Hastings Area Public Schools - ISD 200
School Board Meeting Agenda

Wednesday, March 25, 2026
Regular Meeting
Middle School Media Center

I. **Call Meeting to Order**
   a. Attendance
II. **Pledge of Allegiance**
III. **Motion to Approve the Agenda/Table File**
IV. **Recognition of Visitors**
V. Raider Spotlight
   - Athena & Apollo Awards
     - Ellie Magnus & Trey Beissel
   - Beckett Edstrom - MSHSL Individual State Wrestling Champion
   - Girls State Wrestling Champions
   - Tim Haneberg - Minnesota Wrestling Coaches Association AAA Coach of the Year
   - Josh McLay - Wrestling Hall of Fame Inductee
VI. **Public Comment Session**
VII. **Reports and Discussions**
   a. Student School Board Representative Updates
   b. Superintendent Report
   c. Achievement & Integration Presentation
   d. Financial Forecast and Fiscal Year 2026-2027 Budget Update
   e. Building Construction Fund Project Update
   f. Legal: Data Request Update
   g. School Board Representatives/Committees
      i. ISD 917 School Board Representative Update
      ii. AMSD Update
      iii. Community Collaboration Committee Update
      iv. Facilities Committee Update (No meeting held since last update)
      v. Finance Committee Update (No meeting held since last update)
      vi. Joint Powers Committee Update (No meeting held since last update)
      vii. NAPAC Liaison Update
      viii. Student School Board Committee Update (No meeting held since last update)
      ix. Policy Committee Update
   h. Policies
      i. First Readings
         - 503 Student Attendance
         - 515 Protection and Privacy of Pupil Records
         - 615 Testing, Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and EL Students
         - 701 Establishment, Adoption, and Modification of School District Budget
      ii. Second Readings
         - 201 Legal Status of the School Board
         - 202 School Board Officers
         - 902 Use of School District Facilities and Equipment
VIII. **Action Items**
   a. Consent Agenda

i. Approval of the Minutes from the:
   - 2/25/2026 Regular Board Meeting
   - 3/11/2026 Special Board Meeting

ii. Bills Payable

iii. Personnel Report

iv. Policies for Approval after 1st Reading due to statutory provisions and amendments
   - 503 Student Attendance
   - 515 Protection and Privacy of Pupil Records
   - 615 Testing, Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and EL Students
   - 701 Establishment, Adoption, and Modification of School District Budget

v. Policies for Approval after Third Reading
   - 713 Student Activity Accounting

vi. Trip Approval - Belgium & France - June 2027

b. Items for Individual Action

i. Donations Acceptance Resolution

IX. **Future Meetings**

X. **Adjournment**

BRIDGE TO SUCCESS

Hastings Public Schools
INDEPENDENT SCHOOL DISTRICT 200
1000 11TH STREET WEST
HASTINGS, MN 55033-2597
Phone (651) 480-7000
Fax (651) 480-7004

March 25, 2026 Student Representative Reports

Jen Behnke

Hastings Middle School

- **Level Up Awards**

As per usual, just at the end of last month, many students and staff were awarded Level Up Awards. These recognitions highlight students and staff who have shown growth while living out the Raider Way—being safe, respectful, and responsible each day.

- **Maud Hart Lovelace Award Participation**

This year, students have the opportunity to participate in the Maud Hart Lovelace Book Award program. An engaging reading experience that puts students in the role of readers and voters! To be eligible to vote, students must read or listen to at least three nominated books.

- **Minnesota Youth Art Month Exhibition**

Each year, our state celebrates student artists by hosting the Minnesota Youth Art Month Exhibition. 3 students from Hastings placed in the top 5! This is the first time HMS has had multiple students at State, and teachers are so incredibly proud of them!

- **MCA Testing**

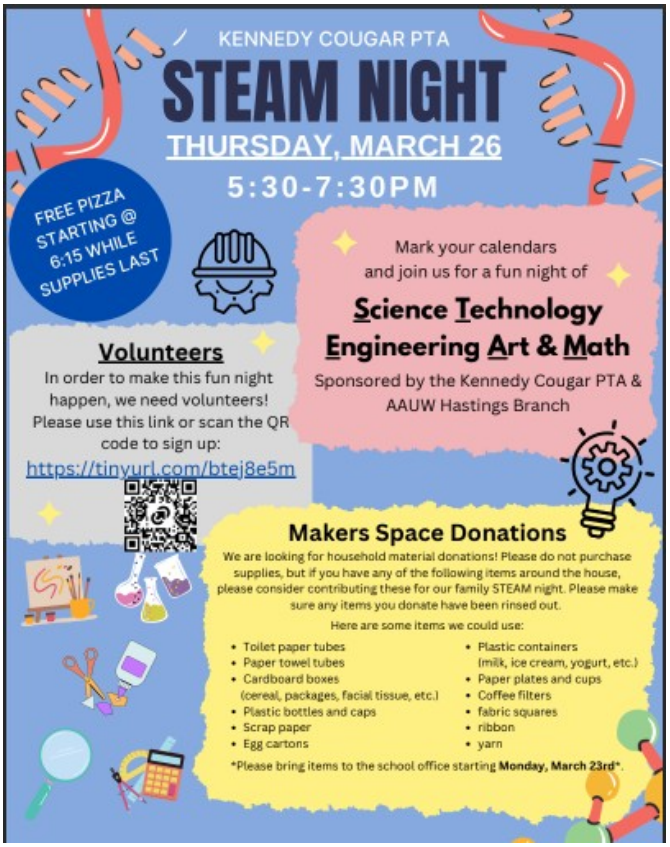
Spring brings the season of state testing! Students have been preparing for MCA tests that will take place later in the school year.

- **7th & 8th Grade Choir Concert**
- **5th & 6th Grade Dance**
- **Spring Sports**

Shyla Henson

Kennedy Elementary

- Kennedy Cougar PTA Steam Night!
    - Thursday, March 26th, 5:30-7:30 PM



- Featured Artists for March
    - 3rd and 4th graders created beautiful art work currently hung up in the Main Office

- Science Museum visit!
    - 2nd graders learned about fossils and the work of paleontologists during the Dinosaur Assembly - hosted by The Science Museum
- “I Love to Read” month special guests
    - In February, “Secret Readers” came to classrooms and read with students!

Tilden

- At the start of March, Hastings High School College Child Development & Psychology students visited the preschoolers!
    - Connected students across generations and brought learning to life
- The high schoolers prepared for their preschool visit by learning with a children's librarian
    - Shared tips and tricks for reading with the preschool students
    - Applied the learned knowledge during their visit to Tilden

Avery Durfee

McAuliffe Elementary

- March 6th: Kindergarten Classes were visited by Megan from the Pleasant Hill Library
- March 9th: McAuliffe Eagle Choir performed at the Orchestra Children's Concert at HHS
- March 10th: STEM Night was held at McAuliffe featuring The Works Museum and sponsored by AAUW
- March 11 - 12th: Exploradome from the Bell Museum visited McAuliffe K - 4th grade
- March 13th: 1st Grade Field Trip to SeaLife
- March 26th: Kindergarten Pioneer Visit, (Gwen Bailey from LeDuc Mansion/Historical Society doing a presentation about life as a pioneer)

Pinecrest Elementary

- **March 2** - MN author Stephen Shaskan visited Pinecrest. Students had the opportunity to pre-order books, and the author signed them.
- **March 4** - Pinecrest PTA hosted STEAM Night (Science, Technology, Engineering, Arts, Math)

- **March 13** - Pinecrest Tropical Day, where students and staff wore tropical gear
- **March 13** - Reading classroom mix-up, where Pinecrest classrooms traveled to a different teacher for read-aloud time
- **March 30** - CLIMB Theatre will be joining Pinecrest for whole group plays
- **March 31** - CLIMB Theatre will be joining Pinecrest for individual class plays
- **March 31** - Pinecrest PTA will host Culver's night, a fundraiser to raise money for family events throughout the year (conference and teacher appreciation meals, purchase of 4th-grade t-shirts, etc.)

Aidan Suarez Garcia

Hastings High School

This month, the High School has more going on than I thought it would, thanks to an amazing spring break! To jump right in, the High School hosted the Polar Plunge. If you do not know, the Polar Plunge is a fundraiser to support Special Olympic athletes. Students, teachers, and other staff participated in jumping into frigid waters for this cause. To “hype up” the students for the Polar Plunge, there was a pepfest where everyone got to hear Mr. Fairbanks’s fabulous singing as he performed “Let It Go” from Frozen as punishment for losing a bet with Mrs. Jonas. This bet was for whoever raised less money had to sing. Overall, this was a great day, fundraising for an even better cause.

Winter sports have all come to an end, but with every closing door, a new one opens. Next Monday marks the day that all spring sports are underway. With sports such as track, tennis, baseball, softball, golf, and lacrosse. Also, the 4th annual Raiders Sports Awards is coming up on Monday, May 4, where teams, coaches, alumni, and over 100 individual student-athletes will be recognized, and Adam Gerlach ('99) is the alumni guest speaker.

Relating to sports, FCA or Fellowship of Christian Athletes had their annual night at Feed My Starving Children. This was a great opportunity where students were able to pack meals for children all across the world to help the cause of ending world hunger. As a group, students packed a total of 141 boxes of food or 30,456 meals, which will be able to feed 83 kids every day for a year. Honestly, this was a great opportunity that FCA will continue to do.

Music, as always, was very busy. There were a multitude of concerts throughout the entire music department. The orchestra had their concert on March 9th, where they had the High Schools Orchestra along with the Spiral Singers and the McAuliffe 4th-grade singers. Where the Orchestra and Choirs sang and played together, creating wonderful music. Also, the orchestra played background music while a narrator read a superhero book, and community members and even some board members played important acting roles. Then, next Tuesday night, the High School has a choir concert where all levels will sing.

The Show Choir had an amazing season and ended up getting 2nd place at Heart of America on our trip down to Nashville, staying at the Gaylord Opryland Hotel. This trip was the height of the season, and being able to go on a trip like this with friends and family was a great experience. With activities such as walking downtown Nashville, performing, visiting the Ryman Theater, visiting the Opry and standing on its stage, and visiting many museums, where my favorite was the Museum of African American Music. In all, Riverside and Dynamic had wonderful seasons, and I hope for many more.

ALP

Quarter 3 is wrapping up with a variety of engaging learning experiences. In Ms. Butler's FACS class, students practiced reading recipes, measuring ingredients, and cutting vegetables, with hands-on cooking to finish the course. Mr. Waage's Space Science class explored planets by modeling the solar system. Students also heard from a Minnesota North College representative about diverse career paths, with more guest speakers planned for April and May. Meanwhile, Hastings Online Academy continues to expand, now serving over 125 students, including full-time and part-time/dual-enrolled learners.

Hastings
Public Schools

Achievement and Integration

Prepared by Andrew Hodges

Students are the heart of all we do

What is A&I?

- 3- year plan with measurable goals in three areas:
  - Achievement Disparity | Integration | Teacher Equity
- Funds must be used to supplement and not supplant
- Goals and strategies are focused on supporting specific student groups
- Goal progress is monitored and submitted to MDE annually
- MDE reviews plans every 3 years to see if goals were met
- If goals are not met, funding from next plan must be set aside to meet those goals

A&I Revenue

$336,378.38

- 70% achievement and integration state aid
- 30% achievement and integration levy

A&I Budget Requirements

At least 80% must go to direct student services and integrated learning initiatives;

Up to 20% may go to staff professional development;

AND

No more than 10% can be used for administration

How is A&I Budgeted?

Native American Liaison

50% of our Native American Liaison position is funded out of A&I, which includes both salary and benefits.

HMS and HHS AVID

1.2 FTE at HHS and .2 FTE HMS for AVID teaching positions. .2 FTE District Director Position, and an AVID Tutor position. Additionally, $25,000 is budgeted for professional development and curriculum.

Translation Services

Each year an amount is allocated to translation and interpretation services. This ensures equity of access at district events, including parent-teacher conferences.

Collaborative PD

Staff Professional Development on collaboration to utilize data to drive student achievement.

Native American Education PD

Funding to provide staff with professional learning around meeting the needs of Native American students.

HMS Student Leadership

Collaborative partnership with Farmington on student leadership. Budget includes transportation for students to Farmington for the event each year.

Questions?

Financial Forecast and Fiscal Year 2026-2027 Budget Update
Jennifer Seubert, Director of Finance and Operations

Overview
Based on current projections, the district is expected to operate with an approximate $1.5 million deficit in FY27. The district continuously makes right-sizing adjustments based on enrollment. At this time, the recommendation is to strategically utilize fund balance to cover this gap, while continuing to monitor updates and plan thoughtfully.

Financial Position
The district remains in a stable financial position:

- Fund balance policy target: minimum of 16% (approximately 2 months operating expenses)
- Projected fund balance: 27% at the end of FY26, and 24% at the end of FY27

A healthy fund balance provides flexibility to manage short-term financial pressures while maintaining financial stability.

Enrollment Trends

- Projected decline of approximately 86 students in FY27
- Enrollment has been declining for over 10 years and is expected to continue

Key Revenue Factors:

- 2.69% increase in per-pupil funding
- 2% increases in referendum and special education funding
- New EL cross subsidy aid
- Decreases in federal and state funding, including:
    - Title I (due to lower poverty rate)
    - Compensatory revenue (formula change)
    - Expiration of MTSS Grant
    - Proration of summer unemployment reimbursement
- Athletic/activity fees and participation assumed to remain stable

Key Expenditure Factors:

- Salaries: 2% increases plus step and lane changes for settled contracts; 2% assumption for unsettled contracts (9 groups expiring 6.30.26)
- Benefits: 6% increase in health insurance premiums
- Transportation contract: 3% increase
- Staffing Ratios and department budgets: no changes

Outlook and Next Steps
While the district is able to manage the projected deficit in the short term, long-term financial sustainability will require continued planning and adjustments, particularly in response to declining enrollment.

Additionally, the district's operating referendum is set to expire in FY28, and the Board will begin reviewing future options.

Financial Planning Process (Annual Cycle)
The district follows a structured financial cycle to ensure transparency and informed decision-making:

- March: Financial Forecast
- June: Adopted Budget
- November: Audit Results
- December: Revised Budget

Building Construction Fund Projects as of 2/28/2026

	A	B	C	D	E	A-C-D-E	
Project	Project Budget	Vendor Bid Amount +/- Change Orders	Vendor Contract Expenses to Date	Wold/Loeffler Fees to Date	Other Expenses Less Rebates to Date	Remaining Funds	Status
High School Roof Replacement	4,645,800	2,944,318	2,944,318	294,530	11,568	1,395,384	Complete
High School & Pinecrest Chillers	1,182,000	753,551	753,551	74,842	(34,273)	387,879	Complete
Multi-Site Exterior Lighting	468,500	246,483	246,483	30,569	(26,321)	217,770	Complete
High School & McAuliffe Parking Lot	1,516,540	1,084,851	1,084,851	116,970	22,836	291,883	Complete
High School Track Resurfacing	360,000	286,864	286,864	23,219	3,323	46,593	Complete
High School BAS Replacement	1,951,100	606,642	606,642	123,429	28,570	1,192,459	Complete
Pinecrest Partial Roof Replacement	373,000	289,800	289,800	23,757	248	59,194	Complete
McNamara Stadium Improvements	3,370,000	2,688,639	2,688,639	216,215	286,531	178,615	Complete
Pinecrest Deferred Maintenance	968,000	602,279	602,279	62,183	248	303,290	Complete
Early Childhood Improvements (High School)	445,000	275,513	275,513	28,362	1,414	139,711	Complete
District Wide Camera Project	382,000	192,975	192,975	24,421	22,175	142,429	Complete
Tilden Deferred Maintenance & Roof	828,746	691,944	691,944	49,803	29,121	57,878	Complete
Board Room Renovations	93,359	-	-	-	63,193	30,166	Complete
High School Athletic Field Parking Lot	506,000	426,038	426,038	27,646	20,549	31,766	Complete
Pinecrest Exterior Emergency Lighting	10,000	-	-	-	4,780	5,220	Complete
High School Tennis Court Replacement	542,000	495,345	495,345	34,683	34,647	(22,674)	Complete
Kennedy & McAuliffe Partial Roof Replacement	533,200	405,900	405,900	33,978	3,154	90,168	Complete
High School Lecture Hall	140,000	-	-	-	139,530	470	Complete
Replace Middle School Softball & Baseball Backstops	160,000	-	-	-	84,647	75,353	Complete
Miscellaneous Deferred Maintenance Projects <$100,000	367,100	-	-	-	135,856	231,244	Complete
High School Baseball Drainage	200,000	-	-	-	61,770	138,230	Complete
Tilden Asbestos	18,400	-	-	-	-	18,400	Complete
Miscellaneous Deferred Maintenance Projects <$100,000	27,800	-	-	-	9,005	18,795	Complete
Middle School Improvements	23,814,024	22,189,111	22,189,111	1,385,892	251,768	(12,747)	Complete
High School Retaining Wall	50,000	-	-	339	47,500	2,161	Complete
Middle School Privacy Improvements	324,300	263,071	263,071	15,522	1,261	44,446	Complete
High School Parking Lot Improvement - Phase 3	324,760	138,208	138,208	6,340	7,100	173,112	Complete
High School Lighting (split from HS Deferred Maintenance)	119,939	128,822	128,822	2,555	(11,439)	0	Complete
District Office Renovations	278,000	164,723	164,723	19,169	98,904	(4,796)	Complete
Middle School Storage Building	452,500	418,363	418,363	15,275	19,518	(657)	Complete
ALC Renovation	1,421,640	1,169,674	1,165,674	120,806	116,940	18,220	Complete
McAuliffe Deferred Maintenance & Water Coolers	336,731	288,842	288,842	12,216	42,869	(7,197)	Complete
Middle School Track	404,750	341,273	341,273	40,196	17,334	5,947	Complete
Monument Signs	357,000	326,472	326,472	14,029	8,609	7,890	Complete
Board Room Renovations - Phase II	6,641	-	-	-	5,845	796	Complete
Water Coolers (Tilden & Middle School)	182,000	142,500	142,500	11,559	198	27,743	Complete
HHS Privacy Improvements	1,013,063	876,007	876,007	127,025	6,880	3,150	Complete
Middle School Partial Roof Replacement	717,200	747,255	747,255	45,778	10,396	(86,230)	Complete
Gymnastics	50,000	-	-	-	21,913	28,087	Complete
Tilden Preschool Classroom	90,000	60,660	60,660	5,877	678	22,785	Complete
Door & Glass Improvements Phase I	67,262	31,450	31,450		35,812	(0)	Complete
Safety & Security Improvements-Phase I	33,245	33,245	33,245			-	Complete
Middle School Media Center	160,000	-	-	-	92,157	67,843	Complete
Replace High School Carpet (Phase I&II)	537,629	376,700	376,700	43,234	117,695	0	Complete
High School Fire Alarm/Alert System Replacement	410,000	362,552	362,552	27,735	135	19,579	Complete
District Wide Fire Alarm/Alert System Replacement	205,000	161,250	161,250	23,110	1,864	18,775	Complete
Kennedy Deferred Maintenance	662,576	599,554	599,554	19,106	6,951	36,965	Complete
Nature Preserve Gravel Parking Lot & Monument Sign	9,100	-	-	-	9,100	-	Complete
High School Student Entrance Bollards	5,000	-	-	-	5,000	-	Complete
Technology Improvements	2,529,625	-	-	-	2,529,625	-	Complete
Replace High School Carpet (Phase III)	74,471				74,471	-	Complete
High School TuckPoint (split from HS Deferred Maintenance)	237,075	236,791	236,791	-	284	0	Complete
Door & Glass Improvements (Middle School split w/LTFM)	432,738	380,393	380,393	33,445		18,901	Complete
Grounds/Site Improvements (split w/Capital)	500,000	464,605	464,605	35,265	222	(92)	Complete
Safety & Security Improvements	576,468	424,152	424,152	70,553	17,193	64,571	Complete
Radio Replacement	100,000	-	-	-	100,170	(170)	Complete
Middle School Pod Redesign	235,000	57,045	57,045	-	158,455	19,499	Complete

Contingency	2,007,858	-	-	-	-	2,007,858	Contingency
Reallocations from/to projects	(9,949,722)	-	-	-	-	(9,949,722)	Reallocation
Interest Earnings		-	-	-	-	2,653,253	Interest Earnings
Subtotal	**47,864,418**	**42,373,860**	**42,369,860**	**3,239,633**	**4,697,980**	**210,197**	

Remaining funds from complete projects are available for excess costs on other identied projects or reallocation for new projects.

	A	B	C	D	E	A-C-D-E	
Interior Locks Allowance-Door Hardware Upgrades	420,000	379,619	361,359	37,823	2,026	18,792	In Process
High School Deferred Maintenance (Storefront/Shower Valves)	264,386	227,515	219,484	36,172	242	8,488	In Process
High School Exhaust Ventilation	77,000					77,000	In Process
High School Concessions	16,500					16,500	In Process
District Wide Security - Exterior Door Hardware	125,000					125,000	In Process
Subtotal	**902,886**	**607,134**	**580,843**	**73,995**	**2,268**	**245,780**	

Remaining funds from in process projects are <u>not</u> available for excess costs on other identied projects or reallocation for new projects.

	A	B	C	D	E	A-B-D-E	
	-	-	-	-	-	-	In Design
Subtotal	**-**	**-**	**-**	**-**	**-**	**-**	

Remaining funds from in design projects are <u>not</u> available for excess costs on other identied projects or reallocation for new projects.

Other District Projects	A	B	C	D	E	A-B-E	
Flexible Learning Furniture	600,000	-	-	-	582,905	17,095	Not Completed
Subtotal	**600,000**	**-**	**-**	**-**	**582,905**	**17,095**	

Remaining funds from not completed projects are <u>not</u> available for excess costs on other identied projects or reallocation for new projects.

Total	**49,367,304**	**42,980,994**	**42,950,704**	**3,313,628**	**5,283,153**	**473,072**	

Complete and In Process (does not include contingency)	56,474,168
Project Total	49,367,304
%	114%

Transfers from/(to) Contingency:

$445,000 Early Childhood Improvements (High School)
$ 87,000 High School Athletic Field Parking Lot
$ 44,300 High School Retaining Wall
$113,024 Middle School Bathrooms near Auditorium
$300,000 Technology
$244,500 Water Coolers ($50,000 Tilden, $62,500 McAuliffe, $132,000 Middle School)
$746,250 High School Privacy Improvements (Athletic Locker Rooms)
$160,476 Kennedy Deferred Maintenance
$167,131 McAuliffe Deferred Maintenance
$290,000 Middle School Storage Building
$542,000 High School Tennis Court Replacement
$330,000 District Office Renovations
$100,000 Board Room Renovations
$85,000 Entrance Security Improvements
$503,750 Additional to HHS Privacy Improvements (Bathrooms)
$362,500 Middle School Privacy Improvements
$140,000 High School Lecture Hall
$200,000 HHS Baseball Field Drainage
$493,750 Middle School Track Replacement
$856,563 HS Team Locker Privacy Improvements
$1,421,640 ALC Renovation
$397,500 Transferred from HHS Privacy Improvements to Middle School Storage Building
$160,100 Additional to Middle School Improvements
($38,200) from Middle School Privacy Improvements
($600,000) from High School Privacy Improvements
($50,000) from High School Carpet
$86,000 Additional to Kennedy Deferred Maintenance
$400,000 Technology
$200,000 Monument Signs
$500,000 Grounds/Site Improvements
$300,000 Additional to Safety & Security Improvements
$202,000 Additional to Monument Signs
($52,000) from District Office Renovation
($96,000) from HS Privacy
($89,000) from MS Track
($235,000) from Storage Building
($160,000) from DW Fire Alarm/Alert System
($25,000) from HS Fire Alarm/Alert System
$324,713 Safety & Security Improvements
$120,000 Interior Locks Allowance (Middle School add)
$629,625 Technology
$ 50,000 Gymnastics
$160,000 Middle School Media Center
$ 90,000 Tilden Preschool Classroom
$ 5,000 High School Student Entrance Bollards
$ 50,000 Nature Preserve Gravel Parking Lot
$ 17,000 High School Shower Valves
$235,000 Middle School Pod Redesign
($85,900) from Nature Preserve Parking Lot & Monument Sign
$ 77,000 High School Exhaust Ventilation
$ 16,500 High School Concessions
$125,000 District Wide Security-Exterior Door Hardware

WORK SESSION

COMMUNICATIONS
Update from Student Services
Updates from Member Districts
COMMUNICATION
Our School Board participated in a Listening Circle to discuss the Strategic Plan for 917.
INTEGRITY
Dr. Favor gave an update to the school board on his annual goals.

BOARD MEETING

Communications
Approved consent items
2/3/26 Minutes
Personnel:
NEW HIRES:
Anna Garnett, Education Support Professional, effective January 28, 2026.
Jeramey Zych, Education Support Professional, effective February 2, 2026.
RE-HIRES:
Jodi Erickson, Education Support Professional, effective February 3, 2026.
CHANGE IN STATUS:
LEAVES OF ABSENCE:
RESIGNATION & TERMINATIONS:
Bridget Fonseca, Teacher, effective June 11, 2026.
Candi Gibson, Education Support Professional, effective 17, 2026
Rebecca Hague, Teacher, effective June 11, 2026.
Abdirizak Hussein, Education Support Professional, effective February 6, 2026.
Amy Kirchman, Education Support Professional, effective March 4, 2026.
Daisy Kramer, Education Support Professional, effective January 6, 2026.
Amber Kurten, Teacher, effective June 11, 2026.
Elza Solefack, Education Support Professional, effective March 30, 2026.
Amy Solinger, Mental Health Professional, effective March 9, 2026.
Kadra Wardere, Education Support Professional, effective January 14, 2026.
RETIREMENT:
Amy Dawson, Speech Language Pathologist, effective June 11, 2026.
Jennifer Klaustermeier, Teacher, effective June 11, 2026.
Craig Mares, Teacher, effective June 11, 2026.
Brian Price, School Psychologist, effective June 11, 2026.
INTEGRITY
Approved the MOUs for the ASD/EBD Apprenticeship Program
EQUITY
Approved the MDE AIPOC Committee compliance
STEWARDSHIP
Approve Bills, Wire Transfers, Investments, Payment Registers, and FY26 Classroom Maintenance
Approved Contracts for 6 non-bargaining contracts

CONNECTIONS AMSD

News from the Association of Metropolitan School Districts

March 2026
Volume 23
Number 6

March 6, 2026
Board of Directors Meeting
7 a.m. - 9 a.m.
Quora Education Center
NE Metro 916
Little Canada

March 27, 2026
Executive/Legislative Committee Meeting
7:30 a.m. - 9 a.m.
Anderson Center
Bethel University
Arden Hills

April 10, 2026
Board of Directors Meeting
7 a.m. - 9 a.m.
Quora Education Center
NE Metro 916
Little Canada

April 13, 2026
AMSD/MASA Region 9 Day at the Capitol
LINK: View Details for Day at the Capitol

A Bright Idea: Improving Energy Efficiency

"100% clean energy by 2030."

That was the request made more than six years ago, when three Irondale High School students were among a student, teacher and parent group that visited a School Board meeting of Mounds View Public Schools.

Since that time, the District has taken several steps towards that goal.

And the state is taking notice.

"Mounds View Public Schools is a leader in modeling the innovative use of renewable energy in Minnesota schools," says Pete Wyckoff, Deputy Commissioner of the Division of Energy Resources at the Minnesota Department of Commerce. "Their work sets a strong example, and I'm hopeful more school districts will follow."

Here are just five examples of energy efficiency efforts in action across the District.

#1 Energy audit
Mounds View has conducted an energy audit of schools to identify opportunities for energy savings. The District partnered with SitelogIQ, a national provider of building improvement programs with a focus on energy efficiency and sustainability. This includes:

- An energy consumption analysis for gas, water and electricity over the past 36 months.
- Recommended priorities for energy savings.
- Facility management software for tracking energy use, maintenance projects and monitoring the age and updates completed to existing equipment.

Based on the findings, the District entered an energy contract that guarantees energy savings based on upgrades to lighting systems.

Continued on page 2

The recently released state budget forecast, projecting a $3.7 billion surplus for the 26-27 biennium, presents a timely opportunity for state policymakers to assist our school districts in addressing significant budget challenges next year. As noted in the research article in this issue, AMSD member districts are projecting combined budget shortfalls of more than $223 million for the 2026-27 school year. With committee deadlines fast approaching, I urge AMSD members to continue to advocate for our legislative priorities. Your voice makes a difference.

From the AMSD Vice Chair, Alison Sherman, Stillwater Board Member

Mounds View's Solar Panels Generate Savings, Offset Pollution

Continued from page 1

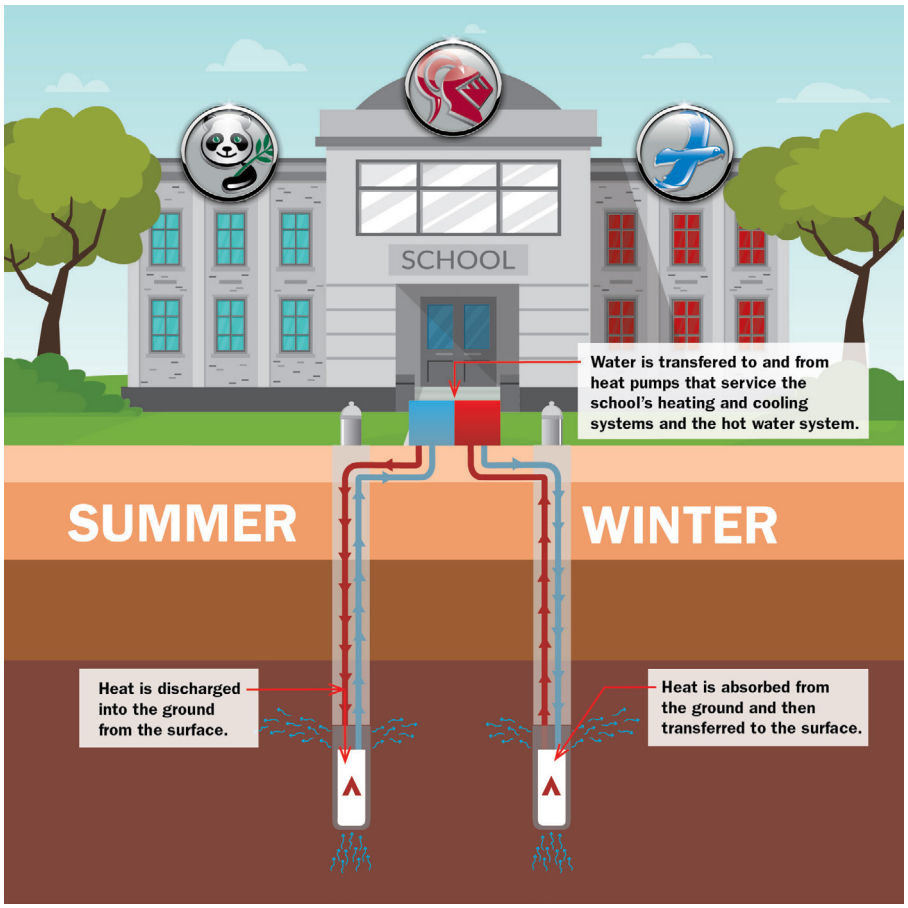
#2 Solar schools

Mounds View Public Schools rooftops are doing the job of a small forest — every single year.

The solar array atop Bel Air Elementary School.

Thanks to a grant from the Minnesota Department of Commerce, the District was among the first school districts in the state to install solar panels. Today, all 13 school buildings have rooftop solar arrays installed. Projected savings could be over $2 million in electricity costs over the next 25 years thanks to power purchase agreements and below-market-rate electricity costs.

Combined, the schools' panels offset more than 1 million pounds of carbon pollution annually. That's like taking 100 gas-powered cars off the road. Or producing enough clean energy to power an entire neighborhood — without pollution. You'd need roughly 7,500 mature trees working for an entire year to absorb that much carbon.



#3 Geothermal energy

Removing oil tanks in the process, Mounds View Public Schools is tapping the earth's natural temperature as a giant heating and cooling system for three schools. Irondale High School and Highview Middle School recently installed geothermal systems, and Pinewood Elementary School will complete its conversion this summer.

Geothermal replaces furnaces and air conditioners with a system that uses the constant temperature underground to keep buildings warm in winter and cool in summer. Underground wells tap the warm temperature of the earth to heat water inside the wells. The energy is then transferred to the school to supplement its existing heating and cooling systems.

The District anticipates operational savings of $165,000 every year for the three schools. Mounds View Public Schools is the only metro district outside of St. Paul Public Schools with geothermal systems.

Continued on page 3

Mounds View a State Leader Using Renewable Energy

Continued from page 2

#4 LED lighting

Brighter (and cleaner) lights are coming to schools this year, thanks to a new state law dubbed "Minnesota's Clean Lighting Bill." The bill bans the sale of most fluorescent bulbs effective 2026 due to their mercury content. This forces a shift to LEDs for replacements and new installations in schools and other buildings for energy efficiency and health — with utilities offering incentives to help schools and businesses make the switch.

In response, the District is converting all outdated, energy inefficient light to LED lighting. Once the installation is paid off, the project is expected to save Mounds View Public Schools approximately $400,000 per year in utility costs.

#5 Electric buses

Mounds View's primary transportation partner, Northstar Bus Lines/American Student Transportation, currently has one of the largest electric school bus fleets in Minnesota — and Mounds View Public Schools students will soon be riding half of them.

Thanks in part to a grant from the Minnesota Pollution Control Agency, three new electric buses will transport students to and from school. It's part of a pilot program created to support cleaner vehicle technology, reduce air pollution impact on students and communities and test the feasibility of electric vehicle technology in student transportation.

The three electric buses serving Mounds View Public Schools are charged overnight at the Northstar Bus Lines terminal in Maple Grove. Because they're much quieter than their diesel counterparts, the buses play light music when traveling less than 15 miles-per-hour to alert nearby motorists, bikers and pedestrians.

GreenStep Schools

Mounds View Public Schools has applied to participate in the Minnesota GreenStep Schools program. The program is a free, voluntary, statewide best practices framework, community of practice and recognition program for public and private K-12 schools and districts. Members share a goal to reduce environmental impact and costs, to improve the health and well-being of students and staff and to provide effective environmental and sustainability education.

This month's member feature was submitted by Colin Sokolowski, Executive Director of Public Relations, Mounds View Public Schools.

Survey Shows AMSD School Districts Face More Than $223 Million in Budget Shortfalls

Most AMSD Districts Face Budget Challenges for 2026-27 School Year

AMSD member school districts are facing a combined shortfall of more than $223 million for the 2026-27 school year in the wake of escalating operational costs, a reduction in compensatory funding and special education transportation reimbursement, and for some, unexpected costs related to federal immigration enforcement actions.

In addition to inflationary pressures, school districts are feeling the impact of new programs and requirements adopted in recent years. AMSD Vice Chair and Stillwater School Board Member Alison Sherman cites increasing substitute teacher costs as a significant factor in Stillwater's projected $5 million shortfall.

"While Stillwater Area Public Schools support policies that benefit employees and families, mandates such as Minnesota Paid Leave are examples of well-intended but unfunded requirements that create significant financial strain for school districts. We are preparing for several hundred thousand dollars in new annual substitute and related costs," noted Sherman.

In addition, many districts report increased costs tied to recent federal immigration enforcement activity. These include expanded transportation routes and bus stops, additional office and safety personnel, increased online learning expenses, and heightened demand for student mental health supports. Several districts also anticipate a reduction in revenue due to lower enrollment (ADM) and many reported significant losses in food service revenue, due to online learning and students not purchasing a la carte items during lunch.

The shortfall estimates are based on a survey of AMSD member districts conducted at the end of February. Member districts were asked to project the gap between their anticipated revenue and expenditures for the 2026-27 school year assuming the statutory inflationary increase in the basic formula and no additional funding or cuts from current law. It is important to note that the formula makes up 55-60 percent of a school district's general education revenue. As a result, an inflationary adjustment to the formula does not translate into an equivalent increase in overall district funding.

The survey shows that AMSD members project shortfalls totaling $223,197,443. Most districts are anticipating even larger shortfalls in FY28 and FY29, as state law requires a cut in special education funding of $250 million for the 2028-29 biennium. A Blue Ribbon Commission, established in the 2024 session, has been tasked with identifying specific cuts.

A stronger than expected February State Budget and Economic forecast, which projects a FY26-27 balance of $3.7 billion and a FY28-29 balance of $377 million, provides an opportunity for the Governor and Legislators to mitigate the budget shortfalls facing school districts. AMSD and its more than 50 member districts are urging the Governor and Legislators to extend the hold harmless for compensatory funding, increase safe schools funding, and repeal the $250 million cut to special education in the 28-29 biennium. The AMSD Legislative Platform also calls on state policymakers to fully fund existing statutory requirements including unemployment for hourly workers and the Paid Leave program.

Without legislative action this session, many locally elected school boards will be forced to make significant reductions to staffing and student programming to balance their budgets.

- LINK: View a full list of AMSD District Shortfalls

Association of Metropolitan School Districts

2 Pine Tree Drive, Suite 380, Arden Hills, MN 55112 • 612-430-7750 • www.amsd.org

MEDIA RELEASE **March 5, 2026**

For more information contact:
Scott Croonquist, Executive Director
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scroonquist@amsd.org

Survey Shows AMSD School Districts Face More Than $223 Million in Shortfalls

Most Districts Face Significant Budget Challenges for 2026-27 School Year.

SAINT PAUL — **AMSD Districts Project $223 Million Budget Shortfall**

AMSD member school districts are projecting a combined budget shortfall of more than **$223 million** for the 2026-27 school year, driven by rising operational costs, a reduction in compensatory revenue and special education transportation reimbursement, and new state programs and requirements that are not fully funded.

The estimate is based on a survey of AMSD's member districts conducted in late February. Districts were asked to project the gap between anticipated revenue and expenditures for 2026-27 assuming only the statutory inflationary increase to the basic education formula and no additional legislative changes. Importantly, the basic education formula accounts for only 55-60 percent of a district's general education revenue. As a result, an inflationary adjustment to the formula does not translate into an equivalent increase in overall district funding.

District leaders report that inflation continues to outpace revenue growth. In addition, recently enacted programs and mandates are adding significant ongoing costs.

AMSD Vice Chair and Stillwater School Board Member Alison Sherman cited rising substitute teacher costs as a major factor in Stillwater's projected $5 million shortfall.

“While Stillwater Area Public Schools support policies that benefit employees and families, mandates such as Minnesota Paid Leave are examples of well-intended but unfunded requirements that create significant financial strain for school districts,” Sherman said. “We are preparing for several hundred thousand dollars in new annual substitute and related costs.”

Many districts are also experiencing increased expenses related to recent federal immigration enforcement activity, including expanded transportation routes, additional safety and office staff, increased online learning costs, and greater demand for student mental health services. Several districts also anticipate a reduction in revenue due to lower enrollment (ADM) and many reported significant losses in food service revenue, due to online learning and students not purchasing a la carte items during lunch.

Most districts anticipate even larger deficits in FY28 and FY29, as current law requires a $250 million reduction in special education funding in the 2028-29 biennium.

The February State Budget and Economic Forecast projects a $3.7 billion balance for FY26-27, providing lawmakers with an opportunity to address the growing structural gap facing school districts.

AMSD is urging the Governor and Legislature to extend the hold harmless provision for compensatory revenue, increase safe schools funding, repeal the scheduled special education cut, and fully fund existing statutory requirements.

Without legislative action this session, locally elected school boards will be forced to make significant reductions to staffing and student programming to balance their budgets.

- **LINK: View a full list of AMSD District Shortfalls**

MINNESOTA

PROFESSIONAL EDUCATOR
LICENSING AND STANDARDS BOARD

PELSB Updates for AMSD

Dr. Yelena Bailey

Executive Director

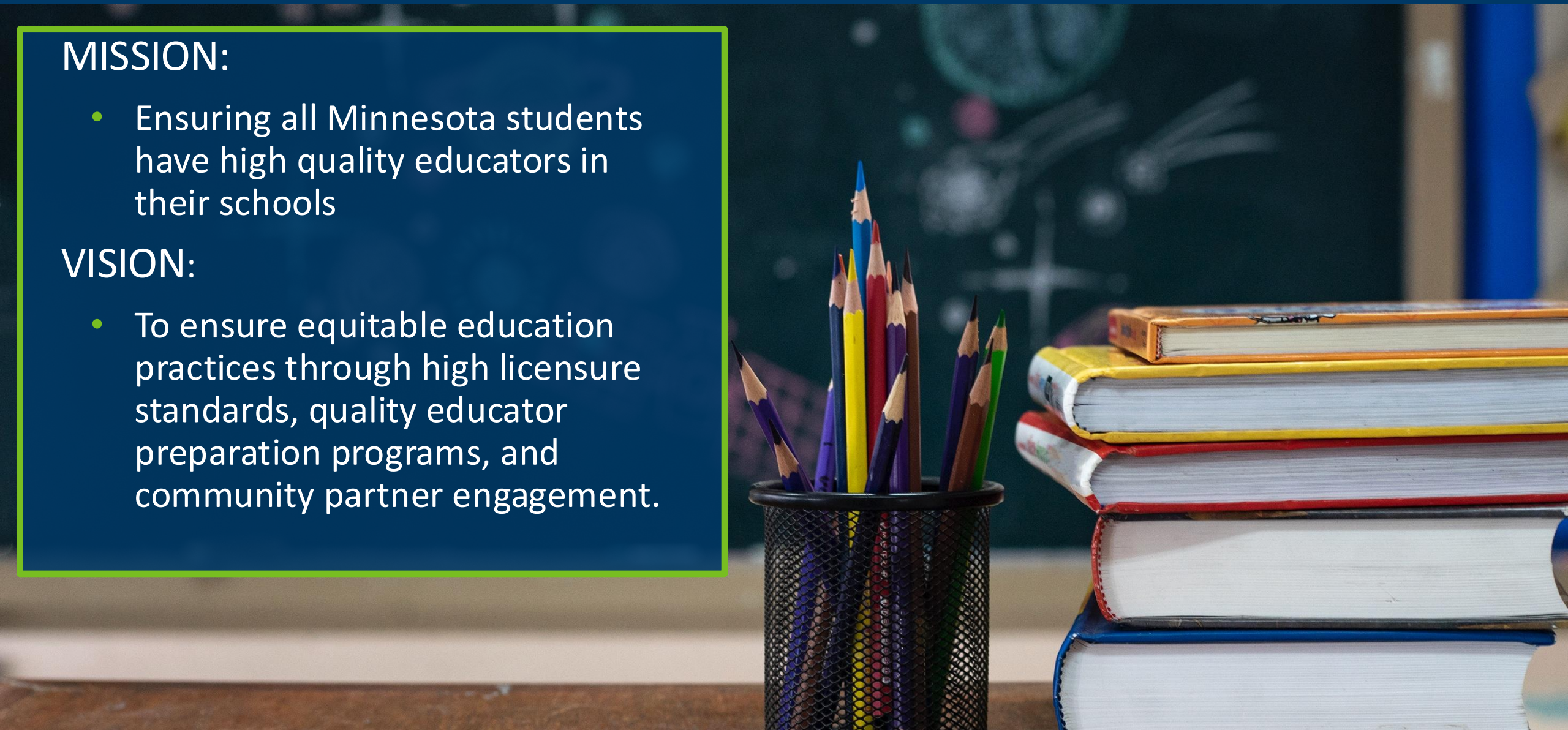
Mission & Vision

MISSION:

- Ensuring all Minnesota students have high quality educators in their schools

VISION:

- To ensure equitable education practices through high licensure standards, quality educator preparation programs, and community partner engagement.



Dr. Lucy Payne, Board Chair, Teacher Preparation

Amy Aho, Vice Chair, Teacher – Related Services

Dr. Yelena Bailey, Executive Director

Rochelle Dyer, Teacher Preparation

Justin Hoelscher, Administrator

Liana Lingofelt, Teacher – 7-County Metropolitan Area

Gift Saloka, Teacher – Special Education

Brandee Shoemaker, Teacher – Greater Minnesota

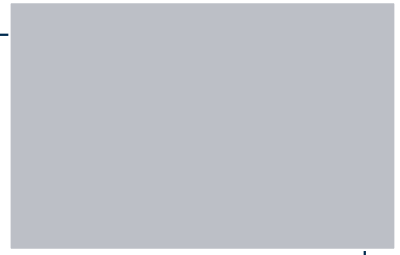
Dr. Kurt Stumpf, Superintendent

Glazell Toledo, Teacher – 7-County Metropolitan Area

Jennifer Trask, Teacher – Greater Minnesota

Nathan Wood, Principal

Janie Yang, Teacher – Charter School



Vacant Seat, Public Member

MINNESOTA PROFESSIONAL EDUCATOR LICENSING AND STANDARDS BOARD

FY25 Jurisdiction and Scope of Work

Pathways to Licensure

6

- ✓ 38 Teacher Preparation Providers
- ✓ 628 Licensure Programs
- ✓ 174 Teachers Licensed via Portfolio
- ✓ 22 Heritage Language Educators Licensed

Licensure

13

- ✓ ~110,000 Licensed Teachers
- ✓ 14,301 New Licenses Issued
- ✓ 5,806 Permissions Granted
- ✓ 22,709 Renewals Processed

Board Work

3

- ✓ 12 Meetings Held
- ✓ 1 Retreat
- ✓ 6 Committees (with regularly scheduled meetings)

Ethics

2

- ✓ 231 Licensee Files Opened
- ✓ 563 Applications Reviewed
- ✓ 103 Actions Taken

Data & Compliance

2

- ✓ Licensure and assignment data from 535 districts and charter schools

Rulemaking

1

- ✓ 2 Active Projects

Board
Updates

Streamlining Teacher Licensure

- Working towards licensure areas that will meet the future-needs of students
- Fewer licenses without compromising quality or content knowledge
- Special education, science, and arts licensure work groups are providing feedback

Literacy Work

- Reading audit to be complete summer 2026
- Legislative report August 1, 2026
- Creating guidance for districts on how and where teachers are prepared
- Collaboration with teachers and teacher preparation providers on literacy rubric

FY25-26	FY26-27	FY27-28	FY28-29	FY29-30	FY30-31	FY31-32
School Counseling Programs (R4703 - in process)	Science and Science via Exam	Reading	World Languages	Math	Tiered Licensure & License Renewal	Elementary
ECE (R4863 - in process)	Unit & Program Approval	Special Education: High Incidence/Low Incidence/Core Skills	ESL	Career and Technical Education	Educator Ethics	Social Studies
Ethnic Studies (R4863 - in process)	Heritage Language	Arts				Language Arts
Computer Science (R4863 - in process)						
Legislative Policy (R4863 - in process)						

PELSB Rulemaking Schedule

Rulemaking R4683

Ethnic Studies

- 5-12 License
- Ethnic Studies Endorsement for Social Studies 5-12
- No k-6 endorsement

Computer Science

- 5-12 License
- No k-6 endorsements

When Elementary License rule is opened, additional standards in ethnic studies and computer science will be added.

Special Education Rule Draft Direction

Current Licenses	Scope	Potential Licenses
Academic and Behavioral Strategist (ABS)	K-21	Academic and Behavioral Strategist (ABS)
Autism Spectrum Disorders (ASD)	Birth-21	New Moderate to Severe Cross-Categorical License
Development Disabilities (DD)	K-12	
Emotional Behavior Disorders (EBD)	K-21	
Learning Disabilities (LD or SLD)	K-21	
Physical and Health Disabilities (PHD)	Birth-21	Physical and Health Disabilities (PHD)
Blind or Visually Impaired (BVI)	Birth-21	Blind or Visually Impaired (BVI)
Deaf or Hard of Hearing (DHH)	Birth-21	Deaf or Hard of Hearing (DHH)
Developmental/ Adapted Physical Education (DAPE)	PreK-21	Developmental/ Adapted Physical Education (DAPE)
Oral/Aural Deaf Education	Birth-12	Oral/Aural Deaf Education
Early Childhood Special Ed (ECSE)	Birth-6	Early Childhood Special Ed (ECSE)

Arts Licensure Rule Draft Direction

- Embed media arts standards in visual arts, creating a PK-12 Visual & Media Arts license.
- Discontinue the K-12 Vocal and Classroom Music and the K-12 Instrumental and Classroom Music licenses and replace them with a single PK-12 Music license with specialization embedded in the standards

Teacher
Licensure

Key Findings from the Supply & Demand Report

- Over 36% of Minnesota's teachers who hold a Tier 3 or Tier 4 License are currently not teaching in a public-school classroom.

  Still, **nearly 90%** of all teaching assignments are filled by teachers who hold the appropriate full professional license for that assignment.

- The licensure areas filled with the highest number of teachers or proportion of teachers holding a Tier 1 or Tier 2 license, or Out-of-Field Permission (OFP) for their assignment remain consistent - **special education, world languages, and career and technical education.**

- The demand for teachers is **evenly distributed among economic development regions** within the state.

- **Despite increases** in the number of Teachers of Color and American Indian Teachers, **Minnesota's teacher workforce does not proportionally reflect the diversity of the student population**.

- Nearly a third of new teachers leave teaching within the first five years in the profession.

- Districts' perception of the teacher shortage has not significantly changed since the 2023 Supply and Demand Report.

Minnesota's Teacher Workforce

Race/Ethnicity	Headcount	Tier 1	Percent on Tier 1	Tier 2	Percent on Tier 2	Tier 3	Percent on Tier 3	Tier 4	Percent on Tier 4
American Indian or Alaskan Native	373	10	2.68%	11	2.95%	93	24.93%	261	69.97%
Asian	2,546	127	4.99%	140	5.50%	645	25.33%	1,642	64.49%
Black or African American	1,988	260	13.08%	184	9.26%	607	30.53%	946	47.59%
Native Hawaiian or Other Pacific Islander	24	2	8.33%	3	12.50%	11	45.83%	9	37.50%
Hispanic or Latino	2,288	154	6.73%	129	5.64%	770	33.65%	1,244	54.37%
Two or More Races	1,028	40	3.89%	42	4.09%	266	25.88%	681	66.25%
White or Caucasian	91,253	1,294	1.42%	1,484	1.63%	14,261	15.63%	74,284	81.40%
No Race/Ethnicity Provided	10,754	234	2.18%	241	2.24%	2029	18.87%	8,261	76.82%
Total Unduplicated Headcount	110,254	2,121	1.92%	2,234	2.03%	18,682	16.94%	87,328	79.21%
Teachers of Color/American Indian Teachers (TOCAIT)	8,247	593	7.19%	509	6.17%	2,392	29.00%	4,783	58.00%

High Demand Licensure Areas

The licensure areas filled with the highest number of teachers or proportion of teachers holding a Tier 1 or Tier 2 license, or Out-of-Field Permission (OFP) for their assignment remain consistent - special education, world languages, and career and technical education.

Table 25: Licensure Areas with Largest Number of Teachers Holding a Tier 1 License, Tier 2 License, or Out-of-Field Permission[28]

Licensure Area	Number of Tier 1, Tier 2, and OFP
Academic and Behavioral Strategist (ABS)	1,698
Elementary Education	814
English as a Second Language	444
Emotional Behavior Disorders (EBD)	438
Communication Arts/Literature	403
Early Childhood Special Education (ECSE)	367
Autism Spectrum Disorders (ASD)	361
Mathematics	360
Physical Education	325
Learning Disabilities (LD)	306

Table 26: Licensure Areas with Highest Percentage of Teachers Holding a Tier 1 License, Tier 2 License, or Out-of-Field Permission[29]

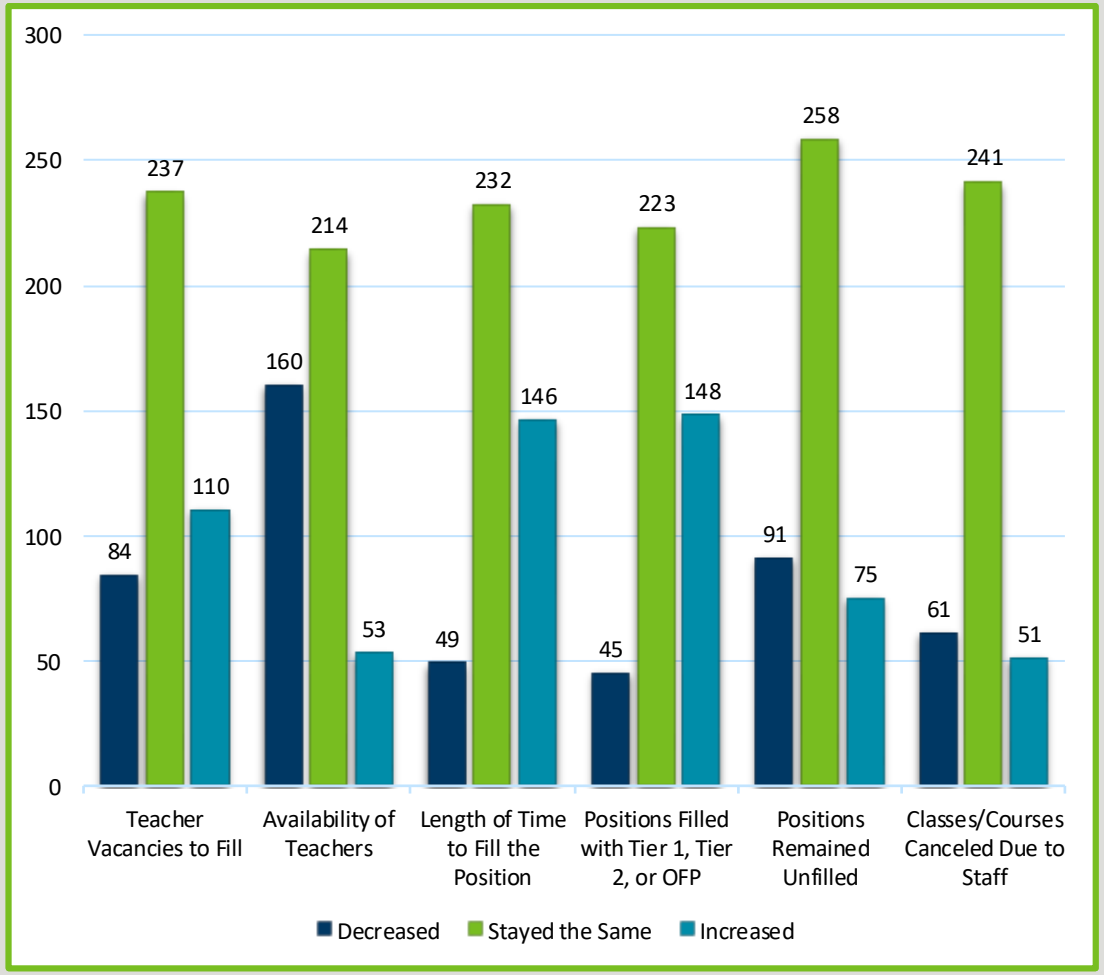
Assignment Area	Unduplicated Headcount	Headcount on Tier 1, Tier 2, or Permission	Percentage
World Language and Cultures: Hebrew	3	3	100.00%
World Language and Cultures: Korean	2	2	100.00%
World Language and Cultures: Somali	6	6	100.00%
World Language and Cultures: Hmong	40	34	85.00%
Career and Technical Education (CTE): Transportation Careers	103	78	75.73%
World Language and Cultures: Arabic	26	19	73.08%
Career and Technical Education (CTE): Service Occupations Careers	48	32	66.67%
World Language and Cultures: Karen	5	3	60.00%
Career and Technical Education (CTE): Medical Careers	100	59	59.00%
Career and Technical Education (CTE): Construction Careers	173	100	57.80%
Career and Technical Education (CTE): Manufacturing Careers	121	64	52.89%
World Language and Cultures: Greek	2	1	50.00%

The demand for teachers is evenly distributed among economic development regions within the state.

Table 27: Percent of Teachers Holding a Tier 1 License, Tier 2 License, Out-of-Field Permission, or Out-of-Compliance by Economic Development Region[30]

Economic Development Region	Total Number of Teachers	Percent on Tier 1	Percent on Tier 2	Percent on OFP	Percent out of Compliance
01: Northwest	1,103	3.35%	3.08%	6.80%	1.18%
02: Headwaters	1,182	2.45%	2.79%	5.92%	0.34%
03: Arrowhead	3,258	1.17%	2.33%	5.49%	0.80%
04: West Central	2,806	1.96%	2.10%	5.77%	0.50%
05: North Central	2,084	1.54%	2.11%	6.19%	0.19%
06E: Southwest Central	1,257	2.39%	1.91%	6.21%	0.56%
06W: Upper Minnesota Valley	600	3.50%	1.83%	5.33%	0.67%
07E: East Central	1,837	2.72%	2.01%	5.82%	0.87%
07W: Central	5,669	1.92%	2.12%	4.71%	0.39%
08: Southwest	1,837	3.81%	3.76%	7.68%	0.05%
09: South Central	2,576	1.98%	1.90%	4.97%	0.39%
10: Southeast	4,759	2.19%	2.48%	5.88%	0.55%
11: 7-County Twin Cities	36,350	2.21%	2.89%	4.17%	0.25%

Perceptions of the Teacher Shortage



Districts' perception of the teacher shortage remained largely the same when comparing the 2023-2024 and 2024-2025 school years.

Despite increases in the number of Teachers of Color and American Indian Teachers, Minnesota's teacher workforce does not proportionally reflect the diversity of the student population.

Table 13: 2024-2025 Race and Ethnicity Comparison of Teachers and Students by EDR[15]

Economic Development Region	Total Number of Teachers	Total Number of TOCAIT	Percent of TOCAIT	Total Number of Students Enrolled	Total Number of SOCAIS	Percentage of SOCAIS
01: Northwest	1,097	24	**2.19%**	13,400	2,599	**19.40%**
02: Headwaters	1,177	65	**5.52%**	14,040	6,194	**44.12%**
03: Arrowhead	3,250	96	**2.95%**	41,247	7,630	**18.50%**
04: West Central	2,799	85	**3.04%**	35,723	7,468	**20.91%**
05: North Central	2,076	36	**1.73%**	25,315	4,251	**16.79%**
06E: Southwest Central	1,257	28	**2.23%**	15,675	5,029	**32.08%**
06W: Upper Minnesota Valley	598	13	**2.17%**	7,274	1,768	**24.31%**
07E: East Central	1,833	26	**1.42%**	25,068	3,871	**15.44%**
07W: Central	5,632	151	**2.68%**	80,482	19,372	**24.07%**
08: Southwest	1,832	58	**3.17%**	21,414	7,917	**36.97%**
09: South Central	2,572	81	**3.15%**	33,513	8,681	**25.90%**
10: Southeast	4,739	134	**2.83%**	75,880	24,092	**31.75%**
11: 7-County Twin Cities	36,031	3,997	**11.09%**	487,151	249,327	**51.18%**
Statewide	64,665	4,788	**7.40%**	876,182	348,199	**39.74%**

Attrition Rates

Nearly a third of new teachers leave teaching within the first five years in the profession.

Table 42: Teacher Attrition by Cohort[38]

Cohort Year	Newly Licensed Teachers	Returned in 21-22		Returned in 22-23		Returned in 23-24		Returned in 24-25	
		Teachers	Difference	Teachers	Difference	Teachers	Difference	Teachers	Difference
20-21	1,696	1,464	(13.68%)	1,420	(16.27%)	1,298	(23.47%)	1,202	(29.13%)
21-22	1,838			1,514	(17.63%)	1,398	(23.94%)	1,268	(31.01%)
22-23	1,960					1,684	(14.08%)	1,534	(21.73%)
23-24	1,754							1,465	(16.48%)
24-25	1,738								

Educator Retention

Out of the nearly 73,000 educators reported as working this past school year:

- Over 77% (56,586) were reported with an assignment in 2020-2021
- Almost 75% (54,531) were reported as working in a similar assignment role in 2020-2021
- 63% (46,009) were reported as working in the same EDR in 2020-2021
- Nearly 63% (45,927) were reported as working in the same district in 2020-2021
- Just under 55% (40,125) were reported as working in the same school in 2020-2021

Next Steps

- Work with teacher preparation providers on utilizing innovative pathways, like apprenticeships, to meet demand
- Consider changes to licensure that will address students' future needs
- Find ways to retain high-quality educators, especially during their first five years

MINNESOTA

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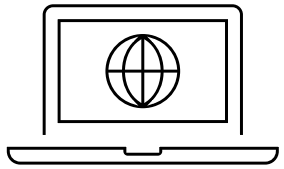

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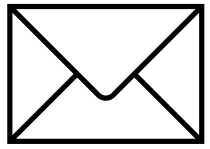

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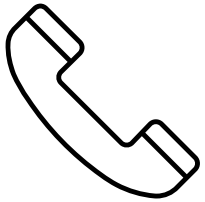

651-539-4200

BRIDGE TO SUCCESS

Hastings Public Schools
INDEPENDENT SCHOOL DISTRICT 200
1000 11TH STREET WEST
HASTINGS, MN 55033-2597
Phone (651) 480-7000
Fax (651) 480-7004

Community Collaboration Committee Purpose Statement:

The Community Collaboration Committee is a link between the Hastings School District and the ISD200 community. The committee focuses on identifying avenues to continuously improve the district's communication process for increased transparency and to better articulate the district's goals with its stakeholders. The committee seeks opportunities for shared learning, knowledge, awareness, experience, and growth to create a stronger, more united community.

Summary of February 25, 2026 Community Collaboration Committee Meeting

Date & Time: Wednesday February 25, 2026 at 4:30-6:00 P.M.
Location: District Offices, Room B

In Attendance:
Elaine Mikel-Mulder, Matt Bruns, and Dr. Kristine Wehrkamp Herman

---

Meeting Goals

- Identify priorities for future planning based on strengths, concerns, and emerging trends.
- Discuss Event priorities and form.

Meeting Highlights

The Committee Discussed and highlighted the following:

- There was discussion surrounding future meetings and events.
- There was discussion surrounding how to pursue a multi-session series of events to collect perspective, reflection, and insight from the community pertaining to future levy pursuits. Each session is meant to build on the prior to enhance engagement.
- There was discussion surrounding an event tailored specifically to restoration with the community and the board based on the school perceptions survey. The intent of this event would be to strengthen board- community relationships following prior tensions and survey data.
- There was discussion around the exploration and creation of a land acknowledgment, partnering with the indigenous community.
- There was discussion around coming up with a "discussion bank" for future meetings to provide for engaging conversations with the community.
- There was discussion around how to advertise and circulate invitation for our future events.
- There was discussion surrounding communications from the community and if there were any items raised that should be discussed in the work session.

Next Committee Meeting:
March 11, 2026, from 5:00–6:00 p.m., focused on discussing form for future meetings.

BRIDGE TO SUCCESS

Hastings Public Schools
INDEPENDENT SCHOOL DISTRICT 200
1000 11TH STREET WEST
HASTINGS, MN 55033-2597
Phone (651) 480-7000
Fax (651) 480-7004

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The Community Collaboration Committee is a link between the Hastings School District and the ISD200 community. The committee focuses on identifying avenues to continuously improve the district's communication process for increased transparency and to better articulate the district's goals with its stakeholders. The committee seeks opportunities for shared learning, knowledge, awareness, experience, and growth to create a stronger, more united community.

Summary of March 11 2026 Community Collaboration Committee Meeting

Date & Time: Wednesday March 11, 2026 at 5:00-6:00 P.M.
Location: District Offices, Room B

In Attendance:
Elaine Mikel-Mulder, Philip Biermaier, Matt Bruns, Kari Gorr and Dr. Kristine Wehrkamp Herman

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Meeting Goals

- Make a plan for the community event on April 1, 2026.
- Discuss topics of event and facilitation with Kari Gorr.
- Discuss Framework for event.
- Discuss "marketing plan" for event.

Meeting Highlights

The Committee Discussed and highlighted the following:

- There was discussion surrounding proposed form for April 1, 2026 meetings.
- There was discussion around the purposes of the process for the series meetings; namely, to strengthen relationships and build trust between the school board, district and broader community.
- We prepared proposed questions for event: 1) What is working well, 2) Where are there opportunities for growth and 3) What ideas do we have to build our relationship stronger.
- We proposed the use of the innovation framework from Dave Webb's model for the meeting and use of the Homerun Leadership app in order to collect information from the community and capture themes of community concern.
- There was discussion around how to best get the word out to the community.
- There was discussion around the content for the fliers- to include questions that will be posed to allow the community to consider the questions prior to the event, with efforts to enhance the dialogue.
- There was discussion around the most suitable location for the event.
- There was discussion surrounding how to enhance communications with our townships and other constituents of our district outside of Hastings.

Next Committee Meeting:
April 1, 2026, from 6:00-7:30 p.m., Event location: High School Discussion Hall

ISD 200

HASTINGS SCHOOL BOARD

COMMUNITY COLLABORATION EVENT

Join Us as We Continue the Conversation and Build on What We Heard.

At our last Community Collaboration event, participants reviewed highlights from the School Perceptions Survey and shared perspectives about Hastings Public Schools. Join us as we continue the conversation and explore ideas for strengthening communication and connections.

April 1, 2026

6 - 7:30 PM

Hastings High School
Lecture Hall
200 General Sieben Dr., Hastings, MN 55033

Discussion Questions Include:

- What is working well in the relationship between Hastings Public Schools, the School Board, and the community?
- Where are there opportunities to strengthen communication, understanding, or connection moving forward?
- What ideas do you have that could help continue to build strong relationships between the School Board and the Hastings community?

BRIDGE TO SUCCESS

Hastings Public Schools
INDEPENDENT SCHOOL DISTRICT 200
1000 11TH STREET WEST
HASTINGS, MN 55033-2597
Phone (651) 480-7000
Fax (651) 480-7004

Native American Parent Advisory Council: Summary of March 5, 2026

I. **Call to Order**

II. **Old Business**

- **A.** Compliance Vote
- **B.** Resolutions
  1. Language and culture instruction
  2. Funding for the position
     a) General Fund
     b) American Indian Education Aid
- **C.** NAPAC member experience
  1. Went to Rockford Schools
  2. Experienced Native American lunch menu

III. **New Business**

- **A. District Updates**
  1. School Board
     a) Regular Board Meeting Update
        (1) Vote of Non-concurrence
        (2) Enrollment Update
            (a) Declining
            (b) Becoming more diverse
        (3) Curriculum Update
        (4) Long-Term Financial Plan
        (5) ESP contract approval
        (6) MSBA Day at the Capitol, March 9, 2026
  2. Dr. Wehrkamp-Herman
     a) Funding for language and culture instruction
        (1) Applied for a grant to support 2 FTE
            (a) Language and Culture at High School
            (b) Support lower grades
        (2) If not awarded, 1.0 FTE has already been built into the budget
     b) Budget Process
        (1) State is projecting a $3.7 billion dollar surplus
            (a) Fully fund state mandates opportunity

(b) Opportunity to revisit Blue Ribbon working group (Special Education funding group)

(c) Compensatory numbers are less of a loss than anticipated

3. Andrew Hodges: Grants and Teaching + Learning
    a) Waiting on Language & Culture Grant
    b) Supplemental curriculum for Fall 2026
4. Cyan Peacock-Hale: Native American Education Liaison
    a) Student support continues
    b) Middle schoolers go to camp on March 12
    c) Arranging traditional lacrosse experience
    d) Connected with Prairie Island community
    e) Attending Special Education Department meetings

B. NAPAC Updates

1. MIEA
2. NAPAC Apparel

IV. Future Events

A. March Meeting

1. Thursday, April 2, 2026, doors open at 5:30 PM
2. Curriculum Center

B. Spring TNEC Consultations

1. April 27-30, 2026
2. Treasure Island

C. Graduation Ceremony

1. May 5, 2026
2. Hastings High School Commons

Hastings Public Schools
INDEPENDENT SCHOOL DISTRICT 200
1000 11TH STREET WEST
HASTINGS, MN 55033-2597
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Fax (651) 480-7004

BRIDGE TO SUCCESS

Policy Committee Mission
The Hastings School Board Policy Committee serves to review and revise current policies, and propose policy changes for adoption based on statute, at the direction of the School Board or administrator, and as identified for the benefit for the students and staff of ISD 200.

Next Policy Committee Meetings
April 2, 2026 at 12:00pm

March 5, 2026 Policy Committee Summary

Review Cycle Tracker

1st Readings/ Consent
All revisions are based on changes/updates to statutory provisions and amendments.

503 Student Attendance: Adds MN statutory provisions & updates 'habitual truant' definition.
- Section II(A)(4)(c)(d): added from Minnesota Statutes, section 120A.22, subdivision 13.
- Section V(C)(1&2): The Minnesota legislature amended Minnesota Statutes, section 260C.007, subdivision 19.

515 Protection and Privacy of Pupil Records: Updates immunization record information reflect MN Health and Human Services guidance; Resources added

615 Testing, Accommodations, Modifications, and Exemptions for IEPS, Section 504 Plans, and EL Students: Aligns policy with transition to Alt MCA requirements

701 Establishment, Adoption, and Modification of School District Budget: Revisions recommended by MSBA auditors and staff; Revision aligns with MN Stat. 123B.77, subd. 4.

2nd & 3rd Readings
No changes since last reading

March 25, 2026 Board Meeting
2nd Readings:
201 Legal Status of the School Board
202 School Board Officers
902 Use of School District Facilities and Equipment

Consent Agenda:
1st Readings/Consent
- 503 Student Attendance
- 515 Protection and Privacy of Pupil Records
- 615 Testing, Accommodations, Modifications, and Exemptions for IEPS, Section 504 Plans, and EL Students
- 701 Establishment, Adoption, and Modification of School District Budget

3rd Readings/Consent:
- 713 Student Activity Accounting

503 STUDENT ATTENDANCE

I. PURPOSE

A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive.

B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes and study halls every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. It is also the teacher's responsibility to provide any student who has been absent with any missed assignments upon request. Finally, it is the teacher's responsibility to work cooperatively with the student's parent or guardian and the

student to solve any attendance problems that may arise.

4. Administrator's Responsibility

   a) It is the administrator's responsibility to require students to attend all assigned classes and study halls. It is also the administrator's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and to prepare a list of the previous day's absences stating the status of each. Finally, it is the administrator's responsibility to inform the student's parent or guardian of the student's attendance and to work cooperatively with them and the student to solve attendance problems.

   b) In accordance with the Minnesota Compulsory Instruction Law, Minnesota Statutes, section § 120A.22, the students of the school district are REQUIRED to attend all assigned classes and/or study halls every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

   c) The district must count a student as in attendance on each day the student receives supervision, instruction, or services from school staff~~ during scheduled school hours~~. Minnesota Statutes, section 120A.22 does not remove the school district's responsibility to continue to comply with reporting requirements in Minnesota Statutes, section 126C.05 for the purposes of funding.

   d) The principal must issue and keep a record of attendance, under rules established by the school board.

B. Attendance Procedures

Attendance procedures shall be presented to the school board for review and approval. When approved by the school board, the attendance procedures will be included as an addendum to this policy.

1. Excused Absences

   a) A parent, guardian, or other person having control of a child may apply to a school district to have the child excused from attendance for the whole or any part of the time school is in session during any school year. Application may be submitted to a truant officer, or the school official designated by the principal. A note from a physician or a licensed mental health professional stating that the child cannot attend school is a valid excuse.

b) To be considered an excused absence, the student's parent or guardian may be asked to verify, in writing, the reason for the student's absence from school. A note from a physician or a licensed mental health professional stating that the student cannot attend school may be required as a valid excuse.

c) The school board of the district in which the child resides may approve the application under subparagraph (a) above upon the following being demonstrated to the satisfaction of that board:

d) Legitimate Exceptions

The following reasons shall be sufficient to constitute excused absences:

(1) that the child's physical or mental health is such as to prevent attendance at school or application to study for the period required, which includes:

(a) child illness, medical, dental, orthodontic, or counseling appointments, including appointments conducted through telehealth;

(b) family emergencies;

(c) the death or serious illness or funeral of an immediate family member, or of a close friend or relative;

(d) active duty in any military branch of the United States;

(e) the child has a condition that requires ongoing treatment for a mental health diagnosis;

(f) other exemptions included in this attendance policy;

(g) court appearances occasioned by family or personal action;

(h) physical emergency conditions such as fire, flood, storm, etc.;

(i) official school field trip or other school-sponsored outing;

(j) removal of a student pursuant to a suspension. Suspensions are to be handled as excused absences and students will be permitted to complete make-up work;

(k) religious holidays;

(l) family vacations; or

(m) personal trips to colleges or schools.

(2) that the child has already completed state and district standards required for graduation from high school; or

(3) that it is the wish of the parent, guardian, or other person having control of the child, that the child attend for a period or periods not exceeding in the aggregate three hours in any week, instruction conducted by a Tribal spiritual or cultural advisor, or a school for religious instruction conducted and maintained by a church, or association of churches, or any Sunday school association incorporated under the laws of this state, or any auxiliary thereof. This instruction must be conducted and maintained in a place other than a public school building, and it must not, in whole or in part, be conducted and maintained at public expense. A child may be absent from school on days that the child attends upon instruction according to this clause.

e) Consequences of Excused Absences

(1) Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.

(2) Provisions will be established by the school district to allow reasonable time for make-up work. Any work not completed within this period shall result in "no credit" for the missed assignment. However, the building principal or the classroom teacher may extend the time allowed for completion of make-up work in the case of an extended illness or other extenuating circumstances.

2. Unexcused Absences

a) The following are examples of absences which will not be excused:

(1) Truancy. An absence by a student which was not approved by the parent and/or the school district.

(2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.

(3) Work at home.

(4) Work at a business, except under a school-sponsored work release program.

(5) Absences resulting from accumulated unexcused tardies (three (3) tardies equal one (1) unexcused absence).

(6) Any other absence not included under the attendance procedures set out in this

policy.

b) Consequences of Unexcused Absences

(1) Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

(2) Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences.

(3) In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the juvenile court, pursuant to Minnesota statutes.

(4) Students with unexcused absences shall be subject to disciplinary consequences as established at each school site.

C. Tardiness

1. Definition: Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness.

2. Procedures for Reporting Tardiness

a) Students tardy at the start of school must report to the school office for an admission slip.

b) Tardiness between periods will be handled by the teacher.

3. Excused Tardiness Valid excuses for tardiness are:

a) Illness.

b) Serious illness in the student's immediate family.

c) A death or funeral in the student's immediate family or of a close friend or relative.

d) Medical, dental, orthodontic, or mental health treatment.

e) Court appearances occasioned by family or personal action.

f) Physical emergency conditions such as fire, flood, storm, etc.

g) Any tardiness for which the student has been excused in writing by an administrator or faculty member.

h) Religious instruction or commitment.

4. Unexcused Tardiness

   a) An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.

   b) Consequences of tardiness may include detention after 3 unexcused tardies. In addition, 3 unexcused tardies are equivalent to one unexcused absence.

D. Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs

1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs.

2. School-initiated absences will be accepted and participation permitted.

3. A student must be present for at least 50% of their scheduled school day in order to be eligible to participate on that given day.

4. Students who are in attendance at the start of the school day will typically not be allowed to participate in any extra-curricular activities if the student leaves school due to personal illness.

5. If a student is absent from school due to medical reasons (except illness noted above), he or she must present a physician's statement or a statement from the student's parent, or guardian, clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program. Coaches/Advisors will monitor and enforce this procedure.

6. Students missing school for reasons other than illness must have an excused absence in order to participate. Final authority for infractions of this rule will rest with the overseeing administration. Examples of excused absences: doctor excused, family emergency, death in family, school authorized absences (i.e. field trips, college visits, etc.), religious release and family vacations.

III. RELIGIOUS OBSERVANCE ACCOMMODATION

Reasonable efforts will be made by the school district to accommodate any student who wishes to be excused from a curricular activity for a religious observance or American Indian cultural practice, observance, or ceremony. Requests for accommodation should be directed to the building principal.

IV. DISSEMINATION OF POLICY

A. Copies of this policy shall be made available to all students and parents at the commencement of each school year. This policy shall also be available upon request in each principal's office.

B. The school district will provide annual notice to parents of the school district's policy relating to a student's absence from school for a religious or cultural observance.

V. REQUIRED REPORTING

A. Continuing Truant

Minnesota Statutes section 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minnesota Statutes, section 120A.22 and is absent from instruction in a school, as defined in Minnesota Statutes, section 120A.05, without valid excuse within a single school year for:

1. Three (3) days if the child is in elementary school; or

2. Three (3) or more class periods on three (3) days if the child is in middle school or high school.

B. Reporting Responsibility

When a student is initially classified as a continuing truant, Minnesota Statutes, section 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or guardian, by first class mail or other reasonable means, of the following:

1. That the child is truant;

2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;

3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minnesota Statutes, section 120A.22 and parents or guardians, who fail to meet this obligation may be subject to prosecution under Minnesota Statutes, section 120A.34;

4. That this notification serves as the notification required by Minnesota Statutes, section 120A.34;

5. That alternative educational programs and services may be available in the child's enrolling or resident district;

6. That the parent or guardian has the right to meet with appropriate school personnel to

discuss solutions to the child's truancy;

7. That if the child continues to be truant, the parent and the child may be subject to juvenile court proceedings under Minnesota Statutes, section 260C;

8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to Minnesota Statutes, section 260C.201; and

9. It is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day.

C. Habitual Truant

1. A habitual truant is a child who is at least twelve (12) years old and less than eighteen (18) years old ~~under the age of 17 years~~ who is absent from attendance at school without lawful excuse for seven (7) school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school or high school, or a child who is seventeen (17) years of age who is absent from attendance at school without lawful excuse for one (1) or more class periods on seven (7) school days per school year and who has not lawfully withdrawn from school. under Minnesota Statutes, section 120A.22, subdivision 8.

   Pursuant to section 260C.163, subdivision 11, habitual truant also means a child under age twelve (12) who has been absent from school for seven (7) school days without lawful excuse, based on a showing by clear and convincing evidence that the child's absence is not due to the failure of the child's parent, guardian, or custodian to comply with compulsory instruction laws.

2. A school district attendance officer shall refer a habitual truant child and the child's parent or guardian to appropriate services and procedures, under Minnesota Statutes, chapter 260A.

Legal References: *Minn. Stat. § 120A.05 (Definitions)*
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 120A.34 (Violations; Penalties)
Minn. Stat. § 120A.35 (Absence from School for Religious and Cultural Observances)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 260A.02 (Definitions)
Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is a Continuing Truant)
Minn. Stat. § 260C.007, Subd. 19 (Habitual Truant Defined)

Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)
Goss v. Lopez, 419 U.S. 565, 95 S.Ct. 729 (1975)
Slocum v. Holton Board of Education, 429 N.W.2d 607 (Mich. App. Ct. 1988)
Campbell v. Board of Education of New Milford, 475 A.2d 289 (Conn. 1984)
Hamer v. Board of Education of Township High School District No. 113, 66 Ill. App.3d 7, 383 N.E.2d 231 (1978)
Gutierrez v. School District R-1, 585 P.2d 935 (Co. Ct. App. 1978)
Knight v. Board of Education, 38 Ill. App. 3d 603, 348 N.E.2d 299 (1976)
Dorsey v. Bale, 521 S.W.2d 76 (Ky. 1975)

Cross References: *ISD 200 Policy 506 (Student Discipline)*

Policy Reviewed: *04.12.2024*
Policy Adopted: *03.25.2026 ~~07.23.2025~~*
Policy Revised: *03.05.2026~~07.10.2025~~*

515 PROTECTION AND PRIVACY OF PUPIL RECORDS

I. PURPOSE

The school district recognizes its legal and ethical responsibility to protect the privacy rights of students and parents/guardians. This policy establishes requirements for the collection, maintenance, use, and disclosure of student education records in compliance with:

A. United States Code, Title 20, Section 1232g (Family Educational Rights and Privacy Act FERPA);

B. Code of Federal Regulations, Title 34, Part 99;

C. Minnesota Statutes, Chapter 13 (Government Data Practices Act); and

D. Minnesota Rules, Parts 1205.0100–1205.2000.

II. GENERAL STATEMENT OF POLICY

A. The school district shall maintain student records in a manner that ensures accuracy, security, and confidentiality.

B. Parents/guardians and eligible students (age 18 or enrolled in postsecondary education) have the rights guaranteed under federal and state law, including the right to:

1. Inspect and review education records;

2. Request amendment of inaccurate or misleading records;

3. Consent (with limited exceptions) to disclosures of personally identifiable information; and

4. File a complaint with the U.S. Department of Education or the Minnesota Commissioner of Administration for violations.

C. The district will provide annual notification of rights under FERPA and the Minnesota Government Data Practices Act.

III. DEFINITIONS

A. “Authorized Representative” means any entity or individual designated by the district, the U.S. Department of Education, or state/local educational authorities to audit, evaluate, or enforce education programs.

B. “Biometric Record” means a record of measurable biological or behavioral characteristics

used for automated identification (e.g., fingerprints, retina scans, voiceprints, DNA).

C. "Dates of Attendance" means the period during which a student is enrolled in the district, including participation in classroom and alternative instructional formats. Does not include daily attendance logs.

D. "Directory Information" means information that is not generally considered harmful or invasive if disclosed.

1. For Hastings Public School, directory information includes:

a) Student/Parent/Guardian name;

b) Photograph, video, or electronic image;

c) Date and place of birth;

d) Grade level and enrollment status (full/part time);

e) Major field of study;

f) Dates of attendance;

g) Participation in officially recognized activities and sports;

h) Weight and height of athletic team members;

i) Degrees, honors, and awards received; and

j) The most recent educational agency attended.

2. Directory information does not include:

a) Social security numbers;

b) Student identification numbers or credentials used for system access;

c) A student or parent/guardian's personal contact information (home address, telephone number, email address) as restricted by Minnesota law;

d) Data referencing religion, race, color, social position, or nationality; or

e) Data on nonpublic school students, except as permitted with written consent.

E. "Education Records" means records directly related to a student and maintained by the district or a party acting for the district. Exclusions include:

1. Personal notes of instructional personnel not shared with others;

2. Law enforcement records maintained solely for law enforcement purposes;

3. Employee records not related to student status;

4. Treatment records made by health professionals used only for treatment purposes;

5. Records created after a student is no longer enrolled and unrelated to prior attendance; or

6. Peer-graded papers before collection by a teacher kept in the sole possession of the maker of the record; used as a personal memory aid;not accessible or revealed to any other individual except a substitute teacher; and destroyed at the end of the school year.

F. "Education Support Services Data" means private data on individuals relating to programs designed to reduce disparities in student achievement. Disclosure is restricted to state law or court order.

G. "Eligible Student" means a student who has reached 18 years of age or attends a postsecondary institution.

H. "Juvenile Justice System "includes criminal justice agencies and the judiciary when involved in juvenile justice activities.

I. "Legitimate Educational Interest" means A school official's need to access education records for purposes directly related to instruction, student achievement, safety, or administration.

J. "Parent" means a natural parent, guardian, or individual acting as a parent in the absence of a guardian, unless restricted by court order or law.

K. "Personally Identifiable Information (PII)" includes, but is not limited to:

1. Student's name;

2. Parent or family member's name;

3. Address of the student or family;

4. Personal identifiers such as Social Security number, student ID, or biometric record;

5. Indirect identifiers such as date of birth, place of birth, or mother's maiden name;

6. Any other information that, alone or combined, could reasonably identify the student; or

7. Information requested by someone the district reasonably believes knows the student's identity.

L. "Record" means any information recorded in any form, including handwriting, print, computer files, video or audio recordings, film, microfilm, or microfiche.

M. "Responsible Authority" means Superintendent or designee.

N. "Student" includes any individual who is or has been in attendance, enrolled, or registered at the school district and regarding whom the school district maintains education records. Student also includes applicants for enrollment or registration at the school district and individuals who receive shared time educational services from the school district.

O. "School Official" includes: (a) a person duly elected to the school board; (b) a person employed by the school board in an administrative, supervisory, instructional, or other professional position; (c) a person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, a public information officer or data practices compliance official, an attorney, or an auditor for the period of his or her performance as an employee or contractor.

P. "Summary Data" means statistical records and reports derived from individuals in which no student can be identified.

Q. "Other Terms and Phrases" means all other terms shall carry the definitions provided by state and federal law or their ordinary meaning in common usage.

IV. GENERAL CLASSIFICATION

Under state law, all data collected, created, received, or maintained by the school district are public unless classified by state or federal law as private or confidential. Student data are classified as private and may not be disclosed without parent/guardian or eligible student consent, except as permitted by FERPA, state law, or court order.

V. STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

Parents and eligible students have the rights to:

1. Inspect and review the student's education records;

2. Request amendment of records believed to be inaccurate, misleading, or a violation of privacy rights;

3. Consent to the disclosures of personally identifiable information, except where

disclosure is permitted by law without consent;

4. Refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers or postsecondary institutions;

5. File a complaint with the U.S. Department of Education for violations of FERPA;

6. Be informed annually of their rights under the federal law; and

7. Obtain a copy of this policy from the location set forth in Section XXI.

B. Eligible Students

1. When a student turns 18 or enrolls in a postsecondary institution, all rights under this policy transfer from the parent to the student ("eligible student");

2. Parents of a dependent eligible student may still access the student's education records without consent; and

3. Parents may also access records without consent in a health or safety emergency if permitted under Code of Federal Regulations, Title 34, section 99.31(a).

C. Students with a Disability

For students with disabilities, the district complies with Code of Federal Regulations, Title 34, sections 300.610-300.617, which govern privacy, notice, access, recordkeeping, and accuracy of special education records.

VI. DISCLOSURE OF EDUCATION RECORDS

A. Consent Required

The school district must obtain signed and dated written consent from a parent or eligible student before releasing personally identifiable information from education records, except where disclosure without consent is authorized by law.

1. Required Elements of Consent. The written consent must:

a) Specify the records to be disclosed;

b) State the purpose(s) of the disclosure;

c) Identify the party or class of parties to whom disclosure may be made;

d) Explain the consequences of giving consent; and

e) Include a termination date, if appropriate.

2. Upon disclosure:

    a) A copy of the disclosed records must be provided to the parent or eligible student upon request; and

    b) If the student is not an eligible student, a copy must also be provided to the student upon the parent's request.

3. Electronic Consent:

    a) Identifies and authenticates the individual providing consent; and

    b) Confirms approval of the information contained in the consent.

4. Special Rule: Consent for Insurers:

    a) Written in plain language and dated;

    b) Specific about the individuals or agencies authorized to disclose information;

    c) Specific about the nature of the information to be disclosed;

    d) Specific about the recipients of the disclosure;

    e) Specific about the purposes of the disclosure, both current and future; and

    f) Limited by a clear expiration date:

        (1) Generally no more than one year;

        (2) Up to two years for life insurance or non-cancellable/guaranteed renewable health insurance; and

        (3) Ongoing for Medical Assistance (Minnesota Statutes, chapter 256B) or MinnesotaCare (Minnesota Statutes, Chapter 256L) when related to IEP health services eligible for third-party reimbursement.

5. Eligible Student Consent

    Whenever a student turns eighteen (18) or enrolls in a postsecondary institution, all rights under this policy transfer from the parent to the student. At that point, only the eligible student's consent is required, except as otherwise provided in Section V of this policy.

B. Prior Consent for Disclosure Not Required

The school district may disclose personally identifiable information (PII) from a student's

education record without written consent of the parent or eligible student when permitted by federal or state law, including but not limited to:

1. School Purposes

    a) To school officials, including teachers, with a legitimate educational interest;

    b) To contractors, consultants, volunteers, or other parties performing institutional services under direct control of the district, with restrictions on use and re-disclosure; and

    c) To officials of another school or institution where the student seeks or intends to enroll, including discipline and safety records as required by law.

2. Government and Oversight

    a) To authorized representatives of the U.S. Comptroller General, Attorney General, U.S. Department of Education, or Minnesota Department of Education;

    b) To state and local officials in the juvenile justice system, as authorized by statute, with written certification that the data will remain confidential;

    c) To accrediting organizations carrying out accreditation functions; or

    d) To the Secretary of Agriculture and representatives of the Food and Nutrition Service for program evaluation, subject to confidentiality protections.

3. Financial Aid and Benefits

    a) To determine eligibility, amount, or enforcement of financial aid; and

    b) To agencies conducting studies to improve instruction, administer student aid, or validate testing subject to strict agreements on confidentiality and data destruction.

4. Legal Requirements

    a) To comply with a judicial order or subpoena, with advance notice to parents/eligible students unless prohibited by law (e.g., grand jury subpoena, terrorism investigations, or child abuse proceedings); and

    b) When the district or a parent/eligible student initiates legal action involving the school district, relevant records may be disclosed to the court.

5. Health and Safety

    a) To appropriate parties, including parents, in an emergency where disclosure is

necessary to protect the health or safety of the student or others; and

b) To juvenile justice authorities if necessary to protect safety or respond to a student posing a risk of harm.

6. Directory and Contact Information

   a) Information designated as "directory information" under this policy;

   b) Names, addresses, and phone numbers of students in grades 11–12 to military recruiters or postsecondary institutions (unless parents/students opt out); and

   c) Parent or student contact information for transition planning for students with disabilities, as permitted under Minnesota law.

7. Parents and Students

   a) To parents of a dependent student (for tax purposes), even if the student is an eligible student; and

   b) To the parent of a non-eligible student or to the student directly.

8. Special Disclosures under Minnesota Law

   a) Certain student data must be disclosed to the juvenile justice system (e.g., student's name, contact information, attendance, photographs, and parent contact information);

   b) Specific behavioral information (e.g., drug/alcohol use, assaults, weapons, theft, vandalism) may be disclosed if requested on the statutory form and no objection is received from the parent/guardian within required timelines; and

   c) Information from disposition orders or peace officer records must be shared with principals, counselors, and supervising staff as needed for safety, but may not be further disseminated except as allowed by law.

9. Child Welfare

   a) To a caseworker or representative of a state, local, or tribal child welfare agency legally responsible for the care and protection of the student, subject to confidentiality protections.

Note: Every disclosure without consent must comply with FERPA (United States Code, Title 20, Section 1232g; Code of Federal Regulations, Title 34, Part 99), the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13), and applicable

Minnesota Rules.

C. Nonpublic School Students

The school district may disclose personally identifiable information from the education records of a nonpublic school student (other than a student who receives shared time educational services) without the written consent only when:

1. Required by a valid court order;

2. Authorized by statute;

3. Provided to appropriate health authorities as necessary for immunization programs or epidemiological investigations determined by the Ce-commissioner of the Minnesota Department of Hhealth to be needed for disease or disability prevention; or

4. Provided to appropriate parties, including parents, during an emergency when the information is necessary to protect the health or safety of the student or others. :

VII. RELEASE OF DIRECTORY INFORMATION

A. Educational Data

1. Educational data designated as directory information is public data to the extent required under federal law. Directory information must be designated pursuant to:

   a) Minnesota Statutes, section 13.32, subdivision 5; and

   b) United States Code, Title 20, section 1232g, and Code of Federal Regulations, Title 34, Part 99.37 (which were in effect on January 3, 2012).

2. The school district may not designate a student's home address, telephone number, email address, or other personal contact information as directory information. A parent's/guardian's personal contact information must always be treated as private data, regardless of whether it was previously designated as directory information under Minnesota Statutes, section 13.32, subdivision 2.

3. When requested, the school district must share personal contact information and directory information, whether public or private, with the Minnesota Department of Education, as required for federal reporting purposes.

B. Former Students

Unless a former student opted out of directory information disclosure while enrolled (and has not rescinded that request), the school district may release directory information from records created while the individual was a student. Records created after the individual is

no longer enrolled and not directly related to attendance (e.g., alumni activities) are not considered education records and may be released without restriction.

C. Present Students and Parents

The school district may disclose records, and information regarding parents, without prior written consent, except as limited by this policy.

1. As required by federal law, the district will provide annual notice to parents and eligible students that includes:

   a) The types of information designated as directory information;

   b) The right to refuse disclosure of any or all of these types of information; and

   c) The timeframe for submitting written notice to withhold directory information.

2. Parents and eligible students must be allowed a reasonable period after notice to submit a written request that some or all directory information not be disclosed without prior written consent. Opt-outs may not be used to:

   a) Prevent disclosure of a student's name, ID number, or school district email address in a class in which the student is enrolled; or

   b) Prevent use or display of student ID cards or badges containing information designated as directory information.

3. Directory information will not be disclosed or confirmed without written consent if the student's Social Security number or other non-directory information is used alone or in combination with other elements to identify the student.

D. Procedure for Nondisclosure of Directory Information

A written request to withhold directory information must be directed to the responsible authority and must include:

1. The student and/or parents name;

2. Home address;

3. Current school of attendance;

4. Parent's legal relationship to the student, (if applicable); and

5. Specific categories of directory information to be withheld.

Such requests apply only for the school year in which they are submitted

E. Duration

Directory information designations remain in effect for the school year unless the parent or eligible student submits a written opt-out request as described above.

VIII. DISCLOSURE OF PRIVATE RECORDS

A. Private Records

For the purposes of this policy, education records are records classified as private data on individuals under state law and accessible only to the student who is the subject of the data and if the student is not an eligible student, to the student's parent. The school district may not disclose private records or their contents except as summary data, or as otherwise provided in Section VI of this policy, , without the prior written consent of the parent or the eligible student. The school district will use reasonable methods to verify and authenticate the identity of parents, students, school officials, and any other party prior to disclosing personally identifiable information from education records.

B. Private Records Not Accessible to Parent

Certain education record information is intended by state law to be accessible to the student alone, and to a parent only under special circumstances, if at all.

1. A minor student may submit a written request to the responsible authority to deny parental access to specified private data. The request must state the reasons for denial and be signed by the minor student.

2. Upon receiving such a request, the responsible authority will determine whether honoring the request is in the best interest of the minor. In making this determination, the responsible authority shall consider:

    a) whether the minor is of sufficient age and maturity to to understand the request and its consequences;

    b) Whether denying parental access may protect the minor from physical or emotional harm;

    c) Whether the minor's stated reasons are reasonably accurate;

    d) Whether disclosure to the parent may lead to physical or emotional harm; and

    e) Whether the data concerns medical, dental or other health services provided pursuant to Minnesota Statutes, sections 144.341-144.347, in which case, release to

a parent may occur only if failure to inform the parent would seriously jeopardize the minor's health.

C. Private Records Not Accessible to Student

A student does not have the right to access private data concerning:

1. Financial records and statements of the student's parent; or

2. Any information contained within those records.

D. Military-Connected Youth Identifier

When a school district updates its enrollment forms in the ordinary course of business, it must include a checkbox allowing students to self-identify as a military-connected youth. A military-connected youth is defined as a student with an immediate family member (parent or sibling) who is:

1. Currently serving in the armed forces, either as a reservist or on active duty; or

2. Recently retired from the armed forces.

Data collected under this provision is classified as private data on individuals. However, the Minnesota Department of Education may publish such data in summary form.

IX. DISCLOSURE OF CONFIDENTIAL RECORDS

A. Confidential Records

Confidential records are records classified as not public under state or federal law.These records are inaccessible to the student, the student's parents, and to an eligible student, except as expressly authorized by law.

B. Reports Under the Maltreatment of Minors Reporting Act

Pursuant to Minnesota Statutes, Chapter 260E written copies of reports pertaining to a neglected and/or physically and/or sexually abused child shall be accessible only to the appropriate welfare and law enforcement agencies. For all other parties, such data is confidential and will not be disclosed by the school district to the parent or the subject individual.

1. The subject individual may obtain a copy of the report directly from the local welfare agency, county sheriff, or local police department, subject to the provisions of Minnesota Statutes, Chapter 260E;

2. Regardless of whether a written report is filed, as soon as practicable after a school

receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that:

a) an incident occurred that may constitute maltreatment;

b) the date of the incident; and

c) the nature of the conduct that may contribute to maltreatment.

C. Investigative Data

1. Data collected by the school district as part of an active investigation for the purpose of commencing or defending a pending civil legal action, or retained in anticipation of such action, are classified as:

   a) Protected nonpublic data if the data is not on individuals; or

   b) Confidential data if the data is on individuals.

2. The school district may release such data if it determines that disclosure will:

   a) Aid the law enforcement process;

   b) Promote public health or safety; or

   c) Dispel widespread rumor or unrest.

3. Additional provisions regarding investigative data:

   a) A complainant has access to the statement(s) he or she provided to the school district;

   b) Parents or eligible students may have access to investigative data of which the student is the subject, but only to the extent such data is not inextricably intertwined with data about other students, employees, or attorney data under Minnesota Statutes,section 13.393;

   c) Once a civil investigation becomes inactive, civil investigative data becomes public, unless its release would jeopardize another pending civil action, except for those portions classified as not public under state or federal law; and

   d) Civil investigative data introduced as evidence in court or made part of a court record shall be public.

4. For purposes of this provision, a civil investigation becomes inactive upon:

a) A decision by the school district, or its attorney not to pursue civil legal action (with the possibility of reactivation if the action is renewed);

b) Expiration of the statute of limitations or applicable agreement period to file a complaint; or

c) Exhaustion or expiration of appeal rights by either party.

A "pending civil legal action" including, but not limited to, judicial, administrative, or arbitration proceedings.

D. Chemical Abuse Records

Any records maintained by the school district that identify, diagnose, provide prognosis, or treatment information of a student in connection with a drug abuse prevention function conducted, regulated, or assisted (directly or indirectly) by a United States department or agency are classified as confidential. Such records may only be disclosed for purposes and under the circumstances expressly authorized by law.

X. DISCLOSURE OF SCHOOL RECORDS PRIOR TO EXCLUSION OR EXPULSION HEARING

At a reasonable time before any exclusion or expulsion hearing, the student and the student's parent/guardian, or representative shall be granted access to all school district records pertaining to the student. This includes any tests, reports, or other materials upon which the proposed action may be based, in accordance with the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, section 121A.40, *et seq*.

XI. DISCLOSURE OF DATA TO MILITARY RECRUITING OFFICERS AND POSTSECONDARY EDUCATIONAL INSTITUTIONS

A. The school district will provide the names, addresses, school-provided email addresses (if available, released only to military recruiters), and home telephone numbers of students in grades 11 and 12 to military recruiting officers and postsecondary educational institutions within 60 days of the request unless a parent or eligible student has has opted out in writing.

B. Data released to military recruiters:

1. May only be used to inform students about military service, state and federal veterans' education benefits, and other career and educational opportunities;

2. May not be shared with anyone outside military recruiting personnel; and

3. Will be provided at no cost.

C. Right to Refuse Disclosure

1. A parent or eligible student may refuse the release of the above information by submitting a written request to the responsible authority by the first day of school each year. The request must include:

   a) Name of student and parent (if applicable);

   b) Home address;

   c) Student's grade level;

   d) School presently attended by student;

   e) Parent's legal relationship to student (if applicable);

   f) Specific category or categories of information which are not to be released to military recruiting officers and postsecondary educational institutions; and

   g) Specific category or categories of information which are not to be released to the public, including military recruiting officers and postsecondary educational institutions.

D. The school district will provide annual public notice of the right to refuse release.

E. Refusal to release this information does not affect the release of other directory information. To make directory information private, the procedures in Section VII must be followed. Unless such a request is made, designated directory information, including name, address, phone number, and grade level, remains public and accessible to military recruiting officers and postsecondary educational institutions.

XII. LIMITS ON REDISCLOSURE

A. Redisclosure Restrictions

The school district may only share personally identifiable information from a student's education records on the condition that the receiving party will not disclose the information without the prior written consent from the parent or the eligible student. Officers, employees, and agents of any party receiving may use the information, but only for the purposes for which it was provided.

B. Permitted Redisclosure

1. This restriction does not prevent the school district from allowing a party to make further disclosures on its behalf, provided:

a) The redisclosures comply with Section VI; and

b) The school district meets the record-keeping requirements of Section XIII.

2. Exceptions

The restriction does not apply to:

a) Disclosures under court orders, lawfully issued subpoenas, or litigation;

b) Disclosure of directory information (Section VII);

c) Disclosures to the parent, eligible student, or parents of dependent students;

d) Disclosures concerning sex offenders or others required to register under federal law (42 U.S.C. § 14071); and

e) For redisclosures based on a court order or subpoena, the school district must provide the notification required under Section XII(D).

C. Classification

Information retains the same classification in the hands of the receiving party as it had when held by the school district.

D. Notification

The school district must inform the receiving party of these redisclosure requirements, except in cases of court-ordered disclosures, directory information, or disclosures to parents or eligible students. If the Family Policy Compliance Office finds that a third party improperly discloses personally identifiable information or fails to receive required notification, the school district may deny that party access to education records for at least five (5) years.

XIII. RESPONSIBLE AUTHORITY; RECORD SECURITY; AND RECORDKEEPING

A. Responsible Authority

The responsible authority is charged with the overall maintenance and security of student records.

B. Record Security

The principal of each school, under the supervision of the responsible authority, serves as the school's records manager, and is responsible for maintaining the privacy and confidentiality of student records.

C. Plan for Securing Student Records

By September 1 each school year, each building principal must submit a written plan to the responsible authority detailing:

1. Records maintained;
2. Names and titles of staff responsible for record security;
3. Location of student records, by category;
4. Method of securing records; and
5. Procedures for access and disclosure.

D. Review of Security Plans

The responsible authority shall review submitted plans for compliance with law, this policy, and district administrative policies. A consolidated chart summarizing all plans shall be attached to this policy.

E. Record Keeping

1. For every request for or disclosure of personally identifiable information from a student's education records, the principal must maintain a record including:
   a) The parties who requested or received information;
   b) the legitimate interests these parties had; and
   c) Names of the state and local, and federal authorities permitted further disclosure under Section VI(B)(4).
2. If information is disclosed under Section XII(B), the record must also include:
   a) Names of the additional parties to whom the information may be further disclosed;
   b) the legitimate interests of these additional parties; and
   c) Copies of any record of further disclosures maintained by authorities receiving the information.
3. Exceptions

   Recordkeeping is not required for:

   a) Requests or disclosures to a parent or eligible student;

b) Disclosures with parent/student consent;

c) Other school officials under Section VI(B)(1);

d) Directory information under Section VII; or

e) Disclosures under court orders, subpoenas, or ex parte orders for law enforcement or terrorism investigations.

4. Inspection of Records

Records of requests and disclosures may be inspected by:

a) The student's parent or eligible student;

b) School official responsible for records e custody; and

c) Parties authorized by law to audit the district's recordkeeping procedures.

5. Health and Safety Emergency Disclosures

For disclosures made under a health or safety emergency, the record must include:

a) The articulable and significant threat that justified the disclosure; and

b) The parties to whom information was disclosed.

6. Retention

All records of requests and disclosures must be maintained with the student's education records for as long as those records are retained by the school district.

XIV. RIGHT TO INSPECT AND REVIEW EDUCATION RECORDS

A. Eligible Individuals

The school district shall permit the following individuals to inspect or review a student's education records, except for records made confidential by state or federal law or as restricted in Section VIII of this policy.

1. The parent of a student;

2. An eligible student; or

3. The parent of an eligible student who is also a dependent student.

B. Response to Request

The school district shall respond to any request to inspect or review records immediately if

possible, or within ten (10) days, excluding Saturdays, Sundays, and legal holidays.

C. Scope of Inspection and Review

The right to inspect and review education records includes:

1. The right to to receive explanations and interpretations of the records upon reasonable request;

2. If circumstances prevent inspection in person, the school district shall provide a copy of the records or make other arrangements for review; and

3. This policy does not limit the frequency of inspection for parents or guardians of students with disabilities or for eligible students who have reached the age of majority.

D. Form of Request

Requests to inspect records must be submitted in writing and should identify as precisely as possible the record or records requested.

E. Collection of Records

If a student's records are maintained at multiple locations, the responsible authority may collect the records for inspection at one site. If the parent or eligible student wishes to inspect records where they are maintained, the school district shall attempt to accommodate this request and notify them of the time and place for inspection.

F. Records Containing Information on MultipleStudents

If the education records contain information about more than one student, the parent or eligible student may inspect only the specific information which pertains to their child or themselves.

G. Authority to Inspect or Review

The school district may presume that either parent has authority to inspect or review the student's education records unless provided evidence (e.g., court orders, state laws, marriage dissolution or custody arrangements) indicating otherwise.

H. Fees for Copies

1. The school district may charge a reasonable fee for photocopies or printed copies of records unless printing is the only means to allow inspection. Factors in determining a reasonable fee include:

   a) The cost of materials (e.g. paper);

b) Labor to prepare the copies;

c) Standard copying charges;

d) Special costs for machine-based record systems; and

e) Mailing costs.

2. For 100 or fewer pages of black-and-white letter or legal size copies, the charge shall not exceed $0.25 per page.

3. Costs are the responsibility of the parent or eligible student.

4. No fee may be charged if it would effectively prevent, or in the case of a student with a disability, impair the right to inspect or review the records.

XV. REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA

A. Request to Amend Education Records

1. A parent of a student or an eligible student who believes that information in the student's education records is inaccurate, misleading, or in violation of the student's privacy rights may request an amendment.

2. The request must:

a) Be in writing, signed, and dated;

b) Identify the specific item in question;

c) State the reason it is believed to be inaccurate, misleading, or a violation of rights; and

d) Specify the correction sought.

3. The school district shall decide within thirty (30) days whether to amend the record.

4. If the request is denied, the district shall provide written notice of refusal and inform the parent or eligible student of the right to a hearing.

B. Right to a Hearing

If the school district refuses to amend the education records of a student, the school district, on request, shall provide an opportunity for a hearing in order to challenge the content of the student's education records to ensure that information in the education records of the student is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student. A hearing shall be conducted in accordance with Subdivision C. of this

section.

1. Upon request, the district shall provide a hearing to challenge the content of a student's education records to ensure the records are not inaccurate, misleading, or otherwise in violation of privacy rights.

2. If the hearing results in a decision to amend the record, the district shall do so and provide written notice to the parent or eligible student.

3. If the district upholds the accuracy of the record, the parent or eligible student has the right to place a written statement in the record:

   a) Commenting on the contested information; and/or

   b) Stating disagreement with the district's decision.

4. Any such statement will be maintained with the student's education record for as long as the record is retained. If the record or contested portion is disclosed to a third party, the statement must also be disclosed.

C. Conduct of Hearing

1. The hearing shall be held within a reasonable period of time after the district receives the request. Written notice of the date, place, and time shall be provided in advance.

2. The hearing may be conducted by an individual, including a district official, who does not have a direct interest in the outcome.

3. The school board attorney shall attend to present the district's position and advise the hearing officer on legal and evidentiary matters.

4. The parent or eligible student shall be given a full and fair opportunity to present evidence and may be represented, at their own expense, by an individual of their choice, including an attorney.

5. A written decision shall be issued within a reasonable period of time following the hearing. The decision shall:

   a) Be based solely on evidence presented at the hearing;

   b) Include a summary of the evidence; and

   c) State the reasons for the decision.

D. Appeal

The final decision of the designated hearing officer may be appealed in accordance with

Minnesota Statutes, Chapter 14, relating to contested cases.

XVI. PROBLEMS ACCESSING DATA

A. Data Practices Compliance Official

The data practices compliance official shall be the designated employee to whom individuals may direct questions or concerns regarding difficulties in obtaining access to data or other data practices issues. The data practices compliance official shall be the Superintendent or designee.

B. Requests for Reasonable Modifications

Any individual with a disability who requires reasonable modifications of the school district's policies or procedures in order to access education records shall submit such a request to the data practices compliance official.

XVII. COMPLAINTS FOR NON COMPLIANCE WITH FERPA

A. Where to File Complaints

Complaints regarding alleged violations of the rights accorded to parents and eligible students under FERPA, and the regulations promulgated thereunder, shall be submitted in writing to:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue S.W.
Washington, D.C. 20202

B. Content of Complaint

A complaint filed pursuant to this section must include specific factual allegations providing reasonable cause to believe that a violation of FERPA or its implementing regulations has occurred.

XVIII. WAIVER

A parent or an eligible student may waive any rights provided under FERPA. A waiver is valid only if it is in writing and signed by the parent or eligible student. The school district may not require or condition services upon the execution of such a waiver.

XIX. ANNUAL NOTIFICATION OF RIGHTS

A. Contents of Notice

The school district shall annually notify parents of students currently in attendance and eligible students currently in attendance, by means reasonably likely to inform them, of the following rights:

1. The right to inspect and review the student's education records, and the procedure for exercising this right.

2. The right to seek amendment of the student's education records to ensure that the records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights, and the procedure for requesting amendment.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law authorize disclosure without consent.

4. The right to file a complaint with the U.S. Department of Education concerning an alleged failure by the school district to comply with FERPA and its implementing regulations.

5. The criteria for determining who constitutes a "school official" and what constitutes a "legitimate educational interest" for purposes of disclosing education records to other school officials identified by the school district as having such interests.

B. Notification to Parents of Students with a Primary Home Language Other Than English

The school district shall take appropriate measures to effectively notify parents of students identified as having a primary or home language other than English.

C. Notification to Parents or Eligible Students Who Have a Disability

The school district shall take appropriate measures to effectively notify parents or eligible students identified as having a disability.

XX. DESTRUCTION AND RETENTION OF RECORDS

The destruction and retention of student records shall be governed by applicable state and federal law, including but not limited to the Minnesota Records Retention Schedule for School Districts and the Family Educational Rights and Privacy Act (FERPA).

The school district shall not destroy any education records if there is an outstanding request by a parent or eligible student to inspect and review such records. Personally identifiable information contained in education records shall be destroyed when no longer needed to provide educational services to the student, except when law requires maintenance of the records.

XXI. COPIES OF POLICY

Copies of this policy shall be available to parents and eligible students upon request at the district office and shall also be accessible on the school district's official website.

Legal References: *Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)*
Minn. Stat. § 13.32, Subd. 5 (Directory Information)
Minn. Stat. § 13.393 (Attorneys)
Minn. Stat. Ch. 14 (Administrative Procedures Act)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.75 (Receipt of Records; Sharing)
Minn. Stat. § 127A.852 (Military-Connected Youth Identifier)
Minn. Stat. § 144.341-144.347 (Consent of Minors for Health Services)
Minn. Stat. Ch. 256B (Medical Assistance for Needy Persons)
Minn. Stat. Ch. 256L (MinnesotaCare)
Minn. Stat. § 260B.171, Subds. 3 and 5 (Disposition Order and Peace Officer Records of Children)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. § 363A.42 (Public Records; Accessibility)
Minn. Stat. § 480.40 (Personal Information, Dissemination)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)
10 U.S.C. § 503(b) and (c) (Enlistments: Recruiting Campaigns; Compilation of Directory Information)
18 U.S.C. § 2331 (Definitions)
18 U.S.C. § 2332b (Acts of Terrorism Transcending National Boundaries)
20 U.S.C. § 1232g et seq. (Family Educational Rights and Privacy Act)
20 U.S.C. § 6301 et seq. (Every Student Succeeds Act)
20 U.S.C. § 7908 (Armed Forces Recruiting Information)
20 U.S.C. § 7917 (Transfer of School Disciplinary Records)
25 U.S.C. § 5304 (Definitions – Tribal Organization)
26 U.S.C. §§ 151 and 152 (Internal Revenue Code)
42 U.S.C. § 1711 et seq. (Child Nutrition Act)
42 U.S.C. § 1751 et seq. (Richard B. Russell National School Lunch Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)
34 C.F.R. § 300.610-300.627 (Confidentiality of Information)
42 C.F.R. § 2.1 et seq. (Confidentiality of Drug Abuse Patient Records)
Gonzaga University v. Doe, 536 U.S. 273 309 (2002)
Dept. of Admin. Advisory Op. No. 21-008 (December 8, 2021)

Cross References: *ISD 200 Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)*
ISD 200 Policy 417 (Chemical Use and Abuse)
ISD 200 Policy 506 (Student Discipline)

ISD 200 Policy 515.1FRM (Directory Information Opt Out Form)
ISD 200 Policy 515.2FRM (Consent to Release Private Data)
ISD 200 Policy 519 (Interviews of Students by Outside Agencies)
ISD 200 Policy 520 (Student Surveys)
ISD 200 Policy 722 (Public Data Requests)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)

Resources: *U.S. Department of Education:*

FAQs on Photos and Videos under FERPA | Protecting Student Privacy

Letter to Wachter Regarding Surveillance Video of Multiple Students | Protecting Student Privacy

School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA) | Protecting Student Privacy

Protecting Student Privacy While Using Online Educational Services: Requirements and Best Practices | Protecting Student Privacy

FERPA/IDEA Crosswalk | Protecting Student Privacy

What is the Protection of Pupil Rights Amendment? | Protecting Student Privacy

Minnesota Department of Health:

The Family Educational Rights and Privacy Act (FERPA) and Immunization Data (including Possible School Consent Language for Sharing Immunization Data with Registries)

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Hastings Public Schools
Independent School District 200

615 TESTING ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEPS, SECTION 504 PLANS, AND ELLEP STUDENTS

I. PURPOSE

The purpose of the policy is to provide adequate opportunities for students identified as having an individualized education program (IEP), Rehabilitation Act of 1973, Section 504 accommodation plan (504 plan), or English Learner (EL) needs to participate in statewide assessment systems designed to hold schools accountable for the academic performance of all students.

II. GENERAL STATEMENT OF POLICY

A. The Federal Every Student Succeeds Act (ESSA) and Minnesota statutes require that public school students be assessed annually in reading, mathematics, and science. The Minnesota Comprehensive Assessment (MCA), the Minnesota Test of Academic Skills (MTAS), and Alternate Minnesota Comprehensive Assessment (Alt MCA) are the standards-based accountability assessments used to meet this requirement.

The MCA and MTAS/Alt MCA are criterion-referenced assessments, which means they measure a snapshot of student learning of a fixed set of criteria: the Minnesota Academic Standards. The Minnesota K–12 Academic Standards are revised every ten (10) years, according to a schedule determined by the state legislature. When standards are updated, the statewide assessments are also updated with a new series to align to the new standards. The new assessments are administered when the new academic standards are fully implemented.

B. Minnesota Test of Academic Skills (MTAS) and the Alternate Minnesota Comprehensive Assessment (Alt MCA)

1. The Minnesota Test of Academic Skills (MTAS) and Alternate Minnesota Comprehensive Assessment (Alt MCA) are the standards-based accountability assessments designed for, and limited to, students with the most significant cognitive disabilities. They are designed to measure student progress toward Minnesota's academic standards and meet the requirements of the Elementary and Secondary Education Act (ESEA). Students who receive special education services and meet the eligibility criteria may take the MTAS/Alt MCA.

2. In compliance with the transition to new Minnesota academic standards, the Minnesota Department of Education (MDE) is developing alternative assessments, the Alt MCA,

to replace the MTAS, according to the following schedule:

a) Science Alternate MCA (2024-25 school year);

b) Reading Alternate MCA (2025-26 school year); and

c) Mathematics Alternate MCA (2027-28 school year).

III. DEFINITIONS

A. "Most Significant Cognitive Disability" This term describes students whose cognitive impairments may prevent them from attaining grade-level achievement standards, even with the very best instruction. IEP teams may use the following characteristics to identify if a student has a most significant cognitive disability:

1. The student's cognitive functioning is significantly below age expectations. The IEP team can determine that a student may be significantly below the average cognitive functioning of typically developing peers by

   a) A standardized norm-referenced measure of cognitive functioning; or

   b) When formal cognitive assessments are inappropriate, invalid or documented in other ways, other data-based measures may be used to document functioning significantly below age expectations as referenced in the Individuals with Disabilities Education Act (IDEA).

2. The student's disability has a significant impact on their ability to function in multiple environments, including home, school and community.

3. The student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain and generalize academic and life skills to actively participate in school, work, home and community environments.

B. Other key terms are defined in the current MDE Procedures Manual for the Minnesota Assessments (see Resources).

IV. ALTERNATIVE ASSESSMENT

A. Initial Steps

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how a student with a disability will participate in statewide testing.

2. The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent

appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided.

3. The IEP team must first consider the student's ability to participate in the MCA, with or without accommodations. The IEP team must document, in the IEP, the reasons why the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing

   If the IEP team establishes that the MCA is not an appropriate measure of the student's knowledge and skills on grade-level content standards, even when the student is provided allowable and appropriate accommodations, the IEP team may consider the administration of an alternate assessment.

4. Participation decisions will be made separately for mathematics, reading, and science. Participation decisions must be made annually and documented in a student's IEP. ~~The assessment options are the Minnesota Comprehensive Assessment (MCA) and the MTAS~~.

B. Alternate Assessment Eligibility Requirements

1. F~~The following requirements must be met f~~or a student with a significant cognitive disability to be eligible for an alternative assessment, the IEP team must determine that the following are true: ~~the MTAS~~:

   a) The student's cognitive functioning to be significantly below age expectations;

   b) The student's disability has a significant impact on their ability to function in multiple environments, including home, school, and community; and

   c) The student needs explicit and intensive instruction and/or extensive support in multiple settings to acquire, maintain, and generalize academic and life skills to actively participate in school, work, home, and community environments. ~~The IEP team must consider the student's ability to access the MCA, with or without accommodations;~~

2. Alternate assessment participation decisions must not be made on the following factors:

   a) Student's disability category as defined in Minnesota Rules, part 3525.1325-1348;

   b) Educational environment or instructional setting;

   c) Participation in a separate, specialized curriculum;

d) An expectation that the student will receive a low score on the MCA;

e) Language, social, cultural, or economic differences; or

f) Concern for participation rate calculations at the district level.

(1) ~~The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided;¶~~

~~(2) The IEP team determined the student's cognitive functioning to be significantly below age expectations. The team also determined that the student's disability has a significant impact on his or her ability to function in multiple environments, including home, school, and community;¶~~

~~(3) The IEP team determined that the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments;¶~~

~~(4) The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.~~

g) ~~MTAS participation decisions must not be made on the following factors:¶~~

~~(1) Student's disability category;¶~~

~~(2) Placement;¶~~

~~(3) Participation in a separate, specialized curriculum;¶~~

~~(4) An expectation that the student will receive a low score on the MCA;¶~~

~~(5) Language, social, cultural, or economic differences;¶~~

~~h) Concern for accountability calculations.~~

V. ALTERNATE ACCESS FOR ELs ~~Alternate ACCESS for ELs~~

A. ACCESS for ELs

1. All English learners in grades K–12 in public schools are required to participate annually in an English language proficiency assessment. With very few exceptions, all

English learners take the ACCESS for ELs.

Minnesota students identified as English learners (ELs) require an additional assessment to determine their progress toward English language proficiency. These students take the WIDA ACCESS assessment annually. English learners who receive special education services and meet alternate assessment participation guidelines may take the WIDA Alternate ACCESS.

The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how an identified EL student with a disability will participate in statewide testing. Some students with significant cognitive disabilities may be eligible to take the Alternate ACCESS for EL~~L~~s instead of the ACCESS for EL~~EL~~.

B. Eligibility Requirements

1. The student is ~~must be~~ identified as an English Learner (EL) and is reported as EL in student enrollment data submitted in the Minnesota Automated Reporting Student System (MARSS); ~~in order to take an English language proficiency assessment~~.

2. The student must have a most significant cognitive disability. ~~If the student has been identified as eligible to take the MTAS in mathematics, reading, or science, the student meets this criterion~~.

3. The student cannot meaningfully participate in the WIDA ACCESS, even with allowable accommodations.

4. The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate English language proficiency assessment for the student.

   a) ~~For students in grades that the MTAS is not administered: ¶~~

      ~~(1) the student must have cognitive functioning significantly below age level;¶~~

      ~~(2) the student's disability must have a significant impact on his or her ability to function in multiple environments, including home, school, and community; and¶~~

   ~~b) the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments.~~

   c) The IEP team must consider the student's ability to access the ACCESS, with or without accommodations.

   d) The IEP team must document, in the IEP, reasons the MCA is or is not an

appropriate English language proficiency assessment for the student.

C. Alternate ACCESS participation decisions must not be made on the following factors:

1. Student's disability category alone;
2. Student's placement or instructional setting;
3. Student's language, or other social, cultural, or economic factors;~~Participation in a separate, specialized curriculum~~;
   a) ~~Current level of English language proficiency~~;
4. The expectation that the student will receive a low score on the WIDA ACCESS;~~ for ELs;~~ and
5. A desire to simplify test administration, which may include behavioral concerns or anticipated emotional distress.
   a) ~~Student's L~~language~~, or other~~ social~~, cultural, or economic factors;~~difference
   b) ~~Concern for accountability calculations.~~

D. ~~EL Students New to the United States~~¶

~~EL students new to the United States will take all assessments, including all academic assessments (math, reading, and science), as well as the English Language Proficiency Assessment (ACCESS).~~

~~**DEFINITION OF TERMS**~~¶

~~See the current "Procedures Manual for the Minnesota Assessments" which is produced by the Minnesota Department of Education and available through minnesota.pearsonaccessnext.com/policies-and-procedures.~~

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

See Chapter 4 of the current "Procedures Manual for the Minnesota Assessments" and Guidelines for Administration of Accommodations and Linguistic Supports.

VII. RECORDS

All test accommodations, modifications, or exemptions shall be reported to the School District Test Administrator. The School District Test Administrator shall be responsible for keeping a list of all such test accommodations, modifications, and exemptions for school district audit

purposes. Testing results will be documented and reported.

Legal References: *Minn. Stat. § 120B.11 (School District Process For Reviewing Curriculum, Instruction and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)*
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Stat. § 125A.08 (Individualized Education Programs)
Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Part 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

Cross References: *ISD 200 Policy 601 (School District Curriculum and Instruction Goals)*
ISD 200 Policy 613 (Graduation Requirements)
ISD 200 Policy 614 (School District Testing Plan and Procedure)

Resources: *Minnesota Department of Education:*

Alternate Assessments
Statewide Assessments Policies and Procedures
Eligibility Requirements and Decision-Making Tool for Minnesota Alternative Assessment
English Learner Education
Minnesota's Assessments for English Learners
WIDA Alternate ACCESS Participation Decision Tree

Policy Reviewed: *07.01.2024*
Policy Adopted: *03.25.2026* ~~*03.26.2025*~~
Policy Revised: *03.05.2026*

701 ESTABLISHMENT, ADOPTION AND MODIFICATION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

The purpose of this policy is to establish lines of authority and procedures for the establishment, adoption and modifications of the school district's revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral part of program planning so that the annual budget will effectively express and implement school board goals and the priorities of the school district.

III. REQUIREMENT

A. The superintendent or director of finance and operations, or such other school officials as designated by the superintendent or the school board will prepare preliminary revenue and expenditure budgets each year for review by the school board or the Finance Committee. ~~The preliminary budgets will be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board will review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected.~~ When projected expenditures exceed projected revenues, the school board may consider use of an available fund balance, in accordance with ISD 200 Policy 714 Fund Balance.

B. ~~The school district must maintain separate accounts to identify revenues and expenditures for each building.~~ Expenditures will be reported in compliance with Minnesota Statutes, section 123B.76.

C. Prior to July 1 of each year, the school board will approve and adopt its ~~initial~~ revenue and expenditure budgets for the next school year. The ~~adopted expenditure~~ budget document will be considered expenditure-authorizing or appropriations document. ~~the school board's expenditure authorization for that school year.~~ No funds may be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year.

D. Each year, the school district must~~will~~ publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures, and fund balances for the prior year,

and the projected fund balances for the current year in the form prescribed by the Commissioner of the Minnesota Department of Education (Commissioner) within one week of the acceptance of the final audit by the school board, or November 30, whichever is earlier. A statement must~~t will~~ be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon request to the District Office. ~~A summary of this information and the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district.~~ At the same time as this publication, the school district will publish the other information required by Minnesota Statutes section, 123B.10.

E. At the public hearing on the adoption of the school district's proposed property tax levy, the school board will review its current budget and the proposed property taxes payable in the following calendar year.

F. The school district must also post the materials specified in Section III (D) above on the school district's official website, including a link to the school district's school report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

IV. IMPLEMENTATION

A. The school board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but the superintendent maintains the ultimate responsibility for this function.

B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).

C. The superintendent or the superintendent's designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to school board approval.

D. Supplies and capital equipment can be ordered prior to budget adoption only by authority of the school board or designee(s). If additional personnel are provided in the proposed budget, actual hiring may not occur until the budget is adopted unless otherwise approved by the school board or designee(s). Other funds to be expended in a subsequent school year may not be encumbered prior to budget adoption unless specifically approved by the school board or designee(s). The designee(s) is approved by the school board at the January Organizational Meeting.

E. The school district will make such reports to the Commissioner as required relating to

initial allocations of revenue, reallocations of revenue, and expenditures of funds.

V. MODIFICATION

The school district's revenue budget may be amended from time to time during a fiscal year to reflect updated or revised revenue estimates. In such cases, the superintendent will make recommendations to the school board for appropriate revisions. If necessary, the school board may also make necessary revisions in the expenditure budget if it appears that expenditures would otherwise exceed revenues and fund balances in a fund.

Legal References: *Minn. Stat. § 123B.10 (Publication of Financial Information)*
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirements)

Cross References: *ISD 200 Policy 702 (Accounting)*

Policy Reviewed: *09.19.2025*
Policy Adopted: *03.25.2026* ~~*11.19.2025*~~
Policy Revised: *03.05.2026*

201 LEGAL STATUS OF THE SCHOOL BOARD

I. PURPOSE

State law and the Minnesota Constitution give the school board the authority to oversee and manage the school district. The board is responsible for carrying out the district's mission with care, sound judgment, and a commitment to providing a high-quality public education. This policy outlines the school board's authority, duties, and responsibilities.

II. GENERAL STATEMENT OF POLICY

The school board is the governing body responsible for the care, management, and control of the district's affairs. This responsibility includes all duties, and implied powers necessary to effectively operate the district.

Individual board members have no authority to act on behalf of the district unless expressly authorized by official board action. The board may act only as a body at properly noticed meetings. The district is not bound by statements, actions, or commitments made by individual board members unless specifically directed or approved by the school board.

For a complete list of statutory duties of school boards, please see the district's School Board Member Handbook.

III. DEFINITION

"School board" means the governing body of the school district.

IV. ORGANIZATION AND MEMBERSHIP

A. The school board consists of seven elected members, each serving a four-year term, with elections occurring on even years, unless a vacancy occurs.

B. The superintendent serves as a non-voting (ex officio) member, as provided by law.

C. A majority of the elected members constitutes a quorum. The act of a majority of a quorum at a legally convened meeting is the act of the school board.

V. POWERS AND DUTIES

A. The school board has the authority to govern, manage, and control the district; to carry out its duties and responsibilities; and to conduct the business of the district. This authority includes powers expressly granted by statute as well as those reasonably implied and necessary to fulfill its responsibilities.

B. The school board performs functions that are legislative, administrative, and quasi-judicial

in nature.

C. The board provides governance and oversight to ensure every student has access to a high-quality, effective public education.

D. Consistent with Minnesota law, the school board shall:

1. Provide a free system of public education for every school-age child residing in the district;

2. Establish the district's strategic direction and educational goals; approve instructional programs; and prescribe textbooks, instructional materials, and courses of study;

3. Develop, adopt, and revise policies to govern the district and establish operational rules;

4. Employ and evaluate a superintendent to manage the day-to-day operations of the district and implement board policy;

5. Conduct official business at properly noticed regular or special meetings;

6. Govern and monitor the district's business operations, finances, facilities, property and the overall welfare;

7. Oversee financial resources, levy taxes as authorized by law, approve lawful expenditures, adopt an annual budget, and ensure the proper maintenance of school buildings;

8. Approve contracts, authorize the employment and discharge of employees as provided by law, and enter into agreements necessary for district operations;

9. Acquire, hold, lease, sell or exchange real property and equipment for school purposes;

10. Act as a public corporation with authority to initiate, defend, and settle legal actions on behalf of the district;

11. Provide for the transportation of students to and from school; and

12. Procure insurance to protect the district, its officers, and employees against liability.

E. The school board may:

1. Provide library facilities, evening schools, adult education, summer school, or intersession programs;

2. Enter into cooperative agreements with other school districts for educational services;

3. Lease rooms or buildings for school purposes;

4. Authorize community use of school facilities when such use does not interfere with school purposes;

5. Authorize cocurricular and extracurricular activities;

6. Accept bequests, donations, or gifts for lawful school purposes; and

7. Perform any other acts reasonably necessary or required for the governance and operation of the schools, consistent with law.

Legal References: *Minn. Stat. § 123A.22 (Cooperative Centers for Vocational Education)*
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Board of Independent School Districts)
Minn. Stat. § 123B.14 (Officers of Independent School Districts)
Minn. Stat. § 123B.23 (Liability Insurance; Officers and Employees)
Minn. Stat. § 123B.49 (Co Curricular and Extracurricular Activities; Insurance)
Minn. Stat. § 123B.51 (Schoolhouses and Sites;Use for School and Nonschool Purposes; Closings)
Minn. Stat. § 123B.85 (Definition)
Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233, 199 N.W. 911 (1924)

Cross References: *ISD 200 Policy 101 (Legal Status of the School District)*
ISD 200 Policy 202 (School Board Officers)
ISD 200 Policy 203 (Operation of the School Board -Governing Rules)
ISD 200 Policy 205 (Open Meetings and Closed Meetings)

Policy Reviewed: *02.19.2026*
Policy Adopted: *06.28.2023*
Policy Revised: *06.28.2023*

202 SCHOOL BOARD OFFICERS

I. PURPOSE

The purpose of this policy is to define the roles of school board officers in carrying out specific procedural, administrative, and statutory duties on behalf of the school board, in order to ensure the orderly, lawful, and efficient operation of the board's governance responsibilities.

II. GENERAL STATEMENT OF POLICY

School board officers do not possess greater authority than other board members. All members of the board retain equal power, equal voice, equal voting rights, and equal access to information. Officers differ only in the responsibilities assigned to them to facilitate board operations and implement actions formally approved by the board.

Officers serve at the direction of the board as a whole and act to support collective decision-making, legal compliance, continuity of governance, and transparent public accountability.

III. ORGANIZATION

The school board shall hold an organizational meeting annually on the first Monday in January, or as soon after as practicable to elect a chair, a vice-chair, a clerk, and a treasurer. Officer elections shall be determined by a majority vote of the school board. Once elected, officers will immediately assume their duties, and shall hold office for one year and until their successors are elected and qualified.

A. The superintendent is an (ex officio) non-voting member of the school board.

B. The board by resolution may appoint the duties of clerk and treasurer in accordance with Minnesota Statutes section 123B.14; and

C. The school board by annual resolution may combine the duties of the offices of clerk and treasurer in a single person in the office of finance and operations.

IV. OFFICER'S RESPONSIBILITIES

A. Chair

1. Preside at all meetings of the school board;

2. Countersign all orders upon the treasurer for claims allowed by the school board;

3. Represent the school district in all actions;

4. Perform all duties customarily associated with the office of chair and other duties as determined by the board; and

5. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.

B. Vice-Chair

Shall perform the duties of the chair in the event of the chair's temporary absence, attend agenda setting meetings, and other duties as determined by the board.

C. Treasurer

1. Chairs the school board's finance committee;

2. Signs documents when necessary;

3. Perform such duties of the chair in the event of the chair's, vice chair's, and clerk's temporary absence, perform the duties of the clerk in the clerk's absence; and

4. Certain tasks of the treasurer require regular availability in the district office. Pursuant to Minnesota Statutes section 123B.14, the board may, by resolution, appoint the superintendent to perform certain duties otherwise assigned by law to the treasurer. The superintendent remains responsible for the proper performance of all such duties and may delegate related tasks to other district staff (i.e. director of finance and operations) as appropriate. Including but not limited to the following:

   a) Deposit all district funds in the official depositories as designated by the school board;

   b) Make all financial reports requested by the board;

   c) Process board-approved financial orders;

   d) Keep an itemized account of all expenses of the school district;

   e) Perform all duties customarily associated with the office of the treasurer; and

   f) In the event that a district has insufficient funds to pay its usual lawful current obligations, the treasurer shall receive, endorse and process them in accordance with Minnesota Statutes section 123B.12.

D. Clerk

1. Reads resolutions and, when necessary, records attendance and roll call votes;

2. Sign all orders for the payment of bills allowed by the school board for board member salaries, teachers' wages, and other claims, to be countersigned by the chair;

3. Signs other documents as-needed;

4. Perform such duties of the chair in the event of the chair's and vice chair's temporary absence; and

5. Certain tasks of the clerk require regular availability in the district office. Pursuant to Minnesota Statutes section 123B.14, the board may, by resolution, appoint the superintendent to perform certain duties otherwise assigned by law to the clerk. The superintendent remains responsible for the proper performance of all such duties and may delegate related tasks to other district staff (e.g., the superintendent's administrative assistant) as appropriate. Including but not limited to the following:

   a) Keep a printed copy of the board's calendar (including all meeting dates) posted on the bulletin board in the district office;

   b) Provide at least one printed copy of all meeting materials for public inspection at each school board meeting, work session and committee meeting;

   c) Record in the official minutes all motions, resolutions, and actions taken by the school board, including the names of members making and seconding motions and results of each vote;

   d) Ensure that the official meeting minutes of the school board are available for public inspection during the district's regular business hours at the district office;

   e) Maintain a copy of each school board meeting agenda, including all attachments. Agendas and attachments shall be maintained in accordance with the district's record retention policy;

   f) Perform election duties as required by the Minnesota Election Law or other applicable laws relating to the conduct of school board elections; and notify all persons elected within three days after an election;.

   g) On or before September 15 of each year, provide to the board for approval a report of the revenues, expenditures, and balances in each fund for the preceding fiscal year.

   h) In accordance with the requirements and deadlines established in Minnesota

Statutes, section 123B.14, make and transmit all certified reports, as approved by board resolution, to the Commissioner of Education; and

i) Furnish to the county auditor, by September 30 of each year, an attested copy of the district's record, showing the amount of proposed property tax voted by the district or the board for school purposes.

Legal References: *Minn. Stat. § 123B.12 (Insufficient Funds to Pay Orders)*
Minn. Stat. § 123B.14 (Officers of Independent School Districts)
Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 126C.17 (Referendum Revenue)
Minn. Stat. Ch. 205A (School District Elections)

Cross References: *ISD 200 Policy 101 (Legal Status of the School District)*
ISD 200 Policy 201 (Legal Status of the School Board)
ISD 200 Policy 203 (Operation of the School Board – Governing Rules)

Policy Reviewed: *02.19.2026*
Policy Adopted: *06.28.2023*
Policy Revised: *06.23.2023*

Hastings Public Schools
Independent School District 200

902 USE OF SCHOOL DISTRICT FACILITIES AND EQUIPMENT

I. PURPOSE

The purpose of this policy is to provide guidelines for community use of school facilities and equipment.

II. GENERAL STATEMENT OF POLICY

The school board encourages maximum use of school facilities and equipment for community purposes if, in its judgment, that use will not interfere with use for school purposes.

III. SCHEDULED COMMUNITY EDUCATION CLASSES AND ACTIVITIES

A. ~~The school district administration~~ Community Education shall be charged with the process of scheduling rooms and special areas for community education classes and activities planned to be offered during each session.

B. Procedures for providing publicity, registration, and collection of fees shall be the responsibility of the school district administration.

C. Registration fees will~~may~~ be structured to include the total ~~a pro-rata portion of~~ costs for custodial services, food services, supervisory services and any technology support~~.~~ that may be needed.

IV. GENERAL COMMUNITY USE OF SCHOOL FACILITIES

A. The school board authorizes~~may authorize~~ the use of school facilities by community groups or individuals. It may impose reasonable regulations and conditions upon the use of school facilities as it deems appropriate.

B. Requests for use of school facilities by community groups or individuals shall be made through Community Education. The administration will present recommended procedures for the processing and review of requests to the school board. Upon approval by the school board, such procedures shall be outlined in ISD 200 Policy 902.1PR~~an addendum to this policy~~.

C. ~~The school board may require a rental fee for the use of school facilities. Such fee may include the cost of custodial and supervisory service if deemed necessary.~~ Rental fees are required for the use of school facilities. Such fees will include the total cost of custodial services, food services, supervisory services, and any technology support. ~~It may also require a deposit or surety bond for the proper use and repair of damage to school facilities.~~

A rental fee schedule, deposit or surety bond schedule, and payment procedure outlined in ISD 200 Policy 902.1 (Community Use of Facilities) shall be reviewed and presented for approval by the school board at least once every three years. ~~shall be presented for review and approval by the school board~~

D. When emergencies or unusual circumstances arise that necessitate rescheduling the use of school facilities, every effort will be made to find acceptable alternative meeting space.

V. USE OF SCHOOL EQUIPMENT

~~The administration will present a procedure to the school board for review and approval regarding the type of equipment that is available for community use, the extent to which it may be utilized, and the manner by which it may be scheduled for use and any charges to be made relating thereto. Upon approval of the school board, such procedure shall be an addendum to this policy.~~ Upon approval of the school board, such procedure shall be outlined in ISD 200 Policy 902.1PR.

VI. RULES FOR USE OF FACILITIES AND EQUIPMENT

The school board expects members of the community who use facilities and equipment to do so with respect for school district property and an understanding of proper use. Individuals and groups shall be responsible for damage to facilities and equipment. ~~A certificate of insurance may be required by the school district to ensure payment for these damages and any liability for injuries.~~ Individuals and groups shall be responsible for damage to facilities and equipment. A certificate of insurance will be required from all organizations and individuals to ensure payment for these damages and any liability for injuries.

Legal References: *Minn. Stat. § 123B.51 (Schoolhouses and Sites; Access for Non Curricular Purposes;Closings)*

Cross References: *ISD 200 Policy 901 (Community Education)*
ISD 200 Policy 902.1PR (Community Use of Facilities)

Policy Reviewed: *03.07.2025*
Policy Adopted: *05.21.2025*
Policy Revised: *02.19.2026*

Board of Education
Independent School District 200
Hastings, Minnesota

A Regular Meeting of the School Board of Independent School District No. 200, Hastings, Minnesota, was held on Wednesday, February 25, 2026 at the Hastings Middle School Media Center.

The meeting was called to order at 6:00 PM by Vice Chair Jessica Dressely.

The following board members were present: Philip Biermaier, Matt Bruns, Jessica Dressely, Elaine Mikel-Mulder, Melissa Millner, and Mark Zuzek. Carrie Tate was absent. Roll call attendance was taken by Melissa Millner. Superintendent Wehrkamp Herman was also present at the meeting. The following Student School Board Representatives were present: Jenevieve Behnke, Avery Durfee, and Aidan Suarez Garcia.

A motion to approve the agenda was made by Elaine Mikel-Mulder and seconded by Mark Zuzek. With 6 ayes, 0 nays, the motion carried.

Vice Chair Dressely recognized the visitors in the room and those viewing remotely.

Superintendent Wehrkamp Herman presented the Raider Spotlight, which recognized Christy Baum, Hastings Chamber of Commerce Educator of the Year.

The Student School Board Representatives provided their school updates.

Superintendent Wehrkamp Herman provided the Board with the Superintendent Report.

The AIPAC/NAPAC Presentation of Non-Concurrence was provided by Keenan Humphrey and Kim Raco.

The Elementary Curriculum Update and Winter Fastbridge Presentation was provided by Brie McNamara, Maddy Wieneke, Andy Larson and Andrew Hodges, Director of Teaching & Learning.

The Enrollment Report 2025 was provided by Jennifer Seubert, Director of Finance & Operations.

The Long Term Financial Plan was provided by Jennifer Seubert, Scott Stockdale, Andrew Hodges, and Tim Buchin.

The Building and Construction Fund Project update was provided by Jennifer Seubert, Director of Finance & Operations.

The Legal: Data Request update was provided by Cathy Moen, Director of Human Resources.

The ISD 917 update was provided by Mark Zuzek.

The AMSD update was provided by Mark Zuzek.

The Community Collaboration Committee update was provided by Elaine Mikel-Mulder.

The Finance and Facilities Committee update was provided by Mark Zuzek.

The NAPAC Committee update was provided by Matt Bruns.

The Student School Board Committee update was provided by Matt Bruns.

The Policy Committee update was provided by Jessica Dressely which included a First Reading of Policy 201, 202, 902; and Second Reading of Policy 713.

A motion to approve the Consent Agenda was made by Mark Zuzek and seconded by Philip Biermaier. With a vote of 6 ayes, and 0 nays, the motion carried unanimously. The following items were approved under the consent agenda:

- Meeting Minutes from 01/28/26 Regular Board Meeting; 02/03/26 & 02/05/06 Closed Meeting
- January Bills Payable
- Personnel Report
- 2025-2027 Educational Support Professionals Contract
- PFML MOUs for Hastings Principals' Association and Hastings Education Secretaries' Association (HESA)
- Insurance Renewals for 2026-2027
- Additional Bond Projects
    - HHS Exhaust Vent Upgrade - $77,000
    - HHS Concession Stand - $16,500
    - District Wide Door Security Hardware - $125,000
- Kennedy Easement Update Approval
- Non-Public Transportation Reimbursement Rate for 2025-2026
- Policies for Approval after Third Reading: 520, 807, 901
- Policies/Procedures for Approval: 902.1PR, 200 Board Member Handbook
- Policies for Approval due to Technical Updates: 211, 404, 406, 418, 427, 613, 618, 620
- Policies move from Annual Review to Three-Year Review: 413, 414, 415, 524

A motion was made by Mark Zuzek to approve the E-Rate Agreement and waive the reading. The motion was seconded by Elaine Mikel-Mulder. Roll call vote was taken by Melissa Millner. With a vote of 6 ayes and 0 nays, the motion carried.

A motion was made by Mark Zuzek to approve the Resolution Directing the Administration to Make Recommendations Regarding the Reduction and/or Discontinuance of Programs and Positions and Reason Therefore and waive the reading. The motion was seconded by Philip Biermaier. Roll call vote was taken by Melissa Millner. With a vote of 6 ayes and 0 nays, the motion carried.

A motion was made by Elaine Mikel-Mulder to approve the January 2026 Donations Acceptance Resolution and waive the reading. The motion was seconded by Philip Biermaier. Roll call vote was taken by Melissa Millner. With a vote of 6 ayes and 0 nays, the motion carried.

Future meetings were presented and discussed by Vice Chair Dressely.

With no further business to discuss, a motion was made to adjourn the meeting by Mark Zuzek and seconded by Philip Biermaier. With a vote of 6 ayes and 0 nays, the motion carried.

The meeting was adjourned at 8:23 PM.

Board of Education
Independent School District 200
Hastings, Minnesota

This is a summary of the Hastings Public Schools Board Meeting on Wednesday, February 25, 2026, with full text available for public inspection on the district's website at www.hastings.k12.mn.us or the district office at 1000 W 11th Street, Hastings, MN 55033.

The meeting was called to order at 6:00 PM by Vice Chairperson Jessica Dressely.

The following board members were present: Biermaier, Bruns, Dressely, Mikel-Mulder, Millner, and Zuzek. Tate was absent. Roll call attendance was taken by Melissa Millner. Superintendent Wehrkamp Herman was also present at the meeting. The following Student School Board Representatives were present: Behnke, Durfee, and Suarez Garcia.

Consent agenda items approved: Meeting Minutes from 01/28/26 Regular Board Meeting; 02/03/26 & 02/05/06 Closed Meeting; January Bills Payable; Personnel Report; 2025-2027 Educational Support Professionals Contract; PFML MOUs for Hastings Principals' Association and Hastings Education Secretaries' Association (HESA); Insurance Renewals for 2026-2027; Additional Bond Projects; Kennedy Easement Update Approval; Non-Public Transportation Reimbursement Rate for 2025-2026; Policies for Approval after Third Reading: 520, 807, 901; Policies/Procedures for Approval: 902.1PR, 200 Board Member Handbook; Policies for Approval due to Technical Updates: 211, 404, 406, 418, 427, 613, 618, 620; Policies move from Annual Review to Three-Year Review: 413, 414, 415, 524

Individual action items approved: Agenda; E-Rate Agreement; Resolution Directing the Administration to Make Recommendations Regarding the Reduction and/or Discontinuance of Programs and Positions and Reasons Therefore; and January 2026 Donations Acceptance Resolution.

All motions were carried.

The meeting was adjourned at 8:23 PM.

Board of Education
Independent School District 200
Hastings, Minnesota

A Special Meeting of the School Board of Independent School District No. 200, Hastings, Minnesota, was held on Wednesday, March 11, 2026 at the Hastings Middle School Media Center.

The meeting was called to order at 6:00 PM by Chair Tate.

The following board members were present: Philip Biermaier, Matt Bruns, Jessica Dressely, Elaine Mikel-Mulder, Melissa Millner, Carrie Tate and Mark Zuzek. Roll call attendance was taken by Melissa Millner. Superintendent Wehrkamp Herman was also present at the meeting.

A motion to approve the agenda was made by Mark Zuzek and seconded by Jessica Dressely. With 7 ayes, 0 nays, the motion carried.

A motion was made by Melissa Millner to approve the Early Childhood Calendar Modification Request and was seconded by Elaine Mikel-Mulder. With a vote of 7 ayes and 0 nays, the motion carried.

With no further business to discuss, a motion was made to adjourn the meeting by Jessica Dressely and seconded by Mark Zuzek. With a vote of 7 ayes and 0 nays, the motion carried.

The meeting was adjourned at 6:02 PM.

Board of Education
Independent School District 200
Hastings, Minnesota

This is a summary of the Hastings Public Schools Special Board Meeting on Wednesday, March 11, 2026, with full text available for public inspection on the district's website at www.hastings.k12.mn.us or the district office at 1000 W 11th Street, Hastings, MN 55033.

The meeting was called to order at 6:00 PM by Chair Tate.

The following board members were present: Biermaier, Bruns, Dressely, Mikel-Mulder, Millner, Tate and Zuzek. Roll call attendance was taken by Melissa Millner. Superintendent Wehrkamp Herman was also present at the meeting.

Individual action items approved: Agenda; Early Childhood Calendar Modification Request

All motions were carried.

The meeting was adjourned at 6:02 PM.

HASTINGS ISD #200 BOARD REPORT FOR THE MONTH ENDING: February 2026

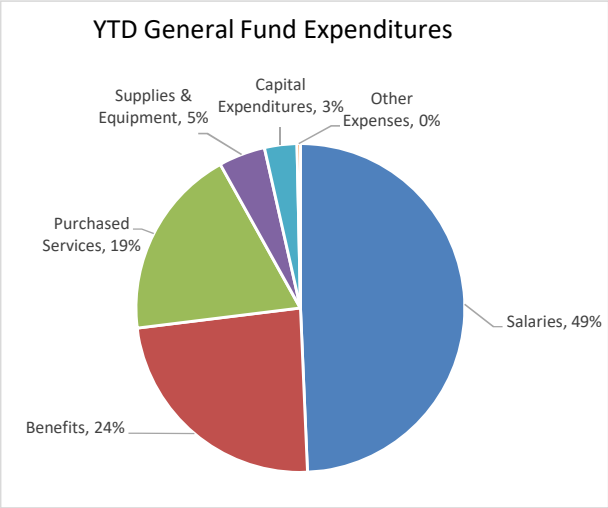
EXPENDITURE TOTALS

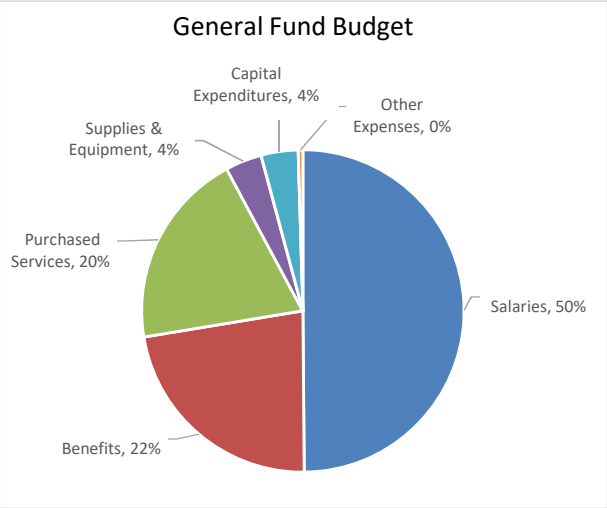
	FY 2026 Budget (REV)	**Monthly Expenditures	Year-to-Date Expenditures	Remaining Balance	% Spent
General Fund (01)					
100 Salaries	35,318,477	2,977,637	18,344,633	16,973,844	52%
200 Benefits	15,956,927	1,258,876	8,834,016	7,122,911	55%
300 Purchased Services	13,984,601	1,016,167	7,022,016	6,962,585	50%
400 Supplies & Equipment	2,592,729	42,580	1,705,249	887,480	66%
500 Capital Expenditures	2,638,174	81,576	1,186,292	1,451,882	45%
800 Other Expenses	322,822	943	123,748	199,074	38%
	70,813,730	5,377,779	37,215,953	33,597,777	**53%**
Food Service Fund (02)	3,517,837	328,833	2,172,567	1,345,270	**62%**
Community Service Fund (04)	2,847,673	215,286	1,710,071	1,137,602	**60%**
Building Construction Fund (06)	563,602	67	90,207	473,395	**16%**
Debt Service Fund (07)	4,686,350	0	4,685,200	1,150	**100%**
Student Activities Fund (10)	275,000	86,003	299,756	(24,756)	**109%**
Deferred Accounts-Donations/Misc Fund (11)	640,619	91,393	411,271	229,349	**64%**
Scholarships Fund (12)	140,000	18,000	148,250	(8,250)	**106%**
Totals	**$83,484,811**	**$6,117,362**	**$46,733,275**	**$36,751,536**	

** Monthly expenditures include payroll and finance.

** Some payments are coded to revenue codes and are not included in above monthly expenditures but are included on payment registers.

** Some July/August payment register expenses are posted to June due to timing of incurred expense and are not included in above monthly expenditures.





PAYROLL DISBURSEMENTS

Checks & Direct Deposits	2/1/2026	2/28/2026	2,095,933	Pay dates 2/5 and 2/20
Liability Checks & Wires	2/1/2026	2/28/2026	1,559,754	Bd. Share $452,922
Total			**$3,655,687**	

FINANCE DISBURSEMENTS

Checks & Wires	2/1/2026	2/28/2026	1,443,590
Total			**$1,443,590**

SELF-FUNDED INSURANCE

	Revenue YTD	Expenses YTD	YTD Balance
Dental	503,689	423,637	$80,052
Health	6,726,339	5,968,098	$758,241

HASTINGS
FY 2025-26 - Budget to Actual Comparison
Month Ended February 28, 2026

REVENUE & EXPENDITURES
SUMMARY BY SOURCE, OBJECT
SERIES & PROGRAM SERIES

February 28, 2026

GENERAL FUND DETAILED (Fund 01,10,11,12)

REVENUE

REVENUE CATEGORIES	June 30, 2024	June 30, 2025	Adopted Budget FY26	Revised Budget FY26	Received YTD	Budget Remaining	February 28, 2026 % of Budget Received	February 28, 2025 % of Actuals Received	February 28, 2024 % of Actuals Received
Property Tax	$ 14,283,473	$ 16,231,220	$ 16,232,034	$ 16,231,521	$ 7,175,399	$ 9,056,122	44.21%	43.40%	44.38%
Local Revenue (Fees, Interest, Etc.)	$ 3,558,465	$ 3,761,739	$ 2,491,158	$ 2,951,458	$ 3,099,630	(148,172)	105.02%	70.53%	79.58%
State Revenue	$ 46,353,239	$ 50,104,638	$ 48,428,882	$ 49,705,882	$ 22,486,669	27,219,213	45.24%	45.58%	49.00%
Federal Revenue	$ 3,200,553	$ 1,718,352	$ 1,453,531	$ 1,605,332	$ 248,002	1,357,330	15.45%	27.22%	46.56%
Other Revenue	$ 445,045	$ 521,567	$ 226,500	$ 226,500	$ 47,443	179,057	20.95%	9.11%	23.74%
TOTAL REVENUE	**$ 67,840,775**	**$ 72,337,516**	**$ 68,832,105**	**$ 70,720,693**	**$ 33,057,143**	**$ 37,663,550**	**46.74%**	**45.69%**	**49.35%**

EXPENDITURES

OBJECT SERIES	June 30, 2024	June 30, 2025	Adopted Budget FY26	Revised Budget FY26	Expended YTD	Budget Remaining	February 28, 2026 % of Budget Expended	February 28, 2025 % of Actuals Expended	February 28, 2024 % of Actuals Expended
Salary & Wages	$ 32,409,949	$ 33,831,675	$ 35,152,322	$ 35,430,376	$ 18,415,678	$ 17,014,698	51.98%	53.87%	53.72%
Employee Benefits	$ 14,515,095	$ 14,637,250	$ 16,267,128	$ 15,978,395	$ 8,843,029	7,135,366	55.34%	56.51%	55.90%
Purchased Services	$ 11,360,622	$ 12,590,669	$ 12,963,388	$ 14,258,798	$ 7,397,719	6,861,079	51.88%	53.86%	56.66%
Supplies & Materials	$ 1,999,355	$ 3,264,620	$ 3,121,534	$ 2,977,474	$ 1,846,883	1,130,591	62.03%	68.01%	72.55%
Capital Expenditures	$ 3,433,364	$ 3,309,617	$ 2,720,675	$ 2,754,673	$ 1,290,055	1,464,618	46.83%	61.93%	80.74%
Debt Service	$ -	$ -	$ -	$ -	$ -	0	0.00%	0.00%	0.00%
Other Expenditures	$ 527,439	$ 517,111	$ 456,918	$ 469,632	$ 281,866	187,766	60.02%	51.72%	58.68%
Other Financing Uses	$ 301,752	$ 415,282	$ -	$ -	$ -	0	0.00%	0.00%	0.00%
TOTAL OBJECT SERIES	**$ 64,547,575**	**$ 68,566,224**	**$ 70,681,965**	**$ 71,869,348**	**$ 38,075,229**	**$ 33,794,119**	**52.98%**	**55.15%**	**56.54%**

PROGRAM SERIES	June 30, 2024	June 30, 2025	Adopted Budget FY26	Revised Budget FY26	Expended YTD	Budget Remaining	February 28, 2026 % of Budget Expended	February 28, 2025 % of Actuals Expended	February 28, 2024 % of Actuals Expended
Administration	$ 2,125,692	$ 2,200,195	$ 2,343,023	$ 2,375,540	$ 1,507,148	$ 868,392	63.44%	62.18%	63.24%
District Support Services	2,529,185	3,162,391	3,472,149	3,498,810	2,364,815	1,133,995	67.59%	70.61%	70.97%
Ele & Sec Regular Instruction	27,536,015	29,122,591	30,005,309	30,631,685	15,771,484	14,860,201	51.49%	53.08%	52.72%
Career & Tech Instruction	893,888	925,084	961,153	977,743	483,546	494,197	49.46%	49.94%	49.53%
Special Education Instruction	11,746,765	12,425,179	13,411,487	13,774,473	6,610,216	7,164,257	47.99%	50.57%	52.14%
Instructional Support Services	2,899,636	3,469,068	3,121,292	3,199,037	1,529,027	1,670,010	47.80%	48.78%	54.06%
Pupiil Support Services	8,401,946	8,785,611	9,005,980	9,197,531	4,941,950	4,255,582	53.73%	53.36%	54.30%
Site, Building & Equipment	7,891,013	7,909,716	7,768,187	7,621,687	4,265,952	3,355,735	55.97%	64.44%	71.28%
Fiscal & Other Fixed Costs	523,435	566,389	593,384	592,842	601,092	(8,250)	101.39%	94.49%	98.61%
TOTAL PROGRAM SERIES	**$ 64,547,575**	**$ 68,566,224**	**$ 70,681,965**	**$ 71,869,348**	**$ 38,075,229**	**$ 33,794,119**	**52.98%**	**55.15%**	**56.54%**

HASTINGS
FY 2025-26 - Budget to Actual Comparison
Month Ended February 28, 2026

HASTINGS **February 28, 2026**

FOOD SERVICE DETAILED (Fund 02)

REVENUE	June 30, 2024	June 30, 2025	Adopted Budget FY26	Revised Budget FY26	Received YTD	Budget Remaining	February 28, 2026 % of Budget Received	February 28, 2025 % Of Actual Received	February 28, 2024 % Of Actual Received
Local Revenue	$ 43,854	$ 27,806	$ 20,000	$ 24,000	$ 8,188	$ 15,812	34.12%	0.00%	0.00%
State Revenue	1,526,870	1,649,423	1,649,753	1,738,276	921,053	817,223	52.99%	53.16%	52.63%
Federal Revenue	1,312,276	1,216,963	1,211,713	1,166,391	525,867	640,524	45.08%	44.36%	47.31%
Sales	343,222	322,140	348,200	348,200	234,953	113,247	67.48%	80.52%	80.64%
Other Revenue	0	0	0	0	0	0	0.00%	0.00%	0.00%
TOTAL REVENUE	**$ 3,226,223**	**$ 3,216,331**	**$ 3,229,666**	**$ 3,276,867**	**$ 1,690,061**	**$ 1,586,806**	51.58%	52.11%	52.73%

EXPENDITURES BY OBJECT	June 30, 2024	June 30, 2025	Adopted Budget FY26	Revised Budget FY26	Expended YTD	Budget Remaining	February 28, 2026 % of Budget Expended	February 28, 2025 % Of Actual Expended	February 28, 2024 % Of Actual Expended
Salary & Wages	$ 997,975	$ 1,129,135	$ 1,177,729	$ 1,175,673	$ 699,569	$ 476,104	59.50%	55.95%	53.11%
Employee Benefits	283,846	283,604	308,312	311,270	$ 206,215	105,055	66.25%	60.48%	59.78%
Purchased Services	272,869	236,103	267,850	267,850	$ 130,408	137,442	48.69%	54.92%	48.31%
Supplies & Materials	1,598,212	1,629,175	1,611,229	1,641,044	$ 1,020,457	620,587	62.18%	62.95%	60.75%
Capital Expenditures	135,497	195,862	90,000	120,000	$ 115,046	4,954	95.87%	100.97%	35.10%
Debt Service	0	0	0	0	$ -	0	0.00%	0.00%	0.00%
Other Expenditures	14,846	14,063	2,000	2,000	$ 872	1,128	43.61%	70.37%	67.66%
Other Financing Uses	0	0	0	0	0	0	0.00%	0.00%	0.00%
TOTAL EXPENDITURES	**$ 3,303,245**	**$ 3,487,942**	**$ 3,457,120**	**$ 3,517,837**	**$ 2,172,567**	**$ 1,345,270**	**61.76%**	**62.10%**	**56.31%**

HASTINGS
FY 2025-26 - Budget to Actual Comparison
Month Ended February 28, 2026

HASTINGS **February 28, 2026**

COMMUNITY EDUCATION DETAILED (Fund 04)

REVENUE	June 30, 2024	June 30, 2025	Adopted Budget FY26	Revised Budget FY26	Received YTD	Budget Remaining	February 28, 2026 % of Budget Received	February 28, 2025 % Of Actual Received	February 28, 2024 % Of Actual Received
Property Tax	$ 464,013	$ 444,853	$ 441,822	$ 441,822	$ 281,365	$ 160,457	63.68%	62.79%	61.10%
Local Revenue	1,899,808	1,889,634	1,899,663	1,899,663	1,272,121	627,542	66.97%	69.29%	68.44%
General State Revenue	3,125	2,881	3,132	3,132	251	2,881	8.01%	5.82%	1.57%
State Support Program	427,161	481,515	509,198	506,793	331,983	174,810	65.51%	68.21%	68.95%
Federal Revenue	9,258	0	0	0	0	0	0.00%	0.00%	0.00%
Other Revenue	6,773	13,608	0	0	2,791	(2,791)	0.00%	25.85%	70.43%
TOTAL REVENUE	**$ 2,810,138**	**$ 2,832,491**	**$ 2,853,816**	**$ 2,851,410**	**$ 1,888,511**	**$ 962,899**	**66.23%**	**67.81%**	**67.01%**

EXPENDITURES BY OBJECT	June 30, 2024	June 30, 2025	Adopted Budget FY26	Revised Budget FY26	Expended YTD	Budget Remaining	February 28, 2026 % of Budget Expended	February 28, 2025 % Of Actual Expended	February 28, 2024 % Of Actual Expended
Salary & Wages	$ 1,775,081	$ 1,773,618	$ 1,722,548	$ 1,713,179	$ 1,042,231	$ 670,948	60.84%	63.56%	61.64%
Employee Benefits	599,054	632,360	665,876	632,675	$ 363,336	269,339	57.43%	71.21%	61.36%
Purchased Services	325,274	370,076	341,919	374,401	$ 233,237	141,164	62.30%	62.40%	63.47%
Supplies & Materials	98,283	97,351	97,620	101,392	$ 61,717	39,675	60.87%	55.81%	60.63%
Capital Expenditures	1,917	4,103	3,506	4,506	$ 1,495	3,011	33.18%	138.35%	89.00%
Debt Service	0	0	0	0	$ -	0	0.00%	0.00%	0.00%
Other Expenditures	66,768	67,063	21,202	21,521	$ 8,054	13,467	37.42%	54.31%	54.81%
Other Financing Uses	0	0	0	0	0	0	0.00%	0.00%	0.00%
TOTAL EXPENDITURES	**$ 2,866,378**	**$ 2,944,570**	**$ 2,852,671**	**$ 2,847,674**	**$ 1,710,071**	**$ 1,137,603**	**60.05%**	**64.60%**	**61.62%**

ELECTRONIC FUND TRANSFERS

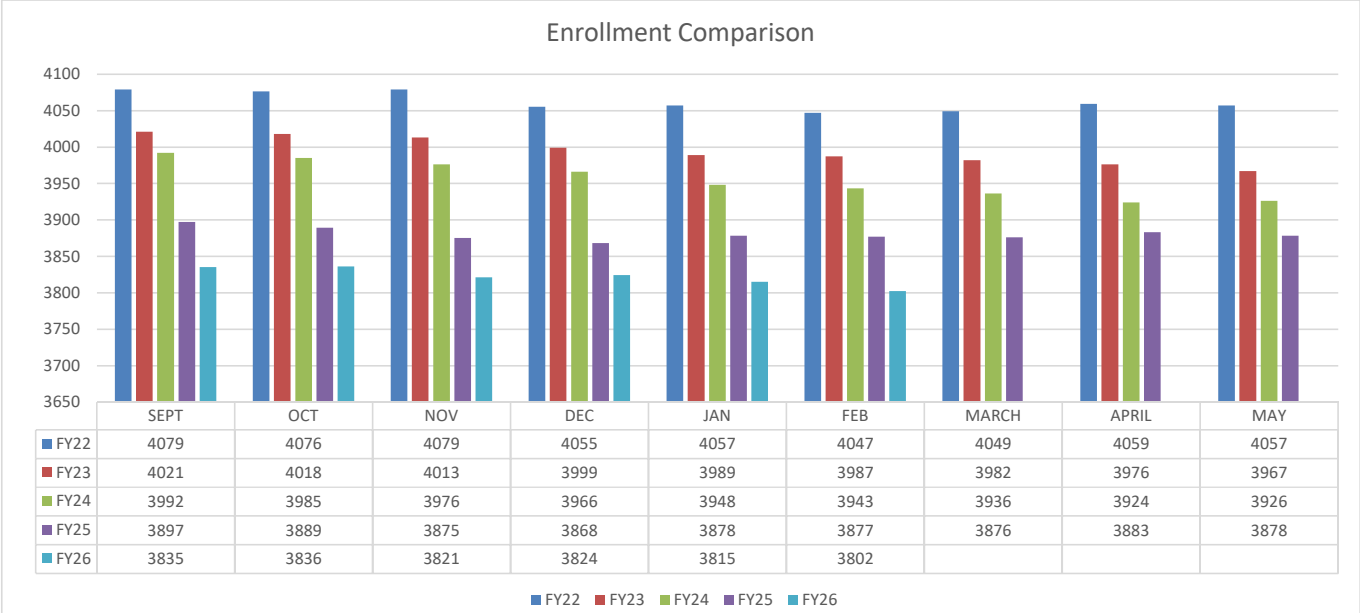
Date	From	To	Amount	Description
2/4/2026	MSDLAF General	MSDLAF Health Self Funded	823,032.15	Health Insurance
2/5/2026	MSDLAF General	MSDLAF Health Self Funded	30,067.86	Health Insurance
2/5/2026	MSDLAF General	MSDLAF Payroll	1,849,461.71	Payroll
2/5/2026	MSDLAF General	MSDLAF Flex	18,106.31	Payroll
2/6/2026	MSDLAF General	MSDLAF AP	24,258.25	Accounts Payable
2/9/2026	Merchants Bank	MSDLAF General	100,000.00	Local Receipts
2/10/2026	MSDLAF Dental Self Funded	MSDLAF General	771.25	Dental Insurance
2/11/2026	MSDLAF General	Vermillion Bank	13,857.98	Local Receipts
2/13/2026	MSDLAF General	MSDLAF AP	11,647.26	Accounts Payable
2/13/2026	MSDLAF General	MSDLAF AP	468,709.86	Accounts Payable
2/18/2026	Merchants Bank	MSDLAF General	25,000.00	Local Receipts
2/18/2026	MSDLAF General	MSDLAF Health Self Funded	30,234.64	Health Insurance
2/20/2026	MSDLAF General	MSDLAF Payroll	1,827,101.66	Payroll
2/20/2026	MSDLAF General	MSDLAF AP	3,840.35	Accounts Payable
2/20/2026	MSDLAF General	MSDLAF Flex	18,400.18	Payroll
2/23/2026	Merchants Bank	MSDLAF General	50,000.00	Local Receipts
2/27/2026	MSDLAF General	MSDLAF Payroll	5,464.30	Payroll
2/27/2026	MSDLAF General	MSDLAF Scholarship	28,582.00	Local Receipts
2/27/2026	MSDLAF General	MSDLAF AP	25,765.44	Accounts Payable
2/27/2026	Merchants Bank	MSDLAF General	25,000.00	Local Receipts
2/27/2026	MSDLAF General	MSDLAF Health Self Funded	1,892.85	Health Insurance
2/27/2026	MSDLAF General	MSDLAF Dental Self Funded	61,023.61	Dental Insurance
2/27/2026	MSDLAF General	MSDLAF AP	921,206.69	Accounts Payable
			$6,363,424.35	

ENROLLMENT

GRADE	COUNT
K	262
1	258
2	252
3	271
4	283
5	288
6	278
7	294
8	304
9	326
10	299
11	329
12	358
	3802

SCHOOL	COUNT
ALP	49
High School	1263
Middle School	1164
Kennedy Elementary	447
Pinecrest Elementary	410
McAuliffe Elementary	469
	3802

Elementary	1326
Middle School	1164
High School/ALP	1312
Total District	**3802**



INDEPENDENT SCHOOL DISTRICT NO. 200
Hastings High School and Middle School
Extra Curricular Student Activity Accounts
Statement of Receipts and Disbursements
Year ended June 30, 2026
Current Statement as of 2/28/2026

Crs Code	Activity Account	Balance 7/1/2025	Receipts	Disbursements	Subtotal (Less Interest)	Interest Earned	Balance 2/28/2026
601	Art Club	**342.61**	0.00	0.00	342.61	8.5982	**351.21**
608	AVID	**2,309.08**	0.00	1,426.01	883.07	40.7300	**923.80**
602	Band	**1,852.94**	5,432.25	4,644.84	2,640.35	72.1889	**2,712.54**
605	Basketball - Boys	**5,276.27**	0.00	781.02	4,495.25	119.2922	**4,614.54**
609	Choir Tour	**1,769.44**	-1,500.00	0.00	269.44	29.9276	**299.37**
610	Cross Country Running	**549.60**	910.00	1,206.00	253.60	13.1982	**266.80**
613	Fellowship Christian Athletes (FCA)	**3,481.12**	4,705.00	4,194.72	3,991.40	101.6958	**4,093.10**
615	Gymnastics	**4,213.33**	833.47	0.00	5,046.80	117.5123	**5,164.31**
616	French Honor Society (FHS)	**1,548.07**	4,196.75	905.72	4,839.10	70.9334	**4,910.03**
622	Marching Band	**47,025.43**	36,541.53	68,067.52	15,499.44	646.2986	**16,145.74**
675	**INTEREST EARNED**	**0.00**	3,457.25	0.00	**3,457.25**	-	**0.00**
623	National Honor Society (NHS)	**2,842.95**	679.75	180.01	3,342.69	81.3332	**3,424.02**
625	Nordic Skiing	**360.57**	2,428.50	935.55	1,853.52	27.7126	**1,881.23**
626	Orchestra	**213.16**	0.00	0.00	213.16	5.3495	**218.51**
618	Peer Helpers	**103.33**	193.00	21.04	275.29	4.5037	**279.79**
632	Show Choir	**44,492.93**	124,498.45	178,864.93	-9,873.55	559.0431	**-9,314.51**
647	Spanish Club	**5,489.94**	7,249.40	10,754.44	1,984.90	109.6553	**2,094.56**
650	Student Council	**43,929.25**	16,142.00	23,722.39	36,348.86	951.4821	**37,300.34**
652	Tennis - Boys	**3,213.88**	0.00	228.10	2,985.78	75.5359	**3,061.32**
653	Tennis - Girls	**1,321.76**	886.00	2,202.93	4.83	11.8658	**16.70**
655	Thespians	**141.67**	166.00	0.00	307.67	5.1577	**312.83**
656	Track	**10,643.97**	0.00	1,507.00	9,136.97	234.8256	**9,371.80**
654	Ultimate Frisbee	**646.90**	0.00	0.00	646.90	16.2347	**663.13**
665	Middle School Yearbook	**14.47**	0.00	0.00	14.47	0.3631	**14.83**
666	Middle School Student Council	**6,172.55**	0.00	113.41	6,059.14	153.8124	**6,212.95**
		187,955.22	**206,819.35**	**299,755.63**	**95,018.94**	**3,457.2500**	**95,018.94**

INDEPENDENT SCHOOL DISTRICT NO. 200
HASTINGS, MINNESOTA
TREASURER'S REPORT TO SCHOOL BOARD

February 2026 Investment Reconciliation - %-104-%

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	BALANCE END OF MONTH
GENERAL FUND - 01	14,000,000.00	0.00	0.00	14,000,000.00
SCHOLARSHIP FUND - 12	10,000.00	0.00	0.00	10,000.00
DENTAL SELF FUNDED - 20	490,000.00	0.00	0.00	490,000.00
HEALTH SELF FUNDED - 21	2,000,000.00	0.00	0.00	2,000,000.00
TOTALS	16,500,000.00	0.00	0.00	**16,500,000.00**

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK

DESCRIPTION	BALANCE PER BANK STATEMENT	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
Certificates of Deposit - MSDLAF - General	0.00	0.00	0.00
Term - MSDLAF - General	14,000,000.00	0.00	14,000,000.00
Scholarship CD	10,000.00	0.00	10,000.00
Certificates of Deposit - MSDLAF - Dental	490,000.00	0.00	490,000.00
Term - MSDLAF - Health	2,000,000.00	0.00	2,000,000.00
TREASURER'S BALANCE	16,500,000.00	0.00	**16,500,000.00**

INDEPENDENT SCHOOL DISTRICT NO. 200
HASTINGS, MINNESOTA
TREASURER'S REPORT TO SCHOOL BOARD

February 2026 Bank Reconciliation

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	JOURNAL ENTRIES	BALANCE END OF MONTH
GENERAL FUND- 01	22,464,642.44	5,296,895.55	(2,743,923.59)	(2,657,757.62)	22,359,856.78
FOOD SERVICE FUND - 02	234,928.52	277,230.34	(178,362.88)	(150,166.49)	183,629.49
COMMUNITY ED - 04	661,063.98	151,889.88	(29,721.94)	(184,623.56)	598,608.36
BUILDING CONSTRUCTION - 06	471,823.24	1,316.24	(67.20)	0.00	473,072.28
DEBT REDEMPTION - 07	2,724,657.06	0.00	0.00	4,890.55	2,729,547.61
STUDENT ACTIVITY FUND -10	159,143.78	20,770.01	(84,894.85)	0.00	95,018.94
DEFERRED ACCOUNTS - 11	554,548.80	21,032.78	(62,147.26)	(29,195.71)	484,238.61
SCHOLARSHIP - 12	228,846.36	29,235.55	(18,000.00)	0.00	240,081.91
DENTAL SELF FUNDED - 20	998,048.76	2,724.93	(42,649.48)	61,023.61	1,019,147.82
HEALTH SELF FUNDED -21	3,689,863.20	12,366.45	(953,767.79)	862,227.03	3,610,688.89
OPEB PERA/CE TRUST - 45	7,348,001.79	0.00	0.00	19,729.49	7,367,731.28
TOTALS	39,535,567.93	5,813,461.73	(4,113,534.99)	(2,073,872.70)	**39,161,621.97**

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK

DESCRIPTION	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	OUTSTANDING DEPOSITS	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
Merchants Bank	85,127.30	0.00	0.00	29.22	85,156.52
MSDLAF AP	1,052,821.75	(951,480.06)	0.00	1,057.14	102,398.83
MSDLAF Payroll	195,764.61	(34,015.22)	0.00	0.00	161,749.39
MSDLAF Scholarship	250,081.91	(10,000.00)	0.00	0.00	240,081.91
MSDLAF General	26,703,227.56	0.00	16,348.81	0.00	26,719,576.37
MSDLAF Flex	89,900.72	(125.12)	0.00	0.00	89,775.60
MSDLAF Dental Self Funded	1,032,229.27	(13,081.45)	0.00	0.00	1,019,147.82
MSDLAF Health Self Funded	2,808,764.36	0.00	0.00	0.00	2,808,764.36
MSDLAF Bond Proceeds	473,072.28	0.00	0.00	0.00	473,072.28
Vermillion Bank	103,330.60	(11,493.79)	0.00	0.00	91,836.81
OPEB PERA/CE Trust Account	7,370,062.08	0.00	0.00	0.00	7,370,062.08
TREASURER'S BALANCE	40,164,382.44	(1,020,195.64)	16,348.81	1,086.36	**39,161,621.97**

HASTINGS PUBLIC SCHOOLS

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
MB	P608MB	113804		Wire	1	10229		MERCHANTS BANK FEES		No	Yes	No	02/10/2026	45.36
												Bank Total:		$45.36
USAP	P607A	113809		Wire	1	11387		AMAZON CAPITAL SERVICES, INC		No	Yes	No	02/12/2026	11,453.55
USAP	P60815	113921		Wire	1	10920		AFFINETY - MERCH BANK FEES (WIRE)		No	Yes	No	02/13/2026	2,074.24
USAP	P60815	113922		Wire	1	2976		SALES TAX (MN DEPT REVENUE)		No	Yes	No	02/13/2026	247.00
USAP	P60815	113923		Wire	1	9860		MINNESOTA STATE RETIREMENT SYST		No	Yes	No	02/13/2026	3,000.00
USAP	P607B	113968		Wire	1	9557		BMO HARRIS BANK NA		No	Yes	No	02/27/2026	10,633.78
USAP	P60830	114064		Wire	1	3167		MSDLAF BANK FEES		No	Yes	No	02/27/2026	232.18
USAP	P60501	112731	839296	Check	1	12165	R8	JUDITH BLOMGREN		Yes	Yes	Yes	02/13/2026	(105.00)
USAP	P60715	113608	839958	Check	1	9766	R1	T&S PROPERTIES, LLC		Yes	Yes	Yes	02/27/2026	(100.00)
USAP	p60730	113716	840020	Check	1	1538		HASTINGS MOTOR VEHICLE REGISTR		Yes	Yes	Yes	02/13/2026	(446.25)
USAP	P60801	113801	840081	Check	1	6745		CULLIGAN OF STILLWATER		Yes	No	No	02/06/2026	466.70
USAP	P60801	113794	840082	Check	1	12165	R16	DEB CAIRNS		Yes	No	No	02/06/2026	13.75
USAP	P60801	113791	840083	Check	1	10645		HOFMEISTER, KRISTEN		Yes	No	No	02/06/2026	56.31
USAP	P60801	113796	840084	Check	1	12223		HOVLAND, RACHEAL		Yes	No	No	02/06/2026	11.53
USAP	P60801	113792	840085	Check	1	11726		JOHNSON, STEFANIE		Yes	No	No	02/06/2026	23.85
USAP	P60801	113793	840086	Check	1	12120		KELLY SERVICES		Yes	No	No	02/06/2026	23,134.94
USAP	P60801	113798	840087	Check	1	12303		LEVINSKI, MARY		Yes	No	No	02/06/2026	150.00
USAP	P60801	113795	840088	Check	1	12203		PEDIATRIC HOME RESPIRATORY SERV		Yes	No	No	02/06/2026	56.25
USAP	P60801	113800	840089	Check	1	4344		ROWAN, MARY		Yes	No	No	02/06/2026	32.23
USAP	P60801	113802	840090	Check	1	9479	R1	SAF-GARD SAFETY SHOE CO		Yes	No	No	02/06/2026	247.97
USAP	P60801	113797	840091	Check	1	12230		SEIBERT, JACK		Yes	No	No	02/06/2026	24.72
USAP	P60801	113799	840092	Check	1	2697		ZUZEK, MARK		Yes	No	No	02/06/2026	40.00
USAP	P60815	113894	840093	Check	1	5510		ACCELERATED TECHNOLOGIES		Yes	No	No	02/13/2026	798.80
USAP	P60815	113889	840094	Check	1	3753		AFFINETY SOLUTIONS INC		Yes	No	No	02/13/2026	2,985.00
USAP	P60815	113847	840095	Check	1	12168		AMPERSAND THERAPY LLC		Yes	No	No	02/13/2026	7,333.75
USAP	P60815	113899	840096	Check	1	7110		APPLE EDUCATION INC		Yes	No	No	02/13/2026	1,367.00
USAP	P60815	113822	840097	Check	1	10919	R1	ARVIG		Yes	No	No	02/13/2026	1,255.95
USAP	P60815	113897	840098	Check	1	6190	R3	AVIBEN LLC		Yes	No	No	02/13/2026	583.87
USAP	P60815	113832	840099	Check	1	11558		BATAGLIA, KATHERINE		Yes	No	No	02/13/2026	55.10
USAP	P60815	113812	840100	Check	1	10193		BIRCHBARK BOOKS AND NATIVE ARTS		Yes	No	No	02/13/2026	269.00
USAP	P60815	113833	840101	Check	1	1156		BIX PRODUCE COMPANY LLC		Yes	No	No	02/13/2026	2,777.64
USAP	P60815	113855	840102	Check	1	12274		BLB CONSULTING LLC		Yes	No	No	02/13/2026	847.25
USAP	P60815	113830	840103	Check	1	11486	R1	BOELTER LLC		Yes	No	No	02/13/2026	1,930.58
USAP	P60815	113854	840104	Check	1	12251		BOOKED AUTHORS		Yes	No	No	02/13/2026	2,000.00
USAP	P60815	113904	840105	Check	1	7937		BROTHERS FIRE & SECURITY		Yes	No	No	02/13/2026	441.00
USAP	P60815	113849	840106	Check	1	12199		BRUSHED BY DESIGN CREATIONS LLC		Yes	No	No	02/13/2026	675.00

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
USAP	P60815	113815	840107	Check	1	10701		BTR OF MINNESOTA LLC		Yes	No	No	02/13/2026	484.73
USAP	P60815	113914	840108	Check	1	9270		BUCK HILL		Yes	No	No	02/13/2026	6,389.00
USAP	P60815	113909	840109	Check	1	8681		CANVAS HEALTH		Yes	No	No	02/13/2026	5,421.67
USAP	P60815	113902	840110	Check	1	7911		CENTURYLINK		Yes	No	No	02/13/2026	80.52
USAP	P60815	113852	840111	Check	1	1221		CHANHASSEN DINNER THEATER		Yes	No	No	02/13/2026	2,267.72
USAP	P60815	113827	840112	Check	1	11236		CHORDS AND BOARDS LLC		Yes	No	No	02/13/2026	150.00
USAP	P60815	113907	840113	Check	1	8581		CIRILLO, MOLLY		Yes	No	No	02/13/2026	14.50
USAP	P60815	113859	840114	Check	1	1235		CITY OF HASTINGS		Yes	No	No	02/13/2026	9,420.89
USAP	P60815	113898	840115	Check	1	6687		CLARK, DAVID		Yes	No	No	02/13/2026	22.63
USAP	P60815	113820	840116	Check	1	10837		CLASS CREATOR		Yes	No	No	02/13/2026	720.00
USAP	P60815	113853	840117	Check	1	12227		CLOCWORKS INC		Yes	No	No	02/13/2026	663.69
USAP	P60815	113843	840118	Check	1	12002		COLUMN SOFTWARE PBC		Yes	No	No	02/13/2026	463.11
USAP	P60815	113860	840119	Check	1	1251		COMMERCIAL KITCHEN SERVICES		Yes	No	No	02/13/2026	1,801.63
USAP	P60815	113819	840120	Check	1	10730		COMMUNITIES IN SCHOOLS OF THE T\		Yes	No	No	02/13/2026	16,250.00
USAP	P60815	113861	840121	Check	1	1281	R1	CRISIS PREVENTION INSTITUTE		Yes	No	No	02/13/2026	200.00
USAP	P60815	113813	840122	Check	1	10245		CSTMN LLC		Yes	No	No	02/13/2026	17,913.59
USAP	P60815	113862	840123	Check	1	1286		CUB FOODS		Yes	No	No	02/13/2026	109.28
USAP	P60815	113831	840124	Check	1	11555		CUSTOM COMMUNICATIONS INC		Yes	No	No	02/13/2026	2,920.43
USAP	P60815	113912	840125	Check	1	8840		DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	No	No	02/13/2026	3,031.33
USAP	P60815	113913	840126	Check	1	8840	R2	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	No	No	02/13/2026	216.99
USAP	P60815	113863	840127	Check	1	1319		DEMCO		Yes	No	No	02/13/2026	80.22
USAP	P60815	113821	840128	Check	1	10860		DEPARTMENT OF TRANSPORTATION		Yes	No	No	02/13/2026	743.25
USAP	P60815	113910	840129	Check	1	8731		EDEN PRAIRIE HIGH SCHOOL		Yes	No	No	02/13/2026	600.00
USAP	P60815	113829	840130	Check	1	11338		EHLERS AND ASSOCIATES		Yes	No	No	02/13/2026	6,235.00
USAP	P60815	113918	840131	Check	1	9582		ERICKSON, ANGILEE		Yes	No	No	02/13/2026	32.76
USAP	P60815	113840	840132	Check	1	11765		FLOURISH CONSULTING LLC		Yes	No	No	02/13/2026	2,750.00
USAP	P60815	113890	840133	Check	1	3800		FOX, MARY ELLEN		Yes	No	No	02/13/2026	22.26
USAP	P60815	113920	840134	Check	1	9863	R2	GENUINE PARTS COMPANY		Yes	No	No	02/13/2026	399.64
USAP	P60815	113864	840135	Check	1	1456		GEYER INSTRUCTIONAL PRODUCTS		Yes	No	No	02/13/2026	435.00
USAP	P60815	113891	840136	Check	1	4842	R2	GOODIN CO		Yes	No	No	02/13/2026	11,175.28
USAP	P60815	113839	840137	Check	1	11759		GOPHER WRESTLING CLUB		Yes	No	No	02/13/2026	450.00
USAP	P60815	113865	840138	Check	1	1482		GRAINGER, W.W..		Yes	No	No	02/13/2026	2,593.74
USAP	P60815	113866	840139	Check	1	1483		GRAPHIC DESIGN INC		Yes	No	No	02/13/2026	216.00
USAP	P60815	113856	840140	Check	1	12290		GREG KRAFT SCULPTURES AND WELI		Yes	No	No	02/13/2026	240.00
USAP	P60815	113886	840141	Check	1	3030		GROTH MUSIC		Yes	No	No	02/13/2026	2.20
USAP	P60815	113883	840142	Check	1	2879		HASTINGS AREA ROTARY CLUB		Yes	No	No	02/13/2026	170.00
USAP	P60815	113838	840143	Check	1	11750		HERMANSON, SAMANTHA		Yes	No	No	02/13/2026	23.93
USAP	P60815	113867	840144	Check	1	1582	R2	HILLYARD INC-MINNEAPOLIS		Yes	No	No	02/13/2026	159.00

HASTINGS PUBLIC SCHOOLS

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
USAP	P60815	113850	840145	Check	1	12200		HOMERUN LEADERSHIP LLC		Yes	No	No	02/13/2026	2,500.00
USAP	P60815	113915	840146	Check	1	9329		HOMETOWN ACE HARDWARE		Yes	No	No	02/13/2026	375.26
USAP	P60815	113869	840147	Check	1	1845		HORIZON COMMERCIAL POOL SUPPLY		Yes	No	No	02/13/2026	39,056.67
USAP	P60815	113888	840148	Check	1	3584		INFOPRO LEGAL RESOURCES INC		Yes	No	No	02/13/2026	1,995.00
USAP	P60815	113901	840149	Check	1	7721	R3	INNOVATIVE OFFICE SOLUTIONS		Yes	No	No	02/13/2026	2,990.56
USAP	P60815	113868	840150	Check	1	1679	R1	J.W. PEPPER & SON INC		Yes	No	No	02/13/2026	243.99
USAP	P60815	113896	840151	Check	1	5828		JIM CARLSON LEASING CO.		Yes	No	No	02/13/2026	730.00
USAP	P60815	113846	840152	Check	1	12165	R8	JUDITH BLOMGREN		Yes	No	No	02/13/2026	105.00
USAP	P60815	113845	840153	Check	1	12120		KELLY SERVICES		Yes	No	No	02/13/2026	32,861.58
USAP	P60815	113916	840154	Check	1	9459	R1	KONICA MINOLTA/LOFFLER		Yes	No	No	02/13/2026	2,054.00
USAP	P60815	113892	840155	Check	1	5218		LEE, ERIN		Yes	No	No	02/13/2026	37.51
USAP	P60815	113919	840156	Check	1	9776	R1	LOFFLER COMPANIES		Yes	No	No	02/13/2026	587.00
USAP	P60815	113906	840157	Check	1	8342		M JUDGE ELECTRIC LLC		Yes	No	No	02/13/2026	405.00
USAP	P60815	113908	840158	Check	1	8622		MAHTOMEDI HIGH SCHOOL		Yes	No	No	02/13/2026	250.00
USAP	P60815	113870	840159	Check	1	1890	R2	MASA (MN ASSN OF SCHOOL ADMIN)		Yes	No	No	02/13/2026	359.00
USAP	P60815	113871	840160	Check	1	1914		MCEA EXECUTIVE OFFICE		Yes	No	No	02/13/2026	319.00
USAP	P60815	113872	840161	Check	1	1934		MECA		Yes	No	No	02/13/2026	210.25
USAP	P60815	113873	840162	Check	1	1942		MENARDS		Yes	No	No	02/13/2026	285.40
USAP	P60815	113828	840163	Check	1	11331	R1	MIDWEST MACHINERY CO		Yes	No	No	02/13/2026	220.92
USAP	P60815	113823	840164	Check	1	1104		MINNESOTA AG GROUP		Yes	No	No	02/13/2026	239.96
USAP	P60815	113874	840165	Check	1	1977		MINNESOTA COACHES LLC		Yes	No	No	02/13/2026	111,305.01
USAP	P60815	113858	840166	Check	1	12307		MN INDIAN EDUCATION ASSOC		Yes	No	No	02/13/2026	2,200.00
USAP	P60815	113895	840167	Check	1	5717		NORTHEAST METRO DISTRICT 916		Yes	No	No	02/13/2026	8,334.00
USAP	P60815	113816	840168	Check	1	10721	R4	NORTHFIELD SOLAR LLC		Yes	No	No	02/13/2026	6,932.63
USAP	P60815	113842	840169	Check	1	11771		NOVA EDUCATION CONSULTANTS		Yes	No	No	02/13/2026	4,920.00
USAP	P60815	113875	840170	Check	1	2163	R1	PAN-O-GOLD BAKING CO		Yes	No	No	02/13/2026	766.35
USAP	P60815	113851	840171	Check	1	12203		PEDIATRIC HOME RESPIRATORY SERV		Yes	No	No	02/13/2026	112.50
USAP	P60815	113824	840172	Check	1	11186	R2	PERFORMANCE FOOD SERVICE		Yes	No	No	02/13/2026	5,744.68
USAP	P60815	113884	840173	Check	1	2987	R1	PITSCO EDUCATION		Yes	No	No	02/13/2026	891.54
USAP	P60815	113837	840174	Check	1	11740		PRAIRIE FARMS - WOODBOURY, MN		Yes	No	No	02/13/2026	8,744.57
USAP	P60815	113836	840175	Check	1	11695		PRINT WISCONSIN, LLC		Yes	No	No	02/13/2026	245.00
USAP	P60815	113835	840176	Check	1	11602		PRO-TEC DESIGN, INC.		Yes	No	No	02/13/2026	213.50
USAP	P60815	113911	840177	Check	1	8834	R1	RAPTOR		Yes	No	No	02/13/2026	4,378.50
USAP	P60815	113900	840178	Check	1	7142		REGION 4 AA		Yes	No	No	02/13/2026	288.00
USAP	P60815	113903	840179	Check	1	7918		RIESTER REFRIGERATION		Yes	No	No	02/13/2026	370.00
USAP	P60815	113876	840180	Check	1	2318		SADDLEBACK EDUCATIONAL		Yes	No	No	02/13/2026	1,671.90
USAP	P60815	113917	840181	Check	1	9479	R1	SAF-GARD SAFETY SHOE CO		Yes	No	No	02/13/2026	44.99
USAP	P60815	113844	840182	Check	1	12041		SANVILLE, BRYCE		Yes	No	No	02/13/2026	55.17

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
USAP	P60815	113885	840183	Check	1	3029		SCHMITT MUSIC		Yes	No	No	02/13/2026	100.00
USAP	P60815	113848	840184	Check	1	12190		SCHULTZ, ANNE		Yes	No	No	02/13/2026	41.18
USAP	P60815	113826	840185	Check	1	11196	R1	SHRED IT USA - C/O STERICYCLE INC.		Yes	No	No	02/13/2026	111.93
USAP	P60815	113834	840186	Check	1	11574		SOCIAL CLUB SIMPLE LLC		Yes	No	No	02/13/2026	60.00
USAP	P60815	113905	840187	Check	1	8109		STRATEGIC STAFFING SOLUTIONS		Yes	No	No	02/13/2026	9,432.00
USAP	P60815	113893	840188	Check	1	5445	r2	SUMMIT FIRE PROTECTION		Yes	No	No	02/13/2026	3,355.00
USAP	P60815	113841	840189	Check	1	11768	R1	TAHER INC		Yes	No	No	02/13/2026	6,277.77
USAP	P60815	113877	840190	Check	1	2519		TEAM SPORTING GOODS		Yes	No	No	02/13/2026	247.08
USAP	P60815	113878	840191	Check	1	2522		TERRY'S HARDWARE		Yes	No	No	02/13/2026	829.87
USAP	P60815	113879	840192	Check	1	2559		TRIO SUPPLY		Yes	No	No	02/13/2026	4,057.65
USAP	P60815	113814	840193	Check	1	10648		TWIN CITIES DOTS AND POP LLC		Yes	No	No	02/13/2026	897.60
USAP	P60815	113887	840194	Check	1	3277		UPPER LAKES FOODS, INC		Yes	No	No	02/13/2026	49,083.65
USAP	P60815	113825	840195	Check	1	11187	R1	VISTAR		Yes	No	No	02/13/2026	2,542.44
USAP	P60815	113817	840196	Check	1	10722	R4	WALCOTT SOLAR LLC		Yes	No	No	02/13/2026	7,805.40
USAP	P60815	113818	840197	Check	1	10723	R4	WARSAW SOLAR LLC		Yes	No	No	02/13/2026	6,900.34
USAP	P60815	113880	840198	Check	1	2630		WELCH VILLAGE SKI INC.		Yes	No	No	02/13/2026	800.00
USAP	P60815	113881	840199	Check	1	2645		WHISTLING WELL FARM		Yes	No	No	02/13/2026	528.00
USAP	P60815	113857	840200	Check	1	12299		WONDER WORKSHOP INC		Yes	No	No	02/13/2026	9,737.35
USAP	P60815	113882	840201	Check	1	2687		YOUTH FRONTIERS, INC.		Yes	No	No	02/13/2026	3,245.00
USAP	P60802	113950	840202	Check	1	4980		HANSON, TRENT		Yes	No	No	02/20/2026	333.92
USAP	P60802	113949	840203	Check	1	3584		INFOPRO LEGAL RESOURCES INC		Yes	No	No	02/20/2026	2,565.00
USAP	P60802	113947	840204	Check	1	1679	R1	J.W. PEPPER & SON INC		Yes	No	No	02/20/2026	172.99
USAP	P60802	113951	840205	Check	1	6670		KOCH, JASON		Yes	No	No	02/20/2026	107.99
USAP	P60802	113946	840206	Check	1	11629		LAKE CITY MUSIC BOOSTERS		Yes	No	No	02/20/2026	90.00
USAP	P60802	113948	840207	Check	1	1915		MCGINNIS, PETER		Yes	No	No	02/20/2026	27.67
USAP	P60802	113945	840208	Check	1	11179		PEDERSON, THOMAS		Yes	No	No	02/20/2026	266.00
USAP	P60802	113944	840209	Check	1	10326		POELLINGER, KRISTIN		Yes	No	No	02/20/2026	12.54
USAP	P60802	113952	840210	Check	1	8826		TROST, ERICA		Yes	No	No	02/20/2026	264.24
USAP	P60830	114008	840211	Check	1	12293		ACOUSTIC GEOMETRY		Yes	No	No	02/27/2026	10,002.04
USAP	P60830	114001	840212	Check	1	12168		AMPERSAND THERAPY LLC		Yes	No	No	02/27/2026	12,880.00
USAP	P60830	113974	840213	Check	1	10453		ANDERSON, CARA		Yes	No	No	02/27/2026	46.44
USAP	P60830	113998	840214	Check	1	12087	R1	ANYTIME FITNESS		Yes	No	No	02/27/2026	360.00
USAP	P60830	114055	840215	Check	1	8057		BFG SUPPLY CO		Yes	No	No	02/27/2026	2,420.53
USAP	P60830	113969	840216	Check	1	10193		BIRCHBARK BOOKS AND NATIVE ARTS		Yes	No	No	02/27/2026	761.46
USAP	P60830	113985	840217	Check	1	1156		BIX PRODUCE COMPANY LLC		Yes	No	No	02/27/2026	3,164.21
USAP	P60830	113990	840218	Check	1	11883		BLOOMSBURY PUBLISHING INC		Yes	No	No	02/27/2026	698.00
USAP	P60830	113986	840219	Check	1	11571	R2	BLUUM OF MINNESOTA LLC		Yes	No	No	02/27/2026	7,084.55
USAP	P60830	113972	840220	Check	1	10443		BURG, JENNIFER		Yes	No	No	02/27/2026	99.33

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Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
USAP	P60830	113996	840221	Check	1	1204	R1	CARPENTER ST. CROIX VALLEY NATUI		Yes	No	No	02/27/2026	200.00
USAP	P60830	114043	840222	Check	1	3748		CENTERPOINT ENERGY		Yes	No	No	02/27/2026	35,118.06
USAP	P60830	114050	840223	Check	1	7295		CENTURYLINK		Yes	No	No	02/27/2026	171.43
USAP	P60830	114051	840224	Check	1	7332		CENTURYLINK		Yes	No	No	02/27/2026	3,840.93
USAP	P60830	113994	840225	Check	1	11978		CHARPENTIER ENTERPRISES LLC		Yes	No	No	02/27/2026	210.60
USAP	P60830	113981	840226	Check	1	11236		CHORDS AND BOARDS LLC		Yes	No	No	02/27/2026	600.00
USAP	P60830	114011	840227	Check	1	12311		CHUBUDDY		Yes	No	No	02/27/2026	166.40
USAP	P60830	114013	840228	Check	1	1235		CITY OF HASTINGS		Yes	No	No	02/27/2026	16,181.52
USAP	P60830	114036	840229	Check	1	3055		CONTINENTAL CLAY COMPANY		Yes	No	No	02/27/2026	945.32
USAP	P60830	113970	840230	Check	1	10245		CSTMN LLC		Yes	No	No	02/27/2026	1,110.92
USAP	P60830	113984	840231	Check	1	11555		CUSTOM COMMUNICATIONS INC		Yes	No	No	02/27/2026	585.00
USAP	P60830	113971	840232	Check	1	10278	R1	DECKER		Yes	No	No	02/27/2026	1,338.56
USAP	P60830	114056	840233	Check	1	8840		DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	No	No	02/27/2026	1,612.37
USAP	P60830	113983	840234	Check	1	11338		EHLERS AND ASSOCIATES		Yes	No	No	02/27/2026	4,500.00
USAP	P60830	114047	840235	Check	1	5479		ESTR PUBLICATIONS		Yes	No	No	02/27/2026	134.60
USAP	P60830	113993	840236	Check	1	11968		EVOLVE WINDOWS AND DOORS LLC		Yes	No	No	02/27/2026	425.00
USAP	P60830	114006	840237	Check	1	12286		FOREST SCIENTIFIC		Yes	No	No	02/27/2026	21,799.00
USAP	P60830	114062	840238	Check	1	9863	R2	GENUINE PARTS COMPANY		Yes	No	No	02/27/2026	461.24
USAP	P60830	114014	840239	Check	1	1478		GOPHER SPORT		Yes	No	No	02/27/2026	2,025.20
USAP	P60830	114015	840240	Check	1	1482		GRAINGER, W.W..		Yes	No	No	02/27/2026	997.50
USAP	P60830	114007	840241	Check	1	12290		GREG KRAFT SCULPTURES AND WELI		Yes	No	No	02/27/2026	240.00
USAP	P60830	114035	840242	Check	1	3030		GROTH MUSIC		Yes	No	No	02/27/2026	20.00
USAP	P60830	114063	840243	Check	1	9880		GUSTAFSON, JILL		Yes	No	No	02/27/2026	31.50
USAP	P60830	113975	840244	Check	1	10826		HANSON, MEREDITH		Yes	No	No	02/27/2026	398.91
USAP	P60830	114042	840245	Check	1	3718		HASTINGS PARKS & RECREATION		Yes	No	No	02/27/2026	33,569.30
USAP	P60830	114016	840246	Check	1	1555	R1	HAWKINS, INC.		Yes	No	No	02/27/2026	1,287.48
USAP	P60830	114018	840247	Check	1	1582	R2	HILLYARD INC-MINNEAPOLIS		Yes	No	No	02/27/2026	718.97
USAP	P60830	113980	840248	Check	1	11193		HIRSCHAUER, BRITTNEY		Yes	No	No	02/27/2026	56.99
USAP	P60830	114022	840249	Check	1	1845		HORIZON COMMERCIAL POOL SUPPLY		Yes	No	No	02/27/2026	151.47
USAP	P60830	114005	840250	Check	1	12284		IDEAL ENERGIES SOLAR LEASING 202		Yes	No	No	02/27/2026	936.51
USAP	P60830	113991	840251	Check	1	11943	R1	IMPERIAL DADE		Yes	No	No	02/27/2026	4,173.84
USAP	P60830	114010	840252	Check	1	12309		INDIGENOUS ENTERPRISE LLC		Yes	No	No	02/27/2026	7,000.00
USAP	P60830	114041	840253	Check	1	3584		INFOPRO LEGAL RESOURCES INC		Yes	No	No	02/27/2026	2,850.00
USAP	P60830	114053	840254	Check	1	7721	R3	INNOVATIVE OFFICE SOLUTIONS		Yes	No	No	02/27/2026	6,975.55
USAP	P60830	114019	840255	Check	1	1665		INTERMEDIATE SCHOOL DIST 917		Yes	No	No	02/27/2026	36,179.95
USAP	P60830	114020	840256	Check	1	1679	R1	J.W. PEPPER & SON INC		Yes	No	No	02/27/2026	241.49
USAP	P60830	114044	840257	Check	1	3918	R2	JOHNSON CONTROLS INC		Yes	No	No	02/27/2026	1,003.52
USAP	P60830	113999	840258	Check	1	12120		KELLY SERVICES		Yes	No	No	02/27/2026	29,862.88

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Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
USAP	P60830	114049	840259	Check	1	6786		KOEHLER & DRAMM		Yes	No	No	02/27/2026	130.92
USAP	P60830	114021	840260	Check	1	1799	R1	LAKESHORE LEARNING MATERIALS		Yes	No	No	02/27/2026	1,199.27
USAP	P60830	113997	840261	Check	1	12070		LB CARLSON LLP		Yes	No	No	02/27/2026	2,720.00
USAP	P60830	113976	840262	Check	1	10832		LIKES, CASEY		Yes	No	No	02/27/2026	34.51
USAP	P60830	114061	840263	Check	1	9776	R1	LOFFLER COMPANIES		Yes	No	No	02/27/2026	1,724.25
USAP	P60830	114057	840264	Check	1	8923	R1	MAKERBOT INDUSTRIES LLC		Yes	No	No	02/27/2026	1,559.00
USAP	P60830	114024	840265	Check	1	1942		MENARDS		Yes	No	No	02/27/2026	197.90
USAP	P60830	114038	840266	Check	1	3150		MIDDLE SCHOOL PETTY CASH FUND		Yes	No	No	02/27/2026	193.40
USAP	P60830	114025	840267	Check	1	1977		MINNESOTA COACHES LLC		Yes	No	No	02/27/2026	503,261.53
USAP	P60830	114009	840268	Check	1	12307		MN INDIAN EDUCATION ASSOC		Yes	No	No	02/27/2026	1,650.00
USAP	P60830	114054	840269	Check	1	7883	R1	NAC MECHANICAL & ELECRICAL SERV		Yes	No	No	02/27/2026	17,315.97
USAP	P60830	114037	840270	Check	1	3081	R2	NASSP		Yes	No	No	02/27/2026	385.00
USAP	P60830	114000	840271	Check	1	12165	R17	NATALIE ZEYEN		Yes	No	No	02/27/2026	118.00
USAP	P60830	113987	840272	Check	1	11590		NELSON, TARA		Yes	No	No	02/27/2026	22.19
USAP	P60830	113989	840273	Check	1	11771		NOVA EDUCATION CONSULTANTS		Yes	No	No	02/27/2026	5,850.00
USAP	P60830	114023	840274	Check	1	1882		OFFICE OF MN IT SERVICES		Yes	No	No	02/27/2026	133.35
USAP	P60830	114026	840275	Check	1	2146		ORKIN PEST CONTROL INC.		Yes	No	No	02/27/2026	387.25
USAP	P60830	114027	840276	Check	1	2163	R1	PAN-O-GOLD BAKING CO		Yes	No	No	02/27/2026	892.43
USAP	P60830	113982	840277	Check	1	11262	R1	PARAGON VISUAL LLC		Yes	No	No	02/27/2026	127.60
USAP	P60830	114003	840278	Check	1	12203		PEDIATRIC HOME RESPIRATORY SERV		Yes	No	No	02/27/2026	375.00
USAP	P60830	113978	840279	Check	1	11186	R2	PERFORMANCE FOOD SERVICE		Yes	No	No	02/27/2026	5,178.95
USAP	P60830	113988	840280	Check	1	11740		PRAIRIE FARMS - WOODBOURY, MN		Yes	No	No	02/27/2026	9,112.37
USAP	P60830	114045	840281	Check	1	4498	R1	R M COTTON COMPANY		Yes	No	No	02/27/2026	646.64
USAP	P60830	114028	840282	Check	1	2251		RATWIK, ROSZAK, & MALONEY P.A.		Yes	No	No	02/27/2026	90.00
USAP	P60830	114048	840283	Check	1	6271		RDO EQUIPMENT CO		Yes	No	No	02/27/2026	7,670.59
USAP	P60830	114034	840284	Check	1	3029		SCHMITT MUSIC		Yes	No	No	02/27/2026	69.38
USAP	P60830	114033	840285	Check	1	2850	R1	SCHOOL SPECIALTY		Yes	No	No	02/27/2026	151.24
USAP	P60830	114012	840286	Check	1	12312	R1	SCHOOL SPECIALTY LLC		Yes	No	No	02/27/2026	771.01
USAP	P60830	114004	840287	Check	1	12246		SCHULTE, MICHELLE		Yes	No	No	02/27/2026	51.62
USAP	P60830	114002	840288	Check	1	12190		SCHULTZ, ANNE		Yes	No	No	02/27/2026	51.48
USAP	P60830	113992	840289	Check	1	11955		SEA LIFE MINNESOTA LLC		Yes	No	No	02/27/2026	1,445.00
USAP	P60830	114029	840290	Check	1	2387		SHERWIN WILLIAMS CO		Yes	No	No	02/27/2026	172.10
USAP	P60830	114046	840291	Check	1	4529		SOUTHWEST METRO INTERMEDIATE #		Yes	No	No	02/27/2026	1,259.51
USAP	P60830	114040	840292	Check	1	3391		ST. ELIZABETH ANN SETON		Yes	No	No	02/27/2026	11,303.90
USAP	P60830	113995	840293	Check	1	11996		STOCKDALE, SCOTT		Yes	No	No	02/27/2026	125.72
USAP	P60830	113977	840294	Check	1	10898	R1	SYMMETRY ENERGY SOLUTIONS		Yes	No	No	02/27/2026	29,482.67
USAP	P60830	114060	840295	Check	1	9766	R1	T&S PROPERTIES, LLC		Yes	No	No	02/27/2026	315.00
USAP	P60830	114017	840296	Check	1	1575		TESSIER-MORSE, HAILEN		Yes	No	No	02/27/2026	29.73

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USAP	P60830	114030	840297	Check	1	2548	R1	T-MOBILE		Yes	No	No	02/27/2026	177.06
USAP	P60830	114031	840298	Check	1	2548	R1	T-MOBILE		Yes	No	No	02/27/2026	60.00
USAP	P60830	114032	840299	Check	1	2559		TRIO SUPPLY		Yes	No	No	02/27/2026	1,280.02
USAP	P60830	114052	840300	Check	1	7490		UNIVERSITY LANGUAGE CTR INC		Yes	No	No	02/27/2026	414.05
USAP	P60830	114039	840301	Check	1	3277		UPPER LAKES FOODS, INC		Yes	No	No	02/27/2026	52,621.44
USAP	P60830	113979	840302	Check	1	11187	R1	VISTAR		Yes	No	No	02/27/2026	2,011.63
USAP	P60830	114059	840303	Check	1	9613		WASHINGTON COUNTY PARKS DIVISIC		Yes	No	No	02/27/2026	100.00
USAP	P60830	113973	840304	Check	1	10452		WAYNE PETERSON ENTERPRISES		Yes	No	No	02/27/2026	2,547.40
USAP	P60830	114058	840305	Check	1	9481		WELCH, MARISSA		Yes	No	No	02/27/2026	115.00

Bank Total: $1,443,544.38

Report Total: $1,443,589.74

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Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
USPR	p268p1	113777		Wire	1	10929		AVIBEN LLC		No	Yes	No	02/05/2026	76,537.43
USPR	p268p1	113778		Wire	1	1984		MINNESOTA DEPT. OF REVENUE		No	Yes	No	02/05/2026	59,000.05
USPR	p268p1	113779		Wire	1	2016		MN TRA		No	Yes	No	02/05/2026	205,545.55
USPR	p268p1	113780		Wire	1	2705		EFTPS - TAX PAYMENT		No	Yes	No	02/05/2026	349,962.08
USPR	p268p1	113781		Wire	1	3880		MII LIFE		No	Yes	No	02/05/2026	0.00
USPR	p268p1	113782		Wire	1	7771		MINNESOTA PERA (WIRE TRANSFER)		No	Yes	No	02/05/2026	58,414.95
USPR	P268P2	113925		Wire	1	10929		AVIBEN LLC		No	Yes	No	02/20/2026	77,663.53
USPR	P268P2	113926		Wire	1	12267		OLD NATIONAL BANK FEES		No	Yes	No	02/20/2026	332.90
USPR	P268P2	113927		Wire	1	1984		MINNESOTA DEPT. OF REVENUE		No	Yes	No	02/20/2026	60,098.40
USPR	P268P2	113928		Wire	1	2016		MN TRA		No	Yes	No	02/20/2026	202,173.70
USPR	P268P2	113929		Wire	1	2705		EFTPS - TAX PAYMENT		No	Yes	No	02/20/2026	347,609.45
USPR	P268P2	113930		Wire	1	3880		MII LIFE		No	Yes	No	02/20/2026	0.00
USPR	P268P2	113931		Wire	1	7771		MINNESOTA PERA (WIRE TRANSFER)		No	Yes	No	02/20/2026	65,215.07
USPR	p268p1	113783	106026	Check	1	12077		GURSTEL LAW FIRM PC		Yes	No	No	02/05/2026	600.92
USPR	p268p1	113784	106027	Check	1	1529		HASTINGS EDUCATION ASS'N. MN.		Yes	No	No	02/05/2026	17,269.42
USPR	p268p1	113785	106028	Check	1	1974		MINNESOTA CHILD SUPPORT PYMT C		Yes	No	No	02/05/2026	11.00
USPR	p268p1	113805	106029	Check	1	12083		BEYING, GARRETT		Yes	No	No	02/11/2026	1,992.60
USPR	P268P2	113941	106030	Check	1	5234		EDUCATION MINNESOTA		Yes	No	No	02/20/2026	16.00
USPR	P268P2	113932	106031	Check	1	10975		EDUCATION MN HASTINGS ESP'S		Yes	No	No	02/20/2026	2,121.76
USPR	P268P2	113934	106032	Check	1	12077		GURSTEL LAW FIRM PC		Yes	No	No	02/20/2026	597.92
USPR	P268P2	113936	106033	Check	1	1529		HASTINGS EDUCATION ASS'N. MN.		Yes	No	No	02/20/2026	16,959.32
USPR	P268P2	113943	106034	Check	1	7384		HIGH SCHOOL FACULTY SCHOLARSHI		Yes	No	No	02/20/2026	82.00
USPR	P268P2	113937	106035	Check	1	1974		MINNESOTA CHILD SUPPORT PYMT C		Yes	No	No	02/20/2026	11.00
USPR	P268P2	113938	106036	Check	1	2002		MINNESOTA TEAMSTERS LOCAL 320		Yes	No	No	02/20/2026	2,487.00
USPR	P268P2	113935	106037	Check	1	12079		NATIONAL D.R.I.V.E.		Yes	No	No	02/20/2026	14.00
USPR	P268P2	113939	106038	Check	1	2010		NCPERS GROUP LIFE INS -157410		Yes	No	No	02/20/2026	32.00
USPR	P268P2	113942	106039	Check	1	6780		SEIU LOCAL 284		Yes	No	No	02/20/2026	1,695.42
USPR	P268P2	113933	106040	Check	1	11741		ST. CROIX VALLEY FOUNDATION		Yes	No	No	02/20/2026	80.00
USPR	P268P2	113940	106041	Check	1	2576		UNITED WAY		Yes	No	No	02/20/2026	145.00
USPR	p268p2	113953	106042	Check	1	6254		OTTO, LYNN		Yes	No	No	02/25/2026	78.13
USPR	p268p3	113954	106043	Check	1	11734		THE HARTFORD		Yes	No	No	02/25/2026	12,238.74
USPR	p268p3	113955	106044	Check	1	12152		VISION SERVICE PLAN		Yes	No	No	02/25/2026	768.32

Bank Total: $1,559,753.66

Report Total: $1,559,753.66

HASTINGS PUBLIC SCHOOLS

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
USBP	P608B1	113806	1369	Check	1	2663		WOLD ARCHITECTS AND ENGNRS INC		Yes	No	No	02/12/2026	67.20

Bank Total: $67.20

Report Total: $67.20

HASTINGS PUBLIC SCHOOLS

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
ACTV	P07ASA	113786		Wire	1	11387		AMAZON CAPITAL SERVICES, INC		No	Yes	No	02/06/2026	193.71
ACTV	P07ASB	113810		Wire	1	9557		BMO HARRIS BANK NA		No	Yes	No	02/13/2026	15,043.66
ACTV	P08AS1	113788	38435	Check	1	11930		NORTHERN LIGHTS		Yes	No	No	02/06/2026	2,420.00
ACTV	P08AS1	113789	38436	Check	1	12211		SALIENTE, DANZEL		Yes	Yes	No	02/06/2026	32.41
ACTV	P08AS1	113790	38437	Check	1	12306		THE PIXELBOOTH		Yes	Yes	No	02/06/2026	3,809.50
ACTV	P08AS1	113787	38438	Check	1	10082		XPERITAS		Yes	Yes	No	02/06/2026	741.50
ACTV	P08AS2	113811	38439	Check	1	7337		GATEWAY MUSIC FESTIVALS & TOURS		Yes	Yes	No	02/13/2026	53,998.26
ACTV	P08AS4	113956	38440	Check	1	12153		CHARLIE REAMER		Yes	No	No	02/26/2026	47.40
ACTV	P08AS4	113959	38441	Check	1	6941		CONCORDIA LANGUAGE VILLAGES		Yes	No	No	02/26/2026	7,322.00
ACTV	P08AS4	113960	38442	Check	1	7166		FORTRESS SOFTWARE INC		Yes	No	No	02/26/2026	290.55
ACTV	P08AS4	113957	38443	Check	1	12314		ST CROIX CLEANERS		Yes	No	No	02/26/2026	843.86
ACTV	P08AS4	113958	38444	Check	1	2563		TROPHIES PLUS		Yes	No	No	02/26/2026	152.00

Bank Total: $84,894.85

Report Total: $84,894.85

HASTINGS PUBLIC SCHOOLS

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
SCH	P6081P	113771	304650	Check	1	12305		NORTH CENTRAL UNIVERSITY		Yes	No	No	02/03/2026	1,000.00
SCH	P6081P	113770	304651	Check	1	11364		UNIVERSITY OF MINNESOTA, DULUTH		Yes	No	No	02/03/2026	2,500.00
SCH	P6081P	113772	304652	Check	1	3576		UNIVERSITY OF WISCONSIN - RIVER F		Yes	No	No	02/03/2026	500.00
SCH	P6082P	113803	304653	Check	1	11306		DAKOTA COUNTY TECHNICAL COLLEG		Yes	No	No	02/10/2026	2,000.00
SCH	P6083P	113807	304654	Check	1	11327		MINNESOTA STATE UNIVERSITY, MANK		Yes	No	No	02/12/2026	2,000.00
SCH	P6083P	113808	304655	Check	1	11650		ST CLOUD STATE UNIVERSITY		Yes	No	No	02/12/2026	2,000.00
SCH	P6084P	113924	304656	Check	1	8712		LUTHER COLLEGE		Yes	No	No	02/19/2026	2,000.00
SCH	P6085P	113962	304657	Check	1	11327		MINNESOTA STATE UNIVERSITY, MANK		Yes	No	No	02/26/2026	2,000.00
SCH	P6085P	113963	304658	Check	1	11364		UNIVERSITY OF MINNESOTA, DULUTH		Yes	No	No	02/26/2026	2,000.00
SCH	P6085P	113961	304659	Check	1	11319		UNIVERSITY OF WISCONSIN - LA CROS		Yes	No	No	02/26/2026	2,000.00

Bank Total: $18,000.00

Report Total: $18,000.00

HASTINGS PUBLIC SCHOOLS
Dental Self-Funded Summary
Period Ending February 28, 2026

Sequence: Crs, Org, Fd

									Description	26REV Annual Budget	Period 202608	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
R	20	000	000	000	087	000	422	000	EE Unpaid Premiums	0.00	0.00	0.00	0%	0.00	0%	0.00
R	20	000	000	000	092	000	422	000	Interest-Dental	(45,000.00)	(2,724.93)	(35,823.75)	80%	0.00	80%	(9,176.25)
R	20	000	000	000	095	000	422	000	Employer Share/Premiums	(495,971.00)	(41,398.43)	(320,718.03)	65%	0.00	65%	(175,252.97)
R	20	000	000	000	097	000	422	000	Employee Share/Premiums	(87,525.00)	(9,492.59)	(64,394.09)	74%	0.00	74%	(23,130.91)
R	20	000	000	000	098	000	422	000	Retiree-Cobra Share/Premium	(125,174.00)	(10,132.59)	(82,753.59)	66%	0.00	66%	(42,420.41)
E	20	005	105	000	236	000	422	000	Dental Insurance Claims	665,000.00	39,570.63	398,702.03	60%	0.00	60%	266,297.97
E	20	005	105	000	301	000	422	000	Fees-Carrier & Consultant	32,126.00	3,078.85	24,935.40	78%	0.00	78%	7,190.60
				000	**Districtwide**					**(56,544.00)**	**(21,099.06)**	**(80,052.03)**	**142%**	**0.00**	**142%**	**23,508.03**
									Report Totals:	**(56,544.00)**	**(21,099.06)**	**(80,052.03)**	**142%**	**0.00**	**142%**	**23,508.03**

HASTINGS PUBLIC SCHOOLS
Health Self-Funded Summary
Period Ending February 28, 2026

Sequence: Crs, Org, Fd

										Description	26REV Annual Budget	Period 202608	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
R	21	000	000	000	087	000	422	000		EE Unpaid Premiums	0.00	0.00	0.00	0%	0.00	0%	0.00
R	21	000	000	000	095	000	422	000		Employer Share/Premiums	(7,073,265.00)	(635,030.59)	(4,894,720.25)	69%	0.00	69%	(2,178,544.75)
R	21	000	000	000	097	000	422	000		Employee Share/Premiums	(1,880,235.00)	(134,123.85)	(980,582.89)	52%	0.00	52%	(899,652.11)
R	21	000	000	000	098	000	422	000		Retiree-Cobra Share/Premiur	(465,611.00)	(30,439.29)	(319,195.95)	69%	0.00	69%	(146,415.05)
R	21	000	000	000	099	000	422	000		ER/Trust Share for Retirees	(57,547.00)	(2,330.80)	(28,148.80)	49%	0.00	49%	(29,398.20)
R	21	000	000	000	092	000	422	000		Interest -Health	(165,000.00)	(8,769.39)	(128,630.52)	78%	0.00	78%	(36,369.48)
E	21	005	105	000	314	000	422	000		Springbuk Fee $1/pm/pm	4,968.00	0.00	3,576.00	72%	0.00	72%	1,392.00
E	21	005	105	000	317	000	422	000		Network Fees	2,000.00	0.00	500.00	25%	0.00	25%	1,500.00
E	21	005	105	000	223	000	422	000		Medical Insurance Claims	8,272,821.00	630,550.40	3,866,792.24	47%	0.00	47%	4,406,028.76
E	21	005	105	000	224	000	422	000		Pharmacy Claims	1,459,910.00	267,601.36	1,652,306.69	113%	0.00	113%	(192,396.69)
E	21	005	105	000	300	000	422	000		Pharmacy Rebates/Admin Fe	(500,000.00)	(71,217.85)	(420,645.13)	84%	0.00	84%	(79,354.87)
E	21	005	105	000	301	000	422	000		Veba/Flex/Health	220,000.00	20,981.42	149,407.00	68%	0.00	68%	70,593.00
E	21	005	105	000	308	000	422	000		StopLoss	539,600.00	41,952.90	299,900.89	56%	0.00	56%	239,699.11
E	21	005	105	000	312	000	422	000		Consultant-OneDigital $40,00	41,200.00	0.00	41,200.00	100%	0.00	100%	0.00
				000	**Districtwide**						**398,841.00**	**79,174.31**	**(758,240.72)**	**(190%)**	**0.00**	**(190%)**	**1,157,081.72**
R	21	000	000	000	094	326	422	000		Employer-VEBA Trust Rev	(571,200.00)	(60,302.50)	(371,148.30)	65%	0.00	65%	(200,051.70)
R	21	000	000	000	089	326	422	000		Employer-PCORI-ACA	(3,912.00)	0.00	(3,912.30)	100%	0.00	100%	0.30
E	21	005	105	000	301	326	422	000		Employer-VEBA Trust Pmt.	571,200.00	60,302.50	371,148.30	65%	0.00	65%	200,051.70
E	21	005	105	000	313	326	422	000		Employer-PCORI- ACA	3,912.00	0.00	3,912.30	100%	0.00	100%	(0.30)
				326	**District Additional R/E**						**0.00**	**0.00**	**0.00**	**0%**	**0.00**	**0%**	**(0.00)**
										Report Totals:	**398,841.00**	**79,174.31**	**(758,240.72)**	**(190%)**	**0.00**	**(190%)**	**1,157,081.72**

Board Meeting Date: **3.25.26**

RETIREMENT/RESIGNATION/TERMINATION

NAME	STATUS	ASSIGNMENT	EMPLOYEE GROUP	EFFECTIVE DATE
Anderson, Collin	Retirement	Business Education Teacher; 1.0 FTE Hastings High School	ED MN - Teachers	June 5, 2026
Anderson, Diana	Resignation	Paraprofessional; 6.25 Hours / Day Hastings High School	ED MN ESP	February 20, 2026
Anderson, Lilly	Termination	Paraprofessional Substitute; Hours Vary District Wide	N/A	February 25, 2026
Granberg, Allison	Termination	Paraprofessional; 6.25 Hours / Day Hastings Middle School	ED MN - ESP	February 13, 2026
Kuechenmeister, Kevin	Resignation	English Teacher; 1.0 FTE Hastings ALP	ED MN - Teachers	June 5, 2026
Offenhauser, Kourtney	Resignation	Cook Assistant; 3 Hours / Day McAuliffe Elementary	Food Service	March 24, 2026
Pagel, Taylor	Resignation	Math Teacher; 1.0 FTE Hastings Middle School	ED MN - Teachers	April 10, 2026
Schmitz, Brian	Retirement	Business Education Teacher; .6 FTE Hastings High School	ED MN - Teachers	June 5, 2026
Schultz, Anne	Resignation	Lead Grounds Worker; 8 Hours / Day Hastings High School	Custodians	February 27, 2026
Warner, Christy	Retirement	Grade 5 Teacher; 1.0 FTE Hastings Middle School	ED MN - Teachers	June 5, 2026

NEW HIRES

NAME	ASSIGNMENT	SALARY PLACEMENT/HOURLY RATE	EMPLOYEE GROUP	EFFECTIVE DATE
Bell, Quest	MS Girls Flag Football Coach; 24 Total Hours Community Education	$1600 Annually	N/A	April 24, 2026
Bright, Jessica	School Psychologist; 1.0 FTE Hastings Middle School	$84,696 Annually (Pending Official Transcripts)	ED MN - Teachers	August 20, 2026
Brommerich, Jenna	Kids Campus Student Asst; 4 Hours / Week Pinecrest Elementary	$11.50 / Hour	Comm Ed Para	February 24, 2026
Croucher, Alexander	HS Girls Flag Football Coach; 75 Total Hours Community Education	$2000 Annually	N/A	April 1, 2026
Engeldinger, Peyton	Kids Campus Student Asst; 2 Hours / Day McAuliffe Elementary	$11.50 / Hour	Comm Ed Para	March 6, 2026
Glaubitz, Gabriel	Paraprofessional; 6.25 Hours / Day Hastings Middle School	$20.96 / Hour	ED MN - ESP	February 19, 2026
Hoffman, Jeff	Badminton Instructor; 10 Total Hours Community Education	$1180 Annually	N/A	February 17, 2026
Hunstad, Alison	School Psychologist; 1.0 FTE Pinecrest & McAuliffe Elementary	$67,238 Annually (Pending Official Transcripts)	ED MN - Teachers	August 20, 2026
Jording, Larissa	Administrative Assistant; 8 Hours / Day Kennedy Elementary	$23.44 / Hour	HESA	February 24, 2026

Lewis, Abby	Speech Pathologist; 1.0 FTE McAuliffe Elementary	$60,697 Annually (Pending Official Transcripts)	ED MN - Teachers	August 20, 2026
Longueville, Quinn	Business Education Teacher; 1.0 FTE Hastings High School	$51,970 Annually (Pending Official Transcripts)	ED MN - Teachers	August 20, 2026
McGinnis, Peter	Badminton Instructor; 10 Total Hours Community Education	$1180 Annually	N/A	February 17, 2026
Olerich, Katie	MS Girls Flag Football Coach; 24 Total Hours Community Education	$1200 Annually	N/A	April 21, 2026
Peine, Ana	SAC Assistant Substitute; Hours Vary District Wide	$15.30 / Hour	N/A	March 16, 2026
Scherbel, Steven	Maintenance Specialist; 8 Hours / Day District Wide	$29.96 / Hour	Custodian	February 19, 2026
Seymour, Kate	Speech Pathologist; 1.0 FTE Pinecrest Elementary	$56,372 Annually (Pending Official Transcripts)	ED MN - Teachers	August 20, 2026
Spann, Jordan	MS Girls Flag Football Coach; 24 Total Hours Community Education	$1200 Annually	N/A	April 21, 2026
Staloch, Sadie	School Psychologist; 1.0 FTE Kennedy Elementary & District Wide	$56,372 Annually (Pending Official Transcripts)	ED MN - Teachers	August 20, 2026
Swanson, Sydney	Special Education Teacher; 1.0 FTE McAuliffe Elementary	$51,970 Annually (Pending Official Transcripts)	ED MN - Teachers	August 20, 2026
Vedders, Mariah	Reading Intervention Teacher; 1.0 FTE Hastings Middle School	$53,685 Annually	ED MN - Teachers	March 2, 2026 - June 5, 2026
Wilson, Haley	Special Education Teacher; 1.0 FTE Hastings Middle School	$66,836 Annually	ED MN- Teachers	August 20, 2026
Zeyen, Victoria	HS Girls Flag Football Coach; 75 Total Hours Community Education	$3000 Annually	N/A	April 1, 2026

ASSIGNMENT CHANGES

NAME	FROM	TO	EMPLOYEE GROUP	EFFECTIVE DATE(S)
Cirillo, Molly	Social Worker; 1.0 FTE District Wide	Social Worker; .2 FTE District Wide	ED MN-Teachers	March 1, 2026
Latch, Curtis	Custodian; 8 Hours / Day Tilden Community Center	Lead Custodian; 8 Hours / Day Hastings High School	Custodian	February 23, 2026
Novotny, Travis	Custodian; 8 Hours / Day Hastings Middle School	Custodian; 8 Hours / Day Tilden Community Center	Custodian	February 23, 2026
Stenger, Sara	Social Worker; .8 FTE Hastings High School	Social Worker; 1.0 FTE Hastings High School	ED MN - Teachers	March 1, 2026

PROBATIONARY/OTHER RELEASES

NAME	BUILDING	POSITIONS	FTE	EFFECTIVE DATE
Belgardge, Heather	McAuliffe	Kindergarten Teacher	1.0	June 5, 2026
Emond, Brynn	McAuliffe	EL Teacher	1.0	June 5, 2026

Hovland, Racheal	Tilden	Speech Pathologist	0.6	June 5, 2026
Larson, Katherine	Pinecrest	Grade 2 Teacher	1.0	June 5, 2026
Nguyen, Megan	Kennedy	Grade 2 Teacher	1.0	June 5, 2026
Tebben, Alyssa	McAuliffe	Grade 1 Teacher	1.0	June 5, 2026

503 STUDENT ATTENDANCE

I. PURPOSE

A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive.

B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes and study halls every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. It is also the teacher's responsibility to provide any student who has been absent with any missed assignments upon request. Finally, it is the teacher's responsibility to work cooperatively with the student's parent or guardian and the

student to solve any attendance problems that may arise.

4. Administrator's Responsibility

   a) It is the administrator's responsibility to require students to attend all assigned classes and study halls. It is also the administrator's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and to prepare a list of the previous day's absences stating the status of each. Finally, it is the administrator's responsibility to inform the student's parent or guardian of the student's attendance and to work cooperatively with them and the student to solve attendance problems.

   b) In accordance with the Minnesota Compulsory Instruction Law, Minnesota Statutes, section § 120A.22, the students of the school district are REQUIRED to attend all assigned classes and/or study halls every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

   c) The district must count a student as in attendance on each day the student receives supervision, instruction, or services from school staff~~ during scheduled school hours~~. Minnesota Statutes, section 120A.22 does not remove the school district's responsibility to continue to comply with reporting requirements in Minnesota Statutes, section 126C.05 for the purposes of funding.

   d) The principal must issue and keep a record of attendance, under rules established by the school board.

B. Attendance Procedures

Attendance procedures shall be presented to the school board for review and approval. When approved by the school board, the attendance procedures will be included as an addendum to this policy.

1. Excused Absences

   a) A parent, guardian, or other person having control of a child may apply to a school district to have the child excused from attendance for the whole or any part of the time school is in session during any school year. Application may be submitted to a truant officer, or the school official designated by the principal. A note from a physician or a licensed mental health professional stating that the child cannot attend school is a valid excuse.

b) To be considered an excused absence, the student's parent or guardian may be asked to verify, in writing, the reason for the student's absence from school. A note from a physician or a licensed mental health professional stating that the student cannot attend school may be required as a valid excuse.

c) The school board of the district in which the child resides may approve the application under subparagraph (a) above upon the following being demonstrated to the satisfaction of that board:

d) Legitimate Exceptions

The following reasons shall be sufficient to constitute excused absences:

(1) that the child's physical or mental health is such as to prevent attendance at school or application to study for the period required, which includes:

(a) child illness, medical, dental, orthodontic, or counseling appointments, including appointments conducted through telehealth;

(b) family emergencies;

(c) the death or serious illness or funeral of an immediate family member, or of a close friend or relative;

(d) active duty in any military branch of the United States;

(e) the child has a condition that requires ongoing treatment for a mental health diagnosis;

(f) other exemptions included in this attendance policy;

(g) court appearances occasioned by family or personal action;

(h) physical emergency conditions such as fire, flood, storm, etc.;

(i) official school field trip or other school-sponsored outing;

(j) removal of a student pursuant to a suspension. Suspensions are to be handled as excused absences and students will be permitted to complete make-up work;

(k) religious holidays;

(l) family vacations; or

(m) personal trips to colleges or schools.

(2) that the child has already completed state and district standards required for graduation from high school; or

(3) that it is the wish of the parent, guardian, or other person having control of the child, that the child attend for a period or periods not exceeding in the aggregate three hours in any week, instruction conducted by a Tribal spiritual or cultural advisor, or a school for religious instruction conducted and maintained by a church, or association of churches, or any Sunday school association incorporated under the laws of this state, or any auxiliary thereof. This instruction must be conducted and maintained in a place other than a public school building, and it must not, in whole or in part, be conducted and maintained at public expense. A child may be absent from school on days that the child attends upon instruction according to this clause.

e) Consequences of Excused Absences

(1) Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.

(2) Provisions will be established by the school district to allow reasonable time for make-up work. Any work not completed within this period shall result in "no credit" for the missed assignment. However, the building principal or the classroom teacher may extend the time allowed for completion of make-up work in the case of an extended illness or other extenuating circumstances.

2. Unexcused Absences

a) The following are examples of absences which will not be excused:

(1) Truancy. An absence by a student which was not approved by the parent and/or the school district.

(2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.

(3) Work at home.

(4) Work at a business, except under a school-sponsored work release program.

(5) Absences resulting from accumulated unexcused tardies (three (3) tardies equal one (1) unexcused absence).

(6) Any other absence not included under the attendance procedures set out in this

policy.

b) Consequences of Unexcused Absences

(1) Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

(2) Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences.

(3) In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the juvenile court, pursuant to Minnesota statutes.

(4) Students with unexcused absences shall be subject to disciplinary consequences as established at each school site.

C. Tardiness

1. Definition: Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness.

2. Procedures for Reporting Tardiness

a) Students tardy at the start of school must report to the school office for an admission slip.

b) Tardiness between periods will be handled by the teacher.

3. Excused Tardiness Valid excuses for tardiness are:

a) Illness.

b) Serious illness in the student's immediate family.

c) A death or funeral in the student's immediate family or of a close friend or relative.

d) Medical, dental, orthodontic, or mental health treatment.

e) Court appearances occasioned by family or personal action.

f) Physical emergency conditions such as fire, flood, storm, etc.

g) Any tardiness for which the student has been excused in writing by an administrator or faculty member.

h) Religious instruction or commitment.

4. Unexcused Tardiness

   a) An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.

   b) Consequences of tardiness may include detention after 3 unexcused tardies. In addition, 3 unexcused tardies are equivalent to one unexcused absence.

D. Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs

1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs.

2. School-initiated absences will be accepted and participation permitted.

3. A student must be present for at least 50% of their scheduled school day in order to be eligible to participate on that given day.

4. Students who are in attendance at the start of the school day will typically not be allowed to participate in any extra-curricular activities if the student leaves school due to personal illness.

5. If a student is absent from school due to medical reasons (except illness noted above), he or she must present a physician's statement or a statement from the student's parent, or guardian, clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program. Coaches/Advisors will monitor and enforce this procedure.

6. Students missing school for reasons other than illness must have an excused absence in order to participate. Final authority for infractions of this rule will rest with the overseeing administration. Examples of excused absences: doctor excused, family emergency, death in family, school authorized absences (i.e. field trips, college visits, etc.), religious release and family vacations.

III. RELIGIOUS OBSERVANCE ACCOMMODATION

Reasonable efforts will be made by the school district to accommodate any student who wishes to be excused from a curricular activity for a religious observance or American Indian cultural practice, observance, or ceremony. Requests for accommodation should be directed to the building principal.

IV. DISSEMINATION OF POLICY

A. Copies of this policy shall be made available to all students and parents at the commencement of each school year. This policy shall also be available upon request in each principal's office.

B. The school district will provide annual notice to parents of the school district's policy relating to a student's absence from school for a religious or cultural observance.

V. REQUIRED REPORTING

A. Continuing Truant

Minnesota Statutes section 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minnesota Statutes, section 120A.22 and is absent from instruction in a school, as defined in Minnesota Statutes, section 120A.05, without valid excuse within a single school year for:

1. Three (3) days if the child is in elementary school; or

2. Three (3) or more class periods on three (3) days if the child is in middle school or high school.

B. Reporting Responsibility

When a student is initially classified as a continuing truant, Minnesota Statutes, section 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or guardian, by first class mail or other reasonable means, of the following:

1. That the child is truant;

2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;

3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minnesota Statutes, section 120A.22 and parents or guardians, who fail to meet this obligation may be subject to prosecution under Minnesota Statutes, section 120A.34;

4. That this notification serves as the notification required by Minnesota Statutes, section 120A.34;

5. That alternative educational programs and services may be available in the child's enrolling or resident district;

6. That the parent or guardian has the right to meet with appropriate school personnel to

discuss solutions to the child's truancy;

7. That if the child continues to be truant, the parent and the child may be subject to juvenile court proceedings under Minnesota Statutes, section 260C;

8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to Minnesota Statutes, section 260C.201; and

9. It is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day.

C. Habitual Truant

1. A habitual truant is a child who is at least twelve (12) years old and less than eighteen (18) years old ~~under the age of 17 years~~ who is absent from attendance at school without lawful excuse for seven (7) school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school or high school, or a child who is seventeen (17) years of age who is absent from attendance at school without lawful excuse for one (1) or more class periods on seven (7) school days per school year and who has not lawfully withdrawn from school. under Minnesota Statutes, section 120A.22, subdivision 8.

   Pursuant to section 260C.163, subdivision 11, habitual truant also means a child under age twelve (12) who has been absent from school for seven (7) school days without lawful excuse, based on a showing by clear and convincing evidence that the child's absence is not due to the failure of the child's parent, guardian, or custodian to comply with compulsory instruction laws.

2. A school district attendance officer shall refer a habitual truant child and the child's parent or guardian to appropriate services and procedures, under Minnesota Statutes, chapter 260A.

Legal References: *Minn. Stat. § 120A.05 (Definitions)*
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 120A.34 (Violations; Penalties)
Minn. Stat. § 120A.35 (Absence from School for Religious and Cultural Observances)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 260A.02 (Definitions)
Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is a Continuing Truant)
Minn. Stat. § 260C.007, Subd. 19 (Habitual Truant Defined)

Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)
Goss v. Lopez, 419 U.S. 565, 95 S.Ct. 729 (1975)
Slocum v. Holton Board of Education, 429 N.W.2d 607 (Mich. App. Ct. 1988)
Campbell v. Board of Education of New Milford, 475 A.2d 289 (Conn. 1984)
Hamer v. Board of Education of Township High School District No. 113, 66 Ill. App.3d 7, 383 N.E.2d 231 (1978)
Gutierrez v. School District R-1, 585 P.2d 935 (Co. Ct. App. 1978)
Knight v. Board of Education, 38 Ill. App. 3d 603, 348 N.E.2d 299 (1976)
Dorsey v. Bale, 521 S.W.2d 76 (Ky. 1975)

Cross References: *ISD 200 Policy 506 (Student Discipline)*

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515 PROTECTION AND PRIVACY OF PUPIL RECORDS

I. PURPOSE

The school district recognizes its legal and ethical responsibility to protect the privacy rights of students and parents/guardians. This policy establishes requirements for the collection, maintenance, use, and disclosure of student education records in compliance with:

A. United States Code, Title 20, Section 1232g (Family Educational Rights and Privacy Act FERPA);

B. Code of Federal Regulations, Title 34, Part 99;

C. Minnesota Statutes, Chapter 13 (Government Data Practices Act); and

D. Minnesota Rules, Parts 1205.0100–1205.2000.

II. GENERAL STATEMENT OF POLICY

A. The school district shall maintain student records in a manner that ensures accuracy, security, and confidentiality.

B. Parents/guardians and eligible students (age 18 or enrolled in postsecondary education) have the rights guaranteed under federal and state law, including the right to:

1. Inspect and review education records;

2. Request amendment of inaccurate or misleading records;

3. Consent (with limited exceptions) to disclosures of personally identifiable information; and

4. File a complaint with the U.S. Department of Education or the Minnesota Commissioner of Administration for violations.

C. The district will provide annual notification of rights under FERPA and the Minnesota Government Data Practices Act.

III. DEFINITIONS

A. “Authorized Representative” means any entity or individual designated by the district, the U.S. Department of Education, or state/local educational authorities to audit, evaluate, or enforce education programs.

B. “Biometric Record” means a record of measurable biological or behavioral characteristics

used for automated identification (e.g., fingerprints, retina scans, voiceprints, DNA).

C. "Dates of Attendance" means the period during which a student is enrolled in the district, including participation in classroom and alternative instructional formats. Does not include daily attendance logs.

D. "Directory Information" means information that is not generally considered harmful or invasive if disclosed.

1. For Hastings Public School, directory information includes:

a) Student/Parent/Guardian name;

b) Photograph, video, or electronic image;

c) Date and place of birth;

d) Grade level and enrollment status (full/part time);

e) Major field of study;

f) Dates of attendance;

g) Participation in officially recognized activities and sports;

h) Weight and height of athletic team members;

i) Degrees, honors, and awards received; and

j) The most recent educational agency attended.

2. Directory information does not include:

a) Social security numbers;

b) Student identification numbers or credentials used for system access;

c) A student or parent/guardian's personal contact information (home address, telephone number, email address) as restricted by Minnesota law;

d) Data referencing religion, race, color, social position, or nationality; or

e) Data on nonpublic school students, except as permitted with written consent.

E. "Education Records" means records directly related to a student and maintained by the district or a party acting for the district. Exclusions include:

1. Personal notes of instructional personnel not shared with others;

2. Law enforcement records maintained solely for law enforcement purposes;

3. Employee records not related to student status;

4. Treatment records made by health professionals used only for treatment purposes;

5. Records created after a student is no longer enrolled and unrelated to prior attendance; or

6. Peer-graded papers before collection by a teacher kept in the sole possession of the maker of the record; used as a personal memory aid;not accessible or revealed to any other individual except a substitute teacher; and destroyed at the end of the school year.

F. "Education Support Services Data" means private data on individuals relating to programs designed to reduce disparities in student achievement. Disclosure is restricted to state law or court order.

G. "Eligible Student" means a student who has reached 18 years of age or attends a postsecondary institution.

H. "Juvenile Justice System "includes criminal justice agencies and the judiciary when involved in juvenile justice activities.

I. "Legitimate Educational Interest" means A school official's need to access education records for purposes directly related to instruction, student achievement, safety, or administration.

J. "Parent" means a natural parent, guardian, or individual acting as a parent in the absence of a guardian, unless restricted by court order or law.

K. "Personally Identifiable Information (PII)" includes, but is not limited to:

1. Student's name;

2. Parent or family member's name;

3. Address of the student or family;

4. Personal identifiers such as Social Security number, student ID, or biometric record;

5. Indirect identifiers such as date of birth, place of birth, or mother's maiden name;

6. Any other information that, alone or combined, could reasonably identify the student; or

7. Information requested by someone the district reasonably believes knows the student's identity.

L. "Record" means any information recorded in any form, including handwriting, print, computer files, video or audio recordings, film, microfilm, or microfiche.

M. "Responsible Authority" means Superintendent or designee.

N. "Student" includes any individual who is or has been in attendance, enrolled, or registered at the school district and regarding whom the school district maintains education records. Student also includes applicants for enrollment or registration at the school district and individuals who receive shared time educational services from the school district.

O. "School Official" includes: (a) a person duly elected to the school board; (b) a person employed by the school board in an administrative, supervisory, instructional, or other professional position; (c) a person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, a public information officer or data practices compliance official, an attorney, or an auditor for the period of his or her performance as an employee or contractor.

P. "Summary Data" means statistical records and reports derived from individuals in which no student can be identified.

Q. "Other Terms and Phrases" means all other terms shall carry the definitions provided by state and federal law or their ordinary meaning in common usage.

IV. GENERAL CLASSIFICATION

Under state law, all data collected, created, received, or maintained by the school district are public unless classified by state or federal law as private or confidential. Student data are classified as private and may not be disclosed without parent/guardian or eligible student consent, except as permitted by FERPA, state law, or court order.

V. STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

Parents and eligible students have the rights to:

1. Inspect and review the student's education records;

2. Request amendment of records believed to be inaccurate, misleading, or a violation of privacy rights;

3. Consent to the disclosures of personally identifiable information, except where

disclosure is permitted by law without consent;

4. Refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers or postsecondary institutions;

5. File a complaint with the U.S. Department of Education for violations of FERPA;

6. Be informed annually of their rights under the federal law; and

7. Obtain a copy of this policy from the location set forth in Section XXI.

B. Eligible Students

1. When a student turns 18 or enrolls in a postsecondary institution, all rights under this policy transfer from the parent to the student ("eligible student");

2. Parents of a dependent eligible student may still access the student's education records without consent; and

3. Parents may also access records without consent in a health or safety emergency if permitted under Code of Federal Regulations, Title 34, section 99.31(a).

C. Students with a Disability

For students with disabilities, the district complies with Code of Federal Regulations, Title 34, sections 300.610-300.617, which govern privacy, notice, access, recordkeeping, and accuracy of special education records.

VI. DISCLOSURE OF EDUCATION RECORDS

A. Consent Required

The school district must obtain signed and dated written consent from a parent or eligible student before releasing personally identifiable information from education records, except where disclosure without consent is authorized by law.

1. Required Elements of Consent. The written consent must:

a) Specify the records to be disclosed;

b) State the purpose(s) of the disclosure;

c) Identify the party or class of parties to whom disclosure may be made;

d) Explain the consequences of giving consent; and

e) Include a termination date, if appropriate.

2. Upon disclosure:

    a) A copy of the disclosed records must be provided to the parent or eligible student upon request; and

    b) If the student is not an eligible student, a copy must also be provided to the student upon the parent's request.

3. Electronic Consent:

    a) Identifies and authenticates the individual providing consent; and

    b) Confirms approval of the information contained in the consent.

4. Special Rule: Consent for Insurers:

    a) Written in plain language and dated;

    b) Specific about the individuals or agencies authorized to disclose information;

    c) Specific about the nature of the information to be disclosed;

    d) Specific about the recipients of the disclosure;

    e) Specific about the purposes of the disclosure, both current and future; and

    f) Limited by a clear expiration date:

        (1) Generally no more than one year;

        (2) Up to two years for life insurance or non-cancellable/guaranteed renewable health insurance; and

        (3) Ongoing for Medical Assistance (Minnesota Statutes, chapter 256B) or MinnesotaCare (Minnesota Statutes, Chapter 256L) when related to IEP health services eligible for third-party reimbursement.

5. Eligible Student Consent

    Whenever a student turns eighteen (18) or enrolls in a postsecondary institution, all rights under this policy transfer from the parent to the student. At that point, only the eligible student's consent is required, except as otherwise provided in Section V of this policy.

B. Prior Consent for Disclosure Not Required

The school district may disclose personally identifiable information (PII) from a student's

education record without written consent of the parent or eligible student when permitted by federal or state law, including but not limited to:

1. School Purposes

    a) To school officials, including teachers, with a legitimate educational interest;

    b) To contractors, consultants, volunteers, or other parties performing institutional services under direct control of the district, with restrictions on use and re-disclosure; and

    c) To officials of another school or institution where the student seeks or intends to enroll, including discipline and safety records as required by law.

2. Government and Oversight

    a) To authorized representatives of the U.S. Comptroller General, Attorney General, U.S. Department of Education, or Minnesota Department of Education;

    b) To state and local officials in the juvenile justice system, as authorized by statute, with written certification that the data will remain confidential;

    c) To accrediting organizations carrying out accreditation functions; or

    d) To the Secretary of Agriculture and representatives of the Food and Nutrition Service for program evaluation, subject to confidentiality protections.

3. Financial Aid and Benefits

    a) To determine eligibility, amount, or enforcement of financial aid; and

    b) To agencies conducting studies to improve instruction, administer student aid, or validate testing subject to strict agreements on confidentiality and data destruction.

4. Legal Requirements

    a) To comply with a judicial order or subpoena, with advance notice to parents/eligible students unless prohibited by law (e.g., grand jury subpoena, terrorism investigations, or child abuse proceedings); and

    b) When the district or a parent/eligible student initiates legal action involving the school district, relevant records may be disclosed to the court.

5. Health and Safety

    a) To appropriate parties, including parents, in an emergency where disclosure is

necessary to protect the health or safety of the student or others; and

b) To juvenile justice authorities if necessary to protect safety or respond to a student posing a risk of harm.

6. Directory and Contact Information

   a) Information designated as "directory information" under this policy;

   b) Names, addresses, and phone numbers of students in grades 11–12 to military recruiters or postsecondary institutions (unless parents/students opt out); and

   c) Parent or student contact information for transition planning for students with disabilities, as permitted under Minnesota law.

7. Parents and Students

   a) To parents of a dependent student (for tax purposes), even if the student is an eligible student; and

   b) To the parent of a non-eligible student or to the student directly.

8. Special Disclosures under Minnesota Law

   a) Certain student data must be disclosed to the juvenile justice system (e.g., student's name, contact information, attendance, photographs, and parent contact information);

   b) Specific behavioral information (e.g., drug/alcohol use, assaults, weapons, theft, vandalism) may be disclosed if requested on the statutory form and no objection is received from the parent/guardian within required timelines; and

   c) Information from disposition orders or peace officer records must be shared with principals, counselors, and supervising staff as needed for safety, but may not be further disseminated except as allowed by law.

9. Child Welfare

   a) To a caseworker or representative of a state, local, or tribal child welfare agency legally responsible for the care and protection of the student, subject to confidentiality protections.

Note: Every disclosure without consent must comply with FERPA (United States Code, Title 20, Section 1232g; Code of Federal Regulations, Title 34, Part 99), the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13), and applicable

Minnesota Rules.

C. Nonpublic School Students

The school district may disclose personally identifiable information from the education records of a nonpublic school student (other than a student who receives shared time educational services) without the written consent only when:

1. Required by a valid court order;

2. Authorized by statute;

3. Provided to appropriate health authorities as necessary for immunization programs or epidemiological investigations determined by the Ce-commissioner of the Minnesota Department of Hhealth to be needed for disease or disability prevention; or

4. Provided to appropriate parties, including parents, during an emergency when the information is necessary to protect the health or safety of the student or others. :

VII. RELEASE OF DIRECTORY INFORMATION

A. Educational Data

1. Educational data designated as directory information is public data to the extent required under federal law. Directory information must be designated pursuant to:

   a) Minnesota Statutes, section 13.32, subdivision 5; and

   b) United States Code, Title 20, section 1232g, and Code of Federal Regulations, Title 34, Part 99.37 (which were in effect on January 3, 2012).

2. The school district may not designate a student's home address, telephone number, email address, or other personal contact information as directory information. A parent's/guardian's personal contact information must always be treated as private data, regardless of whether it was previously designated as directory information under Minnesota Statutes, section 13.32, subdivision 2.

3. When requested, the school district must share personal contact information and directory information, whether public or private, with the Minnesota Department of Education, as required for federal reporting purposes.

B. Former Students

Unless a former student opted out of directory information disclosure while enrolled (and has not rescinded that request), the school district may release directory information from records created while the individual was a student. Records created after the individual is

no longer enrolled and not directly related to attendance (e.g., alumni activities) are not considered education records and may be released without restriction.

C. Present Students and Parents

The school district may disclose records, and information regarding parents, without prior written consent, except as limited by this policy.

1. As required by federal law, the district will provide annual notice to parents and eligible students that includes:

   a) The types of information designated as directory information;

   b) The right to refuse disclosure of any or all of these types of information; and

   c) The timeframe for submitting written notice to withhold directory information.

2. Parents and eligible students must be allowed a reasonable period after notice to submit a written request that some or all directory information not be disclosed without prior written consent. Opt-outs may not be used to:

   a) Prevent disclosure of a student's name, ID number, or school district email address in a class in which the student is enrolled; or

   b) Prevent use or display of student ID cards or badges containing information designated as directory information.

3. Directory information will not be disclosed or confirmed without written consent if the student's Social Security number or other non-directory information is used alone or in combination with other elements to identify the student.

D. Procedure for Nondisclosure of Directory Information

A written request to withhold directory information must be directed to the responsible authority and must include:

1. The student and/or parents name;

2. Home address;

3. Current school of attendance;

4. Parent's legal relationship to the student, (if applicable); and

5. Specific categories of directory information to be withheld.

Such requests apply only for the school year in which they are submitted

E. Duration

Directory information designations remain in effect for the school year unless the parent or eligible student submits a written opt-out request as described above.

VIII. DISCLOSURE OF PRIVATE RECORDS

A. Private Records

For the purposes of this policy, education records are records classified as private data on individuals under state law and accessible only to the student who is the subject of the data and if the student is not an eligible student, to the student's parent. The school district may not disclose private records or their contents except as summary data, or as otherwise provided in Section VI of this policy, , without the prior written consent of the parent or the eligible student. The school district will use reasonable methods to verify and authenticate the identity of parents, students, school officials, and any other party prior to disclosing personally identifiable information from education records.

B. Private Records Not Accessible to Parent

Certain education record information is intended by state law to be accessible to the student alone, and to a parent only under special circumstances, if at all.

1. A minor student may submit a written request to the responsible authority to deny parental access to specified private data. The request must state the reasons for denial and be signed by the minor student.

2. Upon receiving such a request, the responsible authority will determine whether honoring the request is in the best interest of the minor. In making this determination, the responsible authority shall consider:

    a) whether the minor is of sufficient age and maturity to to understand the request and its consequences;

    b) Whether denying parental access may protect the minor from physical or emotional harm;

    c) Whether the minor's stated reasons are reasonably accurate;

    d) Whether disclosure to the parent may lead to physical or emotional harm; and

    e) Whether the data concerns medical, dental or other health services provided pursuant to Minnesota Statutes, sections 144.341-144.347, in which case, release to

a parent may occur only if failure to inform the parent would seriously jeopardize the minor's health.

C. Private Records Not Accessible to Student

A student does not have the right to access private data concerning:

1. Financial records and statements of the student's parent; or

2. Any information contained within those records.

D. Military-Connected Youth Identifier

When a school district updates its enrollment forms in the ordinary course of business, it must include a checkbox allowing students to self-identify as a military-connected youth. A military-connected youth is defined as a student with an immediate family member (parent or sibling) who is:

1. Currently serving in the armed forces, either as a reservist or on active duty; or

2. Recently retired from the armed forces.

Data collected under this provision is classified as private data on individuals. However, the Minnesota Department of Education may publish such data in summary form.

IX. DISCLOSURE OF CONFIDENTIAL RECORDS

A. Confidential Records

Confidential records are records classified as not public under state or federal law.These records are inaccessible to the student, the student's parents, and to an eligible student, except as expressly authorized by law.

B. Reports Under the Maltreatment of Minors Reporting Act

Pursuant to Minnesota Statutes, Chapter 260E written copies of reports pertaining to a neglected and/or physically and/or sexually abused child shall be accessible only to the appropriate welfare and law enforcement agencies. For all other parties, such data is confidential and will not be disclosed by the school district to the parent or the subject individual.

1. The subject individual may obtain a copy of the report directly from the local welfare agency, county sheriff, or local police department, subject to the provisions of Minnesota Statutes, Chapter 260E;

2. Regardless of whether a written report is filed, as soon as practicable after a school

receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that:

a) an incident occurred that may constitute maltreatment;

b) the date of the incident; and

c) the nature of the conduct that may contribute to maltreatment.

C. Investigative Data

1. Data collected by the school district as part of an active investigation for the purpose of commencing or defending a pending civil legal action, or retained in anticipation of such action, are classified as:

   a) Protected nonpublic data if the data is not on individuals; or

   b) Confidential data if the data is on individuals.

2. The school district may release such data if it determines that disclosure will:

   a) Aid the law enforcement process;

   b) Promote public health or safety; or

   c) Dispel widespread rumor or unrest.

3. Additional provisions regarding investigative data:

   a) A complainant has access to the statement(s) he or she provided to the school district;

   b) Parents or eligible students may have access to investigative data of which the student is the subject, but only to the extent such data is not inextricably intertwined with data about other students, employees, or attorney data under Minnesota Statutes,section 13.393;

   c) Once a civil investigation becomes inactive, civil investigative data becomes public, unless its release would jeopardize another pending civil action, except for those portions classified as not public under state or federal law; and

   d) Civil investigative data introduced as evidence in court or made part of a court record shall be public.

4. For purposes of this provision, a civil investigation becomes inactive upon:

a) A decision by the school district, or its attorney not to pursue civil legal action (with the possibility of reactivation if the action is renewed);

b) Expiration of the statute of limitations or applicable agreement period to file a complaint; or

c) Exhaustion or expiration of appeal rights by either party.

A "pending civil legal action" including, but not limited to, judicial, administrative, or arbitration proceedings.

D. Chemical Abuse Records

Any records maintained by the school district that identify, diagnose, provide prognosis, or treatment information of a student in connection with a drug abuse prevention function conducted, regulated, or assisted (directly or indirectly) by a United States department or agency are classified as confidential. Such records may only be disclosed for purposes and under the circumstances expressly authorized by law.

X. DISCLOSURE OF SCHOOL RECORDS PRIOR TO EXCLUSION OR EXPULSION HEARING

At a reasonable time before any exclusion or expulsion hearing, the student and the student's parent/guardian, or representative shall be granted access to all school district records pertaining to the student. This includes any tests, reports, or other materials upon which the proposed action may be based, in accordance with the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, section 121A.40, *et seq*.

XI. DISCLOSURE OF DATA TO MILITARY RECRUITING OFFICERS AND POSTSECONDARY EDUCATIONAL INSTITUTIONS

A. The school district will provide the names, addresses, school-provided email addresses (if available, released only to military recruiters), and home telephone numbers of students in grades 11 and 12 to military recruiting officers and postsecondary educational institutions within 60 days of the request unless a parent or eligible student has has opted out in writing.

B. Data released to military recruiters:

1. May only be used to inform students about military service, state and federal veterans' education benefits, and other career and educational opportunities;

2. May not be shared with anyone outside military recruiting personnel; and

3. Will be provided at no cost.

C. Right to Refuse Disclosure

1. A parent or eligible student may refuse the release of the above information by submitting a written request to the responsible authority by the first day of school each year. The request must include:

   a) Name of student and parent (if applicable);

   b) Home address;

   c) Student's grade level;

   d) School presently attended by student;

   e) Parent's legal relationship to student (if applicable);

   f) Specific category or categories of information which are not to be released to military recruiting officers and postsecondary educational institutions; and

   g) Specific category or categories of information which are not to be released to the public, including military recruiting officers and postsecondary educational institutions.

D. The school district will provide annual public notice of the right to refuse release.

E. Refusal to release this information does not affect the release of other directory information. To make directory information private, the procedures in Section VII must be followed. Unless such a request is made, designated directory information, including name, address, phone number, and grade level, remains public and accessible to military recruiting officers and postsecondary educational institutions.

XII. LIMITS ON REDISCLOSURE

A. Redisclosure Restrictions

The school district may only share personally identifiable information from a student's education records on the condition that the receiving party will not disclose the information without the prior written consent from the parent or the eligible student. Officers, employees, and agents of any party receiving may use the information, but only for the purposes for which it was provided.

B. Permitted Redisclosure

1. This restriction does not prevent the school district from allowing a party to make further disclosures on its behalf, provided:

a) The redisclosures comply with Section VI; and

b) The school district meets the record-keeping requirements of Section XIII.

2. Exceptions

The restriction does not apply to:

a) Disclosures under court orders, lawfully issued subpoenas, or litigation;

b) Disclosure of directory information (Section VII);

c) Disclosures to the parent, eligible student, or parents of dependent students;

d) Disclosures concerning sex offenders or others required to register under federal law (42 U.S.C. § 14071); and

e) For redisclosures based on a court order or subpoena, the school district must provide the notification required under Section XII(D).

C. Classification

Information retains the same classification in the hands of the receiving party as it had when held by the school district.

D. Notification

The school district must inform the receiving party of these redisclosure requirements, except in cases of court-ordered disclosures, directory information, or disclosures to parents or eligible students. If the Family Policy Compliance Office finds that a third party improperly discloses personally identifiable information or fails to receive required notification, the school district may deny that party access to education records for at least five (5) years.

XIII. RESPONSIBLE AUTHORITY; RECORD SECURITY; AND RECORDKEEPING

A. Responsible Authority

The responsible authority is charged with the overall maintenance and security of student records.

B. Record Security

The principal of each school, under the supervision of the responsible authority, serves as the school's records manager, and is responsible for maintaining the privacy and confidentiality of student records.

C. Plan for Securing Student Records

By September 1 each school year, each building principal must submit a written plan to the responsible authority detailing:

1. Records maintained;
2. Names and titles of staff responsible for record security;
3. Location of student records, by category;
4. Method of securing records; and
5. Procedures for access and disclosure.

D. Review of Security Plans

The responsible authority shall review submitted plans for compliance with law, this policy, and district administrative policies. A consolidated chart summarizing all plans shall be attached to this policy.

E. Record Keeping

1. For every request for or disclosure of personally identifiable information from a student's education records, the principal must maintain a record including:
   a) The parties who requested or received information;
   b) the legitimate interests these parties had; and
   c) Names of the state and local, and federal authorities permitted further disclosure under Section VI(B)(4).
2. If information is disclosed under Section XII(B), the record must also include:
   a) Names of the additional parties to whom the information may be further disclosed;
   b) the legitimate interests of these additional parties; and
   c) Copies of any record of further disclosures maintained by authorities receiving the information.
3. Exceptions

   Recordkeeping is not required for:

   a) Requests or disclosures to a parent or eligible student;

b) Disclosures with parent/student consent;

c) Other school officials under Section VI(B)(1);

d) Directory information under Section VII; or

e) Disclosures under court orders, subpoenas, or ex parte orders for law enforcement or terrorism investigations.

4. Inspection of Records

Records of requests and disclosures may be inspected by:

a) The student's parent or eligible student;

b) School official responsible for records e custody; and

c) Parties authorized by law to audit the district's recordkeeping procedures.

5. Health and Safety Emergency Disclosures

For disclosures made under a health or safety emergency, the record must include:

a) The articulable and significant threat that justified the disclosure; and

b) The parties to whom information was disclosed.

6. Retention

All records of requests and disclosures must be maintained with the student's education records for as long as those records are retained by the school district.

XIV. RIGHT TO INSPECT AND REVIEW EDUCATION RECORDS

A. Eligible Individuals

The school district shall permit the following individuals to inspect or review a student's education records, except for records made confidential by state or federal law or as restricted in Section VIII of this policy.

1. The parent of a student;

2. An eligible student; or

3. The parent of an eligible student who is also a dependent student.

B. Response to Request

The school district shall respond to any request to inspect or review records immediately if

possible, or within ten (10) days, excluding Saturdays, Sundays, and legal holidays.

C. Scope of Inspection and Review

The right to inspect and review education records includes:

1. The right to to receive explanations and interpretations of the records upon reasonable request;

2. If circumstances prevent inspection in person, the school district shall provide a copy of the records or make other arrangements for review; and

3. This policy does not limit the frequency of inspection for parents or guardians of students with disabilities or for eligible students who have reached the age of majority.

D. Form of Request

Requests to inspect records must be submitted in writing and should identify as precisely as possible the record or records requested.

E. Collection of Records

If a student's records are maintained at multiple locations, the responsible authority may collect the records for inspection at one site. If the parent or eligible student wishes to inspect records where they are maintained, the school district shall attempt to accommodate this request and notify them of the time and place for inspection.

F. Records Containing Information on MultipleStudents

If the education records contain information about more than one student, the parent or eligible student may inspect only the specific information which pertains to their child or themselves.

G. Authority to Inspect or Review

The school district may presume that either parent has authority to inspect or review the student's education records unless provided evidence (e.g., court orders, state laws, marriage dissolution or custody arrangements) indicating otherwise.

H. Fees for Copies

1. The school district may charge a reasonable fee for photocopies or printed copies of records unless printing is the only means to allow inspection. Factors in determining a reasonable fee include:

   a) The cost of materials (e.g. paper);

b) Labor to prepare the copies;

c) Standard copying charges;

d) Special costs for machine-based record systems; and

e) Mailing costs.

2. For 100 or fewer pages of black-and-white letter or legal size copies, the charge shall not exceed $0.25 per page.

3. Costs are the responsibility of the parent or eligible student.

4. No fee may be charged if it would effectively prevent, or in the case of a student with a disability, impair the right to inspect or review the records.

XV. REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA

A. Request to Amend Education Records

1. A parent of a student or an eligible student who believes that information in the student's education records is inaccurate, misleading, or in violation of the student's privacy rights may request an amendment.

2. The request must:

a) Be in writing, signed, and dated;

b) Identify the specific item in question;

c) State the reason it is believed to be inaccurate, misleading, or a violation of rights; and

d) Specify the correction sought.

3. The school district shall decide within thirty (30) days whether to amend the record.

4. If the request is denied, the district shall provide written notice of refusal and inform the parent or eligible student of the right to a hearing.

B. Right to a Hearing

If the school district refuses to amend the education records of a student, the school district, on request, shall provide an opportunity for a hearing in order to challenge the content of the student's education records to ensure that information in the education records of the student is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student. A hearing shall be conducted in accordance with Subdivision C. of this

section.

1. Upon request, the district shall provide a hearing to challenge the content of a student's education records to ensure the records are not inaccurate, misleading, or otherwise in violation of privacy rights.

2. If the hearing results in a decision to amend the record, the district shall do so and provide written notice to the parent or eligible student.

3. If the district upholds the accuracy of the record, the parent or eligible student has the right to place a written statement in the record:

   a) Commenting on the contested information; and/or

   b) Stating disagreement with the district's decision.

4. Any such statement will be maintained with the student's education record for as long as the record is retained. If the record or contested portion is disclosed to a third party, the statement must also be disclosed.

C. Conduct of Hearing

1. The hearing shall be held within a reasonable period of time after the district receives the request. Written notice of the date, place, and time shall be provided in advance.

2. The hearing may be conducted by an individual, including a district official, who does not have a direct interest in the outcome.

3. The school board attorney shall attend to present the district's position and advise the hearing officer on legal and evidentiary matters.

4. The parent or eligible student shall be given a full and fair opportunity to present evidence and may be represented, at their own expense, by an individual of their choice, including an attorney.

5. A written decision shall be issued within a reasonable period of time following the hearing. The decision shall:

   a) Be based solely on evidence presented at the hearing;

   b) Include a summary of the evidence; and

   c) State the reasons for the decision.

D. Appeal

The final decision of the designated hearing officer may be appealed in accordance with

Minnesota Statutes, Chapter 14, relating to contested cases.

XVI. PROBLEMS ACCESSING DATA

A. Data Practices Compliance Official

The data practices compliance official shall be the designated employee to whom individuals may direct questions or concerns regarding difficulties in obtaining access to data or other data practices issues. The data practices compliance official shall be the Superintendent or designee.

B. Requests for Reasonable Modifications

Any individual with a disability who requires reasonable modifications of the school district's policies or procedures in order to access education records shall submit such a request to the data practices compliance official.

XVII. COMPLAINTS FOR NON COMPLIANCE WITH FERPA

A. Where to File Complaints

Complaints regarding alleged violations of the rights accorded to parents and eligible students under FERPA, and the regulations promulgated thereunder, shall be submitted in writing to:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue S.W.
Washington, D.C. 20202

B. Content of Complaint

A complaint filed pursuant to this section must include specific factual allegations providing reasonable cause to believe that a violation of FERPA or its implementing regulations has occurred.

XVIII. WAIVER

A parent or an eligible student may waive any rights provided under FERPA. A waiver is valid only if it is in writing and signed by the parent or eligible student. The school district may not require or condition services upon the execution of such a waiver.

XIX. ANNUAL NOTIFICATION OF RIGHTS

A. Contents of Notice

The school district shall annually notify parents of students currently in attendance and eligible students currently in attendance, by means reasonably likely to inform them, of the following rights:

1. The right to inspect and review the student's education records, and the procedure for exercising this right.

2. The right to seek amendment of the student's education records to ensure that the records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights, and the procedure for requesting amendment.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law authorize disclosure without consent.

4. The right to file a complaint with the U.S. Department of Education concerning an alleged failure by the school district to comply with FERPA and its implementing regulations.

5. The criteria for determining who constitutes a "school official" and what constitutes a "legitimate educational interest" for purposes of disclosing education records to other school officials identified by the school district as having such interests.

B. Notification to Parents of Students with a Primary Home Language Other Than English

The school district shall take appropriate measures to effectively notify parents of students identified as having a primary or home language other than English.

C. Notification to Parents or Eligible Students Who Have a Disability

The school district shall take appropriate measures to effectively notify parents or eligible students identified as having a disability.

XX. DESTRUCTION AND RETENTION OF RECORDS

The destruction and retention of student records shall be governed by applicable state and federal law, including but not limited to the Minnesota Records Retention Schedule for School Districts and the Family Educational Rights and Privacy Act (FERPA).

The school district shall not destroy any education records if there is an outstanding request by a parent or eligible student to inspect and review such records. Personally identifiable information contained in education records shall be destroyed when no longer needed to provide educational services to the student, except when law requires maintenance of the records.

XXI. COPIES OF POLICY

Copies of this policy shall be available to parents and eligible students upon request at the district office and shall also be accessible on the school district's official website.

Legal References: *Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)*
Minn. Stat. § 13.32, Subd. 5 (Directory Information)
Minn. Stat. § 13.393 (Attorneys)
Minn. Stat. Ch. 14 (Administrative Procedures Act)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.75 (Receipt of Records; Sharing)
Minn. Stat. § 127A.852 (Military-Connected Youth Identifier)
Minn. Stat. § 144.341-144.347 (Consent of Minors for Health Services)
Minn. Stat. Ch. 256B (Medical Assistance for Needy Persons)
Minn. Stat. Ch. 256L (MinnesotaCare)
Minn. Stat. § 260B.171, Subds. 3 and 5 (Disposition Order and Peace Officer Records of Children)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. § 363A.42 (Public Records; Accessibility)
Minn. Stat. § 480.40 (Personal Information, Dissemination)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)
10 U.S.C. § 503(b) and (c) (Enlistments: Recruiting Campaigns; Compilation of Directory Information)
18 U.S.C. § 2331 (Definitions)
18 U.S.C. § 2332b (Acts of Terrorism Transcending National Boundaries)
20 U.S.C. § 1232g et seq. (Family Educational Rights and Privacy Act)
20 U.S.C. § 6301 et seq. (Every Student Succeeds Act)
20 U.S.C. § 7908 (Armed Forces Recruiting Information)
20 U.S.C. § 7917 (Transfer of School Disciplinary Records)
25 U.S.C. § 5304 (Definitions – Tribal Organization)
26 U.S.C. §§ 151 and 152 (Internal Revenue Code)
42 U.S.C. § 1711 et seq. (Child Nutrition Act)
42 U.S.C. § 1751 et seq. (Richard B. Russell National School Lunch Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)
34 C.F.R. § 300.610-300.627 (Confidentiality of Information)
42 C.F.R. § 2.1 et seq. (Confidentiality of Drug Abuse Patient Records)
Gonzaga University v. Doe, 536 U.S. 273 309 (2002)
Dept. of Admin. Advisory Op. No. 21-008 (December 8, 2021)

Cross References: *ISD 200 Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)*
ISD 200 Policy 417 (Chemical Use and Abuse)
ISD 200 Policy 506 (Student Discipline)

ISD 200 Policy 515.1FRM (Directory Information Opt Out Form)
ISD 200 Policy 515.2FRM (Consent to Release Private Data)
ISD 200 Policy 519 (Interviews of Students by Outside Agencies)
ISD 200 Policy 520 (Student Surveys)
ISD 200 Policy 722 (Public Data Requests)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)

Resources: *U.S. Department of Education:*

FAQs on Photos and Videos under FERPA | Protecting Student Privacy

Letter to Wachter Regarding Surveillance Video of Multiple Students | Protecting Student Privacy

School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA) | Protecting Student Privacy

Protecting Student Privacy While Using Online Educational Services: Requirements and Best Practices | Protecting Student Privacy

FERPA/IDEA Crosswalk | Protecting Student Privacy

What is the Protection of Pupil Rights Amendment? | Protecting Student Privacy

Minnesota Department of Health:

The Family Educational Rights and Privacy Act (FERPA) and Immunization Data (including Possible School Consent Language for Sharing Immunization Data with Registries)

Policy Reviewed: *09.19.2025*
Policy Adopted: *03.25.2026* ~~*11.19.2025*~~
Policy Revised: *03.05.2026*

Hastings Public Schools
Independent School District 200

615 TESTING ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEPS, SECTION 504 PLANS, AND ELLEP STUDENTS

I. PURPOSE

The purpose of the policy is to provide adequate opportunities for students identified as having an individualized education program (IEP), Rehabilitation Act of 1973, Section 504 accommodation plan (504 plan), or English Learner (EL) needs to participate in statewide assessment systems designed to hold schools accountable for the academic performance of all students.

II. GENERAL STATEMENT OF POLICY

A. The Federal Every Student Succeeds Act (ESSA) and Minnesota statutes require that public school students be assessed annually in reading, mathematics, and science. The Minnesota Comprehensive Assessment (MCA), the Minnesota Test of Academic Skills (MTAS), and Alternate Minnesota Comprehensive Assessment (Alt MCA) are the standards-based accountability assessments used to meet this requirement.

The MCA and MTAS/Alt MCA are criterion-referenced assessments, which means they measure a snapshot of student learning of a fixed set of criteria: the Minnesota Academic Standards. The Minnesota K–12 Academic Standards are revised every ten (10) years, according to a schedule determined by the state legislature. When standards are updated, the statewide assessments are also updated with a new series to align to the new standards. The new assessments are administered when the new academic standards are fully implemented.

B. Minnesota Test of Academic Skills (MTAS) and the Alternate Minnesota Comprehensive Assessment (Alt MCA)

1. The Minnesota Test of Academic Skills (MTAS) and Alternate Minnesota Comprehensive Assessment (Alt MCA) are the standards-based accountability assessments designed for, and limited to, students with the most significant cognitive disabilities. They are designed to measure student progress toward Minnesota's academic standards and meet the requirements of the Elementary and Secondary Education Act (ESEA). Students who receive special education services and meet the eligibility criteria may take the MTAS/Alt MCA.

2. In compliance with the transition to new Minnesota academic standards, the Minnesota Department of Education (MDE) is developing alternative assessments, the Alt MCA,

to replace the MTAS, according to the following schedule:

a) Science Alternate MCA (2024-25 school year);

b) Reading Alternate MCA (2025-26 school year); and

c) Mathematics Alternate MCA (2027-28 school year).

III. DEFINITIONS

A. "Most Significant Cognitive Disability" This term describes students whose cognitive impairments may prevent them from attaining grade-level achievement standards, even with the very best instruction. IEP teams may use the following characteristics to identify if a student has a most significant cognitive disability:

1. The student's cognitive functioning is significantly below age expectations. The IEP team can determine that a student may be significantly below the average cognitive functioning of typically developing peers by

   a) A standardized norm-referenced measure of cognitive functioning; or

   b) When formal cognitive assessments are inappropriate, invalid or documented in other ways, other data-based measures may be used to document functioning significantly below age expectations as referenced in the Individuals with Disabilities Education Act (IDEA).

2. The student's disability has a significant impact on their ability to function in multiple environments, including home, school and community.

3. The student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain and generalize academic and life skills to actively participate in school, work, home and community environments.

B. Other key terms are defined in the current MDE Procedures Manual for the Minnesota Assessments (see Resources).

IV. ALTERNATIVE ASSESSMENT

A. Initial Steps

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how a student with a disability will participate in statewide testing.

2. The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent

appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided.

3. The IEP team must first consider the student's ability to participate in the MCA, with or without accommodations. The IEP team must document, in the IEP, the reasons why the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing

   If the IEP team establishes that the MCA is not an appropriate measure of the student's knowledge and skills on grade-level content standards, even when the student is provided allowable and appropriate accommodations, the IEP team may consider the administration of an alternate assessment.

4. Participation decisions will be made separately for mathematics, reading, and science. Participation decisions must be made annually and documented in a student's IEP. ~~The assessment options are the Minnesota Comprehensive Assessment (MCA) and the MTAS~~.

B. Alternate Assessment Eligibility Requirements

1. F~~The following requirements must be met f~~or a student with a significant cognitive disability to be eligible for an alternative assessment, the IEP team must determine that the following are true: ~~the MTAS~~:

   a) The student's cognitive functioning to be significantly below age expectations;

   b) The student's disability has a significant impact on their ability to function in multiple environments, including home, school, and community; and

   c) The student needs explicit and intensive instruction and/or extensive support in multiple settings to acquire, maintain, and generalize academic and life skills to actively participate in school, work, home, and community environments. ~~The IEP team must consider the student's ability to access the MCA, with or without accommodations;~~

2. Alternate assessment participation decisions must not be made on the following factors:

   a) Student's disability category as defined in Minnesota Rules, part 3525.1325-1348;

   b) Educational environment or instructional setting;

   c) Participation in a separate, specialized curriculum;

d) An expectation that the student will receive a low score on the MCA;

e) Language, social, cultural, or economic differences; or

f) Concern for participation rate calculations at the district level.

(1) ~~The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided;¶~~

~~(2) The IEP team determined the student's cognitive functioning to be significantly below age expectations. The team also determined that the student's disability has a significant impact on his or her ability to function in multiple environments, including home, school, and community;¶~~

~~(3) The IEP team determined that the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments;¶~~

~~(4) The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.~~

g) ~~MTAS participation decisions must not be made on the following factors:¶~~

~~(1) Student's disability category;¶~~

~~(2) Placement;¶~~

~~(3) Participation in a separate, specialized curriculum;¶~~

~~(4) An expectation that the student will receive a low score on the MCA;¶~~

~~(5) Language, social, cultural, or economic differences;¶~~

~~h) Concern for accountability calculations.~~

V. ALTERNATE ACCESS FOR ELs ~~Alternate ACCESS for ELs~~

A. ACCESS for ELs

1. All English learners in grades K–12 in public schools are required to participate annually in an English language proficiency assessment. With very few exceptions, all

English learners take the ACCESS for ELs.

Minnesota students identified as English learners (ELs) require an additional assessment to determine their progress toward English language proficiency. These students take the WIDA ACCESS assessment annually. English learners who receive special education services and meet alternate assessment participation guidelines may take the WIDA Alternate ACCESS.

The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how an identified EL student with a disability will participate in statewide testing. Some students with significant cognitive disabilities may be eligible to take the Alternate ACCESS for EL~~L~~s instead of the ACCESS for EL~~EL~~.

B. Eligibility Requirements

1. The student is ~~must be~~ identified as an English Learner (EL) and is reported as EL in student enrollment data submitted in the Minnesota Automated Reporting Student System (MARSS); ~~in order to take an English language proficiency assessment~~.

2. The student must have a most significant cognitive disability. ~~If the student has been identified as eligible to take the MTAS in mathematics, reading, or science, the student meets this criterion~~.

3. The student cannot meaningfully participate in the WIDA ACCESS, even with allowable accommodations.

4. The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate English language proficiency assessment for the student.

   a) ~~For students in grades that the MTAS is not administered: ¶~~

      ~~(1) the student must have cognitive functioning significantly below age level;¶~~

      ~~(2) the student's disability must have a significant impact on his or her ability to function in multiple environments, including home, school, and community; and¶~~

   ~~b) the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments.~~

   c) The IEP team must consider the student's ability to access the ACCESS, with or without accommodations.

   d) The IEP team must document, in the IEP, reasons the MCA is or is not an

appropriate English language proficiency assessment for the student.

C. Alternate ACCESS participation decisions must not be made on the following factors:

1. Student's disability category alone;
2. Student's placement or instructional setting;
3. Student's language, or other social, cultural, or economic factors;~~Participation in a separate, specialized curriculum~~;
   a) ~~Current level of English language proficiency~~;
4. The expectation that the student will receive a low score on the WIDA ACCESS;~~ for ELs;~~ and
5. A desire to simplify test administration, which may include behavioral concerns or anticipated emotional distress.
   a) ~~Student's L~~language~~, or other~~ social~~, cultural, or economic factors;~~difference
   b) ~~Concern for accountability calculations.~~

D. ~~EL Students New to the United States~~¶

~~EL students new to the United States will take all assessments, including all academic assessments (math, reading, and science), as well as the English Language Proficiency Assessment (ACCESS).~~

~~**DEFINITION OF TERMS**~~¶

~~See the current "Procedures Manual for the Minnesota Assessments" which is produced by the Minnesota Department of Education and available through minnesota.pearsonaccessnext.com/policies-and-procedures.~~

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

See Chapter 4 of the current "Procedures Manual for the Minnesota Assessments" and Guidelines for Administration of Accommodations and Linguistic Supports.

VII. RECORDS

All test accommodations, modifications, or exemptions shall be reported to the School District Test Administrator. The School District Test Administrator shall be responsible for keeping a list of all such test accommodations, modifications, and exemptions for school district audit

purposes. Testing results will be documented and reported.

Legal References: *Minn. Stat. § 120B.11 (School District Process For Reviewing Curriculum, Instruction and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)*
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Stat. § 125A.08 (Individualized Education Programs)
Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Part 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

Cross References: *ISD 200 Policy 601 (School District Curriculum and Instruction Goals)*
ISD 200 Policy 613 (Graduation Requirements)
ISD 200 Policy 614 (School District Testing Plan and Procedure)

Resources: *Minnesota Department of Education:*

Alternate Assessments
Statewide Assessments Policies and Procedures
Eligibility Requirements and Decision-Making Tool for Minnesota Alternative Assessment
English Learner Education
Minnesota's Assessments for English Learners
WIDA Alternate ACCESS Participation Decision Tree

Policy Reviewed: *07.01.2024*
Policy Adopted: *03.25.2026* ~~*03.26.2025*~~
Policy Revised: *03.05.2026*

701 ESTABLISHMENT, ADOPTION AND MODIFICATION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

The purpose of this policy is to establish lines of authority and procedures for the establishment, adoption and modifications of the school district's revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral part of program planning so that the annual budget will effectively express and implement school board goals and the priorities of the school district.

III. REQUIREMENT

A. The superintendent or director of finance and operations, or such other school officials as designated by the superintendent or the school board will prepare preliminary revenue and expenditure budgets each year for review by the school board or the Finance Committee. ~~The preliminary budgets will be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board will review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected.~~ When projected expenditures exceed projected revenues, the school board may consider use of an available fund balance, in accordance with ISD 200 Policy 714 Fund Balance.

B. ~~The school district must maintain separate accounts to identify revenues and expenditures for each building.~~ Expenditures will be reported in compliance with Minnesota Statutes, section 123B.76.

C. Prior to July 1 of each year, the school board will approve and adopt its ~~initial~~ revenue and expenditure budgets for the next school year. The ~~adopted expenditure~~ budget document will be considered expenditure-authorizing or appropriations document. ~~the school board's expenditure authorization for that school year.~~ No funds may be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year.

D. Each year, the school district must~~will~~ publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures, and fund balances for the prior year,

and the projected fund balances for the current year in the form prescribed by the Commissioner of the Minnesota Department of Education (Commissioner) within one week of the acceptance of the final audit by the school board, or November 30, whichever is earlier. A statement must~~t will~~ be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon request to the District Office. ~~A summary of this information and the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district.~~ At the same time as this publication, the school district will publish the other information required by Minnesota Statutes section, 123B.10.

E. At the public hearing on the adoption of the school district's proposed property tax levy, the school board will review its current budget and the proposed property taxes payable in the following calendar year.

F. The school district must also post the materials specified in Section III (D) above on the school district's official website, including a link to the school district's school report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

IV. IMPLEMENTATION

A. The school board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but the superintendent maintains the ultimate responsibility for this function.

B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).

C. The superintendent or the superintendent's designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to school board approval.

D. Supplies and capital equipment can be ordered prior to budget adoption only by authority of the school board or designee(s). If additional personnel are provided in the proposed budget, actual hiring may not occur until the budget is adopted unless otherwise approved by the school board or designee(s). Other funds to be expended in a subsequent school year may not be encumbered prior to budget adoption unless specifically approved by the school board or designee(s). The designee(s) is approved by the school board at the January Organizational Meeting.

E. The school district will make such reports to the Commissioner as required relating to

initial allocations of revenue, reallocations of revenue, and expenditures of funds.

V. MODIFICATION

The school district's revenue budget may be amended from time to time during a fiscal year to reflect updated or revised revenue estimates. In such cases, the superintendent will make recommendations to the school board for appropriate revisions. If necessary, the school board may also make necessary revisions in the expenditure budget if it appears that expenditures would otherwise exceed revenues and fund balances in a fund.

Legal References: *Minn. Stat. § 123B.10 (Publication of Financial Information)*
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirements)

Cross References: *ISD 200 Policy 702 (Accounting)*

Policy Reviewed: *09.19.2025*
Policy Adopted: *03.25.2026* ~~*11.19.2025*~~
Policy Revised: *03.05.2026*

713 STUDENT ACTIVITY ACCOUNTING

I. PURPOSE

The purpose of this policy is to establish uniform practices for the creation, management, accounting, and oversight of student activity funds in accordance with the Minnesota Department of Education's Uniform Financial Accounting and Reporting Standards (UFARS) Chapter 14 Manual for Activity Fund Accounting, Minnesota Statutes, section 123B.49, and GASB Statement No. 84.

This policy ensures that all student activity funds are administered with integrity, transparency, and fiscal accountability.

II. GENERAL STATEMENT OF POLICY

The school board recognizes the value of providing students with meaningful learning opportunities, practical skill development, activities and athletic programs that foster personal growth and engagement. At the same time, the board affirms its duty to uphold strong fiscal accountability and responsible stewardship of all public funds. Therefore, the school board shall maintain clear oversight of all student activity funds.

Student activities are authorized under Minnesota Statutes, section 123B.49. The board delegates authority to the Superintendent and Director of Finance and Operations for determining if a student activity is co-curricular or extracurricular.

In administering student activity accounts under this policy, the school board shall not maintain or account for funds generated by staff, booster club, parent-teacher organization or association, or donations designated for purposes other than student activities.

III. DEFINITIONS

For the purposes of this policy, these terms have the following meanings:

A. "Co-Curricular Activity" means a school sponsored and directed activity that is an extension of classroom instruction. Participation is voluntary, there is no credit offered, and participation is not required for graduation. These activities may occur before, during, or after school and at times that are established by school administration. Co-curricular activities are supervised by licensed instructional staff.

   1. Co-curricular activities are partially funded by public monies for general instructional purposes under direction and control of the school board.

B. "Curricular Activity" means any part of the school program for which credit is offered, regardless of whether the activity is required or an elective.

C. "Extracurricular (Noncurricular/Supplementary) Activities" means activities that are managed and operated under the guidance of an adult or staff member. Participation is voluntary, there is no credit offered and participation is not required for graduation. Extracurricular activities are generally conducted outside of school hours at times agreed upon by the student participants and approved by the activity advisor and/or building administrators.

1. The content of these activities is determined primarily by the student participants under the guidance of a staff member or other adult.

2. Revenue raised for extracurricular activities must be reserved by the district and spent only for extracurricular activities.

D. "Public Purpose Expenditure" is an expenditure that benefits the community as a whole, is directly related to the functions of the school district, and does not have as its primary objective the benefit of private interest.

E. "Students" includes all students enrolled in the district and home schooled students, who must be permitted to participate on the same basis as district enrolled students.

IV. ALL STUDENT ACTIVITY ACCOUNTS

A. All student activity accounts must have a *Student Activity Purpose Form* approved by the Director of Athletics & Activities or Middle School Principal and on file with the district's Department of Finance and Operations. This form establishes the activity's purpose, designates advisors and student representatives, and creates a plan for the allocation of any unobligated funds in the event that the activity becomes inactive. The *Student Activity Purpose Form* must be completed annually.

B. Student activity accounts shall be managed as part of the district's financial system and the school board shall direct its independent certified public accountants to audit, examine, and report upon student activity accounts as part of its annual school district audit in accordance with state and federal law.

C. All student activities must be self-sustaining, meaning that total expenses may not exceed revenues generated through dues, admissions, donations, or other student fundraising activities.

D. Student activity groups engaging in fundraising-activities may do so only with prior approval and in alignment with ISD 200 Policy 511(Student Fundraising). The district must ensure that all fundraising, resale, and sales activities comply with Minnesota sales tax laws, using Minnesota Department of Revenue guidance (e.g. Sales Tax Fact Sheet 111) as needed.

E. Any advisor responsible for a student activity account must acknowledge, in writing,

receipt of the district's student activity fund policy and MAFA procedures, and their responsibility for compliance. The district must provide regular training (e.g. annually) for advisors, building administrative staff, and student representatives on proper procedures, internal controls, and allowable vs. disallowed expenditures.

F. All student activity funds will be collected and expended under the general direction of the principal and with the participation of students and faculty members who are responsible for generating the revenue.

G. Activity funds are disbursed in alignment with the established student activity purposes, these expenses must benefit the students that are currently in school who raised the funds.

H. No individual student activity account can have a negative balance at the end of the fiscal year.

I. No individual student activity account can carry an unreasonably large balance at the end of the fiscal year. Activity accounts with large unspent balances must submit a plan detailing how and when the remaining funds will be spent, ensuring that the students who raised the funds benefit from their use.

J. Activity accounts of a graduated class will be terminated prior to the start of the school year following graduation. Any residual money from a graduating class activity fund will remain in the general fund and may be used for any school district purpose. Prior to depositing such accounts, all donations or gifts accepted for the specific purpose of the student activity account shall be administered in accordance with the terms of the gift or donation and school district policy.

V. FUND HANDLING, DEPOSITS, AND RECORDKEEPING

A. All student activity funds must be recorded in the district's UFARS-compliant accounting system;

B. The district will not allow parallel "off books" accounts for student activities that bypass central controls;

C. All money collected must be documented in accordance with the Student Activities Accounting Manual;

D. Bank deposits must be completed, at a minimum, weekly and in the form in which the funds were received;

E. All funds held prior to deposit must be in a locked safe or other secure, limited access location as designated by district administration; and

F. The district should contact the issuer of any returned check to recover the funds. When checks are deemed as uncollectable, a negative receipt should be recorded in the activity

account to reverse the original revenue that was generated in that activity account.

VI. CO-CURRICULAR STUDENT ACTIVITY ACCOUNTS

(UFARS Program Code 291, General Fund)

A. To account for school-sponsored, instructional, skill-building activities that are connected to the district's educational program but not offered for credit.

B. Accounting Classification:

1. Under GASB 84, co-curricular activities are governmental activities because the district is directing the activity.

   a. All money received on account of co-curricular activities shall be turned over to the Director of Finance and Operations or designee, who shall deposit such funds in the general fund. These funds are to be disbursed for expenses and salaries connected with the activities, or by the school board upon properly allowed itemized claims; and

   b. The Department of Finance and Operations shall account for all revenues and expenditures related to co-curricular activities in accordance with the Uniform Financial Accounting and Reporting Standards (UFARS) and school district policies and procedures.

VII. EXTRACURRICULAR STUDENT ACTIVITY ACCOUNTS

(UFARS Program Code 292, 294, 296, 298, Activity Fund)

A. To account for student directed clubs, athletics, and activities conducted primarily for student enjoyment, not tied to curriculum or instruction.

B. Accounting Classification:

1. Extracurricular activities fall into Governmental Activities (General Fund) if the district controls spending and operations.

2. The district must classify each activity annually.

3. When reported in the activity fund category under GASB 84 (as student activity custodial or fiduciary activities).

   a. The school district must reserve revenue raised for extracurricular activities and spend the revenue only for the specific extracurricular activities; and

   b. Expenditures must benefit the activity.

VIII. MANAGEMENT AND CONTROL OF ACTIVITY FUNDS

Feature	**Co-Curricular Account**	**Extracurricular Account**
UFARS Code	291	292, 294, 296, 298
Fund Type	General Fund	Activity Fund (Fiduciary/Custodial under GASB 84)
Purpose	Instruction-related skill development	Voluntary student clubs and enjoyment-based activities
Who Directs	Instructional staff	Students (with advisor guidance)
School Credit?	No	No
Board Oversight Required?	Yes	Yes
Where Money Goes	General Fund	Activity account restricted to that club/activity
Allowed Spending	Instructional activity costs as allowed per the appropriate expenditure guideline	Student-approved activity costs as allowed per the appropriate expenditure guideline
Spending Restrictions	Must meet public purpose; no personal benefit	Must meet public purpose; no personal benefit

Legal References: *Minn. Stat. § 123B.02, Subd. 6 (General Powers of Independent School Districts)*
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)
Minn. Stat. § 123B.35 (General Policy)
Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.38 (Hearing)
Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)
Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn.Stat.§123B.77(Accounting, Budgeting, and Reporting Requirement)
Minn. Rules Part 3500.1050 (Definitions for Pupil Fees)
Visina v. Freeman, 252 Minn. 177, 89 N.W.2d 635 (1958)
Minn. Op. Atty. Gen. 159a-16 (May 10, 1966)

Cross References: *Uniform Financial Accounting and Reporting Standards (UFARS)*
ISD 200 l Policy 511 (Student Fundraising)
ISD 200 Policy 701 (Establishment, Adoption, and Modification of School

District Budget)
ISD 200 Policy 702 (Accounting)
ISD 200 Policy 703 (Annual Audit)
ISD 200 Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)
ISD 200 Policy 706 (Acceptance of Gifts)

Policy Reviewed: *01.08.2026*
Policy Adopted:
Policy Revised:

School Sanctioned Trips Approval Form - Hastings ISD 200 ●Policy #610

Department/Staff Coordinating	French / Anthony Letourneau
Fund 10 & Account Name **Fund 11 & Account Name**	N/A - No school funds will be used for this trip
Purpose	French Language and Culture Immersion Experience
Destination	Belgium & France through travel organization Language & Friendship (see attached itinerary for more details)
Type(s) of Transportation	Airplane, Train, Boat, and Coach Bus (see itinerary for more details)

Dates	**Depart:**	**Date** 6/6/27	**Time**	**Return:**	**Date** 6/20/27	**Time**

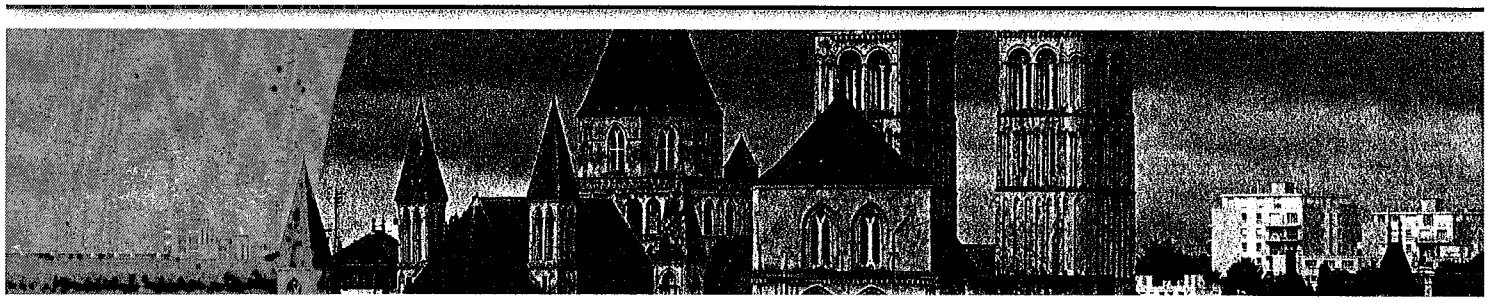
Cost per student	$ approx $5995	**Attach copy of payment schedule for inclusion in Online Payment System**
? Student drops out after paying	**Department decision due to cost already incurred**	
? Payment was fundraised $'s	**Required to stay in activity account because was earned as tax-exempt**	
# Students participating	unknown at this time	
# Chaperones needed	We will be traveling with two high schools from Eau Claire, WI as we did in 2019 and 2025. The lead teachers from Eau Claire as well as myself will be chaperones.	
All chaperone fees are the responsibility of the chaperone (not including activity affiliated staff members)		
How are you ensuring equitable access for students of need?	Students self-select to join and then as a whole group discuss fundraising and other cost-reducing ideas and opportunities. Past travelers have used the GL Fruit Fundraiser to offset costs ~~as well as early enrollment reductions.~~	
Are there any additional pre-trips or other unique arrangements?	There are 6 HHS teacher-led pre-trip meetings that happen to prepare students for the language and culture immersion of the trip. I am not compensated for this additional service by ISD 200 or the travel company.	
It is the advisor's responsibility to communicate how funding for pre-trips is incorprated into trip fees		

P-Card-Other Expenses	$	**Purpose**
All receipts must be obtained and returned at the end of the trip		

Principal Approved	**Signature**	**Date** 3/5/26
Superintendent Reviewed	**Signature**	**Date** 3/12/26
Board Reviewed	**Signature**	**Date**

Attention: New Mailing Address!
More Info

F/Eau Claire & Hastings



Overview | Cost & Payment Information | Eligibility & Program Expectations | Insuran

Itinerary

15 Days Guided Belgium, Paris & Family Stay in Caen

Day 1 06-Jun Sun Depart MSP for Brussels

Depart MSP for Brussels. Dinner and breakfast served on overnight transatlantic flight.

Day 2 07-Jun Mon Arrive and visit Brussels

Arrive in Brussels. Visit the Atomium and mini Europe on your way to your hotel. Walking tour of Brussel and see the Manneken Pis. Dinner on your own. Visit Comic museum, if time.

Day 3 08-Jun Tue Brussels ~ Rouen

After breakfast at your hotel, board your bus to Rouen, stopping along the way in Tournai, Lille, Amiens c your group leaders. Other activities could include accrobranche. Continue by bus to Rouen. Check into y of Arc Stake and the Cathédrale. Enjoy a pre-arranged group welcome dinner.

Day 4 09-Jun Wed Rouen ~ Begin Family Stay in Caen

Breakfast at your hotel in Rouen; continue exploring the city. Later, board your bus to Honfleur for free ti coastal city. Continue on to Caen to meet your host family.

Day 5 10-Jun Thu Family Stay in Caen

Day 7 [illegible]

Day 8 13-Jun Sun Family Stay in Caen

Day 9 14-Jun Mon FS Caen ~ Saint Malo

Say "au revoir" to host families. Travel by bus to le Mont Saint-Michel. Visit this astounding tidal island w You might even see dolphins playing in the bay around the fishing boats! Continue on to Saint-Malo, whe

Day 10 15-Jun Tue Saint Malo ~ Rennes

Enjoy a day Saint Malo. Depart by train for Rennes in the afternoon. Check into your hotel and have a wa city center.

Day 11 16-Jun Wed Rennes

Visits in Rennes as planned by your leaders, including for example the Jardin Brocéliande. Optional visit Château visit.

Day 12 17-Jun Thu Rennes ~ Paris

Travel by high-speed train to Paris in the morning. Private transfer to hotel. Begin Paris visits as planned Catacombes, les Champs-Elysées and l'Arc de Triomphe. Other visits could include le Palais Garnier and de la Cité: Notre Dame & Sainte-Chapelle.

Day 13 18-Jun Fri Paris ~ Excursion to Versailles

In the morning, take the RER to Versailles for a visit of the château and its gardens. Optional bike ride thr arranged lunch with your group. Return to Paris and continue visits as planned by group.

Day 14 19-Jun Sat Paris

IAfter a morning visit of le Musée d'Orsay enjoy "choice time" for remaining visits. Or take some time to Later, visit the Tour Eiffel. Enjoy a group prearranged farewell dinner on a Seine River cruise.

Day 15 20-Jun Sun Depart Paris for USA

Private bus transfer from hotel to Paris/CDG. Return flight(s) to USA. (Lunch and snack served on transa

For questions or additional information contact

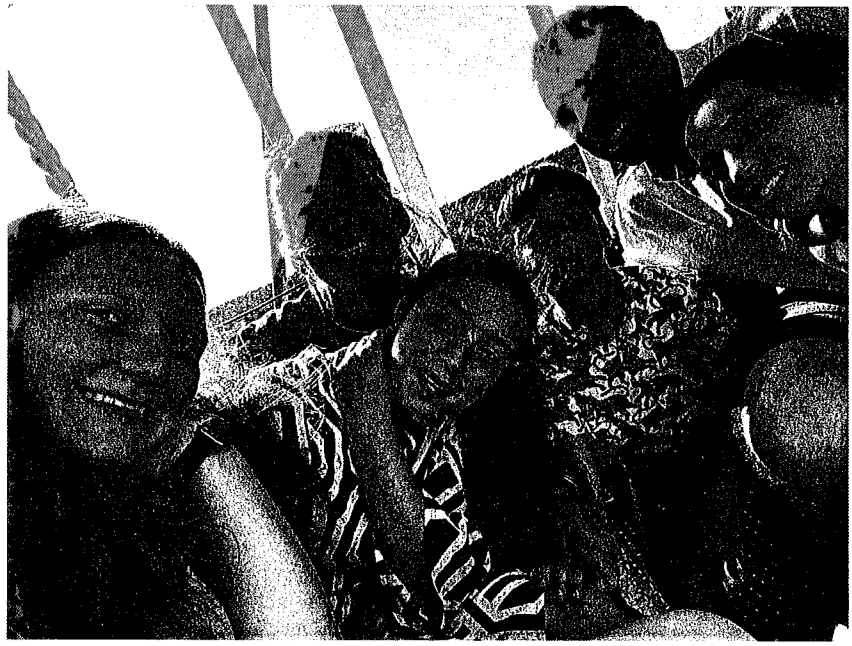
Group Leader:

Celena Reuter

csmithreu

Susan Raynaud

Susan@languageandfriendship.com



Friendship

Phone: 952-841-9898

Fax: 952-841-9919

M-F 9:00 - 5:00 CST

6440 Flying Cloud Dr, Suite 106

Eden Prairie, MN 55344

My Account Login

Our Team

Contact Us:
info@languageandfriendship.com

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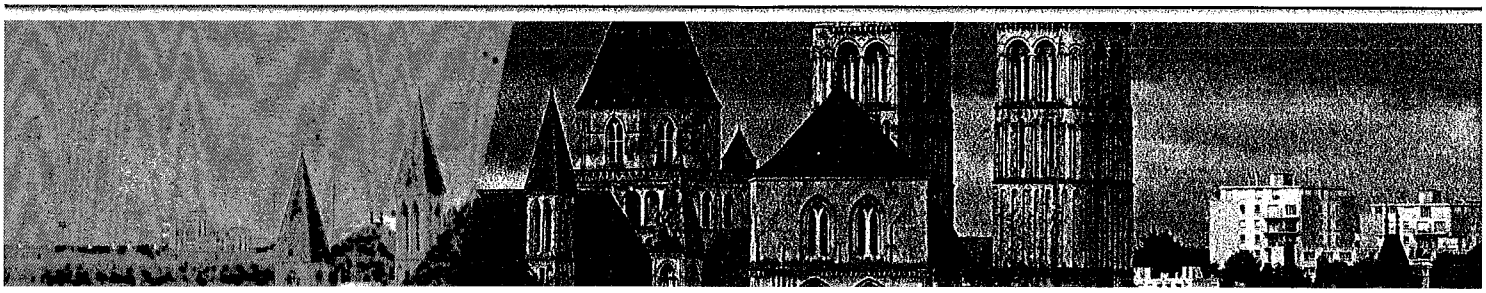
Attention: New Mailing Address!
More Info

F/Eau Claire & Hastings



Overview Cost & Payment Information Eligibility & Program Expectations Insurance Application Process

Estimated Cost:

$6095 based on 17-20 students with 2 leaders

$6045 based on 21-25 students with 3 leaders

$5995 based on 26-30 students with 3 leaders

Final program price will be determined by number of participants and inclusions requested by the group. Prices are based on projected airfares and exchange rates and are subject to chan

F/Eau Claire & Hastings Cost Sheet Summer 2027

Billable Amounts

Installment 1
October 15, 2026

Installment 2
November 15, 2026

Installment 3
December 15, 2026

Installment 4
March 28, 2027

Installment 5
February 15, 2027

TOTAL: $6,095.00

Program Inclusions

- Roundtrip airfare including taxes
- 8 nights hotel accommodations - centrally located, students 3-4 to a room, and continental breakfast
- 5 nights family stay-arrangements organized by local L&F family-stay coordinator (family meals included)
- 2 airport transfers
- Station transfer on day 11

Program Excl

- Passport, visa (i
- Meals not indica
- Spending mone
- Baggage fees (c
- Any additional e

- Travel medical insurance
- Student and Leader Preparation Materials
- Experienced bilingual L&F program guide
  - Shares expertise with language and culture
  - Assists teacher leaders with logistics and details

Payment Policy

Initial Payment (due at time of enrollment)

- Payment is required for enrollment to be processed.
  - Fundraising may not be used for the initial payment.
- Participants applying after the group's enrollment deadline are required to submit the amount of all payments to date + late enrollment fee (see below)*.

Payment Methods

- Credit card or debit card:
  - Online payment when logged in to your Language & Friendship online account.
- Check, cashier's check, or money order:
  - Payable to Language & Friendship
  - School or group name + traveler's name in memo line
  - Mail directly to Language & Friendship office
- More frequent, smaller payments can be made by check only. After a student is accepted to the program and the first deposit has been made, larger payments can be arranged by contacting the L&F Registrar.

Fees

- Late payments and late/incomplete materials incur a $40 fee and may jeopardize a traveler's participation in the program.
- Travelers more than 10 days behind on payments will be cancelled from the program. See note on reinstatement under *Cancellation Policy.*
- *Enrollment after group deadline: $40 + all payments to date + possible additional airfare.

Final Program Price / Final Payment

- Final program price is based on the actual number of travelers and inclusions requested by the group.
- Any adjustments will be indicated in a final billing memo sent approximately 3 weeks before the final payment due date.
- Any earned discounts will be credited at the time of final billing.

Note

- **Mark your calendar with payment due dates! Courtesy reminders will be sent via email, but it is the responsibility of the participant to pay installments by each deadline.**
- Groups of fewer than 10 may require instant airline ticket purchase resulting in a modified payment and cancellation schedule.

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Cancellation

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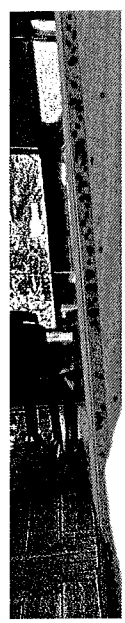

Discount and Scholarship Information

Host an international student or group leader!

- **Prepare** for your own family stay!
- **Earn a Discount/Rebate** of $100-$200 off your program price, each time you host!
- **Reciprocate!** Someone will soon host you! Take the opportunity to give back by hosting an international visitor.
- **Complete a host family application on our website.** You will be making a real difference in someone's life -- including your own!

Naomi Thomsen Scholarship

A few partial scholarships (of $750 to $1000 each) as well as several smaller merit scholarships are awarded each year.

Requirements and Application Form can be found in your online account once your enrollment has been confirmed.

Early Bird Discounts!

Early Bird+: Enroll by 4/1/2027 for $150 off the final program price

Early Bird: Enroll by 6/1/2027 for $100 off the final program price

discounts applied to final installment payment

Language & Friendship

Phone: 952-841-9898

Fax: 952-841-9919

M-F 9:00 - 5:00 CST

6440 Flying Cloud Dr, Suite 106

Eden Prairie, MN 55344

Quick Links:

My Account Login

Our Team

Contact Us: info@languageandfriendship.com

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Donation Acceptance Resolution

I, _____, introduce the following resolution and move for its adoption:

WHEREAS, School Board Policy 706 establishes guidelines for the acceptance of gifts and donations to the District;

WHEREAS, Minnesota Statutes Section 465.03 states that the School Board may accept a gift, grant, or devise of real or personal property in accordance with the terms prescribed by the donor only by the adoption of a resolution approved by two-thirds of its members; and

WHEREAS, the referenced donations in the District 200 Donations Report from February 2026.

_____ duly seconded the motion for the adoption of the foregoing resolution.

Voting in favor of the resolution:

Voting against:

THEREFORE, BE IT RESOLVED by the Hastings Public School District School Board to gratefully accept these gifts.

Approval of District 200 Donations
February 2026

Date	Donor	Building	Description	Amount
2/3/26	HMS Play Freewill Donations	Middle School	HMS Theatre	$152.00
2/3/26	Hastings Softball Booster Club	High School	High School Softball Scrimmages	$600.00
2/4/26	Charities Aid Foundation America-Employee Giving Campaign	Middle School	Middle School Donation-Appropriate Expenditures	$30.00
2/4/26	HMS Play Freewill Donations	Middle School	HMS Theatre	$287.00
2/5/26	CAF America	High School	Joel Seleskie Family Scholarship	$7,500.00
2/10/26	Charities Aid Foundation America-Employee Giving Campaign	Middle School	Middle School Donation-Appropriate Expenditures	$30.00
2/13/26	Hastings Basketball Boosters	High School	High School Basketball Bussing	$761.00
2/19/26	Keith W. Johnson	High School	Gymnastics Team	$250.00
2/19/26	Hastings Band Boosters	High School	Marching Band Meat Raffle Fundraiser Proceeds	$675.00
2/19/26	Hertogs Family Education Foundation, Inc.	High School	Hertogs Family Foundation Scholarship	$13,500.00
2/19/26	Rivertown Lions Club	High School	Hastings Rivertown Lions Club Scholarship	$1,500.00
2/20/26	Hastings Wrestling Club	High School	High School Girls Wrestling Hotel Rooms	$496.74
2/20/26	High School Staff	High School	High School Faculty Scholarship	$82.00
2/24/26	Sharon Lee Avent Revocable Trust	High School	Smead Manufacturing Scholarship	$6,000.00
2/24/26	Hertogs Family Education Foundation, Inc.	Middle School	Eagle Bluff	$10,000.00
2/24/26	InSports Foundation	Tilden	Middle School Girls Flag Football	$7,500.00
2/24/26	Minnesota Vikings Football, LLC	Tilden	High School Girls Flag Football	$10,000.00
			Total Monthly Donations	**$59,363.74**

In-Kind Donations - Values are approximate per information available

2/5/26	Farmers Insurance	McAuliffe	General supplies for Teachers	$300.00

Hastings Public Schools
INDEPENDENT SCHOOL DISTRICT 200
1000 11TH STREET WEST
HASTINGS, MN 55033-2597
Phone (651) 480-7000
Fax (651) 480-7004

BRIDGE TO SUCCESS

Dr. Kristine Wehrkamp Herman
SUPERINTENDENT

2026 Hastings School Board & Committee Future Meetings

This document is a list of all the dates for work sessions, board meetings, special meetings, and committee meetings.
Committee descriptions and members are listed below the list of meetings.
Any questions or concerns regarding meetings can be directed to LynDee Humble at 651-480-7013 or via email at lhumble@isd200.org.

Color Key	Regular Board Work Session	Regular Board Meeting (Including Closed & Special)	Policy Committee	Facilities, Finance & Joint Powers Committee	Community Collaboration Committee	Student School Board Committee

Future Meeting Dates				
Date	**Time**	**Description**	**Board or Committee**	**Location**
03.25.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
03.30.2026	6:00 pm	Closed Board Meeting	School Board	District Office Conference Room A
03.31.2026	3:00 pm	Finance Committee Meeting	Finance Committee	District Office Conference Room A
04.01.2026	6:00 pm	Community Collaboration Event	Community Collaboration Committee	Hastings High School, Lecture Hall- Room F253
04.02.2026	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
04.08.2026	5:00 pm	Student School Board Committee Meeting	Student School Board Committee	District Office Conference Room A
04.08.2026	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
04.14.2026	7:30 am	Joint Powers Meeting	Joint Powers Committee	Tilden, Room 117
04.16.2026	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
04.22.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
04.30.2026	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A

05.06.2026	5:00 pm	Student School Board Committee Meeting	Student School Board Committee	District Office Conference Room A
05.06.2026	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
05.20.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
06.10.2026	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
06.11.2026	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
06.17.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
07.15.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
08.06.2026	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
08.12.2026	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
08.20.2026	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
08.26.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
09.09.2026	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
09.17.2026	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
09.23.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
10.01.2026	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
10.07.2026	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
10.21.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
10.22.2026	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
11.04.2026	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
11.18.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
12.02.2026	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
12.16.2026	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center

Community Collaboration Committee (3)

Purpose Statement: *The Community Collaboration Committee is a link between the Hastings School District and the ISD 200 community. The committee focuses on identifying avenues to continuously improve the district's communication process for increased transparency and to better articulate the district's goals with its stakeholders. The committee seeks opportunities for shared learning, knowledge, awareness, experience, and growth to create a stronger, more united community.*

Committee Members: Philip Biermaier (Chair) :: Matt Bruns :: Elaine Mikel-Mulder :: Dr. Kristine Wehrkamp Herman

Joint Powers Committee (3)

Working collaboratively with City of Hastings elected officials and staff collaborate on opportunities with the City under Joint Powers Programs. The Committee works to maximize shared resources through partnerships with the City to achieve meaningful outcomes for students and the community.

Committee Members: Melissa Millner (Chair) :: Carrie Tate :: Philip Biermaier :: Dr. Kristine Wehrkamp Herman

Facilities & Finance Committee (3)

The mission of the ISD 200 Finance, Facilities, and Joint Powers Committee is to provide strategic guidance on budgetary, financial, and substantial facilities investment activities. These efforts prioritize sustainability, transparency, and equity, serving the School Board and the broader community.

The committee is committed to fostering financial sustainability, ensuring transparency in decision-making, and supporting equity in resource allocation. It aims to enhance public confidence by effectively managing, maintaining, and improving district facilities, while educating stakeholders about facility usage, condition, and future outlook.

Facilities & Finance Committee Members: Mark Zuzek (Chair) :: Melissa Millner :: Carrie Tate :: Jen Seubert :: Dr. Kristine Wehrkamp Herman

Policy Committee (3)

Purpose Statement: *The Hastings School Board Policy Committee serves to review and revise current policies, and propose policy changes for adoption based on statute, at the direction of the School Board or administrator, and as identified for the benefit for the students and staff of ISD 200.*

Committee Members: Jessica Dressely (Chair) :: Mark Zuzek :: Carrie Tate :: Dr. Kristine Wehrkamp Herman :: Guests as determined by policy review

Student School Board Committee (3)

Purpose Statement: *The school board believes that the views, insights, and suggestions of student representatives on the school board can be an advantage to the school board in its decision-making role.The Student School Board Committee will focus on identifying, interviewing, and recommending student representatives to serve on the school board.*

Committee Members: Matt Bruns (Chair) :: Jessica Dressely :: Melissa Millner :: Dr. Kristine Wehrkamp Herman

917 REP (1) - 3 Year Term 2024-2027 Commitment: Typically 1 meeting per month
Mark Zuzek
Relicensure Committee Liaison
Philip Biermaier Backup - Mark Zuzek
MSHSL REP (1)
Elaine Mikel-Mulder
AMSD Liaison (1)
Mark Zuzek Backup - Jessica Dressely
BRIGHTWORKS (1) If appointment is open
Matt Bruns
Native American Parent Advisory Committee Liaison
Matt Bruns Backup - Philip Biermaier
Meet and Confer Liaison
Mark Zuzek Backup - Carrie Tate
Wellness Committee Liaison
Melissa Millner Backup - Jessica Dressely