

Regular Monthly Board Meeting

Monday, November 4, 2024 5:30 PM

High School Media Center, 810 First Street North, Pine River, MN 56474

1. Call to Order and Pledge to the Flag

Speaker(s): Board Chair

Members: Leslie Bouchonville, Chris Cunningham, Roger D. Hoplin, Nicki Linsten-Lodge, Carrie Maurer-Ackerman, David Sheley, Ryan Trumble and Superintendent Jonathan Clark

2. Welcome to Visitors

Speaker(s): Board Chair

2.1. Public Comments and Time for Interaction with the Board on Agenda Items

Speaker(s): Board Chair

3. Approve Agenda

4. Approve Minutes of the October 7, 2024 Regular Board Meeting and the October 21, 2024 Special Meeting

Speaker(s): Board Chair

5. Informational Items

5.1. Principal Reports

5.2. Director Reports

5.3. Superintendent Report

5.4. Enrollment Report

6. Consent Calendar

6.1. Approve Bills Presented

6.2. Approve Investment Report

6.3. Approve Treasurer's Report

6.4. Approve Electronic Funds Transfers and Other Banking Transactions

6.5. Federal Funds

6.6. Adopt Resolution Accepting Monetary Awards and Donations

6.7. Approve Personnel Items as Listed

6.8. Approve the 2025 Interagency Agreement with the Cass County Children's Initiative, Inc.

7. Discussion Items

7.1. Review and Comment

7.2. First Reading of Policy 512 School-Sponsored Student Publication and Activities

7.3. Draft of 2025-26 School Calendar

7.4. Superintendent Mid-Year Review

7.5. Agreement with Rapp Strategies, Inc.

7.6. Weather Related Late Starts, Early Dismissals
and e-Learning

8. **Action Items**

8.1. Read and Approve the Following Policies:

- 503 Student Attendance
- 507 Corporal Punishment and Prone Restraint
- 509 Enrollment of Nonresident Students

8.2. Approve the E-Learning Plan

8.3. Approve the 2.75% Capital Project Levy Review &
Comment Proposal for submission to the Minnesota
Department of Education

9. **Open Forum**

10. **Adjourn**

A special meeting of the Board of Education was held in the High School Media Center at 5:30 p.m. on Monday, October 21, 2024 with Chair Cunningham presiding.

Members present: Leslie Bouchonville, Christopher Cunningham, Roger D. Hoplin, Nicki Linsten-Lodge, Carrie Maurer-Ackerman, David Sheley, Ryan Trumble and Superintendent Jonathan Clark.

The floor was opened for comments from the public on agenda items.

Motion by Hoplin, second by Linsten-Lodge, to approve the agenda. All voted aye and the motion carried.

Discussion Item:

- Capital Projects Levy. The board reviewed a draft of the Review and Comment that will be submitted to the Minnesota Department of Education. Approval of the Review and Comment will be requested at the November 4, 2024 regular board meeting.

Motion by Hoplin, second by Bouchonville, to approve the hiring of Rick Aulie as Assistant Boys Basketball Coach for the 2024-25 season. All voted aye and the motion carried.

Motion by Trumble, second by Maurer-Ackerman, to authorize Superintendent Clark to negotiate a contract with Rapp Strategies, Inc. for levy support services. All voted aye and the motion carried.

Motion by Trumble, second by Linsten-Lodge, to authorize posting for a School Age Childcare Site Coordinator. All voted aye and the motion carried.

Motion by Linsten-Lodge, second by Maurer-Ackerman to read and approve the following policies:

- 513 Student Promotion, Retention and Program Design
- 601 School District Curriculum and Instruction Goals
- 603 Curriculum Development
- 616 School District System Accountability
- 619 Staff Development for Standards

All voted aye and the motion carried.

Open forum – The meeting was opened for comments from the public.

Cunningham adjourned the meeting at 6:11 p.m.

Leslie Bouchonville, Clerk
Recorded by Cindy Felthous

A meeting of the Board of Education was held in the High School Media Center at 5:30 p.m. on Monday, October 7, 2024 with Chair Cunningham presiding.

Members present: Leslie Bouchonville, Christopher Cunningham, Roger D. Hoplin, Nicki Linsten-Lodge, Carrie Maurer-Ackerman, David Sheley, Ryan Trumble and Superintendent Jonathan Clark.

The floor was opened for comments from the public on agenda items.

Motion by Linsten-Lodge, second by Hoplin, to approve the agenda. All voted aye and the motion carried.

Motion by Hoplin, second by Maurer-Ackerman, to approve the minutes of the September 9, 2024 regular board meeting and the September 23, 2024 special meeting. All voted aye and the motion carried.

Administrative team, director and enrollment reports were heard.

Consent Calendar - Motion by Maurer-Ackerman, second by Bouchonville, to approve the Consent Calendar, which consisted of the following items:

- Approve bills presented (checks 76178-76348 totaling \$222,536.17); approve the investment report; approve the treasurer's report; approve the report on electronic fund transfers and other banking transactions; adopt a resolution accepting monetary awards and donations; and
- Approve personnel items:
 - Extend the paraprofessional schedule for Rishona Ashman by fifteen minutes per day effective September 16, 2024
 - Add .2 fte (Mondays) to the teaching contract of Kay Sawyer effective September 16, 2024
 - Extend the paraprofessional schedule for Mariah Hines by fifteen minutes per day effective September 24, 2024
 - Approve the hiring of Toby Lillich as Route Bus Driver effective September 23, 2024
 - Approve the hiring of Christine Desmond as copy center clerical up to 15 hours per week effective October 3, 2024
 - Approve the hiring of Jordan Ackerman as Varsity Boys Basketball Coach for the 2024-25 season
 - Approve the hiring of Micah Eveland as Junior High Boys Basketball Coach for the 2024-25 season
 - Approve the hiring of Tucker Sheley as Varsity Girls Basketball Coach for the 2024-25 season
 - Approve the hiring of Jennifer Travis as Assistant Girls Basketball Coach for the 2024-25 season
 - Approve the hiring of John Bueckers as Junior High Girls Basketball Coach for the 2024-25 season
 - Approve the hiring of Justin Franke as Varsity Wrestling Coach for the 2024-25 season
 - Approve the hiring of Alex Diaz as Assistant Wrestling Coach for the 2024-25 season
 - Approve the hiring of Tom Demars as Assistant Wrestling Coach for the 2024-25 season
 - Approve the hiring of Jon Rowell as Assistant Wrestling Coach for the 2024-25 season
 - Approve the hiring of Courtney Benson as Speech Coach for the 2024-25 season
 - Approve the hiring of Isaak Anderson as Senior High Knowledge Bowl Advisor for the 2024-25 season
 - Approve the hiring of Melanie Lindquist as Co-Junior High Knowledge Bowl Advisor for the 2024-25 season
 - Approve the hiring of Greg Gentry as Co-Junior High Knowledge Bowl Advisor for the 2024-25 season
- Approve a French Club trip to Monteval and Quebec for the summer of 2026

All voted aye and the motion carried.

Discussion Items:

- Capital projects levy. Board discussion on levy options. The October 21, 2024 work session will be changed to a special meeting and the Board will vote to approve setting a special election for a capital projects levy at 2.75% on April 8, 2025.
- Minnesota State High School League (MSHSL) resolution to extend insurance coverage to ninth grade.

Open forum – The meeting was opened for comments from the public.

Cunningham adjourned the meeting at 6:18 p.m.

Leslie Bouchonville, Clerk
Recorded by Cindy Felthous

November, 2024

Hard to believe we are already into November! It has gone by fast! Training of new staff has gone well.

We did annual training with IEA.

We have had small issues with Tenn Finns, our milk supplier. Leaky cartons, Dirty, Late deliveries, I am sure as we work together they will resolve. I like working with a local farmer and have not heard any negative feedback on the milk.

I have been purchasing some Farm to School produce from Robyn Bragstad. Lettuce, tomatoes, onions, cucumbers, and basil. I think it is important to build these relationships and the product to students is amazing!

Discussion has started on this year's Back to Basics event. We will again be preparing the meal for that.

Things are going well, Working hard at providing the best meal service we can!

Jilline Blanchard
Food Service Director



TEACHING & LEARNING UPDATE 11/4/2024

1. October was a month of first meetings for Teaching and Learning. We had our first American Indian Parent Advisory Committee meeting and have scheduled our second one for November 11th at 5:00 in the District Office. Any parents of American Indian students, or American Indian Community members are welcome to attend this meeting.
2. We also had our first Career Pathways team meeting.
 - a. We are moving forward with some staff signs to promote pathways that will be displayed in the hallways.
 - b. We also have 19 students who will be working on completing their OSHA 10 certification by the end of the school year
3. READ Act update - as of 10/30 the number of teachers in each cohort who have completed Module 3 are:
 - a. Cohort 1 11/28
 - b. Cohort 2 11/25All staff must be finished with module 3 by November 27th when we have our first Live session with OLLA Facilitators.
4. Curriculum updates
 - a. Health curriculum has been updated for grades 5-HS - this was fast tracked due to a change in schedules. I met with teachers, discussed standards and alignment, and got samples for them to review before purchasing.
 - b. Monthly curriculum leader updates have been very informative and helpful for me to attend (most are virtual)
 - i. ELA
 - ii. Social Studies
 - iii. Literacy Lead
 - c. General curriculum support to classroom teachers as needed/requested
 - d. Science implementation support including checking in with HS teachers on celebrations/needs/with their new curriculum and continued conversations and planning with Courtney so we can have a seamless rollout for elementary. All K-4 teachers now have access to the STEMScopes curriculum.

2024-2025 SCHOOL YEAR
ENROLLMENT REPORT

	<u>2023-24</u>	<u>9/1/2024</u>	<u>10/1/2024</u>	<u>11/1/2024</u>	<u>12/1/2024</u>	<u>1/1/2025</u>	<u>2/1/2025</u>	<u>3/1/2025</u>	<u>4/1/2025</u>	<u>5/1/2025</u>	<u>6/1/2025</u>	2024-25 YTD Average
ELEMENTARY:												
Kindergarten	55	65	63	63								64
First	58	51	51	51								51
Second	60	61	61	61								61
Third	60	63	60	60								61
Fourth	73	62	58	58								59
Fifth	47	76	78	79								78
Sixth	69	51	49	49								50
Total Elementary	422	429	420	421	0	0	0	0	0	0	0	423
HIGH SCHOOL:												
Seventh	52	72	73	73								73
Eighth	67	55	59	60								58
Ninth	64	70	72	74								72
Tenth	67	65	59	61								62
Eleventh	60	71	67	62								67
Twelfth	45	61	61	60								61
Total High School	355	394	391	390	0	0	0	0	0	0	0	392
Total w/o FT ALC	777	823	811	811	0	0	0	0	0	0	0	818
ALP:												
Ninth	3	0	8	8								5
Tenth	12	0	10	10								7
Eleventh	13	0	16	15								10
Twelfth (includes 12th +)	35	0	27	27								18
Total Full-time ALP	63	0	61	60	0	0	0	0	0	0	0	40
DISTRICT TOTAL	840	823	872	871	0	0	0	0	0	0	0	858
<u>PUPIL UNITS:</u>												
ECSE	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0
Kindergarten	55.0	65.0	63.0	63.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	63.7
Elementary 1-3	178.0	175.0	172.0	172.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	173.0
Elementary 4-6	189.0	189.0	185.0	186.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	186.7
Secondary	426.0	472.8	469.2	468.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	470.0
ALP	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Pupil Units	864.0	917.8	905.2	905.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	909.3

ADM ALP (full and part-time) is included in last year's data and budget data but the ALC is budgeted based on total average daily membership and attendance. In addition, the full-time ALP is not included in the pupil units section because it would not reflect an accurate picture of the ALP pupil units due to the nature of the program.

PINE RIVER BACKUS SCHOOLS
Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2174		CHEC	77861	76349	Check	1	00426		IND SCHOOL DIST #118	Yes	No	No	USD	10/07/2024	200.00
			77863	76350	Check	1	103710		PELTIER, GREGORY	Yes	No	No	USD	10/07/2024	115.00
			77862	76351	Check	1	101867		RUNYAN, JIM	Yes	No	No	USD	10/07/2024	115.00
			77864	76352	Check	1	105819		SOBIECH, JOHN	Yes	No	No	USD	10/07/2024	115.00
			77892	76353	Check	1	105497		BLAKE, LEOLA	Yes	No	No	USD	10/08/2024	135.00
			77898	76355	Check	1	105800		BOELTER COMPANIES, INC.	Yes	No	No	USD	10/08/2024	1,937.76
			77888	76356	Check	1	105003		BRAGSTAD, LANCE & ROBYN	Yes	No	No	USD	10/08/2024	77.01
			77867	76357	Check	1	10045		BRIDGE OF HARMONY	Yes	No	No	USD	10/08/2024	210.43
			77878	76358	Check	1	102716		CENEX CREDIT CARD	Yes	No	No	USD	10/08/2024	3,896.66
			77873	76359	Check	1	101604		CENTRAL MCGOWAN, INC - 139156	Yes	No	No	USD	10/08/2024	74.15
			77908	76360	Check	1	13500		CENTRAL MINNESOTA ERDC	Yes	No	No	USD	10/08/2024	1,818.31
			77901	76361	Check	1	105829		CHRISTIANSON, KENT	Yes	No	No	USD	10/08/2024	145.00
			77909	76362	Check	1	14850		CITY OF PINE RIVER	Yes	No	No	USD	10/08/2024	1,346.63
			77865	76363	Check	1	01119		CLIMATE MAKERS	Yes	No	No	USD	10/08/2024	909.00
			77910	76364	Check	1	18200		CULLIGAN	Yes	No	No	USD	10/08/2024	255.46
			77866	76365	Check	1	100195		DAY'S SANITARY SEWER SVC	Yes	No	No	USD	10/08/2024	192.00
			77884	76366	Check	1	104435		FREEMAN, LEAH	Yes	No	No	USD	10/08/2024	159.57
			77911	76367	Check	1	31800		GARDINER HARDWARE	Yes	No	No	USD	10/08/2024	1,292.30
			77896	76368	Check	1	105622		GENTRY, GREG	Yes	No	No	USD	10/08/2024	215.96
			77875	76369	Check	1	101957		GILLES, JASON	Yes	No	No	USD	10/08/2024	115.00
			77879	76370	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	USD	10/08/2024	727.58
			77902	76371	Check	1	105830		HANSON, SHAWN	Yes	No	No	USD	10/08/2024	145.00
			77912	76372	Check	1	37650		HILLYARD/HUTCHINSON	Yes	No	No	USD	10/08/2024	10,976.43
			77883	76373	Check	1	104225		HIRSCH, MISSY	Yes	No	No	USD	10/08/2024	135.00
			77894	76374	Check	1	105520		HOLLENHORST, BRADLEY	Yes	No	No	USD	10/08/2024	180.00
			77900	76375	Check	1	105828		HUGO'S FAMILY MARKET PLACE	Yes	No	No	USD	10/08/2024	30.84
			77895	76376	Check	1	105558		IMAGINE LEARNING, INC.	Yes	No	No	USD	10/08/2024	3,700.00
			77913	76377	Check	1	40250		IND SCHOOL DIST #15	Yes	No	No	USD	10/08/2024	4,515.42
			77872	76378	Check	1	101291		IND SCHOOL DIST #317	Yes	No	No	USD	10/08/2024	150.00
			77876	76379	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	10/08/2024	560.30
			77907	76380	Check	1	105835		JACKSON, RHODA	Yes	No	No	USD	10/08/2024	15.00
			77882	76381	Check	1	103711		JAYTECH, INC	Yes	No	No	USD	10/08/2024	434.67
			77890	76382	Check	1	105290		JH SIGNS & DESIGNS, INC.	Yes	No	No	USD	10/08/2024	136.00
			77897	76383	Check	1	105728		KARDELL, MARIAH	Yes	No	No	USD	10/08/2024	46.50
			77903	76384	Check	1	105831		KRAFT, ARTHUR ALPHONSE	Yes	No	No	USD	10/08/2024	311.16
			77870	76385	Check	1	100918		LAKES PRINTING	Yes	No	No	USD	10/08/2024	5,025.11
			77891	76386	Check	1	105382		MARZANO RESOURCES LLC	Yes	No	No	USD	10/08/2024	1,500.00
			77871	76387	Check	1	101209		MINNESOTA T's	Yes	No	No	USD	10/08/2024	2,952.48
			77877	76388	Check	1	102659		MN DEPT OF LABOR AND INDUSTRY	Yes	No	No	USD	10/08/2024	110.00
			77887	76389	Check	1	104890		NEE MINNESOTA PROJECTS LLC	Yes	No	No	USD	10/08/2024	17,319.47
			77914	76390	Check	1	62176		NORTHERN PINES MENTAL HEALTH	Yes	No	No	USD	10/08/2024	4,444.00

PINE RIVER BACKUS SCHOOLS

Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2174	CHEC	77869	76391	Check	1	100798		NORTHERN STAR CO-OP	Yes	No	No	USD	10/08/2024	6,696.22
		77904	76392	Check	1	105832		OLSON, MATTHEW	Yes	No	No	USD	10/08/2024	145.00
		77881	76393	Check	1	103610		OUTDOOR SPECIALITES, LLC	Yes	No	No	USD	10/08/2024	4,040.00
		77915	76394	Check	1	67575		PINE RIVER AREA SANITARY DIST.	Yes	No	No	USD	10/08/2024	2,964.75
		77880	76395	Check	1	102809		PINE RIVER BAKERY	Yes	No	No	USD	10/08/2024	287.50
		77905	76396	Check	1	105833		PULCZINSKI, MICHAEL A.	Yes	No	No	USD	10/08/2024	145.00
		77889	76397	Check	1	105069		SCHOLASTIC, INC.	Yes	No	No	USD	10/08/2024	109.89
		77906	76398	Check	1	105834		SHAMP, ELI	Yes	No	No	USD	10/08/2024	200.00
		77874	76399	Check	1	101712		SHETKA, MIKE	Yes	No	No	USD	10/08/2024	161.80
		77886	76400	Check	1	104789		SOURCEWELL	Yes	No	No	USD	10/08/2024	306.90
		77885	76401	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	10/08/2024	5,355.75
		77899	76402	Check	1	105817		TEN FINNS CREAMERY	Yes	No	No	USD	10/08/2024	1,007.00
		77868	76403	Check	1	100701		WASTE PARTNERS	Yes	No	No	USD	10/08/2024	2,289.94
		77917	76404	Check	1	103861		LAWRENCE, THOMAS C.	Yes	No	No	USD	10/08/2024	115.00
		77916	76405	Check	1	101867		RUNYAN, JIM	Yes	No	No	USD	10/08/2024	115.00
		77919	76406	Check	1	105819		SOBIECH, JOHN	Yes	No	No	USD	10/08/2024	115.00
		77918	76407	Check	1	104135		TEE HIVE	Yes	No	No	USD	10/08/2024	510.00
		77921	76408	Check	1	102805		HEIER, MATTHEW	Yes	No	No	USD	10/10/2024	135.00
		77922	76409	Check	1	103861		LAWRENCE, THOMAS C.	Yes	No	No	USD	10/10/2024	115.00
		77924	76410	Check	1	66750		PETTY CASH	Yes	No	No	USD	10/10/2024	250.00
		77920	76411	Check	1	101867		RUNYAN, JIM	Yes	No	No	USD	10/10/2024	115.00
		77923	76412	Check	1	105819		SOBIECH, JOHN	Yes	No	No	USD	10/10/2024	115.00
		77926	76413	Check	1	105520		HOLLENHORST, BRADLEY	Yes	No	No	USD	10/14/2024	180.00
		77925	76414	Check	1	104277		POEGEL, MARVIN L. JR.	Yes	No	No	USD	10/14/2024	135.00
		77957	76415	Check	1	105838		ALLSTATE PETERBILT OF SUPERIOR	Yes	No	No	USD	10/15/2024	2,485.64
		77939	76416	Check	1	103994		AULIE, RICK	Yes	No	No	USD	10/15/2024	31.50
		77944	76417	Check	1	104831		BARCHUS, AMY	Yes	No	No	USD	10/15/2024	70.00
		77945	76418	Check	1	105003		BRAGSTAD, LANCE & ROBYN	Yes	No	No	USD	10/15/2024	40.00
		77949	76419	Check	1	105428		CAREERSAFE	Yes	No	No	USD	10/15/2024	608.00
		77938	76420	Check	1	103889		CAREY, CASSIE ANN	Yes	No	No	USD	10/15/2024	175.00
		77951	76421	Check	1	105769		COLUMN SOFTWARE PBC	Yes	No	No	USD	10/15/2024	174.43
		77937	76422	Check	1	103658		DONDELINGER AUTO	Yes	No	No	USD	10/15/2024	25.44
		77946	76423	Check	1	105337		ELLESTAD, JESTER	Yes	No	No	USD	10/15/2024	100.00
		77936	76424	Check	1	103397		GLS PROMOTIONS	Yes	No	No	USD	10/15/2024	1,571.00
		77943	76425	Check	1	104649		GRIMLER, TRAVIS GERARD	Yes	No	No	USD	10/15/2024	50.00
		77958	76426	Check	1	36000		HEARTLAND TIRE SERVICE INC.	Yes	No	No	USD	10/15/2024	757.22
		77956	76427	Check	1	105837		HIRSCHEY, EMMA	Yes	No	No	USD	10/15/2024	105.00
		77941	76428	Check	1	104441		HOFFARTH, MOLLY	Yes	No	No	USD	10/15/2024	10.00
		77935	76429	Check	1	102997		INFINITY ONLINE	Yes	No	No	USD	10/15/2024	11,050.00
		77932	76430	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	10/15/2024	220.04
		77959	76431	Check	1	44820		K & K BUILDING SUPPLY, INC.	Yes	No	No	USD	10/15/2024	696.00

PINE RIVER BACKUS SCHOOLS

Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2174		CHEC	77929	76432	Check	1	100595		LAKES COUNTRY SERVICE COOP	Yes	No	No	USD	10/15/2024	70.00
			77947	76433	Check	1	105382		MARZANO RESOURCES LLC	Yes	No	No	USD	10/15/2024	4,554.00
			77930	76434	Check	1	101855		MENARDS	Yes	No	No	USD	10/15/2024	238.98
			77927	76435	Check	1	00095		MID-AMERICAN RESEARCH CHEMIC.	Yes	No	No	USD	10/15/2024	494.00
			77960	76436	Check	1	55800		MINNESOTA POWER	Yes	No	No	USD	10/15/2024	2,162.42
			77961	76437	Check	1	56850		MINNESOTA UI FUND	Yes	No	No	USD	10/15/2024	44,388.77
			77962	76438	Check	1	58360		NASCO	Yes	No	No	USD	10/15/2024	637.92
			77963	76439	Check	1	62855		NORTH PINE RIVER TIRE SERVICE	Yes	No	No	USD	10/15/2024	99.95
			77934	76440	Check	1	102809		PINE RIVER BAKERY	Yes	No	No	USD	10/15/2024	287.50
			77928	76441	Check	1	100463		PLANK ROAD PUBLISHING, INC	Yes	No	No	USD	10/15/2024	135.45
			77955	76442	Check	1	105836		RANDY SHAVER CANCER RESEARCI	Yes	No	No	USD	10/15/2024	700.00
			77933	76443	Check	1	102636		REGION 7A	Yes	No	No	USD	10/15/2024	360.00
			77931	76444	Check	1	102029		RICHARDS, LENA	Yes	No	No	USD	10/15/2024	912.00
			77940	76445	Check	1	104383		RYAN, NANCY	Yes	No	No	USD	10/15/2024	50.00
			77954	76446	Check	1	105834		SHAMP, ELI	Yes	No	No	USD	10/15/2024	50.00
			77942	76447	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	10/15/2024	3,072.82
			77953	76448	Check	1	105817		TEN FINNS CREAMERY	Yes	No	No	USD	10/15/2024	920.00
			77950	76450	Check	1	105742		VISTA OUTDOOR SALES, LLC	Yes	No	No	USD	10/15/2024	7,200.00
			77952	76451	Check	1	105805		WYNN, DEAN II	Yes	No	No	USD	10/15/2024	100.00
			77964	76452	Check	1	02080		AFLAC	Yes	No	No	USD	10/16/2024	100.00
			77965	76453	Check	1	100971		ESALA, GREG	Yes	No	No	USD	10/16/2024	160.00
			77968	76454	Check	1	105318		KOSTYNICK, JOHN	Yes	No	No	USD	10/16/2024	160.00
			77966	76455	Check	1	105224		SEATON, TIM	Yes	No	No	USD	10/16/2024	160.00
			77967	76456	Check	1	105317		TUMBERG, KEVIN	Yes	No	No	USD	10/16/2024	160.00
			77969	76457	Check	1	105774		VANDERARK, ETHAN	Yes	No	No	USD	10/16/2024	425.00
			77970	76458	Check	1	105839		WENIGER, LUKE	Yes	No	No	USD	10/16/2024	160.00
			77971	76459	Check	1	68350		PINE RIVER-BACKUS	Yes	No	No	USD	10/16/2024	4,847.01
			77972	76460	Check	1	77300		SCHOOL SERVICE EMPLOYEES	Yes	No	No	USD	10/16/2024	1,239.40
			77980	76461	Check	1	104817		Minnesota Life Insurance Company	Yes	No	No	USD	10/17/2024	1,029.55
			77982	76462	Check	1	105368		COLONIAL LIFE	Yes	No	No	USD	10/18/2024	3,669.15
			77983	76463	Check	1	105549		MetLife	Yes	No	No	USD	10/18/2024	2,156.31
			77981	76464	Check	1	03175		NATIONAL INSURANCE SERVICES	Yes	No	No	USD	10/18/2024	738.09
			78012	76465	Check	1	13500		CENTRAL MINNESOTA ERDC	Yes	No	No	USD	10/23/2024	300.35
			77993	76466	Check	1	103992		CRANNELL, CHARITY	Yes	No	No	USD	10/23/2024	36.66
			78009	76467	Check	1	105840		CREST INDUSTRIES, INC.	Yes	No	No	USD	10/23/2024	107.79
			78003	76468	Check	1	105513		EDCLUB INC.	Yes	No	No	USD	10/23/2024	372.00
			77999	76469	Check	1	104659		ENDICOTT, ESTHER	Yes	No	No	USD	10/23/2024	105.00
			78005	76470	Check	1	105622		GENTRY, GREG	Yes	No	No	USD	10/23/2024	27.84
			78001	76472	Check	1	105143		HAND2MIND, INC.	Yes	No	No	USD	10/23/2024	36.99
			77989	76473	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	USD	10/23/2024	3,782.10
			78007	76474	Check	1	105796		HEISSERER, KASSIE	Yes	No	No	USD	10/23/2024	23.49

PINE RIVER BACKUS SCHOOLS

Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2174		CHEC	77992	76475	Check	1	103966		IEA INC	Yes	No	No	USD	10/23/2024	25.00
			77990	76476	Check	1	103711		JAYTECH, INC	Yes	No	No	USD	10/23/2024	434.67
			77988	76477	Check	1	102081		KENNEDY & GRAVEN	Yes	No	No	USD	10/23/2024	525.00
			77986	76478	Check	1	101855		MENARDS	Yes	No	No	USD	10/23/2024	352.68
			77997	76479	Check	1	104510		MFAC, LLC	Yes	No	No	USD	10/23/2024	753.00
			78010	76480	Check	1	105841		MRI SOFTWARE LLC	Yes	No	No	USD	10/23/2024	361.00
			78011	76481	Check	1	105842		N2Y, LLC	Yes	No	No	USD	10/23/2024	919.98
			78013	76482	Check	1	62855		NORTH PINE RIVER TIRE SERVICE	Yes	No	No	USD	10/23/2024	149.66
			77991	76483	Check	1	103851		RASINSKI TOTAL DOOR SERVICE LLC	Yes	No	No	USD	10/23/2024	11,556.10
			78004	76484	Check	1	105621		READY BODIES, LEARNING MINDS LI	Yes	No	No	USD	10/23/2024	344.00
			77987	76485	Check	1	102029		RICHARDS, LENA	Yes	No	No	USD	10/23/2024	130.00
			78000	76486	Check	1	104682		SCENARIO LEARNING LLC	Yes	No	No	USD	10/23/2024	1,648.20
			78002	76487	Check	1	105276		SFM	Yes	No	No	USD	10/23/2024	4,902.00
			77985	76488	Check	1	04800		TDS TELECOM	Yes	No	No	USD	10/23/2024	4,962.32
			77995	76489	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	10/23/2024	1,732.90
			78008	76490	Check	1	105817		TEN FINNS CREAMERY	Yes	No	No	USD	10/23/2024	205.00
			78006	76491	Check	1	105690		TWENTY ONE TOYS	Yes	No	No	USD	10/23/2024	1,042.97
			77994	76492	Check	1	104167		WHEELER, RACHEL	Yes	No	No	USD	10/23/2024	304.58
			77996	76493	Check	1	104490		WILSON, AIMEE	Yes	No	No	USD	10/23/2024	536.54
			78014	76494	Check	1	104649		GRIMLER, TRAVIS GERARD	Yes	No	No	USD	10/23/2024	55.00
			78015	76495	Check	1	00879		PINE RIVER COMMUNITY BOWL	Yes	No	No	USD	10/25/2024	136.79
Bank Total: CHEC														\$227,827.15	
Report Total:														\$227,827.15	

PINE RIVER-BACKUS SCHOOLS

Investment Report

November 4, 2024

Investments in Local Banks

							<u>Accrued Interest</u>
Pine River State Bank	Pine River, MN	9/11/2024	10/11/2025	13	\$	261,191.01	4.75% \$ 61,191.01
First National Bank of Walker	Backus, MN	7/19/2024	1/17/2025	6	\$	109,014.18	3.00% \$ 10,014.18
<i>Total Local Investments</i>							<u>\$ 370,205.19</u>

MN School District Liquid Asset Fund

<u>Name of Account / Bank</u>	<u>Orig Date</u>	<u>Maturity Date</u>	<u>Amount</u>	<u>Percent</u>	<u>Interest To Date</u>
MSDLAF Max & Liquid Class	NA	NA	3,847,946.33	Blended	NA
<i>Total MSDLAF</i>			<u>\$ 3,847,946.33</u>		

Business Treasury Savings Account (QZAB)

<u>Name of Bank</u>		<u>Orig Date</u>	<u>Maturity Date</u>	<u>Amount</u>	<u>Percent</u>	<u>Interest To Date</u>
Minnesota Bank & Trust	Edina, MN	9/3/2010	9/3/2024	\$ -	0.00%	\$ -
				<u>\$ -</u>		

Scholarship Funds

<u>Name of Fund</u>	<u>Maturity Date</u>	<u>Term</u>	<u>Amount</u>	<u>Percent</u>
Good Citizen Scholarship Savings Acct			538.29	0.15%
Marshall Scholarship CD	10/11/2025	13	31,234.76	4.75%
Marshall Savings			6,252.99	0.15%
Alfred Weise Scholarship CD	10/11/2025	13	3,124.12	4.75%
Alfred Weise Scholarship Savings			1,518.39	0.15%
Fillings (Reighard) Scholarship CD	10/11/2025	13	7,592.96	4.75%
Fillings (Reighard) Scholarship Savings Acct			69.28	0.15%
Evelyn W. Berg Savings			6,073.31	0.15%
Sheila Joan Anderson Savings Acct			2,405.55	0.15%
Dennis Heemstra Scholarship CD - FNB	1/17/2025	6	125,360.70	3.00%
Dennis Heemstra Scholarship CD - FNB	1/17/2025	6	110,510.71	3.00%
Dennis Heemstra Scholarship Savings - PRSB			39,032.22	0.50%
PR-B Scholarship CD	10/11/2025	13	11,003.83	4.75%
PR-B Scholarship Savings Acct			43,614.89	0.65%
Evan Lindquist Memorial Scholarship CD	10/11/2025	13	34,186.25	4.75%
Evan Lindquist Memorial Scholarship Savings			4,490.89	0.15%
Earl & Violet Fenton CD	10/11/2025	13	4,490.50	4.75%
Earl & Violet Fenton Savings Acct			6.95	0.15%
<i>Total Pine River State Bank / First National Bank Walker</i>			<u>\$ 431,506.59</u>	

TOTAL INVESTMENTS

\$ 4,649,658.11

Notes & Changes from prior report:

Balances updated per bank statements - PRSB CDs, MSDLAF, QZAB and Scholarships

PINE RIVER BACKUS SCHOOLS
Multi Year Fd, Obj Series

Sequence: Fd, O/S	Description	202304			202404			202504		
		Budget rbud23	Year to Date	%	Budget rbud24	Year to Date	%	Budget pbud25	Year to Date	%
01	General Fund									
	100 Salaries & Wages	6,880,441.00	1,284,020.06	19%	7,269,495.00	1,362,223.39	19%	7,214,117.00	1,403,384.27	19%
	200 Employee Benefits	1,851,652.00	387,339.00	21%	1,991,357.00	441,400.67	22%	2,108,390.00	527,558.53	25%
	300 Purchased Services	1,369,010.00	361,636.12	26%	1,509,542.00	383,704.01	25%	1,520,299.00	386,060.43	25%
	400 Supplies & Materials	480,914.00	186,426.57	39%	468,415.00	207,984.25	44%	467,415.00	167,593.38	36%
	500 Capital Expenditures	0.00	3,608.00	0%	0.00	14,195.99	0%	0.00	0.00	0%
	800 Other Expenditures	(4,406.00)	19,605.50	(445%)	24,565.00	18,413.20	75%	24,565.00	25,986.50	106%
	900 Other Financing Uses	545,000.00	0.00	0%	110,000.00	0.00	0%	110,000.00	0.00	0%
01	General Fund	11,122,611.00	2,242,635.25	20%	11,373,374.00	2,427,921.51	21%	11,444,786.00	2,510,583.11	22%
02	Food Service Fund									
	100 Salaries & Wages	191,126.00	33,410.93	17%	214,847.00	41,605.26	19%	243,137.00	40,299.23	17%
	200 Employee Benefits	46,971.00	9,420.05	20%	60,549.00	13,072.06	22%	69,281.00	13,061.73	19%
	300 Purchased Services	20,520.00	2,427.37	12%	21,645.00	6,504.99	30%	21,645.00	5,267.78	24%
	400 Supplies & Materials	344,340.00	62,488.65	18%	360,300.00	67,500.94	19%	360,300.00	61,470.91	17%
	500 Capital Expenditures	5,000.00	378.00	8%	70,000.00	16,593.72	24%	10,000.00	8,635.77	86%
	800 Other Expenditures	1,200.00	2,372.00	198%	2,500.00	2,292.90	92%	2,500.00	2,286.30	91%
02	Food Service Fund	609,157.00	110,497.00	18%	729,841.00	147,569.87	20%	706,863.00	131,021.72	19%
03	Transportation Fund									
	100 Salaries & Wages	453,000.00	77,083.47	17%	469,564.00	82,859.62	18%	490,820.00	89,032.93	18%
	200 Employee Benefits	82,705.00	17,071.65	21%	84,290.00	17,939.10	21%	94,762.00	24,143.72	25%
	300 Purchased Services	25,188.00	42,245.87	168%	21,738.00	36,908.38	170%	24,374.00	32,944.09	135%
	400 Supplies & Materials	181,000.00	26,520.49	15%	186,000.00	22,575.63	12%	186,000.00	21,259.41	11%
	500 Capital Expenditures	130,000.00	219.98	0%	130,000.00	77,125.00	59%	130,000.00	0.00	0%
	800 Other Expenditures	3,600.00	4,850.00	135%	5,150.00	5,150.00	100%	5,150.00	5,209.25	101%
03	Transportation Fund	875,493.00	167,991.46	19%	896,742.00	242,557.73	27%	931,106.00	172,589.40	19%
04	Community Service									
	100 Salaries & Wages	276,805.00	48,112.96	17%	291,323.00	49,525.37	17%	272,293.00	46,060.22	17%
	200 Employee Benefits	87,634.00	18,379.95	21%	93,307.00	18,915.34	20%	89,254.00	24,369.32	27%
	300 Purchased Services	32,215.00	6,538.17	20%	51,385.00	6,501.36	13%	80,944.00	18,427.58	23%
	400 Supplies & Materials	13,100.00	10,403.50	79%	13,100.00	3,869.52	30%	13,100.00	5,019.07	38%

PINE RIVER BACKUS SCHOOLS
Multi Year Fd, Obj Series

Sequence: Fd, O/S	Description	202304			202404			202504		
		Budget rbud23	Year to Date	%	Budget rbud24	Year to Date	%	Budget pbud25	Year to Date	%
04	Community Service									
	800 Other Expenditures	5,700.00	0.00	0%	700.00	0.00	0%	700.00	0.00	0%
04	Community Service	415,454.00	83,434.58	20%	449,815.00	78,811.59	18%	456,291.00	93,876.19	21%
05	Capital Expenditure									
	300 Purchased Services	102,000.00	54,969.01	54%	488,180.00	257,895.63	53%	113,070.00	53,535.19	47%
	400 Supplies & Materials	79,100.00	24,489.90	31%	79,100.00	2,280.99	3%	79,100.00	22,182.11	28%
	500 Capital Expenditures	442,015.00	172,880.68	39%	1,392,383.00	1,014,061.05	73%	299,645.00	299,740.05	100%
05	Capital Expenditure	623,115.00	252,339.59	40%	1,959,663.00	1,274,237.67	65%	491,815.00	375,457.35	76%
07	Debt Redemption Fund									
	700 Debt Service	532,711.00	99,652.34	19%	531,801.00	94,663.09	18%	536,226.00	88,905.54	17%
07	Debt Redemption Fund	532,711.00	99,652.34	19%	531,801.00	94,663.09	18%	536,226.00	88,905.54	17%
08	Scholarship									
	800 Other Expenditures	53,850.00	0.00	0%	73,800.00	3,000.00	4%	76,800.00	0.00	0%
08	Scholarship	53,850.00	0.00	0%	73,800.00	3,000.00	4%	76,800.00	0.00	0%
20	Student Activity Fund									
	400 Supplies & Materials	184,188.49	18,087.47	10%	151,898.71	14,953.53	10%	173,394.83	22,730.01	13%
20	Student Activity Fund	184,188.49	18,087.47	10%	151,898.71	14,953.53	10%	173,394.83	22,730.01	13%
	Report Totals:	14,416,579.49	2,974,637.69	21%	16,166,934.71	4,283,714.99	26%	14,817,281.83	3,395,163.32	23%

PINE RIVER BACKUS SCHOOLS

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Amount	
									Print	Recon	Void		Date
CHEC		77859		Wire	1	104651	PEPSI BEVERAGES COMPANY		No	No	No	10/03/2024	656.11
CHEC		77860		Wire	1	105712	ELAN FINANCIAL SERVICES		No	No	No	10/07/2024	6,597.07
CHEC		77973		Wire	1	102302	PUBLIC EMPLOYEE RETIRE ASSOC		No	No	No	10/16/2024	29,192.96
CHEC		77974		Wire	1	102303	STATE OF MN TAX WITHHOLDING		No	No	No	10/16/2024	23,716.94
CHEC		77975		Wire	1	102304	US GOVT TAX WITHHOLDING		No	No	No	10/16/2024	148,595.47
CHEC		77976		Wire	1	104958	FURTHER		No	No	No	10/16/2024	7,156.06
CHEC		77977		Wire	1	104996	Minnesota State Retirement System		No	No	No	10/16/2024	550.00
CHEC		77978		Wire	1	105150	AVIBEN		No	No	No	10/16/2024	14,643.04
CHEC		77979		Wire	1	83400	MN TEACHERS RETIREMENT ASSOC		No	No	No	10/16/2024	78,123.55
CHEC		78016		Wire	1	104958	FURTHER		No	No	No	10/28/2024	4,237.17

Bank Total: \$313,468.37

Report Total: \$313,468.37

FEDERAL FUNDS UPDATE - Allocation, Budget, Spending 11/4/2024

FEDERAL TITLE FUNDS:

State Fiscal Year	Finance Code	Description	Funds Available	Funds Budgeted	Balance Unbudgeted	YTD SPENT 2024-2025	Carry Forward to FY2026	Application Status	Budget Status	Proposed Use of Funds
2025	401	Formula - 401 - SFY 2024, Title I, Part A: Improving the Academic Achievement of the Disadvantaged	\$370,112.00	\$338,452.00	\$31,660.00	\$62,046.00	\$31,660.00	Application Submitted 8/5/2024	Approved 8/6/2024	3.0 fte Title I Teachers - Elementary. 0.7 fte Director of Teaching & Learning
										\$259,764.00 Title I Salary
										\$73,688.00 Title I Benefits
										\$2,000.00 Title I Fees for Services
										\$3,000.00 Title I Supplies
2025	414	Formula - 414 - SFY 2024, Title II, Part A: Teacher and Principal Training and Recruitment	\$37,518.00	\$0.00	\$0.00	\$0.00	\$0.00	No Application Needed	N/A	All Title II Funds transferred to Title I (401). No FY2025 application in Title II.
2025	433	Formula - 433 - SFY 2024, Title IV, Part A, Student Support and Academic Enrichment	\$19,501.00	\$0.00	\$0.00	\$0.00	\$0.00	No Application Needed	N/A	All Title IV Funds transferred to Title I (401). No FY2025 application in Title IV.
FEDERAL TITLE FUNDS TOTAL			\$427,131.00	\$338,452.00	\$31,660.00	\$62,046.00	\$31,660.00			

Resolution Accepting Monetary Awards and Donations

Be it resolved by the School Board of Independent School District No 2174 that we hereby acknowledge and accept the following monetary awards and donations received in October 2024:

<u>Name</u>	<u>Amount</u>	<u>Purpose</u>
Dock Shop	\$200.00	JH Volleyball Trip
Scamp Trailers	\$200.00	JH Volleyball Trip
Prososki All Care	\$100.00	JH Volleyball Trip
Pine River Dental Arts	\$200.00	JH Volleyball Trip
Trussworthy	\$50.00	JH Volleyball Trip
Pequot Tool and Manufacturing	\$200.00	JH Volleyball Trip
Kilworry Resort	\$50.00	JH Volleyball Trip
Pine River American Legion	\$100.00	ALP Rewards Program
Gardiner Family Gift Fund	\$10,000.00	Educational Programs
United Health Giving Foundation	\$700.00	Volleyball
PTO	\$300.00	1st Grade Field Trip
PTO	\$225.00	2nd Grade Field Trip
Minneteepee Resort	\$500.00	Baseball Team

ISD #2174
Regular School Board Meeting
November 4, 2024

PERSONNEL UPDATES

Resignations/Terminations

Name	Position	Effective	Notes
NONE			

Hire:

Name	Position	Effective	Notes
NONE			

Extra-Curricular:

Name	Position	Effective	Notes
Karen Goodenough	Cheer Team	2024-25 Winter Season	

Leave of Absence:

Name	Position	Effective	Notes
NONE			

Cass County Children's Initiative, Inc.

**c/o Pine River-Backus School District
PO Box 610, Pine River, MN 56474
218-833-2176**

cllrci@gmail.com

INTERAGENCY AGREEMENT

**INTEGRATED FUND
INTERAGENCY AGREEMENT**

This Agreement shall be effective when adopted by all parties and remain in effect until revised or rescinded. Hereafter known as the parties includes the Cass County Children's Initiative Board, hereafter known as the Board; Cass County Board of Commissioners (including Public Health and Social Services) and Cass County Probation Department; Cass Lake-Bena School District; Walker-Hackensack-Akeley School District; Northland Community Schools; Pine River-Backus School District; Pillager School District; BI-CAP; and Cass County Family Centers.

I. WITNESSETH:

WHEREAS, all parties are committed to the vision and principles of the Cass County Children's Initiative; and

WHEREAS, the parties to this agreement desire a maximum degree of long range cooperation and administrative planning in order to help communities build strong families; and

WHEREAS, all parties are committed to improving services to children and families through the sharing of information, elimination of duplication of services and coordination of efforts; and

WHEREAS, all parties mutually agree that sharing resources, where feasible, may result in improved outcomes for children and families; and

WHEREAS, all parties mutually agree that combined financial resources, as identified in this agreement, shall be used to support the mission of the Cass County Children's Initiative; and

WHEREAS, all parties agree to contribute said financial resources to an integrated fund managed by the Board of the Cass County Children's Initiative, hereinafter referred to as the "Integrated Fund" and no payments will be made to partners without receipt of financial contribution as outlined below;

NOW, THEREFORE in consideration of the foregoing and the following agreements, the parties do hereby covenant and agree to the following:

II. EACH OF THE PARTIES AGREES TO:

1. Assign staff, as appropriate, to participate in the development and advancement of the Cass County Children's Initiative.
2. Identify resources which can be contributed to the integrated fund.
3. Develop internal policies and cooperative procedures, as needed, to implement this agreement to the maximum extent possible.
4. Comply with laws regarding data privacy and other applicable rules and procedures which relate to records use, security, dissemination, and retention/destruction.
5. Ensure the accuracy, preparation and distribution of all documentation necessary to assist the fiscal agent to the Cass County Children's Initiative, in meeting the reporting requirements of the Board. Information shall be retained at the site of the parties in accordance with all applicable retention schedules.
6. To abide by the Data Sharing, Data Privacy, and Release of Information guidelines as released by DHS and specific to LCTS, and specific to the Title IV-E Foster Care Candidacy Local Collaborative Time Study (LCTS).

III. THE BOARD AGREES TO:

1. Direct the fiscal agent to expend funds from the Integrated Fund only in accordance with applicable state and federal laws or rules and regulations governing categorical expenditures, or only in a manner that is consistent with the intent and purpose of this agreement or other agreement which may be used to further advance the mission of the Cass County Children's Initiative.
2. Actively seek and contribute to the integrated fund miscellaneous grant dollars.
3. May provide financial and technical support for local Area Family Councils.
4. Seek new opportunities for program development which strengthen collaborative efforts on a county wide basis.
5. Maintain a positive working relationship with state agencies and other family services collaboratives.
6. Prepare and distribute to all collaborative partners an annual report highlighting collaborative activity and project expenditures.
7. The Board shall direct the work and supervise the work of the Children's Initiative Director. The benefits and personnel policies affecting the Children's Initiative Director shall be determined by the Board of the Children's Initiative.
8. To assure Single Audit Act, OMB Circular A-128, and OMB Circular A-133 as applicable to meet Federal Funding guidelines.

IV. CASS COUNTY BOARD OF COMMISSIONERS (including Public Health and Social Services) and Cass County Probation AGREES TO:

1. Participate in the Local Collaborative Time Study under the terms and conditions of the program as listed in Appendix B of this agreement.

2. Contribute to the Integrated Fund, funds up to \$33,000 annually specifically for children's mental health services related programs as needed. Invoices must be itemized. All invoices must be received by December 15 of each year.
3. Contribute \$5,000.00 annually to the Integrated Fund of the Cass County Children's Initiative.
4. Return an executed contract within 45 days of receipt.

V. WALKER-HACKENSACK-AKELEY SCHOOL DISTRICT AGREES TO:

1. Participate in the Local Collaborative Time Study under the terms and conditions of the program as listed in Appendix B of this agreement.
2. Participate in developing and providing preventive or early intervention services to children, adolescents and families at risk potentially including CTSS, under the terms and conditions of the program as listed in Appendix A of this agreement.
3. Contribute \$5,000.00 annually to the Integrated Fund of the Cass County Children's Initiative.
4. Ensure the accuracy, preparation and distribution of all necessary documentation for the reporting, billing and payment of all LCTS qualifying programs under the terms and conditions outlined in this Agreement.
5. Return an executed contract within 45 days of receipt.

VI. CASS LAKE-BENA SCHOOL DISTRICT AGREES TO:

1. Participate in the Local Collaborative Time Study under the terms and conditions of the program as listed in Appendix B of this agreement.
2. Participate in developing and providing preventive or early intervention services to children, adolescents and families at risk potentially including CTSS, under the terms and conditions of the program as listed in Appendix B of this agreement.
3. Contribute \$5,000.00 annually to the Integrated Fund of the Cass County Children's Initiative.
4. Ensure the accuracy, preparation and distribution of all necessary documentation for the reporting, billing and payment of all LCTS qualifying programs under the terms and conditions outlined in this Agreement.
5. Return an executed contract within 45 days of receipt.

VII. NORTHLAND COMMUNITY SCHOOLS AGREES TO:

1. Participate in the Local Collaborative Time Study under the terms and conditions of the program as listed in Appendix B of this agreement.
2. Participate in developing and providing preventive or early intervention services to children, adolescents and families at risk potentially including CTSS, under the terms and conditions of the program as listed in Appendix A of this agreement.
3. Contribute \$5,000.00 annually to the Integrated Fund of the Cass County Children's Initiative.

4. Ensure the accuracy, preparation and distribution of all necessary documentation for the reporting, billing and payment of all LCTS qualifying programs under the terms and conditions outlined in this Agreement.
5. Return an executed contract within 45 days of receipt.

VIII. PINE RIVER-BACKUS SCHOOL DISTRICT AGREES TO:

1. Participate in the Local Collaborative Time Study under the terms and conditions of the program as listed in Appendix B of this agreement.
2. Participate in developing and providing preventive or early intervention services to children, adolescents and families at risk potentially including CTSS, under the terms and conditions of the program as listed in Appendix A of this agreement.
3. Contribute \$5,000.00 annually to the Integrated Fund of the Cass County Children's Initiative.
4. Ensure the accuracy, preparation and distribution of all necessary documentation for the reporting, billing and payment of all LCTS qualifying programs under the terms and conditions outlined in this Agreement.
5. Return an executed contract within 45 days of receipt.

IX. PILLAGER SCHOOL DISTRICT AGREES TO:

1. Participate in the Local Collaborative Time Study under the terms and conditions of the program as listed in Appendix B of this agreement.
2. Participate in developing and providing preventive or early intervention services to children, adolescents and families at risk potentially including CTSS, under the terms and conditions of the program as listed in Appendix A of this agreement.
3. Contribute \$5,000.00 annually to the Integrated Fund of the Cass County Children's Initiative.
4. Ensure the accuracy, preparation and distribution of all necessary documentation for the reporting, billing and payment of all LCTS qualifying programs under the terms and conditions outlined in this Agreement.
5. Return an executed contract within 45 days of receipt.

X. BI-CAP AGREES TO:

1. Contribute to the Cass County Children's Initiative resource and referral data for Cass and Beltrami County.
2. Contribute \$575.00 annually to the Integrated fund of the Cass County Children's Initiative.
3. Return an executed contract within 45 days of receipt.

XI. CASS COUNTY FAMILY CENTERS AGREE TO:

1. Participate in developing and providing preventive or early intervention services to children, adolescents and families at risk under the terms and conditions of the program as listed in Appendix A of this agreement. This would include the Home Visiting Programs currently in operation.
2. Ensure the accuracy, preparation and distribution of all necessary documentation for the reporting, billing and payment of qualified programs under the terms and conditions outlined in Appendix A of this Agreement.
3. Return an executed contract within 45 days of receipt.

XII. TERM OF AGREEMENT:

This Agreement shall be effective when adopted by all Parties and remain in effect until revised or rescinded.

XIII. AGENCY REPRESENTATIVES:

(This section specifies, by position, persons who have primary responsibility for implementing and monitoring the effectiveness of this agreement.)

1. BI-CAP Director
2. Cass County Board of Commissioners (including Public Health & Social Services) and Cass County Probation Department (2)
3. Cass Lake-Bena School District, Superintendent
4. Cass County Family Center Representatives (3)
5. Northland Community Schools, Superintendent
6. Pillager School District, Superintendent
7. Pine River-Backus School District, Superintendent
8. Walker-Hackensack-Akeley School District, Superintendent

XIV. INTERAGENCY DISPUTES:

In the event of a disagreement among two or more of the parties involved in this agreement, the disputing parties shall first attempt to work out the disagreement through informal communication. If this does not resolve the issue, the grieving party shall notify all other parties in writing of the nature of the dispute and shall request a meeting of the parties to resolve the issue or to collectively determine a process to resolve the dispute.

XV. MODIFICATION OF AGREEMENT:

Modification of this agreement shall be made only by the consent of all parties and shall include a written document setting forth the modifications, signed by all parties.

XVI. OTHER INTERAGENCY AGREEMENTS:

All Parties acknowledge that this agreement does not preclude or preempt any of the agencies from entering into additional agreements with one or more parties to this agreement or with parties outside of this agreement. Such agreements shall not nullify this agreement.

XVII. RIGHT TO WITHDRAW

1. A party may withdraw from this Agreement by adopting a resolution which specifically contains language of its "Notice to Withdraw." The approved party's Board's resolution shall be submitted under cover letter and sent via certified mail to each party to this Agreement. The Notice must be received by July 1 to be effective December 31, allowing at least six (6) months for the withdrawal process.
2. Withdrawal may occur at an earlier time by mutual agreement of a two-thirds ($\frac{2}{3}$) majority vote of the non-withdrawing parties' Boards.
3. If any party exercises its right to withdraw, this Agreement shall remain in full force and effect between the remaining parties, so long as the minimum required parties (one school district, one public health entity, one county social services agency, one mental health organization, one community action agency (and one corrections agency) have not given notice of withdrawal.
4. Following its withdrawal from this Agreement, the withdrawing party shall fulfill any outstanding contractual responsibilities it may have with the State of Minnesota, the federal government, other parties, and the Cass County Children's Initiative.
5. Upon withdrawal, funds contributed and dues paid by party shall remain in the Cass County Children's Initiative's Integrated Fund.

The Signature Page follows, please have chairperson of your organization/agency, upon your board's approval, sign and **return a PDF copy within 45 days of receipt of this agreement to:**

cclrci@gmail.com

Partner Fees should be paid within 45 days of receipt of the agreement and be mailed to:
Cass County Children's Initiative
% Pillager Public Schools
323 E 2nd St S
Pillager, MN 56473

XVII. SIGNATURES OF PARTIES TO THIS AGREEMENT:

Chairperson, BI-CAP Signature	Date	Print
Chairperson, Cass County Board of Commissioners (including Public Health and Social Services) and Cass County Probation Signature	Date	Print
Chairperson, Cass Lake-Bena School District Signature	Date	Print
Chairperson, Northland Family Center Signature	Date	Print
Chairperson, Northland Community Schools Signature	Date	Print
Chairperson, Pillager School District Signature	Date	Print
Chairperson, Pillager Family Center Signature	Date	Print
Chairperson, Pine River-Backus School District Signature	Date	Print
Chairperson, Pine River-Backus Family Center Signature	Date	Print
Chairperson, Walker-Hackensack-Akeley School District Signature	Date	Print



ISD 2174

M.S. 123B.71

REVIEW & COMMENT PROPOSAL

2025 Capital Projects Levy

Submitted By:
Jonathan Clark, Superintendent

November 4, 2024

Willie Jett, Commissioner
State of Minnesota
Department of Education
400 NE Stinson Blvd
Minneapolis, MN 55413-2614

Dear Commissioner Jett:

Under M.S. 123B.71, the School Board, Superintendent, staff, and communities of the Pine River-Backus School District No. 2174 are pleased to submit the following proposal for review and comment by the Minnesota Department of Education. The Pine River-Backus School Board reviewed and approved this report and the information at its school board meeting on November 4th, 2024.

District 2174 has assessed the district's capital needs. Based on the review the district has increasing technology needs and equipment, aging transportation, roofing and flooring replacement needs, HVAC repairs and replacements and outdated curriculum. All of this is needed to help ensure the Pine River-Backus School District's students have the opportunity for equity with other school districts and meet our mission "to teach and inspire students to grow, excel, reach, & succeed in partnership with our learning community". Thus, the district is proposing to ask district voters to consider a capital projects levy on April 8th, 2025. The question our district is proposing on the April 8, 2025 ballot was discussed by our school board on November 4th, 2024, and is as follows:

The board of Independent School District No.2174 has proposed a capital project levy authorization of 2.75% times the net tax capacity of the district. The additional revenue from the proposed authorization will be used to provide funds for the costs of technology-related personnel and training, bus and vehicle fleet replacement, roofing and flooring replacements, HVAC repairs and replacements and the acquisition of curriculum, textbooks, and materials. The proposed capital project levy authorization will raise approximately \$896,000 for taxes payable in 2026, the first year it is to be levied and would be authorized for ten years. The estimated total revenue of the projects to be funded over that time is approximately \$8,960,000.

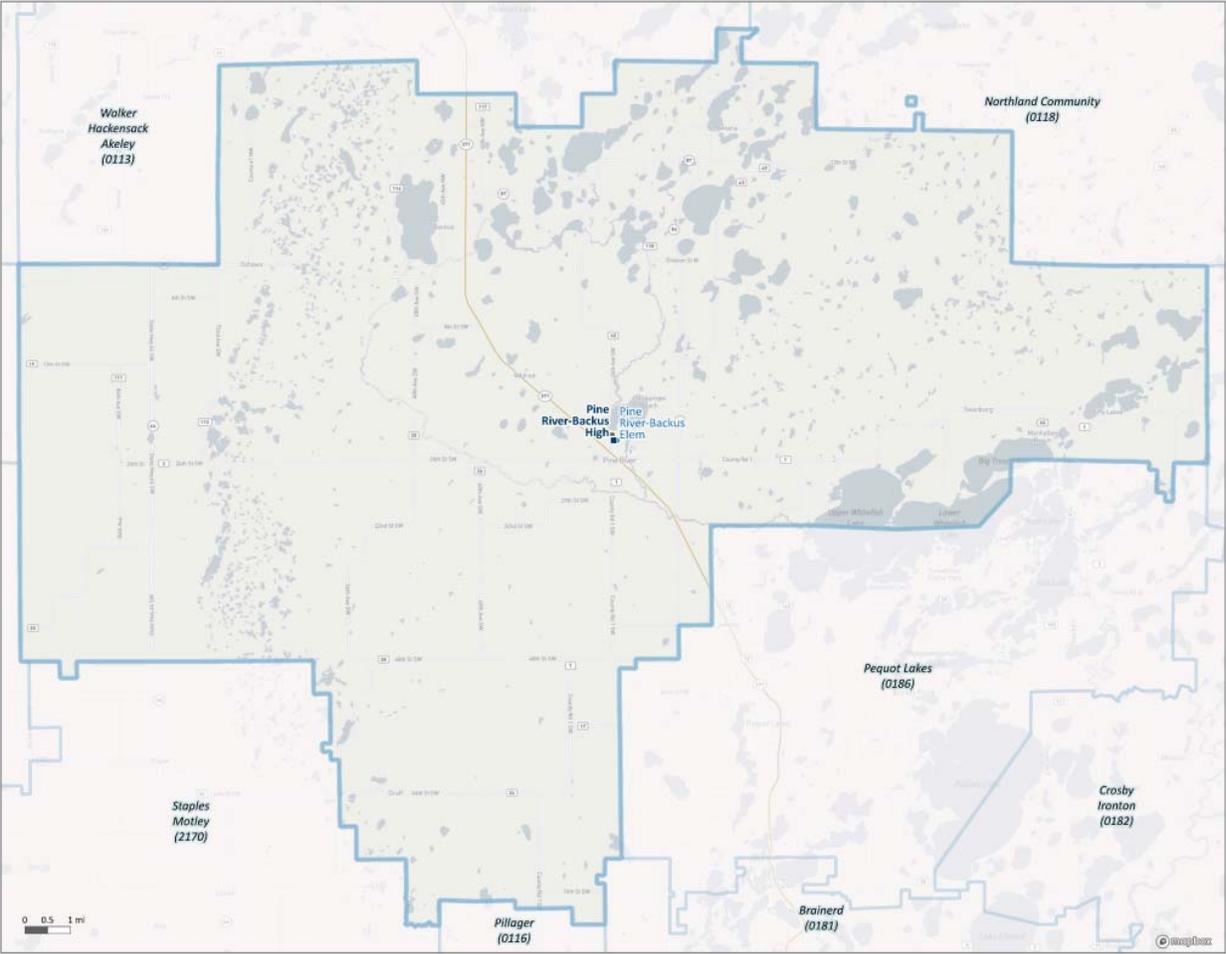
Sincerely,

Jonathan Clark
Superintendent

**MS 123B.71
REVIEW & COMMENT CHECKLIST**

1. The geographic area and population to be served:

The Pine River-Backus School District (ISD 2174) covers 545 square miles in north central Minnesota. The school district lies predominantly in Cass County and includes a portion of Crow Wing County. The district includes the cities of Pine River, Backus, Fifty Lakes. The total district population as of the 2023 census is listed at 8,114.



The school district served approximately 840 PreK-12 students during the 2023-24 school year. Enrollment is included for the district's Elementary School, High School and Alternative Learning Program. The school district's historical and projected enrollment is included below.

Historical	Actual PreK-12 Enrollment	Projected	Estimated PreK-12 Enrollment
2019-20	922	2024-25	874
2020-21	864	2025-26	873
2021-22	860	2026-27	865
2022-23	853	2027-28	867
2023-24	840	2028-29	855

2. A list of existing school facilities:

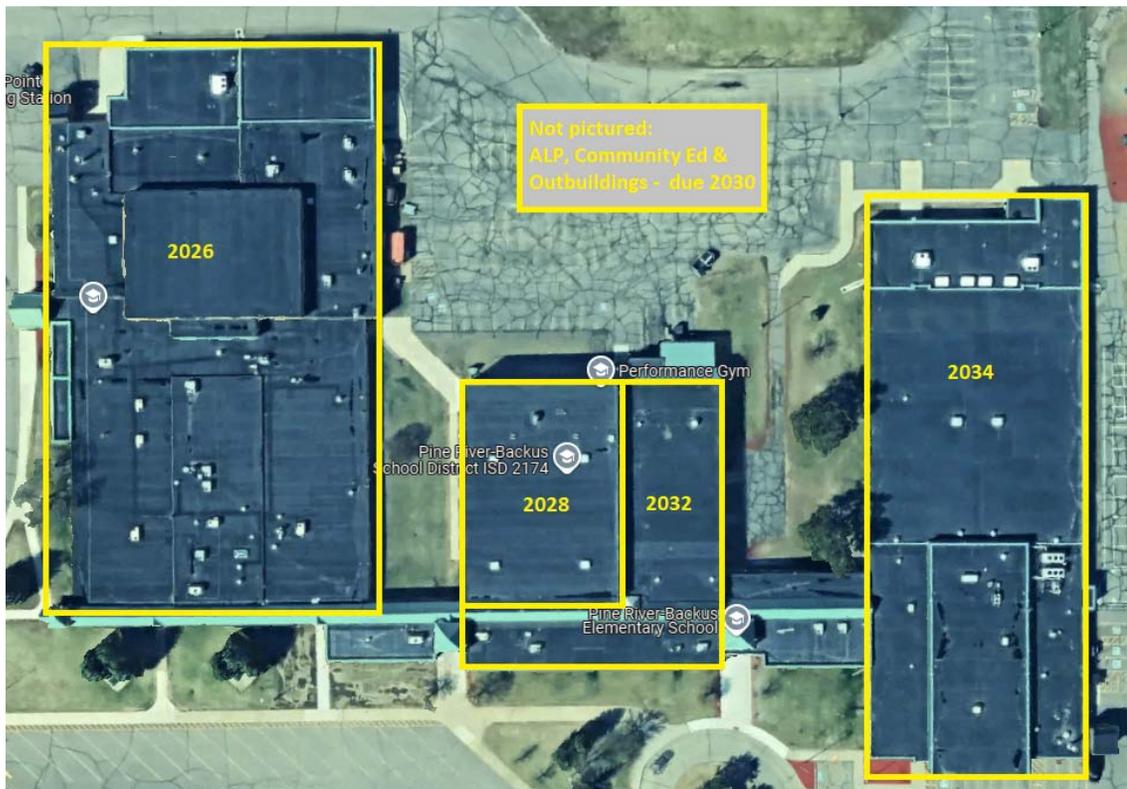
The current district facilities for the student population include an Early Childhood Center, Elementary School, High School, a building for the Alternative Learning Program and a Community Education building. All students grades PreK-12 are housed in one building. The Alternative Learning Program and Community Education buildings are standalone buildings on site. The school buildings and bus garage sit on two parcels of land at a total 44.43 acres.

Facility Use	Grades Served	Year Constructed, Modified	Existing Area
District Office	All	2010	3,100 sq ft
Early Childhood Center	Birth - 4 yrs	2012	4,235 sq ft
Elementary	PreK-6th	1974 - Original 2009 - Walls/Doors added	53,736 sq ft
Commons Area	PreK-12th	1992	37,575 sq ft
High School	7th-12th	1960 - Original 1980, 1990, 2012, 2017 - Additions	77,664 sq ft
Alternative Learning Program	9th-12th	2004	4,331 sq ft
Community Education	All	2005	1,725 sq ft

3. A list of specific capital deficiencies of the facility:

The main capital deficiencies to be addressed are roof replacements, HVAC updates, transportation costs, technology needs, window replacements and flooring updates.

- a. **Roof Replacement and HVAC Updates:** Our building has a number of roof replacement projects that will need to be addressed within the next 5-10 years. Along with the roof replacement is a need to upgrade all rooftop air conditioner and air handler units. With current levels of Operating Capital and Long Term Facility Maintenance revenue the district will not be able to fund these projects without additional funding. Below is a map of needed roofing/HVAC projects and estimated timeline:



- b. **Transportation:** Our district operates an in-house transportation department. We run 12 bus routes, five van routes, after school activity transportation. We employ a full-time Director of Transportation, a part-time maintenance position, and 19 drivers. Our fleet is 20 school buses and nine passenger vans. In order to keep our fleet of buses and vans up to date we schedule to replace one bus and one van each budget year. The costs of vehicle replacements have increased dramatically in the last five years. The latest bus purchase was listed at \$140,000. Currently these funds are spent from the General Fund reducing the funds available to be used in the classroom.

- c. **Technology Needs:** We are a small rural school district and are fortunate to have a Technology Department with three full-time staff. The General Fund currently funds the staff salary/benefits with technology purchases coming from Operating Capital reserves. It is the school district's goal to stay up-to-date with current technology trends and continue to support competitive wages for the Technology Department.

- d. **Other Updates:** The district completed a large building addition in 1991 connecting the existing High School to the existing Elementary School by a long hallway. The hallway added six additional classrooms, the commons/cafeteria, Food Service kitchen, gymnasium and locker rooms. The flooring in the hallways, commons/cafeteria and kitchen are all original to the 1991 project. We can no longer find replacement tiles and expansion joints must be added in the hallways to prevent further breakage of tiles.

The Elementary Gymnasium with existing 1974 floor tile will also require upgrades including flooring, lighting and paint.

The district plans to replace aging windows in the main hallway and commons area. These windows were installed in 1991 and are in constant need of repair with moisture damage, fogging and cracking.

The outdoor storage sheds currently used for Buildings & Grounds maintenance equipment and overflow supplies are in need of replacement.

4. A description of the project costs:

Pine River-Backus Schools ISD 2174 estimates the following annual project costs:

Year	Roofing	Transportation	Technology	Other	TOTAL
2026-27	500,000	-	275,302	175,000	950,302
2027-28	-	280,000	289,067	160,000	729,067
2028-29	500,000	210,000	303,520	-	1,013,520
2029-30	-	210,000	318,696	350,000	878,696
2030-31	200,000	280,000	334,631		814,631
2031-32	-	210,000	351,363	250,000	811,363
2032-33	500,000	140,000	368,931	-	1,008,931
2033-34	-	210,000	387,378	100,000	697,378
2034-35	500,000	210,000	406,746	-	1,116,746
2035-36	-	210,000	427,084	-	637,084

5. A specification of the source of funding:

Pine River-Backus Schools ISD 2174 is proposing a 2.75% Capital Projects Levy generating an estimated \$896,000 in annual revenue. The School Board is scheduled to approve the submission of the Capital Projects Review & Comment on November 4, 2024. The ballot language will be approved at the School Board's regular meeting on January 6, 2025. A special election will be held April 8, 2025. Pending voter approval implementation is scheduled for the 2026-27 fiscal year. Financing the projects above is subject to voter-approved levy under the guidelines for Capital Project Levy. Per the analysis of the district's financial advisor, Ehler's, the table on the following page shows the tax impact of the proposed Capital Project Levy.

ESTIMATES PRIOR TO ELECTION

Pine River-Backus Public Schools, ISD 2174
Estimated Tax Impact of Potential Capital Project Levy
April 2025 Election

October 9, 2024

Annual Revenue for Fiscal Year 2026-27		\$896,000	
Type of Property	Estimated Market Value	Estimated Taxes Payable in 2026 for Capital Project Levy*	
		Annual	Monthly
Residential Homestead	\$100,000	\$17	\$1
	150,000	32	3
	200,000	47	4
	250,000	62	5
	300,000	76	6
	350,000	91	8
	400,000	106	9
	450,000	121	10
	500,000	136	11
	600,000	170	14
Commercial/ Industrial	\$100,000	\$41	\$3
	250,000	116	10
	500,000	252	21
	1,000,000	524	44
	2,500,000	1,341	112
Agricultural Homestead ** (average value per acre of land & buildings)	\$2,000	\$0.27	\$0.02
	3,000	0.41	0.03
	4,000	0.54	0.05
	5,000	0.68	0.06
	6,000	0.82	0.07
Agricultural Non-Homestead ** (average value per acre of land & buildings)	\$2,000	\$0.54	\$0.05
	3,000	0.82	0.07
	4,000	1.09	0.09
	5,000	1.36	0.11
	6,000	1.63	0.14
Seasonal Recreational Residential	\$100,000	\$27	\$2
	200,000	54	5
	300,000	82	7
	400,000	109	9
	500,000	136	11
600,000	170	14	

* The amounts in the table are based on school district taxes for the proposed capital project levy only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Some owners of homestead property may qualify for a refund, based on their income and total property taxes. This would decrease the net tax impact for those property owners.

** Average value per acre is the total assessed value of all land & buildings divided by total acres. Homestead examples exclude the house, garage, and one acre, which has the same tax impact as a residential homestead.

Tax Rate to include on Ballot: 2.750%



6. Documentation obligating the school district and contractors to comply with the following:

Not applicable.

Narrative Description of the Project:

Pine River-Backus Schools ISD 2174 seeks voter approval for a 2.75% Capital Project Levy to be assessed over 10 years. If approved, the Capital Project Levy will generate \$896,000 in annual funding. Planned projects include roofing, HVAC, transportation, technology and other capital improvement projects.

Adopted: _____

MSBA/MASA Model Policy 512

Orig. 1995

Revised: _____

Rev. 2024

512 SCHOOL-SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

[NOTE: A school district generally will wish to reserve a forum it sponsors for its intended purpose in light of the special characteristics of the school environment. By doing so, the school district will have more authority/editorial control over student expression in such a forum. Sponsorship alone may not be enough, however. If the exercise of control is challenged, courts will examine factors such as whether the school district's purpose in creating the forum was educational, whether school officials supervised the publication or activity and exercised editorial control over the contents, whether the materials were produced as part of the curriculum, and whether students received grades and academic credit for the publication or activity. If a forum is reserved, regulation of student expression as in Section IV.B. of this policy will be permissible. If a forum is not reserved, but rather is opened for public communication by tradition or designation, then only the limited regulation of speech as described in Section IV.A. of this policy will be permissible.]

- A. The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities.
- B. Expressions and representations made by students in school-sponsored publications and activities are not expressions of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.
- C. Students who believe their right to free expression has been unreasonably restricted in ~~an official student school-sponsored media publication~~ or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.
 1. Students producing ~~official schooschool-sponsored media publications~~ and activities shall be under the supervision of a faculty advisor and the school principal. School-sponsored media ~~Official publications~~ and activities shall be subject to the guidelines set forth below.
 2. ~~Official school publications~~School-sponsored media may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, ~~posting,~~ or displaying material, or placing materials in internal staff or student mailboxes.

~~B. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower that individual in the esteem of the community.~~

B. "Material and substantial disruption" of a normal school activity means:

1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.
2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

C. "Minor" means any person under the age of eighteen (18).

D. "Obscene to minors" means:

1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

~~E. "Official school publications" means school newspapers, yearbooks, or material produced in communications, journalism, or other writing classes as a part of the curriculum.~~

E. "School activities" means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.

~~F. "School-sponsored media" means material that is:~~

- ~~1. prepared, wholly or substantially written, published, broadcast, or otherwise disseminated by a student journalist enrolled in the school district;~~
- ~~2. distributed or generally made available to students in the school; and~~
- ~~3. prepared by a student journalist under the supervision of a student media adviser.~~

School-sponsored media does not include material prepared solely for distribution or transmission in the classroom in which the material is produced, or a yearbook.

G. "Student journalist" means a school district student in grades 6 through 12 who gathers, compiles, writes, edits, photographs, records, or otherwise prepares information for dissemination in school-sponsored media.

H. "Student media adviser" means a qualified teacher, as defined in Minnesota Statutes, section 122A.16, that the school district employs, appoints, or designates to supervise student journalists or provide instruction relating to school-sponsored media.

[NOTE: The 2024 Minnesota legislature enacted the new definitions above and the new language in Article IV. below.]

IV. GUIDELINES

A. Except as provided in paragraph B below, a student journalist has the right to exercise freedom of speech and freedom of the press in school-sponsored media regardless of whether the school-sponsored media receives financial support from the school or district, uses school equipment or facilities in its production, or is produced as part of a class or course in which the student journalist is enrolled. Freedom of speech includes freedom to express political viewpoints. Consistent with paragraph B below, a student journalist has the right to determine the news, opinion, feature, and advertising content of school-sponsored media. The school district must not discipline a student journalist for exercising rights or freedoms under this paragraph or the First Amendment of the United States Constitution.

B. Student expression in ~~an official school publication~~ school-sponsored media, a yearbook, or school-sponsored activity is prohibited when the material:

1. is obscene to minors;
- ~~2. is libelous or slanderous;~~
2. is defamatory;
3. is profane, harassing, threatening, or intimidating;
4. constitutes an unwarranted invasion of privacy;
5. violates federal or state law;
6. causes a material and substantial disruption of school activities;
7. is directed to inciting or producing imminent lawless action on school premises or the violation of lawful school policies or rules, including a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031;
8. advertises or promotes any product or service not permitted for minors by law;
- ~~4. encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;~~
9. expresses or advocates sexual, racial, or religious harassment or violence or prejudice; or
10. is distributed or displayed in violation of time, place, and manner regulations.

C. The school district must not retaliate or take adverse employment action against a student media adviser for supporting a student journalist exercising rights or freedoms under paragraph A above or the First Amendment of the United States Constitution.

D. Notwithstanding the rights or freedoms of this Article or the First Amendment of the United States Constitution, nothing in this Article inhibits a student media adviser from teaching professional standards of English and journalism to student journalists.

~~Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content so long as the school district's actions are reasonably related to legitimate pedagogical concerns.~~ These professional standards may include, but are not limited to, the following:

1. assuring that participants learn whatever lessons the activity is designed to teach;
2. assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;
3. assuring that the views of the individual speaker are not erroneously attributed to the school;
4. assuring that the school is not associated with any position other than neutrality on matters of political controversy;
5. assuring that the sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order;
6. assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

E. Time, Place, and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time

Distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed.

2. Place

Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways, and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

3. Manner

No one shall induce or coerce a student or staff member to accept a student publication.

V. POSTING

The school district must adopt a student journalist policy consistent with Minnesota Statutes, section 121A.80 and post it on the district website.

[NOTE: This model policy is crafted to fulfill the obligation stated above.]

Legal References: U. S. Const., amend. I
Morse v. Frederick, 551 U.S. 393 (2007)
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Bystrom v. Fridley High School, I.S.D. No. 14, 822 F. 2d 747 (8th Cir. 1987)
[Minn. Stat. § 121A.03 \(Model Policy\)](#)
[Minn. Stat. § 121A.031 \(School Student Bullying Policy\)](#)
[Minn. Stat. § 121A.80 \(Student Journalism; Student Expression\)](#)

Cross References: 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 904 (Distribution of Materials on School District Property by Nonschool Persons)



Pine River- Backus Schools 2025-2026 Calendar draft

	Student Days	Teacher Days
Inservice/ Workshop		8.5
Quarter 1	42	42
Quarter 2	42	42
Quarter 3	43	43
Quarter 4	43	43
Conferences (3:30-7:00)		1.5
PLC		2
	170	182

JANUARY						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
						19

1-2 Winter Break Cont.
 7 PLC 3:30-4:30
 16 End of Quarter 2
 19 Teacher Inservice - No School
 21 PLC 3:30-4:30

AUGUST						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
25	25	26	27	28	29	30
31						

18 New Teacher Training
 19-22 Kindercamp 8-12
 25-28 Teacher Inservice - Full Day
 29 Teacher Inservice - Half Day

FEBRUARY						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
17	23	24	25	26	27	28
						19

4 PLC 3:30-4:30
 12 Conferences 3:30-7:00
 16 Presidents' Day - No School
 18 PLC 3:30-4:30

SEPTEMBER						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						21

1 Labor Day
 2 First Day of School
 17 PLC 3:30-4:30

MARCH						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						17

4 PLC 3:30-4:30
 18 PLC 3:30-4:30
 20 End of Quarter 3
 23-27 Spring Break

OCTOBER						
S	M	T	W	Th	F	S
			1	2	3	4
5	5	6	7	8	9	10
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						21

8 PLC 3:30-4:30
 16-17 EM Break
 22 PLC 3:30-4:30
 31 End of Qt. 1

APRIL						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						21

1 PLC 3:30-4:30
 3 No School - Good Friday
 15 PLC 3:30-4:30

NOVEMBER						
S	M	T	W	Th	F	S
						1
4	2	3	4	5	6	7
5	9	10	11	12	13	14
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
						17

3 Teacher Inservice Day
 5 PLC 3:30-4:30
 13 Conferences 3:30-7:00
 18 Conferences 3:30-7:00
 27-28 Thanksgiving Break

MAY						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
						20

6 PLC 3:30-4:30
 25 Memorial Day - No School
 29 Graduation / Seniors Last Day

DECEMBER						
S	M	T	W	Th	F	S
	1	6	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						15

3 PLC 3:30-4:30
 22-31 Winter Break - No School

JUNE '25						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						15

1-2 Teacher Inservice - Full Day



Re: 2024-2025 School Year - Weather Related Late Starts, Early Dismissals and e-Learning

LATE STARTS AND EARLY DISMISSAL:

- Employees are to report to work according to the guidelines outlined in their professional contracts. Certified staff and Paraprofessionals may report to work 2 hours later when late starts are declared. Custodians, Secretaries and Admin should report at normal times weather permitting.
- Late starts and early dismissals generally take place to accommodate bus runs. If travel, following an early dismissal, is too dangerous the superintendent will excuse all staff in the district. Early dismissals will be administered according to contract language.

CANCELLATIONS:

- When school is cancelled for the entire day, how the day will be made up will be determined by the PRB School Board unless it is called by the Governor.
 - First 2 school closures will be excused and not rescheduled.
 - After the first 2 closures e-Learning or scheduled makeup days may be used.
 - Makeup days with students may occur on already scheduled teacher in-service days: *(January 20th, February 14th, March 31st, April 21st, June 5th and 6th)* or at the end of the current calendar.
 - E-Learning days will be used when the forecast is predicting the possibility of inclement weather allowing materials and devices to be sent home ahead of time with students.
- The Superintendent and/or their designee reserves the right to make alternative decisions regarding this practice as deemed necessary.

Staff Protocols for e-Learning:

Elementary

High School

- Certified staff will continue to deliver their instruction via e-Learning from home using district issued devices and adopted programs (Schoology).
- Paraprofessionals will be guaranteed contracted days. A plan should be developed with case managers and classroom teachers on how they can support students on e-Learning days.

Adopted: _____

MSBA/MASA Model Policy 509

Orig. 1995

Revised: _____

Rev. 2024

509 ENROLLMENT OF NONRESIDENT STUDENTS

[NOTE: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The school district desires to participate in the Enrollment Options Program (Open Enrollment) 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.

II. GENERAL STATEMENT OF POLICY

The school board adopts specific standards for acceptance and rejection of Open Enrollment applications.

III. OPEN ENROLLMENT PROCESS

A. Open Enrollment applications will be approved provided that acceptance of the application will not exceed the capacity of a program, excluding special education services; class; grade level; or school building as established by school board resolution and provided that:

1. space is available for the applicant under enrollment cap standards established by school board policy or other directive; and
2. in considering the capacity of a grade level, the school district may only limit the enrollment of nonresident students to a number not less than the lesser of:
(a) one percent of the total enrollment at each grade level in the school district;
or (b) the number of school district resident students at that grade level enrolled in a nonresident school district in accordance with Minnesota Statutes, section 124D.03.
3. the applicant is not otherwise excluded by action of the school district because of previous conduct in another school district.

B. If the school district limits enrollment of nonresident students pursuant to this section, the district shall report to the Commissioner of the Minnesota Department of Education (MDE) by July 15 on the number of nonresident pupils denied admission due to the limitations on the enrollment of nonresident pupils.

C. The parent of a student with a disability not yet enrolled in kindergarten and not open enrolled in a nonresident district may elect, in the same manner as the parent of a resident student with a disability, a school in the nonresident district where the child is enrolled in a Head Start program or a licensed child care setting in the nonresident district, provided the child can be served in the same setting as other children in the nonresident district with the same level of disability.

Under this paragraph, parents must demonstrate enrollment in a community preschool or childcare setting.

[NOTE: MDE states: "There is no standard set for how parents must demonstrate enrollment in a community preschool or childcare setting. We recommend a written policy for this process." A district may choose to insert applicable local provisions here.]

D. A nonresident preschool aged child with a disability open enrolled in the district may be required to open enroll for kindergarten.

[NOTE: MDE offers the following recommendation: "the non-resident district may elect to allow the child's enrollment status to continue without completing another application. We recommend that districts create policies around this election which must be non-discriminatory and in writing." A district may choose to insert applicable local provisions here.]

IV. BASIS FOR DECISIONS

A. Standards that may be used for rejection of application

In addition to the provisions above, the school district may refuse to allow a pupil who is expelled under Minnesota Statutes, section 121A.45 to enroll during the term of the expulsion if the student was expelled for:

1. possessing a dangerous weapon, including a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade less than two and one-half inches in length, at school or a school function;
2. possessing or using an illegal drug at school or a school function;
3. selling or soliciting the sale of a controlled substance while at school or a school function; or
4. committing a third-degree assault involving assaulting another and inflicting substantial bodily harm.

~~BE.~~ Standards that may not be used for rejection of application

The school district may not use the following standards in determining whether to accept or reject an application for open enrollment:

1. previous academic achievement of a student;
2. athletic or extracurricular ability of a student;
3. disabling conditions of a student;
4. a student's proficiency in the English language;
5. the student's district of residence except where the district of residence is directly included in an enrollment options strategy included in an approved achievement and integration program; or
6. previous disciplinary proceedings involving the student. This shall not preclude the school district from proceeding with exclusion as set out in this policy.

~~CE.~~ Application

The student and parent or guardian must complete and submit the "General Statewide Enrollment Options Application for K-12 and Early Childhood Special Education (or the Statewide Enrollment Options Application for State-funded Voluntary Prekindergarten (VPK) ~~or School Readiness Plus (SRP)~~ Application if applicable) developed by MDE and available on its website.

The school district may require a nonresident student enrolled in a program under Minnesota Statutes, section 125A.13, or in a preschool program, except for a program under Minnesota Statutes, section 124D.151 ~~or Laws 2017, First Special Session chapter 5, article 8, section 9,~~ to follow the application procedures under this subdivision to enroll in kindergarten. A district must allow a nonresident student enrolled in a program under Minnesota Statutes, section 124D.151 or ~~Laws 2017, First Special Session chapter 5, article 8, section 9,~~ to remain enrolled in the district when the student enters kindergarten without submitting annual or periodic applications, unless the district terminates the student's enrollment under subdivision 12.

The school district shall notify the parent or guardian in writing by February 15 or within ninety (90) days for applications submitted after January 15 in the case of achievement and integration district transfers whether the application has been accepted or rejected. If an application is rejected, the district must state in the notification the reason for rejection. The parent or guardian must notify the nonresident district by March 1 or within ten (10) business days whether the pupil intends to enroll in the nonresident district.

DE. Lotteries

If a school district has more applications than available seats at a specific grade level, it must hold an impartial lottery following the January 15 deadline to determine which students will receive seats. The district must give priority to enrolling siblings of currently enrolled students, students whose applications are related to an approved integration and achievement plan, children of the school district's staff, and students residing in that part of a municipality (a statutory or home rule charter city or town) where:

1. the student's resident district does not operate a school building;
2. the municipality is located partially or fully within the boundaries of at least five school districts;
3. the nonresident district in which the student seeks to enroll operates one or more school buildings within the municipality; and
4. no other nonresident, independent, special, or common school district operates a school building within the municipality.

The process for the school district lottery must be established by school board policy and posted on the school district's website.

EF. Exclusion

1. Administrator's initial determination. If a school district administrator knows or has reason to believe that an applicant has engaged in conduct that has subjected or could subject the applicant to expulsion or exclusion under law or school district policy, the administrator will transmit the application to the superintendent with a recommendation of whether exclusion proceedings should

be initiated.

2. Superintendent's review. The superintendent may make further inquiries. If the superintendent determines that the applicant should be admitted, he or she will notify the applicant and the school board chair. If the superintendent determines that the applicant should be excluded, the superintendent will notify the applicant and determine whether the applicant wishes to continue the application process. Although an application may not be rejected based on previous disciplinary proceedings, the school district reserves the right to initiate exclusion procedures pursuant to the Minnesota Pupil Fair Dismissal Act as warranted on a case-by-case basis.

66. Termination of Enrollment

The school district may terminate the enrollment of a nonresident student enrolled under an enrollment options program pursuant to Minnesota Statutes, section 124D.03 or 124D.08 at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy under Minnesota Statutes, chapter 260A, and the student's case has been referred to juvenile court. A "habitual truant" is a child under 17 years of age who is absent from attendance at school without lawful excuse for seven school days in a school year if the child is in elementary school or for one or more class periods on seven school days in a school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days in a school year and who has not lawfully withdrawn from school under Minnesota Statutes, section 120A.22, subdivision 8. The school district may also terminate the enrollment of a nonresident student over 17 years of age if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under Minnesota Statutes, section 120A.22, subdivision 8.

A student who has not applied for and been accepted for open enrollment pursuant to this policy and does not otherwise meet the residency requirements for enrollment may be terminated from enrollment and removed from school. Prior to removal from school, the school district will send to the student's parents a written notice of the school district's belief that the student is not a resident of the school district. The notice shall include the facts upon which the belief is based and notice to the parents of their opportunity to provide documentary evidence, in person or in writing, of residency to the superintendent or the superintendent's designee. The superintendent or the superintendent's designee will make the final determination as to the residency status of the student.

Notwithstanding the requirement that an application must be approved by the board of the nonresident district, a student who has been enrolled in a district, who is identified as homeless, and whose parent or legal guardian moves to another district, or who is placed in foster care in another school district, may continue to enroll in the nonresident district without the approval of the board of the nonresident district. The approval of the board of the student's resident district is not required.

Legal References: Minn. Stat. § 120A.22, Subd. 3(e) and Subd. 8 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District; Exceptions)
[Minn. Stat. § 124D.151 \(Voluntary Prekindergarten Program\)](#)
Minn. Stat. § 124D.68 (Graduation Incentives Program)

[Minn. Stat. § 125A.13 \(School of Parents' Choice\)](#)

Minn. Stat. Ch. 260A (Truancy)

Minn. Stat. § 260C.007, Subd. 19 (Definitions)

Minn. Op. Atty. Gen. 169-f (Aug. 13, 1986)

Indep. Sch. Dist. No. 623 v. Minn. Dept. of Educ., Co. No. A05-361, 2005

WL 3111963 (Minn. Ct. App. 2005) (unpublished)

18 U.S.C. 930, para. (g)(2) (Definition of weapon)

Cross References:

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 517 (Student Recruiting)

Adopted: _____

MSBA/MASA Model Policy 507

Orig. 1995

Revised: _____

Rev. May 2024

507 CORPORAL PUNISHMENT AND PRONE RESTRAINT

[NOTE: The provisions of this policy substantially reflect statutory requirements. The revisions in this model policy incorporate legislative changes enacted throughout the 2024 Minnesota legislative session. School boards may have adopted some revisions in the spring, when the first set of laws were enacted.]

I. PURPOSE

The purpose of this policy is to describe limitations on the use of corporal punishment and prone restraint upon a student.

II. GENERAL STATEMENT OF POLICY

No employee or agent of the school district shall inflict corporal punishment or use prone restraint upon a student except as provided below.

III. DEFINITIONS

1. "Corporal punishment" means conduct involving:
 - a. hitting or spanking a person with or without an object; or
 - b. unreasonable physical force that causes bodily harm or substantial emotional harm.
2. "Employee or agent of the district" does not include a school resource officer as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c).
3. "Prone restraint" means placing a child in a face-down position.

IV. PROHIBITIONS

1. An employee or agent of a district shall not inflict corporal punishment or cause corporal punishment to be inflicted upon a pupil to reform unacceptable conduct or as a penalty for unacceptable conduct.
2. An employee or agent of the school district shall not use prone restraint.
- ~~2. An employee or agent of a district, including a school resource officer, security personnel, or police officer contracted with a district, shall not use prone or compressive restraint except that the restrictions on prone and compressive restraints do not apply under the circumstances enumerated in Minnesota Statutes, section 609.06, subdivision 1(1). All peace officers, including those who are school resource officers or otherwise agents of a school district, may use force as reasonably necessary to carry out official duties, including, but not limited to, making arrests and enforcing orders of the court.~~
3. An employee or agent of a district, ~~including a school resource officer, security personnel, or police officer contracted with a district,~~ shall not inflict any form of physical holding that restricts or impairs a pupil's ability to breathe; restricts or impairs a pupil's ability to communicate distress; places pressure or weight on a pupil's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a

pupil's torso.

4. Conduct that violates this Article is not a crime under Minnesota Statutes, section 645.241, but may be a crime under Minnesota Statutes, chapter 609 if the conduct violates a provision of Minnesota Statutes, chapter 609. Conduct that violates IV.1 above is not per se corporal punishment under the statute. Nothing in this Minnesota Statutes, section 121A.58 or 125A.0941 precludes the use of reasonable force under Minnesota Statutes, section 121A.582. The use of reasonable force as set forth in Section V does not authorize conduct prohibited pursuant to Minnesota Statutes, section 125A.0942.

V. ~~EXCEPTIONS~~ REASONABLE FORCE

1. Reasonable force may be used upon or toward the person of another without the other's consent when the following circumstance exists or the actor reasonably believes it to exist:-
 - a. when used by a teacher, school principal, school employee, school bus driver, or other agent of the school in the exercise of lawful authority, to restrain a child or pupil to prevent bodily harm or death to the child, pupil, or another.
2. Reasonable force may be used upon or toward the person of a child without the child's consent when the following circumstance exists or the actor reasonably believes it to exist:
 - a. when used by a teacher, school principal, school employee, school bus driver, other agent of the district, or other member of the instructional, support, or supervisory staff of a public school upon or toward a child or pupil when necessary to restrain the child or pupil to prevent bodily harm or death to the child, pupil. Nothing in Minnesota Statutes, section 609.379 limits any other authorization to use reasonable force including but not limited to authorizations under Minnesota Statutes, section 121A.582, subdivision 1, and section 609.06, subdivision 1.
3. A teacher, school principal, and other school staff may use reasonable force under the conditions set forth in Policy 506 (Student Discipline).

[NOTE: These revisions reflect 2024 legislative changes and are reformatted to enhance readability.]

VI. VIOLATION

Employees who violate the provisions of this policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies. Violation of this policy may also result in civil or criminal liability for the employee.

Legal References: Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 123B.25 (Legal Actions Against Districts and Teachers)
Minn. Stat. § 125A.0941 (Definitions)
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)
Minn. Stat. § 609.06 ~~Subd. 1 (6)(7)~~ (Authorized Use of Force)
Minn. Stat. § 609.379 (Permitted Actions)
Minn. Stat. § 626.8482 (School Resource Officers; Duties; Training; Model Policy)

[Minn. Stat. S 645,241 \(Punishment for Prohibited Acts\)](#)
~~[Op. Atty. Gen. 169f \(August 22, 2023\) \(School Pupils: Discipline\)](#)~~
~~[Op. Atty. Gen. 169f Supp. \(September 20, 2023\) \(School Pupils: Discipline\)](#)~~

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 506 (Student Discipline)
[MSBA/MASA Model Policy 507.5 \(School Resource Officers\)](#)

Adopted: _____

MSBA/MASA Model Policy 503

Orig. 1995

Revised: _____

Rev. 2024

503 STUDENT ATTENDANCE

[NOTE: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

- A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive.
- B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

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

2. Parent or Guardian's Responsibility

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

3. Teacher's Responsibility

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

4. Administrator's Responsibility

- a. It is the administrator's responsibility to require students to attend all assigned classes and study halls. It is also the administrator's

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

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

B. Attendance Procedures

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

1. Excused Absences

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

[NOTE: This paragraph quotes Minnesota Statutes, section 120A.22.]

- b. To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school.

[NOTE: The school district may choose to include subparagraph (b).]

- c. The board of the district in which the child resides may approve the application under subparagraph (a) above upon a legitimate exception being demonstrated to the satisfaction of that board.

d. Legitimate Exceptions

The following reasons shall be sufficient to constitute excused absences:

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

- (a) child illness, medical, dental, ~~or orthodontic treatment,~~

or a counseling appointments; including appointments conducted through telehealth;

(b) family emergencies;

(c) the death or serious illness or funeral of an immediate family member;

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

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

(f) other exemptions included in this attendance policy.

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

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

[NOTE: Subparagraph 3 above incorporates the 2024 amendment to Minnesota Statutes, section 120A.22, subdivision 12.]

~~(1) Illness.~~

~~(2) Serious illness in the student's immediate family.~~

~~(3) A death or funeral in the student's immediate family or of a close friend or relative.~~

~~(4)~~

~~(5) Court appearances occasioned by family or personal action.~~

~~(6) Religious instruction not to exceed three hours in any week.~~

~~(7) Physical emergency conditions such as fire, flood, storm, etc.~~

~~(8) Official school field trip or other school sponsored outing.~~

~~(9) Removal of a student pursuant to a suspension. Suspensions are to be handled as excused absences and students will be permitted to complete make-up work.~~

~~(10) Family emergencies.~~

~~(11) Active duty in any military branch of the United States.~~

~~(12) A student's condition that requires ongoing treatment for a mental health diagnosis.~~

[Note: In 2024, the Minnesota legislature amended Minnesota Statutes, section 120A.22, subdivision 12. The legitimate exceptions set forth above quote this statute. Minnesota law provides that a school board may include other exemptions in the school district's attendance policy. When considering whether to add other exemptions, school boards should consider the intent of the compulsory attendance law, which recognizes the educational value of regular attendance and class participation, and whether the proposed exemption is consistent with the intent of the law.]

c. Consequences of Excused Absences

- (1) Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.
- (2) Work missed because of absence must be made up within ____ days from the date of the student's return to school. Any work not completed within this period shall result in "no credit" for the missed assignment. However, the building principal or the classroom teacher may extend the time allowed for completion of make-up work in the case of an extended illness or other extenuating circumstances.

2. Unexcused Absences

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

- (1) Truancy. An absence by a student which was not approved by the parent and/or the school district.
- (2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.
- (3) Work at home.
- (4) Work at a business, except under a school-sponsored work release program.
- (5) Vacations with family.
- (6) Personal trips to schools or colleges.
- (7) Absences resulting from cumulated unexcused tardies (____ tardies equal one unexcused absence).

- (8) Any other absence not included under the attendance procedures set out in this policy.

b. Consequences of Unexcused Absences

- (1) Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.
- (2) Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences.
- (3) In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the juvenile court, pursuant to Minnesota statutes.
- (4) Students with unexcused absences shall be subject to discipline in the following manner:
 - (a) From the first through the _____ cumulated unexcused absence in a [quarter or semester] the student will not be allowed to make up work missed due to such absence.
 - (b) After the _____ cumulated unexcused absence in a [quarter or semester], a student's parent or guardian will be notified by certified mail that his or her child is nearing a total of _____ unexcused absences and that, after the _____ unexcused absence, the student's grade shall be reduced by one increment for each unexcused absence thereafter.
 - (c) After such notification, the student or his or her parent or guardian may, within a reasonable time, request a conference with school officials regarding the student's absences and the prescribed discipline. The notification will state that the school strongly urges the student's parent or guardian to request such a conference.
 - (d) After _____ cumulative unexcused absences in a [quarter or semester] the teacher will reduce the student's letter grade by one increment for each unexcused absence thereafter (i.e. A to A-). However, prior to reducing the student's grade, an administrative conference must be held among the principal, student, and parent.
 - (e) After _____ cumulated unexcused absences in a [quarter or semester], the administration may impose the loss of academic credit in the class or classes from which the student has been absent. However, prior to loss of credit, an administrative conference must be held among the principal, student, and parent.

- (f) If the result of a grade reduction or loss of credit has the effect of an expulsion, the school district will follow the procedures set forth in the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

[NOTE: MSBA encourages school boards to consider whether imposition of academic penalties for unexcused absences is consistent with the district's mission and pedagogical approach. If a school board determines that academic penalties should not be imposed, section 2(b) should be deleted or rewritten.]

C. Tardiness

1. Definition: Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness.
2. Procedures for Reporting Tardiness
 - a. Students tardy at the start of school must report to the school office for an admission slip.
 - b. Tardiness between periods will be handled by the teacher.
3. Excused Tardiness

Valid excuses for tardiness are:

 - a. Illness.
 - b. Serious illness in the student's immediate family.
 - c. A death or funeral in the student's immediate family or of a close friend or relative.
 - d. Medical, dental, orthodontic, or mental health treatment.
 - e. Court appearances occasioned by family or personal action.
 - f. Physical emergency conditions such as fire, flood, storm, etc.
 - g. Any tardiness for which the student has been excused in writing by an administrator or faculty member.
4. Unexcused Tardiness
 - a. An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.
 - b. Consequences of tardiness may include detention after ____ unexcused tardies. In addition, ____ unexcused tardies are equivalent to one unexcused absence.

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

1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs.
2. School-initiated absences will be accepted and participation permitted.
3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day.
4. If a student is suspended from any class, he or she may not participate in any activity or program that day.
5. If a student is absent from school due to medical reasons, he or she must present a physician's statement or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program.

III. RELIGIOUS OBSERVANCE ACCOMMODATION

Reasonable efforts will be made by the school district to accommodate any student who wishes to be excused from a curricular activity for a religious observance. Requests for accommodations should be directed to the building principal.

IV. DISSEMINATION OF POLICY

- A. Copies of this policy shall be made available to all students and parents at the commencement of each school year. This policy shall also be available upon request in each principal's office.
- B. The school district will provide annual notice to parents of the school district's policy relating to a student's absence from school for religious observance.

V. REQUIRED REPORTING

A. Continuing Truant

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

1. Three days if the child is in elementary school; or
2. Three or more class periods on three days if the child is in middle school, junior high school, or high school.

B. Reporting Responsibility

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

1. That the child is truant;

2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;
3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minnesota Statutes, section 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minnesota Statutes, section 120A.34;
4. That this notification serves as the notification required by Minnesota Statutes, section 120A.34;
5. That alternative educational programs and services may be available in the child's enrolling or resident district;
6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child's truancy;
7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minnesota Statutes, chapter 260C;
8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to Minnesota Statutes, section 260C.201; and
9. That it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day.

[NOTE: Where truancy services and programs under Minnesota Statutes, chapter 260A are available within the school district, the following provisions should also be included in the policy.]

C. Habitual Truant

1. A habitual truant is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days per school year and who has not lawfully withdrawn from school.
2. A school district attendance officer shall refer a habitual truant child and the child's parent or legal guardian to appropriate services and procedures, under Minnesota Statutes, chapter 260A.

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

Truant)

Minn. Stat. § 260C.007, subd. 19 (Habitual Truant Defined)

Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)

Goss v. Lopez, 419 U.S. 565 (1975)

Slocum v. Holton Bd. of Educ., 429 N.W.2d 607 (Mich. App. Ct. 1988)

Campbell v. Bd. of Educ. of New Milford, 475 A.2d 289 (Conn. 1984)

Hamer v. Bd. of Educ. of Twp. High Sch. Dist. No. 113, 66 Ill. App.3d 7, 383 N.E.2d 231 (1978)

Gutierrez v. Sch. Dist. R-1, 585 P.2d 935 (Co. Ct. App. 1978)

Knight v. Bd. of Educ., 38 Ill. App. 3d 603, 348 N.E.2d 299 (1976)

Dorsey v. Bale, 521 S.W.2d 76 (Ky. 1975)

Cross References: MSBA/MASA Model Policy 506 (Student Discipline)



Re: 2024-2025 School Year - Weather Related Late Starts, Early Dismissals and e-Learning

LATE STARTS AND EARLY DISMISSAL:

- Employees are to report to work according to the guidelines outlined in their professional contracts. Certified staff and Paraprofessionals may report to work 2 hours later when late starts are declared. Custodians, Secretaries and Admin should report at normal times weather permitting.
- Late starts and early dismissals generally take place to accommodate bus runs. If travel, following an early dismissal, is too dangerous the superintendent will excuse all staff in the district. Early dismissals will be administered according to contract language.

CANCELLATIONS:

- When school is cancelled for the entire day, how the day will be made up will be determined by the PRB School Board unless it is called by the Governor.
 - First 2 school closures will be excused and not rescheduled.
 - After the first 2 closures e-Learning or scheduled makeup days may be used.
 - Makeup days with students may occur on already scheduled teacher in-service days: *(January 20th, February 14th, March 31st, April 21st, June 5th and 6th)* or at the end of the current calendar.
 - E-Learning days will be used when the forecast is predicting the possibility of inclement weather allowing materials and devices to be sent home ahead of time with students.
- The Superintendent and/or their designee reserves the right to make alternative decisions regarding this practice as deemed necessary.

Staff Protocols for e-Learning:

Elementary

High School

- Certified staff will continue to deliver their instruction via e-Learning from home using district issued devices and adopted programs (Schoology).
- Paraprofessionals will be guaranteed contracted days. A plan should be developed with case managers and classroom teachers on how they can support students on e-Learning days.