

Regular School Board Meeting  
Monday, October 10, 2022 6:00 PM

District Office Board Room  
2001 William Avenue  
Montevideo, MN 56265

## **Agenda**

1. ROUTINE BUSINESS ITEMS
  - 1.1. Call to Order/Pledge of Allegiance
  - 1.2. Roll Call: Birhanzi \_\_\_ Helgeson \_\_\_ Pauling \_\_\_ Wibben \_\_\_ and Stenson \_\_\_.
    - 1.2.1. Oath of Office
  - 1.3. Approval of Agenda
  - 1.4. Special Presentation
  - 1.5. Approval of Consent Agenda

*(Any item or items may be pulled off the consent agenda, at the request of any board member, for consideration by the board as a whole.)*

    - 1.5.1. Regular Board of Education Meeting Minutes
    - 1.5.2. Bills
    - 1.5.3. Treasurer's Report
    - 1.5.4. Budget Report
    - 1.5.5. Personnel Actions
      - 1.5.5.1. Employment
      - 1.5.5.2. Resignations/Retirements
      - 1.5.5.3. Reassignments
      - 1.5.5.4. Terminations
  - 1.6. Resolution Accepting a Gift, Donation, Contribution or Bequest RESOLUTION ACCEPTING MONETARY, PROPERTY, GOODS OR SERVICES DONATION
  - 1.7. Public Forum
  - 1.8. Superintendent's Report
  - 1.9. Board Reports
    - 1.9.1. Board Committees
    - 1.9.2. Student Representative Report
    - 1.9.3. Administrators
  - 1.10. Congratulatory Action and Recognition
2. DISCUSSION ITEMS
  - 2.1. 1st Reading of Policies
  - 2.2. Teacher Seniority List
  - 2.3. Board Committee Revisions
  - 2.4. Private Funding Campaign
3. ACTION ITEMS
  - 3.1. Officer Appointments
  - 3.2. Approve Policy 524
  - 3.3. Appoint School Board Member
4. EXECUTIVE SESSION
5. PROFESSIONAL DEVELOPMENT
6. ADJOURNMENT





ISD 129 – MONTEVIDEO PUBLIC SCHOOLS  
Minutes of Regular School Board Meeting  
Held September 12, 2022 in Montevideo, MN

The regular meeting of the School Board of Independent School District #129 was called to order by Vice-Chairman Snell at 6:00 p.m. on Monday, September 12, 2022. The meeting was held in the District Board Room of the Montevideo Middle School.

Members present were Sachariason, Snell, Helgeson, Pauling and Stenson attending remotely. Also present were Superintendent Wade McKittrick, Principal Sachariason, Principal Huntley, Principal Weber, Vera Weber and a member of the media.

Director Pauling made and Director Sachariason seconded a motion to approve the agenda as presented. Motion carried unanimously.

Chief School Business Official, Adam Spray gave a presentation on the building & grounds projects that occurred over the summer in preparation for the 2022-23 school year.

Director Helgeson made and Director Sachariason seconded a motion to approve the Consent Agenda. Motion carried unanimously.

- Regular Board of Education Meeting Minutes – August 8, 2022
- Board of Education Work Session Minutes – August 30, 2022
- September Bills

**TOTAL EXPENDITURES BY FUND**

GENERAL FUND	\$ 255,014.06
FOOD SERVICE	\$ 31,370.61
COMMUNITY SERVICES	\$ 31,582.21
CAPITAL EXPENDITURE	\$ 117,578.43
STUDENT ACTIVITIES	\$ 15,084.09
MINN RIVER VALLEY ED DIST	\$ 61,214.36
MRVED COMMUNITY EDUCATION	\$ 3,621.15
<b>TOTAL BY FUND</b>	<b>\$ 515,464.91</b>

- Treasurer’s Report
- Personnel Action
  - Employment
    - Maigan Kosloski, ESL at High School
    - Fran Behrman, Food Service at Middle School
    - Jenny Harker, Food Service at High School
    - Lisa Reichstadt, Food Service at the High School
    - Arla Stueckrath, Food Service at the High School
    - Tania Turcios, Community Liaison, Sanford & Hawks Nest
    - Valeric Villalta, Community Liaison, Ramsey
    - Mary Sue Krueger, Elementary Music Teacher, Sanford & Ramsey Elementary
    - Rufina Epwesu, ESL Assistant, Ramsey Elementary
    - Reikina Robert, ESL Assistant, Ramsey Elementary
    - Shawn Anderson, SPED Assistant, Ramsey Elementary

Megan Reynolds, SPED Assistant, Hawks Nest  
Luke Dykema, Community Education Recreation Assistant, Hawks Nest  
Sara Wacha, Part-time Special Education Assistant, Ramsey Elementary  
Dora Cribas, ESL Assistant, Ramsey Elementary  
Rachel Weiss, Literacy Teacher, Ramsey Elementary  
Beverly Almendarez, SPED Assistant, Middle School  
Kayla Harwick, Assistant, Hawks Nest  
Kelly Snell, Community Education Director  
Hailli Bjornjeld, Assistant, Hawks Nest  
Jacob Koenen, Custodian, High School

○ Resignations/Retirements

Brenda Aker, retiring as Special Education Assistant at Ramsey  
Vicki Kiroff, Food Service, MMS  
Ruby Castro, SPED Assistant, Ramsey  
Susan Lokken, SPED Assistant, Ramsey  
Jessica Sears, 2nd Cook-Food Service, Middle School

○ Reassignments

Eric Boraas, going from part time Phy Ed and Community Rec. Assistant to Full time Phy Ed at the Middle School.  
Sheila Brustuen, Food Service, moving from MHS to MMS  
Jessica Sears, Food Service, moving from Ala Carte to 2nd Cook at MMS  
Andrea Walker-Gehring, Food Service, moving from 2nd Cook to Head cook at MHS  
Randina Grant, reassignment from part-time assistant to full-time SPED Assistant at Ramsey  
Amy Reidinger, reassignment from Community Education Director to Phy Ed Teacher/Community Education Support.

○ Terminations

- Director Pauling made and Director Helgeson seconded a motion to adopt the resolution accepting the listed gifts, donations, contributions and bequests. After a roll call vote, motion carried unanimously.

CCM Health donated a variety of school supplies for the schools. SWIF has approved a \$15,000 grant request for the construction of a new walkway at the Hawks Nest.

- Superintendent's report
- Board Reports
- Student Representative Thomas Philaya gave a report from the high school on the start of the school year with positive comments from the students on building improvements, new chrome books and the number of students participating in activities. Overall a good start to the school year.
- Administration reports
- Congratulatory Recognition

A thank you to CCM Health, Coop Credit Union, Old National Bank, Goldleaf Financial, Minnwest Bank, and Farmers Union Oil Coop for their generous financial support of the playground equipment at the Hawks Nest Early Childhood Center.

#### Discussion Items

- Adam Spray gave a report on the Preliminary 2022 Pay 2023 Levy information.
- Superintendent Wade McKittrick led a discussion on the school board openings and the transition plan moving forward in filling the openings.
- Chief Technology Officer Scott Ripley gave a report on the revisions to policy 524-Internet Acceptable Use. The changes have been made to the policy to meet the statutory requirements passed in the 2022 legislative session.
- Matt from Bray Architects gave a brief update of the Montevideo Public Schools Community Survey draft the is being presented for approval.

#### Action Items

- Director Helgeson made and Director Sachariason seconded the motion to approve the lane changes for the individuals listed that have met the contractual requirements for the lane change. Motion carried unanimously.
- Director Sachariason made and Director Pauling seconded the motion to approve the Fall and full year extra-curricular assignments as presented. Motion carried unanimously.
- Director Helgeson made and Director Sachariason seconded the motion to approve the facility study survey and to proceed with finalization and distribution. Motion carried unanimously.
- Director Pauling made and Director Sachariason seconded the motion to approve the maximum for the preliminary levy certification for 2022 Payable 2023 taxes. Motion carried unanimously.
- Director Pauling made and Director Helgeson seconded the motion to approve the resignation from Board Member Snell, effective September 25, 2022. Motion carried unanimously.
- Director Helgeson made and Director Sachariason seconded the motion to approve the resolution filling the school board vacancy by appointment with Janet Wibben. Motion carried unanimously.
- Director Pauling made and Director Helgeson seconded the motion to approve the resignation from Board Member Sachariason, effective September 30, 2022. Motion carried unanimously.

Executive Session: None

Professional Development: Dr. Vera Weber lead the board through the continuation of the Trusted Leader, the focus was on Pillar II: Compassion.

Director Pauling made and Director Helgeson seconded the motion to adjourn the meeting at 7:40 p.m. Motion carried unanimously.

**MONTEVIDEO PUBLIC SCHOOLS  
MONTHLY WARRANTS  
OCTOBER 10, 2022**

Check #	Vendor	Amount	Description
64228	A&B BUSINESS SOLUTIONS	\$ 2,736.95	COPIER LEASES/SUPPLIES
64229	Vendor Continued Check	\$ -	VOID
64230	Vendor Continued Check	\$ -	VOID
64231	Vendor Continued Check	\$ -	VOID
64232	Vendor Continued Check	\$ -	VOID
64233	Vendor Continued Check	\$ -	VOID
64234	Vendor Continued Check	\$ -	VOID
64235	AMAZON CAPITAL SERVICES, INC	\$ 7,790.98	SUPPLIES
64236	AMERICAN DOOR WORKS	\$ 290.14	BUS GARAGE REPAIRS
64237	ANDERSON'S	\$ 582.98	HOMECOMING SUPPLIES
64238	BDS LAUNDRY SYSTEMS	\$ 1,185.87	REPAIRS TO WASHER
64239	BEALS OPTOMETRY	\$ 100.98	REPAIRS TO STUDENT GLASSES
64240	BENSON FOOD SERVICE	\$ 126.00	PARA CONFERENCE MEALS
64241	BLUUM OF MINNESOTA, LLC	\$ 410.85	TECHNOLOGY ORDER
64242	BORCH'S SPORTING GOODS	\$ 60.00	SCOREBOOKS
64243	BRAMBLE PARK ZOO	\$ 919.35	THC FIELDTRIP
64244	BSN SPORTS	\$ 5,335.87	FOOTBALL HELMETS
64245	BUILDERS FIRSTSOURCE	\$ 2,178.74	ROOF SUPPLIES/CUSTODIAL SUPPLIES
64246	CENTURYLINK	\$ 51.96	PHONE SERVICE
64247	CHAPPEL CENTRAL INC	\$ 1,244.50	SERVICE CALL - MHS
64248	CHERRYROAD MEDIA	\$ 208.40	SEPT EMPLOYMENT ADS
64249	CLARA CITY TELEPHONE	\$ 479.00	FIBER LEASE
64250	CLEAN SITE LLC	\$ 995.00	PORTABLE RESTROOM RENTAL/SERVICE
64251	CLEARWAY COMMUNITY SOLAR	\$ 5,537.17	SOLAR CREDITS
64252	COLD STONE CREAMERY	\$ 1,134.00	CONCESSIONS
64253	COLUMN SOFTWARE PBC	\$ 435.60	LEGAL NOTICES
64254	CONSTRUCTIVE PLAYTHINGS	\$ 81.63	CLASSROOM SUPPLIES
64255	CRISIS PREVENTION INSTITUTE	\$ 200.00	MEMBERSHIP
64256	CULINEX - SARTELL	\$ 2,871.91	SMALL EQUIPMENT - FOOD SERVICE
64257	CUSTOM PRINTING	\$ 429.00	FORMS
64258	Vendor Continued Check	\$ -	VOID
64259	DC SIGNS	\$ 2,519.00	SIGNS/DECALS/MAGNET
64260	DECKER EQUIPMENT	\$ 215.26	BUSES ONLY SIGNS
64261	DISCOUNT SCHOOL SUPPLY	\$ 3,843.38	SWNS SUPPLIES
64262	DOUBLE D DEVELOPMENT	\$ 18,883.36	HAWKS NEST LEASE/UTILITIES
64263	DRIESSEN WATER INC	\$ 65.53	WATER
64264	ECOLAB PEST ELIMINATION	\$ 263.00	PEST ELIMINATION
64265	EDMENTUM, INC	\$ 687.50	STUDY ISLAND
64266	ELEMENTARY FACULTY LOUNGE	\$ 84.33	VENDING PROCEEDS
64267	ESGI SOFTWARE	\$ 1,120.00	SOFTWARE
64268	FARMERS UNION OIL COMPANY	\$ 2,520.82	FUEL/CONCESSION SUPPLIES/REPAIRS
64269	FASTENAL COMPANY	\$ 77.50	CUSTODIAL SUPPLIES/AG SUPPLIES
64270	Vendor Continued Check	\$ -	VOID
64271	Vendor Continued Check	\$ -	VOID
64272	FLINN SCIENTIFIC	\$ 1,720.23	SCIENCE SUPPLIES
64273	FLOWERS FROM THE HEART	\$ 63.00	MEMORIAL FLOWERS
64274	FOLLET CONTENT SOLUTIONS, LLC	\$ 52.72	MHS BOOK ORDER
64275	GOODHEART-WILLCOX CO INC	\$ 18.96	MMS HEALTH CURRICULUM

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64276 GREAT PLAINS NATURAL GAS	\$	8,851.09	NATURAL GAS BILLINGS
64277 HENDRICKX DEROUIN, ANNETTE	\$	1,837.50	FOOD SERVICE SERVICES
64278 Vendor Continued Check	\$	-	VOID
64279 HILLYARD FLOOR CARE SUPPLY	\$	4,788.91	CUSTODIAL SUPPLIES
64280 HOMESTORE DESIGN CENTER INC	\$	1,576.00	FLOORING
64281 Vendor Continued Check	\$	-	VOID
64282 HUBERT	\$	2,063.29	SMALL EQUIPMENT - FOOD SERVICE
64283 INNOVATIVE OFFICE SOLUTIONS, LLC	\$	1,624.71	SUPPLIES
64284 Vendor Continued Check	\$	-	VOID
64285 J W PEPPER AND SON INC	\$	1,004.97	BAND/CHOIR MUSIC
64286 KDMA (AM)/KMGM (FM)	\$	400.00	SPORTS AD
64287 KEMPS LLC	\$	10,482.93	FOOD SERVICE BILLING
64288 KENNEDY & GRAVEN CHARTERED	\$	4,337.39	LEGAL SERVICES
64289 LAKESHORE LEARNING MATERIALS	\$	1,996.97	CLASSROOM SUPPLIES
64290 MHS FACULTY LOUNGE	\$	46.55	VENDING PROCEEDS
64291 MILLS CREEK GUN RANGE	\$	6,815.00	FY22 TRAP LEAGUE
64292 MINNESOTA CHEMICAL	\$	362.45	LAUNDRY DETERGENT
64293 MMS FACULTY LOUNGE	\$	72.99	VENDING PROCEEDS
64294 MN FFA	\$	202.00	FEES
64295 MN RIVER VALLEY EDUCATION DIST	\$	18,395.56	4TH QTR FY22 & FY 23 CTE FEE
64296 MN STATE HIGH SCHOOL LEAGUE	\$	4,251.75	STATE SPEECH/2022-2023 MEMBERSHIP FEES
64297 MONTE CANDY CO	\$	636.00	CONCESSIONS
64298 MONTE HARDWARE HANK	\$	437.14	CUSTODIAL/FALL PLAY SUPPLIES
64299 MUSIC STREET INC	\$	30.00	TROMBONE REPAIR
64300 OLSEN PLUMBING & HEATING INC	\$	666.25	PLUMBING REPAIRS
64301 OUTLAW GRAPHIX	\$	616.60	GIRST TENNIS TOPS
64302 OXYGEN SERVICE COMPANY	\$	1,125.90	AG SHOP SUPPLIES
64303 PAAPE ENERGY SERVICES	\$	1,492.60	HVAC CONTROLS
64304 PAN OF GOLD BAKING CO	\$	1,354.83	FOOD SERVICE BILLING
64305 PROCARE SOFTWARE	\$	1,536.00	DATA HOSTING
64306 REALLY GOOD STUFF INC	\$	349.98	CLASSROOM SUPPLIES
64307 RENAISSANCE LEARNING INC	\$	300.00	SUBSCRIPTION
64308 RESZEL, MARIE T	\$	200.00	CONSULTING SERVICES
64309 RETROFIT COMPANIES INC	\$	686.03	BATTERY/BULB DISPOSAL
64310 ROYAL FLUSH PLUMBING	\$	149.62	PLUMBING REPAIRS
64311 RUNNING'S SUPPLY INC	\$	495.31	CUSTODIAL/AG SHOP/WOOD SHOP SUPPLIES
64312 Vendor Continued Check	\$	-	VOID
64313 Vendor Continued Check	\$	-	VOID
64314 Vendor Continued Check	\$	-	VOID
64315 Vendor Continued Check	\$	-	VOID
64316 SARLETTES MUSIC	\$	1,875.89	BAND SUPPLIES/REPAIRS
64317 SCHOOL PERCEPTIONS LLC	\$	1,500.00	COMMUNITY SURVEY
64318 Vendor Continued Check	\$	-	VOID
64319 SCHOOL SPECIALTY INC	\$	1,394.63	SUPPLIES
64320 SCHWIETERS FORD	\$	41.00	OIL CHANGE
64321 STAHL'S	\$	4,104.67	HEAT PRESS & VINYL CUTTER
64322 SW/WC SERVICE COOPERATIVE	\$	15,607.19	STAR TRAINING/SUMMER SVCS/SLP SERVICES
64323 SYSCLOUD INC	\$	3,000.00	BACKUP/SECURITY & COMPLIANCE
64324 SYSCO WESTERN MN	\$	48,628.65	FOOD SERVICE BILLING

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64325 TEACHER CREATED RESOURCES	\$	142.12	CLASSROOM SUPPLIES
64326 Vendor Continued Check	\$	-	VOID
64327 TEACHERS ON CALL	\$	6,910.99	SUBSTITUTE SERVICES
64328 TOSTENSON LANDFILL	\$	1,217.32	LANDFILL FEES
64329 TRIO SUPPLY COMPANY	\$	2,882.80	FOOD SERVICE BILLING
64330 US BANK EQUIPMENT FINANCE	\$	780.00	COPIER LEASE
64331 USI INSURANCE SERVICES LLC	\$	900.00	RISK MANAGEMENT
64332 VIRCO	\$	3,646.84	CLASSROOM TABLES
64333 Vendor Continued Check	\$	-	VOID
64334 Vendor Continued Check	\$	-	VOID
64335 Vendor Continued Check	\$	-	VOID
64336 Vendor Continued Check	\$	-	VOID
64337 Vendor Continued Check	\$	-	VOID
64338 VISA	\$	8,905.50	MISC SUPPLIES
64339 WALMART - CAPITAL ONE	\$	3,654.85	MISC SUPPLIES
64340 WEST CENTRAL STEEL, INC	\$	805.26	AG SHOP SUPPLIES
64341 WILLIAM V. MACGILL & CO	\$	182.82	NURSE SUPPLIES
64342 ZEP MANUFACTURING COMPANY	\$	386.14	CUSTODIAL SUPPLIES
222300039 ARNDT, KRISTI L	\$	10.00	BETWEEN BUILDING MILEAGE
222300040 ARNOLD, JILL M	\$	17.00	REIMBURSEMENT - CURRICULUM
222300041 BAGAUS, STACY M	\$	113.56	BETWEEN BUILDING MILEAGE
222300042 BROWN, SERENA M	\$	12.81	BETWEEN BUILDING MILEAGE
222300043 CARLSON, KAILEE A	\$	95.12	REIMBURSEMENT - SPEECH
222300044 FRAGODT, CONNIE	\$	106.25	HOME VISIT & MTG MILEAGE
222300045 HAWKINS INC	\$	20.00	POOL CHEMICALS
222300046 HUNTLEY, SHAWN K	\$	74.91	REIMBURSEMENT - SUPPLIES
222300047 IS-CORP	\$	225.00	FINANCE SOFTWARE HOST
222300048 LUND, DEANNE M	\$	754.77	FACS CLASS SUPPLIES - REIMBURSEMENT
222300049 MADER, JOHN C	\$	30.88	BETWEEN BUILDING MILEAGE
222300050 MILLER, JENNIFER M	\$	210.04	REIMBURSEMENT - HOMECOMING SUPPLIES
222300051 RIPLEY, SCOTT D	\$	334.10	BETWEEN BUILDING MILEAGE
222300052 SCHUELER, MAQUELAH M	\$	256.76	REIMBURSEMENT - AG/FFA
222300053 SMIENS, SARAH DONNA	\$	62.75	PHONE&MILEAGE REIMBURSEMENT
222300054 TOSTENSON, MOLLI K	\$	105.81	REIMBURSEMENT - SPEECH
222300055 WEBER, CHRISTOPHER L	\$	40.00	PHONE REIMBURSEMENT

**TOTAL MONTEVIDEO WARRANTS                    \$    255,744.22**

**MINNESOTA RIVER VALLEY EDUCATION DISTRICT WARRANTS**

64197 BENSON AREA COMMUNITY ED	\$	237.00	MRVED SUMMER TRANSPORTATION
64198 BENSON FOOD SERVICE	\$	126.00	PARAPRO CONF - MEALS
64199 BERGESON, BRUCE D	\$	167.50	CTE MILEAGE & PHONE REIMBURSEMENT
64200 BERGESON, KAIA	\$	10,850.00	CTE-FOOD&NUTRITION, CHILD DEV, FAMILY/TEEN
64201 CENTURYLINK	\$	329.18	MRVED PHONE CHARGES
64202 CITY OF MONTEVIDEO UTILITIES	\$	226.83	CITY UTILITITES
64203 COMMUNITY EDUCATION DEPT	\$	1,299.62	MRVED SUMMER TRANSPORTATION
64204 CULLIGAN SOFT WATER	\$	32.20	WATER

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64205 EKLUND, PAMELA	\$	40.63	MILEAGE REIMBURSEMENT
64206 EMPOWERU	\$	1,847.75	2022-2023 SUBSCRIPTION
64207 GREAT PLAINS NATURAL GAS	\$	32.82	NATURAL GAS SERVICE
64208 GROVE, EMILY	\$	5,508.47	TITLE III CONSULTATION
64209 INFOBASE LEARNING	\$	1,810.62	LEARN 360 SUBSCRIPTION
64210 ISD #129 - MONTEVIDEO	\$	26,199.04	2021-2022 TARGETED SERVICES
64211 Vendor Continued Check	\$	-	VOID
64212 ISD #378-DAWSON	\$	133,409.70	FED SP ED/TARGETED SERVICES/TRANSPORTATION
64213 ISD #2167-LAKEVIEW	\$	3,203.25	2021-2022 TARGETED SERVICES
64214 ISD #2190 - YME	\$	276.94	MRVED SUMMER TRANSPORTATION
64215 ISD #2853-LAC QUI PARLE VALLEY	\$	31,939.62	TARGETED SERVICES/TRANSPORTATION
64216 ISD #2890-RCW	\$	12,434.31	2021-2022 TARGETED SERVICES
64217 ISD #2903-ORTONVILLE SCHOOLS	\$	18,830.56	2021-2022 TARGETED SERVICES
64218 LIGHTBEAM INTERNET	\$	35.24	ABE INTERNET
64219 MAAP STARS	\$	430.00	FALL CONFERENCE
64220 MONTEVIDEO MARKET	\$	40.00	MEETING REFRESHMENTS
64221 OFFICE PEEPS	\$	47.82	COPIER MAINT FEE
64222 ROCHESTER TELECOM SYSTEMS INC	\$	25.05	LONG DISTANCE PHONE SERVICE
64223 SMITH, LAWRENCE D	\$	199.38	IND STUDY MILEAGE REIMBURSEMENT
64224 STERUD, STEVEN G	\$	67.50	ABE MILEAGE
64225 VISA CARDMEMBER SERVICE	\$	17,817.79	MISC EXPENSES
64226 WALMART - CAPITAL ONE	\$	101.87	MISC EXPENSES
64227 ZIEMANN, LORI K	\$	75.00	MILEAGE REIMBURSEMENT

**TOTAL MRVED WARRANTS \$ 267,641.69**

**TOTAL EXPENDITURES BY FUND**

GENERAL FUND	\$	129,664.32
FOOD SERVICE	\$	71,126.81
COMMUNITY SERVICES	\$	13,502.02
CAPITAL EXPENDITURE	\$	27,726.42
STUDENT ACTIVIES	\$	13,724.65
MINN RIVER VALLEY ED DIST	\$	248,646.56
MRVED COMMUNITY EDUCATION	\$	18,995.13
<b>TOTAL BY FUND</b>	<b>\$</b>	<b>523,385.91</b>

**SEPTEMBER 2022 WIRES / CASH TRANSFERS**

9/1/2022 WIRE FROM PMA TO OLD NATIONAL	\$	200,000.00	INS PAYMENT
9/12/2022 WIRE FROM PMA TO OLD NATIONAL	\$	400,000.00	BOARD BILLS
9/19/2022 WIRE FROM PMA TO MINNWEST	\$	1,215,000.00	PAYROLL
9/30/2022 WIRE FROM LAF TO OLD NATIONAL	\$	400,000.00	MANUAL CHECKS/INS PMT

**SEPTEMBER 2022 MANUAL CHECKS**

63992 ISD #129 - MONTEVIDEO	\$	3,080.00	ACTIVITY CASH
64161 ISD #129 - MONTEVIDEO	\$	950.00	VB CASH
64162 CHARTER COMMUNICATIONS	\$	299.94	PHONE & INTERNET SERVICE
64163 DRIESSEN WATER INC	\$	125.29	SOFTENER REPAIR/WATER
64164 GREAT PLAINS NATURAL GAS	\$	70.51	NATURAL GAS BILLING
64165 HILLYARD FLOOR CARE SUPPLY	\$	661.30	CUSTODIAL SUPPLIES

**MONTEVIDEO PUBLIC SCHOOLS  
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64166 HIRE IMAGE LLC	\$	1,440.00	BACKGROUND CHECKS/DRIVING RECORDS
64167 HUDL	\$	8,700.00	HUDL SUBSCRIPTION & CAMERAS
64168 MONTEVIDEO SERVICE ORGANIZATION	\$	500.00	CONCESSION EVENTS
64169 PEPSI-COLA	\$	1,147.45	CONCESSIONS
64170 VERIZON WIRELESS	\$	632.27	WIRELESS BILLING
64182 LOGO WOMAN	\$	999.22	STATE ENTRANT HAWKS
64183 MARCO INC	\$	643.70	COPIER LEASES
64184 PEPSI-COLA	\$	1,635.45	CONCESSIONS
64185 XCEL ENERGY	\$	31,428.89	ELECTRIC BILLING
64186 CENTURYLINK-AZ	\$	96.09	ABE PHONE
64187 DUNRITE HEATING & AIR CONDITIONING	\$	20,504.00	NEW ROOFTOP UNITS-MRVED
64188 ISD #2167-LAKEVIEW	\$	116,924.37	2021-2022 MRVED FEDERAL SP ED
64189 ISD #2853-LAC QUI PARLE VALLEY	\$	147,833.03	2021-2022 MRVED FEDERAL SP ED
64190 MINNESOTA VALLEY COOP CENTER	\$	4,019.99	2021-2022 SP ED SERVICES
64191 TRISH KRUGER CATERING	\$	398.00	TAC LUNCHES
64192 XCEL ENERGY	\$	1,469.36	MRVED ELECTRICAL SERVICE
64193 CITY OF MONTEVIDEO UTILITIES	\$	5,205.69	CITY UTILITY BILLINGS
64194 LA CROSSE MAIL & PRINT SOLUTIONS	\$	3,144.61	FACILITY SURVEY MAILING
64195 PETTY CASH FUND	\$	7,063.72	PETTY CASH REIMBURSEMENTS
64196 T-MOBILE	\$	89.25	BUS ACCESS POINTS

**TOTAL AUGUST 2022 MANUAL CHECKS      \$    359,062.13**

**SEPTEMBER 2022 PAYROLL DEDUCT CHECKS/EFT PMTS**

US TREAS	US TREASURY	\$	242,362.83	FEDERAL PAYROLL TAX
MN REV	MN DEPARTMENT OF REVENUE	\$	39,269.50	STATE WITHHOLDING
MN TRA	MINNESOTA TEACHERS RETIREMENT ASSOC	\$	129,747.38	TRA EFT
MN PERA	MN PUBLIC EMPLOYEES RETIREMENT ASSO	\$	32,939.60	PERA EFT
SWWC	SOUTHWEST WEST CENTRAL SERVICE CO-C	\$	198,567.21	SEPT HEALTH EFT
DELTA	DELTA DENTAL	\$	6,688.13	DELTA DENTAL EFT
EBC	EDUCATORS BENEFIT CONSULTANTS	\$	44,404.58	PAYROLL 403(B) EFT
64171	AMERICAN FAMILY LIFE ASSURANCE	\$	327.73	PAYROLL ACCRUAL
64172	BLUE CROSS BLUE SHIELD OF MINN	\$	508.00	PAYROLL ACCRUAL
64173	ISD #129 - MONTEVIDEO	\$	4,741.69	PAYROLL ACCRUAL
64174	MADISON NATIONAL LIFE INS	\$	5,404.23	PAYROLL ACCRUAL
64175	MEDICAREBLUE RX	\$	356.00	PAYROLL ACCRUAL
64176	MONTEVIDEO PUBLIC SCHOOLS	\$	815.00	PAYROLL ACCRUAL
64177	MONTEVIDEO AREA COMMUNITY FOUNDATIK	\$	316.50	PAYROLL ACCRUAL
64178	NCPERS MINNESOTA	\$	128.00	PAYROLL ACCRUAL
64179	UNION LOCAL NO 70	\$	490.00	PAYROLL ACCRUAL
64180	AFSCME COUNCIL 65	\$	672.65	PAYROLL ACCRUAL
64181	VSP INSURANCE CO	\$	1,391.59	PAYROLL ACCRUAL

**TOTAL PAYROLL CHECKS/EFTS              \$    709,130.62**

**SEPTEMBER 2022 PETTY CASH DISBURSEMENTS**

9/29/2022	Alexander, Joe	\$	120.00	FB Official 9/30/22
9/6/2022	Asche, Mary	\$	125.00	VB Official 9/6/22
9/20/2022	Beekman, Scott	\$	120.00	FB Official 9/23/22

**MONTEVIDEO PUBLIC SCHOOLS**

**MONTHLY WARRANTS**

**OCTOBER 10, 2022**

9/8/2022	Berends, Jenni & Dustin	\$	58.00	LTHC Overpayment
9/6/2022	Beseman, Tim	\$	125.00	VB Official 9/8/22
9/13/2022	Brady, Jeremy	\$	35.00	Overpayment of Junior Thunder Hawks
9/9/2022	Central High School	\$	200.00	Cross Country entry fee
9/9/2022	Chippewa County 4-H	\$	15.00	Horse Camp
9/20/2022	Craigmile, Marc	\$	120.00	FB Official 9/23/22
9/15/2022	Dawson-Boyd Public School ISD #378	\$	125.00	JV Volleyball tournament
9/6/2022	Dripps, Jackie	\$	125.00	VB Official 9/6/22
9/29/2022	Dripps, Jackie	\$	125.00	VB Official 9/29/22
9/29/2022	Ellingson, James	\$	150.00	GSW Starter 9/29/22

**Independent School District No. 129  
TREASURER'S REPORT TO THE SCHOOL BOARD**

Date of Report: October 2022

For the Month of: September 2022

Funds	Balance Beginning of Month	Receipts	Disbursements	Accounting/ Prior Year Adjustments	Balance End of Month
General	3,135,404.38	4,848,936.46	4,998,587.19	0.00	2,985,753.65
Food Service	677,196.00	27,082.03	62,568.96	0.00	641,709.07
Community Service	-24,979.64	156,085.74	171,217.85	0.00	-40,111.75
Capital Outlay	668,391.18	247.27	119,835.84	0.00	548,802.61
Debt Service	732,142.30	123,769.11	0.00	0.00	855,911.41
Flex Benefit	10,869.54	4,741.69	5,565.80	0.00	10,045.43
Student Activities	271,051.97	21,730.49	18,366.99	0.00	274,415.47
MRVED	3,424,254.85	535,586.17	519,674.29	0.00	3,440,166.73
<b>TOTALS</b>	<b>8,894,330.58</b>	<b>5,718,178.96</b>	<b>5,895,816.92</b>	<b>0.00</b>	<b>8,716,692.62</b>

**RECONCILEMENT OF TREASURER'S BALANCE WITH BANK STATEMENTS**

Bank	Bank Balance	Outstanding Checks	Outstanding Deposits	Other Reconciling Items	Balance Per Treasurer's Books
<b>Checking</b>					
Old National Bank	\$557,743.41	\$334,967.99	\$1,908.60		\$ 224,684.02
MinnWest Bank	\$55,698.59	\$2,056.96			\$ 53,641.63
Flex Account	\$12,708.78	\$2,663.35			\$ 10,045.43
HS Checking - MW	\$4,186.33	\$1,275.20			\$ 2,911.13
<b>Trust Accounts</b>					
PMA MN Trust			Interest Rate 2.31%		\$ 2,046,446.23
Liquid Asset Fund			2.30% & 2.40%		\$ 971,028.08
<b>Investments</b>					
		<b>Maturity Date</b>			
Co-op Credit Union					\$ 318.51
Co-op CU - Scholarship		6/8/2023	0.60%		\$ 138,900.98
MN Trust Full Flex		10/31/2022	2.87%		\$ 2,012,673.33
MN Trust Term Series		1/25/2023	2.85%		\$ 1,000,000.00
Greenstate Credit Union		7/26/2023	0.25%		\$ 248,000.00
BMW Bank North America		7/31/2023	0.25%		\$ 249,248.56
Goldman Sachs Bank USA		12/1/2023	2.32%		\$ 246,655.72
Servisfirst Bank, FL		8/1/2023	3.20%		\$ 242,000.00
US Treasury N/B		1/15/2024	3.15%		\$ 249,254.69
US Treasury N/B		4/30/2023	1.32%		\$ 989,408.98
Investors Choice			0.01%		\$ 31,475.33

**Treasurer's Balance Per Books**

**\$8,716,692.62**

PERIOD ENDING SEPTEMBER 30, 2022

MONTEVIDEO PUBLIC SCHOOLS

2023-2023 BUDGET COMPARISON REPORT

REVENUES	22-23 BUDGET	22-23 YTD RECEIVED	% RECEIVED	21-22 BUDGET	21-22 YTD RECEIVED	% RECEIVED
General Fund-01	\$20,570,753.00	\$3,737,717.78	18.17%	\$19,874,923.00	\$3,654,815.80	18.39%
Food Service Fund-02	\$970,400.00	\$36,193.97	3.73%	\$1,116,300.00	\$5,470.03	0.49%
Community Education Fund-04	\$1,483,959.00	\$299,714.89	20.20%	\$1,356,078.00	\$253,635.39	18.70%
Capital Outlay-05	\$1,130,456.00	\$0.00	0.00%	\$1,079,406.00	\$0.00	0.00%
Debt Redemption Fund-07	\$1,477,382.00	\$317,819.04	21.51%	\$1,577,185.00	\$331,547.65	21.02%
Student Activities - 50	\$381,400.00	\$19,239.79	5.04%	\$381,400.00	\$17,183.53	4.51%
<b>TOTAL OF ALL FUNDS</b>	<b>\$26,014,350.00</b>	<b>\$4,410,685.47</b>	<b>16.95%</b>	<b>\$25,385,292.00</b>	<b>\$4,262,652.40</b>	<b>16.79%</b>

EXPENDITURES	22-23 BUDGET	22-23 YTD EXPENDED	% EXPENDED	21-22 BUDGET	21-22 YTD EXPENDED	% EXPENDED
General Fund-01	\$20,264,512.00	\$2,364,982.51	11.67%	\$19,344,676.00	\$2,251,474.66	11.64%
Food Service Fund-02	\$1,258,348.00	\$92,817.52	7.38%	\$1,046,575.00	\$67,722.13	6.47%
Community Education Fund-04	\$1,487,849.00	\$364,654.62	24.51%	\$1,361,861.00	\$280,848.39	20.62%
Capital Outlay-05	\$1,162,380.00	\$328,447.38	28.26%	\$911,323.00	\$279,050.57	30.62%
Debt Redemption Fund-07	\$1,228,440.00	\$41,220.00	3.36%	\$1,344,940.00	\$63,395.00	4.71%
Student Activities - 50	\$366,800.00	\$15,700.02	4.28%	\$366,800.00	\$1,346.11	0.37%
<b>TOTAL OF ALL FUNDS</b>	<b>\$25,768,329.00</b>	<b>\$3,207,822.05</b>	<b>12.45%</b>	<b>\$24,376,175.00</b>	<b>\$2,943,836.86</b>	<b>12.08%</b>

Period Ending September 30, 2022

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2022-2023 / 2021-2022

DESCRIPTION	FY23 BUDGET	FY23 YTD	FY23 %	FY22 BUDGET	FY22 YTD	FY22 %
<b>GENERAL FUND - 01</b>						
<b>ADMINISTRATION 000-099</b>						
SALARIES--100	\$808,664	\$189,986	23.49%	\$791,686	\$198,872	24.87%
BENEFITS--200	\$311,671	\$62,422	20.03%	\$294,913	\$63,739.85	21.61%
PURCHASED SVC.--300	\$35,500	\$8,300	23.38%	\$31,500	\$4,853	15.40%
SUPPLIES--400	\$7,500	\$832	11.09%	\$7,500	\$8,911	118.81%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$19,780	\$14,269	72.14%	\$65,680	\$9,962	15.17%
<b>TOTAL ADMINISTRATION</b>	<b>\$1,183,115</b>	<b>\$275,808</b>	<b>23.31%</b>	<b>\$1,191,279</b>	<b>\$284,337</b>	<b>23.87%</b>
<b>DISTRICT SUPPORT 100-199</b>						
SALARIES--100	\$262,364	\$37,810	14.41%	\$234,318	\$35,746	15.26%
BENEFITS--200	\$67,916	\$16,442	24.21%	\$67,916	\$16,859.44	24.82%
PURCHASED SVC.--300	\$114,000	\$13,994	12.28%	\$114,000	\$10,700	9.39%
SUPPLIES--400	\$24,000	\$21,239	88.50%	\$24,000	\$20,114	83.81%
CAPITAL EXP--500	\$6,000	\$544	9.07%	\$6,000	\$1,887	31.45%
OTHER--800	\$19,000	\$4,869	25.63%	\$22,500	\$3,697	16.43%
<b>TOTAL DISTRICT SUPPORT</b>	<b>\$493,280</b>	<b>\$94,898</b>	<b>19.24%</b>	<b>\$468,734</b>	<b>\$89,003</b>	<b>18.99%</b>
<b>INSTRUCTIONAL SERVICES 200-299</b>						
SALARIES--100	\$5,886,738	\$490,184	8.33%	\$5,489,858	\$467,563	8.52%
BENEFITS--200	\$1,872,002	\$147,234	7.87%	\$1,674,721	\$135,838.03	8.11%
PURCHASED SVC.--300	\$1,921,494	\$53,336	2.78%	\$1,806,445	\$53,582	2.97%
SUPPLIES--400	\$136,500	\$34,176	25.04%	\$137,400	\$36,981	28.91%
CAPITAL EXP--500	\$68,250	\$25,409	37.23%	\$68,250	\$7,506	11.00%
OTHER--800	\$39,500	\$10,484	26.54%	\$38,510	\$3,823	9.93%
<b>TOTAL INSTRUCTIONAL SERVICES</b>	<b>\$9,924,484</b>	<b>\$760,823</b>	<b>7.67%</b>	<b>\$9,215,184</b>	<b>\$705,292</b>	<b>7.65%</b>
<b>VOCATIONAL 300-399</b>						
SALARIES--100	\$209,378	\$21,747	10.39%	\$202,521	\$19,094	9.43%
BENEFITS--200	\$68,517	\$6,289	9.18%	\$65,235	\$5,447.13	8.35%
PURCHASED SVC.--300	\$3,500	\$486	13.90%	\$3,500	\$548	15.67%
SUPPLIES--400	\$15,300	\$380	2.49%	\$15,300	(\$680)	-4.44%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL VOCATIONAL</b>	<b>\$296,695</b>	<b>\$28,903</b>	<b>9.74%</b>	<b>\$286,556</b>	<b>\$24,410</b>	<b>8.52%</b>

Period Ending September 30, 2022

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2022-2023 / 2021-2022

DESCRIPTION	FY23 BUDGET	FY23 YTD	FY23 %	FY22 BUDGET	FY22 YTD	FY22 %
<b>SPED SERVICES 400-499</b>						
SALARIES-100	\$2,978,394	\$203,760	6.84%	\$3,071,774	\$228,905	7.45%
BENEFITS-200	\$1,099,963	\$66,861	6.08%	\$931,217	\$71,590.34	7.69%
PURCHASED SVC.-300	\$127,825	\$23,691	18.53%	\$143,190	\$25,544	17.84%
SUPPLIES-400	\$14,200	\$9,044	63.69%	\$15,200	\$280	1.84%
CAPITAL EXP-500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER-800	\$15,000	\$0	0.00%	\$10,000	\$0	0.00%
<b>TOTAL SPED SERVICES</b>	<b>\$4,235,382</b>	<b>\$303,356</b>	<b>7.16%</b>	<b>\$4,171,381</b>	<b>\$326,320</b>	<b>7.82%</b>
<b>INSTRUCTIONAL SUPPORT 600-699</b>						
SALARIES-100	\$411,432	\$103,636	25.19%	\$397,692	\$73,282	18.43%
BENEFITS-200	\$157,757	\$31,162	19.75%	\$152,708	\$25,209.02	16.51%
PURCHASED SVC.-300	\$99,000	\$7,102	7.17%	\$99,000	\$5,661	5.72%
SUPPLIES-400	\$21,700	\$1,737	8.00%	\$21,700	\$7,815	36.01%
CAPITAL EXP-500	\$138,600	\$239,777	173.00%	\$138,600	\$130,917	94.46%
OTHER-800	\$85,000	\$28,666	33.72%	\$85,000	\$15,006	17.65%
<b>TOTAL INSTRUCTIONAL SUPPORT</b>	<b>\$913,489</b>	<b>\$412,079</b>	<b>45.11%</b>	<b>\$894,698</b>	<b>\$257,890</b>	<b>28.82%</b>
<b>PUPIL SUPPORT 700-799</b>						
SALARIES-100	\$267,443	\$22,849	8.54%	\$258,097	\$27,917	10.82%
BENEFITS-200	\$109,293	\$7,423	6.79%	\$111,715	\$10,970.90	9.82%
PURCHASED SVC.-300	\$904,258	\$8,857	0.98%	\$875,772	\$18,664	2.13%
SUPPLIES-400	\$68,000	\$6,541	9.62%	\$68,000	\$2,004	2.95%
CAPITAL EXP-500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER-800	\$15,000	\$676	4.51%	\$15,000	\$0	0.00%
<b>TOTAL PUPIL SUPPORT</b>	<b>\$1,363,994</b>	<b>\$46,346</b>	<b>3.40%</b>	<b>\$1,328,584</b>	<b>\$59,555</b>	<b>4.48%</b>
<b>BUILDINGS/EQUIP 800-899</b>						
SALARIES-100	\$647,480	\$166,079	25.65%	\$646,737	\$159,028	24.59%
BENEFITS-200	\$264,343	\$58,866	22.27%	\$264,226	\$54,468.21	20.61%
PURCHASED SVC.-300	\$425,500	\$100,165	23.54%	\$380,500	\$76,429	20.09%
SUPPLIES-400	\$280,750	\$43,110	15.36%	\$280,750	\$38,695	13.78%
CAPITAL EXP-500	\$15,000	\$5,134	34.23%	\$15,000	\$0	0.00%
OTHER-800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL BUILDINGS/EQUIP</b>	<b>\$1,633,073</b>	<b>\$373,354</b>	<b>22.86%</b>	<b>\$1,587,213</b>	<b>\$328,621</b>	<b>20.70%</b>

Period Ending September 30, 2022

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2022-2023 / 2021-2022

DESCRIPTION	FY23 BUDGET	FY23 YTD	FY23 %	FY22 BUDGET	FY22 YTD	FY22 %
<b>FIXED COSTS 900-999</b>						
SALARIES--100	\$0	\$0	0.00%	\$0	\$0	0.00%
BENEFITS--200	\$61,000	\$42,012	68.87%	\$75,412	\$50,412.00	66.85%
PURCHASED SVC.--300	\$160,000	\$27,059	16.91%	\$125,635	\$125,635	100.00%
SUPPLIES--400	\$0	\$0	0.00%	\$0	\$0	0.00%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL FIXED COSTS</b>	<b>\$221,000</b>	<b>\$69,071</b>	<b>31.25%</b>	<b>\$201,047</b>	<b>\$176,047</b>	<b>87.57%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$20,264,512</b>	<b>\$2,364,638</b>	<b>11.67%</b>	<b>\$19,344,676</b>	<b>\$2,251,475</b>	<b>11.64%</b>
<b>FOOD SERVICE FUND - 02</b>						
<b>PUPIL SUPPORT SERVICES 700-799</b>						
SALARIES--100	\$318,492	\$34,561	10.85%	\$302,456	\$22,756	7.52%
BENEFITS--200	\$156,856	\$9,545	6.09%	\$124,619	\$5,006	4.02%
PURCHASED SVC.--300	\$15,500	\$5,318	34.31%	\$44,500	\$3	0.01%
SUPPLIES--400	\$662,500	\$43,394	6.55%	\$565,000	\$39,957	7.07%
CAPITAL EXP--500	\$105,000	\$0	0.00%	\$10,000	\$0	0.00%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL FOOD SERVICE FUND</b>	<b>\$1,258,348</b>	<b>\$92,818</b>	<b>7.38%</b>	<b>\$1,046,575</b>	<b>\$67,722</b>	<b>6.47%</b>
<b>COMMUNITY SERVICE FUND - 04</b>						
<b>COMMUNITY EDUCATION/SERVICE 500-599</b>						
SALARIES--100	\$1,066,871	\$229,094	21.47%	\$952,232	\$208,035	21.85%
BENEFITS--200	\$253,723	\$52,118	20.54%	\$250,330	\$50,836	20.31%
PURCHASED SVC.--300	\$71,535	\$11,567	16.17%	\$55,855	\$7,872	14.09%
SUPPLIES--400	\$75,070	\$61,434	81.84%	\$77,444	\$8,254	10.66%
CAPITAL EXP--500	\$2,500	\$5,869	234.76%	\$2,500	\$0	0.00%
OTHER--800	\$18,150	\$4,573	25.19%	\$23,500	\$5,852	24.90%
<b>TOTAL COMMUNITY EDUCATION</b>	<b>\$1,487,849</b>	<b>\$364,655</b>	<b>24.51%</b>	<b>\$1,361,861</b>	<b>\$280,848</b>	<b>20.62%</b>

Period Ending September 30, 2022

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2022-2023 / 2021-2022

DESCRIPTION	FY23 BUDGET	FY23 YTD	FY23 %	FY22 BUDGET	FY22 YTD	FY22 %
<b>CAPITAL OUTLAY FUND - 05</b>						
<b>CAPITAL EXPENDITURES</b>						
SALARIES--100	\$11,855	\$2,806	23.67%	\$11,855	\$2,806	23.67%
BENEFITS--200	\$1,795	\$416	23.17%	\$1,795	\$417	23.24%
PURCHASED SVC.--300	\$361,230	\$96,690	26.77%	\$191,815	\$27,761	14.47%
SUPPLIES--400	\$72,500	\$107,295	147.99%	\$60,000	\$62,036	103.39%
CAPITAL EXP--500	\$715,000	\$121,241	16.96%	\$645,858	\$186,030	28.80%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$1,162,380</b>	<b>\$328,447</b>	<b>28.26%</b>	<b>\$911,323</b>	<b>\$279,051</b>	<b>30.62%</b>
<b>DEBT SERVICE FUND - 07</b>						
<b>FISCAL/FIXED COSTS 900-999</b>						
DEBT SERVICE--700	\$1,228,440	\$41,220	3.36%	\$1,344,940	\$63,395	4.71%
OTHER FINANCING ISSUES--900	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$1,228,440</b>	<b>\$41,220</b>	<b>3.36%</b>	<b>\$1,344,940</b>	<b>\$63,395</b>	<b>4.71%</b>
<b>STUDENT ACTIVITIES FUND - 50</b>						
SUPPLIES--400	\$366,800	\$15,700	4.28%	\$366,800	\$1,346	0.37%
<b>TOTAL STUDENT ACTIVITIES FUND</b>	<b>\$366,800</b>	<b>\$15,700</b>	<b>4.28%</b>	<b>\$366,800</b>	<b>\$1,346</b>	<b>0.37%</b>
<b>TOTAL ALL FUNDS</b>	<b>\$25,768,329</b>	<b>\$3,207,478</b>	<b>12.45%</b>	<b>\$24,376,175</b>	<b>\$2,943,837</b>	<b>12.08%</b>



# Montevideo Public Schools

*Students First, from Cradle to Career  
School Board Update*

Superintendent Report  
October, 2022

Enrollment Update																	
Actual End of Year	Fiscal Year	Total ISD #129	HK	K	1	2	3	4	5	6	7	8	9	10	11	12	Enrollment +/- 2021-22: 2022-23
6/30/2022	22	1298	19	85	124	94	86	100	104	115	100	106	93	105	81	86	
10/1/2022	23	1368	19	89	110	125	100	90	106	110	117	102	108	103	107	82	
			0	4	-14	31	14	-10	2	-5	17	-4	15	-2	26	-4	<b>70</b>

  

Elementary Building Space
<p>K-4 enrollment is up 45 students over 2021-2022 and specific learning space demands have put a stress on building space. Moving the early childhood program to the Hawks Nest has allowed for Sanford to operate well. Ramsey has seen an increase in specific learning program space needs making things tight. We are looking at program options to help alleviate some stress points and we will keep the board abreast.</p>

  

LYFT Grants
<p>Kati Birhanzl is leading the district effort to secure 1 possibly 2 LYFT grants in order to jumpstart new CTE programming. We have been working with Kibble Equipment on our small engines program. This school-industry partnership meets the qualifications for a LYFT grant, therefore Mrs. Birhanzl is exploring where our greatest needs are in order to write the 1 year grant. The other area being considered is in the medical careers arena. We continue to meet with potential partners in order to develop what this type of program can look like. These grants can be written for approximately \$15,000 each and must show sustainability. Thank you to Mrs. Birhanzl for her work on this!</p>

  

MTSS
<p>We have formed a district team who is being trained by the MN Department of Ed on the Multi Tiered Systems of Support. MTSS is a framework aimed at linking resources and programs in order to provide a seamless system that is aligned to district outcomes. The premise of MTSS is using data to inform instruction, programs, and initiatives so that all programs are aligned to a common outcome. We have completed two of the six trainings so far and I am excited about the framework for our district.</p>

  

Staffing
<p>As mentioned above, special needs programming is placing pressure on our lower elementary levels. When our highest needs population increases it requires more resources be directed in that area resulting in services being drawn from other areas. We have been monitoring service times to see if the normal “settle in” period alleviates the disruption of services, unfortunately we have not seen a complete settling yet.</p> <p>You may recall that we made a 1.0 FTE reduction in special education for the 22-23 school year. This decision was made by looking at case loads, service needs, and FTE’s. We may not be able to maintain that reduction if services continue to be interrupted moving forward. I want the board to be aware of the potential need of either a special ed</p>

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teacher or special education academic specialist in the very near future. The line item for this type of position is in the FY23 budget, therefore would not be an additional expense.

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## Administrator Report October, 2022

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### **MHS Principal-Chris Weber**

We had a successful homecoming week at MHS. The dress up days were fun and we had great student and staff participation. Our PepFest was “rockin” and our parade had over 27 entries. A special shout out to our student council and the student council advisors for planning a great week. The seniors were the winners of the Spirit Stick and it will be displayed for them until next years Homecoming

October is off to a fast start. On Tuesday October 4th, all of our sophomores took the ASVAB. The Armed Services Vocational Aptitude Battery (ASVAB) is a tool that is used to measure and predict future academic and occupational success. Students will get the results from this which will show possible career areas of interest based on their responses to the questions in the ASVAB. This information can be used for college and career readiness planning while in highschool.

Also on October 4th, we had a group of students take the 2022 Tour of Manufacturing trip. Students who joined this learned about different manufacturing careers by taking tours of local manufacturing businesses. The businesses that students visited are Impact Innovations, Warner Manufacturing, Granite Fluid Power, Chandler Industries, Friendship Homes, AMETEK Inc., and SpecSys Inc. This is a great opportunity to expose our students to different careers in the manufacturing business.

On October 5th, our sophomores went on a career exploration trip. This regional event is held at SMSU in Marshall. Students had the opportunity to explore 100 careers with interactive exhibits. More information about the event can be found here: <https://www.swsc.org/careerexpo>.

### **MMS Principal- Shawn Huntley**

Greetings School Board Members! It is a pleasure to share with you some of the great things happening at MMS and across the district. First, I would like to recognize our teachers who have put in the work in developing their individualized action research project as part of our newly implemented Teacher Growth and Development Plan. Teachers have already selected an area of focus and have created their action plan, under the premise of improved student achievement. I have been impressed with the level of commitment teachers have put forth so far and I look forward to providing them the resources and support they need to be their best. So, thank you school board for allowing this professional development time for our greatest asset, our teachers!

Since the last board meeting, we have assessed, reviewed student data, and identified students in need of additional support in the areas of reading and math. These students have been receiving researched and evidence based interventions, in specific areas of need. These services are provided by two amazing interventionists, Sarah Simons and Julia Scovil. In addition to all of the work they have done in supporting students in this capacity, they both have been used extensively during the first month of the school year. They have been called on to sub more often than usual due the few substitutes available. Ms. Simons even volunteered to cover an entire 5th grade classroom for many days in row as Mr. Duenwald was, and continues to be, recovering from his leg injury that occurred while he was coaching in a varsity football game. Additionally, Ms. Scovil has been a rock star as our new district program coordinator for our Native American Education

Program. I am excited for all of the opportunities Ms. Scovil is, and will be, providing to our students. The passion she has in her work is inspiring!

As you are aware, all buildings have been operating short of support staff since the beginning of the year. At MMS we are currently in need of three paraprofessionals. Paraprofessionals are essential in supporting our students with varying levels of need. I would like to recognize the increased load our paraprofessionals have taken on to ensure student needs are being met. Rachel Paradee has been riding special transportation in the mornings and afternoons, in addition to her full-time paraprofessionals duties. She does all of this with such a positive attitude! Carla Powers also stepped in to serve students in homework help after school, which she already does before school. Lee Varpness brings his passion for students and education everyday! A true professional who also supervises our safety patrol students before and after school. He manages the morning and afternoon congestion at MMS solo for the first few of school as we select our 5th grade safety patrol members. I look forward to greeting Mr. Varpness first thing in the morning! All of our paraprofessionals have stepped up. Thank you!

### **MES Principal- Heidi Sachariason**

#### **Teach to Heal**

Danielle Theis is presenting to elementary staff on Friday, October 7th from 1:30 to 4:15. Our focus will be a review of the LSCI process for staff who were unable to attend this summer. We will focus some time on the first and last steps of an LSCI intervention with the behavior interventionist, including: how we get help from the Behavior Interventionist when a student is not regulated and how the student is received back into the classroom after an intervention. LSCI is a stand alone intervention approach that MES staff were trained in over the summer. Life Space Crisis intervention is a stand alone intervention at the start to the Teach to Heal Approach. The Teach to Heal Approach is a trauma responsive school approach.

#### **Homecoming Week**

We had a lot of fun during homecoming week. Students enjoyed dress up days, Pack the Gym Nights with free admission, and learning the school song in music. But I think above all, students really loved the feeling of being a Thunderhawk. Students in grades K-2 had a visit from the Thunderhawk at recess, as well as senior athletes and royalty. They sang the school song with the high schoolers, got to play with them in PE class, and were visited in their classrooms. This was a really big deal for students and they were so proud to be Thunderhawks. The highschoolers feel a lot like celebrity status to our littles.

Students in grades 3-4 were able to be a part of the Pepfest at the high school with the rest of the student body.

#### **MES Family Newsletter**

This year a goal is to have more regular parent communication. One way we are doing this at the elementary level is a newsletter that goes out at the end of each week. The newsletter works to inform families on school initiatives and programming, let them know of upcoming events, and help build a positive culture. You can check out our newsletter from homecoming week, [here](#).

### **Director of Special Education-Jennifer Kimman**

Our SpEd teachers have been working diligently to adjust schedules to better meet the needs of our students. At Ramsey, Shelby, Emily, and Kati have faced challenging situations with grace and dignity. They are working with some of our highest needs students. When students are struggling, Shelby, Emily, and Kati will seek out advice

and suggestions from others. They are working closely with our Behavior Analyst to develop sound programming for a few students.

Additionally, Shelby, Emily, and Kati are participating in the Strategies for Teaching based on Autism Research (STAR) training. Prior to the start of the school year, they attended a two day training. This past month, the STAR trainer spent some time at Ramsey for a site visit. While at Ramsey, the STAR trainer was able to provide our staff with feedback. Since then, staff have made adjustments to programming.

### **Community Education Director- Kelly Snell**

It is my privilege to step into the role as Community Education Director and Administrator of the Hawk's Nest Early Childhood Center. It's a very busy building and the staff and students are settling into their new space nicely. We are excited to now have a sidewalk running across the front of the building that connects to the back playground area. Other expected projects include an awning placed over the back entrance and the installation of sound absorbing panels in the large motor skill area that doubles as home to Junior Thunder Hawk Care.

SWNS, ECSE, and ECFE staff conducted Early Childhood Screenings at Salem Lutheran Church on October 4-6, screening over 75 families. A growing challenge this year is the increased need for interpreters to support non-english speakers. Spanish and Chux translators were made available from local partner agencies and from throughout our school district to assist 16 Spanish speaking families and 8 Chux speaking families through the screening process.

Little and Junior Thunder Hawk Care provides care for approximately 15 students before school and 60+ students after school. LTH and JTH care will be open over the non-school days of MEA break. The staff have some extra fun activities planned for those days. We have one open position for a JTH lead teacher.

CE staff have been coordinating with instructors and finalizing the offerings for all ages over the winter months. We are working on a partnership with CCM Wellness to potentially open morning fitness swim to their members. More to come on this endeavor.

### **Activities Director- Jesse Nelson**

It has been a great Fall so far and section play is now beginning. In my report I want to share an update on the Junior High academic support process we have put in place:

#### **Grade 7-8 Activities Academic Eligibility**

Montevideo Public Schools staff and administration strongly believe in the benefit that having students participate in extracurricular activities can have on a student's life. Research has shown a direct correlation between participation in extracurricular activities and increased attendance as well as long term academic achievement. Therefore, to help eliminate barriers to participation in extracurricular activities, the Activities Director and Middle School Principal have collaborated to provide additional academic support to students to help reduce academic ineligibilities.

To participate in middle school (7th-8th grades) extracurricular activities students must be receiving passing grades in all courses. If one or more failing grades occur for a student, both the student and their parents are notified that they are being placed on academic probation and have two weeks to remedy the failing grade. While a student is on academic probation they are encouraged to attend study table. If the grades are not brought up to passing prior to the following grade check the students will have two options:

1. Be placed on the ineligibility list. During ineligibility students are not able to participate in their activities games/contests until the next grade check. Students are able to participate in practice.  
or
2. Agree to participate in the middle school extracurricular study table in order to remain eligible and receive the extra assistance needed to be academically successful. To remain eligible, students must attend all study table sessions throughout the probationary period. Missing study table results in being placed on the ineligibility list. When in attendance at study table sessions students will:
  - a. Bring academic supplies required to complete school work
  - b. Remain on task while at study table
  - c. Refrain from cell phone usage
  - d. Complete work progress checks with the Activities Director prior to leaving study table
  - e. Adhere to behavioral expectationsFailure to comply with a-e will result in dismissal from the study table and the student being placed on the academic ineligibility list.

Middle School extracurricular study tables are study sessions set up to provide extra support and work time for students to address academic deficiencies. Extracurricular study table is held Tuesday and Wednesday mornings from 7:30am to 8:10am in the MMS library and supervised by the district Activities Director.

**Procedure Summary:**

1. Grades will be checked by the office for all students on set dates as listed in the Montevideo Student Handbook.
2. Grade 7-8 students with one or more failing grades will be notified and placed on academic probation.
3. Students who are failing one or more classes after a probationary period will have the opportunity to stay eligible by participating in Study Table Sessions held on Tuesday and Wednesday mornings from 7:30am to 8:10am in the MMS Library. Students must attend these study sessions until passing their classes to remain eligible.

OR

If students choose not to attend Study Table Sessions, they will become ineligible and not be able to participate in their activity until the next Grade Check. These students will still be able to participate in practices.

To help ensure that all students were clear on the ineligibility policy, I attended practices for our junior high activities and shared the expectations, procedure, and options regarding academic ineligibility and the goal of Study Table. The first week of ineligibility was the week of October 3 with the first day of Study Table on October 4. There were 12 students in attendance and students effectively utilized the time. Unfortunately October 5 was canceled due to the middle school power outage day. This was a good beginning of the program and hopefully an encouragement for students to 1) not become ineligible and 2) if ineligibility does occur, that study table is a way to help get back on track academically without forfeiture of activities.

Go Thunderhawks!

**Montevideo Public School, ISD 129 Policy Update**

<b>Policy Number</b>	<b>Policy Name and link</b>	<b>Current Date</b>	<b>Updated Approval Date</b>
101	<a href="#">Legal Status of the District</a>	2016	11/2022
101.1	<a href="#">Legal Name of the District</a>	None	11/2022
102	<a href="#">Equal Education Policy</a>	2021	2021
103	<a href="#">Complaints</a>	2006	11/2022
201	<a href="#">Legal Status of the School Board</a>	1999	11/2022
202	<a href="#">School Board Officers</a>	2012	11/2022
203	<a href="#">Operations of the School Board-Governing Rules</a>	2010	11/2022
203.1	<a href="#">School Board Procedures</a>	1997	11/2022
203.2	<a href="#">Order of Regular Meeting</a>	2010	11/2022
203.5	<a href="#">School Board Meeting Agenda</a>	2013	11/2022
203.6	<a href="#">Consent Agenda</a>	1997	11/2022
204	<a href="#">School Board Meeting Minutes</a>	2010	11/2022
205	<a href="#">Open Meetings and Closed Meetings</a>	2018	11/2022
206	<a href="#">Public Participation in School Board Meetings/Complaints About Persons At School Board Meetings and Data Privacy Considerations</a>	2018	11/2022
207	<a href="#">Public Hearings</a>	2010	2022
208	<a href="#">Development, Adoption, and Implementation of Policies</a>	2016	2022
209	<a href="#">Code of Ethics</a>	2010	2022







## **COMMITTEE MEMBERSHIP**

MRVED Board (1)	Janet Wibben
Community Ed/Rec. Advisory (2)	Becky Pauling & Janet Wibben
Licensed and Non-Licensed Personnel Labor Management/Negotiations (3)	Andrew Stenson, Joe Helgeson & Dan Ohmacht
Indoor Air Quality/Health & Safety/Wellness (2)	Dan Ohmacht & Travis Birhanzi
Transportation (2)	Travis Birhanzi & Becky Pauling
District Staff Development/Systems Accountability (2)	Becky Pauling & Travis Birhanzi
Activities Advisory (3)	Travis Birhanzi, Becky Pauling & Dan Ohmacht
Technology (2)	Joe Helgeson & Andrew Stenson
MSHSL (2)	Travis Birhanzi & Becky Pauling
Continuing Education (1)	Joe Helgeson
Teacher Professional Development/Evaluation (1 or 2)	Becky Pauling & Janet Wibben

**524 ACCEPTABLE USE OF TECHNOLOGY POLICY FOR STUDENTS, EMPLOYEES, AND PUBLIC USERS**

**I. PURPOSE**

The purpose of this policy is to set forth policies and guidelines for access to the school district computer system (including hardware and/or software) and acceptable and safe use of technology, including electronic communications.

**II. GENERAL STATEMENT OF POLICY**

In making decisions regarding student and employee access to the school district computer system and the Internet, including electronic communications, the school district considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the school district computer system and to the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of the school district computer system and the Internet throughout the curriculum and will provide guidance and instruction to students in their use. This policy shall apply to all users of the District's electronic resources, including but not limited to students, faculty, administrators, support staff, and board members. This policy shall apply to the use of the District's electronic resources by any means and from any location.

**III. LIMITED EDUCATIONAL PURPOSE**

The school district is providing students and employees with access to the school district computer system, which includes Internet access. The purpose of the system is more specific than providing students and employees with general access to the Internet. The school district system has a limited educational purpose, which includes use of the system for classroom activities, educational research, and professional or career development activities. Users are expected to use Internet access through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network. Proper use of the District's internet access and electronic resources is the responsibility of the individual user.

**IV. USE OF SYSTEM IS A PRIVILEGE**

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 use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion or termination of employment; or civil or criminal liability under other applicable laws.

## **V. SYSTEM/PROPERTY RIGHTS**

- A. The information, communication, processing, and storage resources provided by Montevideo Public Schools are the sole property of the District. Files, data, and other communication created that originate from, or are stored on the District's hardware and software, are considered the District's property for the purposes of this policy. The District's ownership and control over its systems shall apply regardless of how and where a user accesses the District's technology systems.
  
- B. One fundamental need for acceptable student and employee use of District electronic resources is respect for, and protection of, password / account security, as well as restricted databases, files, and information banks. Users are responsible for safeguarding their own accounts, passwords, and assigned computers. Under no circumstances are users permitted to share their access information with other people. Users may be held responsible for activity generated under their account credentials, even if they are not the one who actually generated the activity. Due to the confidential file access available from employee machines, students are not allowed to use machines assigned to employees of the District unless they are under the immediate supervision of a school employee. Student machines are provided for student use.

## **VI. UNACCEPTABLE USES**

- A. While not an exhaustive list, the following uses of the school district system and Internet resources or accounts are considered unacceptable:
  - 1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit or distribute:
    - a. pornographic, obscene or sexually explicit material or other visual depictions that is harmful to minors;
    - b. 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 disruptive to the educational process;
    - d. information or materials that could cause damage or danger of disruption to the educational process;

- e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
2. Users will not use the school district system to knowingly or recklessly post, transmit or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
3. Users will not use the school district system to engage in any illegal act or violate any local, state or federal statute or law.
4. Users will not use the school district system to vandalize, damage or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software or system performance by spreading computer viruses or by any other means, will not tamper with, modify or change the school district system software, hardware or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.
5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information or files without the implied or direct permission of that person.
6. Users will not use the school district system to 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, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.
  - a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).
  - b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:

- (1) such information is classified by the school district as directory information, and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
- (2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, such as “Facebook”, “Twitter”, “Instagram”, “SnapChat” “TikTok” “Reddit” and similar websites or applications.
7. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person’s account, or use computer accounts, access codes or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
  8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person’s property without the person’s prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
  9. Users will not use the school district system for conducting business, for unauthorized commercial purposes or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
  10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district’s Bullying Prohibition Policy. This prohibition includes using any technology or other

electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.

11. Users shall not use or install their own computers, modems, routers, web servers, or any other equipment on the District's network. The only exception to this policy is that users may utilize their own devices on the PUBLIC wireless network maintained by Montevideo Public Schools. This network is an "as is, as available" network requiring user authentication in order to gain access. While on this wireless network, all activity will be logged and will not be considered private. The District provides computers, related equipment, and software for employee and student use in its buildings and for transferring files. The school district will support hardware repair, software installation and repair, and training ONLY for equipment and software that is the property of the District.
  12. Users will not install their own software on District machines UNLESS all of the following requirements are met:
    - a) Notification and approval of the Chief Technology Officer (CTO) PRIOR to installation of the software
    - b) The software must be related to the user's curriculum or job.
    - c) Students are not allowed to install software under any circumstances
    - d) The user installing the software is responsible for maintaining legal proof of the license for the installed software in close proximity to the machine the software is installed on.
    - e) Under no circumstances are copyright or licensing infringements allowed.
  13. Users who are assigned file space on the District's servers are responsible for regularly cleaning and updating their file space. The District will regulate and provide quotas for disk space provided to users of the network.
  14. Attempts to evade, disable, or circumvent the District's content filtering hardware and software is a violation of the Acceptable Use Policy.
  15. Security of the District's network is of the utmost importance. Users will not attempt to compromise the security of the district's network. If a user discovers or becomes privy to a security and/or content filtering problem with the network, they are obligated under this policy to notify the CTO immediately. Users shall not demonstrate the potential problem to any other users.
- B. The school district has a special interest in regulating off-campus speech that materially disrupts classwork or involves substantial disorder or invasion of the rights of others. A student or employee engaging in the foregoing unacceptable

uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations may include, but are not limited to, serious or severe bullying or harassment targeting particular individuals, threats aimed at teachers or other students, failure to follow rules concerning lessons, the writing of papers, the use of computers, or participation in other online school activities, and breaches of school security devices. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment. Additionally, any user found to be in violation of this policy and causing interruption of the district network may be personally liable for the time and material cost of restoring network functionality.

- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

## **VII. FILTER**

- A. 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.
- B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
  - 1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or

2. 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
  3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
- D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
- E. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

## **VIII. CONSISTENCY WITH OTHER SCHOOL POLICIES**

Use of the school district computer system and use of the Internet shall be consistent with school district policies and the mission of the school district.

## **IX. LIMITED EXPECTATION OF PRIVACY**

- A. By authorizing use of the school district system, the school 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.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents may have the right at any time to investigate or review the contents of their child's files and email files in accordance with the school district's Protection and Privacy of Pupil Records Policy. Parents have the right to request the termination of their child's individual account at any time.

- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and/or e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure or discovery under Minnesota Statutes, Chapter 13 (the Minnesota Government Data Practices Act).
- 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 conducted through the school district system.

## **X. TECHNOLOGY USE AGREEMENT**

- A. The proper use 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 school district.
- B. This policy requires the permission of the school's designated professional staff before a student may use a school account or resource to access the Internet.
- C. The [Acceptable Use of Technology User and Parent Notification and Consent Form \(524A\)](#) must be read and signed by the student and his/her parent or guardian. Employees must also read and sign this form. The form must then be filed at the school office.

## **XI. LIMITATION ON SCHOOL DISTRICT LIABILITY**

Use of the school district system is at the user's own risk. The system is provided on an "as is, as available" basis. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage or unavailability of data stored on school district cloud/internet storage, hard drives or servers, or for delays or changes in or interruptions of service or misdeliveries or nondeliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

## **XII. ACQUISITION OF TECHNOLOGY**

The Montevideo Public Schools' Information Technology Department (I.T.) is charged with supporting district owned computer hardware, software and peripherals in ways that meet district operational priorities. Montevideo Public Schools is a highly interconnected instructional entity, and is dependent upon secure and reliable technology to meet these priorities. I.T. is responsible for maintaining the district's

network, servers, software, workstations, and peripherals, maintaining quality at reasonable costs. In an effort to achieve the best use of district technology resources, I.T. purchases technologies that are sustainable, compatible with existing systems, and can be efficiently supported. As a result, I.T. has negotiated numerous purchasing agreements with hardware, software, and network vendors, service agencies, multimedia companies, and others. In order to take advantage of these contracts and ensure that technology purchases meet district standards, I.T. must be involved in all information technology related purchases in order to provide:

1. compatibility with the district's network environment;
2. compliance with district's security policies;
3. suitability for the district's network;
4. licensing compliance for software purchase;
5. hardware and software that can be efficiently supported;
6. availability of sufficient district resources (including initial and recurring costs)

As such, no hardware or software equipment purchases requiring I.T. resources may be made without the prior approval of the district's I.T. department. Any department or program purchasing items without prior approval from the CTO may not install the item(s) on a district computer or connect them to a building's LAN (local area network). The Technology Department will not accept responsibility for the installation, operation, training, or maintenance of unapproved items. The purchaser will assume full responsibility for returning the unapproved item(s) to the vendor and will incur any monetary losses.

- A.** Donated items must be approved by the Technology Department (form available in the Superintendent's Office) before the school district will accept the donation. Donated equipment has hidden costs for which the Technology Department does not budget, such as network connections, software packages and licenses, electrical wiring, etc. which can greatly increase the total cost of ownership (TCO).
- B.** While grants provide opportunities to purchase items that would otherwise not be available, there are often several hidden costs not readily apparent to the grant writer that add greatly to the TCO. As such, it is imperative that I.T. be involved early in the process and that I.T. approval be obtained (form available in the Superintendent's Office), PRIOR to the submission of any grants for technology hardware and software purchases. If approval is not obtained by I.T. prior to the grant being submitted, the school district will not accept the grant in the event it is awarded.
- D.** The availability of curriculum specific technology, in particular software, has increased exponentially the past several years. Unfortunately, the investment by many curriculum companies in software design have not evolved at the same pace. This has resulted in numerous pieces of software that rely on archaic infrastructure (for example, outdated operating systems) being available in order to run their software. In order to avoid these problems and ensure compatibility with the district's network, I.T. must be included in the discussion of new curriculum purchases where access to district I.T. resources

are expected. No curriculum resources involving technology may be purchased without prior approval of I.T. (form available in the Superintendent's Office).

### **XIII. USER NOTIFICATION**

- A. All users shall be notified of the school district policies relating to Internet use.
- B. This notification shall include the following:
  - 1. Notification that Internet use is subject to compliance with school district policies.
  - 2. Disclaimers limiting the school district's liability relative to:
    - a. Information stored on school district diskettes, hard drives or servers.
    - b. Information retrieved through school district computers, networks or online resources.
    - c. Personal property used to access school district computers, networks or online resources.
    - d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.
  - 3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
  - 4. Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
  - 5. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.
  - 6. Notification that the collection, creation, reception, maintenance and dissemination of data via the Internet, including electronic communications, is governed by, Public and Private Personnel Data, and, Protection and Privacy of Pupil Records.
  - 7. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.

8. Notification that all provisions of the acceptable use policy are subordinate to local, state and federal laws.

#### **XIV. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE**

- A. Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies and other possibly offensive media. Parents are responsible for monitoring their student's use of the school district system and of the Internet if the student is accessing the school district system from home or a remote location.
- B. Parents will be notified that their students will be using school district resources/accounts to access the Internet and that the school district will provide parents the option to request alternative activities not requiring Internet access. This notification should include:
  1. A copy of the user notification form provided to the student user.
  2. A description of parent/guardian responsibilities.
  3. A notification that the parents have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.
  4. A statement that the Internet Use Agreement must be signed by the user and the parent or guardian prior to use by the student.
  5. A statement that the school district's acceptable use policy is available for parental review.

#### **XV. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS**

- A. "Technology provider" means a person who:
  1. Contracts with the school district, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
  2. Creates, receives, or maintains educational data pursuant or incidental to a contract with the school district.
- B. "Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.

C Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:

- 1 Identify each curriculum, testing, or assessment technology provider with access to educational data;
2. Identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and
3. Include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.

D. The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.

E. A contract between a technology provider and the school district must include requirements to ensure appropriate security safeguards for educational data. The contract must require that:

- 1 The technology provider's employees or contractors have access to educational data only if authorized; and
2. The technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.

F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agencies or institutions are not the technology provider's property.

## **XVI. SCHOOL-ISSUED DEVICES**

A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.

B Except as provided in paragraph C, the school district or a technology provider must not electronically access or monitor:

- 1 Any location-tracking feature of a school-issued device;
2. Any audio or visual receiving, transmitting, or recording feature of a school-issued device; or
3. Student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.

C. The school district or a technology provider may only engage in activities prohibited by paragraph B if:

- 1 The activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by school district employees, student teachers, staff contracted by the school district, a vendor, or the Minnesota Department of Education, and notice is provided in advance;
2. The activity is permitted under a judicial warrant;
3. The school district is notified or becomes aware that the device is missing or stolen;
4. The activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;
5. The activity is necessary to comply with federal or state law, including but not limited to Minnesota Statutes section 121A.031; or
6. The activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.

D. If the school district or a technology provider interacts with a school-issued device as provided in paragraph C, clause 4, it must, within 72 hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time when the notice itself would pose an imminent threat to life or safety, but must instead be given within 72 hours after that imminent threat has ceased.

## **XVII. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN**

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

## **XVIII. IMPLEMENTATION; POLICY REVIEW**

A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms, and procedures shall be an addendum to this policy.

B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.

C. The school district Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.

D. Because of the rapid changes in the development of the Internet, the school board shall conduct an annual review of this policy.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. § 121A.031 (School Student Bullying Policy)  
Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)  
Minn. Stat. § 125B.15 (Internet Access for Students)  
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)  
15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)  
17 U.S.C. § 101 *et seq.* (Copyrights)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))  
47 C.F.R. § 54.520 (FCC rules implementing CIPA)  
*Mahanoy Area Sch. Dist. v. B.L.*, 594 U.S. \_\_\_\_, 141 S. Ct. 2038 (2021)  
*Tinker v. Des Moines Indep. Cmty. Sch. Dist.*, 393 U.S. 503 (1969)  
*United States v. Amer. Library Assoc.*, 539 U.S. 194(2003)

*Sagehorn v. Indep. Sch. Dist. No. 728*, 122 F.Supp.2d 842 (D. Minn. 2015)

*R.S. v. Minnewaska Area Sch. Dist. No. 2149*, 894 F.Supp.2d 1128 (D. Minn. 2012)

*Tatro v. Univ. of Minnesota*, 800 N.W.2d 811 (Minn. App. 2011), aff'd on other grounds 816 N.W.2d 509 (Minn. 2012)

*S.J.W. v. Lee's Summit R-7 Sch. Dist.*, 696 F.3d 771 (8<sup>th</sup> Cir. 2012)

*Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist.*, 853 F.Supp.2d 888 (W.D. Mo. 2012)

*M.T. v. Cent. York Sch. Dist.*, 937 A.2d 538 (Pa. Commw. Ct. 2007)

***Cross References:***

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)

MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)

MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)

MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination Grievance Procedures and Process)

MSBA/MASA Model Policy 603 (Curriculum Development)

MSBA/MASA Model Policy 604 (Instructional Curriculum)

MSBA/MASA Model Policy 606 (Textbooks and Instructional Materials)

MSBA/MASA Model Policy 806 (Crisis Management Policy)

MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

FILLING SCHOOL BOARD VACANCY BY APPOINTMENT

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January,2024; and

\*WHEREAS, the vacancy occurred less than ninety (90) days prior to the first Tuesday after the first Monday in November in the first or second year of the vacant term;

NOW THEREFORE BE IT RESOLVED by the School Board of Independent School District No.129, State of Minnesota, as follows:

Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b, Daniel Ohmacht is hereby appointed to fill the vacancy and to serve until a successor is elected and qualified. The appointment shall be effective thirty (30) days after the adoption of this resolution unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period.