

# Regular Monthly Board Meeting

Monday, December 1, 2025 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 November 3, 2025 Regular Board 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

6.7.1. Approve the Hiring of Kenneth Toole as Long Term Substitute Teacher for Rachel Lelwica, High School Social Studies Teacher, from approximately January 5, 2026 to March 20, 2026

6.7.2. Accept the resignation of Lori Flategraff, Paraprofessional, effective January 31, 2026 and authorize posting for a replacement for 6.5 hours per day

6.7.3. Accept the resignation of Stephanie Todd, Administrative Assistant, effective December 5,

2025 and authorize replacement. Stephanie worked 4.5 hours per day for 185 work days. The request is to increase time to 8 hours per day for 200 work days.

6.7.4. Authorize Posting for an Additional Paraprofessional for 6.5 Hours per Day

6.8. Increase ninth grade activity fees to \$80 (currently \$70) effective with the 2026 spring sports season

6.9. Approve the addition of Announcer to the list of extra-curricular positions. Rate at \$25 per event.

## 7. **Discussion Items**

7.1. 2026 School Board Meeting Dates

## 8. **Action Items**

8.1. Set Monday, January 5, 2026 at 5:30 p.m. for the Reorganization Meeting with the Regular Monthly Meeting Beginning Immediately After

8.2. Approve Inspec, Inc. Proposal for Roofing Consultation Services for 2026-2027 High School Gym and Performance Gym

8.3. Approve the Calendar for the 2026-27 School Year

8.4. Approve Policy 510.1 Extra-Curricular and Activity Eligibility Policy

## 9. **Open Forum**

## 10. **Adjourn**

A meeting of the Board of Education was held in the High School Media Center at 5:30 p.m. on Monday, November 3, 2025 with Chair Cunningham presiding.

Members present: Leslie Bouchonville, Chris 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.

Fiscal Year 2025 Audit Report – Clifton Larson Allen presented a summary of the 2024-25 district financial statements and audit report.

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

Motion by Linsten-Lodge, second by Bouchonville, to approve the minutes of the October 6, 2025 regular board meeting. All voted aye and the motion carried.

Administrative team, director and enrollment reports were heard.

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

- Approve bills presented (checks 78323-78497 totaling \$274,232.92); 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:
  - Accept the resignation of John Edelman, Bus Driver, effective November 7, 2025
  - Accept the resignation of Lisa Dabrowski, Cook, effective December 31, 2025
  - Approve the hiring of Julian Kitchenhoff, Bus Driver, effective November 5, 2025
  - Approve the hiring of Greg Gentry as Senior High Knowledge Bowl Advisor for the 2025-26 season
  - Approve the hiring of Melanie Lindquist as Junior High Knowledge Bowl Advisor for the 2025-26 season
  - Approve the hiring of Mike Shetka as Robotics Coach for the 2025 fall season
  - Approve the hiring of Andrew Rudlang as Robotics Coach for the 2025 fall season
  - Approve the hiring of Micah Eveland as Varsity Boys Basketball Coach for the 2025-26 season
  - Approve the hiring of Gene Hamilton as Assistant Boys Basketball Coach for the 2025-26 season
  - Approve the hiring of Henry Krecklau as Assistant Boys Basketball Coach for the 2025-26 season
  - Approve the hiring of John Bueckers as Junior High Boys Basketball Coach for the 2025-26 season
  - Approve the hiring of Tucker Sheley as Varsity Girls Basketball Coach for the 2025-26 season
  - Approve the hiring of Jennifer Travis as Assistant Girls Basketball Coach for the 2025-26 season
  - Approve the hiring of Justin Burnard as Junior High Girls Basketball Coach for the 2025-26 season
  - Approve the hiring of Justin Franke as Varsity Wrestling Coach for the 2025-26 season
  - Approve the hiring of Tom Demars as Assistant Wrestling Coach for the 2025-26 season
  - Approve the hiring of Alex Diaz as Assistant Wrestling Coach for the 2025-26 season
  - Approve the hiring of Jon Rowell as Assistant Wrestling Coach for the 2025-26 season
  - Approve the hiring of Karen Goodenough as Cheerleading Coach for the 2025-26 basketball season
  - Approve the hiring of Courtney Benson as Speech Coach for the 2025-26 season
  - Approve the hiring of Katie Vershelde as Prom Advisor for the 2025-26 school year

All voted aye and the motion carried.

Discussion Items:

- Second reading of the Academic Eligibility Policy
- 2024-25 Comprehensive Achievement and Civic Readiness Report

Motion by Hoplin, second by Bouchonville, to approve the 2025-2027 Master Agreement with Service Employees International Union, Local #284. All voted aye and the motion carried.

Motion by Linsten-Lodge, second by Hoplin, to approve a Memorandum of Understanding with Pine River-Backus Education Minnesota regarding Article VII, Section 6: Additional Class Sizes. All voted aye and the motion carried.

Motion by Trumble, second by Sheley, to approve a Consortium Agreement for Cross-District High School Course Access. All voted aye and the motion carried.

Motion by Linsten-Lodge, second by Bouchonville, to approve the fiscal year 2025 audit report. All voted aye and the motion carried.

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

Cunningham adjourned the meeting at 6:30 p.m.

Leslie Bouchonville, Clerk



# Pine River-Backus

## PUBLIC SCHOOLS - PINE RIVER, MN

### School Board Report Pine River-Backus Elementary School December 1, 2025

#### GOALS:

##### District Goal:

1. 80% of teachers will self-assess at a level of applying or innovating in Element 9 (Structured Practice Sessions).
2. 100% of certified staff will provide a positive message and photo to be posted on social media to their building principal by May 2026.

**Building Goal #1:** HRS 3.4 - The school establishes clear and measurable growth goals that are focused on critical needs regarding improving overall student achievement at grade levels.

**PBIS School -Wide Goal** - By Spring 2026, 100% of students will get a good news call of the day from staff.

#### STUDENT ACHIEVEMENT

##### Assessment

- Our next school-wide testing window for FastBridge will be December 15th-January 16th.

##### Multi-Tiered System of Supports - HRS Level 3

- Our Multi-Tiered System of Supports team continues to meet bi-weekly as in the past to help teachers with Tier I and II interventions in both academics and behavior. We monitor the effectiveness of the intervention(s) by progress monitoring as needed (usually bi-weekly).. HRS 3.6

#### FACILITY NEEDS

- Thank you to our custodial staff for all of the preparation and daily work to keep things working smoothly. Even when short staffed at times they are working hard.
- We have started planning for this upcoming summer with flooring, classroom priorities, and other smaller projects.
- The kindergarten rooms cabinet fixes should be installed on December 22nd.

#### WINTER PROGRAM

- Our 3rd-4th grade Winter Program is Tuesday, December 9th at 8:30am in the performance gym.

Our 5th & 6th grade program is also December 8th at 5:30pm. It will take place in the performance gym as well.

#### SAFE ENVIRONMENT AND CONSISTENT DISCIPLINE - HRS Level 1

- Supervision is appropriately in place in all areas of our school (classroom, hallway, cafeteria, playground). We continue to monitor, feedback is gathered, and we adjust as needed based on student needs.
- Staff are positively and consistently reinforcing behaviors and re-teaching as needed.
- Office visits and referrals are up compared to this time last year, primarily on the bus. The numbers might look high, but overall our students are not getting referrals. 78% of our students have not received a referral of any type this year.
- ROAR Framework: Our Positive Behavioral Interventions and Supports (PBIS) program continues to create a positive school culture and be a part of what we do on a daily basis.

#### Upcoming Dates:

- 12/1: Elementary CST @ 7:30
- 12/1: Site Council @ 3:20
- 12/3: PLC's
- 12/8: % Choir Concert @ 5:30
- 12/9: 3/4th music program
- 12/9: HRS Fall Network @ Sourcewell (Langseth out)
- 12/13: Parade of Lights
- 12/16: Christmas Bingo @ 1:30
- 12/17: December ROAR Rally/Sing Along @ 9:30
- 12/18: Celebration #1: 1st-3rd @ 8:45, 4th-6th @ 1:00

December, 2025

The Health Inspector was in. We had a clean report. Shared that we are in norovirus season. Talked about ways to utilize self service without tongs touching food. Had a nice discussion on Salad Bars.

We started the Ala Carte line, going very well. Students appreciate the choice.

Looking for a new hire to replace a retirement.

Respectfully,

Jilline Blanchard  
Food Service Director

## Technology Department Updates:

- Have been working with Mr. Clark and Mr. Leuer on designs and graphics relating to the upcoming building update projects.
- Almost complete with an update project on internal school digital signs
- Working with the school libraries on a process for weeding books and removing those from the digital record system
- Monitoring digital hall passes (now that it's out there and working) for improvements or expansion. Seems to be going well so far as people begin to get used to the new system.
- Monitoring digital absence request system. (This is what lets parents notify the school of an absence via the Campus Parent Portal rather than needing to call the school). Made some recent adjustments based on parent feedback.
- Lots of events happening this time of year to support with technology. No tech issues with the Fall Musical program, it went well.
- On-going training with new staff, mostly with gathering student data and running reports.

### **Kevin Furst**

Technology Director

Pine River-Backus Schools

o | 218.587.8030

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# Pine River-Backus

PUBLIC SCHOOLS - PINE RIVER, MN

## TEACHING & LEARNING UPDATE 12/1/2025

1. ADSIS - Our ADSIS HS team presented at the November staff meeting to clarify the referral process and remind teachers of the criteria for students who qualify for intervention services.
2. AIEP - we have a meeting scheduled for December 4th at 5:30. Our numbers have dwindled again so if you know of any community members who are American Indian that would like to lend their voices, please send them my way.
3. Assessment - Our Capti ReadBasix licenses have been purchased
  - a. Teachers have started their initial training
  - b. We will begin diagnostic assessment for students after our Winter screening window
4. Career pathways - The team revisited our CDL licensing opportunities. We are looking at including these in our Work Based Learning program in order to include more options for supervision of the program.
5. Continuous Improvement Process - Our full team, which includes teachers from each building, Principals, myself and Mr. Clark, met on November 24th to begin our Continuous Improvement process. Although we were identified due to being a Title I school in the Elementary and our Special Education test scores/growth, we believe this work is essential for the learning of ALL students.
6. Elevate PD - no new updates
7. HRS - Our HRS Summit team went to the HRS Leadership meeting with Dr. Phil Warrick on November 18th and our HS and Elementary Leadership teams will go to the Fall Network on December 9th. We are so very fortunate to have the opportunity to work with Marzano Associates due to our association with Sourcewell. Their leadership, guidance, and input into our processes and RIGHT WORK is monumental.
8. PD - December 22nd will be our Cultural Competence day with all teaching staff. Rachel Logan from Sourcewell will be coming to lead this important work.
  - a. January 19th will be a Wellness day for teachers. I am so grateful to Missy Laposky for all her work in helping to get this day planned.
9. READ Act - Paraprofessionals have had two of their mandatory four structured literacy sessions. There is SO MUCH to cram into these sessions!! They each set themselves a goal to meet before our next session which is on January 16th.
  - a. A task force was created at the elementary level to create topics aligned with our READ Act training that will continue the momentum and remind teachers of that learning throughout the year.
    - i. November - Simple View & Scarborough's Rope
    - ii. December - Dyslexia
    - iii. January - Fluency
    - iv. February - Effective Strategies (mapping in different grade levels)
    - v. March - Tips and Tricks

vi. April - Six Syllable Types

vii. May - Games

10. Standards & Curriculum - It has been a busy month for standards and curriculum. I have met with both math and social studies teachers to either continue or begin the process of standards work which will lead to resource selection.



We also welcomed author Mary Cassanova to our building. She visited with 9th and 10th grade students and talked about her writing process. We are looking at options for having her come back in April.





## **Tiger Activities Update – December 2025**

Winter activities are now underway, and our student-athletes and coaches are off to a strong start across all programs. Early practices and competitions have shown great energy, commitment, and teamwork, and our programs are settling into a positive rhythm. I want to commend our students and coaching staff for their preparation and dedication as we enter one of our busiest seasons. All winter schedules, registrations, and program operations are running smoothly, and we are well positioned for a successful winter season at PRB.

### ***Girls Basketball***

The girls basketball season began on November 10th, and the team is off to a strong 2–0 start with wins over Ogilvie and Swanville. This group has shown strong defensive intensity and balanced scoring early on, and the players are responding well to the expectations set by the coaching staff. The early success has created positive momentum as they continue to develop and prepare for a competitive stretch ahead.

**Head Coach- Tucker Sheley**

### ***Boys Basketball***

Boys basketball began on November 17th and is using the early practices to build a strong foundation for the season. The team has been focused on skill development, conditioning, and installing their offensive and defensive systems in preparation for competition. Their first contest is scheduled for December 5th at home against Swanville, and the group is building solid momentum as they work toward their season opener.

**Head Coach- Micah Eveland**

### ***Wrestling***

The wrestling season began on November 17th, and the team has been working hard in practice to build strength, refine technique, and develop match strategies. Coaches are encouraged by the dedication and focus shown by the athletes. The season officially kicks off with a home quad on December 4th, giving the wrestlers their first opportunity to compete and showcase their progress.

**Head Coach- Justin Franke**

## **Youth Basketball**

Youth basketball began on November 17th, with teams practicing 2–3 times per week. In addition to regular practices, two “Super Saturdays” are scheduled for December 6th and 13th, where our varsity programs will host small skills sessions and engage with the youth players. Tournaments for the youth teams are set to begin in January, giving our young athletes opportunities to develop their skills and enjoy competitive play in a supportive environment.

## **Upcoming Performances**

**K–4 Musical:** Monday, December 8 – 1:30 PM

**5th & 6th Grade Choir Concert:** Monday, December 8 – 5:30 PM

**7–12 Band & Choir Concert:** Monday, December 15 – 6:30 PM

**Dance Performance:** Friday, December 20 – All Day- Performance Gym

**For questions regarding any of the programs or activities listed above, please feel free to reach out.**

Kyle Crocker

[Kcrocker@prbschools.org](mailto:Kcrocker@prbschools.org)

218-587-8029

Activities Director

Pine River-Backus Schools



November 25, 2025  
School Board Report

**Insurance open enrollment:** Our open enrollment period ends December 3, 2025.

**Minnesota Paid Family and Medical Leave:** Starting January 1 2026, Minnesota's Paid Family and Medical Leave program will be active. An administrative account has been set up with the state. Mandatory postings and employee notifications have been made. Payroll taxes will be withheld beginning January 1 and submitted to the paid leave program quarterly. New account codes, balance sheet codes and leave accounts need to be set up.

**One Big Beautiful Bill Act – Qualified Overtime Pay:** A provision of the One Big Beautiful Bill Act excludes qualified overtime pay from federal income. The overtime pay must be calculated and reported in box 14 of the employee's W2. The 'no tax on overtime' provision is a federal income tax deduction that the employee claims when filing their personal tax returns.

**Pay Equity Report:** We must submit a pay equity report to the State of Minnesota every three years. Our next report is due January 31, 2026. Approval of the report will be on the January 5, 2026 agenda.

**Seniority Rosters:** Seniority rosters will reflect staff as of January 15, 2026 and will be posted for staff review prior to board approval.

Cindy Felthous  
Human Resource Director

## **Community Ed & Cub Care**

### **Cub Care**

- We welcomed some new students, and improved consistency in attendance from current students
- Students engage well in daily activities and have developed meaningful relationships with staff and each other
- Began a “pen pal” exchange with local senior living facilities in PRB

### **October Highlights**

- **Successful classes:** Homemade lefse, beginner crochet, Vikings Trip, little dribblers basketball
- Candy-making and cake decorating youth classes to be rescheduled due to school closure
- Youth basketball has started!

### **Upcoming December Classes**

- Duluth day trip, sea glass Christmas tree, youth hot cocoa party,

### **Looking ahead: winter/spring classes programming**

- Hot pot night
- Candlelight yoga
- Coffee & cocktail mixology
- Introduction to AI & intermediate AI
- Sea glass succulents
- Loon paint-along
- DIY bath salts & sugar scrubs

2025-26 SCHOOL YEAR  
ENROLLMENT REPORT

	<u>2024-25</u>	<u>9/1/2025</u>	<u>10/1/2025</u>	<u>11/1/2025</u>	<u>12/1/2025</u>	<u>1/1/2026</u>	<u>2/1/2026</u>	<u>3/1/2026</u>	<u>4/1/2026</u>	<u>5/1/2026</u>	<u>6/1/2026</u>	2025-26 YTD Average
<b>ELEMENTARY:</b>												
Kindergarten	62	57	55	54	55							55
First	48	57	55	55	55							56
Second	63	51	53	53	54							53
Third	58	58	58	58	58							58
Fourth	57	57	57	57	57							57
Fifth	78	59	58	57	57							58
Sixth	50	82	83	81	80							82
Total Elementary	416	421	419	415	416	0	0	0	0	0	0	418
<b>HIGH SCHOOL:</b>												
Seventh	71	52	51	51	51							51
Eighth	57	71	71	71	70							71
Ninth	71	57	56	55	55							56
Tenth	57	71	71	71	71							71
Eleventh	61	50	50	49	49							50
Twelfth	57	59	58	58	58							58
Total High School	374	360	357	355	354	0	0	0	0	0	0	357
Total w/o FT ALC	790	781	776	770	770	0	0	0	0	0	0	777
<b>ALP: Grade levels based on credits earned, not age</b>												
Ninth	3	0	3	4	5							3
Tenth	13	0	11	11	11							8
Eleventh	12	0	12	12	12							9
Twelfth (includes 12th +)	20	0	16	16	17							12
Total Full-time ALP	48	0	42	43	45	0	0	0	0	0	0	33
<b>DISTRICT TOTAL</b>	<b>838</b>	<b>781</b>	<b>818</b>	<b>813</b>	<b>815</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>809</b>
<b><u>PUPIL UNITS:</u></b>												
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	62.0	57.0	55.0	54.0	55.0	0.0	0.0	0.0	0.0	0.0	0.0	55.3
Elementary 1-3	169.0	166.0	166.0	166.0	167.0	0.0	0.0	0.0	0.0	0.0	0.0	166.3
Elementary 4-6	185.0	198.0	198.0	195.0	194.0	0.0	0.0	0.0	0.0	0.0	0.0	196.3
Secondary	448.8	432.0	428.4	426.0	424.8	0.0	0.0	0.0	0.0	0.0	0.0	427.8
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	880.8	869.0	863.4	857.0	856.8	16.0	16.0	16.0	16.0	16.0	16.0	861.6

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**

Check Number: 78498-2147483647 Payment Date: 7/1/2025-11/30/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	CHEC	80239	78498	Check	1	106002		218 SPORTS	Yes	No	No	11/06/2025	200.00
		80211	78499	Check	1	104254		ACKERMAN, NICK	Yes	No	No	11/06/2025	71.92
		80231	78500	Check	1	105933		AVIBEN LLC	Yes	No	No	11/06/2025	283.41
		80234	78501	Check	1	105974		BEE N' HAPPY FARMS	Yes	No	No	11/06/2025	112.00
		80226	78502	Check	1	105405		BEST OIL COMPANY	Yes	No	No	11/06/2025	7,217.05
		80213	78503	Check	1	104348		BIX PRODUCE CO.	Yes	No	No	11/06/2025	2,954.72
		80219	78504	Check	1	104763		BURNS, STEPHANIE	Yes	No	No	11/06/2025	223.00
		80207	78505	Check	1	101604		CENTRAL MCGOWAN, INC - 139156	Yes	No	No	11/06/2025	55.35
		80240	78506	Check	1	14850		CITY OF PINE RIVER	Yes	No	No	11/06/2025	1,662.46
		80222	78507	Check	1	105011		CLUB'S CHOICE FUNDRAISING	Yes	No	No	11/06/2025	1,128.50
		80218	78508	Check	1	104756		COMMUNITY BOWL & PIZZERIA	Yes	No	No	11/06/2025	124.55
		80233	78509	Check	1	105968		COORDINATED BUSINESS SYSTEMS	Yes	No	No	11/06/2025	2,404.00
		80232	78510	Check	1	105957		CROCKER, KYLE	Yes	No	No	11/06/2025	160.29
		80217	78511	Check	1	104701		CULINEX	Yes	No	No	11/06/2025	76,096.00
		80241	78512	Check	1	18200		CULLIGAN	Yes	No	No	11/06/2025	62.00
		80200	78513	Check	1	00418		DACOTAH PAPER CO	Yes	No	No	11/06/2025	258.93
		80205	78514	Check	1	100195		DAY'S SANITARY SEWER SVC	Yes	No	No	11/06/2025	96.00
		80197	78515	Check	1	00080		DEMARS, THOMAS	Yes	No	No	11/06/2025	79.75
		80220	78516	Check	1	104874		DETERMAN, MACKENZIE	Yes	No	No	11/06/2025	262.60
		80227	78517	Check	1	105563		EDPUZZLE, INC.	Yes	No	No	11/06/2025	3,050.00
		80236	78518	Check	1	105998		FRAZEE FASTBREAK CLUB	Yes	No	No	11/06/2025	600.00
		80242	78519	Check	1	31800		GARDINER HARDWARE	Yes	No	No	11/06/2025	656.79
		80214	78520	Check	1	104441		HOFFARTH, MOLLY	Yes	No	No	11/06/2025	29.65
		80203	78521	Check	1	00553		IND SCHOOL DIST #116	Yes	No	No	11/06/2025	600.00
		80243	78522	Check	1	40250		IND SCHOOL DIST #15	Yes	No	No	11/06/2025	11,018.47
		80202	78523	Check	1	00427		IND SCHOOL DIST #182	Yes	No	No	11/06/2025	600.00
		80244	78524	Check	1	40800		IND SCHOOL DIST #186	Yes	No	No	11/06/2025	410.50
		80201	78525	Check	1	00421		IND SCHOOL DIST #2170	Yes	No	No	11/06/2025	600.00
		80198	78526	Check	1	00149		IND SCHOOL DIST. 0820	Yes	No	No	11/06/2025	300.00
		80225	78527	Check	1	105290		JH SIGNS & DESIGNS, INC.	Yes	No	No	11/06/2025	42.25
		80245	78528	Check	1	51950		KEMPS, LLC	Yes	No	No	11/06/2025	4,842.81
		80229	78529	Check	1	105818		KRALOVETZ, KIERSTEN	Yes	No	No	11/06/2025	48.50
		80212	78530	Check	1	104302		KUYPERS CONSULTING, INC	Yes	No	No	11/06/2025	120.00
		80206	78531	Check	1	100918		LAKES PRINTING	Yes	No	No	11/06/2025	4,844.54
		80228	78532	Check	1	105681		LAPOSKY, MELISSA	Yes	No	No	11/06/2025	160.98
		80235	78533	Check	1	105984		MAGNAN, NICOLE	Yes	No	No	11/06/2025	273.60
		80216	78534	Check	1	104656		MALECHA, ELISE	Yes	No	No	11/06/2025	70.62
		80204	78535	Check	1	100189		MCEA EXECUTIVE OFFICE	Yes	No	No	11/06/2025	299.00
		80221	78536	Check	1	104948		MIDWEST BUS PARTS, INC.	Yes	No	No	11/06/2025	291.13

**PINE RIVER BACKUS SCHOOLS**  
**Check Register by Bank and Check**

Check Number: 78498-2147483647 Payment Date: 7/1/2025-11/30/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	CHEC	80246	78537	Check	1	55800		MINNESOTA POWER	Yes	No	No	11/06/2025	472.03
		80209	78538	Check	1	102067		NORMAN, ERICA	Yes	No	No	11/06/2025	149.27
		80247	78539	Check	1	62176		NORTHERN PINES MENTAL HEALTH	Yes	No	No	11/06/2025	3,622.00
		80199	78540	Check	1	00195		PEET, SUE	Yes	No	No	11/06/2025	96.19
		80248	78541	Check	1	67575		PINE RIVER AREA SANITARY DIST.	Yes	No	No	11/06/2025	3,796.93
		80238	78542	Check	1	106001		PTP CONFERENCE	Yes	No	No	11/06/2025	40.00
		80224	78543	Check	1	105173		QUADIENT LEASING USA, INC.	Yes	No	No	11/06/2025	290.16
		80223	78544	Check	1	105107		R & J BROADCASTING, INC.	Yes	No	No	11/06/2025	1,110.00
		80237	78545	Check	1	106000		RLC FOOTBALL	Yes	No	No	11/06/2025	62.00
		80210	78546	Check	1	103230		SETH, JENNY	Yes	No	No	11/06/2025	62.27
		80208	78547	Check	1	101712		SHETKA, MIKE	Yes	No	No	11/06/2025	37.51
		80230	78548	Check	1	105870		TRACTOR SUPPLY CREDIT PLAN	Yes	No	No	11/06/2025	399.52
		80215	78549	Check	1	104490		WILSON, AIMEE	Yes	No	No	11/06/2025	54.74
		80250	78550	Check	1	103683		TOFT, LISA	Yes	No	No	11/12/2025	322.10
		80266	78551	Check	1	103887		BERGEM, TIFFANY	Yes	No	No	11/17/2025	339.12
		80263	78552	Check	1	102716		CENEX CREDIT CARD	Yes	No	No	11/17/2025	2,176.98
		80252	78553	Check	1	00586		CENTRAL LAKES COLLEGE	Yes	No	No	11/17/2025	66,293.37
		80253	78554	Check	1	01119		CLIMATE MAKERS	Yes	No	No	11/17/2025	2,957.06
		80281	78555	Check	1	105769		COLUMN SOFTWARE PBC	Yes	No	No	11/17/2025	215.83
		80286	78556	Check	1	105968		COORDINATED BUSINESS SYSTEMS	Yes	No	No	11/17/2025	360.00
		80292	78557	Check	1	18200		CULLIGAN	Yes	No	No	11/17/2025	319.05
		80251	78558	Check	1	00418		DACOTAH PAPER CO	Yes	No	No	11/17/2025	1,423.52
		80276	78559	Check	1	105171		DAKOTA BUSINESS SOLUTIONS EAS	Yes	No	No	11/17/2025	540.00
		80267	78560	Check	1	104102		DINNEL, STEPHANIE	Yes	No	No	11/17/2025	107.83
		80293	78561	Check	1	28475		FELTHOUS, CINDY	Yes	No	No	11/17/2025	200.20
		80271	78562	Check	1	104489		FUN EXPRESS LLC	Yes	No	No	11/17/2025	175.98
		80279	78563	Check	1	105622		GENTRY, GREG	Yes	No	No	11/17/2025	87.17
		80264	78564	Check	1	103397		GLS PROMOTIONS	Yes	No	No	11/17/2025	189.00
		80274	78565	Check	1	105164		GRUCHOW, BRANDON	Yes	No	No	11/17/2025	250.00
		80294	78566	Check	1	36000		HEARTLAND TIRE SERVICE INC.	Yes	No	No	11/17/2025	825.00
		80295	78567	Check	1	37650		HILLYARD/HUTCHINSON	Yes	No	No	11/17/2025	5,164.32
		80282	78568	Check	1	105828		HUGO'S FAMILY MARKET PLACE	Yes	No	No	11/17/2025	796.30
		80278	78569	Check	1	105561		IND SCHOOL DIST #623	Yes	No	No	11/17/2025	325.00
		80262	78570	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	11/17/2025	22,754.16
		80288	78571	Check	1	106003		JOYCE, BRITTANY	Yes	No	No	11/17/2025	60.00
		80287	78572	Check	1	105971		KELLY SERVICES INC	Yes	No	No	11/17/2025	4,591.63
		80261	78573	Check	1	102081		KENNEDY & GRAVEN	Yes	No	No	11/17/2025	1,669.50
		80273	78574	Check	1	105137		KIMBER CREEK FORD	Yes	No	No	11/17/2025	149.50
		80291	78575	Check	1	106006		LANGSETH, JOSH	Yes	No	No	11/17/2025	317.65

**PINE RIVER BACKUS SCHOOLS**  
**Check Register by Bank and Check**

Check Number: 78498-2147483647 Payment Date: 7/1/2025-11/30/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	CHEC	80284	78576	Check	1	105854		LEUER, JIM	Yes	No	No	11/17/2025	158.86
		80275	78577	Check	1	105170		LOGE, AUTUMN	Yes	No	No	11/17/2025	438.35
		80260	78578	Check	1	101855		MENARDS	Yes	No	No	11/17/2025	173.62
		80259	78579	Check	1	101507		MESPA	Yes	No	No	11/17/2025	500.00
		80296	78580	Check	1	55800		MINNESOTA POWER	Yes	No	No	11/17/2025	4,613.81
		80283	78581	Check	1	105841		MRI SOFTWARE LLC	Yes	No	No	11/17/2025	189.00
		80272	78582	Check	1	104890		NEE MINNESOTA PROJECTS LLC	Yes	No	No	11/17/2025	5,239.59
		80285	78583	Check	1	105958		NEW DOMINION SCHOOL	Yes	No	No	11/17/2025	8,093.36
		80268	78584	Check	1	104376		NORMAN, RANDI	Yes	No	No	11/17/2025	105.68
		80257	78585	Check	1	100798		NORTHERN STAR CO-OP	Yes	No	No	11/17/2025	1,039.50
		80258	78586	Check	1	101234		NORTHLAND FIRE PROTECTION LLC	Yes	No	No	11/17/2025	307.50
		80255	78587	Check	1	100459		PAN-O-GOLD BAKING CO	Yes	No	No	11/17/2025	841.00
		80270	78588	Check	1	104407		PERRIN MOBILE MEDICAL INC	Yes	No	No	11/17/2025	180.00
		80297	78589	Check	1	69635		POPPLERS MUSIC STORE	Yes	No	No	11/17/2025	225.92
		80289	78590	Check	1	106004		PROFESSIONAL WIRELESS COMMUI	Yes	No	No	11/17/2025	22,316.27
		80277	78591	Check	1	105174		QUADIENT FINANCE USA, INC.	Yes	No	No	11/17/2025	1,000.00
		80265	78592	Check	1	103851		RASINSKI TOTAL DOOR SERVICE LL	Yes	No	No	11/17/2025	1,874.41
		80269	78593	Check	1	104383		RYAN, NANCY	Yes	No	No	11/17/2025	60.00
		80254	78594	Check	1	100434		SCHOOL SPECIALTY	Yes	No	No	11/17/2025	201.08
		80290	78595	Check	1	106005		STAPLES	Yes	No	No	11/17/2025	128.08
		80280	78596	Check	1	105655		VIA ACTUARIAL SERVICES	Yes	No	No	11/17/2025	2,000.00
		80256	78597	Check	1	100701		WASTE PARTNERS	Yes	No	No	11/17/2025	2,414.70
		80298	78598	Check	1	105965		ERICKSON, ALYSSA	Yes	No	No	11/18/2025	384.00
		80299	78599	Check	1	105172		ELECTRICAL OPTIONS LLC	Yes	No	No	11/18/2025	115.20
		80307	78600	Check	1	02080		AFLAC	Yes	No	No	11/18/2025	100.00
		80310	78601	Check	1	105368		COLONIAL LIFE	Yes	No	No	11/18/2025	3,883.99
		80311	78602	Check	1	105549		MetLife	Yes	No	No	11/18/2025	1,499.41
		80309	78603	Check	1	104817		Minnesota Life Insurance Company	Yes	No	No	11/18/2025	905.73
		80308	78604	Check	1	03175		NATIONAL INSURANCE SERVICES	Yes	No	No	11/18/2025	734.45
		80312	78605	Check	1	68350		PINE RIVER-BACKUS	Yes	No	No	11/18/2025	4,656.08
		80313	78606	Check	1	77300		SCHOOL SERVICE EMPLOYEES	Yes	No	No	11/18/2025	1,330.83
		80315	78607	Check	1	103893		KIMMAN, SCOTT	Yes	No	No	11/21/2025	165.00
		80314	78608	Check	1	100234		RINGLE, THEO	Yes	No	No	11/21/2025	165.00
		80316	78609	Check	1	104894		WAYTASHEK, MARY TERESA	Yes	No	No	11/21/2025	165.00
		80320	78610	Check	1	100134		A.C.C.T. INC.	Yes	No	No	11/24/2025	790.00
		80323	78611	Check	1	100773		ADKINS, PAM	Yes	No	No	11/24/2025	44.39
		80342	78612	Check	1	106009		AMSBAUGH, HEATHER	Yes	No	No	11/24/2025	200.00
		80322	78613	Check	1	10045		BRIDGE OF HARMONY	Yes	No	No	11/24/2025	253.82
		80324	78614	Check	1	100876		BRISTOW, TOM	Yes	No	No	11/24/2025	52.29

**PINE RIVER BACKUS SCHOOLS**  
**Check Register by Bank and Check**

Check Number: 78498-2147483647 Payment Date: 7/1/2025-11/30/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	CHEC	80340	78615	Check	1	106007		CHARMTECH LABS LLC	Yes	No	No	11/24/2025	4,048.00
		80337	78616	Check	1	105724		COLLEGE BOARD	Yes	No	No	11/24/2025	126.72
		80318	78617	Check	1	00418		DACOTAH PAPER CO	Yes	No	No	11/24/2025	950.24
		80321	78618	Check	1	100427		FORUM COMMUNICATIONS COMPAN	Yes	No	No	11/24/2025	495.00
		80339	78619	Check	1	105969		HAMAN, CAMILLE	Yes	No	No	11/24/2025	38.62
		80329	78620	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	11/24/2025	920.84
		80328	78621	Check	1	102467		HAPPY DANCING TURTLE	Yes	No	No	11/24/2025	180.00
		80344	78622	Check	1	37650		HILLYARD/HUTCHINSON	Yes	No	No	11/24/2025	1,145.41
		80332	78623	Check	1	103966		IEA INC	Yes	No	No	11/24/2025	500.00
		80345	78624	Check	1	40600		IND SCHOOL DIST #181	Yes	No	No	11/24/2025	57,000.00
		80327	78625	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	11/24/2025	10.80
		80326	78626	Check	1	101369		INTERQUEST DETECTION CANINES	Yes	No	No	11/24/2025	340.00
		80336	78627	Check	1	105681		LAPOSKY, MELISSA	Yes	No	No	11/24/2025	149.30
		80334	78628	Check	1	104156		MARCHWICK CHIROPRACTIC	Yes	No	No	11/24/2025	100.00
		80335	78629	Check	1	104825		MATBOSS, LLC	Yes	No	No	11/24/2025	599.00
		80325	78630	Check	1	100904		MN DEPT OF HEALTH	Yes	No	No	11/24/2025	1,135.00
		80343	78631	Check	1	106010		OTC BRANDS, INC.	Yes	No	No	11/24/2025	56.95
		80346	78632	Check	1	68800		PINE RIVER ELECTRIC INC.	Yes	No	No	11/24/2025	15,750.00
		80333	78633	Check	1	104140		RAINBOW LAWNS IRRIGATION SYST	Yes	No	No	11/24/2025	3,029.82
		80330	78634	Check	1	103229		REGION 5A MSHSL	Yes	No	No	11/24/2025	2,801.00
		80331	78635	Check	1	103466		SEWALL, TOM	Yes	No	No	11/24/2025	60.20
		80338	78636	Check	1	105780		STUDIO WRAPS	Yes	No	No	11/24/2025	615.00
		80341	78637	Check	1	106008		TAYLOR, ROBERTA	Yes	No	No	11/24/2025	220.00
		80319	78638	Check	1	04800		TDS TELECOM	Yes	No	No	11/24/2025	5,017.47

Bank Total: CHEC

\$407,949.55

Report Total:

\$407,949.55

**PINE RIVER-BACKUS SCHOOLS**

Investment Report

December 1, 2025

**Investments in Local Banks**

							<u>Accrued Interest</u>
Pine River State Bank	Pine River, MN	10/11/2025	10/11/2026	12	\$	274,889.35	2.00% \$ 74,889.35
First National Bank of Walker	Backus, MN	7/18/2025	2/18/2025	7	\$	112,170.96	4.10% \$ 13,170.96
						<u>\$ 387,060.31</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	4,206,110.12	Blended	NA
<i>Total MSDLAF</i>					
			<u>\$ 4,206,110.12</u>		
			<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			289.27	0.15%	
Marshall Scholarship CD	11/23/2026	13	28,894.51	4.06%	
Marshall Savings			5,262.27	0.15%	
Alfred Weise Scholarship CD	11/23/2026	13	2,290.13	4.06%	
Alfred Weise Scholarship Savings			1,520.74	0.15%	
Fillings (Reighard) Scholarship CD	11/23/2026	13	6,996.43	4.06%	
Fillings (Reighard) Scholarship Savings Acct			569.44	0.15%	
Evelyn W. Berg Savings			5,154.26	0.15%	
Sheila Joan Anderson Savings Acct			2,437.05	0.15%	
Dennis Heemstra Scholarship CD - FNB	2/18/2026	7	128,990.84	4.10%	
Dennis Heemstra Scholarship CD - FNB	2/18/2026	7	113,710.84	4.10%	
Dennis Heemstra Scholarship Savings - PRSB			27,256.56	0.50%	
PR-B Scholarship CD	10/11/2026	12	11,580.94	2.00%	
PR-B Scholarship Savings Acct			42,267.95	0.65%	
Evan Lindquist Memorial Scholarship CD	11/23/2026	13	28,002.82	4.06%	
Evan Lindquist Memorial Scholarship Savings			4,497.19	0.15%	
Earl & Violet Fenton CD	11/23/2026	13	3,229.12	4.06%	
Earl & Violet Fenton Savings Acct			506.98	0.15%	
<i>Total Pine River State Bank / First National Bank Walker</i>					
			<u>\$ 413,457.34</u>		

**TOTAL INVESTMENTS**

\$ 5,006,627.77

**Notes & Changes from prior report:**

*Balances updated per bank statements - PRSB CDs, MSDLAF, QZAB and Scholarships  
 New terms for scholarship CD's - 4.06% with maturity dates of 11/23/2026.  
 Funds moved CD to savings on scholarship accounts with payments coming due in March 2026.*

## PINE RIVER BACKUS SCHOOLS Multi Year Fd, Obj Series

Sequence: Fd, O/S	202405			202505			202605		
Description	Budget rbud24	Year to Date	%	Budget rbud25	Year to Date	%	Budget pbud26	Year to Date	%
01 General Fund									
100 Salaries & Wages	7,269,495.00	1,945,035.83	27%	7,198,548.00	2,015,144.82	28%	7,125,189.00	2,120,203.14	30%
200 Employee Benefits	1,991,357.00	592,764.37	30%	2,087,781.00	685,914.54	33%	2,216,808.00	754,933.56	34%
300 Purchased Services	1,509,542.00	498,605.63	33%	1,573,042.00	544,452.27	35%	1,536,406.00	551,706.96	36%
400 Supplies & Materials	468,415.00	227,977.52	49%	466,515.00	202,387.98	43%	486,150.00	189,678.22	39%
500 Capital Expenditures	0.00	14,195.99	0%	0.00	32.00	0%	0.00	5,057.94	0%
800 Other Expenditures	24,565.00	19,002.95	77%	25,493.00	26,166.25	103%	25,493.00	23,943.75	94%
900 Other Financing Uses	110,000.00	0.00	0%	110,000.00	0.00	0%	110,000.00	0.00	0%
<b>01 General Fund</b>	<b>11,373,374.00</b>	<b>3,297,582.29</b>	<b>29%</b>	<b>11,461,379.00</b>	<b>3,474,097.86</b>	<b>30%</b>	<b>11,500,046.00</b>	<b>3,645,523.57</b>	<b>32%</b>
02 Food Service Fund									
100 Salaries & Wages	214,847.00	61,602.83	29%	207,993.00	59,830.83	29%	220,683.00	69,069.19	31%
200 Employee Benefits	60,549.00	18,235.40	30%	54,252.00	17,640.60	33%	55,804.00	19,584.37	35%
300 Purchased Services	21,645.00	7,755.32	36%	19,645.00	6,685.78	34%	19,645.00	3,499.33	18%
400 Supplies & Materials	360,300.00	108,058.46	30%	345,700.00	99,533.94	29%	345,700.00	95,857.25	28%
500 Capital Expenditures	70,000.00	16,593.72	24%	20,000.00	8,635.77	43%	20,000.00	76,096.00	380%
800 Other Expenditures	2,500.00	2,292.90	92%	2,500.00	2,286.30	91%	2,500.00	3,631.54	145%
<b>02 Food Service Fund</b>	<b>729,841.00</b>	<b>214,538.63</b>	<b>29%</b>	<b>650,090.00</b>	<b>194,613.22</b>	<b>30%</b>	<b>664,332.00</b>	<b>267,737.68</b>	<b>40%</b>
03 Transportation Fund									
100 Salaries & Wages	469,564.00	128,172.95	27%	515,110.00	137,776.02	27%	515,110.00	145,713.99	28%
200 Employee Benefits	84,290.00	25,693.38	30%	90,701.00	31,223.02	34%	91,762.00	32,614.00	36%
300 Purchased Services	21,738.00	42,485.27	195%	15,905.00	33,599.95	211%	19,658.00	32,652.58	166%
400 Supplies & Materials	186,000.00	47,317.71	25%	186,000.00	36,359.39	20%	186,000.00	33,036.38	18%
500 Capital Expenditures	130,000.00	77,125.00	59%	161,639.00	0.00	0%	175,000.00	143,294.74	82%
800 Other Expenditures	5,150.00	5,150.00	100%	5,209.00	5,209.25	100%	5,209.00	5,150.00	99%
<b>03 Transportation Fund</b>	<b>896,742.00</b>	<b>325,944.31</b>	<b>36%</b>	<b>974,564.00</b>	<b>244,167.63</b>	<b>25%</b>	<b>992,739.00</b>	<b>392,461.69</b>	<b>40%</b>
04 Community Service									
100 Salaries & Wages	291,323.00	73,375.12	25%	270,597.00	68,380.56	25%	271,033.00	82,903.40	31%
200 Employee Benefits	93,307.00	26,201.99	28%	102,119.00	31,278.98	31%	90,305.00	27,749.09	31%
300 Purchased Services	51,385.00	9,536.80	19%	80,662.00	19,776.78	25%	80,662.00	33,203.71	41%
400 Supplies & Materials	13,100.00	6,493.53	50%	12,100.00	5,576.47	46%	12,100.00	6,347.26	52%

## PINE RIVER BACKUS SCHOOLS

### Multi Year Fd, Obj Series

Sequence: Fd, O/S	202405			202505			202605		
Description	Budget rbud24	Year to Date	%	Budget rbud25	Year to Date	%	Budget pbud26	Year to Date	%
04 Community Service									
800 Other Expenditures	700.00	0.00	0%	1,935.00	0.00	0%	1,935.00	0.00	0%
04 Community Service	449,815.00	115,607.44	26%	467,413.00	125,012.79	27%	456,035.00	150,203.46	33%
05 Capital Expenditure									
300 Purchased Services	488,180.00	366,346.45	75%	84,830.00	56,175.19	66%	86,220.00	118,417.41	137%
400 Supplies & Materials	79,100.00	2,280.99	3%	80,100.00	22,182.11	28%	80,100.00	2,080.90	3%
500 Capital Expenditures	1,392,383.00	1,181,968.08	85%	324,326.00	303,740.05	94%	212,239.00	130,550.48	62%
05 Capital Expenditure	1,959,663.00	1,550,595.52	79%	489,256.00	382,097.35	78%	378,559.00	251,048.79	66%
07 Debt Redemption Fund									
700 Debt Service	531,801.00	94,668.09	18%	1,431,226.00	88,905.54	6%	492,105.00	35,277.50	7%
07 Debt Redemption Fund	531,801.00	94,668.09	18%	1,431,226.00	88,905.54	6%	492,105.00	35,277.50	7%
08 Scholarship									
800 Other Expenditures	73,800.00	3,000.00	4%	64,450.00	0.00	0%	64,350.00	0.00	0%
08 Scholarship	73,800.00	3,000.00	4%	64,450.00	0.00	0%	64,350.00	0.00	0%
20 Student Activity Fund									
400 Supplies & Materials	151,898.71	21,525.97	14%	172,277.84	31,993.01	19%	145,641.75	28,082.36	19%
20 Student Activity Fund	151,898.71	21,525.97	14%	172,277.84	31,993.01	19%	145,641.75	28,082.36	19%
Report Totals:	16,166,934.71	5,623,462.25	35%	15,710,655.84	4,540,887.40	29%	14,693,807.75	4,770,335.05	32%

**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		80129		Wire	1	105351	MEDICA		No	No	No	11/03/2025	83,242.10
CHEC		80193		Wire	1	105548	FIDELITY SECURITY LIFE INSURANCE		No	No	No	11/03/2025	175.66
CHEC		80194		Wire	1	104651	PEPSI BEVERAGES COMPANY		No	No	No	11/03/2025	1,239.39
CHEC		80195		Wire	1	105867	Health Equity		No	No	No	10/28/2025	12.00
CHEC		80196		Wire	1	104109	SYSCO WESTERN MINNESOTA		No	No	No	11/05/2025	19,342.08
CHEC		80249		Wire	1	105712	ELAN FINANCIAL SERVICES		No	No	No	11/11/2025	11,453.90
CHEC		80300		Wire	1	102302	PUBLIC EMPLOYEE RETIRE ASSOC		No	No	No	11/18/2025	35,888.55
CHEC		80301		Wire	1	102303	STATE OF MN TAX WITHHOLDING		No	No	No	11/18/2025	25,812.33
CHEC		80302		Wire	1	102304	US GOVT TAX WITHHOLDING		No	No	No	11/18/2025	163,605.42
CHEC		80303		Wire	1	104996	Minnesota State Retirement System		No	No	No	11/18/2025	550.00
CHEC		80304		Wire	1	105150	AVIBEN		No	No	No	11/18/2025	15,516.13
CHEC		80305		Wire	1	105867	Health Equity		No	No	No	11/18/2025	7,493.09
CHEC		80306		Wire	1	83400	MN TEACHERS RETIREMENT ASSOC		No	No	No	11/18/2025	89,972.80
Bank Total:												\$454,303.45	
Report Total:												\$454,303.45	

**FEDERAL FUNDS UPDATE - Allocation, Budget, Spending 11/24/2025**

**FEDERAL TITLE FUNDS:**

State Fiscal Year	Finance Code	Description	Funds Available	Funds Budgeted	Balance Unbudgeted	YTD SPENT 2025-2026	Carry Forward to FY2027	Application Status	Budget Status	Proposed Use of Funds
2026	401	Formula - 401 - SFY 2026, Title I, Part A: Improving the Academic Achievement of the Disadvantaged	\$319,321.90	\$272,243.91	\$47,077.99	\$107,028.66	\$165,215.25	Application Submitted 6/30/2025	Revised Application Approved 10/10/2025	3.0 fte Title I Teachers - Elementary
										\$154,534.11 Title I Salary
										\$99,145.00 Title I Benefits
										\$9,600.00 Title I Fees for Services
										\$3,365.27 Title I Supplies/Materials
										\$5,599.53 Title I Indirect Admin Costs
2026	414	Formula - 414 - SFY 2026, Title II, Part A: Teacher and Principal Training and Recruitment	\$61,376.42	\$59,470.56	\$1,905.86	\$0.00	\$59,470.56	Application Submitted 8/25/2025	Application Approved 10/10/2025	0.4 FTE Director of Teaching & Learning as Professional Development
										\$47,499.56 Title I Salary
										\$11,971.00 Title I Benefits
2026	433	Formula - 433 - SFY 2026, Title IV, Part A, Student Support and Academic Enrichment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No Application Needed	N/A	All Title IV Funds transferred to Title II (414). No FY2026 application in Title IV.
<b>FEDERAL TITLE FUNDS TOTAL</b>			<b>\$380,698.32</b>	<b>\$331,714.47</b>	<b>\$48,983.85</b>	<b>\$107,028.66</b>	<b>\$224,685.81</b>			

## 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 November 2025:

<u>Name</u>	<u>Amount</u>	<u>Purpose</u>
Michelle Holden	\$100.00	Library Book Fees
Our Lady of Lourdes Quilt Club	\$150.00	Library Books
Backus American Legion	\$2,500.00	ALP Student Needs
Salem Lutheran	\$168.00	HELP Fund
Eradelphian Club	\$250.00	Robotics
Schrupp Excavating	\$1,000.00	Robotics
Minne Teepee Resort	\$500.00	Baseball
Pine River American Legion	\$100.00	ALP Rewards Program
Deborah Coughlin, in memory of Cecelia Cross	\$25.00	Elem Special Education

# Calendar for Year 2026 (United States)

January	February	March
Su Mo Tu We Th Fr Sa 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 3:O 10:O 18:O 25:O	Su Mo Tu We Th Fr Sa 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 1:O 9:O 17:O 24:O	Su Mo Tu We Th Fr Sa 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 3:O 11:O 18:O 25:O
April	May	June
Su Mo Tu We Th Fr Sa 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 1:O 10:O 17:O 23:O	Su Mo Tu We Th Fr Sa 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 1:O 9:O 16:O 23:O 31:O	Su Mo Tu We Th Fr Sa 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 8:O 14:O 21:O 29:O
July	August	September
Su Mo Tu We Th Fr Sa 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 7:O 14:O 21:O 29:O	Su Mo Tu We Th Fr Sa 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 5:O 12:O 19:O 28:O	Su Mo Tu We Th Fr Sa 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 4:O 10:O 18:O 26:O
October	November	December
Su Mo Tu We Th Fr Sa 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 3:O 10:O 18:O 26:O	Su Mo Tu We Th Fr Sa 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 1:O 9:O 17:O 24:O	Su Mo Tu We Th Fr Sa 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 1:O 8:O 17:O 23:O 30:O

## Holidays and Observances:

Jan 1 New Year's Day	May 10 Mother's Day	Oct 31 Halloween
Jan 19 Martin Luther King Jr. Day	May 25 Memorial Day	Nov 3 Election Day
Feb 14 Valentine's Day	Jun 14 Flag Day	Nov 11 Veterans Day
Feb 16 Presidents' Day	Jun 19 Juneteenth	Nov 26 Thanksgiving Day
Mar 17 St. Patrick's Day	Jun 21 Father's Day	Nov 27 Black Friday
Apr 5 Easter Sunday	Jul 3 'Independence Day' day off	Dec 24 Christmas Eve
Apr 6 Easter Monday	Jul 4 Independence Day	Dec 25 Christmas Day
Apr 15 Tax Day	Sep 7 Labor Day	Dec 31 New Year's Eve
May 5 Cinco de Mayo	Oct 12 Columbus Day	

Calendar generated on [www.timeanddate.com/calendar](http://www.timeanddate.com/calendar)

Regular meeting  
Work Session



Integrated Solutions for  
Roofing, Walls, Windows,  
Pavement, and Waterproofing

October 27, 2025

Ms. Jolene Bengtson  
Business Manager  
Pine River-Backus Schools, ISD 2174  
P.O. Box 610  
Pine River, MN 55474

Re: Proposal for Roofing Consultation Services for 2026 Reroofing at  
Pine River-Backus Gymnasium and Performance Gym  
810 First Street North  
Pine River, Minnesota

Dear Ms. Bengtson,

We are grateful for the opportunity to submit this Roofing Consultation service proposal for the 2026 reroofing of the Gymnasium and Performance Gym at the Pine River-Backus School. This proposal is based on available drawings and a phone conversation.

#### A. DEFINITIONS

1. Inspec: INSPEC, INC., Engineers/Architects
2. Client: Pine River-Backus Schools, ISD 2174

#### B. PROJECT INFORMATION

##### 1. Context

The project involves the reroofing of the green highlighted roof areas indicated on the attached aerial image. These roof areas total approximately 25,700 square feet. The roof consists of an adhered EPDM roof system and currently drains via primary drains with scuppers as overflow protection.

##### 2. Client's known Problems or Needs

The roofs are being replaced as requested by the School District.

##### 3. Purpose of this Proposal

To provide Design through Bidding Services and Roof Construction Observation and Testing Services for reroofing of the roof areas described above.

##### 4. Construction Scope

Inspec's services shall be based on the following preliminary construction scope:

- a. Remove existing roofing to roof deck.
- b. Provide new insulation and adhered EPDM roof.
- c. Reuse existing roof drains.
- d. Raise existing mechanical curbs as necessary to obtain appropriate base flashing heights.

1000 Parkers Lake Road  
Suite 100  
Wayzata, MN 55391  
Ph. 763-546-3434  
Fax 763-546-8669

Chicago

Milwaukee

Minneapolis

[www.inspec.com](http://www.inspec.com)

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Employer

## C. BASIC SERVICES

The following Basic Services pertain only to the Construction Scope described above.

### 1. Design through Bidding

#### a. Roofing Design Services

- 1) Review available existing drawings.
- 2) Inspec will visit the site and with contractor assistance, strategic destructive inspection openings (DIOs) at the roof to verify as-built conditions. We will coordinate and schedule these activities with your site personnel. The cost for the contractor assistance will be treated as a reimbursable expense (see item E. Reimbursables).
- 3) Observe and evaluate the following to provide a basis for the development of roof replacement design.
  - Feasibility of salvaging insulation.
  - Ponding layouts.
  - Interior verification of decking.
  - Reusing existing wood blocking and sheet metal flashings.
  - Discuss roof history and past performance with building personnel.
  - Code considerations updated.
- 4) Design tapered/flat stock insulation layout to improve drainage, if needed and feasible.
- 5) Provide overflow scuppers, if necessary/feasible.
- 6) Evaluate mechanical curb heights to determine if units need to be raised.
- 7) Remove obsolete items and provide deck infill, if desired.
- 8) R-value analysis of existing roof system and proposed new roof system.

b. Inspec will coordinate a Structural Evaluation: To meet the current Minnesota State Building Code and the Minnesota State Plan Review Office requirements, the structural engineer will provide an assessment and or analysis of the new roof system as it relates to the roof structure. The cost for the Structural Evaluation will be treated as a reimbursable expense (see item E. Reimbursables). Based on our understanding that there are reliable original documents, the structural engineer will provide the following services:

- 1) The approach from structural will be to review the existing and proposed roof loads to determine which of the following apply:
  - Determine if the proposed roof loading increases either the dead load or snow load components of the roof load by more than 5%.
  - If one of the components is increased by more than 5%, determine if the proposed overall roof load is no less compliant with the Minnesota Conservation Code for Existing Buildings than the current condition.
  - If the proposed construction is less compliant than the current condition, compare the proposed loading with the load capacity stated on the original building documents, if drawings are available and the load capacity is stated in those drawings.
  - If the proposed loading exceeds the stated roof capacity or if drawings are not available, structural will work with Inspec to reduce the roof loads to have the construction be no less compliant with the Minnesota Conservation Code for Existing Buildings than the current condition.

- 2) Structural will base their proposal on our understanding of the following project parameters:
  - This proposal does not include analysis of existing structural elements to determine their design capacity. The roof assessment will be performed by load comparison or by using capacities stated on drawings only.
  - The roof system is assumed to be steel joists supported on steel beams and columns.
  - Design and construction documents for roof infills, roof ladders, structural repairs, or for strengthening or modifications due to snow loadings are not included in this proposal.
  
- 3) Scope of Services – Structural
  - Roof Assessment
    - i.) Review available existing construction documents provided to us.
    - ii.) Work with you to determine in-place roofing system and roof load requirements for the proposed roofing system.
    - iii.) Compare weights of the proposed and new systems as described above.
    - iv.) Develop roof drainage recommendations based on load capacities shown on drawings or on estimated capacities based on code requirements in effect at the time of construction.
    - v.) Provide a letter report outlining our findings.
  
- c. Construction Documents
  - 1) Drawings and a project manual will be prepared for this project including information concerning insurance, performance bonds, construction schedule, submittals, and other project-related documents.
  - 2) We will work with you to develop an ad for bid, including dates, times, and places to advertise the project in your local paper and/or websites. Fees for local papers and websites vary and will be treated as a reimbursable expense (see item E. Reimbursables).
  - 3) We will provide two printed sets and PDFs of documents to the Client for their records and/or use.
  
- d. Bid Process
  - 1) We will assist in issuing the project for bid. We will consult with you concerning the more qualified contractors to notify regarding the availability of this project to bid and will then contact those contractors.
  - 2) A pre-bid conference will be held one- to two-weeks prior to the bid opening to discuss the scope of work with the contractors at the project site.
  - 3) Once bids are received, we will assist you in the evaluation of the bids and provide a letter of recommendation, if requested.
  - 4) Once the project has been awarded, we will generate AIA contracts for you to implement with the contractor, if requested.

2. Construction Observation and Testing Services

- a. Review of contractor submittals.
- b. Pre-construction conference with all parties including meeting minutes.
- c. Periodic construction observation during reroofing and associated sheet metal work (based on eight weeks of construction, one site visit for eight weeks for approximately 2-3 hours on site for each visit).
- d. Daily reports of each site visit.
- e. Verification of pay requests.
- f. Construction observation and testing of the roof materials will be conducted. The types of services could include the following:
  - Moisture tests of wood blocking
  - Material verification
- g. Final walkover of the roof with a final punchlist.

Our onsite observer would act as your representative regarding the technical aspects of the project in addition to being a liaison between you and the contractor for issues such as the coordination of things that affect the building owner including access and staging areas, the shutting down of air intakes, and the resolution of other unforeseen problems that may develop.

**D. COMPENSATION – BASIC SERVICES**

Inspec will provide Basic Services for the fees stipulated below:

Design Process, Construction Documents, and Bidding Process .....	\$36,000
Construction Observation and Testing.....	<u>\$21,800</u>
Total.....	\$57,800

**E. REIMBURSABLES**

1. Reimbursable expenses will be charged in addition to the compensation for Basic Services. The extent of these expenses is not known at this time but may be necessary to perform the Basic Services indicated.

2. Reimbursable expenses may include, but not be limited to, the following items:

- a. Structural Consultant ..... Suggest budgeting \$4,000
- b. Contractor assistance ..... Suggest budgeting \$4,000
- c. Advertising fees for local newspapers and/or websites ..... Suggest budgeting \$1,000
- d. Minnesota Department of Labor and Industry Review fees ..... Suggest budgeting \$6,000
- e. Purchasing of electronically archived documents ..... Not anticipated
- f. Equipment rental ..... Not anticipated

**F. COMPENSATION – REIMBURSABLES**

All reimbursables will be charged at actual cost times 1.1.

## **G. ADDITIONAL SERVICES**

1. Based on our current knowledge of the existing conditions, we have, to the best of our ability, matched our Basic Services to the needs of your project. However, should the need arise for us to expand our services in response to conditions or events outside our control, we would, under your direction, submit a separate proposal covering such Additional Services. Additional Services are not included under Basic Services nor are they covered by the compensation thereof.
2. Additional Services may include, but are not necessarily limited to, the following:
  - a. Services related to the installation of additional or relocation of existing roof drains.
  - b. Services for evaluating capacity of storm sewer.
  - c. Services related to the replacement or relocation of mechanical units.
  - d. Analysis of Hazardous Materials: If there is reason to suspect that any of the existing roof materials that are exposed by the DIOs have either an asbestos content or are otherwise hazardous, Inspec will work with IEA, a hazardous materials testing agency, to test the existing materials to define their quantity, location, and necessary handling.
  - e. Services related to interior work.
  - f. Services related to fall protection.
  - g. Structural construction phase services not noted in Scope of Services – Structural.
  - h. Structural design and construction documents for roof infills, roof ladder, structural repairs, or for strengthening or modifications of the existing structure.
  - i. Analysis of existing structural members to determine load capacity.
  - j. Services related to adding/modifying roof access ladders or doors.
  - k. Services related to wall or window work.
  - l. After-hour meetings or board meetings.
  - m. Progress meetings during construction.
  - n. Special testing such as water tests or infrared scanning.
  - o. As-built drawings.
  - p. Services related to a roof system other than the one described above.
  - q. Using software required by Client or contractor.

## **H. COMPENSATION – ADDITIONAL SERVICES**

1. Compensation for Additional Services shall be established by separate Additional Services proposal(s) unless indicated otherwise herein.
2. Compensation for Additional Services that are provided directly by Inspec shall be based on Inspec's rate schedule, which is current at the time that the Additional Services are provided.
3. Compensation for Additional Services that are provided by others but retained by Inspec shall be based on the amount billed to Inspec times a factor of 1.10.

## **I. CLIENT'S RESPONSIBILITIES**

1. The Client shall return the signed proposal to Inspec prior to the commencement of services.
2. The Client shall provide access to the roof, building interior, and escort, if required.
3. The Client shall provide available original construction documents.

**J. PAYMENT PROVISIONS**

1. Progress payment invoices for Inspec services shall generally be submitted monthly and are payable upon receipt. Invoices shall be considered past due if not paid within thirty (30) days of the invoice date.
2. Payment of invoices for Inspec services shall not be contingent on payments received by Client from other parties.

**K. SUSPENSION OR TERMINATION OF SERVICES**

This Agreement may be terminated by either party in the event of substantial failure to perform in accordance with the terms of this Agreement through no fault of the terminating party, but only after written notice of the specific nature of the failure to perform has been submitted and after seven days opportunity to cure such failure. If this Agreement is terminated, Inspec shall be paid for services performed to the termination notice date including reimbursable expenses due.

**L. RISK ALLOCATION/DISPUTE RESOLUTION**

1. All claims, disputes, and controversies arising out of or in relation to the performance, interpretation, application, or enforcement of this Agreement, including but not limited to breach thereof, shall be referred for mediation under the then current Construction Industry Mediation Rules of the American Arbitration Association prior to any recourse to arbitration or litigation.
2. The Client agrees to compensate Inspec for reasonable expenses incurred if Inspec is required to respond to legal processes which are related to Inspec's services, but that arise out of a lawsuit or proceeding to which Inspec is not a party.
3. If the Client brings a lawsuit against Inspec that is dismissed or to which a verdict is rendered for Inspec, the Client will reimburse Inspec for costs of defense, including but not limited to reasonable attorney's fees.
4. In recognition of the relative risks and benefits of the project to both the Client and to Inspec, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit Inspec's total liability to the Client for any and all claims, losses, costs, damages of any nature whatsoever, or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of Inspec to the Client shall not exceed \$20,000 or the total amount actually paid by Client to Inspec under this proposal, whichever is greater. It is intended that limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

**M. REMARKS**

This proposal is valid for 30 days, after which time Inspec reserves the right to modify and resubmit.

This Agreement represents the entire and integrated agreement between Client and Inspec and supersedes all prior negotiation, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Inspec and Client. Nothing herein shall be construed to give any rights or benefits to anyone other than Client and Inspec.

This Agreement entered into as of the day and year first above written.

**For Client**

---

*Signature*

---

*Printed Name*

---

*Printed Title*

Pine River-Backus Schools, ISD 2174

**For Inspec**

---

*Signature*

Paul Polak  

---

*Printed Name*

Consultant  

---

*Printed Title*

INSPEC, INC.

PP/dar/bap/nmm

cc: Chuck Schuh, Inspec, Dale Meierhofer, Inspec

Attachment: Aerial Image

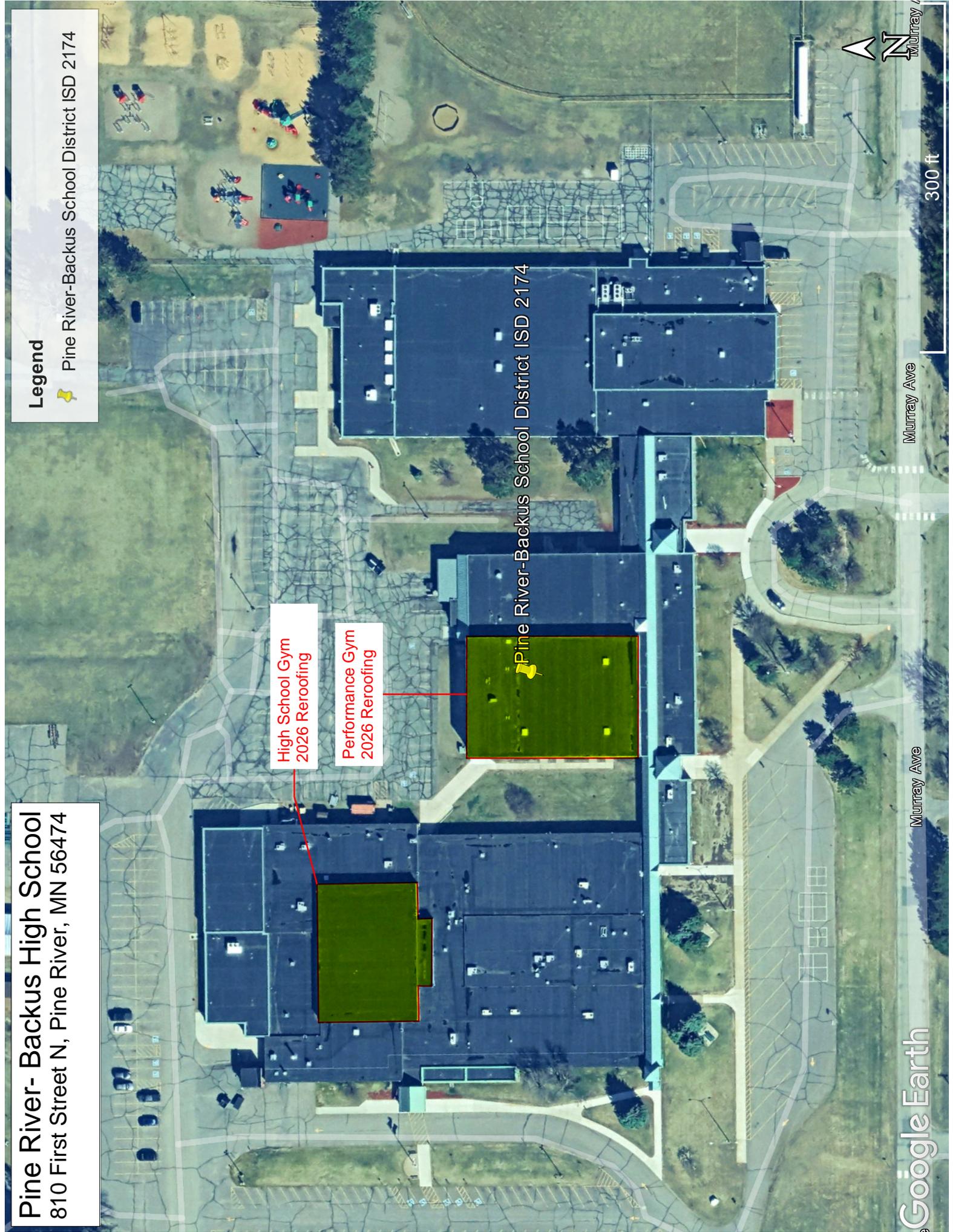
**Pine River- Backus High School**  
810 First Street N, Pine River, MN 56474

**Legend**  
Pine River-Backus School District ISD 2174

High School Gym  
2026 Reroofing

Performance Gym  
2026 Reroofing

Pine River-Backus School District ISD 2174



# PINE RIVER-BACKUS SCHOOLS 26-27 CALENDAR

Quarter 1  
 Quarter 2  
 Quarter 3  
 Quarter 4

Student Days
41
45
44
40
170

JANUARY '27						
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						

4 School Resumes  
 18 No School -Teacher Inservice,  
 Snow Makeup Day if needed  
 22 End of Qt. 2  
  
**T = 20**  
**S = 19**

AUGUST '26						
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					

FEBRUARY '27						
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						

4 Parent/Teacher Conferences  
 2 Hr Early Dismissal  
 15 No School -Teacher Inservice

SEPTEMBER '26						
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			

MARCH '27						
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			

7 Holiday - Buildings Closed  
 8 First Day of School

22-26 Spring Break

OCTOBER '26						
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

APRIL '27						
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	

15-16 Education MN Break  
 19 No School -Teacher Inservice

2 End of Qt. 3, 2 hr Early Out

NOVEMBER '26						
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					

MAY '27						
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					

6 End of Qt. 1, 2 hr Early Out  
 12 Parent/Teacher Conferences  
 2 Hr Early Dismissal  
 26-27 Thanksgiving Break

28 Last Day / Graduation  
 1/2 Day for Students  
 31 Memorial Day

DECEMBER '26						
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		

JUNE '27						
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			

23 2 Hr. Early Dismissal  
 24-31 Winter Break

# PINE RIVER-BACKUS STAFF 26-27 CALENDAR

	Student Days	Teacher Days
Quarter 1	41	48
Quarter 2	45	46
Quarter 3	44	45
Quarter 4	40	40
<b>Conferences</b>		1
PLC (Teachers Only 3:30-4:30)		2
	170	182

JANUARY '27						
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						

4 School Resumes  
 18 No School -Teacher Inservice, Snow Makeup Day if needed  
 22 End of Qt. 2  
**T = 20**  
**S = 19**

**1 Floating Workshop Day between Aug 17-28**

31 Workshop / Inservice  
**T = 2**  
**S = 0**

AUGUST '26						
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					

FEBRUARY '27						
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						

4 Parent/Teacher Conferences  
 2 Hr Early Dismissal  
 15 No School -Teacher Inservice  
**T = 20**  
**S = 19**

1-4 Workshop / Inservice  
 7 Holiday - Buildings Closed  
 8 First Day of School

**T = 21**  
**S = 17**

SEPTEMBER '26						
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			

MARCH '27						
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			

22-26 Spring Break

**T = 18**  
**S = 18**

15-16 Education MN Break  
 19 No School -Teacher Inservice

**T = 20**  
**S = 19**

OCTOBER '26						
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

APRIL '27						
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	

2 End of Qt. 3, 2 hr Early Out

**T = 22**  
**S = 22**

6 End of Qt. 1, 2 hr Early Out  
 12 Parent/Teacher Conferences  
 2 Hr Early Dismissal  
 26-27 Thanksgiving Break

**T = 19**  
**S = 19**

NOVEMBER '26						
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					

MAY '27						
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					

28 Last Day / Graduation  
 1/2 Day for Students  
 31 Memorial Day

**T = 20**  
**S = 20**

23 2 Hr. Early Dismissal  
 24-31 Winter Break

**T = 17**  
**S = 17**

DECEMBER '26						
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		

JUNE '27						
S	M	T	W	Th	F	S
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			

**T = 0**  
**S = 0**

## **510.1 EXTRA-CURRICULAR AND ACTIVITY ELIGIBILITY POLICY**

1. Students must meet extra-curricular and activity eligibility requirements in order to participate in the following activities (and other events as determined by the Pine River-Backus Administration): all sports, all band/choir groups, Homecoming, Sno-Daze, drama and play, prom, student council, knowledge bowl, robotics, speech, and any and all group and school organized activities.
2. Eligibility checks: Students participating in extra-curricular activities will have their grades monitored every two weeks while in-season, using dates established by administration. On the Monday (or first day of the school week) following a two-week grade check, students will be notified if they have an F in any class. Students who have an F at any two-week grade cutoff will be placed on two weeks of probation.
3. Probation period: The probation period serves as a warning to students that they will become ineligible if they do not improve their grades. While on probation, students remain fully eligible to participate in their extra-curricular activities.

Students on probation will have until the following grade check (two weeks) to improve all grades to a passing level. If a student does not improve their grades by the time of the next grade check, that student becomes academically ineligible. To regain eligibility, the student, coach, and activities director must receive written notification from each of their teachers indicating that the student is passing their class or in good standing.

4. Ineligibility Guidelines:
  - a. Ineligible students may practice but cannot participate in events.
  - b. Ineligible students may not miss any part of the school day to attend an event in which they are academically ineligible to participate.
5. Quarter and Semester Eligibility:
  - a. Any student who has two or more Fs at the end of a quarter will be ineligible for two events or two weeks (whichever is greater) of their current or upcoming activity. (Note: Semester grades will be used for eligibility purposes at the end of the 2nd and 4th quarters.)
  - b. If a student makes up the credit from failed classes through summer school or ALP opportunities, they will regain eligibility.
  - c. Teachers have 48 hours from the time a student's work is submitted to post any grade that may change the student's eligibility status.
6. Students must abide by the Minnesota State High School League Code of Conduct and adhere to the high standards of social behavior implied. Attending events and/or association to events where illegal substances are present or illegal activities are underway are a breach of the Minnesota State High School League Code of Conduct and will result in ineligibility. The Activities Director and High School Principal will determine the duration and severity of the ineligibility.

7. Students must be in good standing and not have exceeded the 12-day attendance rule. Students who are not in good standing or have exceeded the 12-day attendance rule are ineligible and can only be reinstated through the appeal procedure.
8. If a student misses afternoon classes due to illness, the student will not participate in evening school related activities. A student must be in attendance a minimum of one-half day on the day of an event.
9. Students must be in regular attendance the day following an event.
10. Students must be in good standing behaviorally and not have outstanding behavioral referrals which require a consequence. Students not in good standing will be ineligible for practice and/or events.
11. IEP/504 Plan: The school district will provide students with disabilities an equal opportunity to participate in its existing extra-curricular activities and programs. The district will make an individualized inquiry to determine if reasonable modifications, aids, or services can be provided to allow a student with a disability to take part in the activity.

Students with IEPs or 504 plans are not subject to the 'pass all' rule. A student may not be denied eligibility based on grades if they are making adequate progress, as determined by school officials, toward the goals and objectives of their IEP or 504 plan. *(All students on an IEP or 504 plan will be monitored individually by administration, the athletic director, and the IEP/504 case manager to ensure they are making progress toward graduation - MSHL.)*

12. Eligibility Review Committee: The Athletic Director will convene a committee if there are any difficult or questionable eligibility decisions regarding a student. This committee may include the Activities Director, Coach, Teacher, Dean of Students, Principal and the IEP/504 case manager.