- b. The district and a nonpublic school must make reasonable accommodations for the active transportation safety training of pupils known to speak English as a second language and pupils with disabilities.

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students.
- B. Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.

1. School Bus and Bus Stop Rules

The school district school bus safety rules are to be posted on every bus. If these rules are broken, the school district's discipline procedures are to be followed. In most circumstances, consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the school district's Transportation Office/School Office.

2. Rules at the Bus Stop

- a. Get to your bus stop five (5) minutes before your scheduled pick up time. The school bus driver will not wait for late students.
- b. Respect the property of others while waiting at your bus stop.
- c. Keep your arms, legs, and belongings to yourself.
- d. Use appropriate language.
- e. Stay away from the street, road, or highway when waiting for the bus.
- f. Wait until the bus stops before approaching the bus.
- g. After getting off the bus, move away from the bus.
- h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- i. No fighting, harassment, intimidation, or horseplay.
- j. No use of alcohol, tobacco, or drugs.

3. Rules on the Bus

- a. Immediately follow the directions of the driver.
- b. Sit in your seat facing forward.
- c. Talk quietly and use appropriate language.
- d. Keep all parts of your body inside the bus.
- e. Keep your arms, legs, and belongings to yourself.
- f. No fighting, harassment, intimidation, or horseplay.
- g. Do not throw any object.
- h. No eating, drinking, or use of alcohol, tobacco, or drugs.
- i. Do not bring any weapons or dangerous objects on the school bus.
- j. Do not damage the bus.

4. Consequences

- a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with cocurricular and extracurricular events (for example, field trips or competitions) will be in the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.

(1) Elementary (grades K-6)

1st offense	warning
2nd offense	three (3) school-day suspension from riding the bus
3rd offense	five (5) school-day suspension from riding the bus
4th offense	ten (10) school-day suspension from riding the bus/meeting with parent
Further offenses	individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.

(2) Secondary (grades 7-12)

1st offense	warning
2nd offense	five (5) school-day suspension from riding the bus
3rd offense	ten (10) school-day suspension from

riding the bus

4th offense twenty (20) school-day suspension from riding the bus/meeting with parent

5th offense suspended from riding the bus for the remainder of the school year

[Note: When any student goes sixty (60) transportation days without a report, the student's consequences may start over at the first offense.]

(3) Other Discipline

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

(4) Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that are reasonably believed to cause an immediate and substantial danger to the student or surrounding persons or property shall be provided by the school district to local law enforcement and the Department of Public Safety in accordance with state and federal law.

(5) Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two (2) weeks may result in the loss of bus privileges until damages are paid.

(6) Notice

School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each school bus.

(7) Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, drug possession, or vandalism), the appropriate school district personnel and local law enforcement officials will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

A. Parent and Guardian Notification

The school district school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.

B. Parents/Guardians Responsibilities for Transportation Safety

Parents/Guardians are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to their school administrators;
4. Monitor bus stops, if possible;
5. Have their children to the bus stop five (5) minutes before the bus arrives;
6. Have their children properly dressed for the weather; and
7. Have a plan in case the bus is late.

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

- A. School bus drivers shall have a valid Class A, B, or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license, without a school bus endorsement, may drive a type III vehicle set forth in Paragraphs VII.B. and VII.C., below. Drivers with a valid Class D driver's license, without a school bus endorsement, may operate a "type A-I" school bus as set forth in Paragraph VII.D., below.
- B. The school district shall conduct mandatory drug and alcohol testing of all school district bus drivers and bus driver applicants in accordance with state and federal law and school district policy.
- C. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of a criminal offense, a serious traffic violation, or of violating any other state or local law relating to motor vehicle traffic control, other than a parking violation, in any type of motor vehicle in a state or jurisdiction other than Minnesota, shall notify the Minnesota Division of Driver and Vehicle Services (Division) of the conviction within thirty (30) days of the conviction. For purposes of this paragraph, a "serious traffic violation" means a conviction of any of the following offenses:
 1. excessive speeding, involving any single offense for any speed of fifteen (15) miles per hour or more above the posted speed limit;
 2. reckless driving;
 3. improper or erratic traffic lane changes;

4. following the vehicle ahead too closely;
 5. a violation of state or local law, relating to motor vehicle traffic control, arising in connection with a fatal accident;
 6. driving a commercial vehicle without obtaining a commercial driver's license or without having a commercial driver's license in the driver's possession;
 7. driving a commercial vehicle without the proper class of commercial driver's license and/or endorsements for the specific vehicle group being operated or for the passengers or type of cargo being transported;
 8. a violation of a state or local law prohibiting texting while driving a commercial vehicle; and
 9. a violation of a state or local law prohibiting the use of a hand-held mobile telephone while driving a commercial vehicle.
- D. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of violating, in any type of motor vehicle, a Minnesota state or local law relating to motor vehicle traffic control, other than a parking violation, shall notify the person's employer of the conviction within thirty (30) days of conviction. The notification shall be in writing and shall contain all the information set forth in Attachment A accompanying this policy.
- E. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a Minnesota commercial driver's license suspended, revoked, or cancelled by the state of Minnesota or any other state or jurisdiction and who loses the right to operate a commercial vehicle for any period or who is disqualified from operating a commercial motor vehicle for any period shall notify the person's employer of the suspension, revocation, cancellation, lost privilege, or disqualification. Such notification shall be made before the end of the business day following the day the employee received notice of the suspension, revocation, cancellation, lost privilege, or disqualification. The notification shall be in writing and shall contain all the information set forth in Attachment B accompanying this policy.
- F. A person who operates a type III vehicle and who sustains a conviction as described in Subparagraph VII.C.1.g. (i.e., driving while impaired offenses), VII.C.1.h. (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor), or VII.C.1.i. (multiple moving violations) while employed by the entity that owns, leases, or contracts for the school bus, shall report the conviction to the person's employer within ten (10) days of the date of the conviction. The notification shall be in writing and shall contain all the information set forth in Attachment C accompanying this policy.

VI. SCHOOL BUS DRIVER TRAINING

A. Training

1. All new school bus drivers shall be provided with pre-service training, including invehicle (actual driving) instruction, before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety's

Minnesota Model School Bus Driver Training Program. All school bus drivers shall receive in-service training annually. For purposes of this section, “annually” means at least once every 380 days from the initial or previous evaluation and at least once every 380 days from the initial or previous license verification. The school district shall retain on file an annual individual school bus driver “evaluation certification” form for each school district driver as contained in the *Minnesota Model School Bus Driver Training Program*.

[NOTE: The *Minnesota Model School Bus Driver Training Program* is available online through the Minnesota Department of Public Safety State Patrol web page listed under Resources below.]

2. All bus drivers operating a type III vehicle will be provided with annual training and certification as set forth in Subparagraph VII.C.1.b., below, by either the school district or the entity from whom such services are contracted by the school district.

B. Evaluation

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

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

The evaluation must include completion of an individual “school bus driver evaluation form” (road test evaluation) as contained in the *Minnesota Model School Bus Driver Training Program*.

[NOTE: The school district may use alternative assessments rather than those set forth in the *Minnesota Model School Bus Driver Training Program* for bus driver training competencies with the approval of the Commissioner of Public Safety. A driver also may receive at least eight (8) hours of school bus in-service training in any year as an alternative to being assessed for bus driver competencies after the initial year of being assessed for bus driver competencies.]

VII. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the *Minnesota Model School Bus Driver Training Program*.

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

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

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

B. Type III Vehicles

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer's rated seating capacity of ten (10) or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of ten (10) or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
2. Type III vehicles must be painted a color other than national school bus yellow.
3. Type III vehicles shall be state inspected in accordance with legal requirements.
4. Vehicles model year 2007 or older must not be used as type III vehicles to transport school children, except those vehicles that are manufactured to meet the structural requirements of federal motor vehicle safety standard 222, 49 Code of Federal Regulations, Part 571.
5. If a type III vehicle is school district owned, the school district name will be clearly marked on the side of the vehicle. The type III vehicle must not have the words "school bus" in any location on the exterior of the vehicle or in any interior location visible to a motorist.

6. A "type III vehicle" must not be outwardly equipped and identified as a type A, B, C, or D bus.
7. Eight-lamp warning systems and stop arms must not be installed or used on type III vehicles.
8. Type III vehicles must be equipped with mirrors as required by law.
9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or

assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.

10. Any type III vehicle used to transport students must carry emergency equipment including:

- a. Fire extinguisher

- A minimum of one (1) 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket and must be located in the driver's compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.

- b. First aid kit and body fluids cleanup kit

- A minimum of a 10-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver's compartment and must be marked to indicate their identity and location.

- c. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.

11. Students will not be regularly transported in private vehicles that are not state inspected as type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of ten (10) or fewer without meeting the requirements for a type III vehicle. Also, parents may use a private vehicle to transport their own children under a contract with the district. The school district has no system of inspection for private vehicles.

12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.

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

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

1. The holder of a Class A, B, C, or D driver's license, without a school bus endorsement, may operate a type III vehicle, described above, under the following conditions:

- a. The operator is an employee of the entity that owns, leases, or contracts for the school bus, which may include the school district.

- b. The operator's employer, which may include the school district, has adopted and implemented a policy that provides for annual training and certification of the operator in:
- (1) safe operation of a type III vehicle;
 - (2) understanding student behavior, including issues relating to students with disabilities;
 - (3) encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;
 - (4) knowing and understanding relevant laws, rules of the road, and local school bus safety policies;
 - (5) handling emergency situations;
 - (6) proper use of seat belts and child safety restraints;
 - (7) performance of pre-trip vehicle inspections;
 - (8) safe loading and unloading of students, including, but not limited to:
 - (a) utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards, and other areas to enable the student to avoid hazardous conditions;
 - (b) refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;
 - (c) avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide personally escort the student across the road if it is not reasonably feasible to avoid such a location;
 - (d) placing the type III vehicle in "park" during loading and unloading;
 - (e) escorting a student across the road under clause (c) only after the motor is stopped, the ignition key is removed, the brakes are set, and the vehicle is otherwise rendered immobile; and
 - (9) compliance with Paragraph V.F. concerning reporting convictions to the employer within ten (10) days of the date of conviction.
- c. A background check or background investigation of the operator has been conducted that meets the requirements under Minnesota Statutes, section 122A.18, subdivision 8, or Minnesota Statutes, section 123B.03 for school district employees; Minnesota Statutes, section 144.057 or Minnesota Statutes, chapter 245C for day care employees; or Minnesota Statutes,

section 171.321, subdivision 3, for all other persons operating a type III vehicle under this section.

- d. Operators shall submit to a physical examination as required by Minnesota Statutes, section 171.321, subdivision 2.
 - e. The operator's employer requires preemployment drug testing of applicants for operator positions. Current operators must comply with the employer's policy under Minnesota Statutes, section 181.951, subdivisions 2, 4, and 5. Notwithstanding any law to the contrary, the operator's employer may use a breathalyzer or similar device to fulfill random alcohol testing requirements.
 - f. The operator's driver's license is verified annually by the entity that owns, leases, or contracts for the type III vehicle as required by Minnesota Statutes, section 171.321, subdivision 5.
 - g. A person who sustains a conviction, as defined under Minnesota Statutes, 609.02, of violating Minnesota Statutes, section 169A.25, 169A.26, 169A.27 (driving while impaired offenses), or 169A.31 (alcohol-related school bus driver offenses), or whose driver's license is revoked under Minnesota Statutes, sections 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver's license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for five (5) years from the date of conviction.
 - h. A person who has ever been convicted of a disqualifying offense as defined in Minnesota Statutes, section 171.3215, subdivision 1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a type III vehicle.
 - i. A person who sustains a conviction, as defined under Minnesota Statutes, section 609.02, of a moving offense in violation of Minnesota Statutes, chapter 169 within three (3) years of the first of three (3) other moving offenses is precluded from operating a type III vehicle for one (1) year from the date of the last conviction.
 - j. Students riding the type III vehicle must have training required under Minnesota Statutes, section 123B.90, subdivision 2 (See Paragraph II.B., above).
 - k. Documentation of meeting the requirements listed in this section must be maintained under separate file at the business location for each type III vehicle operator. The school district or any other entity that owns, leases, or contracts for the type III vehicle operating under this section is responsible for maintaining these files for inspection.
- 2. The Type III vehicle must bear a current certificate of inspection issued under Minnesota Statutes, section 169.451.
 - 3. An employee of the school district who is not employed for the sole purpose of operating a type III vehicle may, in the discretion of the school district, be exempt

from Subparagraphs VII.C.1.d. (physical examination) and VII.C.1.e. (drug testing), above.

D. Type A-I "Activity" Buses Driven by Employees with a Driver's License Without a School Bus Endorsement

1. The holder of a Class D driver's license, without a school bus endorsement, may operate a type A-I school bus or a Multifunction School Activity Bus (MFSAB) under the following conditions:
 - a. The operator is an employee of the school district or an independent contractor with whom the school district contracts for the school bus and is not solely hired to provide transportation services under this paragraph.
 - b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.
 - c. The operator is prohibited from using the 8-light system if the vehicle is so equipped.
 - d. The operator has submitted to a background check and physical examination as required by Minnesota Statutes, section 171.321, subdivision 2.
 - e. The operator has a valid driver's license and has not sustained a conviction of a disqualifying offense as set forth in Minnesota Statutes, section 171.02, subdivisions 2a(h) - 2a(j).
 - f. The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety Administration's *Guideline for the Safe Transportation of Pre-school Age Children in School Buses*, if child safety restraints are used by passengers, in addition to the training required in Article VI., above.
 - g. The bus has a gross vehicle weight rating of 14,500 pounds or less and is designed to transport fifteen (15) or fewer passengers, including the driver.
2. The school district shall maintain annual certification of the requirements listed in this section for each Class D license operator.
3. A school bus operated under this section must bear a current certificate of inspection.
4. The word "School" on the front and rear of the bus must be covered by a sign that reads "Activities" when the bus is being operated under authority of this section.

VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES

- A. If possible, school bus drivers or their supervisors shall call "911" or the local emergency phone number in the event of a serious emergency.

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

IX. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS

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

X. SCHOOL TRANSPORTATION SAFETY DIRECTOR

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

school district superintendent or the superintendent of the school district where nonpublic students are transported, the school transportation safety director also shall certify to the superintendent that students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director are on file in the school district office. Any questions regarding student transportation or this policy may be addressed to the school transportation safety director.

XI. STUDENT TRANSPORTATION SAFETY COMMITTEE

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

Legal References: Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. § 123B.42 (Textbooks; Individual Instruction or Cooperative Learning Material; Standard Tests)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)
Minn. Stat. § 123B.90 (School Bus Safety Training)
Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)
Minn. Stat. § 123B.935 (Active Transportation Safety Training)
Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)
Minn. Stat. Ch. 169 (Traffic Regulations)
Minn. Stat. § 169.011, Subds. 15, 16, and 71 (Definitions)
Minn. Stat. § 169.02 (Scope)
Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)
Minn. Stat. § 169.446, Subd. 2 (Safety of School Children; Training and Education Rules)
Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)
Minn. Stat. § 169.454 (Type III Vehicle Standards)
Minn. Stat. § 169.4582 (Reportable Offense on School Buses)
Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)
Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)
Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)
Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)
Minn. Stat. § 171.168 (Notice of Violation by Commercial Driver)
Minn. Stat. § 171.169 (Notice of Commercial License Suspension)
Minn. Stat. § 171.321 (Qualifications of School Bus and Type III Vehicle Drivers)
Minn. Stat. § 171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)
Minn. Stat. § 181.951 (Authorized Drug and Alcohol Testing)
Minn. Stat. Ch. 245C (Human Services Background Studies)
Minn. Stat. § 609.02 (Definitions)
Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)
49 C.F.R. Part 383 (Commercial Driver's License Standards; Requirements and Penalties)
49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)
49 C.F.R. § 383.33 (Notification of Driver's License Suspensions)
49 C.F.R. § 383.5 (Transportation Definitions)
49 C.F.R. § 383.51 (Disqualification of Drivers)
49 C.F.R. Part 571 (Federal Motor Vehicle Safety Standards)

Cross References: MSBA/MASA Model Policy 416 (Drug, Alcohol, and Cannabis Testing)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 707 (Transportation of Public Students)
MSBA/MASA Model Policy 708 (Transportation of Nonpublic Students)
MSBA/MASA Model Policy 710 (Extracurricular Transportation)

Resources: Minnesota Department of Public Safety: [School Bus Resources](#) (accessed 10/12/25)
National Highway Traffic Safety Administration: [Guideline for the Safe Transportation of Pre-school Age Children in School Buses](#) (Feb. 1999) (accessed 10/12/25)