

Wrenshall Board of Education
Tuesday, July 8, 2025 6:00 PM Central

Holyoke Town Hall
Carlton County Highway 8
Holyoke, MN 55749

Eric Ankrum: Present
Jon Beck: Present
Mary Carlson: Present
Ben Johnson: Present
Ashley Laveau: Present
Erin Riley: Present

Present: 6.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adoption of Agenda
5. Regular Business
 - 5.a. Approval of Minutes
 - 5.b. Accept Business Office Report
 - 5.c. Approval of Consent Agenda
6. Informational Items
 - 6.a. Board Committee Reports
 - 6.b. Principal's Report
 - 6.c. Community Education Report
 - 6.d. American Indian Cultural Liaison Report
 - 6.e. Enrollment Report
 - 6.f. Superintendent's Report
7. Action Items
 - 7.a. Appoint Identified Official with Authority (IOwA)
 - 7.b. Approve Contract with Carlton County for Family School Support Worker
 - 7.c. Approve At-Will Agreement For American Indian Cultural Liaison
 - 7.d. Approve Foster Care Transportation Agreement
 - 7.e. Award Bids for Dairy and Bread Products and Transportation Fuel
 - 7.f. Approve Long Term Facilities Maintenance (LTFM) 10-Year Plan
 - 7.g. Approve School and Wren's Club Handbooks for the 2025-2026 School Year
 - 7.h. Set Adult Meal Prices for Fiscal Year 2026
 - 7.i. Approve Jumpstart to Kindergarten Agreement
 - 7.j. Set Superintendent Goals for Fiscal Year 2026
 - 7.k. Set Substitute Pay Rates for Fiscal Year 2026
 - 7.l. Certify the Maximum Proposed Levy for 2026 Payable 2027
 - 7.m. Approve Tuition Agreements to Serve Carlton High School Students
 - 7.n. Approve Community Education Staff Pay Rates for Fiscal Year 2026
 - 7.o. Approve New or Additional Curriculum for 2025-2026 School Year

- 7.p. Approve Raptors Sports Cooperative Head Coach Hires
- 7.q. Approve Purchased Services Agreement between ISD 100 and ISD 93
- 7.r. AD HOC CTE RFP Procedures Committee
- 7.s. Approve agreement between ISD 100 Wrenshall and ICS Consulting LLC
- 7.t. Approve School Closure Guidelines
- 7.u. Policy Review Cycle
- 7.v. Acceptance of Donations
- 7.w. Hiring Requests
- 8. Future Meetings
 - 8.a. Set the public hearing date for the Comprehensive Achievement and Civic Readiness Report (formerly known as the World's Best Workforce Hearing)
 - 8.b. Set Truth and Taxation Meeting
- 9. Adjournment

Wrenshall Board of Education

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8. **Future Meetings**
 - a. Set the public hearing date for the Comprehensive Achievement and Civic Readiness Report (formerly known as the World's Best Workforce Hearing)
 - b. Set Truth and Taxation Meeting
9. **Adjournment**

June 2025 EXPENSE SUMMARY

Check No.	Vendor	Amount	Date	Description
57349	CHICKADEE CATERING COMPANY	\$666.32	6/6/2025 0:00	Wrens Club Food
57350	COMO OIL AND PROPANE	\$530.97	6/6/2025 0:00	Fuel For Vehicles
57351	COMO OIL AND PROPANE	\$403.16	6/6/2025 0:00	Fuel For Vehicles
57352	DSC COMMUNICATIONS	\$460.00	6/6/2025 0:00	Communications Serv
57353	DSC COMMUNICATIONS	\$140.00	6/6/2025 0:00	Communications Serv
57354	DSC COMMUNICATIONS	\$70.00	6/6/2025 0:00	Communication-Telephone
57355	IMPERIALDADE	\$202.14	6/6/2025 0:00	General Supplies-Food Svc
57356	INSTRUMENTALIST AWARDS LLC	\$90.00	6/6/2025 0:00	Instrument Music-Supplies
57357	JAIME WOLFE	\$224.30	6/6/2025 0:00	Instru Supplies-Science
57358	MELANIE HUMMEL Ed S	\$2,418.75	6/6/2025 0:00	To Non-Ed Agency-SpEd Gen
57359	MN TELECOMMUNICATIONS	\$403.00	6/6/2025 0:00	Svc Purch MN Joint-Powers
57360	MRI SOFTWARE	\$30.00	6/6/2025 0:00	Legal Fees
57361	PITNEY BOWES GLOBAL	\$174.00	6/6/2025 0:00	Postage & Express
57362	SHIRLEY VAN GUILDER	\$265.92	6/6/2025 0:00	Gen Supplies-Sch Readiness
57363	UHL / ABE	\$478.00	6/6/2025 0:00	Repairs & Maint-MECH SYS
57364	UPPER LAKES FOODS INC	\$1,971.33	6/6/2025 0:00	Food - Kitchen Supplies
57365	WIEDIGER SPEECH & LANGUAGE	\$13,376.00	6/6/2025 0:00	To Non-Ed Agency
57366	WRENSHALL GENERAL STORE	\$50.00	6/6/2025 0:00	Fuel For Vehicles
57367	CARLTON COUNTY HUMAN SERVICES	\$50.00	6/13/2025 0:00	Communication-Telephone
57368	CHICKADEE CATERING COMPANY	\$884.16	6/13/2025 0:00	Wrens Club Food
57369	CLOQUET SANITARY SERVICE	\$965.68	6/13/2025 0:00	Contr Svc- Garbage
57370	EMC INSURANCE COMPANIES	\$115.00	6/13/2025 0:00	Transportation Ins.
57371	GUARDIAN PEST SOLUTIONS, INC	\$57.91	6/13/2025 0:00	Fees for Svc-Food Svc
57372	L & M SUPPLY INC	\$49.94	6/13/2025 0:00	Supplies-Operations & Maint
57373	MEDTOX	\$85.22	6/13/2025 0:00	Physicals/Drug Testing
57374	MINNESOTA POWER	\$4,877.59	6/13/2025 0:00	Electricity
57375	MN PEIP	\$33,569.10	6/13/2025 0:00	Health Insurance
57376	NORTHERN LIGHTS ACADEMY 6096	\$1,616.30	6/13/2025 0:00	Princ LT Bld/Land Leases
57377	PAN-O-GOLD BAKING	\$202.00	6/13/2025 0:00	Food-Lunch
57378	PER MAR SECURITY SERVICES	\$21.62	6/13/2025 0:00	Security System Fees
57379	CHICKADEE CATERING COMPANY	\$681.91	6/20/2025 0:00	Wrens Club Food
57380	CARDMEMBER SERVICE	\$3,345.36	6/26/2025 0:00	Supplies-Staff Dev
57381	CARLTON CTY CHILDREN & FAMILY Svcs Collab	\$70.00	6/26/2025 0:00	Early Childhood Assessment
57382	CHICKADEE CATERING COMPANY	\$775.22	6/26/2025 0:00	Wrens Club Food
57383	CITY OF WRENSHALL	\$594.04	6/26/2025 0:00	Water & Sewage
57384	CONSTELLATION NEW ENERGY GAS DIV	\$508.19	6/26/2025 0:00	Fuel For Bldgs
57385	DELTA DENTAL OF MINNESOTA	\$2,945.46	6/26/2025 0:00	Dental Insurance
57386	EDUCATORS BENEFIT CONSULTANTS LLC	\$74.36	6/26/2025 0:00	Consulting Fees-Bus Office
57387	GREAT LAKES AQUARIUM	\$150.00	6/26/2025 0:00	Wrens Club Travel
57388	INTEGRATED FOOD SERVICE	\$472.00	6/26/2025 0:00	Food-Lunch
57389	KATIE BECK	\$182.00	6/26/2025 0:00	Meetings/Travel-Elem SD
57390	MARY CARLSON	\$1,042.28	6/26/2025 0:00	Travel-Admin Staff Dev
57391	MELISSA BOURMAN	\$145.32	6/26/2025 0:00	Lunch Sales-Pupils
57392	MICHELLE DEFOE	\$1,250.00	6/26/2025 0:00	Amer Indian Ed- Consult Fees
57393	NATL INSURANCE SVCS OF WI INC	\$871.33	6/26/2025 0:00	Life Insurance
57394	NORTHEAST SERVICE COOPERATIVE	\$66.75	6/26/2025 0:00	Prof & Tech Svcs-Envir Mgmt
57395	NORTHERN DOOR & HARDWARE INC	\$262.00	6/26/2025 0:00	Supplies-Operations & Maint
57396	NORTHERN DOOR & HARDWARE INC	\$460.00	6/26/2025 0:00	Supplies-Operations & Maint
57397	NORTHERN OUTDOORS CLUB	\$136.50	6/26/2025 0:00	Wrens Club Consult Fees/Svc
57398	PITNEY BOWES PURCHASE POWER	\$214.99	6/26/2025 0:00	Postage & Express

57399	RENAE HOUSE	\$14.00	6/26/2025	0:00	Travel-Food Svc
57400	SHANNON O NABIGON	\$500.00	6/26/2025	0:00	Amer Indian Ed- Consult Fees
57401	SHIRLEY VAN GUILDER	\$92.57	6/26/2025	0:00	Gen Supplies-Sch Readiness
57402	UHL / ABE	\$528.00	6/26/2025	0:00	Repair & Maint Svc-Mech Sys
57403	VALLEY PRINTING	\$387.27	6/26/2025	0:00	Graduation Expense
		\$80,217.96			

Wrenshall School ISD #100 Receipt Listing Report

Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
3745		0100	12289	Credit	1	009640231	06/03/25	Check	1	1002	State of MN	Applied	95.76
Deposit Control Total:												95.76	
3746		0100	12290	Credit	1		06/05/25	Check	1	1001	Carlton County	Applied	502,960.22
Deposit Control Total:												502,960.22	
3747		0100	12291	Credit	1		06/05/25	Check	1	1500	Miscellaneous	Applied	2,298.92
		0100	12292	Credit	1		06/05/25	Check	1	1110	Lunch Program	Applied	67.70
		0100	12293	Credit	1		06/05/25	Check	1	1046	Community Ed	Applied	3,372.14
		0100	12294	Credit	1		06/05/25	Check	1	1042	LATCH KEY	Applied	635.25
		0100	12295	Credit	1		06/05/25	Check	1	1044	PreSchool	Applied	416.88
Deposit Control Total:												6,790.89	
3748		0100	12296	Credit	1	0009658244	06/10/25	Check	1	1002	State of MN	Applied	26,458.90
Deposit Control Total:												26,458.90	
3749		0100	12297	Credit	1		06/11/25	Check	1	1500	Miscellaneous	Applied	2,300.00
Deposit Control Total:												2,300.00	
3750		0100	12298	Credit	1	0009683803	06/17/25	Check	1	1002	State of MN	Applied	425.83
Deposit Control Total:												425.83	
3751		0100	12299	Credit	1	0009673781	06/17/25	Check	1	1002	State of MN	Applied	5,276.68
Deposit Control Total:												5,276.68	
3752		0100	12300	Credit	1	0009685764	06/18/25	Check	1	1002	State of MN	Applied	186,911.09
Deposit Control Total:												186,911.09	
3753		0100	12301	Credit	1		06/27/25	Check	1	1006	Northeast Service Coop	Applied	2,885.56
		0100	12302	Credit	1		06/27/25	Check	1	1500	Miscellaneous	Applied	2,531.00
		0100	12303	Credit	1		06/27/25	Check	1	1015	ISD 704 - Proctor	Applied	320.00
		0100	12304	Credit	1		06/27/25	Check	1	1110	Lunch Program	Applied	993.40
		0100	12305	Credit	1		06/27/25	Check	1	1046	Community Ed	Applied	55.00
		0100	12306	Credit	1		06/27/25	Check	1	1042	LATCH KEY	Applied	1,030.00
		0100	12307	Credit	1		06/27/25	Check	1	1044	PreSchool	Applied	258.54
Deposit Control Total:												8,073.50	
3754		0100	12308	Credit	1		06/30/25	Check	1	1045	BRIGHTWHEEL	Applied	8,091.14
Deposit Control Total:												8,091.14	
Report Total:												747,384.01	

Wrenshall School ISD #100
Exp/Rev Summary - Fd
Period Ending June 30, 2025

Sequence: L, Fd

Description		Revised25 Annual Budget	Period 202512	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
E	Expenditure							
01	General Fund	5,060,636.76	921,981.33	4,821,932.47	95%	10,340.53	95%	228,363.76
02	Food Services Fund	190,973.00	25,437.32	205,077.34	107%	0.00	107%	(14,104.34)
03	Transportation (Sub of 01)	428,166.00	39,238.70	399,077.83	93%	140,975.90	126%	(111,887.73)
04	Community Service	187,304.00	30,626.19	185,834.18	99%	0.00	99%	1,469.82
05	Capital Outlay (Sub of 01)	159,232.00	1,072.75	177,412.36	111%	29,209.29	130%	(47,389.65)
07	Debt Redemption Fund	943,770.00	0.00	943,545.00	100%	0.00	100%	225.00
18	Custodial	0.00	0.00	3,289.98	0%	0.00	0%	(3,289.98)
21	Student Activities	0.00	(35.01)	34,103.16	0%	0.00	0%	(34,103.16)
E	Expenditure	6,970,081.76	1,018,321.28	6,770,272.32	97%	180,525.72	100%	19,283.72
R	Revenue							
01	General Fund	(5,304,127.00)	(703,370.50)	(5,902,199.21)	111%	0.00	111%	598,072.21
02	Food Services Fund	(217,700.00)	(27,800.51)	(215,285.70)	99%	0.00	99%	(2,414.30)
03	Transportation (Sub of 01)	(252,543.00)	0.00	0.00	0%	0.00	0%	(252,543.00)
04	Community Service	(192,674.00)	(17,629.65)	(167,563.59)	87%	0.00	87%	(25,110.41)
05	Capital Outlay (Sub of 01)	(138,011.00)	0.00	0.00	0%	0.00	0%	(138,011.00)
07	Debt Redemption Fund	(986,896.00)	0.00	(105,639.73)	11%	0.00	11%	(881,256.27)
18	Custodial	0.00	(1,500.00)	(3,200.00)	0%	0.00	0%	3,200.00
21	Student Activities	0.00	(2,000.00)	(22,196.81)	0%	0.00	0%	22,196.81
R	Revenue	(7,091,951.00)	(752,300.66)	(6,416,085.04)	90%	0.00	90%	(675,865.96)
	Report Totals:	(121,869.24)	266,020.62	354,187.28	(291%)	180,525.72	(439%)	(656,582.24)

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

Fund	Description	Total
01	General Fund	\$69,696.60
02	Food Services Fund	\$3,032.45
03	Transportation (Sub of 01)	\$1,779.35
04	Community Service	\$4,636.81
05	Capital Outlay (Sub of 01)	\$1,072.75
Report Total		\$80,217.96

Wrenshall School ISD #100
Receipt Listing Report with Detail by Deposit
Fund Summary

Fund	Total
01	\$698,308.53
02	\$27,945.83
04	\$17,629.65
18	\$1,500.00
21	\$2,000.00
Report Total	\$747,384.01

2025-2026 BUDGET UPDATES

WRENSHALL PUBLIC SCHOOL DISTRICT #100

Updated 6/24/2025

Revenues:

- Compensatory Revenue- Districts will receive the greater of FY26 or the final FY24 compensatory revenue. Updated budget uses FY24 revenue. Increased by \$141,713.
- Unemployment- A stand alone bill was passed to fund unemployment. Revenue now matches expenses.
- American Indian Education Aid- Increased due to additional students
- Decrease in School Library Aid- \$20,000
- Title- Decrease by \$13,166

Note:

- Decrease in Special Education Transportation - Revenue already budgeted conservatively so no changes were made

Expenses:

- TRA is increasing an additional .31% to cover pensions
- Received SPED budget from the Co-op and updated accordingly
- Insurance quote updated
- Increased American Indian Education Expenses to match revenue
- Added a BA/1 Math Teacher- Assumed no Health/Dental
- Added Summer Custodian & Hillyard gym floor expense

Anticipated Expenses:

- Long Term Substitute- Approximately \$7,350
- 1st Grade Split- Approximately \$51,454
- Rising Tide Mentoring Expenses
- Evaluation Expenses
- ICS- \$10,000
- Boiler Operator- Approximately \$18,000
- Literacy Lead
- Expired Contracts

Updated: 7/8/25

	FY 26 Adopted			FY 26 Revised			
	Revenues	Expenses	Surplus (Deficit)	Revenues	Expenses	Surplus (Deficit)	
General Fund							
Fund 1 General	4,999,462	4,857,681	141,781	5,130,009	4,938,252	191,757	
Fund 3 Transportation	253,307	432,272	(178,965)	253,307	433,595	(180,288)	
Fund 5 Capital Expenditures	149,909	155,196	(5,287)	149,909	155,796	(5,887)	
Total General Fund	5,402,678	\$ 5,445,149	(42,471)	5,533,225	5,527,643	5,582	0.10%
Food Service Fund	216,700	215,346	1,354	216,700	215,346	1,354	
Community Service Fund	188,427	190,043	(1,616)	206,764	194,417	12,347	
Debt Service Fund	966,060	947,210	18,850	966,060	947,210	18,850	
	6,773,865	\$ 6,797,748	(23,883)	-0.35% 6,922,749	6,884,616	38,133	0.55%
Net Change in Surplus (Deficit)				148,884	86,868	62,016	

Changes:

Revenues

Fund 1

211 Gen Ed Aid	\$ (141,713.00)	Compensatory Rev
300 Rev State	\$ 18,000.00	American Indian Education Aid + 2,000 Reduction in School Library Aid
369 Hourly Unemployment	\$ (20,000.00)	Summer unemployment- fully funded
401 Title ESEA	\$ 13,166.00	Reduction in Title Funds
		(130,547)

Fund 4

050 Fees	864	
300 ECFE, SR, Preschool Screening	(18,001)	Pathways
369 Misc State Rev (Wrens Club)	(1,200)	(18,337)

Total increase/ (decrease) \$ 148,884.00

Expenses

Fund 1

1%,2% Wages & Benefits	\$ 6,284.00	Additional Increase in TRA to 9.81%
BA/1	\$ 48,129.00	Does not assume Health/Dental
Summer Custodian	\$ 6,463.00	Estimated 40 days
303 Fed Subaward <\$25,000	\$ 3,721.00	SPED Coop Budget
305 Consulting Fees/Services	\$ 3,119.00	American Indian Education Expenses & Hillyard Gym Floor
311 Prof & Tech Services	\$ 417.00	SPED Coop Budget
\$96,397 Sped Sal Pur From Other Distr	\$ 2,573.00	SPED Coop Budget
401 General Supplies	\$ 2,756.00	SPED Coop Budget
405 Non-Instructional Software	\$ 2,188.00	SPED Coop Budget
570 Land Leases	\$ 74.00	SPED Coop Budget
		79,911

Fund 4

1%,2% Wages & Benefits	2,374	Revised School Readiness & Wrens Club Budgets
490 Food	2,000	Wrens Club Summer Meals
820 Dues & Memberships		4,374

Total Increase 86,868

Net increase (decrease) \$ 62,016.00



CD Quick Quote

05/02/2025

PMA Financial Network
2135 CityGate Lane
7th Floor
Naperville, IL 60563
Phone: 630-657-6400
Fax: 630-718-8701

Wrenshall ISD 100
207 Pioneer Drive
Wrenshall, MN 55797

PMA Client #: 31265 - 101
Phone: (218) 384-4274
Fax:

CD - 269 Days, Maturing on 01/26/2026

Bank	Backing	FDIC #	City, State	Invested	Net Interest	Total	Net Rate
Cornerstone Bank	FDIC	5496	York, NE	\$242,600.00	\$7,341.24	\$249,941.24	4.106
Totals & Weighted Avg for Term:				\$242,600.00	\$7,341.24	\$249,941.24	4.106

Summary

	Invested	Net Interest	Total
Quick Quote Total:	\$242,600.00	\$7,341.24	\$249,941.24

The information contained herein is based on sources, which we believe to be reliable, but is not guaranteed by us and is not considered all-inclusive. It is not to be construed as an offer, or the solicitation of an offer, to sell or buy securities herein mentioned

WRENSHALL PUBLIC SCHOOL DISTRICT



Dr. Frank Schill, Superintendent
Michelle Blanchard, Principal

July 8, 2025

Consent Agenda

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

Appointments:

1. Sheri Fossen, Early Childhood Special Education Teacher, Out of Field Placement (Year 3), .8 FTE, effective July 1, 2025.
2. Sheri Fossen, Title I and District Assessment Coordinator, .2 FTE effective July 1, 2025.
3. Chloe Olesen, BA/3, Grade 1 teacher, effective August 26 ,2025.
4. Jon Bartzcak, Health Teacher, Out of Field Placement (Year 2), .2 FTE, effective August 26, 2025.
5. Jon Bartzcak, Physical Education Teacher, B.A., Step 2, effective August 26, 2025.
6. Kaylee Krogstad, Chemistry Teacher, Out of Field Placement, .2 FTE, effective August 26, 2025.
7. Lauren Borg, Class 5/Year 5 special education/general education paraprofessional effective August 26, 2025.
8. Renee Duncan, Class 5/Year 5 special education paraprofessional, effective August 26, 2025.
9. Karla Getz, Class 5/Year 1 special education paraprofessional, effective August 26, 2025.
10. Sara Heittola, Class 5/Year 4 special education paraprofessional, effective August 26, 2025.
11. Katie Meyer, Class 5/Year 1 special education paraprofessional, effective August 26, 2025.
12. Darlene Wicklund, Class 5/Year 5 special education paraprofessional, effective August 26, 2025.
13. Kelli Perrault, Class 5/Year 5 Title I paraprofessional, effective August 26, 2025.
14. Kirk Hill – Class 5/Year 3 supervisory paraprofessional, effective August 26, 2025
15. Taylor Stowell, Class 5/Year 3 special education paraprofessional, effective

August 26, 2025.

Changes of Assignment:

1. Chloe Swanson, Media Center Teacher, Lane progression to BA +60, effective June 1, 2025.
2. Ted Conover, add sixth teaching assignment for the 2025-2026 school year.
3. Kaylee Krogstad, add sixth teaching assignment for the 2025-2026 school year.
4. Chloe Swanson, add sixth teaching assignment for the 2025-2026 school year.
5. John Peterson, add sixth teaching assignment for the 2025-2026 school year.
6. Sheri Fossen, add sixth teaching assignment for the 2025-2026 school year.

Leaves of Absence:

1. Sheri Fossen, Leave of Absence Continuation (Year 3) 1.0 FTE Elementary Teacher, effective July 1, 2025.

Resignations

1. Dan Adkins, van driver, effective June 2, 2025.
2. Kristie Laveau, van driver, effective June 2, 2025.
3. Julie Adkins, van student aide (correction from June 9 consent agenda) effective June 2, 2025.



WRENSHALL PUBLIC SCHOOLS

Superintendent-Jeff Pesta, Ed.D
Principal-Michelle Blanchard

Dear Superintendent Pesta,

June 23rd, 2025

Here is a list of formal staff recommendations for the 25-26 school year.

Jon Bartzcak-.8 FTE Physical Education teacher & .2 FTE Health teacher.

Sherri Fossen- .8 FTE ECSE teacher and .2 FTE Title/DAC

Kaylee Krogstad .2 FTE Chemistry teacher

Paraprofessional 25-26 Assignments

Lauren Borg-Elementary Special Ed/Gen Ed Para (8:00-3:00)

Renee Duncan- Elementary Special Ed Para (8:00-3:00)

Karla Getz- M.S. Special Ed Para (8:20-3:13)

Sara Hietilla- Elementary Special Ed Para (8:00-3:00)

Katie Meyer-Elementary Special Ed Para (8:00-3:00)

Darlene Wicklund- H.S. Special Ed Para (8:20-3:13)

Taylor Stowell- M.S. Special Ed Para (8:20-3:13)

Kelli Perrault- Title One Para (4 days a week 8:00-12:00)

Kirk Hill- Supervisory Para (8:30-1:00)

A small school where WE cultivate big futures.

June 2, 2025

Jeff Pesta
Superintendent
Wrenshall Public Schools

Dear Mr. Pesta,

I am writing to request a one-year leave of absence from my 1.0 FTE Elementary Teacher position in order to accept the .8 FTE ECSE and .2 FTE Title One Coordinator position for the 2025-2026 school year. I am requesting the leave in order to retain my rights to a 1.0 FTE Elementary Teacher position for the 2026-2027 school year. Per our conversation on 5/30/25 I will continue to function as the District Assessment Coordinator, and will receive a 6th Assignment stipend.

Please let me know if you have any questions.

Thank you,

Sheri Fossen

2025 - 2026 School Year

Updated 6/30/2025

Grade	Projection	Target	Variance	Waitlist	Inquiries
K	20	20	0		1
1	30	23	+7		
2	23	23	0		1
3	29	25	+4		2
4	22	25	-3		
5	28	25	+3		1
6	23	25	-2		
7	27	28	-1		2
8	25	28	-3		
9	31	30*			1
10	20	30*			
11	28	30*			
12	27	30*			
TOTAL	333				8



Education Identity and Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOWA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOWA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOWA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOWA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOWA. The IOWA will grant the IOWA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management

Organization Name: _____

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): _____

Superintendent or Exec. Director Name: _____

Will act as the IOWA? Yes No

If no, identify below the individual who will act as the IOWA for your organization.

The Superintendent or Exec. Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOWA) for this organization:

Print Name: _____

Title: _____

Board Member Signature:

Name: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and email it to: useraccess.mde@state.mn.us



Northern Lights Special Education Cooperative

16 E Hwy 61, Esko, MN 55733
P. 218-655-5018 www.nlsec.org

Billie Jo Steen ~ Executive Director

2025 - 2026 CONTRACT FOR FAMILY SCHOOL SUPPORT WORKER

This agreement entered this 16th day of June 2025, by and between Wrenshall ISD #100 (herein referred to as the District) and Carlton County Human Services, Cloquet, MN (hereinafter referred to as Contractor) witnesses that:

Whereas, the District has determined that it is necessary to retain the services of Deanna Koren, licensed social worker, to attain the following objectives:

- 1. To meet the needs of students with disabilities, as defined under the Individuals with Disabilities Education Act, social work services are deemed necessary by the child study process and documented in the students' individual education plan (IEP).**
- 2. The services provided are necessary for the students to make progress on IEP goals and/or access the general education curriculum.**

WHEREAS, the Contractor is duly qualified to perform these services and whereas personnel will hold appropriate licensure by the Professional Educator Licensing and Standards Board (PELSB) for the necessary service for which they provide. If PELSB doesn't issue a license for the necessary service, the professionals will be members of good standing in their professional organization. Furthermore, a copy of the licensure or appropriate board certification for each person who will be providing services will be submitted to the District prior to the initiation date of the contract and on an annual basis thereafter.

NOW, THEREFORE, the parties agree as follows:

- 1. The Contractor shall provide a licensed social worker to meet the objectives stated above.**
- 2. The Contractor shall provide services to students with disabilities as defined in the Individuals with Disabilities Education Act.**

Contract #13

3. **Services will be provided at the location where the student attends or the students' homes.**
4. **The District shall provide an atmosphere that is conducive to learning and shall meet the needs of the students' special physical, sensory and emotional needs.**
5. **The District will purchase these services with an estimated total contract amount of \$16,000.00**
6. **Targeted case management dollars collected by Carlton County for this position have been subtracted from the claim for state special education reimbursement.**
7. **The Contractor will submit billings on a one-time basis at the end of the school year.**
8. **The District shall make payment for services-based on receipt of invoice.**
9. **The Contractor shall maintain appropriate liability coverage commensurate with the services provided and submit a copy of the policy upon request to the District.**
10. **The Director of Special Education shall be responsible for the oversight of the contracted services contained within this agreement.**
11. **This agreement shall be in force from July 1, 2025 to June 30, 2026. Either party shall provide written notice regarding reduction/discontinuation of services hours with a 30-day notice.**

Signed by:

Wrenshall ISD #100
207 Pioneer Dr
Wrenshall, MN 55797

By: _____

Date: _____

Signed by:

Carlton County Human Services
14 North 11th Street
Cloquet, MN 55720

By: _____

Contract #13

Date: _____

Barnum ISD #91, Carlton ISD #93, Cloquet ISD #94, Cromwell ISD #95, Esko ISD #99, Hermantown ISD #700,
Lake Superior ISD #381, McGregor ISD #0004, Moose Lake ISD #97, NL Academy #6096,
Proctor ISD #704, Wrenshall ISD #100, Willow River ISD #577

CONTRACT FOR
AMERICAN INDIAN CULTURAL LIAISON
INDEPENDENT SCHOOL DISTRICT #100

The School Board of Independent School District #100, Wrenshall, Minnesota enters into this Agreement with **KEVIN KOT**, who agrees to perform the duties of **AMERICAN INDIAN CULTURAL LIAISON** in the public schools of the District commencing July 1, 2025 and ending June 30, 2026.

The Following provisions shall apply and are a part of this contract:

I. Basic Service:

Said American Indian Cultural Liaison shall faithfully perform the services prescribed by the School Board whether or not such services are specifically described in this contract or in general job description, abide by the rules and regulations and policies as established by the State Board of Education, and any additions or amendments thereto, for the annual salary indicated below.

II. Contract Year:

The contract year shall be as follows:
July 1, 2025 through June 30, 2026. The position may be renewed by mutual agreement in subsequent years dependent upon the availability of state American Indian Education Aid.

III. Leaves and Holidays:

1. *Leaves of Absence.* The liaison position is intended to align with student events and contact days as identified on the 2025-2026 Wrenshall School Calendar. The 30 hour regular work week is flexible and missed days can be made up in increments not to exceed 40 hours per week. Time cards shall be submitted in alignment with District payroll procedures.
2. *Earned Sick and Safe Leave (ESST).* Effective immediately and each fiscal year thereafter, the liaison will accrue one hour of ESST for every thirty (30) hours worked, up to forty-eight (48) hours in the fiscal year. ESST shall accrue to a maximum of eighty (80) hours and a balance may be carried over into the next fiscal year. At no time shall the liaison's accrued ESST exceed eighty (80) hours. There is no payout for unused ESST. ESST shall be allowed whenever the liaison's absence is found to have been due to reasons set forth in Minnesota Statutes, section 181.9447. ESST may be used in increments no smaller than one half (1/2) hour. The liaison will not be eligible to use ESST until they have performed for at least eighty (80) hours and have accrued ESST as per school district payroll practices. Pay for ESST shall be approved the direct supervisor only upon submission of the authorized pay request form.

IV. Insurance:

1. *Hospital and Medical Insurance.* The School District shall offer to pay up to \$606.79/month for single coverage for FY2026.
2. *Life Insurance:* The Board of Education will pay the annual premium for \$50,000 term life insurance under the existing group life insurance coverage.
3. *Dental Insurance:* The Board of Education shall offer to pay up to \$36.00 per month toward single coverage dental insurance under the existing group dental insurance plan.
4. *Long-term Disability Insurance:* The Board of Education will pay the annual premium for the district's long-term disability policy.

V. Other Benefits

1. *Expenses:* Expenses shall be paid according to the district policy for the pre-approved attendance of meetings and professional development.
2. *Automobile:* The School District shall compensate the employee for pre-approved necessary travel at the standard IRS rate for the use of the employee's personal vehicle. This allowance does not preclude the employee from using district-owned vehicles.
3. *Tax Sheltered Annuities.*

The American Indian Cultural Liaison will be eligible to participate in a tax-sheltered annuity plan through payroll deduction established pursuant to Section 403(b) of the Internal Revenue Code of 1986, Minnesota Statutes, Section 123B.02, Subd. 15, and School District policy, and as otherwise provided by law.

 - A. The District will provide a match to the employee contribution up to \$900 during the term of this agreement.
 - B. The plan is subject to the rules of deduction established pursuant to Section 403(b) of the Internal Revenue Code of 1986, Minnesota Statutes, Section I 23B.02, Subd. 15 and District policy, and as otherwise provided by law.

VI. Salary

The salary for the 2025-2026 school year shall be \$25,920 at \$24 per hour for average work weeks of 30 hours. The salary for subsequent years is negotiable.

VII. **Termination During the Term**

This contract may be terminated only for cause.

VIII. **Contract**

This contract replaces and supersedes any other contract in place between the two parties involved.

IN WITNESS THEREOF, I have subscribed my signature this _____ day of July, 2025.

Kevin Kot

American Indian Cultural Liaison

IN WITNESS THEREOF, we have subscribed our signatures this 8th day of July, 2025.

Chairperson of the School Board

Clerk of the School Board

**SERVICES AGREEMENT FOR THE TRANSPORTATION
OF CHILDREN AND YOUTH
IN FOSTER CARE PLACEMENT**

This Agreement is entered into by and between Wrenshall School District hereinafter referred to as the District and Carlton County Public Health and Human Services as the child welfare agency, hereinafter referred to as Carlton County.

WHEREAS, the parties desire for the District to provide certain transportation services for students in foster care placement under the terms and conditions hereinafter set forth;

WHEREAS, pursuant to the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), youth placed in a foster care placement will remain enrolled in their school of origin, unless a determination is made that it is not in their best interest. Best interest factors include timeliness, consideration of the appropriateness of the current educational setting and the proximity to the school in which the child is enrolled at the time of placement.

WHEREAS, the term foster care is defined as 24-hour substitute care for children placed away from their parents or guardians and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions and pre-adoptive homes. This definition is consistent with the Fostering Connections Act (45 CFR 1355.20).

WHEREAS, pursuant to the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), the District is required to collaborate with Carlton County to develop and implement procedures for how transportation for youth in foster care will be provided, arranged, and funded. The District and Carlton County agree to share the costs of the transportation. This agreement outlines the developed agreement about shared costs of transporting youth in foster care to and from school.

NOW, THEREFORE, in consideration of the mutual terms and conditions contained herein, it is agreed by and between the parties hereto as follows:

1. TERM:

The term of this Agreement shall be in effect from July 1, 2025- June 30, 2027. This agreement may be extended and modified by mutual agreement for another year.

2. SERVICES:

Transportation Services will be provided by the district for youth placed in foster care placement who remain enrolled in the District during the term of this agreement in the following manner:

a. Students who are able to be transported to school on an existing route:
When feasible, students placed in foster care will be transported to school on an existing

bus route. Feasibility considerations will include the location, length of the bus ride, space available on the route and availability of any needed accommodations. District will cover the associated costs.

b. Students who have an IEP indicating the need for specialized transportation: If students are residing and attending school within the District, the District will assume the costs required for transporting the student to school. The District will cover the associated costs.

c. Students who are unable to be transported on an existing route: If a route does not exist or is not a feasible option for the student placed in foster care, the District will collaborate with Carlton County to determine the best possible means of transportation. The District and Carlton County will share the transportation costs identified in Section 3a.

d. Students residing in a foster care placement outside of the District boundaries but attending a District school: If students are residing in a foster care placement outside of the District boundaries, but are attending school within the district, transportation will be arranged by the District. The District will collaborate with Carlton County to determine the best possible means of transportation. The District and Carlton County will share the transportation costs identified in Section 3a.

e. Students placed in foster care within District and attending a non-District area school: The District will bear no financial responsibility for this student. Carlton County and the School District where the student attends are expected to make arrangements for transportation and the associated costs.

3. PAYMENT FOR SERVICES:

a. The District and Carlton County agree to split the costs of the transportation described in Section 2 SERVICES, including but not limited to staff time and third-party carriers as appropriate. Mileage reimbursement is to be set at the current IRS rate. All transportation costs identified in this agreement are to be split equally; the District and Carlton County agree to each assume payment for 50% of the costs.

b. Carlton County will identify a point of contact from the agency to work directly with the foster child's principal to ensure transportation arrangements are timely and authentic. All transportation requests are to be arranged by the Carlton County point of contact to be honored.

c. Transportation services will be provided by the District and its contracted transportation providers, when possible. If transportation is not possible due to driver or vehicle unavailability, Carlton County will be responsible for transportation of the student placed in foster care.

d. Carlton County will compensate the District for transportation provided outside of the district pursuant to this agreement at the usual and reasonable rate billed

to the District by the private transportation company. Copies of the itemized invoices from the private transportation company will be provided to Carlton County at the time the invoice for payment is billed to Carlton County.

e. The District will submit itemized invoices to the Carlton County contact on a quarterly basis. The invoices will detail each trip provided by the District, the total time for each trip and the associated charge. Payment shall be made within 35 days of receipt of the invoice.

f. In situations where transportation is being funded by Carlton County, the Carlton County point of contact will notify the foster child's principal when foster care placement ends.

g. The parties agree that neither party shall be liable for payment of Services that exceed \$10,000.00 during the Term of the Agreement. Each party acknowledges and understands that Services during the Term of this Agreement will not likely exceed \$10,000.00; however, in the event that rendered Services exceed \$10,000.00, the parties agree to negotiate in good faith and enter into a separate payment sharing agreement to pay for Services that exceed \$10,000.00. The parties understand that the purpose of this payment provision is to attempt to monitor and to control the maximum cost of Services during the Term of the Agreement.

4. DISPUTE RESOLUTION:

It is the responsibility of Carlton County and the District to collaborate in determining the child's best interest for school transportation and to resolve any conflicts. Whenever possible, the parties will attempt to informally resolve any dispute involving the best means and costs of transportation of a child in foster care.

Carlton County and the District will pursue the formal dispute resolution procedures below when informal resolution is not possible, or when informal resolution would result in disruptions to the child's education.

To formally dispute a decision regarding transportation for a student in foster care the following steps should be taken:

a. The process for resolution between the two parties requires a written explanation of the conflict from the disputing party within 24 hours.

b. upon receipt of the explanation, the decision will be reviewed by the District's School Superintendent and the Director and Supervisor of the Child and Family Services Unit of Carlton County. Input will be reviewed from all parties and a decision by the Director and Supervisor will be communicated within three business days. A decision could be made to uphold the decision, reverse the decision or require the parties to participate in a decision-making team meeting.

c. Carlton County will determine the placement of the child until the dispute resolution process has concluded. During this time, the transportation costs will be divided equally between the District and Carlton County.

d. If a disagreement on school transportation remains, guidance from the Minnesota Department of Education will be requested.

5. PROVIDER NOT AN EMPLOYEE:

It is agreed by the parties that at all times and for all purposes herein, the District and its subcontractors are independent providers and not employees of Carlton County. No statement contained in this Agreement shall be construed to find that District employees shall be entitled to any of the rights, privileges, or benefits of Carlton County employees except as otherwise stated herein.

6. INDEMNIFICATION:

Each party shall be liable for its own acts and the acts of its representatives to the extent provided by law and hereby agrees to indemnify, hold harmless, and defend each other, its officers, employees and volunteers may hereinafter sustain, incur or be required to pay, arising out of or by reason of any act of or omission of the party, its agents, employees or volunteers, in the execution, performance, or failure to adequately perform its obligation pursuant to the Agreement.

7. TERMINATION OF CONTRACT:

Either party may terminate this Agreement, with or without cause, upon a thirty (30) day written notice to the other party.

8. STANDARDS:

The District and Carlton County shall comply with all applicable State statutes and regulations as well as local ordinances and rules now in effect or hereafter adopted.

9. DATA PRACTICES:

All data collected, created, received, maintained, or disseminated for any purposes by the activities of the District or Carlton County because of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

10. AMENDMENTS:

This Agreement may be supplemented, amended, or revised only in writing by agreement of both parties.

11. APPLICABLE LAW:

The laws of the State of Minnesota shall govern this Agreement. Any dispute between the parties that is not resolved after exhausting the procedures in section 4 DISPUTE RESOLUTION of this Agreement shall be heard in the Sixth Judicial District, State of Minnesota.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates written below:

COUNTY OF CARLTON
STATE OF MINNESOTA

CARLTON COUNTY
BOARD OF COMMISSIONERS

Wrenhall PUBLIC SCHOOLS
ISD #100

BY: _____
Chairperson
Carlton County Board

BY: _____
Board Chair
WRENSHALL PUBLIC SCHOOLS

Dated:

Dated:

BY: _____
Annie Napoli, Director
Carlton County Public Health & Human Services

BY: _____
SUPERINTENDENT OF WRENSHALL

Dated:

Dated:

WRENSHALL PUBLIC SCHOOL
WRENSHALL, MINNESOTA

QUOTES FOR SCHOOL DISTRICT FUEL PRODUCTS
2025-2026 SCHOOL YEAR

District Estimated Annual Fuel Use

Liquid Propane = 21,800 Gallons

Unleaded Gasoline = 3000 Gallons

Diesel #1 Dyed = 300 Gallons

Diesel #2 Dyed = 1000 Gallons

Bid total cost per gallon over rack price on day of order, exclusive of state and local taxes, delivery charge and any other fees

Transportation Fuel

Propane:

Liquid Propane Auto Gas	<u>\$ 1.57</u>
Delivery Charge (transport load to one site)	<u>None</u>
Other Fees	<u>None</u>

Diesel Fuel:

Regular #1 Dyed	<u>* See attached</u>
Regular #2 Dyed	<u>_____</u>
Delivery Charge (transport load to one site)	<u>_____</u>
Other Fees	<u>_____</u>

Unleaded Gas:

Regular 87 Octane	<u>* See attached</u>
Delivery Charge (transport load to one site)	<u>_____</u>
Other Fees	<u>_____</u>

Over

BIDDER SIGNATURE: Jane Matthias

BIDDER PRINTED NAME: Jane Matthias

BIDDER COMPANY: Como Oil and Propane

COMPANY ADDRESS: 5820 Old Hwy 161, Duluth, MN 55810

COMPANY/PREFERRED PHONE: 218-722-6666

****Return completed bid sheet in a Sealed Envelope, marked "Fuel Products Proposals" to the District Office, Wrenshall Public Schools, or deliver in person to the District Office located in the Wrenshall School Building on *or before Monday, June 23, 2025, at 12:00 PM.***

All proposals must be received by 12:00 p.m. on Monday, June 23, 2025 to be considered a responsive proposal. Proposals submitted by fax or email or submitted past the June 23, 2025, 12:00 PM deadline, will be considered non-responsive and will not be accepted.

Bid opening will be held at 12:00 PM., Monday June 23, 2025 in the High School Office Conference Room, 207 Pioneer Drive, Wrenshall, MN.

The school board of Independent School District #100 – Wrenshall reserves the right to accept or reject any or all proposals.

TERM

The term of the awarded contract will be for the duration of one year, effective July 1, 2025 through June 30, 2026 with the option to renew annually for up to three additional years at the same terms and conditions upon mutual agreement of the contracting parties. The decision to renew must be made by June 1 of each year and must be in the form of an executed renewal.



Wrenshall Public Schools

Consider this an official quote for Distillate Fuels. Prices below are quoted as of Today, 6/23/2025 at 8 am.

#1 Dyed Diesel

- PPG:	\$ 3.313
- Transport:	\$ 0.0000
- Other Fees:	\$ 0.0000
- Total:	\$ 3.313

#2 Dyed ULS Diesel

- PPG:	\$ 3.013
- Transport:	\$ 0.0000
- Other Fees:	\$ 0.0000
- Total:	\$3.013

Regular Unleaded 87 Octane 10% Ethanol Gasoline

- PPG:	\$ 2.571
- Fed Gasoline Road Tax:	\$ exempt
- MN Gasoline Road Tax:	\$ exempt
- Transport:	\$ 0.0000
- Other Fees:	\$ 0.0000
- Total:	\$2.571

Please Note: All prices quoted above reflect today's market, 6/23/2025. Prices will adjust daily based on the PPG at the rack, upon closing at the end of each day. This quote should be valid until the closing of today's market at 4:30 pm.



Wrenshall Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

June 13, 2025

Jane Matthias
Como Oil and Propane
5820 Old Highway 61
Duluth, MN 55810

Greetings Ms. Matthias:

Thank you for submitting a proposal for transportation fuel products. The proposal met all the requirements as advertised in our Request For Proposals. The Como Oil and Propane bid has been selected based on best value criteria of available fuels, composite price, and delivery fees.

ISD 100 will formally award the contract at the regular business meeting of the Wrenshall Board of Education on July 8th. The contract may be renewed annually for up to three additional years on the same terms and conditions upon mutual agreement of the contracting parties. The decision to renew must be made by June 1 of each subsequent year and must be in the form of an executed renewal. If the contract is not renewed, Como Oil and Propane may submit a new proposal after June 1, 2026.

Please contact Transportation Coordinator Kirk Hill at khill@isd100.org to make delivery arrangements. We look forward to continuing our joint endeavor serving the students and staff of Wrenshall School.

Sincerely,

Jeff Pesta, Interim Superintendent



Wrenshall Public School District

Dear Renae House,

We are submitting the following price quote to you for the 2025-2026 school year. Our Grade A products meet all local, State and Federal requirements for the lunch program. All half-pint milks are subject to the attached Escalator Clause. All other products follow the monthly market change.

March 2025 Pricing

Item Description	Item #	Packaging Description	Price
Chocolate Skim Milk	65492	Eco Half-Pint	\$0.376
Skim Milk	26891	Eco Half-Pint	\$0.391
1% Milk	26890	Eco Half-Pint	\$0.410



March 2025 Escalator Clause

It is hereby understood that the prices quoted are based on the USDA Class I prices listed below under the terms of the Federal Milk Market Order #30.

Class I Skim	11.45	CWT
Class I Butterfat	2.8484	LB

If the Class I Skim price per hundredweight is increased or decreased, for each \$0.10 per hundredweight increase or decrease, the quotation on:

Half-Pint Fluid Milk	\$0.00054	Per Half-Pint
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If the Class 1 Butterfat price per pound is increased or decreased, for each \$0.01 increase or decrease, the quotation on a half-pint will follow this formula:

Whole Milk	\$0.00017750	Per Half-Pint
2% Milk	\$0.00010750	Per Half-Pint
1% Milk	\$0.00005375	Per Half-Pint
Skim Milk	\$0.00001000	Per Half-Pint



Kemps General Information

Address: Kemps LLC / 420 West Broadway Avenue, Minneapolis, MN 55411

Key Bid Contact: Kyle Punton, General Manager / Kyle.Punton@Kemps.com / 612-723-5596

Sales Rep Contact: A sales rep will be assigned to you upon bid acceptance.

Payment Terms: Payment is due 14 days after invoice date.

Insurance: Kemps will provide a copy of insurance upon request.

Bid Bonds: Kemps has been operating since 1914. We do not participate in bid bonds.

Return Milk Policy: Kemps only takes back and gives credit for milk that is delivered with less than 10 days from expiration, or any milk that is deemed a manufacturer defect, damaged, or not sellable upon delivery. Please be cognizant of our next scheduled delivery, especially around break periods. The school is responsible for disposing of any milk.

Renewed Bids: At the outset of each year a bid is renewed, Kemps reserves the right to make an annual price adjustment to cover any increases in operating costs. Price adjustments are related to fuel, labor, employee benefits, packaging, resin, etcetera. Additionally, all prices follow the monthly escalator clause.

Delivery Schedule: We can typically deliver between 6AM and 2:30PM and will try to accommodate the school's needs; however, we cannot guarantee a delivery schedule at this time.

Sustainability: At Kemps, we are passionate about delivering dairy to our neighbors down the road and around the world. For us, this goes beyond getting products to grocery store shelves. It starts with taking care of our planet, our land, our communities, our family farm-owners, and our employees.

We believe dairy plays a key role in solving our climate change crisis, and we are constantly striving to find more ways to reduce our greenhouse gas emissions, invest in innovation to make our business more sustainable, and engage in the communities where we live and work.

We are determined to do our part to produce dairy responsibly, ethically, and sustainably. We are continually searching for new, innovative ways to conserve resources, reduce waste, and work efficiently across farms, in plans, and on the road. Because of our commitment to the environment, Kemps has a 30-case minimum per delivery. If the delivery requirements are not met, we may contact you to create a solution. Thank you for your partnership with Kemps to reduce waste.



School Calendar Dates

If your district has the same dates for all schools, please fill in the table below.

First Day of School	
Thanksgiving Break	
Christmas Break	
Spring Break	
Summer School	<input type="checkbox"/> No <input type="checkbox"/> Yes Dates:

If the schools in your district have a variety of dates, please fill in the tables below.

School Name(s)	
First Day of School	
Thanksgiving Break	
Christmas Break	
Spring Break	
Summer School	<input type="checkbox"/> No <input type="checkbox"/> Yes Dates:

School Name(s)	
First Day of School	
Thanksgiving Break	
Christmas Break	
Spring Break	
Summer School	<input type="checkbox"/> No <input type="checkbox"/> Yes Dates:

School Name(s)	
First Day of School	
Thanksgiving Break	
Christmas Break	
Spring Break	
Summer School	<input type="checkbox"/> No <input type="checkbox"/> Yes Dates:



Competitor Bids

Please do not submit this letter without filling in the section below.

Bidder Name		
1% Milk	\$	per half pint
Skim Milk	\$	per half pint
Chocolate Skim Milk	\$	per half pint
Lactose Free Skim Milk	\$	per half pint

Bidder Name		
1% Milk	\$	per half pint
Skim Milk	\$	per half pint
Chocolate Skim Milk	\$	per half pint
Lactose Free Skim Milk	\$	per half pint

Please email a completed copy to Kyle Punton, General Manager of Kemps LLC: Kyle.Punton@Kemps.com
We appreciate your consideration of Kemps to supply your school with milk for the 2025-2026 school year.

Sincerely,

Kyle Punton
General Manager
Kemps – Good Comes Around.
420 West Broadway Avenue
Minneapolis, Minnesota
612.723.5596





Wrenshall Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

June 13, 2025

Kyle Punton
Kemps LLC
420 West Broadway Avenue
Minneapolis, MN 55411

Greetings Mr. Punton:

Thank you for submitting a proposal for dairy products. The proposal met all the requirements as advertised in our Request For Proposals. The Kemps bid has been selected based on the cited criteria for meeting nutritional requirements and providing the best value.

ISD 100 will formally award the contract at the regular business meeting of the Wrenshall Board of Education on July 8th. The contract may be renewed annually for up to three additional years on the same terms and conditions upon mutual agreement of the contracting parties. The decision to renew must be made by June 1 of each subsequent year and must be in the form of an executed renewal. If the contract is not renewed, Kemps may submit a new proposal after June 1, 2026.

Please contact Head Cook Renae House at rhouse@isd100.org to make delivery arrangements. We look forward to continuing our joint endeavor serving the students and staff of Wrenshall School.

Sincerely,

Jeff Pesta, Interim Superintendent

WRENSHALL PUBLIC SCHOOL DISTRICT



Dr. Frank Schill, Superintendent
Michelle Blanchard, Principal

July 8, 2025

SCHOOL BOARD RESOLUTION INDEPENDENT SCHOOL DISTRICT NO. 100 ADOPTING THE SCHOOL DISTRICT'S FISCAL YEAR (FY) 26 LONG-TERM FACILITIES MAINTENANCE TEN-YEAR PLAN

WHEREAS, to qualify for Long-Term Facilities Maintenance revenue, Minnesota Statutes 2023, section 123B.595, subd.4, states a school district or intermediate district must annually adopt and approve a ten-year LTFM facilities plan by July 31 for commissioner approval.

WHEREAS, the school district has developed a ten-year Long-Term Facilities Maintenance plan consistent with this law.

School Board Member _____ moved for the resolution adoption and the motion was duly seconded by School Board Member _____ and, upon vote being thereon,

The following voted in favor of the motion:

And the following voted against:

THEREFORE, BE IT RESOLVED THAT, the School Board of Independent School District No. 100 approves and adopts the attached ten-year Long-Term Facilities Maintenance plan for FY 27 on the Eighth of July, 2025.

SCHOOL BOARD CLERK SIGNATURE

Ben Johnson, Board Clerk

Updated: 7/29/2024



Wrens Club Child Care Family Handbook

207 Pioneer DR Wrenshall MN 55797
wrensclub@isd100.org

Welcome to Wrens Club!

Wrenshall Public School in conjunction with Community Education, offers the Wrens Club program which is designed to meet the needs of children of working parents. Our primary purpose is to provide high quality care for children in pre-kindergarten through grade six. Wrens Club offers a fun, safe, caring environment that fosters recreational, social, educational and developmentally appropriate experiences that compliment your child's school day. Wrens Club is a state certified child care program allowing us to accept CCAP payments for families using assistance.

Program Standards

Community Education is part of the Wrenshall School District and all district policies apply to and are followed by Community Education personnel. Wrens Club staffing and program standards are approved by the Wrenshall Public School Board. School policies are determined by the school board. The Board of Education is elected by the people of this district and reflects their will and their authority. The determination of school policies rests solely with the school board. The superintendent and administrators execute these policies. The district reserves the right to change policies and procedures at any time. The Wrens Club staff meet the required qualifications and training and they dedicate themselves to making a positive difference in the lives of children. Wrens Club staff are under the direct guidance of the Wrens Club Coordinator and Community Education Coordinator. The Wrens Club program maintains a 1 staff to 15 children ratio in K-5, and 1-10 ratio for Pre-K as recommended by the Minnesota School Age Child Care Alliance.

Staff

In accordance with MN State Statute section 123B.03, all staff are required to have a background study done. Certified centers require 6 hours of study in child development and behavior guidance every year. Coordinators must have 16 hours of training.

The Wrens Club staff consists of experienced and well-trained people who care about children. They provide successful experiences, safety, appropriate developmental tasks, and a caring environment. Staff members attend training throughout the year provided by the school district, community education, and other community resources.

Wrens Club staff always appreciates parental input. Please communicate with the staff about daily concerns, family illnesses, or anything that might affect how your child's day might go.

We also encourage parents to share any special skill, activity or occupation with children and staff. We want to model this program around the children and families. Any suggestions or ideas would be welcomed and appreciated.

According to MN State Statute 245H.14 our staff are required to be trained in...

- First aid and Cardiopulmonary resuscitation annually.
- Abusive head trauma.
- Child development.
- Blood borne pathogens.
- We are required to have in service hours each year.

Abuse Reporting (Mandatory Reporters):

According to MN Statute 626.556, a professional or his or her delegate, who is engaged in the practice of... education, who has knowledge or reasonable cause to believe a child is being neglected or physically or sexually abused, shall immediately report the information to the local welfare agency, liaison officer, or the County Sheriff..." An oral report shall be made immediately by telephone or otherwise...and shall be followed within 72 hours, exclusive of weekends or holidays, by a report in writing. For matters occurring within the family unit, concerned school personnel will contact the Children's Service Intake Worker - Carlton County Human Services at 879-4583.

Staff must promptly inform a building principal of all reports filed and documentation will be kept on file. Principals, counselors, and the school psychologist are available to assist in the process.

Data Privacy:

All staff must be familiar with the Data Privacy Act. No verbal or written information about a student's school performance should be shared except within the school district for educationally relevant reasons. As a rule of thumb, any data arising out of the education of a student which identifies a student, except for directory information, is private data. Directory information is defined as a student's name, date and place of birth, major fields of study, weight and height of athletic team members, etc. Care should be taken to ensure students cannot overhear private data shared in conferences or telephone calls with staff, students, or parents; care should also be taken so that students do not view other students' grades.

Emergency Preparedness

According to MN State Statute 245H.15 Wrens Club has a written safety plan including...

- Fire related emergencies.
- Weather related emergencies.
- Intruder based emergencies.
- We follow the district's guidelines for fire and lockdown drills.
- In the event of an actual emergency, parents would be notified through the District communication site.

Emergency Closing or Dismissal

If Wrenshall schools are closed due to severe weather, or other emergency, Wrens Club will be closed. **If there is a 2 hour late start, we will open at 8:30 AM.** You **must** email Wrens Club if your child will not be coming before the late start or you will be charged a No Call/No Show fee of \$20. **If Wrenshall schools are closed early, parents must pick up 1 hour after school closes.** Please tune in to local radio and television stations for this information.

Parent Emergency

You must sign up for the Wrenshall Public schools' electronic notification system, an essential tool for notification and communication. Within minutes of an emergency, school officials can use the system to deliver a single, clear message to the students' parents or guardians by telephone, cell phone, e-mail, pager or PDA in any combination. It can also be used to notify you of a school closing due to inclement weather. **Wrens Club does not call parents in case of a school emergency or early release due to weather. We rely on this system to inform parents.**

If you need assistance with setting up a profile, please contact Michelle Blanchard at 218-384-4274 Ext 2101 and she will assist you. If you do not have access to a computer please feel free to come to the school to use our facilities.

Medications

According to MN State Statute 245H.13 Health and Safety Requirements...

- Exclusion of sick children and infectious disease outbreak control. We must supervise and isolate a child from other children in the program when a child becomes sick and immediately notify the sick child's parent or legal guardian. We must post or give notice to the parent or legal guardian of an exposed child the same day the program is notified of a child's contagious reportable disease specified in Minnesota Rules, or scabies, impetigo, ringworm, or chicken pox.
- Immunizations. By a child's date of attendance we must maintain or have access to a record detailing the child's current immunizations or applicable exemption.
- Administration of Medicine. We may administer personal prescriptions under the following guidelines:
 - We will not administer the first dose of any medication due to possible reactions.
 - For long-term medications (prescribed for more than two weeks), a written statement from the family physician indicating the need for such medication to be administered during Wrens Club hours must be on file.
 - The medication will be stored in a safe, appropriate place with access restricted to the Wrens Club staff only.
 - Under NO circumstances shall Wrens Club personnel give aspirin, Tylenol, cough medicines, etc. without a physician's prescription and signed parent permission.
 - NO medication should be sent with the child – parents must deliver it personally. The medication must be in the original bottle, properly labeled. The medication cannot be improperly labeled in containers such as plastic bags or envelopes.
 - EPI-Pens must be dropped off by the parent the first week of school.

Illness or Emergency

In an instance of severe illness or injury, the staff will bring your child to the nurse, if it is during school hours, and will notify parents. At other times, staff will make an evaluation and contact parents. **PLEASE DO NOT** bring a sick child to Wrens Club. **A sick child must be fever/vomit-free without medication for 24 hours before returning to child care or preschool programs.** The site is not equipped to handle sick children. You must email Wrens Club and also notify the Elementary attendance office when your child is sick and won't be attending the program, or the No call/No Show fee will be billed to you.

Children who receive minor injuries will be given first aid and the parent will be notified when picking up the child.

In the event of an emergency, parents will be notified immediately and, if necessary, the child will be transported to a parent-specified hospital by the local emergency responders for treatment at the parent's expense. Parents are responsible for the child's health insurance/accident coverage.

Food Allergies

If your child has any food allergies, it is VERY IMPORTANT that you indicate these allergies on the Wrens Club Enrollment Form. Please be specific about possible reactions. You should send an Epi-pen for severe reactions. Please consider sending snacks with your child or provide a list of approved snacks so we can accommodate them better.

Breakfast, Lunch & Snacks–Summer

- You may send breakfast for your child to eat each morning. We will provide a small morning snack around 9:00 am and afternoon snack around 3:00 pm.
- Cold lunch must be sent from home each day with your child. Provide any napkins, spoons, etc, as well as an ice pack, since we may not have room in the refrigerator. Nutritious beverages are required. Pop will be taken from children and put in the office to be taken home at the end of the day and water or milk will be given. Because of the volume of children, please do not send anything that requires a microwave.

Breakfast, Lunch & Snacks–School Year

- All Students (except wrap around care students – Tuesday/Thursday programs) will be dismissed at 8:00AM for breakfast
- Lunch will be provided for preschool students
- Snacks will be provided 9:00AM preschool wrap around days / 3:15 PM for Afterschool program

Eligibility

- Children must be three years old by September 1 of the school year and enrolled in one of our School Readiness programs.
- Children must be able to use the toilet and clean themselves independently.
- Children should not be wearing diapers or pull-ups as we do not have adequate facilities or training for changing diapers. Please notify staff regarding any concerns in this area.
- Recurring bathroom accidents will require a parent meeting with Wrens Club Coordinator and Community Education Coordinator and could lead to potential discontinuation of services.

Children with Special Needs/IEPs

- Every effort will be made to accommodate children with special needs.
- We can not guarantee one on one care for students.
- Parents must schedule a meeting with the program coordinator to provide information about the child and devise a plan for Wrens Club to meet the needs of the child prior to enrollment.
- If the family expresses a need for accommodations for their child to participate in Wrens Club or Wrens Club staff determines special accommodations are needed for participation, Wrens Club will work with the family to come up with a plan to help the child succeed in the program. Items to consider:
 - The student's ability to function in an environment of 30-50 kids.
 - The student's ability to function on the playground without individual supervision.
 - The student's ability to function with a staff to child ratio of 1:15.
- Accommodations that are agreed upon will be outlined in a document to be shared with the family and entered into the child's record at Wrens Club.
- It is important that our program is assessed to determine if we are able to provide the best care for every child.

Parent's To-Do List...

- Sign your child "In" & "Out" each day. This means walking your child to the Wrens Club room. Parents will need to sign out in our software program each day when they pick up.
- Let your child's classroom teacher know your child's Wrens Club schedule.
- Email Wrens Club and your child's teacher when your child will not attend a scheduled day at child care, by 10:00 am.
- Keep your child's enrollment information up-to-date to ensure your child's safety.
- Make sure your child is picked up by **5:30 pm** to avoid a late pick up fee.
- **Adequately dress your child for indoor and outdoor play.**
- Label your child's personal belongings.

Children's Clothing/Belongings

Children should be adequately dressed each day for indoor and outdoor activities. Wrens Club follows the same policy regarding outerwear as the Elementary School. Outerwear should be labeled with the child's name. The program is not responsible for lost or stolen articles. For younger children, please send an extra set of clothing. Please do not allow your child to bring any toys, games, or electronic toys. For pre-schoolers please remember to send indoor shoes during the wintertime.

Children at any age are NOT allowed to be on any electronic devices while at care. If a child brings a cell phone or electronics to care, it will be kept at the desk until the parent picks up the child.

Registration Process

To register your child for Wrens Club, you will need to read all of the materials in this handbook and complete the following before your child may attend:

- Signed the last page of the Family Handbook.
- Wrens Club Enrollment Form.
- \$50 registration fee per family.
- Any past due balances with Community Education are paid in full.
(*This may include past due balances for School Readiness or Wrens Club bills.*)
- ALL registration materials listed above are complete.

Hours of Operation (2024-2025)

Summer 2024

Wrens Club open 6:30 am – 5:30 pm Summer program begins June 3rd 2024

Closed Summer dates:

Wednesday June 19th 2024

Monday – Friday July 1st – 5th

Monday – Friday August 26th – 30th

Fall/Spring 2024 – 25

Wrens Club is open 6:30 am – 5:30 pm. School Year program begins September 3rd 2024

Closed early or all day Fall/Spring 2024 – 25 dates:

October 16th – Close at 8:00AM

October 17th – 18th Closed

November 27th – 29th Closed

December 23rd – January 3rd 2025

February 14th – Close at 8:00AM

February 17th – Closed

March 13th – Closed

March 24th – 28th – Closed (Spring Break)

April 4th – Closed

April 18th – Closed

May 2nd – Close at 8:00AM

May 26th – Closed

May 30th – Close at 8:00AM

Program Fees

Annual registration fee per family: \$50

Summer rates:

5 days a week \$175

4 days a week \$140

3 days a week \$105

2 days a week \$90 (this is our minimum - you will be charged the weekly rate ALL summer even when not attending, UNLESS - you pick our drop in option)

1 day drop in rate \$50 (this must be approved 7 days in advance)

Flat rate for preschool (3 & 4 year olds) care: (School year 2024-25)

\$75 for 1-2 days for Tuesday/Thursdays ALL DAY

Before & After School (K-6) Flat Rates:

AM only \$20 per week

PM only \$30 per week

Both AM & PM care \$40 per week

Schedules need to be entered in the Brightwheel program a minimum of one week prior to care.

Billing will be conducted off the monthly schedule submitted. Cancellations made less than one week in advance for any reason will not be deducted from billing. This will help us maintain our staff numbers.

*No Call/No Show Finders fee \$25

*Show up fee - child here without being scheduled \$25

Late Pick-up/Early drop-off fee (before 6:30 AM/after 6:00 PM)\$10 first minute-\$1 per minute after 1st minute

*Refunds are NOT issued for absences from scheduled days. To avoid No Call/No Show fee, email Wrens Club staff before **10 am** when they will not be attending child care for any reason. *Parents who have frequent **No Call No Shows** or late pick up charges may have their child care suspended

If your payments are not made and you go over 30 days you will be charged a \$20.00 late fee. If your payments are not made and you go over 60 days you will be charged a \$40.00 late fee. If your payments are not made and you go over 90 days you will automatically be sent to collections and your child care will be discontinued. If you are sent to collections you will be charged an extra 37% to your bill for collection fees.

Invoices will be made available to pay online. A 2% convenience fee is added to all credit card/debit card payments. ACH (checking account transfers) have a .6% fee added to them. Checks or money orders will be accepted during Community Education Office hours. Community Education hours are:

School Year 2024-2024

Monday 9:00 - 3:00

Tuesday 9:00 - 3:00

Thursday 9:00 - 3:00

In the event your schedule changes....

Absent Notification: - The safety of your child(ren) is our primary concern. **Please email Wrens Club before 10:00 am if your child will not be coming after school. We are discontinuing the use of the REMIND app.** You may email at any time. If we are not here, we will get the message first thing in the morning. ***The elementary office cannot call to inform us of absences. The classroom teachers are also unable to call us if your child is absent.** If your child is scheduled to be at Wrens Club and does not come to us, we must look for them. This takes time and takes staff away from the other children. Our staff usually has at least 30 kids to check in after school and we need to know where they all are. To avoid a **No Call/ No Show fee**, please email Wrens Club staff before **10:00 am** if your child will not be attending child care for any reason. **Email to Wrens Club is the best form of notification so please send us an email if your schedule changes for any reason.** Wrensclub@isd100.org

In the event that you will not be able to pick up your child on time, notify the Wrens Club staff immediately of the alternate arrangements. A late pick-up fee of \$10 for the first minute and \$1 each additional minute after 6:00 PM will be assessed. In addition, the following will happen:

Attempt to Contact Time Frame: If you are late in picking up your child, the following procedure will be followed:

After 10 minutes: Call parent/guardian

After 15 minutes: Call emergency contacts listed for child

After 30 minutes: Call the police. If you are more than thirty minutes late and we are unsuccessful in reaching you or an emergency contact person, the police **will** be called for further assistance.

If you have picked up your child late more than once, or if you cancel your child's schedule on a consistent basis you are subject to discontinuation of child care.

Release of Children

Wrens club will only release children to the parent or person authorized on your emergency pick up list. They must be at least 16 years old to sign out your child. Please email wrensclub@isd100.org to inform us if someone other than you will pick up your child/ren. If a parent or other person appears physically/emotionally impaired to the extent that the staff is concerned that the child is at risk of danger, the staff person will call other people listed on the emergency list. If no one can be reached, we may need to call 911.

Wrens Club offers:

- Educational and Recreational theme-based activities.
- Audio, Visual & Hands-on play and learning experiences.
- Physical Activity – Gym, Outside.
- Manipulative & Sensory Play.
- Quiet/Homework Time.
- Food Service Breakfast and Lunch Program (Summer requires a packed cold lunch).
- Morning and Afternoon snack.
- Technology.
- Skill Building.
- Games.
- Free Choice, Creative Play.

Wrens Club seeks to provide a quality program where:

- Kids can be kids.
- The atmosphere is comfortable, relaxed, happy, and busy.
- The environment is conducive to a wide-range of opportunities both active and passive.
- There are a variety of age-appropriate activities and choices offered.
- The activities offered provide children with educational, social and recreational experiences.
- Individual differences are respected and valued.
- Staff are flexible and responsive to meet the needs of all children enrolled.
- There are clear and consistent rules enforced that ensure safety.
- Kids learn to resolve conflicts in a positive and effective manner.
- Parents are well informed about the program and feel comfortable with their choice of childcare.
- Families find the program to be flexible and affordable.

Behavior

Wrenshall Public Schools Policy 514 expressly prohibits bullying, and outlines the procedures and regulations for bullying prevention and intervention, including:

A person who engages in an act of bullying, reprisal, or false reporting of bullying shall be subject to discipline for the act in accordance with school district's policies and procedures. Consequences for students who commit prohibited acts of bullying may range from positive behavioral interventions up to and including suspension and/or expulsion. The school district may take into account the following factors:

- The developmental and maturity levels of the parties involved.
- The levels of harm, surrounding circumstances, and nature of the behavior.
- Past incidences or past or continuing patterns of behavior.
- The relationship between the parties involved.
- The context in which the alleged incidents occurred.

Wrens Club Behavior Expectations

Please see attached behavior policy plans, one for PreK-2nd grade and one for grades 3-5. It is the goal of the Wrens Club program to guide children to be happy, responsible, cooperative participants in the program. We use positive, nonthreatening techniques that help the child become responsible for his/her actions. The child should also respect the rights and feelings of others.

- Be prompt and prepared.
- Respect authority.
- Respect the rights of others.
- Respect property.
- Display a concern for learning.
- Display appropriate social skills.

Wrens club Discipline Plan: Grades 3-6

Behavior	Step 1	Step 2	Step 3
<p>Mild Behaviors Behaviors that demonstrate a lack of respect for the feelings of other IE: name calling, mocking, put downs, rude gestures (eye rolling, dirty looks, sighing), taunting and related behaviors.</p>	<p>*Staff has a conversation with student about behavior</p> <ul style="list-style-type: none"> ● Verbal Warning ● Child writes Fix It plan ● Staff documents incident & parents sign ● Staff talks face to face with parent about behavior & goes over Fix It plan and student, staff & parents sign & date 	<p>*Staff has conversation with student about behavior</p> <ul style="list-style-type: none"> ● Time Out 2-5 minutes ● Review Fix It Plan with staff ● Logical consequence (loss of privilege in the activity for the day-going up the slide the wrong way/no slide for the day) ● Staff documents the incident in the binder ● Staff talks face to face with parent about behavior and go over Fix It plan and student, staff, and parent sign & date 	<p>*Removal from program area</p> <ul style="list-style-type: none"> ● Removal from program for the rest of the day. Staff calls parent to come & pick up child from program. ● Letter of apology written by student ● Personal Behavior Plan developed by student, parent, and Coordinator ● Incident reported to Elementary Principal ● Staff documents incident in binder ● Staff talks face to face with parent about behaviors, Review Fix It plan & all parties sign & date
<p>Moderate Behaviors Behaviors that may cause injury IE: damaging property, rough play, exclusion, gossip/spreading rumors, insults, negative written notes, negative behaviors toward a specific person, and related behaviors.</p>	<p>Anyone with moderate behaviors should have a Fix It plan in place</p> <ul style="list-style-type: none"> ● Review Fix It plan ● Removal from program for the rest of the day, staff call parents to pick up child ● Letter of apology from child ● Personal Behavior plan developed by student and parent. Return to Coordinator. ● Staff documents in binder ● Staff talks face to face with parents, goes over Fix It plan and all parties sign and date 	<ul style="list-style-type: none"> ● Review Personal Behavior plan ● Removal of program for the rest of the day plus 1 day. Staff call parent to pick up child from program ● Incident reported to Elementary Principal ● Staff documents incident in binder ● Parents and Coordinator must meet before the child can return to the program 	<ul style="list-style-type: none"> ● Child is removed from the program for a minimum of 5 program days. Staff call parent to pick up child. ● Staff documents incident in binder ● Parents, Coordinator, and Director must meet before child returns to the program

<p>Severe Behaviors Behaviors that cause injury IE: biting, harassment,(racial, ethnic, gender, or religious), stealing, hitting, kicking, punching, repeated/chronic failure to comply with rules, spitting, vandalizing, verbal or written threats, slapping, grabbing, hair pulling, kneeing, damaging property, and related behaviors.</p>	<p>Student with severe behaviors should have a Personal Behavior Plan in place already</p> <ul style="list-style-type: none"> • Review Personal Behavior Plan • Removal from program for remainder of day plus 3 program days. Staff calls parents to pick up child. • Report incident to Elementary Principal • Staff documents incident in binder • Parent and coordinator must meet before child can return to program 	<ul style="list-style-type: none"> • Removal of program for the rest of the day plus 9 program days. Staff calls parents to pick up child • Staff documents incident in the binder • Parents, Coordinator, and Director must meet before child can return to the program. 	<ul style="list-style-type: none"> • Child is removed from program for a minimum of 27 program days • Staff documents incident in binder. • Parents, Coordinator, Director, and Elementary Principal must meet before child returns to program
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** Behavior is categorized as mild, moderate, or severe. Each incident in a category requires moving up a step in consequence.

Wrens Club "Individual Behavior Plan"

To be filled out by student & parent the evening of the event

Name_____

Date_____

I chose a behavior at Wrens Club that violates our behavior policy.

What I did_____

Because I have violated the behavior policy multiple times, and I did not follow my Fix It plan, the next time I break behavior rules, I will

_____ Not participate in group play for the rest of the day

_____ Time Out for 10 minutes and verbal apology to all people affected including other kids in the program

_____ Time Out for 20 minutes and write a letter of apology to all people affected including other kids in the program/ The letter will be read aloud to the group.

I will also choose a better behavior when I am feeling _____(fill in feeling at time of rule violation)

The behavior I will choose when I feel this way is_____

Student Signature_____

Parent Signature_____

Staff Signature_____ (sign when returned)

Date signed by Staff_____

Wrens Club "Fix It" Plan

Name _____

Date _____

I chose a behavior at Wrens Club that violates our behavior policy.

What I did _____

In the future I am going to make better choices. When I feel like I am going to break a behavior rule, I will choose to do this instead-

If I continue to violate the behavior rules in Wrens Club, I know I will be put on an individual behavior plan which could lead to suspension from the program.

Student Signature _____

Staff Signature _____

Parent Signature _____

Date Signed (parent) _____

**Wrens Club Behavior Plan
Grades PreK- 2**

For students ages 3/4 through grade 2, we will continue to use the Red Choices/Green Choices Pyramid model for handling behavior.

If children bring home a red slip due to making "red" choices, please take time to talk through the behavior with your child and write out thoughtful answers to return the following day that they attend Wrens Club. We appreciate your help!

Behavior Intervention Form

Child's Name: _____

I broke the rules of behavior at Wrens club today.

What I did: _____

I believe I made others feel _____

(emotion/physical feeling)

with the way I acted.

In the future, I can stop breaking the behavior rules in Wrens Club by doing this instead

Parent Signature _____ Date _____

Student Name _____

(please have students attempt to write their name)

Our door is always open. Feel free to drop by our Wrens Club program any time. If you have concerns, complaints, or problems with our program, please email wrensclub@isd100.org.

Summer Wrens Club Registration Process

To register your child for Summer Wrens Club you will need to read all of the materials in this handbook and complete the following before your child may attend:

- Wrens Club Enrollment Form
- Signed last page of the Family Handbook
- Pay the \$50 Registration fee
- Schedule Request
- Must have a minimum of 2 scheduled days per week per child
- Create schedule in the Brightwheel program

Any past due balances with Wrenshall Community Education are paid in full.

Hours of Operation for Summer

Wrens Club is open 6:30 am – 5:30 pm, Monday–Friday

- Wrens Club first day of Summer care will be Monday, June 3rd.
- Wrens Club will be closed July 1-5 for the holiday.
- Wrens Club last day of Summer Care will be Friday, August 23rd.
- We plan occasional Wednesday field trip days. If you attend you must come for a full day, all teachers go on the field trip.
- Please send a cold lunch & water bottle daily. We will provide morning and afternoon snacks.
- Please provide sunscreen for use in the summer program.

Hours of Operation for Fall/Spring 2024-25

- Wrens Club first day of care is Tuesday, September 3rd
- Monday, Wednesday & Friday open: 6:30 AM – 5:30 PM
- Tuesday, Thursday open 6:30 AM – 5:30 PM

Summer Program Fees

- Weekly summer rate, agreement (2-5 days)
- Field Trip Fees are extra (**MUST** sign up for Full Day if attending on Wednesday's Field Trip Days)
- Late pick-up fees are \$10.00 for the first minute past 5:30 pm and \$1.00 every minute past 5:31 pm

***Parents who have frequent late pick up charges may have their child care discontinued.*

If you do not pay your bill, your child's care will be discontinued until the balance due is paid in full. NO REFUNDS for any schedule changes if the child is called off after Wednesday prior to the next week.

PARENTAL HAND BOOK NOTIFICATION FORM

Please sign and date below, indicating that you have read and understand all of the information provided in this Wrens Club Family Handbook.

This form must be returned to Wrens Club staff along with your child's Enrollment Form and schedule, prior to their first day in the Wrens Club Program (one form per family).

Name of Child/Children:

Print Parent/Guardian Name:

Parent/Guardian Signature

Date

Wrenshall High School Student and Family Handbook 24-25



Mission

A small school where WE cultivate big futures.

Vision

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

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INTRODUCTION

Thank you for being a part of our school community. The Wrenshall High School Handbook is intended to inform students and families of the general expectations, policies, and procedures of our school. To help you be successful, this handbook containing an explanation of high school expectations and policies has been prepared for your reference. It is important that you become familiar with the procedures and policies that govern the school. All students are required to abide by the Rights and Responsibilities Handbook. Some rules are condensed in this handbook; however, complete policies are available on the district website. The student handbook can also be found on the homepage of the school website (isd100.net)

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

WRENSHALL ADMINISTRATION, FACULTY, AND STAFF

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

SUPPORT STAFF

Teresa Solomon	Paraprofessional
Kaila Hlava	Paraprofessional
Darlene Wicklund	Paraprofessional
Katie Myer	Paraprofessional
Terry Birkett	Kitchen Assistant
Kirk Hill	Transportation Coordinator/Bus Driver
Jeff Ketchum	Bus Driver
Lisa Jurek	Bus Driver
Julie Ketchum	Bus Driver
Doreen Laveau	Bus Driver
Mandee Eng	Bus Driver
Kristie Laveau	Van Driver
Jim Mallon	Van Driver
Dustin McLeod	Custodial Staff
Dan Stevens	Custodial Staff
Rich Birkett	Custodial Staff

High School Teaching Staff

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Aaron Lattu	Special Education	alattu@isd100.org
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Deb Fenlason	Band/Music Education	dfenlason@isd100.org
Chloe Swanson	Media Center Computer/Yearbook	cswanson@isd100.org

HIGH SCHOOL SCHEDULE Grades 7-12

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

GRADUATION REQUIREMENTS

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

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

Credits

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

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

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

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

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

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

State Graduation Assessment Requirements

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

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

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

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

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

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

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

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

OFFER OPPORTUNITY FOR COLLEGE ENTRANCE EXAM

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

The following provides additional clarification about student participation.

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

MONITOR STUDENT DEVELOPMENT IN CAREER AND COLLEGE READINESS

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

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

ASSIST STUDENTS IN EXPLORATION AND PLANNING ACTIVITIES

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

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

Civic Engagement Requirements for Graduation

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

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

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

Procedures- Every time you perform a service, fill out a volunteer voucher form (located in the main office) and have it signed by the designated advisor, or keep a volunteer log if your

service is for the same place over a period of time. Logs and vouchers can be picked up and turned in to the school counselor anytime during the school year, however, **the deadline for turning them in is May 1st of your senior year.**

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

Standards-Based Accountability Assessment

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

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

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

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

Valedictorian and Salutatorian

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

Honor Graduates

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

Foreign Exchange Students

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

JR. HIGH AND HIGH SCHOOL GRADING REQUIREMENTS

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

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

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

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

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

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

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

CUMULATIVE RECORDS

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

CLASS STANDING

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

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

HONOR ROLL

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

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

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

CLASS RANK

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

PROGRESS REPORTS

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

PARENT/GUARDIAN-TEACHER CONFERENCES

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

DROPPING CLASSES

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

ACADEMIC DISHONESTY

Cheating on tests or assignments diminishes the teacher's ability to determine the progress of the student. In addition, it is unethical and an unfair advantage over classmates who have taken the time and effort to prepare for the assignment or test. Students determined to have cheated will be subject to loss of credit for the assignment or test, notification of parents/guardians.

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

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

POST SECONDARY ENROLLMENT OPTIONS (PSEO)

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

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

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

Credit equivalence is as follows:

Concurrent: 1 credit issued per each semester taken.

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

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

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

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

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

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

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

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

NATIONAL HONOR SOCIETY

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

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

Application Process

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

Selection Process

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

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

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

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

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

HONORS ONLINE CLASSES

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

STUDY HALLS

The study hall atmosphere should be one in which students are afforded the opportunity to work undisturbed. Study halls will be treated as a regular class; thus, students are expected to attend, report on time, and adhere to classroom rules. The supervising teacher will address decisions and procedures for passes. Abuse of passes may result in the student being denied future privileges. Study halls are **not** credit bearing courses.

SPECIAL EDUCATION

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

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

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

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

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

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

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

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

STUDENT EXPECTATIONS FOR EVENTS & ASSEMBLIES

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

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

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

SCHOOL DANCES

Students must be in good academic standing with a passing grade in all classes in order to participate in School Dances/Prom.

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

Prom

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

Closed Dances

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

Dance rules are as follows:

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

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

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

Open Dances

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

FIELD TRIPS

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

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

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

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

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

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

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

FUND RAISING

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

SENIOR CLASS TRIP

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

Fundraising

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

moves out of the district, the balance will be divided among those students who go on the class trip.

Participation

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

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

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

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

Advisors

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

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

ENTRANCE AND CLEARANCE OF THE BUILDING

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

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

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

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

EXTRACURRICULAR ELIGIBILITY RULES

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

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

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

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

ATTENDANCE EXPECTATIONS AND PROCEDURES

Consistent attendance in school has a direct correlation to student success. Since we care about our students at Wrenshall High School, we have basic attendance expectations.

- A. **Minnesota State Law:** "The Minnesota Law provides that every child between seven and sixteen must receive instruction for a period of not less than nine months during any school year, unless the child has completed the studies ordinarily required in the tenth grade and is at least sixteen years of age. A student may be excused from attendance by the School Board upon application of his/her parents or guardians on grounds specific to the law."
- B. **Absences from School for Religious and Cultural Observances-** American Indian students are permitted to be absent from school for instruction conducted by tribal spiritual or cultural advisors.

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

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

1. Medical, dental, or orthodontic treatment, or counseling appointment (documentation from health professional consistent with HIPAA laws needed to change code to excused)
2. Illness (medical documentation consistent with HIPAA laws may be required for prolonged illness)
3. Chronic physical or mental illness (meeting with counselor/principal needed to discuss student academic needs during illness and to change code to excused)
4. Court-ordered appearances (documentation may be required before excused)
5. Family emergency or physical emergency such as fire, flood, storm, etc.
6. Vacations with family (must be cleared prior to vacation through main office)
7. Death in the student's immediate family or close friend or relative
8. School-sponsored field trips
9. School-sponsored interscholastic meets, games, and events
10. Religious holidays and/or instruction (up to three hours per week)
11. Illness in student's immediate family (meeting with counselor/principal needed to discuss

student academic needs during illness and to change code to excused)

12. Suspension

13. Active duty in any military branch of the United States

14. College visits (juniors and seniors only / up to 2 (two) visits – must be cleared through counselor's office prior to absence or will be unexcused)

****IMPORTANT:** An "excused" absence is one that meets a condition listed above and that has either been communicated to the school prior to the absence or within 24 hours after the absence has occurred.

- C. There is a cap on absenteeism. Each student is allowed to have a total of fifteen (15) absences in a semester, including excused and unexcused. A lack of academic performance can result because of absenteeism; therefore, the sixteenth (16) absence will place the student in failure status for one or more classes in which the absences occur. Suspensions from school are not counted as absences to be applied to the "15 day" rule. Extended absences such as vacations will count against the 15 absence maximum. After the tenth and thirteenth absences, parents/guardians will be notified that the student has only five or two more absences until he/she reaches failure status. Students may be required to meet with the attendance appeals committee or the high school principal after the tenth (10th) and/or thirteenth (13th) absence. Parents/guardians will also be notified when a student is in failure status. Students in failure status due to absenteeism may appeal to the absence appeal committee in extenuating circumstances. Appeal forms are available from the high school principal.
- D. **Regular attendance is mandatory. Any high school student with 7 or more days of unexcused absences in a single class period over the course of the school year will be ineligible to participate in any extracurricular practices, games, or events.**
- E. Students are reminded that in order to participate in extra curricular practices and/or competitions or to attend such events, they must have appropriate behavior and **attend at least half of the school day** on the day of the event. An exception to this rule will be made if a student brings the athletic director a signed medical excuse from their doctor that excuses the child of their absences **prior to participating** (A student will only be medically excused for at most a 1/2 day unless otherwise specifically noted by a medical professional). Students in violation of this rule will be suspended from the next activity or in the case that they already participated, the next similar activity.
- F. Student athletes are expected to be just that, students first and athletes second. Students are expected to be in school during the course of the school day (including during lunch). Students should be responsible and bring all items they will need for practice, games, contests, events, etc. to school on time.
- G. Students should not be leaving school early (For any amount of time) to retrieve items, get food, etc. These absences violate the school's closed campus policy and are not allowed by the school nor will they be approved as excused absences. While parents have the right to excuse their children from school, it is the school's discretion on whether or not to accept those excuses. Students that willfully break the school's closed campus policy, even with parent approval, may be subject to ineligibility in the upcoming game, contest, or event and may face other disciplinary measures.

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

GRADES

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

MSHSL Eligibility:

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

Failing at Midterm:

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

Failing at Quarter:

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

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

C. Behavior/Conduct:

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

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

Educational studies conducted nationally as well as locally indicate a significant correlation between student attendance and student performance. Excessive absenteeism results in lower achievement. A good attendance record is one of the characteristics most sought after by employers and poor attendance is a major reason for employee dismissal. It is essential that our students learn this important life skill.

A good attendance record will improve the quality of their education and make them a marketable employee. Thus, student absenteeism should be limited to instances in which absence is genuinely unavoidable. **Each student, his/her parent or guardian, and the school share an obligation to encourage and ensure the student's continuous school attendance.**

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

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

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

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

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

A. Excused Absences:

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

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

B. Prearranged Absences:

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

C. Unexcused Absences

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

D. Tardies

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

Valid excuses for tardiness are:

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

WHS TARDY PROCEDURES

Students are expected to be in their assigned class on time everyday. Students who are continually tardy to class cause interruptions in learning for other students and seriously hamper their own learning. Some tardies cannot be avoided. However, some tardies are a matter of bad habits.

A student who is tardy to class five (5) times in a quarter will be assigned 3 days of noon detention in the office, a second infraction (10) will result in after school detention, 3rd infraction (15) one half day of ISS, 4th infraction (20) ISS

F. Truancy

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

G. Participation or Attendance of Extracurricular Activities:

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

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

H. Checkout Procedures

1. **Students who leave the building during school hours for any reason (except early release) must have an out of building pass issued from the main office.** Any student leaving the building without this out of building pass will receive unexcused absences for every hour they are absent. These unexcused absences cannot be excused by later parent approval and may be subject to disciplinary action.
2. Parental permission must be obtained before permission to leave the building will be granted.
3. Under no circumstances is a student allowed to leave the building without first checking out through the office. Disciplinary action will be taken for those who violate this policy.

I. Check in Procedure

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

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

L. Participation Grade:

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

M. Class/Group Truancies:

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

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

N. Graduation Attendance Requirement:

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

ATTENDANCE TRACKING/INTERVENTION PROCEDURE:

1. A specific staff member will be tasked with monitoring and tracking student attendance during the semester and will serve as the "Attendance Liaison" by communicating and assisting students when they stray from having solid attendance.
2. When a student accumulates five (5) non-school-authorized absences in any one class during a semester, the teacher who monitors will refer that student to their guidance counselor. At that point, the counselor will meet with the student and also contact the parents/guardians to problem-solve reasons for the non school-authorized absences and create a student attendance contract. Once a problem has been identified and solutions/expectations discussed with the students and parents/guardians, this contract will be filed with the counselor with weekly follow-up to make sure the plan is successful in helping the student attend their classes.
3. When a student accumulates eight (8) non-school-authorized absences in any one class during a semester, they will be referred to the principal. The principal will meet with the student and the parent/guardian to discuss steps that have already been taken to remedy the problem and to discuss the appropriateness of the placement in the class. If all parties agree that the student should be given an opportunity to continue in the class, a new contract will be written with the

understanding that further non-school-authorized absences will result in loss of credit/removal from class.

4. Students who are removed from a class will be referred to MSOnline credit recovery program and placed in a study hall during that class period to start over with the course
5. Open enrolled students who are considered a habitual truant may have their open enrollment rescinded at the end of the school year, so they may have better attendance at their school of residence.
6. Students in 9th and 10th grade may be referred to Carlton County or St. Louis County and truancy court if school resolutions are not successful.

CONTINUING TRUANT

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

HABITUAL TRUANT

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

ILLNESS AT SCHOOL

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

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

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

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

IMMUNIZATIONS

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

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

Polio: **4 doses**

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

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

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

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

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

Polio: **4 doses**

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

MCV4: (Meningococcal) **1 dose** after completing 5th grade

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

Tdap (Tetanus, diphtheria, pertussis Booster) **1 dose** after completing 5th grade

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

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

ADMINISTRATION OF PRESCRIPTION AND NON-PRESCRIPTION MEDICATION AT SCHOOL

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

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

Non-Prescription:

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

5. The school may revoke a student's privilege to possess and use non-prescription pain relievers if there is any concern of abuse of this privilege.

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

HEAD LICE POLICY

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

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

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

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

ACCIDENTS AT SCHOOL

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

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

Reporting Accidents

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

VISION AND HEARING SCREENING

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

RESTORATIVE JUSTICE/PRACTICES

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

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

Restorative Justice/Practices:

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

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

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

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

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



STUDENT BULLYING PROHIBITION POLICY

MALICIOUS AND SADISTIC CONDUCT- POLICY

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

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

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

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

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

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

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

IS IT BULLYING?

Rude=Inadvertently saying or doing something that hurts someone else

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

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

Examples of bullying behaviors:

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

Responsibility for Safe Behavior

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

Behavior Record/Referral Slips

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

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

Law enforcement will be contacted:

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

County Attorney's Office will be contacted:

- In the event of excessive absenteeism/truancy

Standards of Conduct

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

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

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

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

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

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

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

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

Wrenshall School Philosophy Regarding Learning and Discipline

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

While self-discipline is the ideal, it is understood that corrective measures will be required at times. When it becomes necessary to enforce the consequences of discipline violations as outlined in this

policy, the consequences are enforced in a manner that respects the dignity of the student and promotes healthy and responsible behavior.

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

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

Roles and Responsibilities

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

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

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

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

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

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

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

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

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

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

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

Major and Minor Behaviors

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

Tier 1

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

Tier 1: Incidental Staff/Teacher Managed Behaviors	Potential Interventions
Doesn't significantly violate the rights of others Doesn't put others at risk Not chronic. Consensual display of affection Dress Code Horseplay Loud noise Minor arguments Missing homework Noise making Out of seat Refusal to follow directions (non chronic) Running in hallway Unprepared for class Unapproved Food & Drink	<ul style="list-style-type: none"> ➤ Communication with family/Family Involvement ➤ Reset Break ➤ Check In/Check Out ➤ Restorative Conversation with teacher/student/Dean/Counselor/Social Worker ➤ Meeting with student/family/Principa/Counselor/Social Worker ➤ Connect with Staff or Peer Mentor ➤ Referral to problem-solving team if behaviors persist ➤ Written Student Agreement created with Principal ➤ Determine and provide needed academic supports ➤ Support for impacted person ➤ Mandated education

DRESS CODE

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

Tier 2/ Behaviors that don't significantly violate the rights or put others at risk.

***Office referral if behaviors are persistent.**

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

ACADEMIC DISHONESTY

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

CELLPHONE

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

DISRUPTIVE/DISORDERLY CONDUCT AND INSUBORDINATION

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

MOTOR VEHICLE INFRACTIONS

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

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

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

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

BULLYING

Bullying means intimidating, threatening, abusive, or harming conduct that is objectively offensive and: • There is an actual or perceived imbalance of power between the student engaging in prohibited conduct and the target of the behavior and • The conduct is repeated or forms a pattern; or The conduct materially and substantially interferes with a student's educational opportunities, performance or ability to participate in school functions or

activities or receive school benefits, services, or privileges. Note: Bullying and conflicts are different. Conflicts are to disagree, argue, or fight. Conflicts have an increased balance of power, are usually spontaneous, and mutual.

CYBER BULLYING

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

HARASSMENT

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

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

HAZING

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

PHOTOGRAPHIC OR RECORDING DEVICE MISUSE

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

THEFT

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

TOBACCO

Smoking and the use of tobacco products or tobacco related devices including electronic cigarettes shall be prohibited on school district facilities. School district facilities include school buildings, school grounds, school owned and leased vehicles, and sites leased by the school district. No one will use tobacco products or tobacco related devices while in or on school district facilities. **Students who congregate in an area where tobacco use has recently occurred (e.g., bathroom stall) will each be considered to have been using tobacco.**

In addition, it is prohibited to have tobacco products or tobacco related devices in public sight while in or on school district facilities. Exception - (MN Statute 144.4169) An American Indian student may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices

VERBAL ABUSE

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

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

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

ALCOHOL

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

ASSAULT

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

CONTROLLED SUBSTANCE (PRESCRIPTION)

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

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

FIGHTING

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

ILLEGAL DRUGS

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

TRESPASSING

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

VANDALISM

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

K-6 Behavior Violations and Leveled response

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

7-12 Behavior Violations and Leveled Reponse

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

3rd offense	Behaviors managed by staff supervising, office referral may be necessary notify consideration of parent/guardian and/or staff intervention	Conference with student behavior;notify parent/guardians document as a minor behavior; possible referral to building resources	Notify parents/guardians; consideration of 1-5 days suspension and/or restorative intervention; possible referral to building resources; document as a major behavior; consideration to refer to law enforcement	Notify parents/guardians;consideration of 1-5 day suspension and/or restorative intervention;possible referral to building resources document as a major behavior In certain instances refer to law enforcement and/ or referral to expulsion
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Definitions of Interventions and Disciplinary Actions

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

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

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

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

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

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

AFTER SCHOOL DETENTION

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

Detention for the high school will be served on predetermined weekdays from 3:30 p.m. to 5:00 p.m. Students who fail to serve detention that they were assigned may be assigned an additional detention to serve on top of the original detention missed. Failure to attend detention/s may result in continued lunch detentions, I.S.S. until the detentions owed have been made up. Students with detention/s will also experience “Loss of Student Status” (See Below). **Detention Expectations:**

1. Show up by 3:30 and follow the directions of the detention supervisor
2. Bring homework to work on
3. No electronic devices/phones
4. No sleeping or resting eyes
5. No leaving the room or getting out of seat without permission from the supervisor

IN-SCHOOL SUSPENSION (ISS)

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

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

In-School Suspension Expectations

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

Other In-School Suspension Expectations Include:

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

OUT-OF-SCHOOL SUSPENSION

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

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

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

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

LOSS OF STUDENT STATUS

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

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

ALCOHOLIC / NON ALCOHOLIC BEVERAGES AND ILLEGAL DRUGS

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

SMOKING / TOBACCO PRODUCTS

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

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

Smudging permitted–American Indian students or staff members are permitted to use tobacco, sage, sweetgrass, or cedar to conduct smudging in a public school and must be conducted under the direct supervision of a staff member.

DRUG-FREE & WEAPON-FREE ZONE

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

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

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

SCHOOL WEAPONS POLICY

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

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

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

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

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

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

EXPULSION FOR POSSESSION OF FIREARM

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

SAFETY HAZARD VIOLATIONS

Potential safety hazards exist for students in the following areas:

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

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

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

1. A harasser may be a student or an adult. Harassment may include, but is not limited to, the following, when related to religion, race, or sex:
 - name calling, jokes, or rumors
 - graffiti
 - notes or cartoons
 - unwelcome touching of a person or clothing
 - offensive or graphic posters, book covers, clothing, etc.
 - any words or actions that make a student or staff member feel uncomfortable, embarrassed, or upset.

2. If any words or actions make a student feel uncomfortable or fearful, they need to tell a teacher, counselor, administrator, or the district's Human Rights Officer as soon as possible.
3. Students may also make a written report. It should be given to a teacher, counselor, administrator, or the district's Human Rights Officer.
4. A student's right to privacy will be respected as much as possible.
5. We take all reports of religious, racial, or sexual harassment or violence seriously and will take all appropriate actions based on your report
6. The school district will also take action if anyone tries to intimidate you or tries to take action to harm you because you have reported.

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

INDEPENDENT SCHOOL DISTRICT NO. 100
HARASSMENT AND VIOLENCE REPORT FORM

General Statement of Policy Prohibiting Harassment and Violence

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

Complainant _____

Home Address _____

Work Address _____

Home Phone _____ Work Phone _____

Date of Alleged Incident(s) _____

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

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

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

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

—

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

List any witnesses that were present _____

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

Signature) (Date) _____ (Complainant

Received by _____
(Date) _____

HAZING

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

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

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

COUNSELING/SCHOOL SOCIAL WORK SERVICES

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

SECTION 504

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

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

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

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

CHILD ABUSE AND NEGLECT REPORTING

School District employees are **required** to report evidence of child physical or sexual abuse, neglect, emotional maltreatment, or prenatal exposure to controlled substances. Any person

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

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

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

STUDENT DRESS CODE POLICY

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

Headgear:

Students are not allowed to wear hoods during the school day.

Clothing:

Clothing that includes words or pictures that are obscene, vulgar, sexually explicit, convey sexual innuendo, abuse or discrimination, or which promote or advertise alcohol, chemicals, tobacco or any other product that is illegal for use by minors and illegal on school property, will not be allowed. Objectionable emblems, badges, symbols (including confederate flags & swastika's), derogatory mascots, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to any group, evidences of gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals is not allowed.

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

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

Shoes

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

Sunglasses

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

Gang Related Apparel

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

Gang symbols, signs, slang, attire, and graffiti will not be allowed in the school setting. Students, staff, and parents who have evidence of these influences in our school should report the concern to school administration immediately. Behavior or dress suspected as being gang related will be reported to the Sheriff's Department.

Chains, Extreme Jewelry, Etc.

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

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

Blankets- Blankets are not allowed in school.

PASSES

E-Hall Pass

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

Absence Admit Slip

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

Out-of-Building Pass

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

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

CLOSED CAMPUS

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

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

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

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

LOCKERS AND LOCKS

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

LOCKER CONTENT / SECURITY

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

LOCKER DECORATIONS

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

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

LOCKER SEARCHES

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

lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

BACKPACKS

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

BUS TRANSPORTATION

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

Bus Rider Policy

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

Consequences for Misbehavior on the Bus

Kindergarten-6th grade

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

Second Offense: One-day bus suspension.

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

Fourth Offense: Five-day bus suspension.

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

7th -12th Grade

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

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

Third Offense: Five to ten-day bus suspension.

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

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

Fan Bus

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

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

BREAKFAST/ LUNCH PROGRAM

Meal Prices for 2024-2025 School Year

Student First Breakfast with Milk Free

Student First Lunch with Milk Free

Ala Carte Milk \$.55

Students are welcome to bring their own breakfast or lunch to eat during meal times.

Adult Breakfast \$ 2.40

Adult Lunch \$ 5.00

Second meals for students are charged the adult price. Students must enter or scan their Personal Identification Number (PIN) to generate the reimbursement payment for district food service.

Families are encouraged to complete the federal education benefits application each year. Eligible students generate significant compensatory aid for the school district and may determine eligibility for grants, scholarships, internet assistance and more.

The national school lunch program reimburses district food service for eligible students. For the second consecutive year, the state universal lunch program reimburses the district for any student not covered by the federal lunch program. The state only pays the difference for the actual meals served.

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

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

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

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

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

MORNING, NOON & OPEN GYM

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

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

MAIN ENTRY / MAIN LOBBY / COMMONS

Students are asked to refrain from gathering on the sidewalk and/or stairway outside the main entry. In addition, the lobby areas should not be congested prior to morning classes or during noon hour. Alternative gathering sites may include the gym lobby, commons, or appropriate hallways. Student cooperation in this effort will be greatly appreciated.

Students are prohibited from opening doors coming into the school for any students, staff, or guests (even if they know them) during the school day. All people entering the building after

the school is in lockdown (Approximately at 8:20 a.m.) must be buzzed in by office staff. Students that are in violation of this may face consequences. Please keep in mind this rule is in place to protect the safety of all students and staff.

The student commons in the high school music wing has been designated as a quiet area. Students are encouraged to use this area for reading, study, and casual socialization when the time is appropriate and when permission has been given.

STUDENT TEACHING ASSISTANTS

Students may opt to serve as teaching assistants each semester. Teaching assistants must be responsible students who will report to the teacher or staff member promptly during the class time assigned. To be considered for a TA position, students must have at least a 2.5 GPA. Students will receive a pass/fail grade from the assigned teacher. Students may earn a **maximum of 4 credits** for being assigned a teacher assistant during their four years of high school.

STUDENT DRIVING/ PARKING LOT

12th graders are allowed to park in the main lot as far back as possible. The spaces towards the front are reserved for staff and visitors only. All other student drivers need to park in the multi-purpose gym lot. All students must have a parking permit and a parking form on file every year to park in our school lots. Students are to comply with the parking pattern established by painted lines in the lot. Repeat offenses may result in the inability to park on school grounds or possibly even lead to the vehicle being towed at the owner's expense.

The parking lot is off limits to students as a gathering place during school hours and over the noon hour. If you break the closed campus rule and leave campus in your vehicle without permission you may lose the right to park in the school parking lot.

If you park in any school parking lot, or on school property, your vehicle may be exposed to the drug dog that visits the school periodically.

All student drivers are required to fill out the Wrenshall Student parking pass. (Located in the back of the handbook. This should be read and signed by both student and parent/guardian. Students who choose to drive to school are expected to drive with caution in the area of the School Zone. This is obviously in consideration for the safety of all in a busy traffic/pedestrian area.

Consequences for not complying with this request may include detention, suspension, parent conferences, losing the ability to park in the school parking lot, and/or referral to local law enforcement.

1. All drivers should operate their vehicles with caution in the School Zone.
2. Students may not drive vehicles while on school-sponsored trips or to or from vocational or paired/shared classes without the prior approval of the school administration.
3. Students are not to sit in, visit at, drive, or ride in motor vehicles during the school day (includes noon hour).
4. Student parking is provided in the lot across the street from the school's main entry. **The first two rows of parking spaces closest to the school are reserved for school staff and visitors only.**

Other directives/changes regarding student parking may be communicated during the school year based on need.

BEVERAGE POLICY

There are beverage machines where water may be purchased during the school day. After school other varieties may be purchased. Students are responsible for monitoring litter and spills. A beverage violation occurs when a container is not disposed of properly or a spill is not cleaned up. Consuming a beverage in a computer lab will automatically become a beverage violation. When three or more violations occur in a day, the beverage machines will be turned off the following day. All beverage violations should be reported to the Principal.

CHANGE

Change will **not** be available in either the main office, the district office, or the business manager's office. Checks will also not be cashed. Students who use the pop machines should come to school with proper change.

TELEPHONES AND MESSAGES

The office telephone is a business phone and will be used by students **only when necessary as determined by main office personnel**. Students will be called from class to receive **emergency messages only**. A common goal of teachers and parents is to develop in each child a sense of responsibility. We discourage and will limit calls home for items students have forgotten unless it is deemed essential by the child's teacher. Office phone use should be limited to matters affecting health and safety.

Parents/guardians are asked to leave messages and not text students during school hours and not request students be pulled from class except in the case of an emergency.

CELL PHONES & COMMUNICATION DEVICE AWAY FOR THE DAY

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

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

CONSEQUENCES

- First Offense–Student will receive a warning and will be asked to put it away in their locker.
- Second Offense–The device will remain in the main office until the end of the day. Admin will call parents/guardians to notify and remind them of the policy.
- Third Offense ~Parent/guardian will be called to pick up the students phone.
- *It should be noted that refusal to surrender a cell phone or other electronic device not authorized to use when directed to do so by a school staff member, teacher or administrator is a violation of our school’s Code of Conduct. Insubordinate behavior could lead to detention, suspension or exclusion from school events

AUDIO/VIDEO DEVICES

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

TEXTBOOKS, LIBRARY BOOKS, LUNCH ACCT. FINES/BILLS, NEGATIVE ACCOUNT BALANCES

Wrenshall students are provided with textbooks, reference books, workbooks, and a wide selection of library books. These should be treated with care to assure the future availability to other students. Students and parents are responsible for the care of the books issued to them and will be expected to pay fines up to the cost of replacement for lost or damaged books. Costs of new textbooks range from \$30 to over \$100 (An effort will be made to purchase used replacement texts). Students that lose textbooks may be required to pay replacement costs or their parents may be required to pay replacement costs before another text is issued. Students that lose library books may be required to replace the missing books or their parents may be required to replace the missing books before they are allowed to take out additional library books.

It is the teacher’s discretion if classroom books need to be covered. Book covers should be replaced when the condition is such that it no longer protects the book. We would appreciate parent assistance in keeping student textbooks covered.

VALUABLES

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

THEFTS

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

PUBLIC DISPLAYS OF AFFECTION

Inappropriate displays of affection such as kissing, embracing, sitting on laps etc. are not acceptable in or around the school. Such behaviors may result in consequences deemed appropriate by the Principal. **It is expected that students and faculty will share in establishing an environment that encourages desirable school friendships.**

SCHOOL CLOSING & EMERGENCY ANNOUNCEMENTS

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

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

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

Radio - AM
KDAL 610 AM

Radio - FM
KDAL 95.7 FM

TV
KDLH Channel 3
KBJR Channel 6
WDIO Channel 10

The Instant Alert telephone notification system will also be utilized to inform families of any changes in the school day and to announce any other pertinent information.

FIRE/TORNADO/LOCKDOWN DRILLS

Fire, tornado, and lockdown drills at regular intervals are required by law and are an important safety precaution to help ensure the safety of our students. It is essential that when the first signal is given, everyone obeys orders promptly and clears the building by the prescribed route or goes to their assigned spots as quickly and orderly as possible. The teacher in each classroom will give students proper instructions on how to carry out the drill. Students misbehaving or disrupting these drills will be subject to disciplinary consequences. The district will perform 5 fire drills, 5 lockdown drills, 1 tornado drill throughout the school year.

LOST AND FOUND

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

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

VISITORS

Any persons other than Wrenshall High School students, staff, or school board personnel, are regarded as visitors and must report to the main office for clearance before going anywhere in the building or on school grounds. This request is for the safety of our students.

If a parent arrives to pick up a student, he or she should report to the office and one of the office staff will go to the classroom to get the child. Parents should **not** go directly to the classroom.

No student guests will be allowed due to security and liability issues.

PETS

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

Unless the pet is part of a show and tell or a medical necessity, there should be no pets brought into the building or onto school grounds to protect the safety of our staff and students.

Parents bringing pets are not to go directly to the classroom and are still required to first check in to the main office.

SUGGESTED SCHOOL SUPPLIES

Notebooks, folders, pencils for your 7 classes and a lock for your locker. Tennis shoes for outdoor or indoor gym class. Your backpack must be kept in your locker during the day.

CHANGE OF ADDRESS

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

COMPUTER USE / INTERNET

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

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

COMPUTER AND INTERNET ACCEPTABLE USE POLICY PURPOSE

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

GENERAL STATEMENT OF POLICY

Electronic information research skills are now fundamental and vital to the education of citizens, the work force, and for higher education. Access to the Internet enables students and employees to explore thousands of libraries, databases, and other information resources

around the world. The school district expects that teachers will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its proper use. Unless parents/guardians specifically request their child not to have Internet access, the school district will allow student access to the Internet.

RESPONSIBLE & ETHICAL USE

A. Expectations and Responsibilities

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

B. Unacceptable Uses and Restrictions

1. Users will not access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. materials with obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or could cause damage, danger, or disruption to the educational process; or
 - d. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or may constitute harassment or discrimination.
2. Users will not post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information including, but not limited to addresses, telephone numbers, access

codes, passwords, labeled photographs, any information that would make the individual's identity easily traceable, and any unauthorized disclosure, use, or dissemination of personal information regarding minors.

- a. This includes, but is not limited to, any use or accessing of online social networking sites or social chat sites.
 3. Users will not attempt to gain unauthorized access to the school district systems or any other system ("hacking") through the school district system.
 4. Users will not knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, harass another person, or engage in personal attacks, including prejudicial or discriminatory attacks.
 5. Users will not attempt to login through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user.
 6. Users will not violate copyright laws or usage licensing agreements, or otherwise use another person's intellectual property without the person's prior approval or proper citation. This includes the downloading, copying, or exchanging of pirated Software or music to or from any School computer, and plagiarizing works found on the Internet.
 7. Users will not vandalize, damage, disable, or physically abuse the property of the school district, another person, or organization.
 8. Users will not access or attempt to gain access to unauthorized information or another person's materials, information, or files without the direct permission of that person.
 9. Users will not knowingly waste school district technology resources and supplies including the printing of any information or images that are not for assigned School projects or purposes.
 10. Users will not purposefully interfere or disrupt school district technology equipment, software, or systems, which includes but is not limited to:
 - a. deliberately crashing machine(s);
 - b. spreading computer viruses, worms, or other malicious software (malware);
 - c. unauthorized security probing or evaluation activities;
 - d. wide-scale distribution of messages to forums or mailing lists unrelated to current classroom or school district topics.
 11. Users will not engage in any illegal act or violate any local, state, or federal statutes.
 12. Users will not use school district Internet access or accounts for unauthorized commercial use and/or financial gain unrelated to the mission of the School district.
- C. **Vandalism and harassment will not be tolerated.** Any instances of vandalism or harassment will result in the consequences listed in this policy or the Wrenshall Student Handbook.

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

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

STUDENT EMAIL

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

LEARNING MANAGEMENT SYSTEM

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

CONSEQUENCES

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

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

- civil or criminal liability under other applicable laws.

FILTERING

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

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

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

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

LIMITED EXPECTATION OF PRIVACY

- A. By authorizing use of the school district system, the district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system and individual computers.
- B. Routine maintenance and monitoring of the School district's computer system may lead to a discovery that a user has violated a policy or the law.
- C. The technology network and equipment is owned and operated by the school district for the express use of staff and students in education-related activities. The district retains the right to monitor activity of users.
- D. An individual investigation or search may be conducted if the school authorities have reasonable suspicion that the search will uncover a violation of law or school district policy. In addition, data and other materials in files maintained on the school district systems may be subject to review, disclosure, or discovery under state and federal law.
- E. Parents have the right to request to review the contents of their child's files. Parents

have the right to request the termination of their child's computer access at any time.

- F. The school district will cooperate fully with local, state, and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies.
- G. The school district will cooperate fully with any legal requirements of any Federal Freedom of Information Act request, Family Educational Rights and Privacy Act (FERPA) request or Minnesota Data Practices Act request.

LIMITATION ON SCHOOL DISTRICT LIABILITY

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

INTERNET USE AGREEMENT

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

**Wrenshall Public Schools
DENIAL OF ACCESS FORM**

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

Dear Parents or Guardians:

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

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

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

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

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

Children's Name (s) Grade

_____	/	_____
_____	/	_____
_____	/	_____
_____	/	_____
_____	/	_____

Parent/Guardian's Signature _____ Date _____

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

WRENSHALL SCHOOL DISTRICT POLICIES STUDENTS NEED TO KNOW

419 Tobacco policy-The purpose of this policy is to maintain a learning and working environment that is tobacco free.

501 School Weapons Policy-It is the policy of the Wrenshall School district to maintain a positive, safe learning and working environment.

502 Search of Student lockers, Desks, Possessions and Person-The purpose of this policy is to provide for a safe and healthful educational environment by enforcing the school district's policies against contraband.

503 Student Attendance-It is the responsibility of the Wrenshall School district to the community that all school members will work to challenge and support students in the pursuit of their highest levels of academic and personal achievement. Recognizing the strong relationship between regular attendance for each class and high academic achievement, the District will establish a clear attendance system. Such a system will promote this relationship and hold students accountable for regular attendance. It is essential that Wrenshall School students and their families take responsibility for knowing and following the Attendance Policy.

504 Student Dress and Appearance-The Wrenshall School District respects students' rights to express themselves in the way they dress and expects students to respect the school community and fellow students by dressing appropriately for a K-12 learning environment.

505 Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees-The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

506 Student Discipline- The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

507 Corporal Punishment-The purpose of this policy is to describe limitations on corporal punishment of students.

508 Extended School Year for Certain Students With Individualized Education Programs-The purpose of this policy is to ensure that the school district complies with the overall requirements of law as mandated for certain students subject to individualized education programs (IEPs) when necessary to provide a free appropriate public education (FAPE).

509 Enrollment of Nonresident Students-The school district desires to participate in the Enrollment Options Program established by Minnesota Statutes section 124D.03. The purpose of this policy is to set forth the application and exclusion procedures used by the school district in making said determination.

510 School Activities-The purpose of this policy is to impart to students, employees, and the community the school district's policy related to the student activity program.

511 Student Fundraising—The purpose of this policy is to address student fundraising efforts.

512 School-Sponsored Student Publications and Activities—The purpose of this policy is to protect students' rights to free speech in production of official school publications and activities while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

513 Student Promotion, Retention, and Program Design—The purpose of this policy is to provide guidance to professional staff, parents, and students regarding student promotion, retention, and program design.

514 Bullying Prohibition Policy—

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The Wrenshall School District cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the District and the rights and welfare of its students and is within the control of the District in its normal operations, the District intends to prevent bullying and to take action to investigate, respond and remediate those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the District in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

515 Protection and Privacy of Pupil Records—The school district recognizes its responsibility in regard to the collection, maintenance and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

516 - Student Medication—The purpose of this policy is to set forth the provisions that must be followed when administering non emergency prescription medication to students at school.

517 Student Recruiting—The purpose of this policy is to prevent school district employees from exerting undue influence for purposes of securing or retaining the attendance of a student in a school.

518 DNR - DNI Orders—The school district recognizes that it is serving students with complex health needs. The school district also recognizes that school district staff may be confronted with requests to withhold emergency care of a student in the event of a life threatening situation at school or school activities or be presented with Do Not Resuscitate/Do Not Intubate (DNR-DNI) orders. The purpose of this policy is to provide guidance to school district staff and parents or guardians in these situations.

519 Interviews of Students by Outside Agencies—There are occasions in which persons other than school district officials and employees find it necessary to speak with a student during the school day. Student safety and disruption of the educational program is of concern to the

school district. The purpose of this policy is to establish the procedures for access to students by authorized individuals during the school day.

520 Student Surveys–Occasionally, the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

521 – Student Disability Nondiscrimination–The purpose of this policy is to protect students with disabilities from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

522 Student Sex Nondiscrimination and Form–The school district does not discriminate on the basis of sex in its education programs or activities, and it is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The school district is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.

523 Policies Incorporated by Reference–Certain policies as contained in the school district’s policies are applicable to students as well as to employees. To avoid undue duplication, the school district provides notice by this section of the application and incorporation by reference of the following policies (see form)

524 – Internet Acceptable Use and Safety–The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable and safe use of the Internet, including electronic communications.

524 Form – Internet Use and Safety

525 Violence Prevention (Applicable to Students and Staff)–The purpose of this policy is to recognize that violence has increased and to identify measures that the school district will take in an attempt to maintain a learning and working environment that is free from violent and disruptive behavior. The school board is committed to promoting healthy human relationships and learning environments that are physically and psychologically safe for all members of the school community. It further believes that students are the first priority and they should be protected from physical or emotional harm during school activities and on school grounds, buses, or field trips while under school district supervision.

526 – Hazing Prohibition.pdf–The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

527 Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches–The purpose of this policy is to provide guidelines for use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools, and to protect the health, safety, and welfare of students and school personnel.

528 Student, Parental, Family, and Marital Status Nondiscrimination–Students are protected from discrimination on the basis of sex and marital status pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. This includes discrimination on the basis of pregnancy. The purpose of this school district policy is to provide equal educational opportunity for all students and to prohibit discrimination on the grounds of sex, parental, family, or marital status.

529 Staff Notification of Violent Behavior by Students-In an effort to provide a safe school environment, the assigned classroom teacher and certain staff members should know whether a student to be placed in the classroom has a history of violent behavior. Additionally, decisions should be made regarding how to manage such a student. The purpose of this policy is to address the circumstances in which data should be provided to classroom teachers and other school staff members about students with a history of violent behavior and to establish a procedure for notifying staff regarding the placement of students with a history of violent behavior.

530 Immunization Requirements-The purpose of this policy is to require that all students receive the proper immunizations as mandated by law to ensure the health and safety of all students.

531 The Pledge of Allegiance-The school board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end.

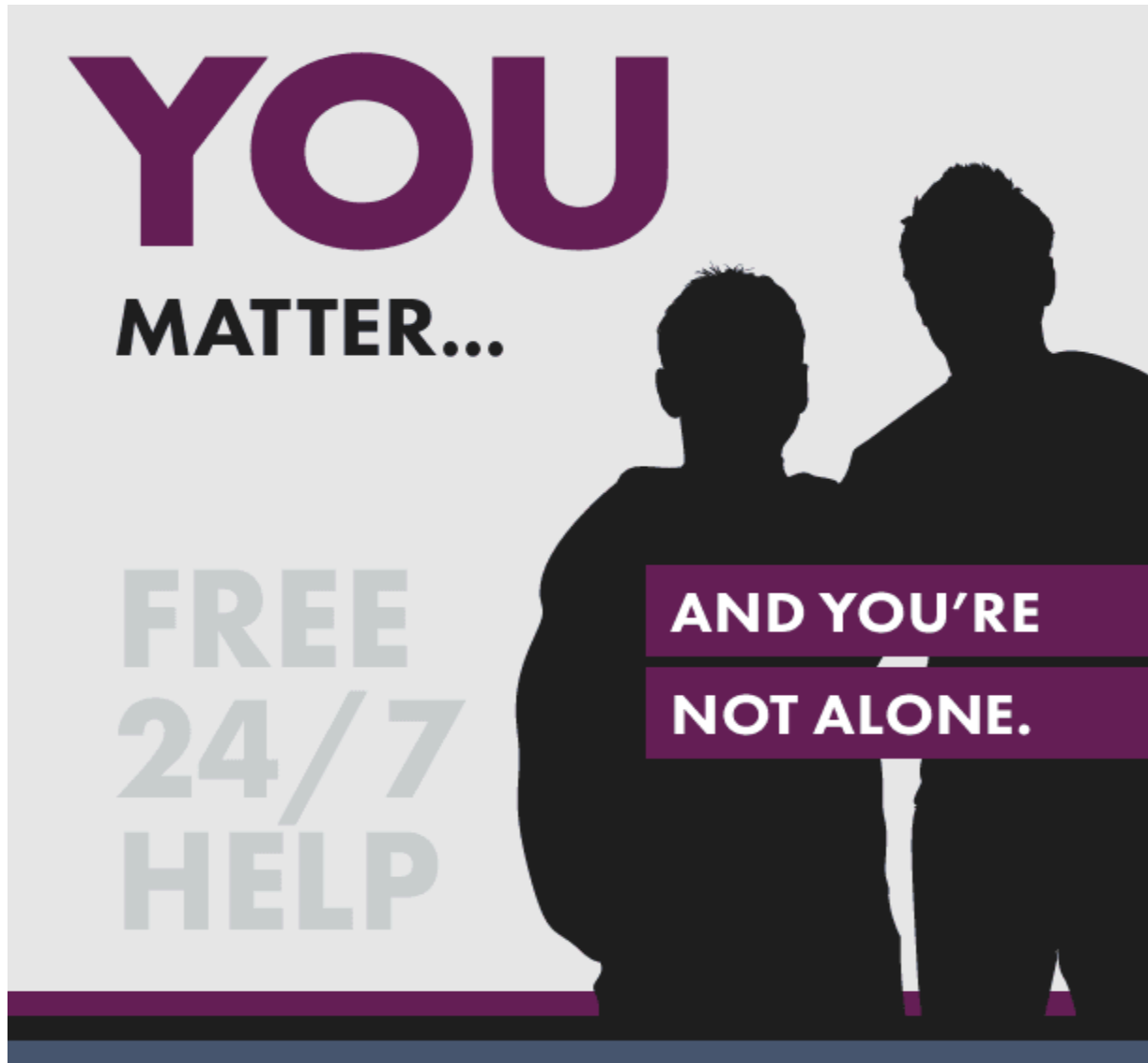
532 Use of Peace Officers and Crisis Teams to Remove Students with IEPs From School Grounds-The purpose of this policy is to describe the appropriate use of peace officers and crisis teams to remove, if necessary, a student with an individualized education program (IEP) from school grounds.

533 Wellness.pdf-The purpose of this policy is to assure a school environment that promotes and protects students' health, well-being and ability to learn by supporting healthy eating, physical activity. The Wrenshall School District is committed to enhancing the development of lifelong wellness practices through active partnership with parents and community.

534 School Meals Policy-The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy of the school district is to provide meals to students in a respectful manner and to maintain the dignity of students by prohibiting lunch shaming or otherwise ostracizing the student. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

SUICIDE PREVENTION INFORMATION

Minnesotan's have access, 24/7, via call, text or chat to the 988 Suicide & Crisis Lifeline! Simply dial 988 to call, text directly to 988, or scan in the QR code in the image below to connect with chat.



CALL OR
TEXT TO
988

CHAT WITH US



Wrenshall Student Parking Form

In an effort to increase safety measures students who drive a vehicle to school are required to keep a parking form on file. You will receive a parking pass to hang on your mirror once this document is signed by a student and parent/guardian.

Please read over the student handbook rules as listed below.

Students who choose to drive to school are expected to drive with caution in the area of the School Zone. This is obviously in consideration for the safety of all in a busy traffic/pedestrian area. Consequences for not complying with this request may include detention, suspension, parent conferences, losing the ability to park in the school parking lot, and/or referral to local law enforcement.

1. All drivers should operate their vehicles with caution in the School Zone.
2. Vehicles cannot display vulgar language, confederate flags or any symbols, pictures or words that represent hate or discrimination.
3. Students may not drive vehicles while on school-sponsored trips or to or from vocational or paired/shared classes without the prior approval of the school administration.
4. Students are not to sit in, visit at, drive, or ride in motor vehicles during the school day (includes noon hour).
5. The parking lot is off limits to students as a gathering place during school hours and over the noon hour. If you break the closed campus rule and leave campus in your vehicle without permission you may lose the right to park in the school parking lot.
6. If you park in any school parking lot, or on school property, your vehicle may be exposed to the drug dog that visits the school periodically.
7. During school hours only **12th grade students will be allowed to park in the main lot.** All other student drivers will park in the multi purpose parking lot.
8. The multi-purpose door will be open until 8:30 and then locked after that. If you are leaving the school early, leave through the main doors only.
9. During school hours; if you are in the main lot student drivers cannot leave the main school parking lot if buses are lined up. Once the buses leave then you can safely exit the parking lot.
10. During school hours; when exiting the multi-purpose parking area after school when the buses are lined up you will turn left towards county 18.

Other directives/changes regarding student parking may be communicated during the school year based on need.

Student Name _____ Grade _____

License Plate Number _____ Car Make/Model _____

I have read and understand the Student Parking Policy and will follow all expectations listed.

Signed Student _____

Signed Parent/Guardian _____

Date _____

PARENT CONCERNS AND QUESTIONS PROTOCOL

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

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

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

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

When contacting School board members remember they are elected to represent the interest of all parents and district residents, and you should always feel free to tell them your point of view. School board members do not, however, have direct authority in day-to-day school operations. All authority is the result of official actions by a majority of the board at meetings open to the public. The board's primary responsibility is to make policies that guide the school district.

When should board members be contacted and what can they do? Contact a board member after other means to solve a problem have been attempted. A board member may take one or all of the following actions: informally discuss the issue with the superintendent, request that the board review the specific policies that relate to the situation, or propose new policies for the board's consideration. It is the intention of all school staff and School Board members of the Byron School District to listen to and resolve issues of concern as quickly and effectively as possible.

Wrenshall School Board Members **wschoolboard@isd100.org**

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

Wrenshall Elementary Student and Family Handbook 24-25



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

Mission~A small school where WE cultivate big futures.

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

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Staff Directory

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<p><u>School Guidance Counselor</u> Erik Holter ext eholter@isd100.org</p>	<p><u>Family School Worker</u> Deanna Koren Ext.3301 dkoren@isd100.org</p>
<p><u>Main Office Manager</u> Josie Hlava Ext. 2000 jhalava@isd100.org</p>	<p><u>Student Records/MARRS</u> Trish Swanson Ext.2002 tswanson@isd100.org</p>
<p><u>District Office Clerk</u> Rosy Bradley Ext. 2006 rbradley@isd100.org</p>	<p><u>District Office Administrative</u> Beth Peterson Ext. 2001 bpeterson@isd100.org</p>
<p><u>School Nurse</u> Danielle Arneson Ext.2005 darneson@isd100.org</p>	<p><u>Images Newspaper</u> Erin Riley ext 3102 images@isd100.org</p>

Teachers	Grade	Email
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Anna George	Kindergarten	ageorge@isd100.org
Chloe Olesen	Kindergarten	colesen@isd100.org
Natalie Cass	First Grade	ncass@isd100.org
Nikki Rowland	Second Grade	nrowland@isd100.org
Theresa Vermeersch	Third Grade	tvermeersch@isd100.org
Suzy Berger	Fourth Grade	sberger@isd100.org
Laura Lembke	Fourth Grade	llemcke@isd100.org
Ross Tollgaard	Fifth Grade	rtollgaard@isd100.org
Kenny Mattinen	Sixth Grade	kmattinen@isd100.org
Molly Kidd	Art Elementary Specialist	mkidd@isd100.org
	Phy Ed. Elementary Specialist	@isd100.org
Deb Fenlason	Elementary Music/Band	trahkola@isd100.org
Chloe Swanson	Library/ Elementary Specialist	cswanson@isd100.org
Nick Hinchliff	Elementary Special Education	nhinchliff@isd100.org
Kaitlyn Hellman	Elementary Special Education	khellman@isd100.org
Sheri Fossen	Title 1/Earlychildhood Special Ed.	sfossen@isd100.org
Kelli Perrault	Paraprofessional/Title 1	kperrault@isd100.org
Lauren Borg	Paraprofessional	lborg@isd100.org
Kaila Hlava	Paraprofessional	khlava@isd100.org
Sara Hietala	Paraprofessional	shiettila@isd100.org
Renee Duncan	Paraprofessional	rduncan@isd100.org
Renee House	Food Service Director/Head Cook	rhousel@isd100.org
Erin Riley	Images Newspaper	images@isd100.org

Letter from your Principal

Dear Wrenshall Families,

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

In partnership,
Ms. Blanchard

Part I: General Information



ELEMENTARY ENTRANCE AGE

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

Arrival and Dismissal Times

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

ENTRANCE AND END OF THE DAY PROCEDURES

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

Classes begin at 8:30 a.m. and we ask that students **not** arrive earlier than 8:00 a.m. as supervision of students isn't provided until that time. Elementary students arriving prior to 8:00 a.m. may only do so if they are attending Wrens Club (Advanced scheduling is required).

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

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

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

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

ELEMENTARY EARLY DEPARTURE OR ALTERNATE PICKUP

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

PARENT CONCERNS AND QUESTIONS

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

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

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

LIBRARY BOOKS

Our media center contains study areas and a wide variety of literature for all students to access separated by grade level and interest level. Students that lose library books may be required to

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

CHANGE OF ADDRESS

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

LOST AND FOUND

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

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

BIRTHDAYS/SEASONAL PARTIES

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

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

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

BRINGING ITEMS TO SCHOOL

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

PETS

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

BUS TRANSPORTATION

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

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

Consequences for Misbehavior on the Bus Kindergarten through 6th grade

First Offense: The driver has given your student a verbal warning, and a bus incident report will be sent home.

Second Offense: One-day bus suspension.

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

Fourth Offense: Five-day bus suspension.

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

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

SCHOOL CALENDAR

The school board adopts the school calendar annually.
Follow this Link: <https://www.isd100.net/>

COMMUNICATION

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

CHILD NUTRITION SERVICES

The purpose of the Wrenshall Food Program is to provide well-balanced meals at a reasonable cost. All meals and beverages are to be consumed in the cafeteria. Students are responsible for discarding unused food, wrappers, containers and returning trays and utensils to the washing station. All students can receive one breakfast and one lunch free daily. MDE Free School Meals Program FAQ
<https://education.mn.gov/MDE/dse/FNS/SNP/free/>

EMPLOYMENT/VOLUNTEER BACKGROUND CHECKS

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

VISITING SCHOOL

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

FOOD IN THE CLASSROOM

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

WRENS CLUB

Wrens Kid's Club is all about kids! Our philosophy is to help kids grow through positive reinforcement, hands on play and educational enrichment. We offer a safe, fun and educational environment for kids. We are open before and after school during the summer months and on some school days for our pre-school aged children. Child care is available for Pre-K through 6th grade students. We would love to have you join us! Our hours are 6:30 a.m. to 5:30 p.m. Questions? Email: wrensclub@isd100.org or call (218) 384-4274 ext 3100.

TECHNOLOGY

MEDIA CENTER

Our Media Center is located on the first floor.

We offer both digital and print resources for our students.

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

COMPUTER AREA

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

COMPUTER USE / INTERNET

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

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

APPENDIX

Computer and Internet Acceptable Use Policy

PURPOSE

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

GENERAL STATEMENT OF POLICY

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

RESPONSIBLE & ETHICAL USE

A. Expectations and Responsibilities

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

B. Unacceptable Uses and Restrictions

1. Users will not access, review, upload, download, store, print, post, receive, transmit, or

distribute:

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

current classroom or school district topics.

11. Users will not engage in any illegal act or violate any local, state, or federal statutes.
 12. Users will not use school district Internet access or accounts for unauthorized commercial use and/or financial gain unrelated to the mission of the School district.
- C. **Vandalism and harassment will not be tolerated.** Any instances of vandalism or harassment will result in the consequences listed in this policy or the Wrenshall Student Handbook.

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

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

STUDENT EMAIL

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

LEARNING MANAGEMENT SYSTEM

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

CONSEQUENCES

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

- Suspension or cancellation of computer use or access privileges;
- payment for damages and repairs;

- discipline under other appropriate school district policies, including Suspension;
- suspension or termination of employment; or
- civil or criminal liability under other applicable laws.

FILTERING

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

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

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

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

LIMITED EXPECTATION OF PRIVACY

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

Information Act request, Family Educational Rights and Privacy Act (FERPA) request or Minnesota Data Practices Act request.

LIMITATION ON SCHOOL DISTRICT LIABILITY

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

INTERNET USE AGREEMENT

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

**Wrenshall Public Schools
DENIAL OF ACCESS FORM**

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

Dear Parents or Guardians:

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

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

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

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

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

Children's Names	Grade
_____	_____
_____	_____
_____	_____
_____	_____

Parent/Guardian's Signature _____ Date _____

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

ATHLETICS/ACTIVITIES

Currently we offer

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

COMMUNITY EDUCATION

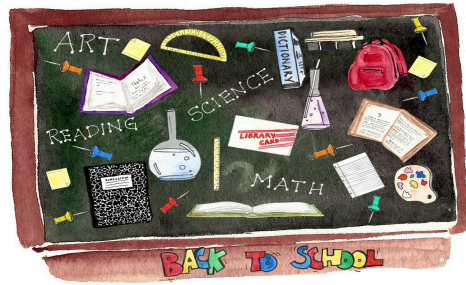
There are various community and student opportunities throughout the school year to participate in and events to look for. Flyers are sent home throughout the year.

ANNUAL SCHOOL EVENTS

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

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

Part II: Academics



ATTENDANCE

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

SCHOOL WIDE ATTENDANCE POLICY

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

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

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

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

Absences from School for Religious and Cultural Observances- American Indian students are permitted to be absent from school for instruction conducted by tribal spiritual or cultural advisors.

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

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

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

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

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

Excused Absences

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

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

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

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

The following reasons shall be sufficient to constitute excused absences:

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

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

Prearranged Absences:

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

Unexcused Absences

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

Tardies

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

Truancy

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

PARENT INVOLVEMENT

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

FIELD TRIPS

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

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

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

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

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

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

SCHOOL SUPPLIES

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

CONFERENCES

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

ASSESSMENTS

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

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

[MCA Parent Fact Sheet](#)

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

RESOURCES FOR STUDENTS AND FAMILIES

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

- School Family worker: Deanna Koren
- School counselor: Erik Holter
- Northhomes: Ashley Hanhela and Tori Lange
- Birch and Pines: Sharlene Santmyer
- Speech Services: Jolee Wiediger

SPECIAL EDUCATION

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

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

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

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

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

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

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

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

SECTION 504

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

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

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

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

TITLE I

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

PK-6 OUTDOOR CLASSROOM

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

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

HOMEWORK TIPS

Checklist for Helping your child with homework:

Model that education and homework are important:

- Have you set a regular time every day for homework?
- Does your child have the papers, books, pencils and other things needed to do assignments?
- Does your child have a fairly quiet place to study with lots of light?
- Do you set a good example by reading and writing yourself?
- Do you stay in touch with your child's teachers?

Monitor Assignments

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

Provide Guidance

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

Be proactive

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

Part III- Building Culture/Climate



*STANDARDS OF CONDUCT

*Please refer to the High School Handbook for a guide on behaviors and consequences. In order to ensure a sound and safe school environment essential to learning, it is critical that certain expectations, policies, and procedures be observed in the school setting. Students should display respect in attitude, behavior, and language. Halls and classrooms shall be kept clean and safe. **Our expectations are never intended to restrict individuals; rather they are intended to protect their rights.** Expectations should be followed whether or not a teacher is present. As school staff/students, we have an obligation to maintain and protect the facility and its contents. **We must and will take this role seriously!**

Student Behavior Expectations of Wrenshall School

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

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

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

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

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

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

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

Wrenshall School Philosophy Regarding Learning and Discipline

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

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

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

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

Roles and Responsibilities

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

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

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

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

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

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

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

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

IN-SCHOOL SUSPENSION

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

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

In-School Suspension Rules

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

Other In-School Suspension Expectations Include:

- No hall-time without an adult
- Students that are assigned I.S.S. will receive credit for work they complete in a timely manner (at the discretion of the teacher) that they missed due to their having served I.S.S.

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

OUT-OF-SCHOOL SUSPENSION

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

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

RESTORATIVE JUSTICE/PRACTICES

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

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

Restorative Justice/Practices:

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

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

Positive Behavior Interventions

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

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

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

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

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

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

WRENS STRONG EXPECTATIONS

Restroom

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

Lunchroom

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

Playground

Respect	Effort	Belong
<input type="checkbox"/> Listen and follow	<input type="checkbox"/> Use equipment	<input type="checkbox"/> Include everyone play

directions from adults <input type="checkbox"/> Use kind words	appropriately <input type="checkbox"/> No rough play	together <input type="checkbox"/> Put equipment away
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School bus

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

Hallway

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

WRENS STRONG STUDENTS OF THE MONTH

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

VALUABLES

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

THEFTS

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

STUDENT BULLYING PROHIBITION POLICY

BULLYING PROHIBITION – POLICY 514: A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that

interferes with students' ability to learn and teachers' ability to educate students in a safe environment. AN act of bullying, by either an individual student or a group of students, is expressly prohibited on school district property or at school-related functions.

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

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

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

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

IS IT BULLYING?

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

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

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

Examples of bullying behaviors:

Direct Bullying

Physical: hitting, kicking, shoving, spitting
assault someone

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

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

Indirect Bullying

getting another person to

spreading rumors

deliberate exclusion from

cyberbullying

Responsibility for Safe Behavior

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

Referral Slips

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

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

Law enforcement will be contacted

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

County Attorney's Office will be contacted

- In the event of excessive absenteeism/truancy

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

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

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

CELL PHONES AND COMMUNICATION DEVICES AWAY FOR THE DAY

Wrenshall School recognizes the importance of communication and collaboration, and provides chromebooks for students to be productive in the classroom. To keep the

focus on academics and to reduce unnecessary distractions, we will enforce the following.

- Cell phones and all mobile devices shall be TURNED OFF when entering school campus
- Cell phones and all mobile devices shall be kept in a student's backpack or locker not in clothing pockets
- Cell phones and all mobile devices are not allowed to be used in a classroom, library, common areas, outdoors or in restrooms
- Cell phones and all mobile devices can be turned back on at the end of school bell
- Cell phones and all mobile devices are not allowed to be used during transition times or between classes
- If a student needs to make an emergency call during the day, they are to go to the office
- Picture phones are prohibited in locker rooms in compliance with MSHSL rules.
- Students bringing communication devices to school should recognize the risk of theft. The school is not responsible for stolen property.
- If a student needs to make an emergency call during the school day they are to go to the office.
- Smart Watches are not allowed in the classroom.
- It should be noted that refusal to surrender a cell phone or other electronic device not authorized to use when directed to do so by a school staff member, teacher or administrator is a violation of our school's Code of Conduct. Insubordinate behavior could lead to detention, suspension or exclusion from school events.

CONSEQUENCES

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

AUDIO/VIDEO DEVICES/SMART WATCHES

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

bringing audio/video devices to school should recognize the risk of theft. The school is not responsible for stolen property.

STUDENT DRESS CODE POLICY

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

Hoods:

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

Clothing:

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

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

Shoes

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

Sunglasses

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

Gang Related Apparel:

The School District, in its desire to keep students free from threats or harmful influence of gangs or other violent groups, believes that apparel identified as "gang-related" can be reasonably construed as hazardous to the health and safety of the school environment. Gang symbols, signs, slang, attire, and graffiti will not be allowed in the school setting. Students, staff, and parents who have evidence of these influences in our school should report the concern to school administration immediately.

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

Chains, Extreme Jewelry, Etc:

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

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

Blankets:

Blankets are not allowed in school.

STUDENT EXPECTATIONS FOR EVENTS & ASSEMBLIES

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

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

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

SCHOOL WEAPONS POLICY

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

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

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

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

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

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

DRUG-FREE & WEAPON-FREE ZONE

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

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

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

EXPULSION FOR POSSESSION OF FIREARM

The Minnesota State Crime Bill of 1995 states: A school board must expel, for a period of at least one year, a pupil who is determined to have brought a firearm to school except the board

may modify this expulsion requirement for a pupil on a case-by-case basis. For the purpose of this section, a firearm is defined in United States Code, title 18, section 921.

SAFETY HAZARD VIOLATIONS

Potential safety hazards exist for students in the following areas:

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

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

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

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

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

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

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

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

General Statement of Policy Prohibiting Harassment and Violence

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

Complainant _____

Home Address _____

Work Address _____

Home Phone _____ Work Phone _____

Date of Alleged Incident(s) _____

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

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

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

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

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

List any witnesses that were present _____

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

(Complainant Signature)

(Date)

Received by _____

(Date)

Part IV-Health/Safety/Wellness



Recess:

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

ELEMENTARY MORNING RECESS

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

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

ELEMENTARY NOON RECESS

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

RECESS ATTIRE

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

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

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

RECESS EXPECTATIONS

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

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

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

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

***No throwing snowballs or rocks**

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

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

Additional Playground Rules

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

EMERGENCY CONTACT CARDS

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

ILLNESS AT SCHOOL

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

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

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

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

SCHOOL CLOSINGS/EMERGENCY ANNOUNCEMENTS

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

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

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

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

Radio - AM
KDAL 610 AM

Radio - FM
KDAL 95.7 FM

TV
KDLH Channel 3
KBJR Channel 6
WDIO Channel 10

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

ACCIDENTS AT SCHOOL

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

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

REPORTING ACCIDENTS

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

HEAD LICE POLICY

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

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

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

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

VISION AND HEARING SCREENING

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

SCHOOL PATROL

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

SCHOOL SAFETY AND EMERGENCY DRILLS

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

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

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

Lockdown Drills: The lockdown drill is locks, lights and out of sight. We have five lockdown drills each school year. All students and staff stay out of sight in their locked classrooms. The principal and maintenance staff check the building to make sure all staff and students are properly following procedures. The goal is to maintain a safe environment for all our students and staff.

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

CHILD ABUSE AND NEGLECT REPORTING

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

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

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

IMMUNIZATIONS

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

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

Polio: **4 doses**

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

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

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

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

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

Communicable Diseases Information

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

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

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

ADMINISTRATION OF PRESCRIPTION AND NON-PRESCRIPTION MEDICATION AT SCHOOL

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

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

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

Non-Prescription:

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

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

PARENT CONCERNS AND QUESTIONS PROTOCOL

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

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

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

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

Wrenshall School Board

wschoolboard@isd100.org

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



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

August 12, 2024

Meal Prices for 2024-2025 School Year

Student First Breakfast with Milk Free

Student First Lunch with Milk Free

Ala Carte Milk \$.55

Students are welcome to bring their own breakfast or lunch to eat during meal times.

Adult Breakfast \$ 2.40

Adult Lunch \$ 5.00

- Second meals for students are charged the adult price.
- Students must enter or scan their Personal Identification Number (PIN) to generate the reimbursement payment for district food service.
- Families are encouraged to complete the federal education benefits application each year. Eligible students generate significant compensatory aid for the school district and may determine eligibility for grants, scholarships, internet assistance and more.
- The national school lunch program reimburses district food service for eligible students.
- For the second consecutive year, the state universal lunch program reimburses the district for any student not covered by the federal lunch program. The state only pays the difference for the actual meals served.

SERVICE AGREEMENT

Jump Start 4 Kindergarten Contract

THIS AGREEMENT, by and between the CARLTON COUNTY COMMUNITY & FAMILY INITIATIVES DEPARTMENT, 1307 Cloquet Avenue, Cloquet MN 55720 (hereinafter referred to as the "Carlton County CFI") and wrenshall School Readiness (hereinafter referred to as "Provider") for the specified below.

WITNESSETH:

WHEREAS, Carlton County CFI administers the United Way of Carlton County Grant, LCTS Grant, and Northland Foundation Grant for the purpose of developing and implementing a data tracking system in early childhood programs throughout Carlton County to improve early childhood programming and increase the percentage of children entering kindergarten with the skills needed to be ready to learn.

WHEREAS, Carlton County Children's Mental Health and Family Services Collaborative passed a motion on December 18, 2023 authorizing the **2024** Jump Start budget funded by LCTS to Carlton County CFI; those funds will be combined with the United Way and the Northland Foundation, including expenditures for the **Jump Start 4 Kindergarten Coordinator**;

WHEREAS, Provider meets the training requirements for desired services authorized by Carlton County CFI; and

WHEREAS, Carlton County CFI wishes to offer such services to Provider;

NOW THEREFORE, in consideration of the mutual understandings and agreements set forth, Carlton County CFI and Provider agree as follows:

1. Services to be Purchased and Effective Dates of Service

A. Carlton County CFI agrees to offer and Provider agrees to provide the following services as part of the Jump Start 4 Kindergarten data tracking system:

Jump Start 4 Kindergarten will:

- coordinate adequate training for staff and monitor that they are collecting accurate information;
- assist and monitor the input of data ensuring that data is entered by the timeline specified;
- generate usable reports for the staff and families;
- conduct 3 site visits in the initial year of partnership, 2 site visits per program in subsequent years;
- coordinate networking meetings;
- develop the forms and family information to be distributed;
- ensure all necessary forms are completed and signed;
- assist programs in developing learning plan for at-risk children and monitor that assessment data is used to make program decisions;
- ensure that the child's skills are shared with the family and families are included in developing learning plans for their children;
- identify any improvements that need to be made to the project;
- support staff and families in any other ways identified through the project;
- continue to seek funding for this program;

- complete all grant reports and send progress reports to the school districts;
- communicate with administration about the needs of the district;
- supply the Brigance Screening tool;
- supply an online management license for each kindergarten student and all preschool children for whom an enrollment form was completed;

B. The terms of this agreement will be from **Sept 1, 2024** through **Oct. 31, 2025**.

2. Cost of Services

Cost of Services shall be as follows:

- A. \$0.00 for data management services
- B. \$5.00/preschool child for Brigance assessment materials and assessment online management system
- C. Provider will assume responsibility for any additional cost to their student information system (Infinite Campus or PowerSchool)
- D. Provider will assume responsibility for any and all training costs for their staff and staff time in accordance to their staff development procedures.
- E. Should Provider opt to use an assessment tool other than the Brigance tool supplied by the program, a flat fee of \$20 for Family Child Care sites and \$75 for Child Care Centers will be due.

3. Payment Process

Provider will be responsible for making payments to Carlton County Children and Family Initiatives Department for assessment fees.

Provider will be responsible for making payments directly to the student records company, should any payments be required.

4. Conditions of the Parties Obligations

- A. Data Collection Reports: Provider will collect and enter student data into the data collection system in the format requested. These reports will be provided to the Coordinator of Carlton County CFI by the specified schedule: kindergarten assessments due October 15, 2024, preschool assessments due by October 31, 2024. For those preschool children who score below the readiness cutoff and those who score in the "potentially gifted" range, an Individual Learning Plan (ILP) will be developed by Provider by the specified schedule: due November 15, 2024 (Children already on an Individual Education Plan (IEP) will not be required to have an ILP).
- B. Provider will collect Jump Start enrollment forms to be completed by families for each preschool child that is participating in the Jump Start program. Notice will be given to the Coordinator prior to online entry if Provider chooses to include children who are not yet 4 years old by Sept. 1, 2024. Billing is based on input into the system and is a one-time fee per child.

- C. Training: Provider will ensure that staff members who are conducting the student assessments have received the training needed to collect accurate and reliable data on student progress and the use of electronic student records. Carlton County CFI will offer an annual training for Provider's staff. Partner trainings are a requirement of the program and are mandatory with exceptions made for legitimate scheduling conflicts.
- D. Student Records: Carlton County CFI, or its duly authorized designee, shall have access to records at reasonable hours in order to exercise the right to monitor the student's record until the date of graduation for data tracking purposes and generation of reports only. Provider's conduct of the service is subject to audit at the Provider's expense and would occur only if there was reason to believe inappropriate service and/or conduct existed.
- E. Student Record Support: Carlton County CFI, or its duly authorized designee, shall have access to your student records administrator to develop an early childhood class record and reports and assistance maintain this record. Carlton County CFI will also have access to your MARSS secretary for the purpose of monitoring preschool screening information, entering children into the MARSS system and tracking student information.
- F. Provider will participate in 3 site visits in the initial year of partnership, 2 site visits per program in subsequent years and supply data on classroom statistics as needed.
- G. Outcomes: Provider and/or Carlton County CFI agree to track the grant proposal's indicators and target goals during the period of the Agreement and discuss the Provider's contributions to these outcomes.
- H. Each party agrees to cooperate fully with each other in the development and implementation of assessments and services.
- I. In the event of changes in Legislation, new guidelines by the State of Minnesota, or changes by the Federal government that materially impact this agreement or the responsibilities of a party, each party agrees to renegotiate any terms and/or conditions within this Agreement that would be affected and in need of change to reflect the new legislation or guidelines.

5. Subcontracting and Assignment

Provider shall not enter into subcontracts or assignment of any of the work contemplated under this Agreement without approval of the Carlton County Collaborative. All approved subcontracts or assignments shall be subject to the requirements of this Agreement. Provider shall continue to be responsible for the performance of the obligations of the Agreement despite any subcontract or assignment.

6. Mutual Indemnification

Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees, may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants, or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement.

7. Cancellation, Default and Remedy

- A. This Agreement shall continue in effect during the term of this agreement or until terminated by either party, with 30 days advance, written notice delivered to the other party at the address provided on the first page of this agreement.
- B. If a deficiency sufficient to cause cancellation of the Agreement is determined to exist by Carlton County CFI, Carlton County CFI will send a written notice to Provider. The notice shall detail the deficiency and request a written response from Provider to Carlton County CFI within ten (10) working days describing methods used to correct the deficiency. If a response is not received within the ten (10) working days, the Agreement will be canceled immediately.
- C. Waiver of any default shall not be deemed to be a waiver of any subsequent defaults. Waiver of breach of any provision of this Agreement shall not be considered to be a modification of the terms of the Agreement unless stated to be such in writing, signed by an authorized representative of the Carlton County CFI.
- D. In the event of cancellation of this contract, the Provider will return to the Carlton County CFI the balance of funds received and not expended.

8. Data Privacy

The provider agrees to comply in all respects with the Minnesota Government Data Practices Act. Minn. Stat. Chapter 13 and further agrees to comply with any requests of Carlton County CFI, which are necessitated by Carlton County CFI's obligation under said Act.

9. Single Instrument Legality

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiation between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between Provider and Carlton County CFI relating to the subject matter hereof.

The provisions of this Agreement are severable. If a Court of Law holds any paragraph, section, subdivision, sentence, clause or phrase in this Agreement to be contrary to law or contrary to any rule or regulation having the force and effect of law, such ruling shall not affect the remaining portion of the Agreement. However, upon the occurrence of such event, the parties shall immediately meet to negotiate a revised Agreement, which does not violate the above-referenced ruling.

10. Compliance with Laws

Provider shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which Provider is responsible.

- 11. Applicable Law. The laws of the state of Minnesota shall govern this Agreement. Any dispute between parties will be venued in State District Court in Carlton, MN.

IN WITNESS WHEREOF, the parties have executed this Agreement.

Name: Jeff Pesta

Its: Owner


Signature 

Date: 7/30/2024

**Carlton County Children & Family Service
Collaborative**

Name: Donna LeKander

Its: Director

Signature 

Date: 7/30/2024



Wrenshaw Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

August 1, 2024

Annual Superintendent Goals and Priorities FY25

1. District Finances
 - A. Actively strive to maintain positive fund balance and cash flow without new debt
 - B. Pilot a purchasing card system
 - C. Further develop best practices

2. Human Capital/Resources
 - A. Develop first draft of a HR manual.
 - a. Associated job descriptions and evaluation tools
 - B. Develop dynamic organizational chart and recruit candidates for open spots
 - C. Supervise and evaluate all direct reports (remotely or in person)

3. Policy
 - A. Complete online policy manual to include mandatory policy review and legislative updates

4. Governance
 - A. Serve as District Chief Executive Officer and Ex-officio member of the Board
 - B. Prepare meeting agendas and minutes
 - C. Provide guidance to Board Directors on governance

WRENSHALL PUBLIC SCHOOL DISTRICT



Dr. Frank Schill, Superintendent
Michelle Blanchard, Principal

July 8, 2025

Substitute Employee Compensation 2025-2026

Teachers Elementary and Secondary	Hourly	\$20 per hour
	½ Day	\$80 per day
	Full Day	\$160 per day
Long Term Substitute Teachers	After 20 Days	Placement on Schedule
Education Support Professionals	Hourly	Class 5 Rate \$17.40 per hour
Custodians	Hourly	Grade 4 Rate \$17.54 per hour
Bus Drivers	Hourly	\$30.54 per hour
Van Drivers	Per Mile	\$.94 per mile Minimum of \$19.77 / run
Food Service	Hourly	Grade 3 Rate \$15.49 per hour

LEVY LIMITATION AND CERTIFICATION REPORT OUTLINE		***PROPERTY VALUATION DATA***		***PUPIL DATA***	
	PAGE	**MARKET VALUE**		RESIDENT COUNTS ARE BASED ON ALL PUBLIC SCHOOL STUDENTS LIVING IN THE DISTRICT, REGARDLESS OF WHETHER THEY ATTEND THERE. ADJUSTED COUNTS REFLECT ALTERNATIVE ATTENDANCE.	
I.	GENERAL INPUT DATA				
A.	PROPERTY VALUATION	1	1	2019 MARKET VALUE	252,389,888
B.	PUPIL DATA	1	2	2020 MARKET VALUE	270,993,526
			3	2021 MARKET VALUE	286,855,457
II.	INITIAL COMPUTATIONS BY FUND		4	2022 MARKET VALUE	393,486,632
A.	GENERAL	2	5	2023 MARKET VALUE	429,991,358
B.	COMMUNITY SERVICE	12			
C.	GENERAL DEBT	13			
D.	OPEB/PENSION DEBT	16			
		6		**REFERENDUM MARKET VALUE (RMV)**	
III.	ADJUSTMENTS BY FUND		6	2019 RMV	201,829,600
A.	GENERAL	16	7	2020 RMV	218,518,300
B.	COMMUNITY SERVICE	23	8	2021 RMV	231,431,932
C.	GENERAL DEBT	24	9	2022 RMV	315,110,373
D.	OPEB/PENSION DEBT	24	10	2023 RMV	332,065,887
				NET TAX CAPACITY (NTC)	
IV.	ABATEMENT ADJUSTMENTS	24			
			11	2019 NTC	3,331,598
V.	OFFSET ADJUSTMENTS	26	12	2020 NTC	3,569,494
			13	2021 NTC	3,756,314
VI.	TACONITE ADJUSTMENTS	27	14	2022 NTC	5,169,565
			15	2023 NTC	5,575,988
VII.	LEVY AND AID SUMMARY	29			
VIII.	TOTAL LEVY LIMITATION	30		**SALES RATIO**	
			16	2019 SALES RATIO	93.4%
			17	2020 SALES RATIO	95.7%
			18	2021 SALES RATIO	91.2%
			19	2022 SALES RATIO	89.6%
			20	2023 SALES RATIO	92.1%
				UNLIMITED ADJUSTED NTC (UANTC)	
			21	2019 UANTC=(11)/(16)=	3,568,690
			22	2020 UANTC=(12)/(17)=	3,728,201
			23	2021 UANTC=(13)/(18)=	4,118,063
			24	2022 UANTC=(14)/(19)=	5,769,717
			25	2023 UANTC=(15)/(20)=	6,051,540
				ADJUSTED NTC (ANTC)	
			26	2019 ANTC	3,568,690
			27	2020 ANTC	3,728,201
			28	2021 ANTC	4,118,063
			29	2022 ANTC	4,900,495
			30	2023 ANTC	5,831,589
				AG MODIFIED ANTC FOR LTFM	
			31	2019 AG MODIFIED ANTC	3,465,793
			32	2020 AG MODIFIED ANTC	3,622,146
			33	2021 AG MODIFIED ANTC	3,988,992
			34	2022 AG MODIFIED ANTC	4,746,900
			35	2023 AG MODIFIED ANTC	5,648,812
				VOLUNTARY PRE-K ADJUSTED ADM	
			47	2021-22 ADJ ADM (ACT)	361.19
			48	2022-23 ADJ ADM (ACT)	341.03
			49	2023-24 ADJ ADM (PRE)	331.90
			50	2024-25 ADJ ADM (EST)	342.00
			51	2025-26 ADJ ADM (EST)	332.00
			52	2026-27 ADJ ADM (EST)	302.00
				ADJUSTED PUPIL UNITS	
			53	2021-22 ADJ PU (ACT)	397.81
			54	2022-23 ADJ PU (ACT)	374.44
			55	2023-24 ADJ PU (PRE)	365.57
			56	2024-25 ADJ PU (EST)	373.40
			57	2025-26 ADJ PU (EST)	364.00
				VOLUNTARY PRE-K ADJUSTED ADM	
			58	2021-22 ADJ VPK ADM	
			59	2022-23 ADJ VPK ADM	
			60	2023-24 ADJ VPK ADM	
			61	2024-25 ADJ VPK ADM	
			62	2025-26 ADJ VPK ADM	
				VOL PRE-K ADJUSTED PUPIL UNITS	
			63	2021-22 ADJ VPK PU	
			64	2022-23 ADJ VPK PU	
			65	2023-24 ADJ VPK PU	
			66	2024-25 ADJ VPK PU	
			67	2025-26 ADJ VPK PU	

SCHOOL FORMULA
YEAR ALLOWANCE

2019-20 6,438
 2020-21 6,567
 2021-22 6,728
 2022-23 6,863
 2023-24 7,138
 2024-25* 7,281
 2025-26* 7,465
 2026-27* 7,614

*FORECAST ESTIMATES, SUBJECT
TO CHANGE

WEIGHTS FOR FY 2015
PUPIL UNITS & LATER

PRE-KGN HCP: 1.000
 HCP-KGN: 1.000
 REG-KGN PART: 0.550
 REG-KGN ALL: 1.000
 GRADES 1-3: 1.000
 GRADES 4-6: 1.000
 GRADES 7-12: 1.200

PUPIL DATA CONT.		***DECLINING ENROLLMENT REV CONT.***		**ENGLISH LEARNER (EL)**	
SCHOOL READINESS PLUS ADJUST ADM		102	DECLINING PUPIL UNITS = GREATER OF ZERO OR = (56)-(57) 9.40	116	2025-26 ELIGIBLE EL ADM (EST) (7 YEAR LIMIT)
68	2021-22 ADJ SRP ADM				
69	2022-23 ADJ SRP ADM				
70	2023-24 ADJ SRP ADM	103	DECLINING ENROLL ALLOW =(100)X0.28= 2,090.20	117	IF(116)=0, ZERO; ELSE GTR OF 20, (116) =
71	2024-25 ADJ SRP ADM				
72	2025-26 ADJ SRP ADM				
SCHOOL READINESS PLUS PUPIL UNITS		104	DECLINING ENROLL REV = (102)X(103) = 19,647.88	118	EL REVENUE = (117)X\$1,228 =
73	2021-22 ADJ SRP PU			119	2025-26 ADM SRV (EST) 329.87
74	2022-23 ADJ SRP PU				
75	2023-24 ADJ SRP PU				
76	2024-25 ADJ SRP PU	105	**PENSION ADJUSTMENT REVENUE** PENSION ADJUST ALLOWANCE (FY2025 GEN ED REV REPORT, LINE 50)	120	EL CONCENTRATION RATIO = (116)/(119) =
77	2025-26 ADJ SRP PU			121	EL CONCENTRATION FACTOR = LSR OF 1 OR (120)/0.115 =
(NOTE: VPK & SRP ADM AND PUPIL UNITS INCLUDED IN LINES (36-41), (42-46), (47-52), AND (53-57)		106	INITIAL PENSION ADJ REV = (57)X(105) =	122	EL PUPIL UNITS = (116)X(121) =
EXTENDED TIME ADM ADM >1.0 CAPPED AT 0.2		107	FY2025 RETIRE SALARY 2,267,927.87	123	EL CONCENTRATION REV = (122)X\$436 =
78	2021-22 EXT ADM (ACT)	108	PENSION ADJUST RATE .0200	124	DISTRICT EL REV+ EL CONCENTRATION REV =(119)+(123) =
79	2022-23 EXT ADM (ACT)	109	RETIRE PENSION ADJUST = (107)X(108) = 45,358.55	125	BASIC SKILLS REVENUE = (113)+(124) = 351,508.00
80	2023-24 EXT ADM (PREL)				
81	2024-25 EXT ADM (EST)	110	TOTAL PENSION ADJ REV = (106)+(109) = 45,358.55		
82	2025-26 EXT ADM (EST)				
83	2026-27 EXT ADM (EST)				
EXTENDED TIME PU		**GIFTED & TALENTED REVENUE**		**SPARSITY REVENUE**	
84	2021-22 EXT TIME PU	111	GIFTED & TALENTED REV = (57)X\$13.00 = 4,732.00	126	ATTENDANCE AREA FOR SPARSITY 125.81
85	2022-23 EXT TIME PU			127	DIST TO NEAREST HS 5.0
86	2023-24 EXT TIME PU				
87	2024-25 EXT TIME PU				
88	2025-26 EXT TIME PU				
GENERAL EDUCATION REVENUE		88	2025-26 EXT PU (EST)	128	ISOLATION INDEX = [SQ RT (.55X(126))] +(127) = 13.3
BASIC REVENUE		112	EXTENDED TIME REVENUE = (88)X\$5,117 =	129	ISOLATION INDEX RATIO = [(128)-23]/10, WITH MIN= 0 AND MAX= 1.5
100	FY2026 FORMULA ALLOW 7,465				
57	2025-26 ADJ PU (EST) 364.00				
COMPENSATORY REVENUE		113	FY2026 COMPENSATORY (FEB 24 FORECAST EST. SUBJECT TO CHANGE)= 351,508.00	130	2025-26 ADM SRV, 7-12 159.92
101	BASIC REVENUE = (57)X(100) = 2,717,260.00				
DECLINING ENROLLMENT REV		114	COMPENSATORY PILOT		
56	2024-25 ADJ PU (EST) 373.40	115	TOTAL COMPENSATORY REV =(113)+(114)= 351,508.00		
57	2025-26 ADJ PU (EST) 364.00				

SPARSITY REVENUE CONT.		***TRANSPORTATION SPARSITY CONT.***		***TRANSPORTATION SPARSITY CONT.***	
131	SECONDARY SPARSITY ADM RATIO = GREATER OF ZERO OR [400-(130)] /[400+(130)] =	145	PRELIMINARY TOTAL TRANSPORT ALLOWANCE = [(143) RAISED TO 0.26 POWER] X [(144) RAISED TO 0.13 POWER] X0.141X(100) =	158	TRANSP EXCESS COST = GTR OF ZERO OR (151)-(157) =
	.42877554		775.03		
132	SECONDARY SPARSITY REVENUE = [(100)-\$530] X(129)X(130)X(131) OR MEMO:	146	TRANSPORTATION SPARSITY ALLOWANCE = GTR OF ZERO OR (145) - [.0466X(100)] =	159	PUPIL TRANSP ADJ IF (158)=0, THEN (159)=0 ELSE (158)X0.35 =
			427.16	160	TOTAL TRANSPORTATION SPARSITY REVENUE = (147)+(159) =
133	ELEM SPARSITY REVENUE (SEE WEBSITE)	147	INITIAL TRANSPORTATION SPARSITY REVENUE (57)X(146) =		155,486.24
134	PRELIM SPARSITY REVENUE = (132)+(133) =	148	FY2025 EST REG AND EXCESS TRANSP COST (FIN 720+DEP) (FROM FEB24 FORECAST) 121,451.61	**INITIAL GEN ED REVENUE**	
135	FY2025 SPARSITY REV (FY2025 GEN ED REV REPORT, LINE 100)	149	FY2024 EST REG AND EXCESS TRANSP COST (FIN 720+DEP) (FROM FEB24 FORECAST) 127,468.01	101	BASIC 2,717,260.00
136	ELIGIBLE FOR CLOSED BUILDING ADJUSTMENT? NO	150	FY2024 REG AND EXCESS TRANSP COST TIMES 105% = (149)X1.05 =	104	DECLINING ENROLL 19,647.88
137	SPARSITY REVENUE IF (136)=YES, (137) = GTR OF (134) OR (135); ELSE (137) = (134)	151	ADJUSTED TRANSP COST = LSR OF (148) OR (150) =	110	PENSION ADJUSTMENT 45,358.55
	SMALL SCHOOLS REVENUE		121,451.61	111	GIFTED & TALENTED 4,732.00
57	2025-26 ADJ PU (EST) 364.00	152	FY2025 BASIC REVENUE (2024-25 GEN ED REV REPORT LINE 46) 2,718,725.40	112	EXTENDED TIME
138	SMALL SCHOOLS RATIO = GTR OF ZERO OR [960-(57)]/960 =	153	TRANSPORTATION PORTION OF FY2025 BASIC REVENUE = (152)X.0466 =	125	BASIC SKILLS 351,508.00
	.62083333		126,692.60	137	SPARSITY
139	SMALL SCHOOLS ALLOWANCE = (138)X\$544 =	154	FY2025 TRANSP SPARSITY REV(2024-25 GEN ED REV REPORT, LINE 121) 160,782.31	140	SMALL SCHOOLS 122,933.72
	337.73			160	TRANSPORT SPARSITY 155,486.24
140	SMALL SCHOOLS REVENUE = (57)X(139) =	155	FY2025 CHARTER TRANSP ADJ REV(2024-25 GEN ED REV REPORT, LINE 313)	161	INITIAL GENERAL ED REV = (101)+(104)+(110) +(111)+(112)+(125) +(137)+(140)+(160)=
	122,933.72				3,416,926.39
	TRANSPORTATION SPARSITY	156	REIMBURSEMENT OF TRANS FOR PREGNANT AND PARENTING TEENS	**OPERATING CAPITAL**	
141	ATTENDANCE AREA 125.81	157	FY2025 TRANSP REV SUBTOTAL =(153)+(154) +(155)-(156) =	162	AVE BUILDING AGE (EST) (NOT > 50 YEARS) 38.54
142	SQUARE MILES PER RES PU =(141)/(46)=		287,474.91	163	MAINTENANCE COST INDEX = 1+[.01X(162)] =
	.6890				1.3854
143	SPARSITY INDEX = GTR OF (142) OR 0.2 =			164	OPERATING CAPITAL ALLOWANCE = \$79 +[\$109X(163)] =
	.6890				230.01
144	DENSITY INDEX = LSR OF (142) OR 0.2 BUT AT LEAST 0.005 =			165	MENSTRUAL PRODUCTS/OPIATE ANTOGONISTS ALLOWANCE =\$2=
	.2000				\$2
				166	YEAR ROUND PU SERVED
				167	OPERATING CAP REVENUE = (57)X(164) +(57)X(165) +(166)X\$31 =
					84,451.64
				168	UNEQUALIZED REVENUE =(57)X(165)=
					728.00

LOCAL OPTIONAL REVENUE		***REF AUTH WITH INFLATION***		***NEW ELECTIONS*** WITH INFLATION		
169	MAXIMUM LOCAL OPTIONAL ALLOWANCE	724	182	FY2025 AUTHORITY WITH INFLATION (FY2025 GEN ED REV REPORT, LINE 155)	194	FY2026 AUTHORITY CANCELLED BY ELECTIONS HELD IN CY 2024
170	FY2026 ACTUAL LOCAL OPTIONAL ALLOWANCE	724.00	183	PHASEOUT OF LINE (182)	195	FY2026 \$/APU ADDED BY ELECTIONS HELD IN CY 2024
57	2025-26 ADJ PU (EST)	364.00	184	FY2026 RESULT BEFORE INFLATION ADJUSTMENT = (182)-(183) =	196	FY2026 \$/APU UNCAPPED TOTAL, ALL AUTHORITIES = (191)-(192)+(193) -(194)+(195) =
171	LOCAL OPTIONAL REVENUE = (170)X(57) =	263,536.00	185	FY2026 ANNUAL INFLATION FACTOR	1.0243	
172	TIER 1 LOR CAP/APU	300	186	FY2026 RESULT AFTER INFLATION ADJUSTMENT = (184)X(185) =		**REFERENDUM CAPS**
173	TIER 2 LOR CAP/APU	724	187	PERMANENT SUBTRACTION AMOUNT SUBJECT TO CPI	197	INFLATION FACTOR AS SET IN STATUTE
174	TIER 1 LOR = LSR OF = (170) OR (172)	300.00	188	CPI APPLIED TO PERMANENT SUBTRACTION (187) X [(185)-1] =	1.2341	
175	TIER 2 LOR = [LSR OF 170 OR (173)]-(174)	424.00	189	ADDED BY ELECTIONS HELD IN CY 2023 WITH DELAY	198	STANDARD CAP = [2079.50X(197)] - \$300=
176	TOTAL, TIER 1 = (57)X(174) =	109,200.00	190	FY2026 WITH INFLATION RESULTS BEFORE ELECTIONS =(186)+(188)+(189) =	2,266.31	
177	TOTAL, TIER 2 = (57)X(175) =	154,336.00	191	FY2026 \$/APU UNCAPPED TOTAL, ALL AUTHORITIES = (181)+(190) =	199	FY2026 ALT CAP STARTING POINT FY 2021 GENED REV RPT, LINE (137)+\$300
	REFERENDUM ALLOWANCES		192	FY2026 AUTHORITY CANCELLED BY ELECTIONS HELD IN CY 2024	605.40	
	EXIST AUTHORITY AFTER REFERENDUM SIMPLIFICATION		193	FY2026 \$/APU ADDED BY ELECTIONS HELD IN CY 2024	200	FY2026 ALT CAP =[(199)X(197)] -\$300 =
	REF AUTH W/O INFLATION				447.12	
178	FY2025 AUTHORITY (FY2025 GEN ED REV REPORT, LINE 144)				137	SPARSITY REVENUE
179	PHASEOUT OF LINE (178)				201	CAP ON AUTHORITY PER APU: IF (137) > 0 THERE IS NO CAP; ELSE (201) = GTR OF (198) OR (200)
180	ADDED BY ELECTIONS HELD IN CY 2023 WITH DELAY				2,266.31	
181	FY2026 W/O INFLATION RESULTS BEFORE ELECTIONS				202	FY2026 \$/ADJ PU, CAPPED TOTAL = LSR OF (196) OR (201) =
					57	2025-26 ADJ PU (EST)
					364.00	
					203	FY2026 REFER REVENUE = (57)X(202) =

TRANSITION AIDS & LEVIES CONT.		***REFERENDUM LEVY PORTIONS***		***REFERENDUM AID WITH AID LIMIT***	
245	TRANSITION LIMIT = (205)X(244) = 5,314.40	234	FY2026 RMV/RES PU 1,818,542.65	268	TIER 1 AID = (261)-(265) =
246	TRANSITION AID =(205)-(245) =	256	TIER 1 = LSR OF 1	262	TIER 2 AID
		257	OR (234)/\$567,000 = 1.00000000	269	TOTAL AID = (268)+(262) =
			TIER 2 = LSR OF 1		
			OR (234)/\$290,000 = 1.00000000		
REFERENDUM AIDS & LEVIES		**INITIAL REFERENDUM LEVY**		**TAX BASE REPLACEMENT**	
202	REFER \$/APU ALL AUTHORITIES	258	TIER 1 LEVY = (253)X(256) =	270	ADJ INITIAL TBRA (FROM TBRA PHASEOUT REPORT, LINE 11)
247	TIER 1 CAP/APU 460	259	TIER 2 LEVY = (254)X(257) =	271	CONVERTED ADJ FY 2002 REF AUTHORITY (FY 2015 GENERAL EDUC REVENUE REPORT, LINE 254)
248	TIER 2 CAP/APU = 0.25X(100)-\$300 = 1,566.25	255	UNEQUALIZED LEVY	272	UNCAPPED REF AND LOR ALLOWANCE = (174)+(196) = 300.00
137	SPARSITY REVENUE	260	TOTAL = (258) +(259)+(255) =	273	PRORATED TBRA = LSR OF (270) OR [(270)X(272)/(271)] =
249	TIER 2 CAP/APU IF (137) > ZERO THEN (249) = 9,999.99 ELSE (249) = (248) BREAKDOWN OF \$/APU BY TIER, ALL AUTHORITIES 1,566.25	**INITIAL REFERENDUM AID**		274	REF AND LOR REV = (176)+(203) = 109,200.00
250	TIER 1 = LSR OF (202) OR (247) =	261	TIER 1 AID = (253)-(258) =	275	CAPPED TBRA = LSR OF (273) OR (274) =
251	TIER 2 = [LSR OF (202) OR (249)]-(250) =	262	TIER 2 AID = (254)-(259) =	**INITIAL REVENUES ARE REDUCED TO** MAKE TAX BASE REPLACEMENT AID REVENUE-NEUTRAL. REVENUE COMPONENTS ARE REDUCED IN THE FOLLOWING ORDER:	
252	UNEQUALIZED = (202)-(250) -(251) =	263	TOTAL AID = (261)+(262) =	276	TIER 2 REF AID
		EQUALIZATION AID LIMIT		277	TIER 1 REF AID
		100	FY2026 FORMULA ALLOW 7,465	278	TIER 1 LOR AID
		57	ADJ PU (EST) 364.00	279	TIER 1 LOR LEVY
		264	REFERENDUM EQUALIZATION AID LIMIT = [[0.25X(100)] -\$300]X(57) 570,115.00	280	TIER 1 REF LEVY
	BREAKDOWN OF REFERENDUM REVENUES	265	REFERENDUM EQUALIZATION AID CAP = GRT OF (263)-(264) OR 0 =	281	TIER 2 REF LEVY
203	REFERENDUM REVENUE ALL AUTHORITIES	**REFERENDUM LEVY WITH AID LIMIT**		282	UNEQL REF LEVY
253	TOTAL, TIER 1 = (57)X(250) =	266	TIER 1 LEVY = (258)+(265) =		
254	TOTAL, TIER 2 = (57)X(251) =	259	TIER 2 LEVY		
255	TOTAL, UNEQUALIZED = (203)-(253)-(254) =	255	UNEQUALIZED LEVY		
		267	TOTAL = (266) +(259)+(255) =		

APPLYING THESE REDUCTIONS: ***		***REFERENDUM AID GUARANTEE CONT.		***OPT AID & LEVY SUMMARY CONT.***	
275	TAX BASE REPLACE AID	297	FY 2015 LOCATION EQUITY AID (FY 2015 GENERAL EDUC REVENUE REPORT, LINE 197)	311	LOCAL OPTIONAL LEVY LIMIT = (238)+(310) = 263,536.00
283	TIER 1 REF AID = (268)-(277) =			312	LOCAL OPTIONAL AID = (240)+ (278)+ (279)= = (285)+ (306)=
284	TIER 2 REF AID = (262)-(276) =				
285	TIER 1 LOR AID = (239)-(278)	298	FY 2015 COMBINED AID FOR GUARANTEE = (296)+(297) = 35,839.54		**REF AID & LEVY SUMMARY** AFTER REF AID GUARANTEE
286	TIER 1 LOR LEVY = (237)-(279) 109,200.00			313	TIER 1 REF LEVY = (287)-(307) =
287	TIER 1 REF LEVY = (266)-(280) =	299	FY2026 COMBINED REVENUE = (171)+(203) = 263,536.00	314	TIER 2 REF LEVY = (288)-(308) =
288	TIER 2 REF LEVY = (259)-(281) =	300	FY2026 COMBINED INITIAL AID = (240)+(290) =	315	UNEQL LEVY = (289)-(309) =
289	UNEQL REF LEVY = (255)-(282) =				
290	REFER AND LOR TIER 1 EQUALIZATION AID BEFORE AID GUARANTEE = (275)+(283) + (284)+(285) =	301	REVENUE RATIO = LESSER OF 1 OR [(299)/(295)] = 1.00000000	316	TOTAL REFERENDUM LEVY = (313)+(314)+(315)=
291	REFERENDUM AND LOR LEVY BEFORE AID GUARANTEE = (286)+(287) + (288)+(289) = 109,200.00	302	2012 RMV 174,875,900	317	TOTAL REFERENDUM EQUALIZATION AID = (275)+(283)+(284) + (307)+(308)+(309) - (278)-(279) =
		10	2023 RMV 332,065,887		
		303	RMV RATIO = LESSER OF 1 OR [(302)/(10)] = .52663013		**ALTERNATIVE ATTENDANCE ADJUST** (CHARTER TRANSPORT AND MN STATE ACAD ADJ'S ONLY)
	REFERENDUM AID GUARANTEE	304	FY2026 MINIMUM COMBINED AID = (298)X(301)X(303) = 18,874.18	145	TRANSPORT ALLOWANCE 775.03
292	FY 2015 REFERENDUM AID INCREASE FROM GUARANTEE (FY 2015 GEN ED REV REPORT, LINE 276)	305	FY2026 REFERENDUM HOLD HARMLESS AID INCREASE IF (292)=0 THEN 0, ELSE GREATER OF 0 OR [(304)-(300)] =	318	ADJ PU OF CHARTER SCHOOLS TRANSPORTED BY DISTRICT
293	FY 2015 REFERENDUM REV (FY 2015 GEN ED REV REPORT, LINE 289) 198,668.36		**INITIAL LEVIES ARE REDUCED TO** MAKE THE REFER AID GUARANTEE REVENUE-NEUTRAL. LEVY COMPONENTS ARE REDUCED IN THE FOLLOWING ORDER:	319	EXT TME PU OF CHARTER SCHOOLS TRANSPORTED BY DISTRICT
294	FY 2015 LOCATION EQUITY REVENUE (FY 2015 GEN ED REV REPORT LINE 198)			320	CHARTER ALT ATTENDANCE ADJUST = (145)X(318) + \$223X(319) =
295	FY 2015 COMBINED REVENUE = (293)+(294) = 198,668.36	306	TIER 1 LOR LEVY	321	2025-26 RES PU ATTENDING MN STATE ACADEMIES
296	FY 2015 REFERENDUM EQUALIZATION PLUS HOLD HARMLESS AID (FY 2015 GENERAL EDUC REVENUE REPORT, LINES 276 & 287) 35,839.54	307	TIER 1 REF LEVY	322	MN STATE ACADEMIES ALT ATTENDANCE ADJ = -(100)X(321) =
		308	TIER 2 REF LEVY	323	ALT ATTEND ADJUST TO AID = (320)+(322) =
		309	UNEQL REF LEVY		
			LOCAL OPT AID & LEVY SUMMARY AFTER REF AID GUARANTEE		
		310	TIER 1 LOR LEVY = (286)-(306) = 109,200.00		
		238	TIER 2 LOR LEVY = (238) 154,336.00		

GENERAL ED REVENUE SUMMARY		***ALT TEACHER COMP AIDS & LEVIES***		***ACHIEVEMENT AND INTEGRATION*** REVENUE			
101	BASIC	2,717,260.00	330	ALT COMP REVENUE	90,017.20		
104	DECLINING ENROLL	19,647.88				57	2025-26 ADJ PU (EST) 364.00
110	PENSION ADJUSTMENT	45,358.55	331	ALT COMP BASIC AID			
111	GIFTED & TALENTED	4,732.00		= 0.65X(330) =	58,511.18	346	FY2026 EST
112	EXTENDED TIME						INITIAL BUDGET
125	BASIC SKILLS	351,508.00	332	BASIC AID PRORATION	1.00000000	347	FY2026 EST
137	SPARSITY						INCENTIVE BUDGET
140	SMALL SCHOOLS	122,933.72	333	PRORATED BASIC AID		348	FY2026 ADJ
160	TRANSPORT SPARSITY	155,486.24		= (331)X(332) =	58,511.18		INITIAL BUDGET
167	OPERATING CAPITAL	84,451.64					= (346)X1.003 =
171	LOCAL OPTIONAL	263,536.00	334	PRO BASIC AID TO LEVY			
203	REFERENDUM			= (331)-(333) =		349	OCT 1, 2023 ENROLL OF
205	TRANSITION	5,314.40					PROTECTED STUDENTS
228	EQUITY REVENUE	60,737.95	335	ALT COMP LEVY REVENUE			
323	ALT ATTENDANCE ADJ			= (330)-(331)+(334)=	31,506.02	350	EST OCT 1, 2024 ENROLL
							OF PROTECTED STUDENTS
324	TOTAL GENERAL REVENUE		230	FY2026 ANTC/ADJ PU	16,020.85		= (349) =
	= (101)+(104)+(110)		336	ALT COMP LEVY RATIO		351	OCT 1, 2023
	+(111)+(112)+(125)			= LESSER OF 1 OR			TOTAL ENROLLMENT
	+(137)+(140)+(160)			[(230)/\$6,100] =	1.00000000	352	EST OCT 1, 2024
	+(167)+(171)+(203)		337	ALT TEACHER COMP LEVY			TOTAL ENROLLMENT
	+(205)+(228)+(323) =	3,830,966.38		= (335)X(336) =	31,506.02		= (351) =
			338	ALT COMP EQUALIZATION AID		353	PROTECTED ENROLLMENT
				= (330)-(333)-(337) =			RATIO =(350)/(352)=
						354	INITIAL ACHIEVE & INTEG REVENUE
232	OPERATING CAP LEVY	58,542.42					FORMULA =IF (346) > 0 =
242	EQUITY LEVY	60,737.95					\$350 X(57)X(353)=
245	TRANSITION LEVY	5,314.40				355	INTEG HOLD HARMLESS
311	LOCAL OPTIONAL	263,536.00					(FROM FY2025 INTEG
316	TOTAL REFERENDUM LEVY						REV RPT, LINE 11)
						356	INITIAL ACHIEVE & INTEG
325	TOTAL GENERAL ED LEVY						REVENUE = LSR OF (348)
	= (232)+(242)+(245)						OR [(354)+(355)] =
	+(311)+(316) =	388,130.77				357	INCENTIVE REV = LSR OF(347)
							OR [(57)X\$10]=
326	TOTAL GENERAL ED AID					358	ACHIEVE & INTEG REVENUE
	= (324)-(325)=	3,442,835.61	339	SPEC ED REGULAR			= (356)+(357) =
				BEFORE TUITION ADJ	647,415.75	359	ACHIEVE & INTEG LEVY
				NET TUITION ADJUST	32,894.34		= (358)X.30
				EXCESS COST AID	116,630.61	360	TRANSFER TO MDE
				HOLD HARM/GROWTH LMT			IF (356)=(348)
327	ENROLLMENT AS OF OCT 1, 2023 AT PARTICIPATING SITES (FY2025 GENERAL EDUC RPT, LINE 329)	336.00	342	CROSS SUB REDUC AID	119,691.86		THEN (360)=(348)-(346)
			343				ELSE (360)=(356)X.003
			344	TOTAL SPECIAL EDUC AID		361	ACHIEVE & INTEG AID
				= (339) TO (343) =	916,632.56		=(358)-(359)-(360)=
328	EST ENROLLMENT AS OF OCTOBER 1, 2024 AT PARTICIPATING SITES		345	FY 2026 NON-PUBLIC TRANSPORTATION AID			
	= (327)X[(50)/(49)] =	346.22					
329	ALTERNATIVE TEACHER COMPENSATION REVENUE						
	= \$260.00X(328) =	90,017.20					

REEMPLOYMENT INSURANCE LEVY		***FY2025 CAREER & TECH CONT.***		***INITIAL LTFM REVENUE***	
362	EST FY2025 EXPEND	11,826.30	378	LAST YEAR REVENUE	57 2025-26 ADJ PU (EST) 364.00
363	INITIAL REEMPLOYMENT LEVY = 100% OF (362)=	11,826.30		(FY2024 CTE AID REPORT, LINE 11)	401 AVE BLDG AGE (EST) (NO MAX AGE LIMIT) 46.65
	SAFE SCHOOLS LEVY		379	REVENUE GUARANTEE = LESSER OF (376) OR (378) =	402 BLDG AGE RATIO = LSR OF 1 OR (401)/35 = 1.00000000
364	SAFE SCH LVY REQUEST? YES		380	PRELIMINARY REVENUE = GREATER OF (377) OR (379) =	403 INITIAL LTFM REVENUE = \$380X(57)X(402) = 138,320.00
57	2025-26 ADJ PU (EST)	364.00	381	REVENUE ALLOCATION FOR CAREER TECH PER MS 124D.4531, SUBD 5	**ADDITIONAL LTFM REVENUE** FOR QUALIFIED H&S PROJECTS > \$100,000
365	SAFE SCH LEVY LIMIT = \$36X(57) =	13,104.00	382	CAREER TECH REVENUE = (380)+(381) =	764 NET DEBT SERVICE FOR EXISTING REGULAR ALT FAC/H&S BONDS 1B
	SAFE SCHOOLS INTERMEDIATE LEVY			29 2022 ANTC 4,900,495	
366	SAFE SCH INTERMEDIATE LEVY REQUEST? NO		56	2024-25 ADJ PU (EST)	404 NET DEBT SERVICE FOR PORTION OF EXISTING ALT FAC BONDS 1A FOR QUALIFIED H&S PROJ
367	INTERMEDIATE LEVY ALLOWANCE <= \$15		383	FY2025 ANTC/ADJ PU = (29)/(56) =	13,123.98
368	SAFE SCH INTERMEDIATE LIMIT = (57)X(367) =		384	LEVY RATIO FOR CTE = LESSER OF 1 OR (383)/\$7,612 =	1.00000000
	JUDGMENT LEVY		385	CAREER TECH LEVY LIMIT = (382)X(384) =	32,307.80
369	DISTRICT JUDGMENTS		386	EST CAREER TECH AID = (382)-(385) =	
370	INTERMED JUDGMENTS			**ANNUAL OTHER POSTEMPLOYMENT** BENEFITS (OPEB)	406 TOTAL ADDL LTFM REV FOR PROJECTS >\$100K = (404)+(405) + (764)+(765) = 828,074.92
371	JUDGMENT LIMIT = (369)+(370) =		387	AUTHORITY REQUESTED BY DISTRICT BASED UPON FY2024 EXPENSES PAID	**ADDITIONAL LTFM REVENUE** FOR QUALIFIED VOLUNTARY PRE-KINDERGARTEN
	ICE ARENA LEVY		388	PRORATION FACTOR TO REFLECT STATEWIDE CAP	766 NET LTFM REQ DEBT SERVICE FOR VPK
372	FY2024 NET OPR COSTS		389	ANNUAL OPEB LEVY LIMIT = (387)X(388) =	407 NEW PAYGO LTFM LEVY FOR VPK
373	ICE ARENA LEVY LIMIT = 100% OF (372) =			**CAPITAL RELATED LEVY LIMITATIONS**	408 TOTAL LTFM REVENUE UNDER NEW LAW = (403)+(406) + (407)+(766) = 966,394.92
	FY2025 CAREER & TECHNICAL			**LONG TERM FACILITIES MAINTENANCE** REVENUE (LTFM)	
374	SHARE OF FY2025 EST COOPERATIVE BUDGET		400	LTFM PLAN APPROVAL STATUS APPROVED	
375	FY2025 ESTIMATED DISTRICT BUDGET	92,308.00			
376	FY2025 EST BUDGET = (374)+(375) =	92,308.00			
377	PRELIMINARY REVENUE = .35X(376) =	32,307.80			

OLD LAW HEALTH & SAFETY (H&S)		***LTFM REVENUE***		***LTFM TOTAL AIDS & LEVIES CONT.***	
409	OLD LAW HEALTH & SAFETY REVENUE = FY2026 ESTIMATED H&S COST =	418	LTFM REVENUE FOR SCHOOL DISTRICT PROJECTS = GREATER OF (408) OR (417) = 966,394.92	432	TOTAL LTFM EQUAL AID = GREATER OF (429) OR (431) = 13,384.46
410	REG ALT FAC PAYGO REVENUE APPROVED FOR FY2026	419	DISTRICT REQUESTED REDUCTION FROM MAXIMUM (FROM LIS SYSTEM)	433	TOTAL LTFM EQUAL LEVY = GTR OF ZERO OR (423)-(432) = 124,935.54
411	ALT FAC/H&S PAYGO REV FOR NEW APPROVALS	420	DISTRICT LTFM REVENUE = (418)-(419) = 966,394.92	434	TOTAL LTFM UNEQUAL LEVY = GTR OF ZERO OR (422)-(432)-(433) = 828,074.92
412	PAYGO REVENUE FOR ALT FAC AND AF/H&S = (410)+(411) =	421	DISTRICT SHARE OF ELIGIBLE COOP/INTERMED LTFM PROJECTS	435	TOTAL LTFM LEVY = (433)+(434) = 953,010.46
763	NET DEBT SERVICE FOR EXISTING AND NEW REGULAR ALT FAC BONDS 1A	422	TOTAL LTFM REVENUE = (420)+(421) = 966,394.92	**DEBT SERV PORTION OF LTFM REV**	
764	NET DEBT SERVICE FOR EXISTING AND NEW REGULAR ALT FAC/H&S BONDS 1B	**LTFM TOTAL AIDS & LEVIES**		763	NET ALT FAC REG DEBT
765	NET LTFM REQ DEBT FOR ELIG H&S>\$100K 828,074.92	57	2025-26 ADJ PU (EST) 364.00	764	NET ALT FAC/H&S DEBT
413	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS FOR ALT FAC 1A, IF (415)=NO THEN (767), ELSE 0	423	LTFM EQUALIZED REVENUE = LSR OF (418),(420) OR \$380X(57) = 138,320.00	765	NET LTFM REQ DEBT FOR ELIG H&S>\$100K 828,074.92
766	NET LTFM REQ DEBT SERVICE FOR VPK	35	2023 AG MODIFIED ANTC FOR LTFM REVENUE 5,648,812	766	NET LTFM REQ DEBT SERVICE FOR VPK
407	NEW PAYGO LTFM LEVY FOR VPK	54	2022-23 ADJ PU (ACT) 374.44	767	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS 73,369.48
414	TOTAL OLD LAW ALT FAC AND AF/H&S REVENUE = (407)+(412)+(413) +(763)+ (764)+(765) +(766) = 828,074.92	424	FY2023 ANTC PER APU = (35)/(54) = 15,086.03	768	TOTAL DEBT SERVICE LTFM REVENUE = (763)+(764)+(765) +(766)+(767) = 901,444.40
OLD LAW DEFERRED MAINTENANCE		425	STATEWIDE ANTC/APU 13,579.03	436	LTFM DEBT SERV EQUAL REVENUE = LESSER OF (423) OR (768) = 138,320.00
415	ELIGIBLE FOR OLD LAW DEF MAINT REVENUE? YES	426	LTFM EQUAL FACTOR = 123% OF (425) = 16,702.21	428	LTFM AID RATIO .09676444
416	OLD LAW DEFERRED MAINTENANCE REVENUE = (403)X\$64/\$380 = 23,296.00	427	LTFM LEVY RATIO = LSR OF 1 OR (424)/(426) = .90323556	437	LTFM DEBT INITIAL EQUAL AID = (436)X(428) = 13,384.46
417	TOTAL OLD LAW FORMULA REVENUE FOR HOLD HARMLESS = (409)+(414)+(416) = 851,370.92	428	LTFM AID RATIO = 1-(427) = .09676444	438	LTFM DEBT EQUAL AID = GREATER OF (431) OR (437) BUT NOT MORE THAN (768) = 13,384.46
		429	LTFM INITIAL EQUAL AID = (423)X(428) = 13,384.46	439	LTFM DEBT EQUAL LEVY = GTR OF ZERO OR (436)-(438) = 124,935.54
		430	LTFM INITIAL EQUALIZED LEVY = (423)-(429) = 124,935.54	440	LTFM DEBT UNEQUAL LEVY = GTR OF ZERO OR (768)-(438)-(439) = 763,124.40
		431	2015 TOTAL ALT FAC GRANDFATHER AID		

GEN FUND PORTION OF LTFM REV		***APPROVED INTERMED OPERATING***		***APPROVED REG OP LEASES CONT.***	
422	TOTAL LTFM REVENUE	966,394.92			
			456	**ADMINISTRATIVE SPACE**	**INSTRUCTIONAL/STORAGE**
441	TOTAL GENERAL FUND LTFM REVENUE		457	FY2025 JOINT	474 FY2025 NONJOINT
	= (422)-(768) =	64,950.52		FY2026 JOINT	475 FY2026 NONJOINT
				INSTRUCTIONAL/STORAGE	
442	LTFM GEN FUND EQUAL REV		458	FY2025 JOINT	476 REG OPERATING LEASES
	= (423)-(436) =		459	FY2026 JOINT	= SUM (472) TO (475)=
443	LTFM GEN FUND EQUAL AID		460	TOT INTERMED OPERATING	***APPROVED REGULAR***
	= (432)-(438) =			= (456) TO (459) =	CAPITALIZED LEASES
444	GEN FUND LTFM EQUAL LIMIT			**APPROVED INTERMED CAPITALIZED**	**ADMINISTRATIVE SPACE**
	= GTR OF ZERO OR			***ADMINISTRATIVE SPACE***	477 FY2025 NONJOINT
	(442)-(443) =		461	FY2025 JOINT	478 FY2026 NONJOINT
445	GEN FUND LTFM UNEQUAL LIMIT		462	FY2026 JOINT	**INSTRUCTIONAL/STORAGE**
	= GTR OF ZERO OR			***INSTRUCTIONAL/STORAGE***	
	(441)-(443)-(444) =	64,950.52	463	FY2025 JOINT	479 FY2025 NONJOINT
446	TOTAL GEN FUND LTFM LEVY		464	FY2026 JOINT	480 FY2026 NONJOINT
	= (444)+(445) =	64,950.52		***EXCESS FUNDS CAP LEASE***	**EXCESS FUNDS CAP LEASE**
	DISABLED ACCESS LIMIT		465	FY2025 JOINT	481 FY2025 NONJOINT
			466	FY2026 JOINT	482 FY2026 NONJOINT
447	FY 1992-FY2026 APPROV DIS ACC COSTS	300,000.00	467	TOT INTERMED CAPITALIZED	483 REG CAPITALIZED LEASES
448	MAXIMUM = GTR OF (JUNE 1991 COMPONENT DIST X 150,000) OR 300,000 =	300,000.00		= SUM[(461) TO (464)]	= [SUM (477) TO (480)]
449	LSR OF (447) OR (448)	300,000.00	468	TOT INTERMED LEASE COSTS	-[(481)+(482)] =
				= (460)+(467) =	
450	FIRST YEAR DISABLED ACCESS LEVY CERTIFIED	1992	57	2025-26 ADJ PU (EST)	364.00
451	LAST YEAR TO CERTIFY = (450)+7 YEARS =	1999	469	INTERMED PUPIL UNIT MAX LIMIT = \$65X(57) =	
452	TOTAL CUM CERT LEVY (PAY 93 TO PAY 23)	300,000.00	470	INTERMED LEASE LIMIT =LSR (468) OR (469) =	485 2025-26 ADJ PU (EST) 364.00
453	CERT LEVY PAY 2024				486 COMM APPROVED LIMIT
454	TOTAL CERTIFIED LEVY = (452)+(453) =	300,000.00	471	INTERMED CARRYOVER (INCL IN REGULAR LEASE LIMIT) = (468)-(470) =	487 REGULAR MAX LIMIT =GTR (485) OR (486)= 77,168.00
455	DISABLED ACCESS LIMIT = GREATER OF ZERO OR (449)-(454)=			**APPROVED REG OPERATING LEASES**	488 REGULAR LEASE LIMIT =LSR (484) OR (487)=
				ADMINISTRATIVE SPACE	489 TOTAL LEASE LEVY LIMIT = (470)+(488) =
	LEASE LEVY LIMITATION		472	FY2025 NONJOINT	
	DIST'S SHARE OF JOINT LEASE FOR INTERMED DIST	287, 288, 916 AND 917	473	FY2026 NONJOINT	

INITIAL CAPITAL RELATED LEVIES		***INITIAL GEN FUND LEVY CONT.***		***ECFE CONT.***				
232	OPERATING CAPITAL	58,542.42	510	TOTAL INITIAL GENERAL	612	ECFE ANNUAL REPORT		
446	LT FAC MAINTENANCE	64,950.52		LEVY LIMITATION		SUBMITTED?	YES	
455	DISABLED ACCESS			=(506)+(507)+(508)	613	POPULATION UNDER		
489	LEASE LEVY			+(509) =	548,698.80	FIVE YEARS OF AGE	60	
490	COOP BLDG REPAIR							
491	OTHER CAPITAL (MEMO)					614	GTR OF 150 OR (613) =	150
492	CAP PROJECTS REFER							
						615	ECFE ALLOWANCE	
493	CAPITAL RELATED LIMITS						0.023X(100) =	171.70
	= (232)+(446)+(455)					616	FY2026 EARLY CHILD	
	+(489)+(490)+(491)		600	POPULATION (YR 2020)	1,859		FAMILY REVENUE	
	+(492) =	123,492.94	601	GTR OF (600) OR 1,335	1,859		IF (611) = YES	
			602	YOUTH SERVICE PROG?	YES		= (614)X(615),	
			603	AFTER SCHOOL			IF ANNUAL REPT = YES	25,119.00
				ENRICHMENT?	YES	30	2023 ANTC	5,831,589
494	CONSOLIDATION/ TRANSITION		604	FY2026 GENERAL REVENUE		617	ECFE TAX RATE	.00199907
495	REORGANIZATION			= \$6.35X(601) =	11,804.65	618	= (617)X(30) =	11,657.75
496	HEALTH BENEFITS		605	FY2026 YOUTH SERVICE		619	EARLY CHILD LEVY LIMIT	
497	ADDL RETIREMENT			REV = \$1.00X(601) =	1,859.00		= LESSER OF (616)	
498	(MPLS AND STP)		606	FY2026 AFTER SCHOOL			OR (618) =	11,657.75
499	SEVERANCE			REVENUE = \$1.85X(601)		620	EST FY2026 EARLY CHILD	
500	ADMIN DISTRICT			NOT TO EXCEED 10,000			AID = (616)-(619) =	13,461.25
501	SWIMMING POOL			AND \$.43XPOPULATION				
502	TREE GROWTH	6,873.39		IN EXCESS OF 10,000	3,439.15			
503	CONSOLIDATION/ RETIREMENT							
504	ECON DEVELOP ABATE		607	FY2026 COMMUNITY				
505	OTHER GENERAL (MEMO)			EDUCATION REVENUE		621	DIST PLANS TO LEVY FOR	
				= (604)+(605)+(606) =	17,102.80		FY2026 HOME VISIT?	YES
			30	2023 ANTC	5,831,589	622	HOME VISITING REVENUE	
			608	STANDARD COMM ED LEVY			IF (621) = YES	
				= 0.003298X(30) =	19,232.58		AND (618) > \$0,	
							= \$3.00X(613),	
			609	COMM ED LEVY LIMIT			ELSE = \$0	180.00
				LSR (607) OR (608) =	17,102.80	230	FY2026 ANTC/ADJ PU	16,020.85
506	GENERAL RMV VOTER APPROVED		610	FY2026 EST GROSS COMM ED		623	HOME VISIT LEVY RATIO	
	= (316) =			AID = (607)-(609) =			= LESSER OF 1 OR	
507	GENERAL RMV OTHER						(230)/\$17,250 =	.92874493
	= (311)+(242)					624	FY2026 HOME VISIT LIMIT	
	+(245) =	329,588.35					= (622)X(623)	167.17
508	GENERAL NTC					625	FY2026 EST HOME VISIT	
	VOTER APPROVED						AID =(622)-(624)	12.83
	= (492)							
509	GENERAL NTC OTHER		611	DIST PLANS TO LEVY FOR				
	=(337)+(359)+(363)			FY2026 ECFC REVENUE?	YES			
	+(365)+(368)+(371)							
	+(373)+(385)+(389)							
	+(493)-(492)+(505) =	219,110.45						

ADULTS WITH DISABILITIES		***GENERAL DEBT SERVICE (FUND 7)***		***DEBT EQUAL AID CONT.***	
626	ADULTS WITH DISABILITIES REQUEST? NO		REQUIRED DEBT SERVICE LEVY (EQUAL TO 105% OF THE FY2026 PRINCIPAL AND INTEREST PAYMENTS)	713	VOTER APPR IRRRB BONDS SOLD BY JULY 1, 2024
627	DISTRICT POPULATON TIMES \$0.34 = (600)X\$0.34 =		**REQ DEBT ELIGIBLE FOR LONG TERM** FACILITIES MAINTENANCE (LTFM) REV	714	TOTAL REQUIRED DEBT LEVY ELIG FOR DEBT EQUAL AID = (710)+(711) + (712)+(713)=
628	FY2024 ADULTS WITH DISABILITIES REVENUE	700	ALT FAC REGULAR REQ DEBT SERV LEVY		
629	TOTAL REVENUE, = GREATER OF (627) OR (628)=	701	ALT FAC/H&S REQ DEBT SERV LEVY		**REQUIRED DEBT FOR BONDS ELIG** FOR FUTURE DEBT EQUALIZATION AID
630	ANTC TIMES DISTRICT TAX RATE NOT TO EXCEED 0.0053 = (30)X0.0053 =	702	NEW LTFM REQ DEBT FOR ELIG H&S>\$100K 862,888.00	715	VOTER APPR BONDS SOLD AFTER JULY 1, 2024 ELIG FOR FUTURE AID
631	DISABLED ADULTS LEVY LIMIT = LESSER OF (629) OR (630) =	703	NEW LTFM REQ DEBT SERVICE FOR VPK	716	NON-VOTER BONDS SOLD AFTER JULY 1, 2024 ELIG FOR FUTURE AID
632	ADULTS WITH DISABILITIES AID = (629)-(631) =	704	NEW LTFM REQ DEBT FOR ALL OTHER PROJECTS 76,454.00	717	SUBTOTAL, FUTURE DEBT AID ELIGIBLE = (715)+(716) =
	SCHOOL-AGE CARE	705	TOTAL REQ DEBT SERV LEVY FOR LTFM REVENUE = (700)+(701)+(702) + (703)+(704) = 939,342.00		**OTHER REQUIRED DEBT FOR BONDS** INELIGIBLE FOR DEBT EQUAL AID
633	FY2026 SCH-AGE CARE REV (FY2026 EST COST)		**REQ DEBT ELIGIBLE FOR NATURAL** DISASTER EQUAL AID (MS 123B.535)	718	VOTER APPR BONDS INELG FOR DEBT EQUAL AID
30	2023 ANTC 5,831,589	706	NATURAL DISASTER REQ DEBT SERV LEVY		**NON-VOTER APPR INELIG BONDS**
46	2025-26 RES PU (EST) 182.60		**REQUIRED DEBT ELIGIBLE FOR DEBT** EQUALIZATION AID (MS 123B.53)	719	FACIL BOND-MS 123B.62
634	ANTC/RES PU = (30)/(46) = 31,936.41			720	EQUIP BOND-MS 123B.61
635	LEVY RATIO = LSR OF 1 OR (634)/\$16,476 = 1.00000000			721	REORG OPER DEBT
636	FY2026 SCH-AGE CARE LIM = (633)X(635) =	707	TACONITE BONDS REQ DEBT SERV LEVY	722	ECON DEV ABATEMENT 49,980.00
637	FY2026 EST GROSS SCHOOL-AGE CARE AID = (633)-(636) =	708	TAC FUNDING FOR BONDS (NOT IRRRB)	723	JUDGMENT
	COMMUNITY SERVICE SUMMARY	709	TAC ADJ TO REQ = (708) OR [(708)X1.05] =	724	OTHER NON-VOTER
638	OTHER COMM ED (MEMO)	710	NET REQ DEBT SERV LEVY TACONITE=(707)-(709)=	725	INELG LEASE PURCHASE
639	TOTAL INITIAL COMMUNITY SERVICE LEVY LIMIT = (609)+(619)+(624) +(631)+(636)+(638) = 28,927.72	711	VOTER APPR ELIG BONDS SOLD BY JULY 1, 2024	726	SUBTOTAL, REQ DEBT FOR NON-VOTER INELIG BONDS = (719) THRU (725)= 49,980.00
		712	NON-VOTER ELIG BONDS SOLD BY JULY 1, 2024	727	REQ DEBT SERVICE LEVY FOR BONDS INELGIBLE FOR DEBT EQUAL AID = (717)+(718)+(726) = 49,980.00
				728	GDS REQ DEBT SERV LEVY = (705)+(706)+(714) +(717)+(718)+(727) = 989,322.00

NON-VTR APPR INELIG BOND CONT.		***FUND 7 DEBT BALANCE CONT.***		***NET DBT EXCESS BREAKDOWN CONT.***	
729	GDS REQ DEBT SERV LEVY VOTER APPR = (710)+(711) +(713)+(715)+(718) =	744	RETAIN FOR CAPITAL LOAN REPAYMENT	758	GENERAL FUND LEVY ADJ FOR FACILITY & EQUIP BONDS =
30	2023 ANTC 5,831,589	745	APPROVED DEBT EXCESS TO BE RETAINED		0-(719)-(720)-(748) =
730	MAXIMUM EFFORT DEBT SERVICE TAX RATE %	746	DISTRICT REQUESTED ADDITIONAL EXCESS	759	UNALLOCATED DEBT EXCESS = GTR OF ZERO OR [(749)-(750)] =
731	MAX EFFORT DEBT SERV LEVY = (30)X(730) =	747	CERTIFIED DEBT EXCESS = GTR OF 0 OR (743) -(744)-(745)+(746)= 39,914.04	***NET DEBT EXCESS SUMMARY***	
732	DEBT EQUAL REVENUE BASE GTR OF ZERO OR [(714)-(731)] =	748	EXCESS USED TO RETIRE FAC & EQUIP BONDS	760	DEBT EXCESS FOR VOTER APPROVED BONDED DEBT = [(729)-(715)]X(751) =
733	BOARD AUTHORIZED TRANSFER TO FUND 7 REDUCING REQUIRED DEBT SERVICE LEVY	749	ADJUSTED DEBT EXCESS = (747)-(748) = 39,914.04	761	DEBT EXCESS FOR NON- VOTER APPROVED DEBT = (749)-(759)-(760) = 39,914.04
734	FEDERAL FUNDS REDUCING REQUIRED DEBT SERVICE LEVY	**BREAKDOWN OF NET DEBT EXCESS**		762	NET DEBT EXCESS FOR DEBT SERV LEVY REDUCT = (760)+(761) = 39,914.04
FUND 7 DEBT BALANCE		750	BASE FOR NET DEBT EXCESS DISTRIBUTION = IF (731)>0, THEN 0 ELSE (728)-(717)= 989,322.00	**LONG TERM FACILITIES MAINT AID**	
735	JUNE 2023 FUND 7-425 BAL FOR BOND REFUND	751	DEBT EXCESS RATIO = LSR 1 OR (749)/(750)= .04034484	763	NET ALT FAC REG DEBT = (700)-(753) =
736	JUNE 2023 FUND 7-451 BAL FOR QZAB & QSCB	752	NET DEBT EXCESS FOR ELG REQ DEBT SERVICE = (714)X(751) =	764	NET ALT FAC/H&S DEBT = (701)-(754) =
737	JUNE 2023 FUND 7-460 BALANCE NONSPENDABLE	753	EXCESS FOR ELIGIBLE ALT FAC REGULAR BONDS = (700)X(751) =	765	NET LTFM REQ DEBT FOR ELIG H&S>\$100K = (702)-(755) = 828,074.92
738	JUNE 2023 FUND 7-463 BALANCE UNASSIGN NEG	754	EXCESS FOR ELIGIBLE ALT FAC/H&S BONDS = (701)X(751) =	766	NET LTFM REQ DEBT FOR ELIG VPK = (703)-(756) =
739	JUNE 2023 FUND 7-464 BALANCE RESTRICTED (FOR DEBT EXCESS) 122,903.74	755	EXCESS FOR ELIGIBLE LTFM IAQFAA BONDS = (702)X(751) = 34,813.08	767	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS = (704)-(757) = 73,369.48
740	PAY 23 DEBT EXCESS LEVY REDUCTION 33,523.60	756	EXCESS FOR ELIGIBLE LTFM VPK BONDS = (703)X(751) =	768	NET DEBT LEVY FOR LT FAC MAINT = (763)+(764)+(765) + (766)+(767) = 901,444.40
741	PAY 24 DEBT EXCESS LEVY REDUCTION	757	EXCESS FOR ELIGIBLE LTFM OTHER BONDS = (704)X(751) = 3,084.52	436	LTFM DEBT EQUAL REV 138,320.00
742	5% OF PAY 25 REQ DEBT SERV LEVY=(728)X5%= 49,466.10			438	LTFM DEBT EQUAL AID 13,384.46
743	FUND 7 AVAIL BALANCE GTR OF ZERO OR [(739) -(740)-(741)-(742)] = 39,914.04			439	LTFM DEBT EQUAL LEVY 124,935.54
				440	LTFM DEBT UNEQUAL Lvy 763,124.40
				769	LTFM DEBT LEVY LIMIT = (439)+(440)+(753)+(754) +(755)+(756)+(757)= 925,957.54

NATURAL DISASTER DEBT EQUAL		***DEBT EQUALIZATION AID CONT.***		***MINIMUM EST MAX EFFORT PAYMENT***			
30	2023 ANTC	5,831,589	783	FY2026 NET DEBT EQ REV = GTR OF 0 OR [(780)-(782)] =	732	MAX EFFORT DEBT LEVY	
770	TEN PERCENT ANTC = 0.10X(30) =	583,158	784	PRELIM TIER 1 EQU REV =LSR (783) OR (781)=	800	MAX EFFORT REQ LEVY = GTR OF ZERO OR [(728)+(925)+(926)-(705) -(719)-(720)-(721)] =	
706	REQ DEBT LEVY FOR NATURAL DISASTER DEBT		785	PRELIM TIER 2 EQU REV = (783)-(784) =	801	MINIMUM EST MAX EFFORT PAYMENT = GTR OF 0 OR (732)-(802) =	
771	FY2026 DISASTER DEBT EQ REV = GTR OF ZERO OR [(706)-(770)] =		731	MAXIMUM EFFORT DEBT SERVICE LEVY			
54	2022-23 ADJ PU (ACT)	374.44	786	MAX EFFORT TIER 1 REV		**ADJUSTMENT TO GDS LIMIT** FOR IRRRB ALLOCATION	
772	FY2023 ANTC PER APU = (30)/(54) =	15,574.16	787	MIN TIER 2 REV FOR MAX EFF = GTR OF ZERO OR (780)-(731) =	802	FY2026 IRRRB FUNDING FOR VOTER-APPR BONDS	
773	STATEWIDE AVE ANTC INC PER APU	14,473.42	788	TIER 1 EQUAL REV = GTR OF (784) OR (786) =	803	PAY 25 IRRRB ADJUSTMENT FOR VOTER-APPROV BONDS = - ((802)X1.05) =	
774	DISASTER EQUAL FACTOR = 300% OF (773) =	43,420.27	789	TIER 2 EQUAL REV = GTR OF (785) OR (787) =	804	FY2026 IRRRB FUNDING FOR NON-VOTER BONDS	
775	NATURAL DISASTER LEVY RATIO = LSR OF 1 OR (772)/(774) =	.35868409	54	2022-23 ADJ PU (ACT)	374.44		
776	DISASTER AID RATIO = = 1-(775) =	.64131591	790	2023 ANTC /ADJ APU = (30)/(54) =	15,574.16	805	PAY 25 IRRRB ADJUSTMENT FOR NON-VOTER BONDS = - ((804)X1.05) =
777	DISASTER DEBT EQUAL AID = (771)X(776) =		791	TIER 1 DEBT EQUAL LEVY RATIO = LSR OF 1 OR (790)/[GTR OF \$4,430 OR 55.33% OF (773)] =	1.00000000	806	DEBT EQUAL AID ELIG, VOTER APPROVED =GTR OF ZERO OR [(710)+(711)+(713) +(801)-(799)-(803)] =
778	DISASTER LEVY LIMIT = (706)-(777) =		792	TIER 2 DEBT EQUAL LEVY RATIO = LSR OF 1 OR (790)/[GTR OF \$8,000 OR 100% OF (773)] =	1.00000000	807	DEBT EQUAL AID ELIG, NON VOTER APPROVED =GTR OF [(712)-(798)-(805)] OR ZERO =
	DEBT EQUALIZATION AID		793	TIER 1 DEBT EQU AID RATIO = 1-(791) =		808	DEBT EQUAL AID INELIG, VOTER APPROVED =(715)+(718) =
732	DEBT EQUAL BASE		794	TIER 2 DEBT EQU AID RATIO = 1-(792) =		809	DEBT EQUAL AID INELIG, NON VOTER APPROVED =(716)+(726) =
752	DEBT EXCESS FOR ELIG REQUIRED DEBT		795	TIER 1 DEBT AID = (788)X(793) =		769	LTFM DEBT LEVY LIMIT NON VOTER APPROVED
779	FY2026 NET REV ADJ TO DEBT EQUALIZATION REVENUE (MEMO)		796	TIER 2 DEBT AID = (789)X(794) =		925,957.54	
780	FY2026 GROSS DEBT EQUALIZATION REVENUE = (732)-(752)+(779) =		797	TOTAL DEBT EQ AID = (795)+(796) =		778	DISASTER LEVY LIMIT VOTER APPROVED
30	2023 ANTC	5,831,589	798	NON VOTER DEBT AID = (797)X(712)/(714) =			
781	= .1050X(30) =	612,316.85	799	VOTER APPR DEBT AID = (797)-(798) =			
782	MAX UNEQ LOCAL EFFORT = .1574X(30) =	917,892.11					

INITIAL GEN DEBT SERVICE CONT.		***FUND 47 DEBT BALANCE CONT.***		***LEVY LIMITATION ADJUSTMENTS***	
810	INITIAL GDS LEVY LIM VOTER APPROVED =(806)+(808)+(778) =		BAL NON-VOTER APPROV = (911)-(912) =		IN GENERAL, IF WE HAVE:
		914	PAY 23 OPEB DEBT EXC REDUCTION NON-VOTER	A	FINAL LEVY AUTHORITY
811	INITIAL GDS LEVY LIM NON VOTER APPROVED = (807)+(809)+(769) = 975,937.54	915	PAY 24 OPEB DEBT EXC REDUCTION NON-VOTER	B	PREVIOUSLY CALCULATED AUTHORITY
		916	5% OF REQUIRED OPEB DEBT SERV LEVY VOTER	C	CERTIFIED LEVY BASED ON (B)
812	TOTAL INITIAL GDS LEVY LIMIT = (810)+(811) = 975,937.54	917	5% OF REQUIRED OPEB DEBT SERV LEVY NONVOT	D	LEVY ADJUSTMENT, THEN: IF A>B, D=A-B IF A<C, D=A-C OTHERWISE D=ZERO
	OTR POSTEMPLOY BENEFITS (OPEB) & PENSION DEBT SERVICE (FUND 47)		= (902)X5% =		**GENERAL FUND ADJUSTMENTS**
			= (907)X5% =		**FY2025 OPERATING** CAPITAL LEVY ADJUSTMENT
900	LEVY BONDS IRREV TRUST VOTER APPROVED	918	RETAIN FOR CAP LOAN REPAYMENT NON-VOTER	1000	FY2025 OPER CAP LEVY AUTH (FROM FY2025 GENERAL EDUC REV REPORT, LINE 197) 48,714.78
901	LEVY BONDS REVOC TRUST VOTER APPROVED	919	APPROV DEBT EXCESS TO BE RETAINED NON-VOTER	1001	23 PAY 24 LIMIT 49,052.00
902	REQ DEBT SERV LEVY OPEB BONDS VOTER APPROVED = (900)+(901) =	920	FUND 47 AVAILABLE BALANCE VOTER APPROVED = GREATER OF ZERO OR [(912)-(916)] =	1002	23 PAY 24 LEVY 49,052.00
903	LEVY BONDS IRREV TRUST NON-VOTER APPROVED	921	FUND 47 AVAILABLE BALANCE NON-VOTER = GTR ZERO OR [(913)- SUM (914) TO (919)] =	1003	FY2025 OPER CAPITAL LEVY ADJUSTMENT = ((1000)-(1002)) = 337.22-
904	LEVY BONDS REVOC TRUST NON-VOTER APPROVED				**FY2025 LOR TIER 1 LEVY ADJUST**
905	REQUIRED DEBT SERVICE LEVY FOR OPEB BONDS NON-VOTER APPROVED = (903)+(904)=	922	CLOSING FUND 47 TO FUND 7 TRANSFER IF (921) GTR ZERO AND (907) = ZERO, ELSE 0	1004	FY2025 LOR TIER 1 (FROM FY2025 GENERAL EDUC REVENUE REPORT, LINE 204) 112,020.00
	FUND 47 DEBT BALANCE	923	ADDITIONAL DEBT EXCESS REQUESTED OPEB/PENSION BONDS VOTER APPROVED	1005	ALLOCATION OF TBRA (FROM PAY 24 LEVY REPORT, LINE 278)
906	REQ DEBT SERV LEVY FOR PENSION BONDS (MPLS)	924	ADDITIONAL DEBT EXCESS REQUESTED OPEB/PENSION NON-VOTER APPROVED	1006	ALLOC OF REF HOLD HARM (FROM PAY 24 LEVY REPORT, LINE 305)
907	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS NON-VOTER APPROVED = (905)+(906) =	925	NET DEBT SERVICE LEVY FOR VOTER APPROVED OPEB/PENSION BONDS = (902)-(920)-(923) =	1007	23 PAY 24 LIMIT 106,140.00
908	JUNE 2023 FUND 47-425 BAL FOR BOND REFUND			1008	23 PAY 24 LEVY 106,140.00
909	JUNE 2023 FUND 47-460 BALANCE NONSPENDABLE	926	NET DEBT SERVICE LEVY FOR OPEB/PENSION BONDS NON-VOTER APPROVED = (907)-(921)-(924) =	1009	PAY 24 LIMIT BEFORE TBRA AND HOLD HARM ADJ =(1005) +(1006)+(1007)= 106,140.00
910	JUNE 2023 FUND 47-463 BALANCE UNASSIGN NEG			1010	PAY 24 LEVY BEFORE TRBA AND HOLD HARM ADJ =(1005) +(1006)+(1008)= 106,140.00
911	JUNE 2023 FUND 47-464 BALANCE RESTRICTED			1011	FY2025 LOR TIER 1 LEVY ADJUSTMENT
912	JUNE 2023 FUND 47-464 BALANCE VOTER APPROV				
913	JUNE 2023 FUND 47-464				

	FY2025 LOR TIER 2 LEVY ADJUSTMENT		***FY2025 1ST TIER REF ADJ CONT.***		***FY2025 UNEQUAL REF LEVY ADJ***	
1012	FY2025 LOR TIER 2 (FROM FY2025 GENERAL EDUC REVENUE REPORT, LINE 205)	158,321.60	1026	ALLOC OF REF HOLD HARM (FROM PAY 24 LEVY REPORT, LINE 306)	1040	FY2025 UNEQUAL REF LEVY AUTH (FROM FY2025 GENERAL EDUC REVENUE REPORT, LINE 258)
1013	23 PAY 24 LIMIT	150,011.20	1027	23 PAY 24 LIMIT		
1014	23 PAY 24 LEVY	150,011.20	1028	23 PAY 24 LEVY	1041	ALLOCATION OF TBRA (FROM PAY 24 LEVY REPORT, LINE 283)
1015	FY2025 LOR TIER 2 LEVY ADJUSTMENT = ((1012) - (1013))	8,310.40	1029	PAY 24 LIMIT BEFORE TBRA AND HOLD HARM ADJ = (1025)+(1026) +(1027) =	1042	ALLOC OF REF HOLD HARM (FROM PAY 24 LEVY REPORT, LINE 308)
	FY2025 EQUITY LEVY ADJUSTMENT		1030	PAY 24 LEVY BEFORE TBRA AND HOLD HARM ADJ = (1025)+(1026) +(1028) =	1043	23 PAY 24 LEVY
1016	FY2025 EQUITY LEVY AUTH (FROM FY2025 GENERAL EDUC REVENUE REPORT, LINE 217)	62,292.45	1031	FY2025 1ST TIER VTR REF LEVY ADJUSTMENT	1044	23 PAY 24 LEVY
1017	23 PAY 24 LIMIT	59,018.26		**FY2025 2ND TIER REF LEVY ADJUST**	1045	PAY 24 LIMIT BEFORE TBRA AND HOLD HARM ADJ = (1041)+(1042) +(1043) =
1018	23 PAY 24 LEVY	59,018.26	1032	FY2025 2ND TIER REF LEVY AUTH (FROM FY2025 GENERAL EDUC REVENUE REPORT, LINE 256)	1046	PAY 24 LEVY BEFORE TBRA AND HOLD HARM ADJ = (1041)+(1042) +(1044) =
1019	FY2025 EQUITY LEVY ADJUSTMENT = ((1016)-(1017)) =	3,274.19			1047	FY2025 UNEQUALIZED REF LEVY ADJUSTMENT
	FY2025 TRANSITION LEVY ADJUST		1033	ALLOCATION OF TBRA (FROM PAY 24 LEVY REPORT, LINE 280)		**FY2025 TBRA ALLOCATION ADJUST** TO VOTER-APPROVED LEVIES
1020	FY2025 TRANSITION LEVY AUTH (FROM FY2025 GENERAL EDUC REVENUE REPORT, LINE 225)	5,451.64	1034	ALLOC OF REF HOLD HARM (FROM PAY 24 LEVY REPORT, LINE 307)		**FY2025 ALLOCATION OF TBRA** TO REF LEVY CATEGORIES (FROM FY2025 GENERAL EDUC REVENUE REPORT, LINES 269 TO 271)
1021	23 PAY 24 LIMIT	5,165.48	1035	23 PAY 24 LIMIT	1048	TIER 1 LEVY
1022	23 PAY 24 LEVY	5,165.48	1036	23 PAY 24 LEVY	1049	TIER 2 LEVY
1023	FY2025 TRANSITION LEVY ADJUSTMENT = ((1020)-(1021)) =	286.16	1037	PAY 24 LIMIT BEFORE TBRA AND HOLD HARM ADJ = (1033)+(1034) +(1035) =	1050	UNEQL LEVY
	FY2025 1ST TIER REFERENDUM LEVY ADJUST		1038	PAY 24 LEVY BEFORE TBRA AND HOLD HARM ADJ = (1033)+(1034) +(1036) =	1051	TOTAL FY2025 TBRA ALLOC TO REF LEVY CATEGORIES = (1048) TO (1050) =
1024	FY2025 1ST TIER REF LEVY AUTH (FROM FY2025 GENERAL EDUC REVENUE REPORT, LINE 254)		1039	FY2025 2ND TIER REF LEVY ADJUSTMENT	1052	TOTAL FY2025 TBRA ALLOC TO REF LEVY CATEGORIES FROM PAY 24 LEVY = (1025)+(1033) +(1041) =
1025	ALLOCATION OF TBRA (FROM PAY 24 LEVY REPORT, LINE 276)				1053	FY2025 TBRA ALLOCATION VTR-APPR ADJUSTMENT = (1052)-(1051) =

FY2023 OPER CAP ADJ CONT.		***FY2023 EQUITY LEVY ADJUSTMENT***		***FY2023 1ST TIER VTR APPROVED***	
1099	TOTAL ADJUST TO PAY 22 OPER CAP LEVY AUTH = ((1096)-(1097)) =	39.06		1133	PAY 22 LEVY BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 23 LEVY REPORT, LINE 1031)
1100	22 PAY 23 ADJ LIMIT	66.72-		1134	TOTAL ADJUST TO PAY 22 1ST TIER REF LEVY AUTH
1101	22 PAY 23 ADJ LEVY	66.72-			
1102	FY2023 OPER CAPITAL LEVY ADJUSTMENT = ((1099)-(1100)) =	105.78		1135	22 PAY 23 ADJ LIMIT
	FY2023 LOR TIER 1 LEVY ADJ			1136	22 PAY 23 ADJ LEVY
1103	FY2023 LOC OPT TIER 1 AUTH (FROM FY2023 GENERAL EDUC REVENUE REPORT, LINE 198)	126,818.62		1137	FY2023 1ST TIER REF LEVY ADJUSTMENT
1104	21 PAY 22 LIMIT	123,900.00			**FY2023 2ND TIER REF LEVY ADJ**
1105	21 PAY 22 LEVY	123,900.00		1138	FY2023 2ND TIER REF LEVY AUTH (FROM FY2023 GENERAL EDUC REV RPT, LINE 242)
1106	TOTAL ADJUST TO PAY 22 LOR OPTIONAL LEVY AUTH = ((1103)-(1104)) =	2,918.62		1139	PAY 22 LIMIT BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 23 LEVY REPORT, LINE 1038)
1107	22 PAY 23 ADJ LIMIT	4,020.00-		1140	PAY 22 LEVY BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 23 LEVY REPORT, LINE 1039)
1108	22 PAY 23 ADJ LEVY	4,020.00-			
1109	FY2023 LOR OPTIONAL LEVY ADJUSTMENT = ((1106)-(1107)) =	6,938.62		1141	TOTAL ADJUST TO PAY 22 2ND TIER REF LEVY AUTH
	FY2023 LOR TIER 2 LEVY ADJUST			1142	22 PAY 23 ADJ LIMIT
1110	FY2023 LOC OPT LEVY AUTH (FROM FY2023 GENERAL EDUC REVENUE REPORT, LINE 200)	158,762.56		1143	22 PAY 23 ADJ LEVY
1111	21 PAY 22 LIMIT	175,112.00		1144	FY2023 2ND TIER REF LEVY ADJUSTMENT
1112	21 PAY 22 LEVY	175,112.00			
					FY2023 1ST TIER VOTER APPROVED REFER LEVY ADJUST
1113	TOTAL ADJUST TO PAY 22 LOR OPTIONAL LEVY AUTH = ((1110) - (1112))	16,349.44-		1131	FY2023 1ST TIER REF LEVY AUTH (FROM FY2023 GENERAL EDUC REVENUE REPORT, LINE 240)
1114	22 PAY 23 ADJ LIMIT	5,681.60-		1132	PAY 22 LIMIT BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 23 LEVY REPORT, LINE 1030)
1115	22 PAY 23 ADJ LEVY	5,681.60-			
1116	FY2023 LOR OPTIONAL LEVY ADJUSTMENT = ((1113) - (1115))	10,667.84-			

FY2023 UNEQUAL REF LEVY ADJ		***FY2023 LOR TBRA ADJUST***		***FY2023 LOR TIER 1 HOLD*** HARMLESS ADJUSTMENT CONT.	
1145	FY2023 UNEQUAL REF LEVY AUTH (FROM FY2023 GENERAL EDUC REVENUE REPORT, LINE 244)	1158	FY2023 ALLOC OF TBRA TO LOR TIER 1 LEVY (FROM FY2023 GENERAL REVENUE REPORT, LINE 254)	1172	FY2023 LOR TIER 1 HOLD HARMLESS ADJUSTMENT
1146	PAY 22 LIMIT BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 23 LEVY REPORT, LINE 1046)	1159	ALLOCATION OF TBRA (FROM PAY 22 LEVY RPT, LINE 276)	1173	22 PAY 23 ADJ LIMIT
1147	PAY 22 LEVY BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 23 LEVY REPORT, LINE 1047)	1160	FY2023 ALLOCATION OF TBRA LOR LEVY TIER 1 ADJUSTMENT = (1158)-(1159) =	1174	22 PAY 23 ADJ LEVY
1148	TOTAL ADJUST TO PAY 22 UNEQUAL REF LEVY AUTH	1161	22 PAY 23 ADJ LIMIT	1175	FY2022 TIER 1 HOLD HARM ADJUSTMENT
1149	22 PAY 23 ADJ LIMIT	1162	22 PAY 23 ADJ LEVY	**FY2023 INTEGRATION ADJUSTMENT**	
1150	22 PAY 23 ADJ LEVY	1163	FY2023 LOR TIER 1 TBRA LEVY ADJUSTMENT	1176	FY2023 INTEG LEVY AUTH (FROM INTEGRATION REVENUE REPORT, LINE 20)
1151	FY2023 UNEQUAL REF LEVY ADJUSTMENT	**FY2023 REFERENDUM HOLD HARM**		1177	21 PAY 22 LIMIT
FY2023 TBRA ALLOCATION ADJ TO VOTER-APPROVED LEVIES		1164	FY2023 ALLOC OF HOLD HARM (FROM FY2023 GENERAL EDUC REVENUE REPORT, LINE 283 TO 285)	1178	21 PAY 22 LEVY
1152	FY2023 ALLOC OF TBRA TO VTR-APPR REF LEVIES (FROM FY2023 GENERAL EDUC REVENUE REPORT, LINES 255 TO 257)	1165	PAY 22 HOLD HARM ALLOC (FROM PAY 22 LEVY RPT, LINE 304 TO 306)	1179	TOTAL ADJUSTMENT
1153	PAY 22 ALLOC OF TBRA TO VOTER-APPR REF LEVY (FROM PAY 22 LEVY RPT, LINES 277 TO 279)	1166	FY2023 HOLD HARM TOTAL = (1165)-(1164) =	1180	22 PAY 23 ADJ LIMIT
1154	FY2023 TBRA ALLOCATION TOTAL ADJUSTMENT = (1153)-(1152) =	1167	22 PAY 23 ADJ LIMIT	1181	22 PAY 23 ADJ LEVY
1155	22 PAY 23 ADJ LIMIT	1168	22 PAY 23 ADJ LEVY	1182	FY2023 INTEGRATION ADJUSTMENT LIMIT
1156	22 PAY 23 ADJ LEVY	1169	FY2023 HOLD HARM ALLOC	**FY2023 REEMPLOYMENT ADJUSTMENT**	
1157	FY2023 TBRA ALLOC LEVY ADJUSTMENT	**FY2023 LOR TIER 1 HOLD** HARMLESS ADJUSTMENT		1183	FY2023 EXPEND ACTUAL 18,783.01
		1170	FY2023 ALLOC OF HOLD HARMLESS TO LOR TIER 1 LEVY (FROM FY2023 GENERAL EDUC REVENUE REPORT, LINES 282)	1184	REEMPLOY LEVY AUTH = 100% OF (1183) = 18,783.01
		1171	PAY 22 TIER 1 HOLD HARMLESS LEVY (FROM PAY 22 LEVY RPT, LINES 303)	1185	22 PAY 23 LIMIT 16,973.53
				1186	22 PAY 23 LEVY 16,973.53
				1187	FY2023 REEMPLOY ADJUST = ((1184)-(1185)) = 1,809.48
				FY2023 SAFE SCHOOLS ADJUST	
				1188	SAFE SCH Lvy REQUEST NO
				54	2022-23 ADJ PU (ACT) 374.44
				1189	FY2023 SAFE SCHOOLS AUTH \$36X(54) =

FY2023 SAFE SCHOOLS ADJ CONT.			***FY2023 LTFM EQUAL ADJ CONT.***			***FY2023 CAREER TECHNICAL ADJ***		
1190	21 PAY 22 LIMIT		1206	21 PAY 22 LIMIT		1227	FY2023 CAREER TECH	
1191	21 PAY 22 LEVY		1207	21 PAY 22 LEVY			LEVY AUTHORITY	
1192	FY2023 SAFE SCH ADJUST		1208	TOTAL ADJUSTMENT			(FY2023 CTE AID REPORT	
							LINE 21)	28,975.88
			1209	22 PAY 23 ADJ LIMIT		1228	22 PAY 23 LIMIT	29,785.00
			1210	22 PAY 23 ADJ LEVY		1229	22 PAY 23 LEVY	29,785.00
	FY2023 SAFE SCHOOLS					1230	FY2023 CAREER TECH	
	INTERMEDIATE ADJUST		1211	23 PAY 24 ADJ LIMIT			ADJUSTMENT	
1193	SAFE SCH INTERMEDIATE		1212	23 PAY 24 ADJ LEVY			= ((1227)-(1229)) =	809.12-
	LEVY ALLOW							
54	2022-23 ADJ PU (ACT)	374.44	1213	FY2023 EQUAL LIMIT ADJUST			**FY2023 HEALTH BENEFIT**	
				= (1209)+(1211) =			LEVY ADJUST	
1194	FY2023 SAFE SCHOOLS		1214	FY2023 EQUAL LEVY ADJUST		1231	FY2023 ACTUAL COST	
	INTERMEDIATE AUTHORITY			= (1210)+(1212) =			(LIMITED TO \$600,000)	
	= (1193)X(54) =		1215	FY2023 LTFM EQUALIZED		1232	22 PAY 23 LIMIT	
1195	21 PAY 22 LIMIT			LEVY ADJUST		1233	22 PAY 23 LEVY	
1196	21 PAY 22 LEVY					1234	FY2023 HEALTH	
1197	FY2023 SAFE SCHOOLS			**FY2023 LTFM UNEQUAL LEVY ADJ**			BENEFITS ADJUST	
	INTERMEDIATE ADJUST		1216	FY2023 EST LTFM				
				UNEQUALIZED LEVY AUTH			**FY2023 ANNUAL OPEB LEVY ADJ**	
	FY2023 ALTERNATE TEACHER			(FROM FY2023 WEBSITE		1235	FY2023 ACTUAL COST	
	COMPENSATION LEVY ADJUST			REPORT, LINE 64)	62,620.20		(FIN 797+OBJ 291)	
1198	FY2023 ALT COMP LEVY AUTH		1217	21 PAY 22 LIMIT	77,273.00	1236	PRORATION FACTOR TO	
	(FROM FY2023 GENERAL		1218	21 PAY 22 LEVY	77,273.00		REFLECT STATEWIDE CAP	1.00000000
	EDUC REVENUE REPORT,		1219	TOTAL ADJUSTMENT		1237	PRORATED ANNUAL	
	LINE 324)	34,216.00		= (1216)-(1218) =	14,652.80-		OPEB LEVY AUTH	
1199	21 PAY 22 LIMIT	34,766.40	1220	22 PAY 23 ADJ LIMIT	7,448.00-	1238	23 PAY 24 LIMIT	
1200	21 PAY 22 LEVY	34,766.40	1221	22 PAY 23 ADJ LEVY	7,448.00-	1239	23 PAY 24 LEVY	
1201	TOTAL ADJUST TO PAY 22		1222	23 PAY 24 ADJ LIMIT		1240	FY2023 ANNUAL	
	ALT COMP LEVY AUTH		1223	23 PAY 24 ADJ LEVY			OPEB ADJUSTMENT	
	= ((1198)-(1200)) =	550.40-	1224	FY2023 UNEQUAL LIMIT ADJUST			(NO ADJUSTMENT)	
1202	22 PAY 23 ADJ LIMIT	883.13		= (1220)+(1222) =	7,448.00-			
1203	22 PAY 23 ADJ LEVY	883.13	1225	FY2023 UNEQUAL LEVY ADJUST				
1204	FY2023 ALT TEACH COMP LEVY ADJUST			= (1221)+(1223) =	7,448.00-			
	= ((1201)-(1203)) =	1,433.53-	1226	FY2023 LTFM UNEQUALIZED				
				LEVY ADJUST				
	FY2023 LTFM EQUALIZED LEVY ADJ			= (1219)-(1225) =	7,204.80-			
1205	FY2023 EST LTFM							
	EQUALIZED LEVY AUTHORITY							
	(FROM FY2023 WEBSITE							
	REPORT, LINE 63)							

PAY 22 LEASE LEVY ADJUST		***FY2022 LEASE ADJ CONT.***		***CAPITAL RELATED ADJ SUMMARY***	
1300	INTERMEDIATE	1315	FY2022 INTERMEDIATE COSTS	1003	FY2025 OPER CAP ADJ
1301	NON-JOINT		= (1300)+(1302)+	1102	FY2023 OPER CAP ADJ
			(1305)+(1307)=	1076	FY2025 LTFM EQ ADJ
		54	2022-23 ADJ PU (ACT)	1080	FY2025 LTFM UNEQ ADJ
			374.44	1081	FY2025 H&S REBATES
		1316	INTERM PUPIL UNIT	1088	FY2024 LTFM EQ ADJ
			AUTH = \$65X(54) =	1095	FY2024 LTFM UNEQ ADJ
			24,338.60	1215	FY2023 LTFM EQ ADJ
		1317	INTERM LEASE AUTH = LSR	1226	FY2023 LTFM UNEQ ADJ
			OF (1315) OR (1316) =	1327	PAY 22 LEASE LEVY ADJ
		1318	INTERM DIST CARRYOVER	1328	LEASE LEVY ADJ (MEMO)
			TO REGULAR LEASE AUTH	1329	OTHER CEX ADJ (MEMO)
			=(1315)-(1317)=	1330	TOTAL CAPITAL RELATED
1302	INTERMEDIATE	1319	FY2022 NON-JOINT		LEVY LIMIT ADJUSTMENT
1303	NON-JOINT		LEASE COSTS		=(1003)+(1102)+(1076)+
			= (1301)+(1303)+		(1080)+(1081)+(1088)+
			(1306)+(1308)=		(1095)+(1215)+(1226)+
1304	FY2022 PAY 21	54	2022-23 ADJ PU (ACT)		(1327)+(1328)+(1329)=
	TOTAL LEASE COSTS = (1300)+		374.44		7,436.24-
	(1301)+(1302)+(1303)=				
		1320	PAY 22 PUPIL UNIT MAX	758	**OTHER GENERAL LIMITATION ADJ**
			AUTH = \$212X(54) =		GENERAL FUND LEVY ADJ
			79,381.28		FOR FAC & EQUIP BONDS
		1321	PAY 22 COMMISSIONER	1331	ECON DEV ABATE ADJUST
			APPROVED LIMIT		(MEMO)
1305	INTERMEDIATE	1322	REGULAR MAX AUTHORITY	1332	DEBT SURPLUS TRANSFER
1306	NON-JOINT		= GTR OF (1320)		(MEMO)
			OR (1321) =	1333	SCH TAX ADJUSTMENT
			79,381.28		(FROM STR ADJUST
1307	INTERMEDIATE	1323	TOTAL PAY 22 REGULAR		REPORT, LINE 9)
1308	NON-JOINT		LEASE LEVY AUTHORITY	1334	OTHER ADJUST, GEN RMV
			= LSR OF (1319)		VOTER APPROVED (MEMO)
			OR (1322) =	1335	TOTAL OTHER ADJUST
1309	FY2022 PAY 22	1324	TOTAL PAY 22 REGULAR &		GEN RMV VOTER APPR
	TOTAL LEASE COSTS = (1305)+		INTERM LEASE LEVY AUTH		= (1333)+(1334) =
	(1306)+(1307)+(1308)=		= (1317)+(1323) =	1336	MAINT PU VAR (MEMO)
		1325	21 PAY 22 LIMIT		
		1326	21 PAY 22 LEVY		
		1327	PAY 22 LEASE LEVY		
			LIMITATION ADJUSTMENT		
			(NO ADJUSTMENT)		
1312	INTERMEDIATE				
1313	NON-JOINT				
1314	FY2023 TOT LEASE COST				

FY2024 LTFM DEBT LEVY ADJ CONT.		***OPEB & PEN DBT SERV ADJ CONT.***		***CERTIFIED LEVY RATIO BY FUND***			
1710	22 PAY 23 LIMIT	904,375.81	1902	TOTAL OPEB DEBT SERV	2010	GENERAL	
1711	22 PAY 23 LEVY	904,375.81		ADJ VOTER APPROVED		=(2005)/(2009)=	.35964161
1712	TOTAL ADJUSTMENT			= (1900)+(1901) =	2011	COMMUNITY SERVICE	
	ADJ =(1709)-(1710)=	72.63-	1903	REDUCTION DEBT EXCESS,	2012	GEN DEBT SERVICE	.01675164
1713	23 PAY 24 ADJ LIMIT	72.63-		NON-VOTER =GTR OF	2013	OPEB DEBT SERVICE	.62360675
1714	23 PAY 24 ADJ LEVY	72.63-		[(921)OR(924)]X-1 =	2014	TOTAL	1.00000000
1715	FY2024 LTFM DEBT LEVY		1904	OTHER OPEB DS ADJUST			
	ADJ =(1712)-(1713)=			(MEMO)NON-VOTER APPR			
FY2023 LTFM DEBT LEVY ADJUST			1905	TOTAL ADJUSTMENT	**ABATEMENT AID BY FUND (FROM** PART III OF FY2025 ABATE AID RPT)		
1716	FY2023 EST LTFM			NON-VOTER APPROVED	2015	GENERAL	
	DEBT LEVY AUTHORITY			= (1903)+(1904) =	2016	COMMUNITY SERVICE	
	(FROM WEBSITE				2017	GENERAL DEBT SERVICE	
	FY2023 RPT, LINE 59)	879,820.33		**ABATEMENT ADJUSTMENTS**	2018	TOTAL	
1717	21 PAY 22 LIMIT	876,426.86		**INITIAL ABATEMENT LEVY ADJUST**	2019	EST FY2025 ABATEMENT	
1718	21 PAY 22 LEVY	876,426.86	2000	SCHOOL TAXES ABATED		AID PRORATION FACTOR	1.00000000
1719	TOTAL ADJUSTMENT			IN 2023		**PRORATED ABATEMENT AID BY FUND**	
	= (1716)-(1717) =	3,393.47	2001	SCHOOL TAXES ADDED			
				IN 2023			
1720	22 PAY 23 ADJ LIMIT	1,724.89	2002	NET CHANGE IN SCHOOL	2020	GENERAL	
1721	22 PAY 23 ADJ LEVY	1,724.89		TAXES		=(2019)X(2015)=	
				= (2000)+(2001) =	2021	COMMUNITY SERVICE	
1722	23 PAY 24 ADJ LIMIT		2003	ABATEMENT RECOVERY	2022	GENERAL DEBT SERVICE	
1723	23 PAY 24 ADJ LEVY			REVENUE [GTR OF ZERO	2023	=(2019)X(2017)=	
				OR -1X(2002)]		TOTAL	
1724	FY2023 DEBT LIMIT ADJUST		2023	FY2025 ABATEMENT AID		**INITIAL ABATE LEVY ADJ BY FUND** (ZERO IF NO LEVY AUTHORITY IN FUND)	
	= (1720)+(1722) =	1,724.89			2024	GENERAL=(2003)-(2023)-	
1725	FY2023 DEBT LEVY ADJUST		2004	INITIAL ABATEMENT LEVY		(2025)-(2026)-(2027)=	
	= (1721)+(1723) =	1,724.89		ADJUSTMENT	2025	COMMUNITY SERVICE [(2003)X	
				= (2003)-(2023) =		(2011)]-(2021) =	
1726	FY2023 LTFM DEBT LEVY		2005	GENERAL	2026	GENERAL DEBT SERV DBT [(2003)X	
	ADJ =(1719)-(1724)=	1,668.58		537,325.64		(2012)]-(2022) =	
1727	TOTAL DEBT SERV ADJUST		2006	COMMUNITY SERVICE	2027	OPEB DEBT [(2003)X	
	NON-VOTER APPROVED			25,027.93		(2013)] =	
	= (1703)+(1704)+		2007	GENERAL DEBT SERVICE	2004	TOTAL = (2003)-(2023)	
	(1708)+(1715)+(1726)=	38,244.32-		931,705.02			
			2008	OPEB DEBT SERVICE			
	OTH POSTEMPLOYMENT BENE (OPEB)		2009	TOTAL			
	& PENSION DEBT SERVICE ADJUSTMENTS			1,494,058.59		**ABATEMENT INTEREST ADJUSTMENT**	
1900	REDUCTION DEBT EXCESS,				2028	ABATEMENT INTEREST	
	VOTER APPROV = GTR OF					DEDUCTED FROM TAX	
	[(920)OR(923)] X-1 =					SETTLEMENTS IN 2023	
1901	OTHER OPEB DS ADJUST						
	(MEMO) VOTER APPROVED						

ABATEMENT INTEREST ADJ BY FUND (ZERO IF NO LEVY AUTHORITY IN FUND)		***CARRY-OVER ABATEMENT LEVY LIM*** (ZERO IF NO LEVY AUTHORITY IN FUND)		***ADVANCE ABATE ADJUST BY FUND*** (ZERO IF NO LEVY AUTHORITY IN FUND)	
2029	GENERAL =(2028) -(2030) -(2031)-(2032)=	2051	GENERAL=(2043)-(2047) OR MEMO	2069	GENERAL=(2059)-(2068)- (2070)-(2071)-(2072)= 364.73-
2030	COMMUNITY SERVICE =(2028)X(2011)=	2052	COMMUNITY SERVICE =(2044)-(2048) OR MEMO	2070	COMMUNITY SERVICE =(2061)-(2065)=
2031	GENERAL DEBT SERVICE =(2028)X(2012)=	2053	GENERAL DEBT SERVICE =(2045)-(2049) OR MEMO	2071	GENERAL DEBT SERVICE =(2062)-(2066)=
2032	OPEB DEBT SERVICE =(2028)X(2013)=	2054	OPEB DEBT SERVICE =(2046)-(2050) OR MEMO	2072	OPEB DEBT SERVICE =(2063)-(2067)=
2028	TOTAL	2055	TOTAL	2073	TOTAL 569.58
FY2023 ABATEMENT AID ADJUST (ZERO IF NO LEVY AUTHORITY IN FUND)		**ADVANCE ABATEMENT LEVY ADJUST**		**TOTAL INITIAL LEVY LIMITATION** SUMMARY BEFORE OFFSETTING ADJUST	
2033	GENERAL	2056	SCHOOL TAXES ABATED IN 1ST 6 MO OF 2024 569.58-	**GEN FUND INITIAL LEVY SUMMARY**	
2034	COMMUNITY SERVICE	2057	SCHOOL TAXES ADDED IN 1ST 6 MO OF 2024	3000	GENERAL RMV VOTER APPROVED = (506)+(1347) =
2035	GENERAL DEBT SERVICE	2058	NET CHANGE IN SCHOOL TAXES (2056)+(2057) 569.58-	3001	GENERAL RMV OTHER = (507)+(1348) = 333,166.48
2036	OPEB DEBT SERVICE	2059	TOTAL ADVANCE ABATE LEVY AUTHORITY [GTR OF ZERO OR -1X(2058)] 569.58	3002	GENERAL NTC VOTER APPROVED = (508)+(1349) =
2037	TOTAL	**ADVANCE ABATEMENT AUTH BY FUND**		3003	GENERAL NTC OTHER +(509)+(1350)+(2038) +(2051)+(2069) = 209,592.30
TOTAL REGULAR ABATE LEVY ADJ		2060	GENERAL = (2059) -(2061)-(2062)-(2063) 204.85	3004	TOTAL GENERAL FUND INITIAL LEVY LIMITATION = (3000)+(3001) + (3002)+(3003) = 542,758.78
2038	GENERAL = (2024)+(2029)+(2033)=	2061	COMMUNITY SERVICE =(2059)X(2011)= 9.54	**COM SERV INITIAL LEVY SUMMARY**	
2039	COMMUNITY SERVICE = (2025)+(2030)+(2034)=	2062	GENERAL DEBT SERVICE =(2059)X(2012)= 355.19	3005	TOTAL COMMUNITY SERVICE FUND INITIAL LEVY LIMITATION = (639)+(1416)+(2039) + (2052)+(2070) = 28,913.50
2040	GENERAL DEBT SERVICE = (2026)+(2031)+(2035)=	2063	OPEB DEBT SERVICE =(2059)X(2013)	**GEN DBT SERV INITIAL LEVY SUMMARY*	
2041	OPEB DEBT SERVICE = (2027)+(2032)+(2036)=	2059	TOTAL 569.58	3006	GEN DEBT SERVICE VOTER APPROVED = (810)+(1702)+(2040) + (2053)+(2071) =
2042	TOTAL	**PREVIOUS ADVANCE ABATEMENT LEVY** (PAY 23 PREVIOUS ADVANCE PLUS PAY 24 ADVANCE LEVY)		3007	GEN DEBT SERVICE OTHER = (811)+(1727)+(2040) + (2053)+(2071) = 938,048.41
CARRY-OVER ABATE LEVY AUTHORITY		2064	GENERAL		
PAY 24 REGULAR ABATEMENT LIMIT		2065	COMMUNITY SERVICE		
2043	GENERAL	2066	GENERAL DEBT SERVICE		
2044	COMMUNITY SERVICE	2067	OPEB DEBT SERVICE		
2045	GENERAL DEBT SERVICE	2068	TOTAL		
2046	OPEB DEBT SERVICE	**PAY 24 REGULAR ABATEMENT LEVY**			
2047	GENERAL				
2048	COMMUNITY SERVICE				
2049	GENERAL DEBT SERVICE				
2050	OPEB DEBT SERVICE				

GEN DBT SERV INI SUMMARY CONT.	***COLLECT NEGATIVE ADJUSTMENTS***	***COLLECT NEGATIVE ADJUSTMENTS***
3008 TOTAL DEBT SERVICE FUND INITIAL LEVY LIMITATION = (3006)+(3007) = 938,048.41	3020 GEN RMV VOTER NEGATIVE OFFSET	3032 GDS VOTER NEGATIVE OFFSET
OPEB/PENSION DEBT SVC INITIAL LEVY SUMMARY***	3021 GEN RMV OTHER NEGATIVE OFFSET	**COLLECT NEGATIVE ADJUSTMENTS** IN GENERAL DEBT SERV FUND
3009 OPEB/PENSION DEBT SERVICE VOTER APPROVED = (902)+(1900)+(2041) + (2054)+(2072) =	3022 GEN NTC VOTER NEGATIVE OFFSET	3033 GDS OTH NEGATIVE OFFSET
3010 OPEB/PENSION DEBT SERVICE OTHER =(907)+(1903)+(2041) + (2054)+(2072) =	3023 GEN NTC OTHER NEGATIVE OFFSET	3034 GDS VOTER NET OFFSET ADJ = (3030)+(3032) =
3011 TOTAL OPEB/PENSION DEBT SERVICE FUND INITIAL LEVY LIMITATION = (3009)+(3010) =	3024 COM SERV NEGATIVE OFFSET	3035 GDS OTH NET OFFSET ADJ = (3031)+(3033) =
OFFSETTING ADJUSTMENTS (COUNTY AUDITORS CANNOT SPREAD LEVIES BASED ON A NEGATIVE TAX RATE. TOTAL LEVY LIMITATIONS BY TRUTH IN TAXATION LEVY/FUND CATEGORY SHOWN ON PAGE 30 MUST BE ZERO OR GREATER).	**NET OFFSETTING ADJUSTMENTS** IN GEN AND COM SERV	3036 OPEB/PENSION DEBT SERVICE VOTER POSITIVE OFFSET GTR OF 0 OR [-(3009)]
OFFSET CARRIED FORWARD	3025 GEN RMV VOTER NET OFFSET ADJ = (3015)+(3020) =	**POSITIVE OFFSETTING ADJUSTMENT** IN OPEB/PENSION DEBT SERV FUND
3012 GENERAL	3026 GEN RMV OTHER NET OFFSET ADJ = (3016)+(3021) =	3037 OPEB/PENSION DEBT SERVICE OTHER POSITIVE OFFSET GTR OF 0 OR [-(3010)]
3013 GENERAL DEBT SERVICE	3027 GEN NTC VOTER NET OFFSET ADJ = (3017)+(3022) =	3038 OPEB/PENSION DEBT SERVICE VOTER NEGATIVE OFFSET
3014 OPEB/PENSION DEBT SERVICE	3028 GEN NTC OTHER NET OFFSET ADJ = (3018)+(3023) =	**COLLECT NEGATIVE ADJUST** IN OPEB/PENSION DEBT SERV FUND
POSITIVE OFFSETTING ADJUSTMENTS IN GENERAL AND COM SERV FUNDS	3029 COM SERV NET OFFSET ADJ = (3019)+(3024) =	3039 OPEB/PENSION DEBT SERVICE OTHER NEGATIVE OFFSET
3015 GENERAL RMV VOTER POSITIVE OFFSET GTR 0 OR [0-(3000)]	**POSITIVE OFFSETTING ADJ** IN GENERAL DEBT SERV FUND	**NET OFFSETTING ADJUSTMENTS** IN OPEB/PENSION DEBT SERV FUND
3016 GENERAL RMV OTHER POSITIVE OFFSET GTR 0 OR [0-(3001)]	3030 GDS VOTER POSITIVE OFFSET GTR OF 0 OR [-(3006)]	3040 OPEB/PENSION DEBT SERVICE VOTER NET OFFSET ADJ = (3036)+(3038) =
3017 GENERAL NTC VOTER POSITIVE OFFSET GTR 0 OR [0-(3002)]	3031 GDS OTHER POSITIVE OFFSET GTR OF 0 OR [-(3007)]	3041 OPEB/PENSION DEBT SERVICE OTHER NET OFFSET ADJ = (3037)+(3039) =
3018 GENERAL NTC OTHER POSITIVE OFFSET GTR 0 OR [0-(3003)]		
3019 COMMUNITY SERVICE POSITIVE OFFSET GTR 0 OR [0-(3005)]		

NET NEGATIVE ADJ BALANCE TO BE CARRIED FORWARD		***TACONITE REFERENDUM DATA*** INFORMATION ONLY		***FY2024 TACONITE RECEIPTS*** (FEB 2024 & AUG 2024 PYMT) USED TO CALCULATE PAY 25 LEVY LIMITATION REDUCTION	
3042	GENERAL ADJUST BALANCE FORWARD = (3012)-(3025) -(3026)-(3027)-(3028) -(3029) =	4000	1983-84 RESIDENT PU		
		4001	2011-12 RESIDENT PU		
		44	2023-24 RES PU (PRE)	284.04	4015 TAC POT 13.72 CENTS PER TON (INITIAL AMT)
		57	2025-26 ADJ PU (EST)	364.00	
3043	GENERAL DEBT SERVICE ADJUST BALANCE FORWARD =(3013) -(3034)-(3035) =	4002	TACONITE REG REF PU =GTR (4000) OR (44)=		4016 CITY/TWP REPLACEMENT NOT USED THIS YEAR
3044	OPEB/PENSION DEBT SERVICE ADJUST BALANCE FORWARD =(3040)-(3041)=	4003	2011 NET TAX CAPACITY		4017 TAC POT ALLOCATED TO OTHER TAC SCHOOL DIST TO FUND LINE (4027)
3045	TOTAL ADJUST BALANCE FORWARD =(3042) +(3043)+(3044)=	4004	TAC REF REV REDUCT FOR BOTH REG AND ADD REF = (4003)X1.8% =		4018 TAC POT ALLOCATED TO CITIES AND TOWNSHIPS (SEE SPREADSHEET)
	LEVY AFTER OFFSETS STARTING POINT FOR MAX EFFORT ADJUSTMENTS	4005	REG FRONT END FORMULA = (4002)X\$175 =		**FY2026 TAC REG REF REV** (PAY 01 REF LEVY REQ)
3500	GEN DEBT VOTER APPR	4006	TAC REG REF REV = GTR 0 OR [(4005)-(4004)]=		4019 TAC POT RECEIPTS BASE = (4015)-(4016) -(4017)-(4018) =
3501	GEN DEBT OTHER 938,048.41				4020 MINING 3.43 CENTS/TON
	MAXIMUM EFFORT LOAN AID		**FY2026 TAC ADD REF REV**		4021 TAC RAILR GRANDFATHER
3502	ACT MAX EFF LOAN AID FOR FY2020 - FY2024	4007	FY 13 REF REV ALLOW		4022 DEER RVR GRANDFATHER
3503	PAY 20 - PAY 23 ACT MAX EFF LOAN AID LEVY LIMIT ADJUST (ALL FUNDS) =	4008	TAC REF ADD ALLOWANCE = (4007)+\$415 =		4023 FY2024 ELIGIBLE TAC RECEIPTS BASE AMOUNT =SUM (4019)TO(4022)=
3504	REQUESTED DEBT DEFEASANCE AMOUNT BY END OF FY 2023	4009	ADD FRONT END FORMULA = (4001)X(4008) =		4024 MAX TAC REDUCT = 95% OF [(4023)+(4018)]
3505	BAL AVAIL END FY 2023 (3502)-(3503) =	4010	TAC ADD BASE = GTR 0 OR [(4009)-(4004)] =		4025 TOTAL PAY 23 TAC LEVY LIMIT ADJUST ON LEVY LIMIT & CERTIFICATION
	LEVY LIMITS ARE REDUCED IN THE FOLLOWING ORDER	4011	TAC ADD REF REVENUE = (4010)X22.5% =		**FY2026 TAC TOTAL REF REV** (JULY 2022 PAYMENT)
3506	GEN DEBT VOTER =	4012	TAC TOTAL REF REV = (4006)+(4011) =		4026 FY2024 ELIG DIST TAC REPL AMT PLUS PAY 23 TAC LEVY ADJUSTMENT =(4023) +(4025)-(4018)=
3507	GEN DEBT OTHER =	4013	MAXIMUM EC RESERVE = (57)X\$25 =		4027 TAC POT ALLOCATED FROM OTHER TAC SCH DIST FOR PAY 23 LEVY REPLACMENT [NOT INCL IN (4023)]
3508	MAX EFF LEVY LIMIT ADJ = =(3506)+(3507)=	4014	RSVD EARLY CHILDHOOD = LSR OF (4012) OR (4013)=		4028 TAC PROP TAX RELIEF ACCOUNT TRANSFER FOR PAY 23 LEVY REPLACMENT [NOT INCL IN (4023)]
3509	MAX EFFORT LOAN AID RETAINED FOR FUTURE USE =(3505)-(3508) =				4029 FY2024 ADDITIONAL TAC POT 11 CENTS/TON [NOT INCL IN (4023)]

FY2024 TACONITE RECEIPT CONT.

LEVY LIMIT SUBJECT TO
TACONITE ADJUSTMENT CONT.

4030 FY2024 TAC BLDG MAINT
& REPAIR 4 CENTS/TON
[NOT INCL IN (4023)]

4052 REMAINING REDUCTION
= (4048)+(4051) =

LEVY LIMIT SUBJECT TO
TACONITE ADJUSTMENT

4053 GEN OTH RMV = -1 X (LSR
OF (4034) OR (4052))=

4054 REMAINING REDUCTION
= (4052)+(4053) =

4031 COMMUNITY SERVICE
4032 OTHER GENERAL NTC

4055 OPER REF = -1 X (LSR
OF (4036) OR (4054))=

4033 REDUCED OTHER NTC FOR
LIMITED LTFM LEVY

4056 REMAINING REDUCTION
= (4054)+(4055) =

4034 OTHER GENERAL RMV

4057 CAP PROJ = -1 X (LSR
OF (4038) OR (4056))=

4035 OP REFERENDUM (VOTER)
4036 = 50% OF (4035) =

4058 REMAINING REDUCTION
= (4056)+(4057) =

4037 CAP PROJ LIMIT(VOTER)
4038 = 50% OF (4037) =

4059 OPEB DEBT TAC ADJUST
VOTER APPR= -1 X (LSR
OF (4041) OR (4058))=

4039 NET OPEB DEBT SERV LEVY
NON-VOTER APPR BONDS

4060 REMAINING REDUCTION
= (4058)+(4059) =

4040 NET OPEB DEBT SERV LEVY
FOR VOTER APPR BONDS

4041 = 50% OF (4040) =

4061 GDS TACONITE ADJUST
VOTER APPR= -1 X (LSR
OF (4044) OR (4060))=

4042 NET GEN DEBT SERV LEVY
NON-VOTER APPR BONDS

4062 TOTAL TACONITE LEVY
LIMITATION ADJUST =
(4045)+(4047)+(4049)+
(4051)+(4053)+(4055)+
(4057)+(4059)+(4061)=

4043 NET GEN DEBT SERV LEVY
FOR VOTER APPR BONDS

4044 = 50% OF (4043) =

4045 COM SERV = -1 X (LSR
OF (4024) OR (4031))=

4063 CITY/TOWNSHIP DISTRIBUTION
= (4024)+(4062) =

4046 REMAINING REDUCTION
= (4024)+(4045) =

4047 GEN OTH NTC = -1 X (LSR
OF (4033) OR (4046))=

4048 REMAINING REDUCTION
= (4046)+(4047) =

4049 OPEB TACONITE ADJUST
NON-VOTER = -1 X (LSR
OF (4039) OR (4048))=

4050 REMAINING REDUCTION
= (4048)+(4049) =

4051 GDS TACONITE ADJUST
NON-VOTER = -1 X (LSR
OF (4042) OR (4050))=

FY2026 LEVY, AID & REVENUE SUMMARY
BY FUND CONTINUES ON PAGE 29

5000 ***FY2026 LEVY, AID & REVENUE*** SUMMARY BY FUND (ESTIMATE AT TIME OF PROPOSED LEVY CERTIFICATION)		***GENERAL DEBT SERVICE FUND***		***TOTAL, ALL FUNDS***	
GENERAL FUND		5013	GEN DEBT SERVICE VOTER APPROVED =(3006)+(3034) +(3506)+(4061)=	5025	TOTAL LEVY LIMIT = (5005)+(5009) + (5015)+(5022) = 1,510,299.81
5001	GEN RMV VOTER APPROVED =(3000)+(3025) +(4055)=	5014	GEN DEBT SERV OTHER =(3007)+(3035) +(3507)+(4051)= 938,048.41	5026	TOTAL AID = (5006)+(5010) + (5016) = 4,444,837.89
5002	GENERAL RMV OTHER = (3001)+(3026) +(4053) = 333,166.48	5015	TOTAL DEBT SERVICE FUND LEVY LIMITATION = (5013)+(5014) = 938,048.41	5027	TOTAL MAX EFFORT AID USED = (5017) =
5003	GEN NTC VOTER APPROVED = (3002)+(3027) +(4057)=	5016	TOTAL DEBT SERVICE FUND AID = (438)+ (777)+(797)+(2022) = 13,384.46	5028	TOTAL TACONITE RECEIPTS = (5007)+(5011) + (5018)+(5023) =
5004	GENERAL NTC OTHER = (3003)+(3028) +(4047)= 209,592.30	5017	MAX EFF LOAN AID USED =(3503) -(3506)-(3507)=	5029	TOTAL REVENUE = (5008)+(5012) + (5019)+(5024) = 5,954,558.58
5005	TOTAL GENERAL FUND LEVY LIMITATION = (5001)+(5002)+(5003) + (5004) = 542,758.78	5018	TACONITE RECEIPTS = -(4051)-(4061) =		
5006	TOTAL GENERAL FUND AID = (326)+(333)+(338) +(344)+(345)+(361) +(386)+(443)+(2020)= 4,417,979.35	5019	TOTAL DEBT SERVICE FUND REVENUE =(5015)+(5016) 951,432.87 +(5017)+(5018)=		
			OPEB/PENSION DEBT SERVICE FUND		
5007	TACONITE RECEIPTS = -1*(4047)-(4053) - (4055)-(4057) =	5020	OPEB/PENSION DEBT SERVICE VOTER APPROVED =(3009)+(3040) +(4059)=		
5008	TOTAL GENERAL FUND REVENUE = (5005)+ (5006)+(5007)= 4,960,738.13	5021	OPEB/PENSION DEBT SERVICE OTHER =(3010)+(3041) +(4049)=		
	COMMUNITY SERVICE FUND				
5009	TOTAL COMMUNITY SERVICE FUND LEVY LIMITATION = (3005)+ (3029)+(4045)= 28,913.50	5022	TOTAL OPEB/PENSION DEBT SERVICE FUND LEVY LIMITATION = (5020)+(5021) =		
5010	TOTAL COM SERV FUND AID = (610)+(620)+(625) +(632)+(637)+(2021) = 13,474.08	5023	TACONITE RECEIPTS = -(4049)-(4059) =		
5011	TACONITE RECEIPTS = -1*(4045) =	5024	TOTAL OPEB/PENSION DEBT SERVICE FUND REVENUE =(5022)+(5023)		
5012	TOTAL COMM SERV FUND REVENUE = (5009) +(5010)+(5011) 42,387.58				

I. COMPUTATION OF 2024 PAYABLE 2025 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	INITIAL LEVY LIMITATION	LIMITATION ADJUSTMENTS	ABATEMENT ADJUSTMENTS	OFFSET ADJUSTMENTS	TAC/MAX EFF ADJUSTMENT	MAXIMUM LEVY LIMITATION
GEN-RMV VOTER-EXEMP			N/A			
GEN-RMV OTHER-EXEMP	329,588.35	3,578.13	N/A			333,166.48
GEN-NTC VOTER-EXEMP			N/A			
GEN-NTC OTHER-GENED	N/A	N/A	N/A	N/A	N/A	N/A
GEN-NTC OTHER-EXEMP	219,110.45	9,153.42-	364.73-			209,592.30
TOTAL GENERAL	548,698.80	5,575.29-	364.73-			542,758.78
COM SERV-EXEMP	28,927.72	14.22-	9.54			28,913.50
DEBT-VOTER-NONEXEMP						
DEBT-OTHER-NONEXEMP	975,937.54	38,244.32-	355.19			938,048.41
TOTAL DEBT SERV	975,937.54	38,244.32-	355.19			938,048.41
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP						
TOTAL OPEB/PENSION						
TOTAL	1,553,564.06	43,833.83-	569.58			1,510,299.81

II. COMPARISON OF 2023 PAYABLE 2024 LEVY LIMITATION WITH 2024 PAYABLE 2025 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2023 PAY 2024 LIMITATION	2024 PAY 2025 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	527,459.70	542,758.78	15,299.08	2.90
COMMUNITY SERVICE	26,555.10	28,913.50	2,358.40	8.88
GENERAL DEBT SERVICE	959,097.31	938,048.41	21,048.90-	2.19-
OPEB DEBT SERVICE				
TOTAL	1,513,112.11	1,510,299.81	2,812.30-	.19-

III. COMPARISON OF 2023 PAYABLE 2024 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS WITH 2024 PAYABLE 2025 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS:

FUND	2023 PAY 2024 CERTIFIED LEVY + ADJUSTMENTS	2024 PAY 2025 CERTIFIED LEVY + ADJUSTMENTS	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	527,459.70			
COMMUNITY SERVICE	26,555.10			
GENERAL DEBT SERVICE	959,097.31			
OPEB DEBT SERVICE				
TOTAL AFTER ADJUSTMENTS	1,513,112.11			

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
SUBTOTALS BY LEVY CATEGORY						
(5001)	GENERAL-RMV VOTER					
(5002)	GENERAL-RMV OTHER	305,627.85	305,627.85	333,166.48		
(5003)	GENERAL-NTC VOTER					
(5004)	GENERAL-NTC OTHER	221,831.83	221,831.85	209,592.30		
(5009)	COMMUNITY SERV-NTC OTHER	26,555.10	26,555.10	28,913.50		
(5013)	GENL DEBT-NTC VOTER					*1
(5014)	GENL DEBT-NTC OTHER	959,097.31	959,097.31	938,048.41		*1
(5020)	OPEB DEBT-NTC VOTER					
(5021)	OPEB DEBT-NTC OTHER					
SUBTOTALS BY FUND						
(5005)	GENERAL FUND	527,459.70	527,459.70	542,758.78		
(5009)	COMMUNITY SERVICES FUND	26,555.10	26,555.10	28,913.50		
(5015)	GENERAL DEBT SERVICE FUND	959,097.31	959,097.31	938,048.41		
(5022)	OPEB/PENSION DEBT SERVICE FUND					
SUBTOTALS BY TAX BASE						
	REFERENDUM MARKET VALUE	305,627.85	305,627.85	333,166.48		
	NET TAX CAPACITY	1,207,484.26	1,207,484.26	1,177,133.33		
SUBTOTALS BY TRUTH IN TAXATION CATEGORY						
	VOTER APPROVED					
	OTHER	1,513,112.11	1,513,112.11	1,510,299.81		
TOTAL LEVY						
	TOTAL LEVY	1,513,112.11	1,513,112.11	1,510,299.81		

ALLOWABLE INCREASE

ALLOWABLE INCREASE AMOUNT

MAXIMUM ALLOWABLE CERTIFIED LEVY

FOOTNOTES:

*1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES

NOTE TO SCHOOL DISTRICTS: MUST CERTIFY PROPOSED AND FINAL LEVIES VIA THE WEB-BASED LEVY CERTIFICATION SYSTEM AVAILABLE ON THE MDE WEBSITE, [HTTP://EDUCATION.STATE.MN.US](http://EDUCATION.STATE.MN.US).

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL REFER MARKET VALUE VOTER APPROVED:						
(313)	1ST TIER RMV REFER					*2
(314)	2ND TIER RMV REFER					*2
(315)	UNEQUALIZED RMV REFER					
(1031)	FY2025 1ST TIER REF ADJUST					*2
(1039)	FY2025 2ND TIER REF ADJUST					*2
(1047)	FY2025 UNEQUAL REF ADJUST					
(1053)	FY2025 TBRA ALLOC ADJUST					*2
(1062)	FY2025 REF HOLD HARMLESS ADJ					
(1137)	FY2023 1ST TIER REF ADJUST					
(1144)	FY2023 2ND TIER REF ADJUST					
(1151)	FY2023 UNEQUAL REF ADJUST					
(1157)	FY2023 TBRA ALLOC ADJUST					
(1169)	FY2023 REF HOLD HARMLESS ADJ					
(1334)	OTHER RMV REF ADJUST (MEMO)					
(3025)	RMV REF NET OFFSET ADJUST					
(4055)	REFERENDUM TACONITE ADJUST					
(5001)	TOTAL GENERAL - RMV VOTER APPROVED					
GENERAL REFER MARKET VALUE OTHER:						
(310)	1ST TIER LOCAL OPTIONAL	106,140.00	106,140.00	109,200.00		*3
(238)	2ND TIER LOCAL OPTIONAL	150,011.20	150,011.20	154,336.00		*3
(242)	EQUITY	59,018.26	59,018.26	60,737.95		*3
(245)	TRANSITION	5,165.48	5,165.48	5,314.40		*3
(1011)	FY2025 LOR TIER 1 ADJUST	12,999.17-	12,999.17-			*3
(1015)	FY2025 LOR TIER 2 ADJUST	3,392.00	3,392.00	8,310.40		*3
(1019)	FY2025 EQUITY ADJUST	1,348.57	1,348.57	3,274.19		*3
(1023)	FY2025 TRANSITION ADJUST	116.80	116.80	286.16		*3
(1055)	FY2025 LOR TIER 1 TBRA ADJUST					*2
(1064)	FY2025 LOR TIER 1 HOLD HARM ADJ					
(1109)	FY2023 LOR TIER 1 ADJUST	6,465.21-	6,465.21-	6,938.62		
(1116)	FY2023 LOR TIER 2 ADJUST	80.56-	80.56-	10,667.84-		
(1123)	FY2023 EQUITY ADJUST	16.75-	16.75-	4,196.06-		
(1130)	FY2023 TRANSITION ADJUST	2.77-	2.77-	367.34-		
(1163)	FY2023 LOR TIER 1 TBRA ADJUST					
(1175)	FY2023 LOR TIER 1 HOLD HARMLESS					
(1339)	OTHER ADJ, GEN OTHER RMV					
(3026)	GENERAL OTH RMV NET OFFSET ADJ					
(4053)	GENERAL OTH RMV TACONITE ADJUST					
(5002)	TOTAL GENERAL - RMV OTHER	305,627.85	305,627.85	333,166.48		

FOOTNOTES:

*2 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING REFERENDUM EQUALIZATION AID (PRIOR TO TAX BASE REPLACEMENT AID AND REFERENDUM HOLD HARMLESS).

*3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID. FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER:						
INITIAL LEVIES:						
(232)	OPERATING CAPITAL	49,052.00	49,052.00	58,542.42		*3
(337)	ALT TEACHER COMP (Q COMP)	31,860.01	31,860.01	31,506.02		*4
(359)	ACHIEVEMENT & INTEGRATION					*5
(363)	FY2025 REEMPLOYMENT INS	18,783.01	18,783.01	11,826.30		
(365)	SAFE SCHOOLS	12,736.79	12,736.80	13,104.00		
(368)	SAFE SCHOOLS INTERMEDIATE					
(371)	JUDGMENT					*6
(373)	ICE ARENA					
(385)	FY2025 CAREER TECHNICAL	32,025.00	32,025.00	32,307.80		
(389)	FY2024 ANNUAL OTHER POST- EMPLOYMENT BENEFITS (OPEB)					
(444)	LT FACILITIES EQUAL					*4
(445)	LT FACILITIES UNEQUAL	57,297.00	57,297.00	64,950.52		
(455)	DISABLED ACCESS					
(489)	BUILDING/LAND LEASE	1,110.62	1,110.62			
(490)	COOP BUILDING REPAIR					
(491)	OTHER CAPITAL (MEMO)					
(494)	CONSOL/TRANSITION					
(495)	REORG OPERATING DEBT					
(496)	FY2025 HEALTH BENEFITS					
(497)	ADDITIONAL RETIREMENT					
(498)	SEVERANCE					
(499)	ADMINISTRATIVE DISTRICT					
(500)	SWIMMING POOL					
(501)	TREE GROWTH	6,873.39	6,873.40	6,873.39		
(502)	CONSOL/RETIREMENT					
(503)	ECON DEV ABATEMENT					
(504)	OTHER GENERAL (MEMO)					
(5005A)	SUBTOTAL - INITIAL LEVIES - GENERAL NTC OTHER	209,737.82	209,737.84	219,110.45		

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *4 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN EQUALIZATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *6 WITH COMMISSIONER APPROVAL, DISTRICTS MAY SPREAD THIS LEVY OVER UP TO THREE YEARS.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):						
LEVY ADJUSTMENTS:						
(1003)	FY2025 OPER CAPITAL ADJUST	116.83	116.83	337.22-		*3
(1102)	FY2023 OPER CAPITAL ADJUST	102.79	102.79	105.78		
(1072)	FY2025 ALT TEACHER COMP ADJUST	3,293.33-	3,293.33-	1,284.01-		*7
(1204)	FY2023 ALT TEACHER COMP ADJUST	3.08-	3.08-	1,433.53-		
(1068)	FY2025 ACHIEVE & INTEG ADJUST					*5
(1182)	FY2023 ACHIEVE & INTEG ADJUST					*5
(1187)	FY2023 REEMPLOYMENT ADJUST	16,973.53	16,973.53	1,809.48		
(1192)	FY2023 SAFE SCHOOLS ADJUST	6.84-	6.84-			
(1197)	FY2023 SAFE SCHOOLS INTERM ADJ					
(1230)	FY2023 CAREER TECHNICAL ADJUST	5,326.73	5,326.73	809.12-		
(1234)	FY2023 HEALTH BENEFITS ADJUST					
(1240)	FY2023 ANNUAL OPEB ADJUST					
(1076)	FY2025 LTFM EQUAL ADJUST					
(1080)	FY2025 LTFM UNEQUAL ADJUST	380.00	380.00			
(1081)	FY2025 H&S REBATE ADJ					
(1088)	FY2024 LTFM EQUAL ADJUST					
(1095)	FY2024 LTFM UNEQUAL ADJUST					
(1215)	FY2023 LTFM EQUAL ADJUST					
(1226)	FY2023 LTFM UNEQUAL ADJUST	5,620.20-	5,620.20-	7,204.80-		
(5005B)	SUBTOTAL - ADJUSTMENTS-THIS PAGE					
	GENERAL NTC OTHER	13,976.43	13,976.43	9,153.42-		

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *7 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN ALTERNATIVE COMPENSATION EQUALIZATION

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):						
LEVY ADJUSTMENTS:						
(1327)	PAY 22 LEASE ADJUST	1,882.42-	1,882.42-			
(1328)	LEASE LEVY ADJ (MEMO)					
(1329)	OTHER CAPITAL ADJUST (MEMO)					
(758)	FY2026 FAC & EQUIP BOND ADJUST					
(1331)	ECON DEV ABATE ADJUST					
(1332)	DEBT SURPLUS ADJUST					
(1346)	OTHER GENERAL ADJUST					
(2038)	ABATEMENT ADJUSTMENT					*10
(2051)	CARRY-OVER ABATEMENT ADJUST					*11
(2069)	ADVANCE ABATEMENT ADJUST			364.73-		*12
(4047)	GENERAL OTH NTC TACONITE ADJUST					
(5005C)	SUBTOTAL - ADJUSTMENTS- THIS PAGE GENERAL NTC OTHER	1,882.42-	1,882.42-	364.73-		
(5005A)	SUBTOTAL - INITIAL LEVIES- PAGE 34 GENERAL NTC OTHER	209,737.82	209,737.84	219,110.45		
(5005B)	SUBTOTAL - ADJUSTMENTS- PAGE 35 GENERAL NTC OTHER	13,976.43	13,976.43	9,153.42-		
(5004)	TOTAL GENERAL - NTC OTHER	221,831.83	221,831.85	209,592.30		

FOOTNOTES:

- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
 - *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
COMMUNITY SERVICE:						
(609)	BASIC COMMUNITY EDUC	17,102.79	17,102.80	17,102.80		*13
(619)	EARLY CHILD FAMILY	9,814.32	9,814.32	11,657.75		*14
(624)	HOME VISITING	151.75	151.76	167.17		
(631)	ADULTS W/ DISABILITIES					
(636)	SCHOOL-AGE CARE					*14
(638)	OTHER COMM ED (MEMO)					
(1403)	FY2025 EARLY CHILD FAMILY ADJ	496.68-	496.68-	17.85-		
(1407)	FY2023 HOME VISITING ADJUST	17.10-	17.10-	3.63		
(1411)	FY2023 SCHOOL-AGE CARE ADJUST					
(1412)	ADULTS W/ DISABILITIES ADJUST					
(1415)	OTHER ADJUST (MEMO)					
(2039)	ABATEMENT ADJUSTMENT					*10
(2052)	CARRY-OVER ABATEMENT ADJUST					*11
(2070)	ADVANCE ABATEMENT ADJUST			9.54		*12
(4045)	COM SERV TACONITE ADJUST					
(5009)	TOTAL COMMUNITY SERVICE	26,555.10	26,555.10	28,913.50		

FOOTNOTES:

- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
 - *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
 - *13 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID.
 - *14 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID. DISTRICT MUST PROVIDE A COMMUNITY EDUCATION PROGRAM TO QUALIFY FOR THIS LEVY.
- FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
DEBT SERVICE VOTER APPROVED:						
(806)	DEBT SERVICE-AID ELIG					*15
(808)	DEBT SERVICE-AID INELIG					*15
(778)	NATURAL DISASTER DEBT					*15
(1700)	REDUCTION FOR DEBT EXCESS					
(1701)	OTHER ADJUST (MEMO)					
(2040)	ABATEMENT ADJUSTMENT					*10,16
(2053)	CARRY OVER ABATEMENT					*11,16
(2071)	ADVANCE ABATE ADJUST					*12,16
(3034)	GDS VTR NET OFFSET ADJUST					
(3506)	GDS VTR MAX EFFORT ADJ					
(4061)	GDS VTR TACONITE ADJUST					
(5013)	TOTAL DEBT SERVICE VOTER APPROVED					*1
DEBT SERVICE OTHER:						
(807)	DEBT SERVICE-AID ELIG					*15
(809)	DEBT SERVICE-AID INELIG	51,240.00	51,240.00	49,980.00		*15
(769)	LT FACILITIES DEBT SERVICE	906,670.35	906,670.35	925,957.54		*15
(1708)	FY2025 LTFM DEBT SERV ADJ	72.63-	72.63-	1.14		
(1715)	FY2024 LTFM DEBT SERV ADJ					
(1726)	FY2023 LTFM DEBT SERV ADJ	1,259.59	1,259.59	1,668.58		
(1703)	REDUCTION FOR DEBT EXCESS			39,914.04-		
(1704)	OTHER ADJUST (MEMO)					
(2040)	ABATEMENT ADJUSTMENT					*10,16
(2053)	CARRY OVER ABATEMENT					*11,16
(2071)	ADVANCE ABATE ADJUST			355.19		*12,16
(3035)	GDS OTH NET OFFSET ADJUST					
(3507)	GDS OTH MAX EFFORT ADJ					
(4051)	GDS OTH TACONITE ADJUST					
(5014)	TOTAL DEBT SERVICE OTHER	959,097.31	959,097.31	938,048.41		*1

FOOTNOTES:

- *1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES
- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
- *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *16 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2040, 2053 AND 2071 APPEAR AS VOTER APPROVED DEBT SERVICE IF VOTER APPROVED INITIAL DEBT SERVICE LEVY ON LINE 810 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2023 PAY 2024 LIMITATION	2023 PAY 2024 CERTIFIED LEVY	2024 PAY 2025 LIMITATION	2024 PAY 2025 PROPOSED LEVY	2024 PAY 2025 CERTIFIED LEVY NOTES
OPEB/PENSION DEBT SERVICE VOTER APPROVED:						
(902)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS					*15
(1900)	REDUCTION FOR DEBT EXCESS					
(1901)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT					*10,17
(2054)	CARRY OVER ABATEMENT					*11,17
(2072)	ADVANCE ABATE ADJUST					*12,17
(4059)	OPEB/PENSION DEBT TACONITE ADJUST					
(5020)	TOTAL OPEB/PENSION DEBT SERVICE VOTER APPROVED					
OPEB/PENSION DEBT SERVICE OTHER:						
(907)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS					*15
(1903)	REDUCTION FOR DEBT EXCESS					
(1904)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT					*10,17
(2054)	CARRY OVER ABATEMENT					*11,17
(2072)	ADVANCE ABATE ADJUST					*12,17
(3041)	OPEB DEBT OTH NET OFFSET ADJUST					
(4049)	OPEB/PENSION DEBT TACONITE ADJUST					
(5021)	TOTAL OPEB/PENSION DEBT SERVICE OTHER					

FOOTNOTES:

- *10 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
- *11 PAY 2026 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2026 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *17 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2041, 2054 AND 2072 APPEAR AS VOTER APPROVED OPEB DEBT SERVICE IF VOTER APPROVED INITIAL OPEB DEBT SERVICE LEVY ON LINE 902 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2025. FOR PAYABLE 2024 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

END OF LEVY LIMITATION AND CERTIFICATION REPORT

TUITION AGREEMENT

This Agreement is entered into by and between Independent School District No. 100, Wrenshall (“ISD 100”) and Independent School District No. 93, Carlton Public Schools (“ISD 93”).

WHEREAS, ISD 100 offers the course General Band (course ID 7706 & 7707) to its students in grades 7-12;

WHEREAS, ISD 93 is unable to offer a course similar to General Band due to budget reductions;

WHEREAS, pursuant to Minnesota Statutes section 123B.88, subdivision 4 and Minnesota Statutes section 123A.488, subdivision 2, ISD 100 may provide for the instruction of students in a different school district;

WHEREAS, the parties desire to enter into this Agreement for the purpose of allowing ISD 93 students to attend the General Band course in ISD 100 schools.

NOW, THEREFORE, the parties agree as follows:

1. This Agreement will commence on September 1, 2024 and will remain in effect for the 2024-2025 school year. This Agreement will expire on June 30, 2025.
2. During the term of this Agreement, students in grades 7-12 attending ISD 93’s schools may enroll in the General Band course offered in ISD 100’s schools. ISD 93 will be responsible for coordinating and financing the transportation of its own students to and from ISD 100’s schools for purpose of their participation in the General Band course.
3. Except as noted in this Paragraph, ISD 100 will not be responsible for providing any special education and related services to ISD 93 students participating in the General Band course pursuant to this Agreement. If any ISD 93 students have accommodations or modifications for participation in a general education course listed in an IEP, ISD 93 will be responsible for informing ISD 100 staff of any modifications or accommodations needed for the student to participate in a general education course and ISD 100’s responsibilities will be limited only to providing applicable IEP accommodations or modifications to the extent necessary for the student to participate in a general education class.
4. Pursuant to Minnesota Statutes section 123B.88, subdivision 4 and Minnesota Statutes section 123A.488, subdivisions 2 and 3, ISD 93 will pay ISD 100 tuition in the amount of \$624.09 (six hundred twenty-four dollars and nine cents) each semester, per student who participates in the General Band course during the 2024-2025 school year.
5. To the extent permitted by law, each Party agrees to indemnify, defend and hold the other Party and its School Board members, employees, and agents harmless from and against any claims, suits, proceedings, costs, liabilities, expenses (including court costs and reasonable legal fees), or damages to real or tangible personal property and/or

bodily injury to persons, including death, resulting from its or its School Board members', employees', or agents' actions arising from or related to this Agreement.

6. **Entire Agreement.** This Agreement constitutes the full and complete agreement between the Parties. The Parties have not relied on any promise, representation, statement, or inducement that is not expressly stated in this Agreement. Any amendment or modification to this Agreement is not valid unless it is set forth in writing and signed by both Parties.

By Signing below, each party specifically acknowledges that it has reviewed the terms of this Agreement; that it fully understands the terms of this Agreement; and that it knowingly and voluntarily intends to be legally bound by the terms of this Agreement.

INDEPENDENT SCHOOL DISTRICT NO. 100

Dated: _____
School Board Chair

Dated: _____
School Board Clerk

INDEPENDENT SCHOOL DISTRICT NO. 93

Dated: _____
School Board Chair

Dated: _____
School Board Clerk

TUITION AGREEMENT

This Agreement is entered into by and between Independent School District No. 100, Wrenshall (“ISD 100”) and Independent School District No. 93, Carlton Public Schools (“ISD 93”).

WHEREAS, ISD 100 offers the course Construction (course ID 7643) to its students in grades 10-12;

WHEREAS, ISD 93 is unable to offer a course similar to Construction due to budget reductions;

WHEREAS, pursuant to Minnesota Statutes section 123B.88, subdivision 4 and Minnesota Statutes section 123A.488, subdivision 2, ISD 100 may provide for the instruction of students in a different school district;

WHEREAS, the parties desire to enter into this Agreement for the purpose of allowing ISD 93 students to attend the Construction course in ISD 100 schools.

NOW, THEREFORE, the parties agree as follows:

1. This Agreement will commence on September 1, 2024 and will remain in effect for the 2024-2025 school year. This Agreement will expire on June 30, 2025.
2. During the term of this Agreement, students in grades 10-12 attending ISD 93’s schools may enroll in the Construction course offered in ISD 100’s schools. ISD 93 will be responsible for coordinating and financing the transportation of its own students to and from ISD 100’s schools for purpose of their participation in the Construction course.
3. Except as noted in this Paragraph, ISD 100 will not be responsible for providing any special education and related services to ISD 93 students participating in the Construction course pursuant to this Agreement. If any ISD 93 students have accommodations or modifications for participation in a general education course listed in an IEP, ISD 93 will be responsible for informing ISD 100 staff of any modifications or accommodations needed for the student to participate in a general education course and ISD 100’s responsibilities will be limited only to providing applicable IEP accommodations or modifications to the extent necessary for the student to participate in a general education class.
4. Pursuant to Minnesota Statutes section 123B.88, subdivision 4 and Minnesota Statutes section 123A.488, subdivisions 2 and 3, ISD 93 will pay ISD 100 tuition in the amount of \$624.09 (six hundred twenty-four dollars and nine cents) each semester, per student who participates in the Construction course during the 2024-2025 school year.
5. To the extent permitted by law, each Party agrees to indemnify, defend and hold the other Party and its School Board members, employees, and agents harmless from and against any claims, suits, proceedings, costs, liabilities, expenses (including court costs and reasonable legal fees), or damages to real or tangible personal property and/or

bodily injury to persons, including death, resulting from its or its School Board members', employees', or agents' actions arising from or related to this Agreement.

6. **Entire Agreement.** This Agreement constitutes the full and complete agreement between the Parties. The Parties have not relied on any promise, representation, statement, or inducement that is not expressly stated in this Agreement. Any amendment or modification to this Agreement is not valid unless it is set forth in writing and signed by both Parties.

By Signing below, each party specifically acknowledges that it has reviewed the terms of this Agreement; that it fully understands the terms of this Agreement; and that it knowingly and voluntarily intends to be legally bound by the terms of this Agreement.

INDEPENDENT SCHOOL DISTRICT NO. 100

Dated: _____
School Board Chair

Dated: _____
School Board Clerk

INDEPENDENT SCHOOL DISTRICT NO. 93

Dated: _____
School Board Chair

Dated: _____
School Board Clerk

123A.488 CONSOLIDATION; INSTRUCTION BY NONRESIDENTIAL DISTRICT.

Subdivision 1. **Aid payments in case of alteration of boundaries.** Where two or more districts hereafter unite the state aid shall continue to be paid for the remainder of the school year in which the union was completed as the state aids were paid to the individual districts prior to the union.

Subd. 2. **Tuition.** Except as otherwise provided in law, every district that provides for the instruction of a pupil without a disability in a nonresident district shall pay to the nonresident district the actual cost of the instruction, excluding transportation costs. Tuition for a nonresident pupil with a disability must be determined according to section 125A.11.

The resident district shall also pay to the nonresident district, for capital expenditures and debt service, \$10 per resident pupil unit in average daily membership for each nonresident pupil unit. However, a nonresident district may include in its tuition, for capital expenditures and debt service, an amount per resident pupil unit in average daily membership based on the amount that the average expenditure for capital expenditures and debt service determined by dividing such annual expenditure by the total number of pupil units in average daily membership in the district exceeds \$10 per resident pupil unit. If the nonresident district has no capital expenditures or debt service, it may use the money for any purpose for which it is authorized to spend money.

Subd. 3. **Tuition as agreed.** Notwithstanding subdivision 2, a resident district may pay a nonresident district the amount for tuition that is agreed upon by the districts.

History: *Ex1959 c 71 art 5 s 18; 1963 c 530 s 1; 1969 c 513 s 1; 1975 c 432 s 23; 1988 c 486 s 26,27; 1988 c 718 art 7 s 28; 1991 c 265 art 3 s 38; 1998 c 397 art 4 s 51; art 11 s 3*

123B.88 INDEPENDENT SCHOOL DISTRICTS; TRANSPORTATION.

Subdivision 1. **Providing transportation.** The board may provide for the transportation of pupils to and from school and for any other purpose. The board may also provide for the transportation of pupils to schools in other districts for grades and departments not maintained in the district, including high school, at the expense of the district, when funds are available therefor and if agreeable to the district to which it is proposed to transport the pupils, for the whole or a part of the school year, as it may deem advisable, and subject to its rules. In any district, the board must arrange for the attendance of all pupils living two miles or more from the school, except pupils whose transportation privileges have been voluntarily surrendered under subdivision 2, or whose privileges have been revoked under section 123B.91, subdivision 1, clause (6), or 123B.90, subdivision 2. The district may provide for the transportation of or the boarding and rooming of the pupils who may be more economically and conveniently provided for by that means. Arrangements for attendance may include a requirement that parents or guardians request transportation before it is provided. The board must provide necessary transportation consistent with section 123B.92, subdivision 1, paragraph (b), clause (4), for a child with a disability not yet enrolled in kindergarten for the provision of special instruction and services under sections 125A.03 to 125A.24, 125A.26 to 125A.48, and 125A.65. Special instruction and services for a child with a disability not yet enrolled in kindergarten include an individualized education program team placement in an early childhood program when that placement is necessary to address the child's level of functioning and needs. When transportation is provided, scheduling of routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, the determination of fees, and any other matter relating thereto must be within the sole discretion, control, and management of the board. The district may provide for the transportation of pupils or expend a reasonable amount for room and board of pupils whose attendance at school can more economically and conveniently be provided for by that means or who attend school in a building rented or leased by a district within the confines of an adjacent district.

Subd. 1a. **Full-service school zones.** The board may establish a full-service school zone by adopting a written resolution and may provide transportation for students attending a school in that full-service school zone. A full-service school zone may be established for a school that is located in an area with higher than average crime or other social and economic challenges and that provides education, health or human services, or other parental support in collaboration with a city, county, state, or nonprofit agency. The pupil transportation must be intended to stabilize enrollment and reduce mobility at the school located in a full-service school zone.

Subd. 2. **Voluntary surrender of transportation privileges.** The parent or guardian of a student may voluntarily surrender the student's to and from school transportation privileges granted under subdivision 1.

Subd. 3. **Transportation services contracts.** The board may contract for the furnishing of authorized transportation under section 123B.52, and may purchase gasoline and furnish same to a contract carrier for use in the performance of a contract with the school district for transportation of school children to and from school.

Subd. 3a. **Pupil transportation safety committee.** (a) A school board may establish a pupil transportation safety committee. The chair of the pupil transportation safety committee is the district's school transportation safety director. The school board shall appoint the other members of the pupil transportation safety committee. Membership may include parents, school bus drivers, representatives of school bus companies, local law enforcement officials, other school district staff, and representatives from other units of local government.

(b) The duties of the pupil transportation safety committee include: (1) reviewing and recommending changes to the district's pupil transportation safety policy required under subdivision 1; and (2) developing a comprehensive plan for the safe transportation of students who face hazardous transportation conditions. The comprehensive hazardous transportation plan shall consider safety factors including the types of roads that students must cross, the speed of traffic on those roads, the age of the students, and any other factors as determined by the committee.

(c) The pupil transportation safety committee must hold at least one public meeting before adopting its comprehensive plan for transporting students who face hazardous transportation conditions.

(d) Any recommended changes to the district's pupil transportation safety policy and the comprehensive plan for hazardous transportation must be submitted to the school board.

Subd. 4. Instruction in a nonresident district. The board may provide for the instruction of any resident pupil in another district when inadequate room, distance to school, unfavorable road conditions, or other facts or conditions make attendance in the pupil's own district unreasonably difficult or impractical, in which case such district shall pay to the district so attended the tuition agreed upon or charged, pursuant to section 123A.488, subdivision 2, and may provide transportation; provided, that such pupil shall continue to be a pupil of the district of residence for the payment of apportionment and other state aids.

Subd. 5. Admission of nonresident pupils. The board may provide for the admission to the schools of the district, of nonresident pupils, and those above school age, and fix the rates of tuition for such pupils.

Subd. 6. Nonresident pupil defined. For the purposes of this subdivision, a "nonresident pupil" is a pupil who resides in one district, defined as the "resident district" and attends school in another district, defined as the "nonresident district."

If requested, a nonresident district shall transport a nonresident pupil within its borders and may transport a nonresident pupil within the pupil's resident district. If a nonresident district decides to transport a nonresident pupil within the pupil's resident district, the nonresident district must notify the pupil's resident district of its decision, in writing, prior to providing transportation.

Subd. 7. Attendance in another state. If high school pupils from a district within this state are being transported to a school in another state, the board of the district from which the pupils are being transported may provide free transportation and tuition for any or all of its elementary pupils to such school in another state and be entitled to state aid as provided by law.

Subd. 8. Authority to rent buses. The board may rent a bus owned by the district excluding a motor-coach bus to any person for any lawful purpose. Bus rental must not interfere with the transportation of pupils by the district. A lessee may use and operate the bus without payment of a motor vehicle tax. The lessee is liable for any claims for injuries and damages arising out of the use and operation of a bus leased from the district. Except as provided in subdivision 15, the lessee shall procure insurance at the lessee's expense protecting the board and the district against claims for injuries and damages arising out of the use and operation of the bus.

Subd. 9. Nonpupil transportation; insurance. Notwithstanding the provisions of section 221.021, any public school district or school bus contractor providing transportation services to a district on a regular basis in this state may operate school buses, excluding motor coach buses, for the purpose of providing transportation to nonpupils of the school district attending school events, as defined in section 123B.49, subdivision 3 or 4, provided that no carrier having a charter carrier permit has its principal office and place of business or bus garage within 12 miles of the principal office of the district. District owned buses and the

operators thereof shall otherwise comply with the provisions of this section and the rules of the commissioner of public safety and shall be insured in at least the amounts stated in section 466.04, subdivision 1. In all cases the total cost of providing such services, as determined by sound accounting procedures, shall be paid by charges made against those using the buses.

Subd. 10. **Transportation of any person.** Districts may use district owned or contractor operated school buses to provide transportation along regular school bus routes on a space available basis for any person. Such use of a bus must not interfere with the transportation of pupils to and from school or other authorized transportation of pupils. In all cases, the total additional cost of providing these services, as determined by sound accounting procedures, must be paid by charges made against those using these services or some third-party payor. In no case shall the additional cost of this transportation be paid by the district.

The provisions of section 65B.47, subdivision 4, shall be applicable to any person being transported pursuant to this subdivision.

Subd. 11. **Part-time secondary students.** Districts may provide bus transportation along regular school bus routes on a space available basis for part-time students enrolled in secondary classes pursuant to section 124D.02, subdivisions 2, 3, and 4. Such use of a bus must not interfere with the transportation of pupils to and from school or other authorized transportation of pupils. The total additional cost of providing these services, as determined by sound accounting procedures, shall be paid by charges made against those using the services or some third-party payor.

Subd. 12. **Early childhood family education participants.** Districts may provide bus transportation along school bus routes when space is available for participants in early childhood family education programs and school readiness programs if these services do not result in an increase in the district's expenditures for transportation. The costs allocated to these services, as determined by generally accepted accounting principles, shall be considered part of the authorized cost for transportation for the purposes of section 123B.92.

Subd. 13. **Area learning center pupils between buildings.** Districts may provide between-building bus transportation along school bus routes when space is available, for pupils attending programs at an area learning center. The transportation is permitted between schools if it does not increase the district's expenditures for transportation. The cost of these services shall be considered part of the authorized cost for the purpose of section 123B.92.

Subd. 14. **Transportation insurance.** The board may provide for the protection of pupils transported for school purposes or activities in district owned, operated, leased, or controlled motor vehicles against injuries or damages arising out of the operation of these vehicles. The board may purchase and pay for insurance from any funds available. An insurance contract covering this risk shall contain a waiver of the defense of governmental immunity. The payment of any insurance premiums by the district does not in itself make the district liable for any injuries or damages incurred by the transportation.

Subd. 15. **Insurance; indemnity.** If a school board has obtained insurance pursuant to subdivision 14 or section 466.06, it may also obtain and pay for insurance coverage to indemnify a lessee and to protect the board and the district, in any amount not exceeding the limits of coverage provided for the insurance obtained pursuant to subdivision 14 or section 466.06 against claims for injuries and damages arising out of the use and operation of a district-owned bus while it is leased or rented to the lessee pursuant to subdivision 8. The rental charge shall include the cost of this additional insurance coverage. The procurement of this additional insurance coverage constitutes a waiver of the defense of governmental immunity to the extent of the additional coverage but has no effect on the liability of the board, the district, or its employees beyond the coverage so provided.

Subd. 16. **Payment of insurance premiums; nonliability.** The board may provide and pay the premiums for the protection for school children, instructors and automobile owners, and any other agency cooperating in providing cars for districts where driver training courses are being offered, against public liability, property damage, collision, fire and theft, arising out of the operation of any vehicle used in the courses. Nothing herein shall make the district liable for injuries resulting from the actions of such persons.

Subd. 17. **Insurance; school safety patrol.** The board may provide and pay the premiums for insurance against injuries resulting to its pupils while assigned to and acting on a school safety patrol. Such insurance may provide for the payment of either cash benefits to such injured pupil or for the payment of hospital and medical benefits to or for such injured pupil, or both. Nothing herein shall be construed to make the district liable for such injuries.

Subd. 18. **Snow removal.** The board may enter into contracts for the removal of snow from roads used for regular bus routes transporting pupils to and from school either within or outside the district.

Subd. 19. **Disabled person transport to day training and habilitation program.** The board must contract with any licensed day training and habilitation program attended by a resident disabled person who fulfills the eligibility requirements of section 256B.092, to transport the resident disabled person to the program in return for payment by the program of the cost of the transportation, if transportation by the board is in the best interest of the disabled person and is not unreasonably burdensome to the district and if a less expensive, reasonable, alternative means of transporting the disabled person does not exist. If the board and the program are unable to agree to a contract, either the board or the program may appeal to the commissioner to resolve the conflict. All decisions of the commissioner shall be final and binding upon the board and the program.

Subd. 20. **Custodial parent transportation.** The board may provide transportation for a pupil who is a custodial parent and that pupil's child between the pupil's home and a child care provider and between the provider and the school. The board must establish criteria for transportation it provides according to this subdivision.

Subd. 21. **Pupil transport on staff development days.** A district may provide bus transportation between home and school for pupils on days devoted to parent-teacher conferences, teacher's workshops, or other staff development opportunities. If approved by the commissioner as part of a program of educational improvement, the cost of providing this transportation, as determined by generally accepted accounting principles, must be considered part of the authorized cost for regular transportation for the purposes of section 123B.92. The commissioner shall approve inclusion of these costs in the regular transportation category only if the total number of instructional hours in the school year divided by the total number of days for which transportation is provided equals or exceeds the number of instructional hours per day prescribed in the rules of the Department of Education.

Subd. 22. **Postsecondary enrollment options pupils.** Districts may provide bus transportation along school bus routes when space is available, for pupils attending programs at a postsecondary institution under the postsecondary enrollment options program. Fees collected for this service under section 123B.36, subdivision 1, paragraph (13), shall be subtracted from the authorized cost for nonregular transportation for the purpose of section 123B.92. A school district may provide transportation for a pupil participating in an articulated program operated under an agreement between the school district and the postsecondary institution.

History: *Ex1959 c 71 art 4 s 21 subs 1-12; 1963 c 663 s 2; 1973 c 560 s 1; 1974 c 44 s 1; 1974 c 521 s 16; 1975 c 238 s 1; 1977 c 337 s 1; 1977 c 447 art 1 s 1; 1978 c 706 s 19; 1978 c 764 s 36,37; 1981 c 194 s 2; 1981 c 234 s 1-3; 1981 c 358 art 2 s 1; 1983 c 314 art 7 s 21; 1Sp1985 c 12 art 2 s 1; 1986 c 444; 1987*

c 398 art 3 s 15; 1988 c 718 art 2 s 3; 1989 c 329 art 2 s 1; 1990 c 562 art 2 s 2,3; art 6 s 16; 1991 c 130 s 37; 1991 c 265 art 3 s 38; 1992 c 499 art 2 s 1; art 12 s 29; 1993 c 13 art 1 s 26; 1993 c 224 art 2 s 3,4; 1994 c 647 art 12 s 1; 1Sp1995 c 3 art 2 s 3; art 16 s 13; 1996 c 412 art 2 s 6; 1Sp1997 c 4 art 1 s 10; 1998 c 397 art 6 s 83-97,124; art 11 s 3; 1998 c 398 art 5 s 55; art 6 s 19,20; 1999 c 205 art 1 s 70; 2000 c 254 s 13-15; 2000 c 489 art 6 s 12; 1Sp2001 c 6 art 1 s 12; 1Sp2003 c 9 art 2 s 14; art 10 s 13; 2005 c 56 s 1; 1Sp2005 c 5 art 2 s 56; 2007 c 146 art 8 s 1; 2008 c 277 art 1 s 9; 2011 c 103 s 1; 1Sp2011 c 11 art 2 s 23; art 10 s 1; 2013 c 116 art 1 s 8; 1Sp2015 c 3 art 5 s 3

September 8th 2024

To: Wrenshall Board of Education

From: Katie Beck - Community Education Coordinator

RE: Proposed pay rates CE employees

Community Education FY 24 pay scale is:

CE Coordinator \$19.50
Child Care Coordinator \$17.00
School Readiness Classroom assistant \$15.00
Wrens Club Adult Staff \$15.00
Wrens Club Student Workers \$12.50

Proposed pay rate FY 25 pay scale:

Student Workers 13.50 /hour
Adult workers \$15.50/hour
School Readiness/Child Care Classroom Assistant \$16.50/hour
Child Care Coordinator \$18.50/hour
Community Education Coordinator \$21.50/hour

These pay rates should be effective July 1, 2024. These rates were used in determining the FY 25 budget.

Going forward, community education employees should be handled as their own negotiation group. Employment agreements (notice of assignment) should be revisited during negotiations for other groups in the school district.



Wrenshall Public Schools

Superintendent- Jeff Pesta
Principal- Michelle Blanchard

Wrenshall School Winter Weather Plan

Our highest priority is the safety of our students, staff, and visitors. It is important to remember that parents and guardians are the final decision makers regarding their child's safety. Please contact the school attendance office if you choose to keep your child home due to unsafe weather or driving conditions.

School delay, closing and early dismissal decisions will be communicated through our Infinite Campus emergency messaging system.

Instant messaging is the most efficient and effective way to notify families of any changes to the school schedule. Please ensure that your preferred contacts are updated.

- There will be no television, radio, or social media postings.
- The district website will display a banner at the top of its main page to confirm any change in the school schedule <https://www.isd100.net>

Any student utilizing Wrenshall school transportation will follow the Wrenshall notification. This includes students who are transported by Wrenshall to any Northern Lights Special Education Cooperative site or other school.

Our decisions are based on first hand observations about local road conditions as well as the forecast from the National Weather Service. <http://www.weather.gov/>

Weather Factors

Advanced decisions will be based on the forecast for the starting time of bus routes

- Air temperature colder than minus 30 degrees Fahrenheit
- Wind chill colder than minus 45 degrees Fahrenheit
- High probability that travel conditions will be unsafe or routes may be impassable

School delay and closing decisions based on temperature will usually be made the preceding evening. The final, same day decision on road conditions will usually be made between 4:30 and 5:30 a.m. based on first hand observations.

- **Preschool programs** (Hatchlings and Little Wrens) will follow the decision made for K-12 classes, with the exception of no late start schedules for Hatchlings
- **Latchkey program** (Wren's Club) will follow the decision made for K-12 classes, with the exception of 9:00 a.m. starts whenever there is a delayed K-12 start time
- **School sponsored activities** including practices and rehearsals will be canceled if school is canceled or dismissed early
- **Evening competitions, events, and community education programs** will continue as scheduled, unless specifically noted in the delay or closing announcement. The Carlton-Wrenshall Raptors Sports Cooperative activities director will make and communicate final decisions about sports events.

WRENSHALL PUBLIC SCHOOL DISTRICT



Dr. Frank Schill, Superintendent
Michelle Blanchard, Principal

July 8, 2025

Hiring Requests

1. Van Driver, effective September 2, 2025.
2. Van Driver, effective September 2, 2025.
3. Transportation Aide, effective September 2, 2025.