



Windom Area Schools

District Office:
PO Box 177
Windom MN 56101
Phone: 507-831-6901
Fax: 507-831-6919

An Equal Opportunity Employer
Windom Area Elementary
1200 17th Street
PO box 177
Windom MN 56101
Phone: 507-831-6925

Windom Area
Middle /High School
1400 17th Street
PO Box 177
Windom MN 56101
Phone: 507-831-6910

Windom Schools will create a safe, responsive, and nurturing environment where every learner receives a high-quality, challenging education that empowers them with the skills and knowledge needed for a successful future.

WWW.WINDOM.K12.MN.US

December 8, 2025 Regular Meeting

Windom City Council Chamber

444 9th Street

Windom, MN 56101

December 8, 2025

6:30 PM

Live at [Media SB22](#) on youtube

1. Call to order
Joel Bordewyk
2. The Pledge of Allegiance
Joel Bordewyk
3. Approval of Agenda (revise as necessary)
Joel Bordewyk
4. Acceptance of Donations
Joel Bordewyk
5. Open Forum
6. Approval of Consent Agenda
 - **Minutes from 10.27.25 and 11.10.25**
 - **Bills and Wires Transfers**
 - **Treasurer Report**
 - **Activity Assignments List**
 - **Approve the resignation of Jessica Sorenson as 6.75 Paraprofessional effective November 11, 2025.**
 - **Approve resignation of Haleasha Flaherty as 3.0 Cafe Helper, effective November 13, 2025.**
 - **Approve resignation of Dulcee Gilmore, 6.75 Paraprofessional, effective December 5, 2025.**
 - **Approve reduction of hours for Rachel Hernandez Sanchez, Paraprofessional, from 7 hours to 6.5 hours due to resignation of van duties, effective January 5, 2025**
 - **Approve hiring Christina Van Horsen as 7.0 Paraprofessional effective November 24, 2025.**
 - **Approve hiring Mitchell Haken as Technology Specialist, effective November 20, 2025.**
 - **Approve hiring Rebecca Goodwin as 6.5 Paraprofessional effective January 5, 2026.**
 - **Approve hiring Brianna De Raad as 6.75 Paraprofessional effective November 24, 2025.**
 - **Approve hiring Michael Magana as 6.5 Paraprofessional effective December 1st, 2025.**
 - **Approve hiring Trisha Flowers as 3.0 Cafe Helper, effective December 1, 2025.**
7. Approve Fundraising Event

**High School
Student
Senate**

**Emily Riordan
and James
Burton**

**Holiday Gift
Wrapping**

12/17/2025

**We will be having Student Senate
wrap Christmas presents from
people from the public.**

8. Administrative Report - Preschool - Elementary
Corey Barfknecht
9. Administrative Report Middle School - Grades 5-8
Dane Nielsen
10. Administrative Report - High School - Grades 9-12
Bryan Joyce
11. Administrative Report Special Education - Amanda Wilson
Amanda Wilson
12. Superintendent Report
Jamie Frank
13. Board of Education Report
14. Approve Administrative Contract for 2025-2027 - Action
Jamie Frank
The administrative contract for the principals and the special education administrator is enclosed.

The package includes:
 - 3% increase in salary in Year 1
 - 2.57% increase in salary in Year 2
 - An increase of \$750 to an HSATotal Package increase of 8.52% or \$43,771 over two years.
15. Approve the Addition of EL Para Position at the Elementary - Action.
Corey Barknecht
The elementary is learning that adjustments need to be made for student support as a result of implementing the new language arts curriculum - CKLA. Mr. B has requested an additional EL para to meet the needs of students who are learning to speak and understand English as their second language.
16. Discussion of Commissioner's Review and Comment on Proposed Building Bonds – Informational
Jamie Frank
The Commissioner of Education gave a positive response to the Review and Comment for the facilities project. This agenda item serves as the requirement to publicly discuss the response prior to the election date. MN Statute 123B.71
17. Approve Resolution Appointing Election Judges - Form B - Action
Jamie Frank

Election Judges have been selected and have agreed to serve on February 10 for the special election.

18. Approve MSEA and WESP Seniority List for 2025-2026 - Action

Jamie Frank

The seniority lists have been reviewed for the custodians, secretaries, food service, and paraprofessionals. It is ready for board approval.

19. Approve Cottonwood County Home Initiative Program – Extension of Participation Resolution - Action

20. Review Board Committee Assignments - Informational

Jamie Frank

Please review the committee assignments and let the clerk know if you wish to stay on the same committee or have the desire to try a new committee.

21. Additional items for the board

Joel Bordewyk

22. Adjourn

Joel Bordewyk

Member introduced the following resolution and moved its adoption:

WHEREAS, the following donations were received

BE IT RESOLVED by the Board of Education to accept the donations on behalf of Independent School District No. 177 to be used for the benefit of the students of Windom School District.

Member seconded the motion. Upon voting, the resolution passed unanimously.

Elementary Backpack Program:

- \$200.00 from the American Lutheran Church of Windom-Gals Living Our Witness Group
- \$250.00 from Charles and Karen Dewanz.

FFA:

- \$1,000 from Windom Eagles Booster Club
- \$150 from Steve Muller
- \$372 from Nick Muller

Miscellaneous:

- \$300 from The Toro Company on behalf of Angie Klassen.
- 1,000 feet of wood boards for the CTE/Industrial Tech Department valued at \$4,500.00 from Jo Winkowitsch.

Eagle Achievement Project – Avery Fast

- Minnesota Vikings hats, flags, and signed footballs and helmets valued at \$1,605 from the Minnesota Vikings
- \$100 Barber Gift Certificate from Danny Martinez
- Two Enspired Gift Baskets valued at \$50 each from Hilary Mathis
- \$50 Hair with Flair Gift Certificate from Tashia Marsh
- \$100 Hammers Gift Certificate and Gift Basket valued at \$175 from Vanessa and Bill Tjentland
- Pebbles 60 Minute Massage Certificate valued at \$60 from Bileigh Rehnelt
- Hair and Body Basket valued at \$150 from Olivia Maras and Meadow Espenson
- Hydro Flask Basket valued at \$65 from Mary Theesfeld and Vickey Horkey
- \$50 Phat Pheasant Certificate from Clark Lingbeek
- Minnesota Gopher shirts, hoodies, hats, and other items valued at \$880 from Tanya Soleta
- Shannon Lynn's Gift Basket valued at \$100 from Shannon LaCanne
- Football Basket valued at \$35 from Londa Fosheim
- Town and Country Service Call valued at \$100 from Brent and Megan Bramstedt
- Butterfly Tie Blanket valued at \$50 from Donna and Larry Gravley
- \$50 Jack Slade's Gift Certificate from Anonymous

Minutes- Regular Meeting October 27, 2025

The Windom Board of Education met in regular session on Monday, October 27, 2025, at 6:30 p.m. in the Windom City Council Chambers.

Members present: Lynn Liepold, Barbara Jones, Angie Klassen, Joel Bordewyk, Bruce Mew, Brianne Miller and Matt Steffen,

Absent:

Joel Bordewyk opened the meeting at 6:30pm with the Pledge of Allegiance.

MSP Miller/Steffen to approve the agenda. Motion carried.

MSP Steffen/Mews to approve Policies 404, 406, 427, 520, 521, 704 and 707. Motion carried.

MSP Klassen/Jones to approve an additional 6.5 Para Position due to student needs. Motion carried.

MSP Miller/Mews to approve the FFA Fundraiser to sell fruit and other products to raise money for contest fees, FFA jackets, convention fees etc. Motion carried.

MSP Mews/Miller to approve the updated coaching assignment list. Motion carried.

MSP Klassen/Miller to approve the MSHSL Foundation Resolution Form A. Motion carried.

Holly Anderson, Business Manager, reviewed the Budget to Actual % for FY2026 as of October 15, 2025.

MSP Mews/Klassen to approve renewal of Property and Liability, Automobile and Cybersecurity Insurance Coverage effective October 28, 2025. Motion carried.

The meeting was adjourned at 6:46pm.

Bruce Mews, Clerk

Joel Bordewyk, Chair

Attest Bruce Mews, Clerk

Minutes- Regular Meeting October 27, 2025

The Windom Board of Education met in regular session on Monday, October 27, 2025, at 6:30 p.m. in the Windom City Council Chambers.

Members present: Barbara Jones, Angie Klassen, Joel Bordewyk, Bruce Mew, Brianne Miller and Matt Steffen

Absent: Lynn Liepold

Joel Bordewyk opened the meeting with the Pledge of Allegiance.

MSP Klassen/Mews to approve the agenda removing Megan Bergstrom from the Consent Agenda as requested by Joel and adding Item 19A-moving to closed session to discuss teacher negotiations. Motion carried.

MSP Klassen/Miller to approve the Riverfest Committee to use Windom High School grounds for Riverfest activities in June 2026. Motion carried.

MSP Miller/Jones to approve the donation list. The resolution passed unanimously.

No one for open forum.

MSP Mews/Miller approved the Consent Agenda. Motion carried.

Corey Barfknecht presented the Elementary report. Grandparents Day was held on October 20th at the Elementary. It was well attended and a great experience. First Quarter Kiwanis Terrific Kid Program was held on October 27 and 28th. Thank you to the Kiwanis for helping to recognize the positive impact of our students. Bridges Preschool completed the fall session of preschool screenings. There were 49 students screened.

Dane Nielsen presented the Middle School report. Quarter 1 ended on October 31. Parent-Teacher conferences were held on the evening of November 6th and the day of November 7th. Fall Star Reading and Math testing window is closed. If needed, interventions and instructional planning have begun for those in need. Teacher Evaluations for the first observation cycle are being completed. School Psychologist Appreciation Week was November 3-7. Thanks to Lisa Lundy, Amanda and Colin Wilson. The Middle School Baker's Square Pie Fundraiser wrapped up. Pick up will be held on November 25 in the Nest Foyer from 3-8pm. Thank you to Fortune Transportation for picking up and delivering pies for us. Looking forward to recognizing and celebrating the work of our staff, students and families who contribute to education each day.

Bryan Joyce presented the High School report. CEO class is going well; they have a potential business idea. The Veteran's Day program is November 11th in the Nest. National Honor Society inducted new members on October 27th. The fall season has wrapped up, thank you to Jacob Johnson for his leadership in all the activities. The Fall Musical Grease is going to be held November 13-15th. The Fall Band Showcase will be held on November 24th.

Amanda Wilson presented the Special Education report. The Early Childhood team completed 49 screenings with 8 of these students being identified as needing some additional support. She attended the Minnesota Association of Special Education Administrators conference in

October. There was a lot of useful information shared. State monitoring of our special education records will be wrapping up soon.

Jamie Frank presented her Superintendent report. The district enrollment is up by 7 students since October 1st count. The district office is preparing for the MN Paid Leave statute to go into effect on January 1, 2026. Kraus Anderson's marketing team is working on the referendum brochure. The Vision Committee will meet with First Children's Finance on November 17 to discuss running a sustainable daycare center. There are 5 meetings scheduled in the next couple of months.

MSP Mews/Jones to approve the Administrators' Seniority List. Motion carried.

MSP Klassen/Jones to approve the Teacher's Seniority List. Motion carried.

MSP Miller/Mews to approve the additional Junior High wrestling coach position for one year. Motion carried.

MSP Steffen/Miller to approve the Resolution Calling for an Election on February 10, 2026. The resolution passed unanimously.

MSP Klassen/Mews to approve the Census Report.

The board moved to closed session at 7:14pm to discuss Windom Teachers' negotiations.

The meeting was adjourned at 8:04PM.

Clerk

Attest: _____

Clerk Chair

WINDOM AREA SCHOOLS			DETAIL REGISTER-ACTIVITY ACCOUNT							NOVEMBER - DECEMBER 2025			
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description			
21		00948	BANK MIDWEST	12/3/2025 0:00	\$90.64	108038	E	21	300	301	Fall Musical- Amazon- Costumes		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$160.70	108039	E	21	300	301	Fall Musical- Amazon- Costumes		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$6.40	108040	E	21	300	301	Fall Musical- Amazon- Costumes		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$32.17	108041	E	21	300	301	Fall Musical- Hy-Vee- food		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$194.43	108042	E	21	300	301	Fall Musical- Amazon- Costumes		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$50.25	108043	E	21	300	301	Fall Musical- Custom Ink- T-shirts		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$27.78	108044	E	21	300	301	Fall Musical- Amazon- Costumes		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$182.41	108045	E	21	300	301	Fall Musical- Schwalbach ACE- Set supplies		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$10.68	108046	E	21	300	301	Fall Musical- Amazon- Costumes		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$156.56	108047	E	21	300	301	Fall Musical- Amazon- Costumes		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$59.50	108048	E	21	300	301	Fall Musical- Godfather's Pizza- meal		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$82.59	108049	E	21	300	301	Band/Choir- Target- Shirts		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$116.00	108050	E	21	300	301	Fall Musical- Shannon Lynns- Flowers for seniors		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$168.47	108051	E	21	300	301	Fall Musical- Godfather's Pizza- meal		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$100.00	108052	E	21	300	301	Fall Musical- Scooters- Gift Cards		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$141.79	108053	E	21	300	301	Fall Musical- Hy-Vee- food		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$21.75	108054	E	21	300	301	Fall Musical- Dramatists Play- booklet		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$2,540.00	108055	E	21	300	301	Winter Play- Music Theatre NY-		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$208.43	108056	E	21	300	301	Eagles Nest- Amazon- Store		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$413.72	108057	E	21	300	301	Fall Musical- Amazon- Costumes		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$349.00	108058	E	21	300	301	BBB- Courtcart- Cart for Basketballs		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$232.36	108059	E	21	300	301	Fall Musical- Amazon- Costumes		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$1,106.40	108060	E	21	300	301	BBB- Amazon- Basketballs		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$458.15	108061	E	21	300	301	Gymnastics- GKElite- Practice Leotards		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$188.22	108062	E	21	300	301	Cross Country- Fairfield INN- State Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$188.22	108063	E	21	300	301	Cross Country- Fairfield INN- State Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$188.22	108064	E	21	300	301	Cross Country- Fairfield INN- State Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$188.22	108065	E	21	300	301	Cross Country- Fairfield INN- State Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$188.22	108066	E	21	300	301	Cross Country- Fairfield INN- State Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$77.59	108067	E	21	300	301	FFA- Subway- Food		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$20.42	108068	E	21	300	301	FFA- Chi Life- Meal		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$40.00	108069	E	21	300	301	FFA- United- Baggage		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$40.12	108070	E	21	300	301	FFA- Chi Life- Meal		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$63.06	108071	E	21	300	301	FFA- Skydine- Meal		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$59.46	108072	E	21	300	301	FFA- Culvers- Meal		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$77.23	108073	E	21	300	301	FFA- Marriot- Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$159.12	108074	E	21	300	301	FFA- Marriot- Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$159.12	108075	E	21	300	301	FFA- Marriot- Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$30.36	108076	E	21	300	301	FFA- Marriot- Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$30.00	108077	E	21	300	301	FFA- WOW Garage- Meal		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$8.94	108078	E	21	300	301	FFA- Starbucks- food		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$179.66	108079	E	21	300	301	FFA- Longhorn Steak- Food		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$39.40	108080	E	21	300	301	FFA- Marriot- Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$44.20	108081	E	21	300	301	FFA- Marriot- Hotel		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$30.00	108082	E	21	300	301	FFA- WOW Garage- Meal		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$80.00	108083	E	21	300	301	FFA- SF Airport- purchase		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$40.00	108084	E	21	300	301	FFA- United- Baggage		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$43.58	108085	E	21	300	301	FFA- Starbucks- food		
21		00948	BANK MIDWEST	12/3/2025 0:00	\$60.00	108086	E	21	300	301	FFA- SF Airport- purchase		

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
21		00948	BANK MIDWEST	12/3/2025 0:00	\$38.50	108087	E	21	300	301	FFA- Hardees- Food
21		00948	BANK MIDWEST	12/3/2025 0:00	\$37.72	108088	E	21	300	301	FFA- Reggios Pizza- Meal
21		00948	BANK MIDWEST	12/3/2025 0:00	\$71.12	108089	E	21	300	301	FFA- Thrifty RAC- supplies
21		00948	BANK MIDWEST	12/3/2025 0:00	\$64.67	108090	E	21	300	301	FFA- Caseys- food
21		00948	BANK MIDWEST	12/3/2025 0:00	\$938.15	108091	E	21	300	301	FFA- HyVee- Food
21		00948	BANK MIDWEST	12/3/2025 0:00	\$37.44	108092	E	21	300	301	FFA- HyVee- Food
21		00948	BANK MIDWEST	12/3/2025 0:00	\$54.73	108093	E	21	300	301	FFA- Walmart- groceries
21		00948	BANK MIDWEST	12/3/2025 0:00	\$6.98	108094	E	21	300	301	Fall Musical- Hy-Vee- Food
21		00948	BANK MIDWEST	12/3/2025 0:00	\$201.26	108095	E	21	300	301	Fall Musical- Amazon- Costumes
21		00948	BANK MIDWEST	12/3/2025 0:00	\$11.49	108036	E	21	300	301	MS Student Senate- Target- Giving Tree Items
21		00948	BANK MIDWEST	12/3/2025 0:00	\$8,208.00	108037	E	21	300	301	Band/Choir- WDW Conventions- Resort
21	8515	00140	CITIZEN PUBLISHING CO INC	11/6/2025 0:00	\$122.00	107737	E	21	300	301	Fall Musical- Citizen Ad
21	8515	00140	CITIZEN PUBLISHING CO INC	11/6/2025 0:00	\$15.00	107737	E	21	300	301	Fall Musical-Digital Upload
21	8516	8034	FAST, CRYSTAL	11/6/2025 0:00	\$103.00	107736	E	21	300	301	Volleyball- Homecoming Candy Reimbursement
21	8517	04506	FORMAL FASHIONS INC	11/6/2025 0:00	\$357.00	107735	E	21	300	301	Band- Shirts
21	8517	04506	FORMAL FASHIONS INC	11/6/2025 0:00	\$28.56	107735	E	21	300	301	Shipping
21	8518	9347	HOMERMADE, LLC	11/6/2025 0:00	\$158.00	107733	E	21	300	301	NHS- Cupcakes
21	8519	00711	WINDOM PRINTING LLC	11/6/2025 0:00	\$68.70	107734	E	21	300	301	FFA- Catalogs
21	8520	00975	WINDOM PUBLIC SCHOOL	11/6/2025 0:00	\$14.16	107738	E	21	300	301	FFA- Reimbursement for HyVee
21	8520	00975	WINDOM PUBLIC SCHOOL	11/6/2025 0:00	\$17.00	107732	E	21	300	301	NHS- Reimbursement
21	8521	00948	BANK MIDWEST	11/12/2025 0:00	\$200.00	107773	E	21	300	301	Fall Musical - Start up cash
21	8522	8321	ROBOTICS EDUCATION & COMPETITION FOUNDATION	11/12/2025 0:00	\$210.00	107774	E	21	300	301	Robotics- MSU Competition
21	8523	7667	CHEERLEADING.COMPANY	11/14/2025 0:00	\$110.85	107802	E	21	300	301	Cheerleading- Megaphones
21	8523	7667	CHEERLEADING.COMPANY	11/14/2025 0:00	\$15.00	107802	E	21	300	301	Shipping
21	8524	9554	EZ FLEX SPORT MATS	11/14/2025 0:00	\$36.00	107801	E	21	300	301	Cheerleading- Hook Fastener
21	8524	9554	EZ FLEX SPORT MATS	11/14/2025 0:00	\$793.13	107801	E	21	300	301	Freight Shipping
21	8524	9554	EZ FLEX SPORT MATS	11/14/2025 0:00	\$2,697.00	107801	E	21	300	301	Cheerleading- Mats
21	8525	9558	OLE'S GATHERING PLACE	11/14/2025 0:00	\$1,040.00	107804	E	21	300	301	Volleyball- Meal for Banquet
21	8526	01478	SOUTHWEST AWARDS	11/14/2025 0:00	\$120.00	107803	E	21	300	301	Volleyball- Awards for Banquet
21	8527	9562	LEAH SMITH	11/21/2025 0:00	\$65.00	107891	E	21	300	301	GBB- Digital Prints
21	8528	8352	PLAZA JALISCO II	11/21/2025 0:00	\$958.67	107892	E	21	300	301	Football- Banquet Meal-Taco Bar
21	8529	7915	PLETCHER, MELISSA	11/21/2025 0:00	\$114.88	107890	E	21	300	301	Cross Country- Reimburse for Homecoming/Banquet
21	8530	8158	Randy Shaver Cancer Research & Community Fund	11/21/2025 0:00	\$6,326.32	107893	E	21	300	301	EA Project A Fast- Tackle Cancer Donation
21	8531	08023	SNICK'S SIGNS/SW AWARDS	11/21/2025 0:00	\$248.00	107887	E	21	300	301	Cross Country- Awards for Banquet
21	8532	01478	SOUTHWEST AWARDS	11/21/2025 0:00	\$105.00	107888	E	21	300	301	Football- Awards for Banquet
21	8533	00975	WINDOM PUBLIC SCHOOL	11/21/2025 0:00	\$450.00	107889	E	21	300	301	Volleyball- Bus to Marshal
21	8534	03847	SUN VALLEY GUN CLUB	11/26/2025 0:00	\$48.00	107937	E	21	300	301	FFA- Trap Shooting Registration for MT. Lake
21	8535	9564	TROJAN BASKETBALL	11/26/2025 0:00	\$170.00	107938	E	21	100	301	Youth BBB- Worthington Tournament
				TOTAL:	\$33,394.87						

WINDOM AREA SCHOOLS			DETAIL REGISTER-TRANSFERS								NOVEMBER - DECEMBER 2025		
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description			
4		7386	MSDLAF	11/19/2025 0:00	\$500,000.00	107838	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX			
4		7386	MSDLAF	11/20/2025 0:00	\$250,000.00	107873	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX			
				TOTAL:	\$750,000.00								

WINDOM AREA SCHOOLS			DETAIL REGISTER-GENERAL JOURNAL								NOVEMBER - DECEMBER 2025		
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description			
7	2815	00948	BANK MIDWEST	11/13/2025 0:00	\$500.00	107775	B	01	101	START UP CASH			
7	2816	00948	BANK MIDWEST	11/19/2025 0:00	\$1,000.00	107874	B	01	101	START UP CASH			

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
7	2817	00948	BANK MIDWEST	11/21/2025 0:00	\$1,000.00	107883	B	01	101	11.22.25 GBB START UP
7	2818	00948	BANK MIDWEST	11/24/2025 0:00	\$500.00	107895	B	01	101	START UP CASH
7	240543	04624	COTTONWOOD COUNTY FAMILY SERVICE COLLABORATIVE	11/10/2025 0:00	\$26,421.08	107743	E	01	005 000	CCFS COLLABORATIVE SERVICES
7	240544	01564	DICKS WELDING MACH & MFG	11/10/2025 0:00	\$23.59	107744	E	01	005 380	THREAD PIPE-PARTS
7	240544	01564	DICKS WELDING MACH & MFG	11/10/2025 0:00	\$38.40	107744	E	01	005 380	THREAD PIPE-LABOR
7	240545	00356	EAST SIDE JERSEY DAIRY INC	11/10/2025 0:00	\$8,225.38	107745	E	02	005 701	MILK
7	240546	03659	ELITE MECHANICAL SYSTEMS, LLC.	11/10/2025 0:00	\$395.00	107746	E	01	005 381	LABOR
7	240546	03659	ELITE MECHANICAL SYSTEMS, LLC.	11/10/2025 0:00	\$54.53	107746	E	01	005 381	MATERIALS
7	240547	8916	LUDOLPH BUS INC	11/10/2025 0:00	\$2,713.69	107747	E	01	005 723	OCTOBER 10.10, 12, 15, 19, 24, 26, 31
7	240548	00884	MUSIC MART, THE	11/10/2025 0:00	\$3.00	107752	E	01	050 000	TROMBONE REPAIR
7	240548	00884	MUSIC MART, THE	11/10/2025 0:00	\$40.00	107750	E	01	050 000	GENERAL SUPPLIES
7	240548	00884	MUSIC MART, THE	11/10/2025 0:00	\$14.00	107749	E	01	050 000	FAX SILK ALTO SAX SWAB
7	240548	00884	MUSIC MART, THE	11/10/2025 0:00	\$312.64	107751	E	01	050 000	SAX REEDS
7	240548	00884	MUSIC MART, THE	11/10/2025 0:00	\$15.75	107748	E	01	050 000	STERI SPRAY REFILL
7	240549	00716	RUNNINGS	11/10/2025 0:00	\$129.00	107753	E	01	005 000	DRILL/DRIVER
7	240549	00716	RUNNINGS	11/10/2025 0:00	\$24.99	107755	E	01	005 000	VALVE BALL
7	240549	00716	RUNNINGS	11/10/2025 0:00	\$3.09	107755	E	01	005 000	PLUG GALV
7	240549	00716	RUNNINGS	11/10/2025 0:00	\$114.99	107754	E	01	005 000	TRANSFER PUMP KIT
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$14.35	107757	E	02	005 701	SUPPLY
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$33.24	107770	E	02	030 705	BREAKFAST
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$948.87	107770	E	02	030 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$62.59	107770	E	02	030 701	LUNCH SUPPLY
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$780.62	107768	E	02	005 707	ALACARTE
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$1,825.00	107768	E	02	005 705	BREAKFAST
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$78.72	107768	E	02	005 705	BREAKFAST SUPPLY
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$4,380.24	107768	E	02	005 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$123.75	107768	E	02	005 701	LUNCH SUPPLY
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$23.69	107758	E	02	005 701	SUPPLY
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$54.05	107759	E	02	005 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$266.36	107771	E	02	020 705	BREAKFAST
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$636.21	107771	E	02	020 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$100.75	107765	E	02	330 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$240.14	107761	E	02	005 701	SUPPLY
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$15.90	107762	E	02	005 701	SUPPLY
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$178.25	107763	E	02	005 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$32.11	107760	E	02	005 701	SUPPLY
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$1,491.61	107764	E	02	005 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$170.50	107766	E	02	005 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$38.75	107766	E	02	005 705	BREAKFAST
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$322.93	107769	E	02	030 705	BREAKFAST
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$515.24	107769	E	02	030 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$364.17	107772	E	02	005 707	ALACARTE
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$1,028.25	107772	E	02	005 705	BREAKFAST
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$260.52	107772	E	02	005 705	BREAKFAST SUPPLIES
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$3,911.19	107772	E	02	005 701	LUNCH
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$303.75	107772	E	02	005 701	LUNCH SUPPLY
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$55.93	107772	E	01	050 830	FACS
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$2,951.93	107767	E	02	330 705	BREAKFAST
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$237.86	107767	E	02	330 705	BREAKFAST SUPPLIES
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$2,520.25	107767	E	02	330 701	LUNCH

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	240550	01631	SYSCO MINNESOTA	11/10/2025 0:00	\$158.69	107767	E	02	330	701	LUNCH SUPPLIES
7	240551	00711	WINDOM PRINTING LLC	11/10/2025 0:00	\$380.00	107756	E	01	005	000	WINDOW ENVELOPES
7	240551	00711	WINDOM PRINTING LLC	11/10/2025 0:00	\$7.50	107756	E	01	005	000	FILE PREP
7	240552	05164	AT & T MOBILITY	11/13/2025 0:00	\$141.18	107781	E	01	005	000	OCTOBER BILL
7	240553	04647	BASS, TIM	11/13/2025 0:00	\$150.00	107779	E	01	050	000	11.15.25 GBB SCRIMMAGE OFFICIAL
7	240554	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	11/13/2025 0:00	\$22.00	107786	E	02	020	701	BREAD PRODUCTS
7	240554	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	11/13/2025 0:00	\$105.60	107787	E	02	005	701	BREAD PRODUCTS
7	240554	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	11/13/2025 0:00	\$33.74	107788	E	02	030	701	BREAD PRODUCTS
7	240555	04499	BRANDT INTERPRETING AND TRANSCRIBING, LLC	11/13/2025 0:00	\$6,466.00	107783	E	01	330	740	INTERPRETING SERVICES
7	240556	05022	BUBOLTZ, JIM	11/13/2025 0:00	\$150.00	107777	E	01	050	000	11.15.25 GBB SCRIMMAGE OFFICIAL
7	240557	00140	CITIZEN PUBLISHING CO INC	11/13/2025 0:00	\$181.50	107790	E	01	060	000	PIE SALES AD 2025
7	240557	00140	CITIZEN PUBLISHING CO INC	11/13/2025 0:00	\$128.40	107792	E	01	005	000	SCHOOL BOARD MEETING MINUTES 9.22.25
7	240557	00140	CITIZEN PUBLISHING CO INC	11/13/2025 0:00	\$310.30	107791	E	01	005	000	SCHOOL BOARD MINUTES
7	240558	00973	CITY OF WINDOM	11/13/2025 0:00	\$480.00	107789	E	01	050	000	AMBULANCE USEAGE AT FB GAMES 8.29.25, 9.12, 9.26, 10.15
7	240559	9131	Dell Inc.	11/13/2025 0:00	\$0.00	107793	E	01	005	000	QUOTE #3000192497807.1
7	240559	9131	Dell Inc.	11/13/2025 0:00	\$216.89	107793	E	01	005	000	DELL MEMORY UPGRADE 16 GB
7	240560	8759	EMC INSURANCE COMPANIES	11/13/2025 0:00	\$181,425.66	107794	E	01	005	000	INSURANCE RENEWAL
7	240561	8962	HANSON, BENJAMIN	11/13/2025 0:00	\$150.00	107782	E	01	050	000	11.15.25 GBB SCRIMMAGE OFFICIAL
7	240562	9557	ISD #15	11/13/2025 0:00	\$209.38	107784	E	01	998	000	EZ SERVICES
7	240562	9557	ISD #15	11/13/2025 0:00	\$1,596.37	107785	E	01	998	000	EZ SERVICES
7	240563	8782	KRESSIN, NICHOLAS	11/13/2025 0:00	\$150.00	107778	E	01	050	000	11.15.25 GBB SCRIMMAGE OFFICIAL
7	240564	04447	MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY	11/13/2025 0:00	\$50.00	107800	E	01	005	000	BOILER INSPECTION HIGHLAND
7	240564	04447	MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY	11/13/2025 0:00	\$225.00	107797	E	01	005	000	BOILER INSPECTION MSHS
7	240564	04447	MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY	11/13/2025 0:00	\$75.00	107799	E	01	005	000	BOILER INSPECTION WINFAIR
7	240564	04447	MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY	11/13/2025 0:00	\$100.00	107798	E	01	005	000	BOILER IINSPECTION ELEMENTARY
7	240565	8778	SCHAULAND, KIRK	11/13/2025 0:00	\$150.00	107780	E	01	050	000	11.15.25 GBB SCRIMMAGE OFFICIAL
7	240566	8588	SCHOOL SPECIALTY LLC.	11/13/2025 0:00	\$32.04	107795	E	01	330	000	082286 Rainbow Kraft Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 100 Feet, Flame Item Number 082286
7	240566	8588	SCHOOL SPECIALTY LLC.	11/13/2025 0:00	\$49.70	107795	E	01	330	000	085328 School Smart Zaner-Bloser Handwriting Paper, 10-1/2 x 8 Inches, Grade K, 500 Sheets Item Number 085328
7	240566	8588	SCHOOL SPECIALTY LLC.	11/13/2025 0:00	\$11.69	107795	E	01	330	000	1118032 Avery Self-Adhesive Reinforcement Label Ring, 1/4 Inches, White, Pack of 1000 Item Number 1118032
7	240566	8588	SCHOOL SPECIALTY LLC.	11/13/2025 0:00	\$32.04	107795	E	01	330	000	352994 Rainbow Kraft Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 100 Feet, Yellow Item Number 352994
7	240566	8588	SCHOOL SPECIALTY LLC.	11/13/2025 0:00	\$64.08	107795	E	01	330	000	082284 Rainbow Kraft Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 100 Feet, Brite Green Item Number 082284
7	240566	8588	SCHOOL SPECIALTY LLC.	11/13/2025 0:00	\$32.04	107795	E	01	330	000	006516 Rainbow Kraft Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 100 Feet, Orange Item Number 006516
7	240566	8588	SCHOOL SPECIALTY LLC.	11/13/2025 0:00	\$32.04	107795	E	01	330	000	353012 Rainbow Kraft Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 100 Feet, Black Item Number 353012
7	240566	8588	SCHOOL SPECIALTY LLC.	11/13/2025 0:00	\$4.70	107795	E	01	330	000	088706 School Smart Ruled Index Cards, 3 x 5 Inches, White, Pack of 100 Item Number 088706
7	240567	7151	THOMPSON, TODD	11/13/2025 0:00	\$150.00	107776	E	01	050	000	11.15.25 GBB SCRIMMAGE OFFICIAL
7	240568	00744	WINDOM AREA HEALTH	11/13/2025 0:00	\$125.00	107796	E	01	050	000	ATHLETIC TRAINING VB SECTIONS 10.28.25
7	240569	03339	MARSH & MCLENNAN AGENCY - RJF MINNEAPOLIS DIVISION	11/17/2025 0:00	\$13,625.00	107805	E	01	005	000	RENEWAL OF CYBER EFFECTIVE 10.28.25
7	240569	03339	MARSH & MCLENNAN AGENCY - RJF MINNEAPOLIS DIVISION	11/17/2025 0:00	\$295.00	107805	E	01	005	000	POLICY ADMINISTRATION FEE
7	240569	03339	MARSH & MCLENNAN AGENCY - RJF MINNEAPOLIS DIVISION	11/17/2025 0:00	\$5.45	107805	E	01	005	000	GOVERNMENT FEE PAID TO STATE
7	240569	03339	MARSH & MCLENNAN AGENCY - RJF MINNEAPOLIS DIVISION	11/17/2025 0:00	\$0.12	107805	E	01	005	000	GOVERNMENT FEE PAID TO STATE
7	240569	03339	MARSH & MCLENNAN AGENCY - RJF MINNEAPOLIS DIVISION	11/17/2025 0:00	\$408.75	107805	E	01	005	000	GOVERNMENT TAX PAID TO STATE
7	240569	03339	MARSH & MCLENNAN AGENCY - RJF MINNEAPOLIS DIVISION	11/17/2025 0:00	\$8.85	107805	E	01	005	000	GOVERNMENT TAX PAID TO STATE
7	240570	7338	240201-NCPERS MINNESOTA	11/20/2025 0:00	\$208.00	107828	B	01	215		PERA LIFE INSURANCE
7	240571	8777	Messerli Kramer P.A.	11/20/2025 0:00	\$362.47	107818	B	01	215		GARNISHMENT
7	240572	8537	Alpha Wireless	11/18/2025 0:00	\$295.00	107842	E	01	005	000	PAGING SYSTEM MAINTENANCE
7	240573	00973	CITY OF WINDOM	11/18/2025 0:00	\$51.86	107844	E	01	005	000	ENVIRONMENTAL TRAIL ELECTRICITY
7	240573	00973	CITY OF WINDOM	11/18/2025 0:00	\$2,218.02	107844	E	01	050	000	MSHS WATER
7	240573	00973	CITY OF WINDOM	11/18/2025 0:00	\$15,872.99	107844	E	01	050	000	MSHS ELECTRICITY
7	240573	00973	CITY OF WINDOM	11/18/2025 0:00	\$952.69	107844	E	01	330	000	ELEMENTARY WATER
7	240573	00973	CITY OF WINDOM	11/18/2025 0:00	\$8,307.25	107844	E	01	330	000	ELEMENTARY ELECTRICITY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	240573	00973	CITY OF WINDOM	11/18/2025 0:00	\$309.06	107844	E	01	030	000	WINFAIR WATER
7	240573	00973	CITY OF WINDOM	11/18/2025 0:00	\$1,906.75	107844	E	01	030	000	WINFAIR ELECTRICITY
7	240573	00973	CITY OF WINDOM	11/18/2025 0:00	\$220.97	107844	E	01	020	000	HIGHLAND WATER
7	240573	00973	CITY OF WINDOM	11/18/2025 0:00	\$994.24	107844	E	01	020	000	HIGHLAND ELECTRICTY
7	240574	00973	CITY OF WINDOM	11/18/2025 0:00	\$719.37	107843	E	01	005	000	COMMERCIAL VOICE
7	240574	00973	CITY OF WINDOM	11/18/2025 0:00	\$243.65	107843	E	01	005	363	H&S
7	240574	00973	CITY OF WINDOM	11/18/2025 0:00	\$2.33	107843	E	02	005	701	FOOD SERVICE
7	240574	00973	CITY OF WINDOM	11/18/2025 0:00	\$3.38	107843	E	04	005	321	COMMUNITY ED
7	240575	9202	COLLEGE BOARD	11/18/2025 0:00	\$486.00	107845	E	01	050	000	PSAT/NMSQT FALL 11TH GRADE
7	240575	9202	COLLEGE BOARD	11/18/2025 0:00	-\$126.36	107845	E	01	050	000	PSAT/NMSQT LOW INCOME ADJUSTMENT 11TH GRADE
7	240576	8535	DAYTON AVENUE ORCHARD LLC	11/18/2025 0:00	\$264.00	107847	E	02	005	701	APPLES
7	240576	8535	DAYTON AVENUE ORCHARD LLC	11/18/2025 0:00	\$198.00	107846	E	02	330	701	APPLES
7	240577	8986	DOCUSIGN	11/18/2025 0:00	\$0.00	107848	E	01	005	000	DOCUSIGN 3 YEAR AGREEMENT FROM NOV 15, 2025 TO NOV 14, 2028
7	240577	8986	DOCUSIGN	11/18/2025 0:00	\$0.00	107848	E	01	005	000	IAM ENTERPRISE - FULL USER QTY 5 - \$14850.00 FOR 3 YEAR
7	240577	8986	DOCUSIGN	11/18/2025 0:00	\$0.00	107848	E	01	005	000	SILVER SUCCESS PACK - \$2524.50 FOR 3 YEAR
7	240577	8986	DOCUSIGN	11/18/2025 0:00	\$0.00	107848	E	01	005	000	NAVIGATOR AGREEMENTS ONE TIME PER USER QTY 25,000
7	240577	8986	DOCUSIGN	11/18/2025 0:00	\$5,791.50	107848	E	01	005	000	YEAR 1 - NOV 15, 2025 TO NOV 14, 2026
7	240578	03719	INTERSTATE ALL BATTERY CENTER	11/18/2025 0:00	\$2,141.70	107849	E	01	005	000	903-S GC IBL SLV
7	240579	8876	MADISON NATIONAL LIFE INS CO, INC	11/18/2025 0:00	\$1,191.53	107850	B	01	215		TERM LIFE
7	240579	8876	MADISON NATIONAL LIFE INS CO, INC	11/18/2025 0:00	\$2,249.29	107850	E	01	005	000	LONG TERM DISABILITY
7	240580	9358	MINNESOTA DEPARTMENT OF HEALTH	11/18/2025 0:00	\$1,135.00	107851	E	02	330	701	FBL-43607-63519
7	240580	9358	MINNESOTA DEPARTMENT OF HEALTH	11/18/2025 0:00	\$1,135.00	107852	E	02	005	701	FBL-43648-63519
7	240580	9358	MINNESOTA DEPARTMENT OF HEALTH	11/18/2025 0:00	\$1,135.00	107853	E	02	030	701	FBL-43598-63519
7	240580	9358	MINNESOTA DEPARTMENT OF HEALTH	11/18/2025 0:00	\$1,135.00	107854	E	02	020	701	FBL-43459-63306
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$1,206.66	107855	E	01	005	723	ELC ROUTE BUS 10
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$861.84	107855	E	01	005	722	ALC ROUTE BUS 10
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$1,970.00	107855	E	01	005	723	TRANSPORT TO AND FROM ELC KD(08), ES(10) & MH(1)
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$433.60	107855	E	01	005	723	TRANSPORT MH(01, LC(02), BH(02) & BH(2) TO AND FROM
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$368.56	107855	E	01	005	723	TRANSPORT KH(08) HOME FROM ELC
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$1,365.84	107855	E	01	005	723	TRANSPORT TB(05) TO FROM ELC PIPESTONE
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$542.00	107855	E	01	005	728	TRANSPORT ND(10) TO FROM PRAIRIE CARE MANKATO
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$5,444.80	107855	E	01	005	733	OCTOBER VAN MILES
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$1,773.00	107855	E	01	005	725	TRANSPORT TO AND FROM HIGHLAND-CHILD DEV.
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$74,933.00	107855	E	01	005	720	OCTOBER REG ROUTE
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$7,493.20	107855	E	01	005	723	OCTOBER SPED ROUTE BUS #14
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$6,120.36	107855	E	01	005	723	OCTOBER AM ECSE ROUTE BUS #15
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$5,780.34	107855	E	01	005	723	OCTOBER PM ECSE HOURS BUS #15
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$5,862.96	107855	E	01	005	733	OCTOBER X-CURRICULAR BUS HOURS
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$8,758.20	107855	E	01	005	733	OCTOBER X-CURRICULAR BUS MILES
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$379.30	107855	E	01	005	733	OCTOBER X-CURRICULAR BUS MINIMUM
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$227.58	107855	E	01	005	733	OCTOBER EXTRA CURRICULARE TRAILER USE
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$385.57	107855	E	01	005	723	OCTOBER DIESEL SHARE REGULAR
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$5.05	107855	E	01	005	723	OCTOBER DIESEL SHARE SPED
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$4.49	107855	E	01	005	723	OCTOBER GAS SHARE SPED
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	\$14.39	107855	E	01	005	720	SEPTEMBER GAS SHARE REGULAR
7	240581	04475	PALMER BUS SERVICE	11/18/2025 0:00	-\$1,300.00	107855	E	01	005	302	SEPTEMBER TERMINAL RENT
7	240582	04216	PEPSICO BEVERAGE SALES LLC	11/18/2025 0:00	\$1,016.07	107856	R	01	050	000	BEVERAGES
7	240583	7317	RON'S ELECTRIC	11/18/2025 0:00	\$96.25	107857	E	02	030	701	DISHWASHER HOOK UP
7	240583	7317	RON'S ELECTRIC	11/18/2025 0:00	\$154.00	107858	E	01	005	370	SECURITY DOORS
7	240584	9560	SEL DOE, KHU	11/18/2025 0:00	\$175.00	107841	R	04	005	344	BRIDGES TUITION REFUND

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	240585	9234	SHIFFLER	11/18/2025 0:00	\$164.00	107859	E	01	005	000	SWIVEL CHAIR GLIDES
7	240585	9234	SHIFFLER	11/18/2025 0:00	\$12.79	107859	E	01	005	000	FREIGHT
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$97.60	107868	E	02	030	705	BREAKFAST
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$1,193.00	107868	E	02	030	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$132.09	107863	E	02	005	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$38.85	107860	E	02	330	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$2.47	107861	E	02	005	701	FEE
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$175.90	107867	E	02	020	705	BREAKFAST
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$105.81	107867	E	02	020	705	BREAKFAST SUPPLY
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$650.40	107867	E	02	020	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$26.56	107867	E	02	020	701	LUNCH SUPPLY
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$124.32	107864	E	02	330	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$267.28	107871	E	02	020	705	BREAKFAST
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$487.85	107871	E	02	020	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$471.22	107869	E	02	005	707	ALACARTE
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$858.67	107869	E	02	005	705	BREAKFAST
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$156.25	107869	E	02	005	705	BREAKFAST SUPPLY
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$4,788.16	107869	E	02	005	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$234.88	107869	E	02	005	701	LUNCH SUPPLY
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$74.70	107869	E	02	330	701	ELEMENTARY LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$78.16	107865	E	02	330	701	ELEMENTARY LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$278.18	107865	E	02	005	705	BREAKFAST
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$33.24	107865	E	02	005	705	BREAKFAST SUPPLY
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$219.91	107865	E	02	005	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$393.72	107870	E	02	330	705	BREAKFAST
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$433.86	107870	E	01	330	000	BACKPACK
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$178.54	107870	E	02	330	705	BREAKFAST SUPPLY
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$3,751.86	107870	E	02	330	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$79.90	107870	E	02	330	701	LUNCH SUPPLY
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$96.33	107862	E	02	005	701	SUPPLY
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$523.67	107866	E	02	330	705	BREAKFAST
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$3,020.91	107866	E	02	330	701	LUNCH
7	240586	01631	SYSCO MINNESOTA	11/18/2025 0:00	\$208.53	107866	E	02	330	701	LUNCH SUPPLY
7	240587	00744	WINDOM AREA HEALTH	11/18/2025 0:00	\$30.52	107872	E	01	005	740	PHYSICAL THERAPY MILEAGE
7	240587	00744	WINDOM AREA HEALTH	11/18/2025 0:00	\$1,176.50	107872	E	01	005	740	PHYSICAL THERAPY SERVICES
7	240588	9559	ZAMZOW, CARA	11/18/2025 0:00	\$175.00	107840	R	04	005	344	BRIDGES TUITION REFUND
7	240590	9399	MN SECRETARY OF STATE	11/19/2025 0:00	\$35.00	107876	E	01	005	000	02.10.2026 ELECTION
7	240591	9384	BADAR, TRACEY	11/20/2025 0:00	\$185.00	107879	E	01	050	000	11.20.25 GBB OFFICIAL
7	240592	05022	BUBOLTZ, JIM	11/20/2025 0:00	\$150.00	107880	E	01	050	000	11.21.25 BBB SCRIMMAGE
7	240593	03162	BUERKLE, MARK	11/20/2025 0:00	\$150.00	107881	E	01	050	000	11.21.25 BBB SCRIMMAGE
7	240594	04785	SANOW, BRETT	11/20/2025 0:00	\$185.00	107878	E	01	050	000	11.20.25 GBB OFFICIAL
7	240595	8778	SCHAULAND, KIRK	11/20/2025 0:00	\$150.00	107882	E	01	050	000	11.21.25 BBB OFFICIAL
7	240596	8571	ZALME, MARK	11/20/2025 0:00	\$185.00	107877	E	01	050	000	11.20.25 GBB OFFICIAL
7	240597	9384	BADAR, TRACEY	11/21/2025 0:00	\$185.00	107886	E	01	050	000	11.22.25 GBB OFFICIAL
7	240598	04785	SANOW, BRETT	11/21/2025 0:00	\$185.00	107885	E	01	050	000	11.22.25 GBB OFFICIAL
7	240599	8571	ZALME, MARK	11/21/2025 0:00	\$185.00	107884	E	01	050	000	11.22.25 GBB OFFICIAL
7	240603	03263	ABDO	11/24/2025 0:00	\$5,163.80	107900	E	01	005	000	BALANCE ON PROFESSIONAL SERVICES FOR YEAR ENDED JUNE 30, 2025
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$536.50	107899	E	01	060	000	STRAWBERRY RHUBARB
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$228.75	107899	E	01	060	000	TRIPLE BERRY
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$210.00	107899	E	01	060	000	CHERRY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$266.00	107899	E	01	060	000	APPLE
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$70.00	107899	E	01	060	000	NO SUGAR ADDED APPLE
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$72.50	107899	E	01	060	000	PEACH
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$756.00	107899	E	01	060	000	PUMPKIN
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$139.50	107899	E	01	060	000	COCONUT CREAM
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$201.50	107899	E	01	060	000	LEMON SUPREME
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$945.50	107899	E	01	060	000	FRENCH SILK
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$93.00	107899	E	01	060	000	LEMON MERINGUE
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$372.00	107899	E	01	060	000	PECAN
7	240604	7421	BAKERS SQUARE	11/24/2025 0:00	\$632.70	107899	E	01	060	000	CHEESECAKE
7	240605	05105	J.H. LARSON ELECTRICAL CO.	11/24/2025 0:00	\$517.25	107902	E	01	005	000	SFLUORESCENT LAMP
7	240605	05105	J.H. LARSON ELECTRICAL CO.	11/24/2025 0:00	\$72.64	107901	E	01	005	370	PULSE RATED MOGUL LAMPHOLDER
7	240606	00915	A & B BUSINESS EQUIPMENT	11/25/2025 0:00	\$2,108.42	107904	E	01	005	302	CONTRACT USAGE CHARGE FOR 11.05.2025-12.04.2025
7	240606	00915	A & B BUSINESS EQUIPMENT	11/25/2025 0:00	\$3,769.49	107904	E	01	005	302	CONTRACT USAGE CHARGE FOR 10.05.2025-11.04.2025
7	240607	8537	Alpha Wireless	11/25/2025 0:00	\$389.35	107905	E	01	005	370	SIGNO20 MULLION STANDARD PROFILE TERMINAL
7	240608	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	11/25/2025 0:00	\$121.68	107906	E	02	005	701	BREAD PRODUCTS
7	240609	8341	Cottonwood County Agricultural Society % KAY GROSS	11/25/2025 0:00	\$1,300.00	107909	E	01	005	302	BUS BARN RENT
7	240610	00132	COTTONWOOD COUNTY SOLID WASTE	11/25/2025 0:00	\$61.19	107907	E	01	005	000	GARBAGE
7	240610	00132	COTTONWOOD COUNTY SOLID WASTE	11/25/2025 0:00	\$108.00	107908	E	01	005	000	GARBAGE
7	240611	9563	HEARTLAND TIRE	11/25/2025 0:00	\$1,088.00	107910	E	01	005	720	67088673-225-65R17 WEATHER READY 2
7	240611	9563	HEARTLAND TIRE	11/25/2025 0:00	\$356.96	107910	E	01	005	720	407786374-225-65R16 ALL SEASON
7	240612	00341	HY-VEE FOOD STORE WINDOM	11/25/2025 0:00	\$42.05	107912	E	01	330	000	APPLES
7	240612	00341	HY-VEE FOOD STORE WINDOM	11/25/2025 0:00	\$15.49	107911	E	04	005	321	ADVENTURE CLUB
7	240612	00341	HY-VEE FOOD STORE WINDOM	11/25/2025 0:00	\$61.94	107911	E	01	005	000	GENERAL
7	240612	00341	HY-VEE FOOD STORE WINDOM	11/25/2025 0:00	\$400.99	107911	E	01	050	830	HIGH SCHOOL FACS
7	240613	02781	INGRAM BOOK CO	11/25/2025 0:00	\$99.27	107914	E	01	050	000	BOOKS
7	240613	02781	INGRAM BOOK CO	11/25/2025 0:00	\$211.87	107913	E	01	050	000	BOOKS
7	240613	02781	INGRAM BOOK CO	11/25/2025 0:00	\$85.32	107915	E	01	330	000	BOOKS
7	240614	01765	READING BUS LINE INC.	11/25/2025 0:00	\$950.00	107916	E	01	050	000	BUSSING
7	240615	02852	SCALE CENTER INC	11/25/2025 0:00	\$240.00	107917	E	01	050	000	ANNUAL INSPECTION OF WRESTING SCALES
7	240615	02852	SCALE CENTER INC	11/25/2025 0:00	\$105.00	107917	E	01	050	000	ZONE TRIP CHARGE
7	240616	9337	SCHMITT MUSIC	11/25/2025 0:00	\$27.00	107919	E	01	050	000	REPAIR B&O
7	240616	9337	SCHMITT MUSIC	11/25/2025 0:00	\$130.00	107920	E	01	050	000	REPAIR B&O
7	240616	9337	SCHMITT MUSIC	11/25/2025 0:00	\$100.00	107918	E	01	050	000	REPAIR B&O
7	240617	02165	SCHWICKERT'S TECTA AMERICA	11/25/2025 0:00	\$953.30	107921	E	01	005	383	INVESTIGATE AND REPAIR ROOF LEAK
7	240618	00723	STAPLES OIL CO INC/EXPRESSWAY WINDOM	11/25/2025 0:00	\$867.90	107922	E	01	005	720	VANS
7	240618	00723	STAPLES OIL CO INC/EXPRESSWAY WINDOM	11/25/2025 0:00	\$292.16	107922	E	01	005	000	MAINT VANS
7	240619	9250	TWO DUDES POPCORN	11/25/2025 0:00	\$240.00	107923	R	01	050	000	30# BAG POPCORN
7	240620	04220	UNITED COMMUNITY ACTION PARTNERSHIP INC	11/25/2025 0:00	\$32.50	107925	E	01	005	723	LK TRANSPORTATION
7	240621	04212	WINDOM BASEBALL ASSOCIATION	11/25/2025 0:00	\$750.00	107924	E	01	050	000	2025 ANNUAL MAINTENANCE AT ISLAND PARK
7	240622	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	11/26/2025 0:00	\$66.00	107926	E	02	005	701	BREAD
7	240622	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	11/26/2025 0:00	\$142.02	107927	E	02	330	701	BREAD
7	240623	02350	KINECT ENERGY INC	11/26/2025 0:00	\$412.63	107928	E	01	020	000	HIGHLAND NATURAL GAS
7	240623	02350	KINECT ENERGY INC	11/26/2025 0:00	\$1,357.30	107928	E	01	330	000	ELEMENTARY NATURAL GAS
7	240623	02350	KINECT ENERGY INC	11/26/2025 0:00	\$1,956.77	107928	E	01	030	000	WINFAIR NATURAL GAS
7	240623	02350	KINECT ENERGY INC	11/26/2025 0:00	\$3,685.69	107928	E	01	050	000	MSHS NATURAL GAS
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$249.34	107933	E	02	030	705	BREAKFAST
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$1,034.28	107933	E	02	030	701	LUNCH
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$180.72	107933	E	02	030	701	LUNCH SUPPLY
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$36.19	107933	E	02	030	705	BREAKFAST SUPPLY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description		
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$341.96	107934	E	02	005	707	ALACARTE	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$1,201.52	107934	E	02	005	705	BREAKFAST	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$189.10	107934	R	01	050	000	CONCESSIONS	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$4,474.50	107934	E	02	005	701	LUNCH	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$7.75	107931	E	02	005	701	LUNCH	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$25.81	107932	E	02	005	705	LUNCH	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$69.75	107929	E	02	005	701	LUNCH	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$1,208.87	107935	E	02	330	705	BREAKFAST	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$191.15	107935	E	02	330	705	BREAKFAST SUPPLY	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$34.32	107935	E	01	330	000	BACKPACK PROGRAM	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$3,418.80	107935	E	02	330	701	LUNCH	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$279.96	107935	E	02	330	701	LUNCH SUPPLY	
7	240624	01631	SYSCO MINNESOTA	11/26/2025 0:00	\$69.75	107930	E	02	330	701	LUNCH	
7	240625	00551	WINDOM PUBLIC SCHOOL	11/26/2025 0:00	\$460.00	107936	E	04	005	321	GREASE PLAY TICKET SALES	
7	240625	00551	WINDOM PUBLIC SCHOOL	11/26/2025 0:00	\$3,000.00	107936	E	01	005	000	ROBOTICS AND STEM INTERNSHIPS	
7	240625	00551	WINDOM PUBLIC SCHOOL	11/26/2025 0:00	\$4,373.63	107936	E	04	005	321	FALL MUSICAL TICKETS	
7	240626	03933	HINKELDEY, TIM	11/29/2025 0:00	\$185.00	107941	E	01	050	000	11.29.25 BBB OFFICIAL	
7	240627	9381	THOMPSON, NOAH	11/29/2025 0:00	\$185.00	107940	E	01	050	000	11.29.25 BBB OFFICIAL	
7	240628	7151	THOMPSON, TODD	11/29/2025 0:00	\$185.00	107939	E	01	050	000	11.29.25 BBB OFFICIAL	
7	240629	9046	BOARD OF SCHOOL ADMINISTRATORS	12/1/2025 0:00	\$100.00	108009	E	01	005	000	JAMIE FRANK (382327)	
7	240629	9046	BOARD OF SCHOOL ADMINISTRATORS	12/1/2025 0:00	\$100.00	108009	E	01	060	000	DANE NIELSEN (395253)	
7	240629	9046	BOARD OF SCHOOL ADMINISTRATORS	12/1/2025 0:00	\$100.00	108009	E	01	050	000	BRYAN JOYCE (427064)	
7	240629	9046	BOARD OF SCHOOL ADMINISTRATORS	12/1/2025 0:00	\$100.00	108009	E	01	330	000	COREY BARFKNECHT (410627)	
7	240629	9046	BOARD OF SCHOOL ADMINISTRATORS	12/1/2025 0:00	\$100.00	108009	E	01	005	740	AMANDA WILSON (487045)	
7	240630	7211	GDF ENTERPRISES	12/1/2025 0:00	\$96.60	108010	E	01	005	000	10W-30 ENG OIL	
7	240630	7211	GDF ENTERPRISES	12/1/2025 0:00	\$59.54	108010	E	01	005	000	OIL FILTER	
7	240630	7211	GDF ENTERPRISES	12/1/2025 0:00	\$6.64	108010	E	01	005	000	OIL 10W30	
7	240631	03781	HARTFORD FIRE INSURANCE COMPANY	12/1/2025 0:00	\$3,708.00	108011	E	01	005	000	FLOOD INSURANCE MSHS BLDG	
7	240632	00112	HILLYARD/SIOUX FALLS	12/1/2025 0:00	\$462.57	108012	E	01	005	000	RECON WOOD FLR RESTORER	
7	240633	02367	INSTITUTE FOR ENVIRMTL ASSMT	12/1/2025 0:00	\$855.00	108013	E	01	005	352	LABOR	
7	240633	02367	INSTITUTE FOR ENVIRMTL ASSMT	12/1/2025 0:00	\$122.82	108013	E	01	005	352	REIMBURSABLES	
7	240634	02350	KINECT ENERGY INC	12/1/2025 0:00	\$610.00	108014	E	01	005	000	ENERGY MGMT FEE-MONTHLY	
7	240635	0461	LUCAN COMMUNITY TV	12/1/2025 0:00	\$18.00	108015	E	01	005	000	CUT KEY	
7	240636	8626	OTTO, JUSTIN	12/1/2025 0:00	\$200.00	108007	E	01	050	000	12.2.25 WRESTLING	
7	240636	8626	OTTO, JUSTIN	12/1/2025 0:00	\$37.10	108007	E	01	050	000	MILEAGE	
7	240637	9429	PAREDES, AMANDA	12/1/2025 0:00	\$200.20	108016	E	01	005	723	KH TRANSPORTATION (10.14, 15, 20-24,27 & 11.4-7, 11	
7	240638	9050	ST JAMES PUBLIC SCHOOLS	12/1/2025 0:00	\$250.00	108017	E	01	050	000	12.6.25 WRESTLING TOURNAMENT	
7	240639	8606	WOLF, CHRIS	12/1/2025 0:00	\$200.00	108008	E	01	050	000	12.2.25 WRESTLING	
7	240639	8606	WOLF, CHRIS	12/1/2025 0:00	\$34.30	108008	E	01	050	000	12.2.25 WRESTLING MILEAGE	
				TOTAL:	\$530,818.04							
				TOTAL BY FUND:								
				FUND 1	\$5,202.50							
				FUND 2	\$69,426.79							
				FUND 4	\$456,188.75							
				FUND 7	\$0.00							
				TOTAL:	\$530,818.04							
WINDOM AREA SCHOOLS			DETAIL REGISTER-P CARD REGISTER								NOVEMBER - DECEMBER 2025	
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description		

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		00214	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	12/3/2025 0:00	\$419.82	107946	E	01	005	000	QUARTERLY LEASE PAYMENT
BMOC		00373	LINDE GAS AND EQUIPMENT INC.	12/3/2025 0:00	\$451.59	107962	E	01	050	000	GAS
BMOC		00373	LINDE GAS AND EQUIPMENT INC.	12/3/2025 0:00	\$1,354.78	107962	E	01	050	830	GAS
BMOC		00409	BUREAU OF EDUCATION & RESEARCH	12/3/2025 0:00	\$695.00	108004	E	01	005	307	TRAIN THE TRAINER CURRENT BEST STRATEGIES TO DECREASE ATTENTION GETTING AND TANTRUM BEHAVIORS
BMOC		00412	SW/WC SERVICE COOPERATIVE	12/3/2025 0:00	\$55.00	108033	E	01	005	308	TECHNOLOGY LEADERSHIP WORKSHOP REGISTRATION - RC
BMOC		00673	MINNESOTA STATE HIGH SCHOOL LE	12/3/2025 0:00	\$120.00	107950	E	01	050	000	J. TAUER HEAD COACH COURSE
BMOC		00673	MINNESOTA STATE HIGH SCHOOL LE	12/3/2025 0:00	\$80.00	107950	E	01	050	000	J. TAUER HEAD COACH COURSE
BMOC		00729	WM OF WI-MN	12/3/2025 0:00	\$1,131.53	107974	E	01	005	000	ELEMENTARY
BMOC		00729	WM OF WI-MN	12/3/2025 0:00	\$381.21	107974	E	01	005	000	HIGHLAND
BMOC		00729	WM OF WI-MN	12/3/2025 0:00	\$1,302.20	107974	E	01	005	000	MSHS
BMOC		00729	WM OF WI-MN	12/3/2025 0:00	\$83.24	107974	E	01	005	000	WOODSHOP
BMOC		01933	WAL-MART	12/3/2025 0:00	\$44.00	107988	E	01	050	000	CRAYOLA DRY ERASE MARKERS
BMOC		02020	CDW-G COMPUTING SOLUTIONS	12/3/2025 0:00	\$186.73	108031	E	01	050	000	DELL 24 MONITOR - P2425H
BMOC		02162	MCDOWELL AGENCY	12/3/2025 0:00	\$217.80	107989	E	01	005	000	BACKGROUND CHECKS
BMOC		02210	COLE PAPERS INC	12/3/2025 0:00	\$317.53	107987	E	01	005	000	CUSTODAIL EQUIP. SUPPLIES
BMOC		02210	COLE PAPERS INC	12/3/2025 0:00	\$1,619.70	107951	E	01	005	000	CUSTODIAL EQUIPMENT REPAIR PARTS
BMOC		02210	COLE PAPERS INC	12/3/2025 0:00	\$223.86	107959	E	01	005	000	PAD DRIVER
BMOC		02210	COLE PAPERS INC	12/3/2025 0:00	\$98.92	107958	E	01	005	000	MALISH PAD HOLDER
BMOC		02210	COLE PAPERS INC	12/3/2025 0:00	\$188.12	107953	E	01	005	000	CUSTODIAL EQUIPMENT REPAIR PARTS
BMOC		02210	COLE PAPERS INC	12/3/2025 0:00	\$35.47	107944	E	01	005	000	PHOSPHORIC ACID CLEANER
BMOC		02210	COLE PAPERS INC	12/3/2025 0:00	\$2,014.81	107952	E	01	005	000	GENERAL MAINT. SUPPLIES
BMOC		02355	MNIAAA c/o KEN HUBERT	12/3/2025 0:00	\$420.00	107983	E	01	005	308	2026 MNIAAA ANNUAL CONFERENCE REGISTRATION FEE
BMOC		02355	MNIAAA c/o KEN HUBERT	12/3/2025 0:00	\$16.80	107983	E	01	005	308	CC FEE
BMOC		03284	BROOKLYN PUBLISHERS	12/3/2025 0:00	\$26.25	107986	E	01	050	000	SCRIPTS
BMOC		03284	BROOKLYN PUBLISHERS	12/3/2025 0:00	\$9.00	107986	E	01	050	000	SHIPPING
BMOC		03284	BROOKLYN PUBLISHERS	12/3/2025 0:00	\$17.50	108005	E	01	050	000	SCRIPTS
BMOC		03284	BROOKLYN PUBLISHERS	12/3/2025 0:00	\$6.00	108005	E	01	050	000	SHIPPING
BMOC		03402	LOWES	12/3/2025 0:00	\$170.91	108029	E	01	050	628	NEIKO IMPACT SOCKET SET
BMOC		03402	LOWES	12/3/2025 0:00	\$538.79	108028	E	01	050	628	NEIKO IMPACT SOCKET SET
BMOC		03813	BSN SPORTS	12/3/2025 0:00	\$17.99	107968	E	01	050	000	GYM CHALK
BMOC		03813	BSN SPORTS	12/3/2025 0:00	\$395.64	107968	E	01	050	000	GYM MAT TAPE
BMOC		03813	BSN SPORTS	12/3/2025 0:00	\$38.22	107968	E	01	050	000	FREIGHT
BMOC		03813	BSN SPORTS	12/3/2025 0:00	\$131.88	107968	E	01	050	000	GYM MAT TAPE
BMOC		03813	BSN SPORTS	12/3/2025 0:00	\$29.99	107973	E	01	050	000	PREDICAMENT WRESTLING SCOREBOOK
BMOC		03813	BSN SPORTS	12/3/2025 0:00	\$479.52	107973	E	01	050	000	GYM MAT TAPE 4X84
BMOC		03813	BSN SPORTS	12/3/2025 0:00	\$179.96	107973	E	01	050	000	BLACK SIGNATURE HEADGEAR
BMOC		03813	BSN SPORTS	12/3/2025 0:00	\$39.62	107973	E	01	050	000	FREIGHT
BMOC		03813	BSN SPORTS	12/3/2025 0:00	\$0.00	107973	E	01	050	000	CART #14375689
BMOC		04024	HILTON	12/3/2025 0:00	\$598.74	107942	E	01	005	307	ROOM AND TAX
BMOC		04831	FUN AND FUNCTION	12/3/2025 0:00	\$144.99	108001	E	01	330	740	WEIGHT ADJUSTER FOR SWINGS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$16.43	108006	E	01	330	000	BUSINESS SOURCE LONG REACH STAPLER
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$5.50	107971	E	01	050	830	YESTERDAYS TAX CREDIT
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$200.88	107975	E	01	005	000	X-ACTO PENCIL SHARPENERS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$19.99	108020	E	04	005	321	WARPING POINT INDOOR PICKLEBALL - 12 PACK
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$269.85	108025	E	01	050	628	NINJA PROFESSIONAL BLENDER
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$1.79	107948	E	01	330	000	FASTENERS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$8.93	107972	E	01	050	830	GRIZZLEY TAX CREDIT
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$63.50	107996	E	01	060	000	FAST CHARGER BLOCK
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$12.79	107996	E	01	060	000	10 PACK BULK USB C TO USB C CABLES
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$7.21	107996	E	01	060	000	USB C TO USB C 5 PACK 6 FT

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$50.36	108003	E	01	005	000	FMP BRANDS TRIPLE GLOVE HOLDER FOR WALL MOUNT
BMOC		1491	AMAZON.COM	12/3/2025 0:00	-\$2.52	108003	E	01	005	000	PROMOTION DISCOUNT
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$269.97	108022	E	01	005	347	PPE - Chaps
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$40.74	108022	E	01	005	347	PPE - Cut Resistant Sleeves
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$11.98	107994	E	01	330	000	NEENAH EXTRA HEAVYWEIGHT INDEX CARD STOCK
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$45.98	107978	E	01	330	000	RAINBOW BOIL SPRINGS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$9.97	107978	E	01	330	000	WESTCOTT 8-INCH SCISSORS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$23.50	107978	E	01	330	000	DONUT STRESS BALL
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$46.50	107978	E	01	330	000	WASHABLE PAINT CRAYOLA
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$56.37	108026	E	01	050	628	FIRST RESPONDER BAG
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$32.40	108026	E	01	050	628	FIRST AID ONLY SCISSORS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$43.26	108026	E	01	050	628	TOURNIQUET
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$9.49	108026	E	01	050	628	TRIANGULAR BANDAGES
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$9.99	108026	E	01	050	628	GAUZE CARE ABDOMINAL PADS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$7.00	108026	E	01	050	628	BASIC CARE GAUZE PADS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$23.70	108026	E	01	050	628	UNIVERSAL ALUMINUM SPLINT
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$8.53	108026	E	01	050	628	ELASTIC BANDAGE WRAP
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$8.99	108026	E	01	050	628	EMERGENCY THERMAL BLANKET
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$6.99	108026	E	01	050	628	PAPER MEDICAL TAPE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$59.37	108026	E	01	050	628	FIRST RESPONDER BAG
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$398.00	108024	E	01	050	628	DEWALT CORDLESS RATCHET
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$358.00	108024	E	01	050	628	DEWALT IMPACT DRIVER
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$22.00	107981	E	01	050	000	PUSH PIN MAGNETS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$10.58	107981	E	01	050	000	BIC GELOCITY COLOR GEL PENS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$34.99	107981	E	01	050	000	STICKY MINI EASEL PAD
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$53.96	107981	E	01	050	000	MR. SKETCH MARKERS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$28.33	107981	E	01	050	000	BIC GELOCITY COLORED GEL PENS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$16.96	107976	E	01	050	000	GOLD MVP AWARD MEDALS NECKLACE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$15.19	107976	E	01	050	000	TONDIAMO GREATEST OF ALL TIME TURNOVER CHAIN
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$14.14	107976	E	01	050	000	MINI RESIN BALD EAGLES
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$9.98	107984	E	04	005	325	FOAM STICKERS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$6.64	107984	E	04	005	325	PIPE CLEANERS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$29.98	107963	E	01	050	000	GREEN HIGHLIGHTERS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$235.99	107965	E	01	060	000	NATWIND MOBILE WORKSTATION
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$84.57	107990	E	01	005	370	HONEYWELL DUAL TEC MOTION DETECTOR
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$139.96	107960	E	01	060	000	POLY-FIL
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$59.32	107960	E	01	050	830	GORILLA GRIP OVEN MITTS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$47.97	107960	E	01	050	830	CUTTING BOARDS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	-\$2.40	107960	E	01	050	830	PROMOTIONAL CODE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$26.95	107947	E	01	050	000	SKAT BLAST MEDIUM STEEL NOZZLE COMBO PACK
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$36.95	107947	E	01	050	000	SKAT BLAST MEDIUM CERAMIC NOZZLE COMBO PACK
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$27.95	107947	E	01	050	000	SKAT BLAST 12X24 ACRYLIC SANDBLASTING CABINET LENS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$11.95	107947	E	01	050	000	SHIPPING AND HANDELING
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$9.48	107966	E	01	330	000	LED LIGHTS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$26.97	107966	E	01	330	000	3V BATTERIES
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$29.97	107991	E	01	050	000	THANKSGIVING BINGO CARDS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$26.47	107991	E	01	050	000	CHRISTMAS BINGO CARDS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$117.60	107992	E	01	050	000	WHITE CRAMER TAPE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$82.05	107992	E	01	050	000	BLACK COHESIVE WOUND TAPE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$22.95	107992	E	01	050	000	MASSAGE EMOLLIENT

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$51.33	107992	E	01	050	000	DEEP BLUE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$6.99	107992	E	01	050	000	MASSAGE LACROSSE BALLS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$4.96	107992	E	01	050	000	MED PRIDE ALCOHOL PREP PADS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$34.99	107992	E	01	050	000	COLD PACKS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$18.99	107992	E	01	050	000	EVERLIT ELASTICATED TUBULAR BANDAGE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$11.67	107992	E	01	050	000	TRIPLE ANTIBIOTIC OINTMENT
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$25.66	107993	E	02	005	707	DECOPAC SANDING SUGAR - YELLOW
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$29.40	107993	E	02	005	707	CAKE MATE GREEN SANDING SUGAR
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$29.40	107993	E	02	005	707	CAKE MATE RED SANDING SUGAR
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$20.74	107993	E	02	005	707	DECOPAC SANDING SUGAR - ORANGE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$49.05	107993	E	02	005	701	6 OZ PORTION SCOOP
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$21.04	107993	E	02	005	701	MIXING PADDLE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$30.86	107997	E	01	330	000	FIDGET TOYS PACK
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$9.15	107997	E	01	330	000	JELLY BELLY BEANBOOZLED
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$16.55	107998	E	01	050	000	CONSISTENCY IS KEY BOOK
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$8.95	107977	E	01	060	000	SCHYLLING NEEDOH NICE CUBE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$9.99	107977	E	01	060	000	MAGNETIC PUTTY FIDGET TOYS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$9.99	107977	E	01	060	000	MAGNETIC SENSORY FIDGET BALLS
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$12.99	107977	E	01	060	000	MORF FIDGET WORM TOY
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$17.99	107977	E	01	060	000	MORF FIDGET SPRING BERRY
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$30.99	107977	E	01	060	000	SHENLIU 10 PACK LINED HARDCOVER JOURNAL NOTEBOOK
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$35.19	107977	E	01	060	000	SOUCOLOR ARTIST SKETCH BOOK SET
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$119.90	107961	E	01	050	000	LAPTOP REPLACEMENT US LAYOUT KEYBOARDS FOR DELL CHROMEBOOK
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$175.91	107995	E	01	050	000	MAYCO ELEMENTS GLAZE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$9.99	107995	E	01	050	000	SHIPPING
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$89.99	108030	E	01	050	628	NINJA PROFESSIONAL BLENDER
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$58.50	108023	E	01	060	317	PATTERNS OF POWER: INVITING ADOLESCENT WRITERS INTO THE CONVENTIONS OF LANGUAGE
BMOC		1491	AMAZON.COM	12/3/2025 0:00	\$84.99	107955	E	01	050	830	ELDONCARD BLOOD TYPING KIT
BMOC		8181	United States Postal Service	12/3/2025 0:00	\$16.40	108000	E	01	005	000	MEDIA CARDS FOR BALLOT 2026
BMOC		8278	SUPPLYHOUSE.COM	12/3/2025 0:00	\$9.68	107982	E	01	005	000	BLACK BUSHING
BMOC		8278	SUPPLYHOUSE.COM	12/3/2025 0:00	\$4.95	107982	E	01	005	000	SHIPPING
BMOC		8278	SUPPLYHOUSE.COM	12/3/2025 0:00	\$111.81	107943	E	01	005	381	REGULATOR WITH SPRING
BMOC		8611	SMARTCARE	12/3/2025 0:00	\$83.33	108018	E	04	005	321	MONTHLY SMARTCARE FEE
BMOC		9161	ADOBE INC.	12/3/2025 0:00	\$15.99	108019	E	01	005	000	CREATIVE CLOUD PRO
BMOC		9178	JD DRAMA PUBLISHING	12/3/2025 0:00	\$55.00	107985	E	01	050	000	SCRIPTS
BMOC		9178	JD DRAMA PUBLISHING	12/3/2025 0:00	\$1.00	107985	E	01	050	000	PROCESSING FEE
BMOC		9182	MICROSOFT CORPORATION	12/3/2025 0:00	\$84.00	108032	E	01	005	000	YEARLY LICENSE FOR WINDOWS 10/11 ENTERPRISE E3 FOR SERVER TO HOST METASYS
BMOC		9400	MINNESOTA STATE TRACK AND FIELD COACHES ASSOC	12/3/2025 0:00	\$125.00	108002	E	01	050	000	2026 TRACK AND FIELD CLINIC REGISTRATION
BMOC		9400	MINNESOTA STATE TRACK AND FIELD COACHES ASSOC	12/3/2025 0:00	\$4.50	108002	E	01	050	000	MANAGEMENT FEE
BMOC		9453	PERFORMANCE OFFICE PAPERS INC	12/3/2025 0:00	\$11,304.00	107980	E	01	005	000	W110-8511 9 PALLETS WHITE COPY PAPER
BMOC		9453	PERFORMANCE OFFICE PAPERS INC	12/3/2025 0:00	\$225.60	107980	E	01	005	000	C100-368-81 PASTEL CANARY 8.5X11
BMOC		9453	PERFORMANCE OFFICE PAPERS INC	12/3/2025 0:00	\$169.20	107980	E	01	005	000	C101-367-81 PASTEL BLUE 8.5X11
BMOC		9453	PERFORMANCE OFFICE PAPERS INC	12/3/2025 0:00	\$169.20	107980	E	01	005	000	C102-369-81 PASTEL PINK 8.5X11
BMOC		9453	PERFORMANCE OFFICE PAPERS INC	12/3/2025 0:00	\$56.40	107980	E	01	005	000	C106-376-81 PASTEL CHERRY 8.5X11
BMOC		9453	PERFORMANCE OFFICE PAPERS INC	12/3/2025 0:00	\$169.20	107980	E	01	005	000	C107-370-81 PASTEL GREEN 8.5X11
BMOC		9453	PERFORMANCE OFFICE PAPERS INC	12/3/2025 0:00	\$56.40	107980	E	01	005	000	C110-374-81 PASTEL SALMON 8.5X11
BMOC		9453	PERFORMANCE OFFICE PAPERS INC	12/3/2025 0:00	\$0.00	107980	E	01	005	000	DELIVER AFTER JULY 1 2025
BMOC		9453	PERFORMANCE OFFICE PAPERS INC	12/3/2025 0:00	\$0.00	107980	E	01	005	000	LIFTGATE TO GROUND IS NEEDED
BMOC		9455	BRISK TEACHING	12/3/2025 0:00	\$4.99	107979	E	01	050	740	BRISK EDUCATOR PRO PLAN 10.9-11.9.25
BMOC		9455	BRISK TEACHING	12/3/2025 0:00	\$5.00	107979	E	01	050	740	BRISK EDUCATOR PRO PLAN 10.9-11.9.25

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		9531	KELVIN EDUCATIONAL	12/3/2025 0:00	\$390.00	107957	E	01	060	000	KELVIN CO2 DRAGSTER BULK
BMOC		9531	KELVIN EDUCATIONAL	12/3/2025 0:00	\$39.00	107957	E	01	060	000	SHIPPING
BMOC		9550	TRUDOOR LLC	12/3/2025 0:00	\$589.62	107967	E	01	005	342	ALARMED RIM EXIT DEVICE
BMOC		9550	TRUDOOR LLC	12/3/2025 0:00	\$36.00	107969	E	01	005	342	KEY THE SAME FEE
BMOC		9555	TABWRITE LLC	12/3/2025 0:00	\$60.00	108021	E	01	050	000	REVISION HISTORY PLUS - TEACHER LICENSES
BMOC		9555	TABWRITE LLC	12/3/2025 0:00	\$90.00	108021	E	01	050	000	REVISION HISTORY PLUS - TEACHER LICENSES
BMOC		9555	TABWRITE LLC	12/3/2025 0:00	\$30.00	108021	E	01	060	000	REVISION HISTORY PLUS - TEACHER LICENSES
BMOC		9555	TABWRITE LLC	12/3/2025 0:00	\$60.00	108021	E	01	060	000	REVISION HISTORY PLUS - TEACHER LICENSES
BMOC		9555	TABWRITE LLC	12/3/2025 0:00	\$30.00	108021	E	01	050	000	REVISION HISTORY PLUS - TEACHER LICENSES
BMOC		9561	AMERICAN HEART ASSOCIATION SHOP CPR	12/3/2025 0:00	\$170.55	108027	E	01	050	628	BLS INSTRUCTOR PACKAGE
BMOC		9561	AMERICAN HEART ASSOCIATION SHOP CPR	12/3/2025 0:00	\$393.00	108027	E	01	050	628	BLS PROVIDER MANUAL
BMOC		9561	AMERICAN HEART ASSOCIATION SHOP CPR	12/3/2025 0:00	\$90.00	108027	E	01	050	628	HEARTSAVER STUDENT SET
BMOC		9561	AMERICAN HEART ASSOCIATION SHOP CPR	12/3/2025 0:00	\$291.00	108027	E	01	050	628	HEARTSAVER INSTRUCTOR
BMOC		9561	AMERICAN HEART ASSOCIATION SHOP CPR	12/3/2025 0:00	\$13.37	108027	E	01	050	628	SHIPPING
BMOC		9565	HARWIL CORPORATION	12/3/2025 0:00	\$233.80	107945	E	01	005	380	Q-12CR-C2
BMOC		9565	HARWIL CORPORATION	12/3/2025 0:00	\$17.76	107945	E	01	005	380	SHIPPING
BMOC		9566	SAWAGAIN	12/3/2025 0:00	\$45.00	107949	R	01	050	000	CYLINDER PISTON AND RING ASSEMBLY
BMOC		9566	SAWAGAIN	12/3/2025 0:00	\$11.95	107949	R	01	050	000	SHIPPING
BMOC		9567	THE FIRE ALARM SUPPLIER	12/3/2025 0:00	\$627.90	107956	E	01	005	363	NOTIFIER FSP-851
BMOC		9568	ART EDUCATORS	12/3/2025 0:00	\$139.23	107964	E	01	005	307	E. ROBERTS REGISTRATION
BMOC		9569	1000 BULBS.COM	12/3/2025 0:00	\$51.71	107999	E	01	005	000	7452 LUMENS 54 WATT CORN BULB
BMOC		9569	1000 BULBS.COM	12/3/2025 0:00	\$8.27	107999	E	01	005	000	SHIPPING
				TOTAL:	\$34,751.96						

**WINDOM AREA SCHOOLS, ISD 177
WINDOM, MN
TREASURER'S REPORT TO SCHOOL BOARD**

Date of report December 3, 2025

For the Month Ending November 30, 2025

FUNDS	Cash Balance Beginning of Month	Receipts	Interest	Payroll	Disbursements/ Expenses	Cash Balance End of Month	Adjustments	Cash Balance End of Month
General Fund (01)	9,028,824.89	1,274,212.22	35,821.79	1,068,345.57	678,469.50	8,592,043.83		8,592,043.83
Food Service Fund (02)	85,511.54	17,032.84		45,947.51	70,367.54	(13,770.67)		(13,770.67)
Community Service Fund (04)	340,611.00	39,459.14		30,382.90	12,722.69	336,964.55		336,964.55
Sub-Total Funds 01/02/04	9,454,947.43	1,330,704.20	35,821.79	1,144,675.98	761,559.73	8,915,237.71	0.00	8,915,237.71
Debt Service Fund (07)	1,507,872.99	417,416.28				1,925,289.27		1,925,289.27
Scholarship Fund (18)	17,671.82					17,671.82		17,671.82
Activity Account (21)	309,266.10	54,499.87	824.74		19,538.49	345,052.22		345,052.22
Sub-Total Funds 07/08/21	1,834,810.91	471,916.15	0.00	0.00	19,538.49	2,288,013.31	0.00	2,288,013.31
TOTALS	\$ 11,289,758.34	\$ 1,802,620.35	\$ 35,821.79	\$ 1,144,675.98	\$ 781,098.22	\$ 11,203,251.02	\$ -	\$ 11,203,251.02

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK(S)

Description	Current Rate Of Interest (info. only)	Balance Per Bank Statement	Outstanding Checks & Wires	Deposits Not Bank Statement	Other Reconciling Items	Balance Per Treasurer's Books
BANK MIDWEST-GENERAL	1.30%	419,056.06	53,480.88	161.00	-17,603.27	348,132.91
CASH ON HAND, misc		1,475.00				1,475.00
CASH ON HAND, food service		260.00				260.00
MSDLAF+ LIQUID	3.84%	17,001.69				17,001.69
MSDLAF+ MAX	3.92%	5,991,329.20				5,991,329.20
MSDLAF+ TERM	3.83% - 4.15%	4,500,000.00				4,500,000.00
BANK MIDWEST-ACTIVITY ACCOUNT	3.04%	356,629.22	11,577.00			345,052.22
Treasurer's Bal. Per Books		\$ 11,285,751.17	\$ 65,057.88	\$ 161.00	\$ (17,603.27)	\$ 11,203,251.02

Other Reconciling Items - ICS Sweep Adjustment, Vision Insurance Adjustment

Food Service Fund - Received October Meals payment on 12/3/2025 in the amount of \$129,793.42



2025-2026 ACTIVITY ASSIGNMENTS

Fall Athletics:

Cross Country

Head Coach
Assistant Coach
Assistant Coach

Melissa Pletcher
Kylie Nielsen
Les Knutson

Football

Head Coach
Assistant Coach
Assistant Coach
Volunteer Assistant Varsity
9th Grade Coach
9th Grade Coach
7th/8th Grade Coach
7th/8th Grade Coach
7th/8th Grade Coach

Wyatt Minion
Zach Steen
Devin Homer
Ryan Zamzow
Mason Anderson
Tyler Morgan
TBD
Jake Tauer
Dylan Colbert

Volleyball

Head Coach
B Squad Coach
C Squad Coach
8th Grade Coach
7th Grade Coach
Volunteer Coach
Volunteer Coach

Crystal Fast
Leah Lovell
Samantha Flatgard
Rebecca Hacker
Paige Pigman
Makenzie Hall
Dane Nielsen

Fall Cheerleading

Advisor
Volunteer

Alyssa Schroeder
Rachel Minion

Winter Athletics:

Boys Basketball

Head Coach
Volunteer Assistant Varsity
Volunteer Assistant Varsity
Volunteer Assistant Varsity
B Squad Coach
C Squad Coach
8th Grade Coach
7th Grade Coach

Kobe Lovell
Juhl Erickson
Luke Gilbertson
Dane Nielsen
Jake Tauer
Dylan Colbert
Dennis Johnson
Jacob Olson

Girls Basketball

Head Coach
Volunteer Assistant Varsity
B Squad Coach
C Squad Coach
8th Grade Coach
7th Grade Coach

Jacob Johnson
Lance Jackson
Halle Jackson
Autumn Hauge
Lindsey Power
Leah Hauge

Gymnastics

Head Coach
Assistant Coach

Mareah Roman Parada
Courtney Haglund

Boys Hockey

Head Coach
Assistant Coach
Assistant Coach
Volunteer Assistant
Volunteer Assistant
Volunteer Assistant

Travis Janssen
Kyle Espenson
Wyatt Schumacher
Justin Espenson
Jason Espenson
Todd Janssen

Girls Hockey	Head Coach Assistant Coach Volunteer Assistant Volunteer Assistant	Emilee Anderson Ryan Evers Jerome Robillard Annie Tippin
Wrestling	Head Coach Asst. Coach JH Coach CO-JH Coach CO-JH Coach Volunteer Assistant Volunteer Assistant	Nick Kulseth Joe Fischenich Branden Schultz Dave Fischenich Kevin Walzak Blake Spinks Zach Spinks
Winter Cheerleading	Advisor	Alyssa Schroeder
<u>Spring Athletics:</u>		
Baseball	Head Coach Assistant Coach B Squad Coach 8 th Grade Coach 7 th Grade Coach Volunteer Assistant Volunteer Assistant Volunteer Assistant	Alex Fink Mike Jackson Kobe Lovell Jacob Olson Jake Tauer Collin Lovell Joel Riordan Travis Janssen
Softball	Head Coach Assistant Coach B Squad Coach 8 th Grade Coach 7 th Grade Coach	Jessica Smith Jeff Huska Eric Hanson Kelly Homer Brianna Mischke
Track and Field	Head Coach Assistant Coach Assistant Coach JH Coach JH Coach	Craig Taylor Erin Elder Les Knutson Amanda Smith Melissa Pletcher
Golf	Head Coach Volunteer Assistant	Paige Pigman Glenn Lund
Clay Target League	Volunteer Coach Volunteer Assistant	TBD Jerome Robillard
<u>Other Activities:</u>		
Band for Athletic Events	Director	Jamie Pohlmann
Senior High Band	Advisor	Jamie Pohlmann
Stage Band	Director	Jamie Pohlmann
Pop Group	Advisor	Rachel Axford
Senior High Vocal	Advisor	Rachel Axford
Knowledge Bowl	Head Coach	TBD
JH Knowledge Bowl	Head Coach	Charlotte Suess

	Assistant Coach	Britney Schwing
Video Board Electronic & Event Technician	Advisor	Jacob Johnson
National Honor Society	Co-Advisor Co-Advisor	Jennifer Eberhard Sonja Piotter
Prom	Advisor	Jennifer Quick
FFA	Advisor Assistant Volunteer Assistant	Betsy Harwood Jace Harwood Jaclyn Engen
Robotics	Advisor JH Advisor	Susan Buss David Hutar
Strength & Conditioning	Fall Coach Winter Coach Spring Coach	TBD Erin Elder TBD
Speech	Head Coach Assistant Coach JH Coach	Elsa Mendoza Irene Swanson Erin Sebring
Fall Musical	Director Vocal Assistant Set/Technical Assistant Director	Emily Riordan Rachel Axford Sarah Theesfeld
Winter Play	Director Instrumental Assistant Director Assistant Director	Emily Riordan Rachel Axford Sarah Theesfeld
Middle School Play	Co-Director Co-Director	Dana Wallace Jackie Jurgens
High School Student Council	Co-Advisors Co-Advisors	Emily Riordan James Burton
Middle School Student Council	Advisor	Sydney Mortenson
High School Yearbook	Advisor	Patricia Jack
Middle School Yearbook	Advisor	Jamie Pohlmann
Elementary Yearbook	Advisor	Sam Melkert
Literacy Coach	Windom Elementary	Sam Melkert
ECFE Coordinator		Angela Geesman



NOV 14 2025

Jana Raverty <jraverty@isd177.com>

Resignation of employment

1 message

Haleasha Flaherty <haleashaflaherty2019@gmail.com>

Thu, Nov 13, 2025 at 9:36 PM

To: "jraverty@isd177.com" <jraverty@isd177.com>

Hello,

Thank you for the opportunity to be a part of your Windom Eagles team.

Unfortunately it was not the right fit for me. I assumed a cafeteria helper position would consist more of helping with all of the duties and not just washing dishes.

It didn't help matters that I became sick and was not able to make it in due to illness. I also felt that I was a bit too slow for this position. I have not had any experience of washing dishes in mass quantities before. The cafeteria team was very welcoming and a wonderful bunch of people.

I greatly appreciate the opportunity but at this time it will not be a suitable fit for me. I will return the key card to the office as soon as I am fever free.

Kindest Regards,
Haleasha Flaherty

11/13/25

NOV 24 2025

Dulcee Gilmore

dulcee.gilmore@gmail.com

(507)236-7032

11-22-2025

Corey Barfknecht

Windom Area Elementary

Windom, MN

Hello Corey,

I am writing to announce my official resignation from Windom Area Elementary, effective from the end of business on December 5, 2025. This was not an easy decision, as I have truly valued my time supporting students, collaborating with staff, and contributing to the school community.

I am grateful for the opportunities I have had to learn, grow, and make a positive impact in the classroom. Working with the students at Windom Area Elementary has been a meaningful and rewarding experience, and I appreciate the support and guidance I have received from you and the entire team. It was a tough decision to leave, but I feel it is the right decision for my career.

I would like to thank everyone who has been a part of my journey once again for all the opportunities during my employment. I wish the school continued success and hope our paths cross again in the future.

Thanks,

Dulcee Gilmore



NOV 24 2025

Marcie Blouin <mblouin@isd177.com>

Hour Reduction

1 message

Rachel Hernandez-Sanchez <rhernandezsanchez@isd177.com>

Mon, Nov 24, 2025 at 2:30 PM

To: Corey Barfknecht <cbarfknecht@isd177.com>, Jana Raverty <jraverty@isd177.com>, Marcie Blouin <mblouin@isd177.com>

Hello-

I would like to end my morning van riding duties. I am formally requesting to reduce my hours from 7 to 6.5 hours, which would mean a .5 hour reduction starting on my return date of 01/05/25.

Sincerely,
Rachel Hernandez Sanchez

Windom School District 177 Online Application

Van Horsen, Christina - AppNo: 2492

Date Submitted: 10/24/2025

Personal Data

Name: Christina S Van Horsen
 (First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (First) (Middle Initial) (Last)

Email Address: [REDACTED]

Postal Address

Permanent Address

Number & Street: [REDACTED]
 Apt. Number: [REDACTED]
 City: [REDACTED]
 State/Province: [REDACTED]
 Zip/Postal Code: [REDACTED]
 Country: [REDACTED]
 Daytime Phone: [REDACTED]
 Home/Cell Phone: [REDACTED]

Present Address (until N/A)

Number & Street: [REDACTED]
 Apt. Number: [REDACTED]
 City: [REDACTED]
 State/Province: [REDACTED]
 Zip/Postal Code: [REDACTED]
 Country: [REDACTED]
 Phone Number: [REDACTED]

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 1972 Support Staff: 6.5 Special Education Paraprofessional at Windom Area Elementary	10/24/2025	2 years
JobID: 1975 Support Staff: 7.0 Special Education Paraprofessional at Windom Area Elementary	10/24/2025	2 years

Position Desired:	Experience in Similar Positions
Support Staff 1. Special Education Paraprofessional	-

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Kids-R-It Teacher/Nutrition Specialist		1118 Johnson Ave Worthington, MN 56187 5073727999		Darcy Spires 5073727999 kidsritinc@iw.net	
Date From - Date To:	04/2025 - 10/2025	Full or Part Time:	Full		
Reason for Leaving:	Still Employed, wanting to be closer to home				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Help implement activities outlined in class curriculum for up to 40 students. Plan and lead daily educational activities. Maintain a clean and safe learning environment. Encourage the development of new soft and hard skills by exposing children to new materials and media. Creating developmentally appropriate activities for children between the ages of 6 weeks to 5 years old. Provide appropriately nutritious meals for up to 100 students per day while following state and local guidelines and programs. Completed paperwork and relevant training for certification. Completed observations on students. Build positive relationships between myself and the children and their parents.				

MITCHELL HAKEN

Technology Specialist

EMPLOYMENT HISTORY

❖ **Sales, Runnings** Jun 2019 — Dec 2019
Windom

Worked on the floor at Runnings. I assisted customers with questions on products and other things.

❖ **Sales, ACE Hardware** Jun 2023 — Sep 2025
Windom

Worked on the floor at ACE Hardware. I assisted customers with questions on products and other things also helped a small amount with fixing Computers.

❖ **Paraprofessional, SWWC Windom ELC** Sep 2025
Windom

I assist special needs students at the ELC in Windom.

EDUCATION

❖ **Minnesota West Community & Technical College** Aug 2022 — May 2025
Information Security and Assurance, AAS Worthington

SKILLS

Ability to work on Computers Reliable

Problem Solving

Windom School District 177 Online Application

Flowers, Trisha - AppNo: 1217

Date Submitted: 11/17/2025

Internal Candidate

Personal Data

Name: Trisha L Flowers
(First) (Middle Initial) (Last)

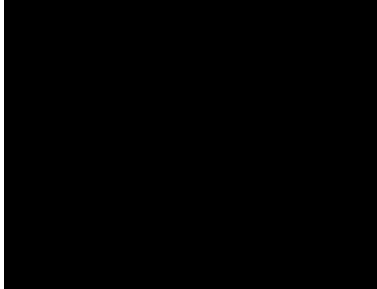
Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: [REDACTED]
Email Address: [REDACTED]

Postal Address

Permanent Address

Number & Street:
 Apt. Number:
 City:
 State/Province:
 Zip/Postal Code:
 Country:
 Daytime Phone:
 Home/Cell Phone:



Present Address

Number & Street:
 Apt. Number:
 City:
 State/Province:
 Zip/Postal Code:
 Country:
 Phone Number:

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 1982 Food Service: 3.0 Hour/Day Caf Helper at Middle/High School	11/17/2025	years

Position Desired:	Experience in Similar Positions
Food Service 1. Cafeteria Helper	1 years
Maintenance/Custodial 1. Custodian	-
Substitute 1. Substitute Food Service	-

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position	Employer Contact Information	Supervisor/Reference Contact Information	
Coldspring-Oakhurst custodian	13605 TX-156 coldspring, tx 77331 9366531166	clement	9366531166
Date From - Date To:	01/2023 -	Full or Part Time:	Full
Reason for Leaving:	moved out of state		
May we contact this employer?	Yes		
Responsibilities/Accomplishments at this Position	vacuuming floors collecting trash caring for equipment clean entrance glass		

WINDOM

AREA ELEMENTARY SCHOOL

December 8, 2025

What has happened:

- PBIS Eagle Pride Award-School Wide Bingo November 26.
- ECFE Holiday Open House Dec 3. We had 123 people attend (50 Birth-Kindergarten entry, 17 school aged siblings, 56 parents/grandparents). ECFE Serves children Birth to age 5.



What is coming:

- Kastle Kingdom Design Day- Dec 10 -Representatives from Leathers will come to our schools and visit with classes for about 15 minutes to get ideas.

- Winter Concert December 16 -Grades K/1 at 6-7PM, and grades 2/3 at 7-8PM
- Winter Break December 22-Jan 2
- Kiwanis Terrific Kid in January

Other News:

Thank you to our amazing elementary Intervention team. They are an amazing asset in helping to fill the gaps in learning so students can achieve at the highest levels. They arrange the data to help us tier and steer, and they are always willing to find a way to help.

[This data](#) shows students who are receiving services through our intervention team. Each line represents a student (Names removed), green means they passed the level. On the last tab, there is a key on the right explaining the colors.

Thank you for supporting PreK and Elementary education!

Windom Area Middle School Board Report 2025-2026



December 8, 2025

Windom Middle School – November Board Report

As we wrap up the calendar year, we are proud of the momentum and positive culture at Windom Area Middle School. Our staff has been working extremely hard to support students academically, socially, and emotionally as we head into the winter months.

This month, our 5–8 PLC teams are reviewing STAR data, CAPTI data, and making adjustments to instruction that best meet the needs of our students. We are also preparing to **pilot Lexia PowerUp** in our reading intervention program to support students performing below grade level. This will be a valuable tool for both students and teachers as we strengthen our Tier II and III supports. We currently don't have a curriculum for intervention. Our intervention teachers pull from various resources.

Classrooms continue to highlight strong instructional practices, relationship-building, and meaningful engagement. We are having some Holiday fun, though with Holiday Dress Days for students and staff throughout December.

Our **last day before Holiday Break is December 19**, and we are working to end the quarter strong in January. We do have a holiday celebration planned for the afternoon of the 19th.

As always, thank you for your continued support.



12/8/2025

From the Desk of High School Principal Bryan Joyce

Vision: All students graduate with the knowledge and skills needed to be productive and engaged citizens

Purpose: All students learn the academic standards and we provide as much time and support as needed to help each student learn

- Please enjoy the December Eagle Eye:
 - In English: <https://secure.smore.com/n/v1k7u>
 - In Spanish: <https://secure.smore.com/n/3wftn>
- Caps & gowns update
- Scheduling update
- 2nd quarter holiday reward time Dec. 19 - in the afternoon, 12:35 schedule that day
- We are at the 2nd quarter mid-quarter point
- Performing arts at our school - I want to take a moment to acknowledge Rachel, Jamie, Irene, Emily, Sarah and all who help & support students through our performing arts programs



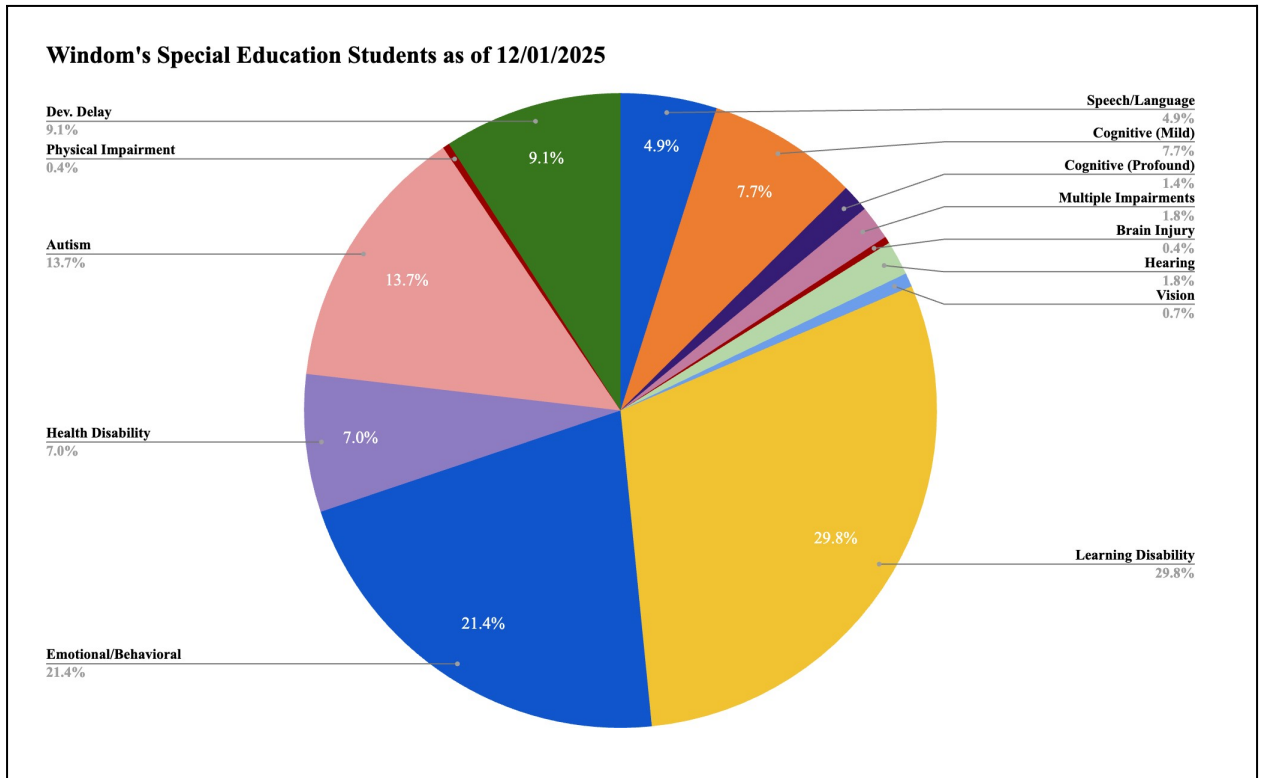
-
- Veteran's Day, Fall Band Showcase, Sounds of the Season, Fall Musical, Winter Musical, prepping for Disney, etc...



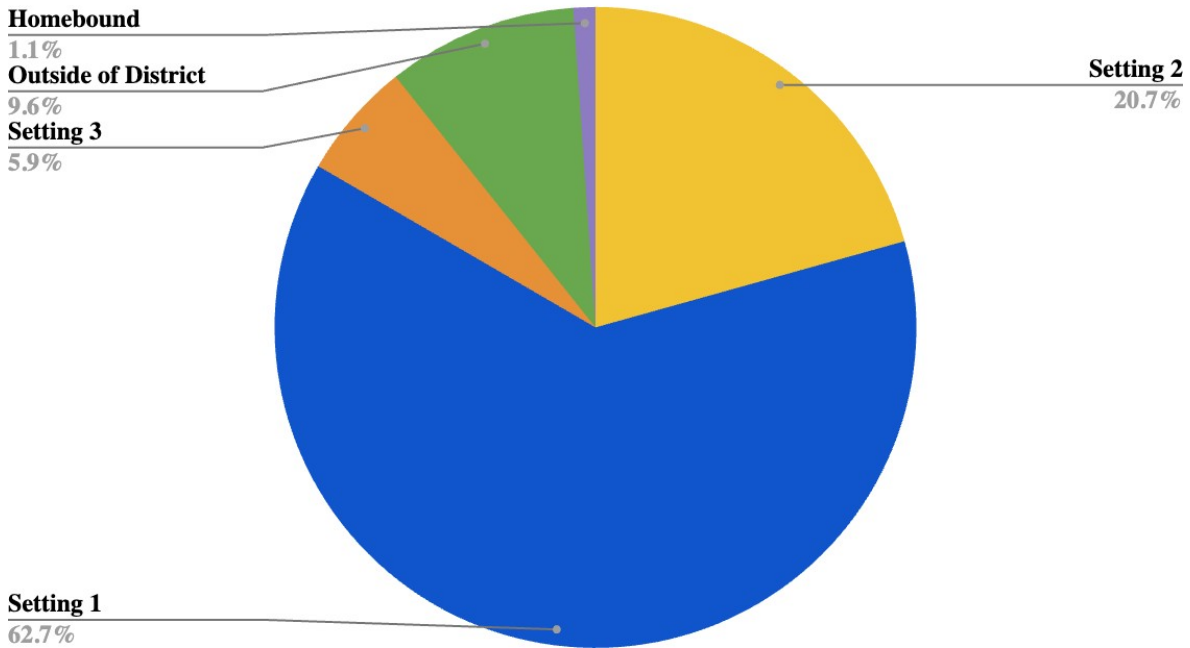
Windom Area School District
Special Education Board Report
12/08/2025

What's Happened:

- December 1st is a big day in the special education record-keeping world, as this is the date that is used each calendar year to get a snapshot of how many students are being provided with services and what level of support they are needing, which is used to determine a large chunk of the state and federal special education funding districts receive for the coming school year. MDE won't pull our official December 1st Childcount report until January, but we have put a lot of time and effort over the past month into making sure that everything is up to scratch and that the district isn't missing out on any dollars that can help offset the cost of the services we provide. Here's a quick look at our numbers as of 12/01/2025:



Instructional Settings of Windom's Students Receiving Special Education Services



Setting 1: $\leq 20\%$ of day away from general education peers
Setting 2: 21 - 60% of day away from general education peers
Setting 3: $\geq 61\%$ of day away from general education peers
Outside of District: Services provided in ELC or Residential/Day Treatment Setting
Homebound: Services provided at home due to medical needs.

Looking Ahead:

- As we continue to work through our staff shortages on the paraprofessional front, we are looking at ways that we approach things from a systems level to make sure that we're both supporting students effectively and maximizing our effective use of staff time. Paras at our elementary school have completed surveys about what the students they work with are needing their support for and where they're showing more independence so we can begin to scale back on the amount of additional adult support we're providing, and I'm working on developing a training plan for our paras and teachers focused on strategies and skills they can teach students to help increase their independence during the school day. My hope is that this will benefit our students in the long-term by beginning to build this capacity and self-efficacy early on, as well as eventually relieve some of the pressure on our system that comes from having staffing needs we

struggle to meet. We plan to begin incorporating these trainings into monthly para and teacher staff meetings at the elementary, and if everything goes according to plan will expand this to other buildings in the future.

Respectfully submitted,

Amanda Wilson
Special Education Administrator & Nationally Certified School Psychologist
Windom Area Schools



School Board Report

By Superintendent Jamie Frank
December 8, 2025

Enrollment

The December 1 enrollment count shows a total of 1126 K-12 students. This is 10 students less than the November 1 count. The enrollment spreadsheet is attached.

Referendum Update

The brochure will be arriving in mailboxes next week. If you hear of someone who didn't receive a brochure, please have them contact the office because we will have extras. Social Media posts, notes to parents and staff, and a press release for the radio and paper have all been completed.

Vision Committee

The vision committee has met three times with First Children's Finance. We've learn about the dire need for childcare in our area, brainstormed several solutions, and will narrow in on goals soon.

We also had a couple of big wins. Taylor Family Farms Foundation awarded the district with a \$25,000 matching grant to be used for renovations and they also awarded the EDA with a \$20,000 matching grant to be used to support in-home providers and centers with costs associated with new regulations or equipment. We will continue to seek funding through a variety of sources and keep moving forward with First Children's Finance to build a sustainable plan.

Holiday Parade on December 11

The Chamber is sponsoring a Parade of Lights on Thursday, December 11. I plan to take the Suburban through to show support from the district. If any of you would like to join me, please let me know.

Windom Area School District #177 -- Enrollment Checks--2024-2025

Grade	Soft Projections <u>6/10</u>	Students Served <u>9/12</u>	<u>10/1</u>	<u>11/1</u>	<u>12/1</u>	<u>1/1</u>	<u>2/1</u>	<u>3/1</u>	<u>4/1</u>	<u>5/1</u>	Last Day	<u>Sum Total</u>	<u>Daily Average</u>
EC -3s	40	42	42	42	42								
EC-4s	60	60	60	60	60								
K	69	74	75	79	76							304	76.00
1	94	92	93	93	92							370	92.50
2	69	70	70	70	68							278	69.50
3	81	85	85	87	87							344	86.00
4	102	103	102	101	99							405	101.25
5	98	95	95	94	95							379	94.75
6	97	97	97	97	98							389	97.25
7	75	78	79	81	80							318	79.50
8	94	94	94	97	97							382	95.50
9	100	107	107	105	104							423	105.75
10	79	79	79	81	82							321	80.25
11	76	75	76	76	74							301	75.25
12	77	78	77	75	74							304	76.00
Subtotal -- K-12	1111	1127	1129	1136	1126	0	0	0	0	0	0	4518	1129.50
Total EC-12	1211	1234	1231	1238	1228	0	0	0	0	0	0		

Total K-12 Students

Same Date in:

2025-2026		1127	1129	1136	1126	0	0	0	0	0	0	
2024-2025		1140	1133	1137	1134	1134	1135	1126	1129	1129	1129	
2023-2024		1152	1148	1152	1155	1156	1141	1136	1142	1148	1145	
2022-2023		1170	1158	1165	1164	1173	1165	1156	1157	1159	1155	
2021-2022		1164	1156	1149	1142	1139	1129	1124	1122	1115	1119	
2020-2021	Inperson & DL	1098	1102	1094	1107	1112	1124	1115	1113	1123	1131	
2019-2020		1084	1088	1089	1094	1084	1075	1075	1075	1077	1076	
2018-2019		1047	1047	1050	1046	1048	1049	1047	1045	1047	1047	
2017-2018		1054	1049	1053	1044	1043	1042	1038	1041	1039	1037	
2016-2017		1033	1037	1042	1044	1046	1044	1042	1049	1041	1039	

Windom Area School District #177 -- Enrollment Checks--2024-2025

Soft
Projections
6/10

Students
Served
9/12

10/1

11/1

12/1

1/1

2/1

3/1

4/1

5/1

Last Day

Sum
Total

Daily
Average



|

0
1158
1156
1102
1088
1047
1049

1037

CONTRACT

ESTABLISHING THE TERMS AND
CONDITIONS OF EMPLOYMENT

By and between

WINDOM
INDEPENDENT SCHOOL DISTRICT #177

and

WINDOM ADMINISTRATORS ASSOCIATION

Effective July 1, 2025 – June 30, 2027
FY2026 and FY2027

TABLE OF CONTENTS

	Page
Article I Purpose	3
Article II Recognition	3
Article III Definitions	3
Article IV School District Rights	4
Article V Administrator Rights	5
Article VI Compensations	5
Article VII Insurance and Fringe Benefits	6
Article VIII Leaves of Absence	9
Article IX Professional Growth	12
Article X Grievance Procedure	13
Article XI Deferred Provision	16
Article XII Unrequested Leave of Absence and Seniority Policy	17
Article XIII Public Obligation	19
Article XIV Duration	20
Article XV Federal or State Legislative/Rule Change and Effect to Contract	20

ARTICLE I
PURPOSE

This administrative contract is entered into on this 8th Day of December, 2025 by the Board of Education of School District #177 of Windom, Minnesota, hereafter referred to as “The Board”; and the Windom Administrator’s Association, hereafter referred to as “The Association”, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A. to provide the terms and conditions of employment for administrators during the duration of the Agreement.

ARTICLE II
RECOGNITION

The Employer hereby recognizes the Association as the exclusive representative for the purpose of negotiation terms and conditions of employment for all employees in the following appropriate unit. All Administrators and Assistant Administrators employed in Independent School District #177, Windom, Minnesota, who are required to be and are certified as administrators or assistant administrators by the State Board of Education as a prerequisite to performing their respective assigned duties are included in this unit. The employer agrees that it will not meet and negotiate or meet and confer with any other organization with respect to employees included in the appropriate unit, as long as the Association continues to be the duly authorized exclusive representative.

ARTICLE III
DEFINITIONS

Section 1. Terms and Conditions of Employment: The term “terms and conditions of employment” shall mean the hours of employment, the compensation therefore including fringe benefits except retirement contributions or benefits other than employer payment of, or contributions to, premiums for group insurance coverage for retired employees or severance pay, and the employer’s personnel policies affecting the working conditions of the employees. In the case of professional employees the term does not mean educational policies of a school district. “Terms and conditions of employment” is subject to the provisions of P.E.L.R.A.

Section 2. Administrator: The term “administrator” shall mean all persons in the appropriate unit employed by the school board in a position for which the person must be licensed by the State of Minnesota as a administrator or assistant administrator and who devotes 50% or more of their time to such administrative and supervisory duties, excluding the following: superintendent, assistant superintendent, confidential employees, supervisor employees, essential employees, part-time employees whose services do not exceed the lesser of 14 hours per week or 35% of the normal work week in the employees’ bargaining unit, employees who hold positions of a temporary or seasonal character for a period not in excess of 67 working days in any calendar year, emergency employees and all other employees.

Section 3. School District: For purposes of administering this Agreement, the term “school district” shall mean the school board or its designated representative.

Section 4. Administrator or Employee: Reference to “administrator” in this Agreement shall mean administrators and assistant administrators except in those cases where there is a clear distinction between the two positions. Reference to “employee” in this Agreement shall mean a member of the appropriate unit.

Section 5. Other Terms: Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

ARTICLE IV SCHOOL DISTRICT RIGHTS

Section 1. Inherent Managerial Policy: The exclusive representative recognizes that the school district is not required to meet and negotiate on matter on inherent managerial policy, which include, but are not limited to, such areas of discretion or policy of the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel.

Section 2. Management Responsibilities: The exclusive representative recognizes the right and obligation of the school board to efficiently manage and conduct the operation of the school district within its legal limitations and with its primary obligation to provide educational opportunity for the students of the school district.

Section 3. Effect of Laws, Rules and Regulations: The exclusive representative recognizes that all employees covered by this agreement shall perform administrative services by the school board and shall be governed by the laws of the State of Minnesota, and by school board rules, regulations, directives, and orders, issued by properly designated officials of the school district. The exclusive representative also recognizes the right, obligation and duty of the school board and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the school board insofar as such rules, regulations, directives, and orders are not inconsistent with the terms of this Agreement. The exclusive representative also recognizes that the school board, all employees covered by this Agreement, and all provisions of this agreement are subject to the laws of the State of Minnesota, Federal laws, rules and regulations of the State Board of Education, and valid rules, regulations and order of State and Federal governmental agencies. Any provisions of this Agreement found to be in violation of such laws, rules, regulations, directives, or orders shall be null and void and without force and effect.

Section 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management right and management functions not expressly delegated to this Agreement are reserved to the school district.

ARTICLE V
ADMINISTRATORS RIGHTS

Section 1. Right to Views: Pursuant to P.E.L.R.A., nothing contained in this Agreement shall be construed to limit, impair or affect the right of any administrator or representative to the expressions or communication of a view, grievance, complaint, or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designated to and does not interfere with the full faithful and proper performance of the duties of employment or circumvent the right of their exclusive representative.

Section 2. Right to Join: Pursuant to P.E.L.R.A., employees shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations. Employees in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such employees.

Section 3. Request for Dues Check Off: To comply with P.E.L.R.A.

Section 4. Personnel Files: Pursuant to M.S. 125.12, subd. 14, as amended, all evaluations and files generated relating to each administrator shall be available during regular school business hours to each individual employee upon written request. The administrator shall have the right to reproduce any of the contents of the files at the employee's expense and to submit for inclusion in the file written information in response to any material contained therein. However, the school district may destroy such files or portions thereof as provided by law.

Section 5. Right to return to classroom teaching is available only if an open position is available within licensure and the request is made prior to April 1st. The administrator holds no bumping rights over any current employees for teaching positions.

ARTICLE VI
COMPENSATION and CONTRACT LENGTH

Section 1. The salary for the administrators shall be as dictated by the Notice of Assignment at the end of this contract. Below are the percent increases by year:

2025-2026	3.00%
2026-2027	2.57%

Section 2. Each administrator's contract will be considered to be 225 days with a two-year probationary period. Each assistant administrator's contract will be considered to be 220 days with a two-year probationary period.

Section 3. Additional Compensation will be paid if assigned the following duties. Duties may be shared by administrators and/or assistant administrators.

Subd. 1 District Assessment Coordinator Stipend of \$15,000 if assigned to an administrator as a duty.

Subd. 2 Director of Teaching and Learning shall be compensated \$10,000 and responsible for:

Frontline Platform Management

Prepare Observation Cycle Document

Educlimber Platform Management

Professional Development Day planning and execution (including Fall In-Service, New Teacher Workshop & Boot Camp as well as the Nov, Jan, and March days)

Reports for MDE- CACR, Literacy Plan, ADSIS, VPK

Regional DTL Meetings

Mentor Program Oversight

DAC Oversight

QComp Exec Team Member & QComp "Go-To" administrator

New Hire Welcome Letters & find mentors

Curriculum (ordering consumables, working with reps to answer questions, adoption process)

Assessment (review of platforms that best fit our needs, working with reps/trainers, planning smooth implementation) This includes Star, and Capti, Fastbridge

AVID Implementation Oversight

Data Report for staff and school board & annual data digs with leaders

ADSI Application, Implementation, and report to MDE

VPK Application and report to MDE

Stipend to be divided annually at an agreed upon amount by administrator group and communicated to the business manager by June 1 of each year.

Subd. 3. Ten (10) days from the elementary administrator will be for the Title Programs Coordinator position for the district. This position provides leadership and coordination of supplemental programming for all state and federal programs. A stipend of \$1,200 will be paid to either the elementary administrator or elementary assistant administrator to complete the Title grant applications during the summer non-contract days.

ARTICLE VII
INSURANCE AND FRINGE BENEFITS

Section 1. Hospitalization and Medical Insurance; The school district shall contribute for fully family or single coverage (individual administrator's decision) to the Hospital and Medical insurance premium based on the lowest deductible plan. VEBA or HSA contribution will be set at \$6,750 for family or \$3,000 for single above the premium. Administrators may choose a less expensive plan and designate the difference to their VEBA or HSA within contribution limits listed above. Administrators hired by the district shall receive the single coverage or the family coverage stated above

Subd. 1. Any recommendations from the School District's Insurance Committee regarding health insurance plan changes (change in aggregate value) does not need full union approval, just Insurance Committee approval. Insurance Committee voting structure is: Teachers – 3, Paraprofessionals – 2, Custodian/Secretarial/Food Service – 2, Administrators – 1, School Board (represented by Superintendent or Business Manager) – 1.

Section 2. The district will apply the collectively bargained health insurance amount to insurance premium first and the remainder will be funded, on a monthly basis, to an HSA or VEBA/HRA account. All HSA contribution amounts will not exceed the amount as set by the IRS per year for individual or family coverage.

Section 3. Group Health Plans: The School District shall also make available group health insurance plans to its employees and eligible retirees.

With respect to all qualified bargaining unit members, the School District shall contribute up to the dollar amount listed in Section 1 towards the monthly premium costs of these group health plans. If a VEBA/HRA or HSA Plan is chosen by the member, refer to Subd. 1.

Subd. 1 Establishment of VEBA: The School District adopted the Minnesota Service Cooperative VEBA/HRA Plan, HSA Plan and the Employee Benefits Trust Agreement for the benefit of qualifying employees who are members of this Collective Bargaining Agreement. Employer and employees assent to and ratify the appointment of the trustee and plan administrator in place on the adoption date of this agreement. It is intended that this arrangement constitute a voluntary employee's beneficiary association under Section 501 (c)(9) of the Internal Revenue Code.

1. The School District shall provide the following welfare benefit arrangement through the VEBA/HRA and HSA Plan:

The Health Reimbursement and Savings Arrangement for Active Employees.

2. Administrative and investment fees allocable to individual accounts of active employees shall be paid from the account.
3. In the event that two School District bargaining unit employees are either married or a bargaining unit employee marries another school employee the School District who is eligible for School District provided health and hospitalization insurance, the School District shall contribute an amount on the health insurance plan equal to the above contribution for each employee but not to exceed full family health insurance coverage provided in the administrators contract language above if family coverage is selected by the married couple. Employees who are employed less than full time shall be eligible to participate on a prorated basis to the percentage of the time they are employed with the School District.
4. The School District will make a monthly contribution to individual accounts under the Health Reimbursement and Savings Arrangement for Active Employees for qualifying employees who are members of this Collective Bargaining Agreement in accordance with the following schedule:

In the event that two School District bargaining unit employees are either married or a bargaining unit employee marries another school employee of the School District who is eligible for School District provided health and hospitalization insurance, the School District shall contribute an amount into an individual account under the Health Reimbursement Arrangement account in only one (1) of the members name. Employees who are employed less than full time shall be eligible to participate on a prorated basis to the percentage of the time they are employed with the School District.

- A. All contributions on behalf of a VEBA/HRA or HSA Plan participant shall cease on the date the participant is no longer covered under the high deductible health plan/VEBA/HRA or HSA Plan or from separation of employment.

Section 4. Flexible Benefits Plan: The District shall adopt a payroll-system flexible benefits plan from a Flexible Benefits Plan vendor agreed upon by the parties, provided that in all events such vendor shall have substantial experience with School Districts, shall take legal responsibility for the Plan, shall give the employees tax advice with respect to their participation in the plan, shall have comprehensive orientation services for employees including 24-hour per day consultation for employees and opportunity for the employees spouses to have their questions answered about the plan. The School District shall assume all financial costs for the operation of the Flexible Benefit Plan.

The medical flexible benefits plan will be terminated or changed to a limited flexible benefit plan for dental and vision only due to Affordable Care Act (ACA) rules. Dependent flexible benefits plan will still be an option.

Section 5. Statewide Health Plan: Should a statewide health insurance plan become available during the course of this agreement, then both parties agree that bargaining may reopen on the health insurance provision.

Section 6. Life Insurance: The school district shall provide a group term life insurance plan providing \$100,000 of coverage for each administrator, payable to the administrators named beneficiary. Administrators must follow the carrier's qualifications and policies as they relate to accessing the benefit after age 65. The carrier may reduce the value of the term life policy. The School District will not be held responsible for the regulations of the carrier.

Section 7. Long-Term Disability Insurance: The School District shall provide full long-term disability insurance for each administrator meeting the insurance carrier's minimum qualifications. Benefits shall be payable according to the insurance carrier's schedule of benefits.

Section 8. Travel: If the school district does not have district cars available for use, each administrator will be reimbursed at the current IRS rate.

Section 9. Holidays: The following days are to be non-duty days:

Independence Day	Friday after Thanksgiving	New Year's Eve Day	Memorial Day
Labor Day	Christmas Eve Day	New Year's Day	
Thanksgiving Day	Christmas Day	Good Friday	

and any other day so designated by the Board. In the event the Employers designates one of the holidays as a work day for Administration, the Employee shall designate an alternative date as a holiday.

Section 10. An administrator may, if approved by the Superintendent, exchange contracted duty days with non-contracted days.

ARTICLE VIII LEAVES OF ABSENCES

Section 1. Sick and Safe Leave:

- Subd. 1. A full-time administrator shall earn sick leave at the rate of 15 days for each year of service in the employ of the school district. Annual sick leave shall accrue monthly as it is earned on a proportionate basis to the employee's work year.
- Subd. 2. Unused sick leave days may accumulate to a maximum of 150 days of sick leave per employee.

- Subd. 3 Sick leave with pay shall be allowed for: Personal illness, personal surgery, personal medical appointments, personal dental appointments, serious illness in the immediate family including spouse, or designated significant other, child, parent, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, siblings, grandparents, grandchildren, aunts, and uncles. Pursuant to M.S. 181.940, a administrator may use his/her accumulated sick and safe leave and the school board limits use as permissible as all state statutes will be followed.
- Subd. 4. The school district may require a administrator to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of a administrator for sick leave is reserved to the school district. In the event that a medical certificate will be required, the administrator will be so advised.
- Subd. 5. Sick leave allowed shall be deducted from the accrued sick leave days earned by the administrator.
- Subd. 6. Sick leave pay once entered into Absence Management or any electronic system provided by the district prior to the absence shall be approved.

Section 2. Worker’s Compensation: Pursuant to M.S. 176, a administrator injured on the job in the service of the school district and collecting worker’s compensation insurance, may draw sick leave and receive full salary from the school district, the salary to be reduced by an amount equal to the insurance payments and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

Section 3. Bereavement: Up to three days leave shall be allowed, the days to be deducted from sick leave, for death in the full-time administrator’s immediate family. The specific amount of leave allowed is subject to the discretion of the superintendent depending on the circumstances. Immediate family is defined in Article VIII, Section 1, Subd. 3.

Section 4. Personal Leave:

- Subd. 1. A full-time administrator may be granted a leave at the discretion of the school district of no more than three days per year, for situations that arise requiring the administrator’s personal attention which cannot be attended to when school is not in session and which are not covered under other provisions of this Agreement.
- Subd. 2. Requests for personal leave must be made in Absence Management or any electronic system provided by the district at

least three days in advance, whenever possible. The request shall state the reason for the proposed leave. The school district reserves the right to refuse to grant such leave if under the circumstances involved such leave should not be granted. All leaves must have prior approval, but at no time shall more than one administrator be granted personal leave.

Subd. 3. A personal leave day shall not be granted for the day preceding or the day following holidays and the first and last days of the school year.

Subd 4. Up to a maximum of 5 days of personal leave may be accrued.

Section 5. Jury Service: A administrator who serves on jury duty shall be granted the day or days necessary as stipulated by the court to discharge this responsibility without any salary deduction or loss of basic leave allowance. The compensation received for jury duty service shall be remitted to the school district.

Section 6. Military Leave: Military leave shall be granted pursuant to applicable law.

Section 7. Eligibility: Leave benefits provided in this Article shall apply only to full-time administrators.

Section 8. Sabbatical Leave: Upon application, a administrator who has been employed for five (5) years in the Windom School District may be granted a sabbatical leave for one (1) year for the purpose of professional growth. During said sabbatical leave, the administrator shall be considered to be in the employ of Independent School District No. 177 with full pay of the immediate preceding year's contract salary and full fringe benefits. The following provisions will apply for the administrator requesting sabbatical leave:

Subd. 1. The activity that a administrator engages in while on leave must be related to his or her professional responsibilities.

Subd. 2. Application for sabbaticals will be limited to the administrator who has at least five consecutive years of service to the Windom system.

Subd. 3. A administrator granted a sabbatical leave will progress in salary for the time spent on leave and will be reinstated upon his or her return at his or her appropriate seniority level.

Subd. 4. A administrator receiving a sabbatical leave must contract, prior to his or her leave, for two years of service locally upon return.

Subd. 5. The administrator will make application to the board of education chairperson. This application will include a description of the intended activity and expected benefits from it. The chairperson will refer application to the school board for their action.

Subd. 6. During the period of sabbatical leave, the administrator may engage in remunerative employment and may accept grants or fellowships.

Section 9. Minnesota Paid Leave: All state statues will be followed. Refer to employee handbook for more information.

ARTICLE IX PROFESSIONAL GROWTH

Section 1. The administrator is encouraged to upgrade his or her professional skills through attendance at various conferences, graduate level course work, and Bush Fellowships; or directed seminars. The administrator shall be entitled to attend one (1) national convention of his or her choice every three (3) years (or take graduate level course work as specified above)—with approval of the School Board. Travel, meals, lodging, tuition, registration and related fees shall be deemed appropriate expenses of the Board of Education. The cost to the district of any combination of the above shall be limited to \$3,000 over any three (3) year period. If the cost exceeds \$3,000 over any three (3) year period, the administrator may be granted additional funds upon approval of the superintendent. Approval for attendance at either of the mentioned items is subject to approval by the Superintendent of Schools and/or the board of education and not subject to the grievance provisions of this contract.

In addition, administrators may attend one state convention per year. Additional conferences may be approved by the Superintendent.

Section 2. The Board of Education will provide memberships in the appropriate state (1) and national (1) administrative associations for each administrator, including BOSA and MESPA/MASSP/MAESP.

Section 3. The following items are only in effect when both The Board of Education and Education Minnesota – Windom agree to mutually participate in QCOMP or ATTPS. The maximum amount up to \$1200 will be awarded as a stipend at the completion of each qualifying year, should the administrator meet the QCOMP goals.

- 30% (\$360) will be paid for the schools making their school wide goal. Goals are aligned to the teacher QCOMP goals for payment which are created annually and will use the same measurement as the teachers. Payment will be prorated by number of goals as set by QCOMP (example: 2015 Reading; 2016 Reading and Math; 2017 Reading, Math and Science). Grade level alignment for goals may be changed each year.

- The Pre K-4 administrator will be paid up to (\$180) for the K-4 goals and (\$180) for the Preschool goals.
 - The 5 - 8 administrator will be paid up to \$360 for the 5 – 8 school goals.
 - The 9 – 12 administrator will be paid up to \$360 for the 9 – 12 school goals.
- 30% (\$360) will be paid on the percentage of PLC groups completing all their duties as assigned in the QComp plan.
 - 40% (\$480) will be paid on the percentage of teachers participating in PLCs and teacher evaluations and scoring an average of 2.7 or above.

ARTICLE X
GRIEVANCE PROCEDURE

Section 1. Grievance Definition: A ‘grievance’ shall mean an allegation by a administrator resulting in a dispute or disagreement between the administrator and the school district as to the interpretation of terms and conditions in this Agreement.

Section 2. Representative: The administrator, administrator, or school board may be represented during any step of the procedure by any person or agent designated by such part to act in the party’s behalf.

Section 3. Definitions and Interpretations:

- Subd. 1. Extension: Time limits specified in this Agreement may be extended by mutual agreement.
- Subd. 2. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all week days not designated as holidays by state law.
- Subd. 3. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.
- Subd. 4. Filing and Postmark: The filing or service of any notice or document herein shall be timely if it is personally served or if it bears a certified postmark of the United States Postal Service within the time period.

Section 4. Time Limitation and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing to the school district’s designee, setting forth

the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty days after the date of the first event giving rise to the grievance occurred or final ratification of this Agreement. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the administrator; and the superintendent.

Section 5. Adjustment of Grievance: The school district and the administrator shall attempt to adjust all grievances which may arise during the course of employment of any administrator within the school district in the following manner:

Subd. 1. Level I: If the grievance is not resolved through informal discussions, the superintendent shall give a written decision on the grievance to the parties involved within ten days after receipt of the written grievance.

Subd. 2. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the school board, provided such appeal is made in writing within five days after receipt of the decision in Level I. If a grievance is properly appealed to the school board, the school board shall set a time to hear the grievance within twenty days after receipt of the appeal. Within twenty days after the meeting, the school board shall issue its decision in writing to the parties involved. At the option of the school board, a committee or representative(s) of the board may be designated by the board to hear the appeal at this level, and report its findings and recommendations to the school board. The school board shall then render its decision.

Section 6. School Board Review: The school board reserves the right to review any decision issued under Level I of this procedure provided the school board or its representative notify the parties of its intentions to review within ten days after the decision has been rendered. In the event the school board reviews a grievance under this section, the school board reserves the right to reverse or modify such decision.

Section 7. Denial of Grievance: Failure by the school board or its representative to issue a decision within the time periods provided herein shall constitute waiver of the grievance and the administrator grieved will receive full dispensation as requested.

Section 8. Arbitration Procedures: In the event that the administrator and the school board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined herein:

Subd. 1. Request: A request to submit a grievance to arbitration must be in writing signed by the aggrieved party, and such request must be

filed in the office of the superintendent within ten days following decision in Level II of the grievance procedure.

- Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions.
- Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within ten days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the PERB to appoint an arbitrator, pursuant to P.E.L.R.A. providing such request is made within twenty days after request for arbitration. The request shall ask that the appointment be made within thirty days after the receipt of said request. Failure to agree upon an arbitrator or the failure herein shall constitute a waiver of the grievance.
- Subd. 4. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing denovo.
- Subd. 5. Decision: The decision by the arbitrator shall be rendered within thirty days after the close of the hearing. Decision by the arbitrator in cases properly before the arbitrator shall be final and binding upon the parties, subject, however, to the limitation of the arbitration decisions as provided by the P.E.L.R.A. The arbitrator shall issue a written decision and order including findings of fact which shall be based upon substantial and competent evidence presented at the hearing. All witnesses shall be sworn upon oath by arbitrator.
- Subd. 6. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript or recording if requested by either or both parties, and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration.

However, the part ordering a copy of such transcript shall pay for such copy.

Subd. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrators shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration extend to matters of inherent managerial policy, which shall include but are not limited to such areas of description or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issues in dispute, in its order the arbitrator shall give due consideration to the statutory rights and obligation of the public school districts to efficiently manage and conduct its operation with the legal limitations surrounding the financing of such operations.

Subd. 8. Election of Remedies and Waiver: A party instituting any action, proceeding or complaint in federal or state court of law, or before an administrative tribunal, federal agency, state agency or seeking relief through any statutory process for which relief may be granted, the subject matter of which may constitute a grievance under this Agreement, shall waive any and all rights to pursue a grievance under this Article. Upon instituting a proceeding in another forum as outlined herein, the employee shall waive the right to initiate a grievance pursuant to this Article or, if the grievance is pending in the grievance procedure, the right to pursue it further shall not be continued. This section shall not apply to actions to compel arbitration as provided in this Agreement or to enforce the award of an arbitrator.

ARTICLE XI
DEFERRED COMPENSATION

Section 1. Matching Deferred Compensation:

Subd. 1. Matching deferred compensation is available to all administrators. The School District lifetime contribution will not exceed \$60,000. Contributions will be as follows:

2025-2027 \$4,600

- Subd. 2. Beginning with the 1999-2000 school year, participants must designate the carrier per the district third party administrator vender list and the amount of matched annuity by August 15 of each subsequent year. The administrator must complete a salary reduction authorization prior to any authorization/agreement for tax shelter annuity purposes may be made in any fiscal year. Changes will be allowed by contacting the district Office.
- Subd. 3. This program shall be subject to the regulations of the State of Minnesota, Statute 356.24 and IRS code 457.

Section 2. Longevity Incentive

- Subd. 1. The administrator will become eligible for longevity of accrued days upon the return and completion of the seventh year of administrator duties within the Windom School District.
- Subd. 2. For each year of service the district agrees to allow for payment of 8 days of deferred compensation.
- Subd. 3. The daily rate of pay would be computed based upon the salary at the year of payment divided by days in current contract multiplied by the accrued days of deferred compensation.
- Subd 4. The maximum for deferred compensation is 100 days of pay.
- Subd. 5. Upon completion of seventh (7) year of administrator duties, the administrator may choose to place up to eight (8) days per year at the current year's daily rate of pay into 403B account; or continue accrual to a maximum of one hundred (100) days. Payment of accrued days shall be made upon separation from the district or upon accrual of the one hundredth (100th) day minus days contributed to HRA. Administrator may choose to contribute total amount to HRA pending federal and state rules.

ARTICLE XII
UNREQUESTED LEAVE OF ABSENCE AND SENIORITY POLICY

Section 1. Purpose: The School board may place on unrequested leave of absence, without pay or fringe benefits, as many administrators as may be necessary because of discontinuance of position, lack of students, financial limitations, or merger of classes caused by consolidation. The unrequested leave shall be effective at the close of the school year. In the event a administrator must be placed on unrequested leave of absence due to discontinuance of position, the provisions of M.S. 122A.40, as amended, shall apply.

Section 2. Definitions

Subd. 1. For purposes of this Article, a “administrator” shall mean a continuing contract administrator or assistant administrator, of a secondary or an elementary school.

Subd. 2. For purposes of this Article “seniority” shall mean full-time employment under a continuing contract with a seniority date as determined by Section 3 hereof involving continuous service with the School District. For purposes of seniority standing, it is understood that a administrator on leave of absence pursuant to this Agreement shall continue to accrue seniority during such leave of absence.

Subd. 3. Notwithstanding any other provision of this Article, a continuing contract administrator who has held seniority as a full-time administrator shall continue to retain the original seniority date and hold seniority if such administrator becomes employed in a part-time position involving continuous service.

Section 3. Establishment of Seniority List

Subd. 1. A continuing contract administrator who works on a full-time continuing contract (one hundred [100] or more consecutive days), or an administrator, not currently serving as a administrator but who is previously worked in the District as a administrator “under continuing contract,” Shall acquire seniority rights and be placed on the appropriate seniority list(s), i.e., Administrator- Elementary, Administrator - Secondary.

Subd. 2. Though certification requirements are identical, the School Board shall distinguish between the position of administrator, assistant administrator, and teaching administrator on the seniority list(s). Seniority for assistant administrator is limited to that position. Administrators will have seniority on the administrators’ and assistant administrators’ seniority list.

Subd. 3. Time served as an acting administrator establishes the date of seniority if employment in the same category is immediately continued upon the completion of the acting administrator assignment.

Subd. 4. Probationary administrators shall acquire seniority after completion of the probationary period and upon such completion their names will appear on the seniority list with a seniority date relating back to the date of appointment.

Subd. 5. In the event that administrators have equal seniority, their seniority ranking shall be determined by whoever has the highest degree in his/her area of certification. In the event of equal level of degree, the choice will be made by the drawing of lots. The drawing of lots shall be conducted jointly by the Association and the School Board.

Section 4. Placement on Unrequested Leave of Absence: Administrators and Assistant Administrators placed on unrequested leave in the reverse order of their hiring in the categories of Elementary Administrator, Middle School Administrator, High School Administrator and Special Education Administrator, except that in no event shall a administrator bump into a position that has a higher base salary than his/her present position.

Section 5. Reinstatement

Subd. 1. Administrators shall be recalled from an unrequested leave of absence to available positions in the School District in fields for which they are certified and for which they are qualified pursuant to the provisions of this Article. The administrator with the highest amount of seniority so certified and qualified shall be reinstated first.

Subd. 2. The School Board shall maintain a recall list in accordance with this Article. This list shall be updated every January 1st, and a copy shall be forwarded to the Association of Administrators.

Subd. 3. No appointment of a new administrator shall be made while there is available, upon requested leave, a administrator who is properly certified and qualified as provided in this Article to fill such vacancy.

Subd. 4. Notification shall be by certified mail to the last known address of the administrator as recorded in the office of the Director of Human Resources. In the event a administrator declines an assistant administrator position, the administrator shall retain status on the administrator recall list. In the event a administrator declines a administrator position or fails to notify the School Board in writing of the administrator's intentions within thirty (30) calendar days of the date of notification, the administrator shall be removed from the recall list.

Subd. 5. A administrator placed on unrequested leave of absence may engage in teaching or any other occupation during the period of this leave. Nothing in this Article shall be construed to impair the rights of administrators placed on unrequested leave of absence to receive unemployment compensation, if otherwise eligible.

Subd. 6. The unrequested leave of absence shall not impair the continuing contract rights of a administrator or result in the loss of any benefits accrued under the Master contract while the administrator was employed by the School Board.

Subd. 7. The unrequested leave of absence of a administrator who is not reinstated shall continue for a period of five (5) years from the date the administrator's unrequested Leave of absence begins or until the administrator fails to respond within thirty (30) days of the date of notification or until the administrator submits in writing a request to be removed from the recall list, whichever occurs first.

ARTICLE XIII
PUBLIC OBLIGATION

Section 1. The parties mutually recognize that their first obligation is to the public and that the right of students and residents of the school district to the continuous and uninterrupted operation for the school is of paramount importance.

Section 2. The exclusive representative agrees, therefore, that during the term of this contract, neither the exclusive representative nor any individual employee shall engage in any strike. For purposes of this section, the term strike shall mean concerted action in failing to report for duty, the willful absence from one's position, sympathy strike, the stoppage of work, slowdown, or the abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purposes of inducing, influencing or coercing a change in the conditions or compensation or the rights, privileges, or obligations of employment. The parties agree that his or her Article shall not be subject to the grievance or arbitration procedure but is enforceable in the Courts.

ARTICLE XIV
DURATION

Section 1. Terms and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing upon the date of its execution through June 30, 2027, and thereafter pursuant to P.E.L.R.A. In the event a successor agreement is not entered into prior to the expiration date of this agreement, a administrator shall be compensated according to the previous year's compensation until such time that a successor agreement is executed. If the exclusive representative desires to modify or amend this Agreement commencing on July 1, 2025, it shall give written notice of such intent no later than May 1, including complete language and detail of proposed changes. If such notice is not timely served, the school district shall not be required to negotiate any terms of employment for the following school year. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 90 days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the school district and the exclusive representative representing the administrators of the district. The provisions herein relating to terms and conditions of employment supersede any and all prior Agreements, resolutions, practices, school district policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions. Nothing in this Agreement shall be construed to obligate the school district to continue or discontinue existing or past practices, or prohibit the school district from exercising all management rights and prerogatives, except insofar as this exercise would be in express violation of any term or terms of this Agreement.

Section 3. Finality: Any matters relating to the current contract term, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provisions thereof of the application of any such provision under any circumstances are held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

ARTICLE XV
FEDERAL OR STATE LEGISLATIVE/RULE CHANGE AND EFFECT TO CONTRACT

In the event this Contract will cause or does cause penalties, fees, or fines to be assessed against the School District, the parties agree to reopen negotiations that result in a revised Contract between the parties that eliminates or reduces penalties, fees, or fines to be assessed against the School District. Any changes due to federal or state legislative actions shall not diminish the net value of the contract to the superintendent. The school district shall arrange, through mutual consent with the administrators, either adjusted compensation and/or benefits to prevent the diminishing value of the contract.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

For Windom Administrators Association

For Windom School District No. 177

President

Chairman

Secretary

Clerk

Dated this _____ day of _____, 2025

Dated this _____ day of _____, 2025

**Independent School District #177
Windom, MN**

NOTICE OF SALARY AND ASSIGNMENT
--

July 1, 2025

Name: Corey Barfknecht

1. Your basic assignment for the 2025-2026 and 2026-2027 school year is:

Pre K - 4th Grades Administrator

2. Pursuant to the provisions of the 2025-2027 Windom Administrators Agreement, your salary for the following school years are:

2025-2026	\$103,000.00
2026-2027	\$105,647.00

**Independent School District #177
Windom, MN**

NOTICE OF SALARY AND ASSIGNMENT
--

July 1, 2025

Name: Dane Nielsen

1. Your basic assignment for the 2025-2026 and 2026-2027 school year is:

5th – 8th Grades Administrator

2. Pursuant to the provisions of the 2025-2027 Windom Administrators Agreement, your salary for the following school years are:

2025-2026	\$111,689.00
2026-2027	\$114,559.00

**Independent School District #177
Windom, MN**

NOTICE OF SALARY AND ASSIGNMENT

July 1, 2025

Name: Bryan Joyce

1. Your basic assignment for the 2025-2026 and 2026-2027 school year is:

9th - 12th Grades Administrator

2. Pursuant to the provisions of the 2025-2027 Windom Administrators Agreement, your salary for the following school years are:

2025-2026	\$111,689.00
2026-2027	\$114,559.00

Independent School District #177

Windom, MN

NOTICE OF SALARY AND ASSIGNMENT

July 1, 2025

Name: Amanda Wilson

1. Your basic assignment for the 2025-2026 and 2026-2027 school year is:

Special Education Administrator

2. Pursuant to the provisions of the 2025-2027 Windom Administrators Agreement, your salary for the following school years are:

2025-2026 \$100,000

2026-2027 \$102,150

CONTRACT

ESTABLISHING THE TERMS AND
CONDITIONS OF EMPLOYMENT

By and between

WINDOM
INDEPENDENT SCHOOL DISTRICT #177

and

WINDOM ADMINISTRATORS ASSOCIATION

Effective July 1, 2023 2025 – June 30, 2025 2027
~~FY2024 and FY2025~~ FY2026 and FY2027

TABLE OF CONTENTS

	Page
Article I Purpose	3
Article II Recognition	3
Article III Definitions	3
Article IV School District Rights	4
Article V Principal Administrator Rights	5
Article VI Compensations	5
Article VII Insurance and Fringe Benefits	6
Article VIII Leaves of Absence	9
Article IX Professional Growth	12
Article X Grievance Procedure	13
Article XI Deferred Provision	16
Article XII Unrequested Leave of Absence and Seniority Policy	17
Article XIII Public Obligation	19
Article XIV Duration	20
Article XV Federal or State Legislative/Rule Change and Effect to Contract	20

ARTICLE I
PURPOSE

This administrative contract is entered into on this ~~13th day of November, 2023~~ 8th Day of December, 2025 by the Board of Education of School District #177 of Windom, Minnesota, hereafter referred to as “The Board”; and the Windom Administrator’s Association, hereafter referred to as “The Association”, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A. to provide the terms and conditions of employment for administrators during the duration of the Agreement.

ARTICLE II
RECOGNITION

The Employer hereby recognizes the Association as the exclusive representative for the purpose of negotiation terms and conditions of employment for all employees in the following appropriate unit. All Administrators and Assistant Administrators employed in Independent School District #177, Windom, Minnesota, who are required to be and are certified as administrators or assistant administrators by the State Board of Education as a prerequisite to performing their respective assigned duties are included in this unit. The employer agrees that it will not meet and negotiate or meet and confer with any other organization with respect to employees included in the appropriate unit, as long as the Association continues to be the duly authorized exclusive representative.

ARTICLE III
DEFINITIONS

Section 1. Terms and Conditions of Employment: The term “terms and conditions of employment” shall mean the hours of employment, the compensation therefore including fringe benefits except retirement contributions or benefits other than employer payment of, or contributions to, premiums for group insurance coverage for retired employees or severance pay, and the employer’s personnel policies affecting the working conditions of the employees. In the case of professional employees the term does not mean educational policies of a school district. “Terms and conditions of employment” is subject to the provisions of P.E.L.R.A.

Section 2. Administrator: The term “administrator” shall mean all persons in the appropriate unit employed by the school board in a position for which the person must be licensed by the State of Minnesota as a administrator or assistant administrator and who devotes 50% or more of their time to such administrative and supervisory duties, excluding the following: superintendent, assistant superintendent, confidential employees, supervisor employees, essential employees, part-time employees whose services do not exceed the lesser of 14 hours per week or 35% of the normal work week in the employees’ bargaining unit, employees who hold positions of a temporary or seasonal character for a period not in excess of 67 working days in any calendar year, emergency employees and all other employees.

Section 3. School District: For purposes of administering this Agreement, the term “school district” shall mean the school board or its designated representative.

Section 4. Administrator or Employee: Reference to “administrator” in this Agreement shall mean administrators and assistant administrators except in those cases where there is a clear distinction between the two positions. Reference to “employee” in this Agreement shall mean a member of the appropriate unit.

Section 5. Other Terms: Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

ARTICLE IV SCHOOL DISTRICT RIGHTS

Section 1. Inherent Managerial Policy: The exclusive representative recognizes that the school district is not required to meet and negotiate on matter on inherent managerial policy, which include, but are not limited to, such areas of discretion or policy of the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel.

Section 2. Management Responsibilities: The exclusive representative recognizes the right and obligation of the school board to efficiently manage and conduct the operation of the school district within its legal limitations and with its primary obligation to provide educational opportunity for the students of the school district.

Section 3. Effect of Laws, Rules and Regulations: The exclusive representative recognizes that all employees covered by this agreement shall perform administrative services by the school board and shall be governed by the laws of the State of Minnesota, and by school board rules, regulations, directives, and orders, issued by properly designated officials of the school district. The exclusive representative also recognizes the right, obligation and duty of the school board and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the school board insofar as such rules, regulations, directives, and orders are not inconsistent with the terms of this Agreement. The exclusive representative also recognizes that the school board, all employees covered by this Agreement, and all provisions of this agreement are subject to the laws of the State of Minnesota, Federal laws, rules and regulations of the State Board of Education, and valid rules, regulations and order of State and Federal governmental agencies. Any provisions of this Agreement found to be in violation of such laws, rules, regulations, directives, or orders shall be null and void and without force and effect.

Section 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management right and management functions not expressly delegated to this Agreement are reserved to the school district.

ARTICLE V
ADMINISTRATORS RIGHTS

Section 1. Right to Views: Pursuant to P.E.L.R.A., nothing contained in this Agreement shall be construed to limit, impair or affect the right of any administrator or representative to the expressions or communication of a view, grievance, complaint, or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designated to and does not interfere with the full faithful and proper performance of the duties of employment or circumvent the right of their exclusive representative.

Section 2. Right to Join: Pursuant to P.E.L.R.A., employees shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations. Employees in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such employees.

Section 3. Request for Dues Check Off: To comply with P.E.L.R.A.

Section 4. Personnel Files: Pursuant to M.S. 125.12, subd. 14, as amended, all evaluations and files generated relating to each administrator shall be available during regular school business hours to each individual employee upon written request. The administrator shall have the right to reproduce any of the contents of the files at the employee's expense and to submit for inclusion in the file written information in response to any material contained therein. However, the school district may destroy such files or portions thereof as provided by law.

Section 5. Right to return to classroom teaching is available only if an open position is available within licensure and the request is made prior to April 1st. The administrator holds no bumping rights over any current employees for teaching positions.

ARTICLE VI
COMPENSATION and CONTRACT LENGTH

Section 1. The salary for the administrators shall be as dictated by the Notice of Assignment at the end of this contract. Below are the percent increases by year:

2023-2024	2025-2026	4.0%	3.00%
2024-2025	2026-2027	2.80%	2.57%

Section 2. Each administrator's contract will be considered to be 225 days with a two-year probationary period. Each assistant administrator's contract will be considered to be 220 days with a two-year probationary period.

Section 3. Additional Compensation will be paid if assigned the following duties. Duties may be shared by administrators and/or assistant administrators.

Subd. 1 District Assessment Coordinator Stipend of \$15,000 if assigned to an administrator as a duty.

Subd. 2 Director of Teaching and Learning shall be compensated ~~\$5000~~ \$10,000 and responsible for:

Frontline Platform Management

Prepare Observation Cycle Document

~~Viewpoint Educlimber~~ Platform Management

Professional Development Day planning and execution (including Fall In-Service, New Teacher Workshop & Boot Camp as well as the Nov, Jan, and March days)

Reports for MDE- ~~WBW CACR~~, Literacy Plan, ADSIS, VPK

Regional DTL Meetings

Mentor Program Oversight

DAC Oversight

QComp Exec Team Member & QComp "Go-To" administrator

New Hire Welcome Letters & find mentors

Curriculum (ordering consumables, working with reps to answer questions, adoption process)

Assessment (review of platforms that best fit our needs, working with reps/trainers, planning smooth implementation) This includes Star, and ~~Capti~~,

Fastbridge

AVID Implementation Oversight

Data Report for staff and school board & ~~annual data digs with leaders~~

~~ADSI Application, Implementation, and report to MDE~~

~~VPK Application and report to MDE~~

Stipend to be divided annually at an agreed upon amount by administrator group and communicated to the business manager by June 1 of each year.

Subd. 3. Ten (10) days from ~~either~~ the elementary administrator ~~or elementary assistant administrator~~ will be for the Title Programs Coordinator position for the district. This position provides leadership and coordination of supplemental programming for all state and federal programs. A stipend of \$1,200 will be paid to either the elementary administrator or elementary assistant administrator to complete the Title grant applications during the summer non-contract days.

ARTICLE VII
INSURANCE AND FRINGE BENEFITS

Section 1. Hospitalization and Medical Insurance; The school district shall contribute for fully family or single coverage (individual administrator's decision) to the Hospital and Medical insurance premium based on the lowest deductible plan. VEBA or HSA contribution will be set at ~~\$6,000~~ \$6,750 for family or \$3,000 for single above the premium. Administrators may choose a less expensive plan and designate the difference to their VEBA or HSA within contribution limits listed above. Administrators hired by the district shall receive the single coverage or the family coverage stated above

Subd. 1. Any recommendations from the School District's Insurance Committee regarding health insurance plan changes (change in aggregate value) does not need full union approval, just Insurance Committee approval. Insurance Committee voting structure is: Teachers – 3, Paraprofessionals – 2, Custodian/Secretarial/Food Service – 2, Administrators – 1, School Board (represented by Superintendent or Business Manager) – 1.

Section 2. The district will apply the collectively bargained health insurance amount to insurance premium first and the remainder will be funded, on a monthly basis, to an HSA or VEBA/HRA account. All HSA contribution amounts will not exceed the amount as set by the IRS per year for individual or family coverage.

Section 3. Group Health Plans: The School District shall also make available group health insurance plans to its employees and eligible retirees.

With respect to all qualified bargaining unit members, the School District shall contribute up to the dollar amount listed in Section 1 towards the monthly premium costs of these group health plans. If a VEBA/HRA or HSA Plan is chosen by the member, refer to Subd. 1.

Subd. 1 Establishment of VEBA: The School District adopted the Minnesota Service Cooperative VEBA/HRA Plan, HSA Plan and the Employee Benefits Trust Agreement for the benefit of qualifying employees who are members of this Collective Bargaining Agreement. Employer and employees assent to and ratify the appointment of the trustee and plan administrator in place on the adoption date of this agreement. It is intended that this arrangement constitute a voluntary employee's beneficiary association under Section 501 (c)(9) of the Internal Revenue Code.

1. The School District shall provide the following welfare benefit arrangement through the VEBA/HRA and HSA Plan:

The Health Reimbursement and Savings Arrangement for Active Employees.

2. Administrative and investment fees allocable to individual accounts of active employees shall be paid from the account.
3. In the event that two School District bargaining unit employees are either married or a bargaining unit employee marries another school employee the School District who is eligible for School District provided health and hospitalization insurance, the School District shall contribute an amount on the health insurance plan equal to the above contribution for each employee but not to exceed full family health insurance coverage provided in the administrators contract language above if family coverage is selected by the married couple. Employees who are employed less than full time shall be eligible to participate on a prorated basis to the percentage of the time they are employed with the School District.
4. The School District will make a monthly contribution to individual accounts under the Health Reimbursement and Savings Arrangement for Active Employees for qualifying employees who are members of this Collective Bargaining Agreement in accordance with the following schedule:

In the event that two School District bargaining unit employees are either married or a bargaining unit employee marries another school employee of the School District who is eligible for School District provided health and hospitalization insurance, the School District shall contribute an amount into an individual account under the Health Reimbursement Arrangement account in only one (1) of the members name. Employees who are employed less than full time shall be eligible to participate on a prorated basis to the percentage of the time they are employed with the School District.

- A. All contributions on behalf of a VEBA/HRA or HSA Plan participant shall cease on the date the participant is no longer covered under the high deductible health plan/VEBA/HRA or HSA Plan or from separation of employment.

Section 4. Flexible Benefits Plan: The District shall adopt a payroll-system flexible benefits plan from a Flexible Benefits Plan vendor agreed upon by the parties, provided that in all events such vendor shall have substantial experience with School Districts, shall take legal responsibility for the Plan, shall give the employees tax advice with respect to their participation in the plan, shall have comprehensive orientation services for employees including 24-hour per day consultation for employees and opportunity for the employees spouses to have their questions answered about the plan. The School District shall assume all financial costs for the operation of the Flexible Benefit Plan.

The medical flexible benefits plan will be terminated or changed to a limited flexible benefit plan for dental and vision only due to Affordable Care Act (ACA) rules. Dependent flexible benefits plan will still be an option.

Section 5. Statewide Health Plan: Should a statewide health insurance plan become available during the course of this agreement, then both parties agree that bargaining may reopen on the health insurance provision.

Section 6. Life Insurance: The school district shall provide a group term life insurance plan providing \$100,000 of coverage for each administrator, payable to the administrators named beneficiary. Administrators must follow the carrier's qualifications and policies as they relate to accessing the benefit after age 65. The carrier may reduce the value of the term life policy. The School District will not be held responsible for the regulations of the carrier.

Section 7. Long-Term Disability Insurance: The School District shall provide full long-term disability insurance for each administrator meeting the insurance carrier's minimum qualifications. Benefits shall be payable according to the insurance carrier's schedule of benefits.

Section 8. Travel: If the school district does not have district cars available for use, each administrator will be reimbursed at the current IRS rate.

Section 9. Holidays: The following days are to be non-duty days:

Independence Day	Friday after Thanksgiving	New Year's Eve Day	Memorial Day
Labor Day	Christmas Eve Day	New Year's Day	
Thanksgiving Day	Christmas Day	Good Friday	

and any other day so designated by the Board. In the event the Employers designates one of the holidays as a work day for Administration, the Employee shall designate an alternative date as a holiday.

Section 10. An administrator may, if approved by the Superintendent, exchange contracted duty days with non-contracted days.

ARTICLE VIII LEAVES OF ABSENCES

Section 1. Sick and Safe Leave:

- Subd. 1. A full-time administrator shall earn sick leave at the rate of 15 days for each year of service in the employ of the school district. Annual sick leave shall accrue monthly as it is earned on a proportionate basis to the employee's work year.
- Subd. 2. Unused sick leave days may accumulate to a maximum of 150 days of sick leave per employee.

- Subd. 3 Sick leave with pay shall be allowed for: Personal illness, personal surgery, personal medical appointments, personal dental appointments, serious illness in the immediate family including spouse, or designated significant other, child, parent, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, siblings, grandparents, grandchildren, aunts, and uncles. Pursuant to M.S. 181.940, a administrator may use his/her accumulated sick and safe leave and the school board limits use as permissible as all state statutes will be followed.
- Subd. 4. The school district may require a administrator to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of a administrator for sick leave is reserved to the school district. In the event that a medical certificate will be required, the administrator will be so advised.
- Subd. 5. Sick leave allowed shall be deducted from the accrued sick leave days earned by the administrator.
- Subd. 6. Sick leave pay once entered into Absence Management or any electronic system provided by the district prior to the absence shall be approved.

Section 2. Worker’s Compensation: Pursuant to M.S. 176, a administrator injured on the job in the service of the school district and collecting worker’s compensation insurance, may draw sick leave and receive full salary from the school district, the salary to be reduced by an amount equal to the insurance payments and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

Section 3. Bereavement: Up to three days leave shall be allowed, the days to be deducted from sick leave, for death in the full-time administrator’s immediate family. The specific amount of leave allowed is subject to the discretion of the superintendent depending on the circumstances. Immediate family is defined in Article VIII, Section 1, Subd. 3.

Section 4. Personal Leave:

- Subd. 1. A full-time administrator may be granted a leave at the discretion of the school district of no more than three days per year, for situations that arise requiring the administrator’s personal attention which cannot be attended to when school is not in session and which are not covered under other provisions of this Agreement.
- Subd. 2. Requests for personal leave must be made in Absence Management or any electronic system provided by the district at

least three days in advance, whenever possible. The request shall state the reason for the proposed leave. The school district reserves the right to refuse to grant such leave if under the circumstances involved such leave should not be granted. All leaves must have prior approval, but at no time shall more than one administrator be granted personal leave.

Subd. 3. A personal leave day shall not be granted for the day preceding or the day following holidays and the first and last days of the school year.

Subd 4. Up to a maximum of 5 days of personal leave may be accrued.

Section 5. Jury Service: A administrator who serves on jury duty shall be granted the day or days necessary as stipulated by the court to discharge this responsibility without any salary deduction or loss of basic leave allowance. The compensation received for jury duty service shall be remitted to the school district.

Section 6. Military Leave: Military leave shall be granted pursuant to applicable law.

Section 7. Eligibility: Leave benefits provided in this Article shall apply only to full-time administrators.

Section 8. Sabbatical Leave: Upon application, a administrator who has been employed for five (5) years in the Windom School District may be granted a sabbatical leave for one (1) year for the purpose of professional growth. During said sabbatical leave, the administrator shall be considered to be in the employ of Independent School District No. 177 with full pay of the immediate preceding year's contract salary and full fringe benefits. The following provisions will apply for the administrator requesting sabbatical leave:

Subd. 1. The activity that a administrator engages in while on leave must be related to his or her professional responsibilities.

Subd. 2. Application for sabbaticals will be limited to the administrator who has at least five consecutive years of service to the Windom system.

Subd. 3. A administrator granted a sabbatical leave will progress in salary for the time spent on leave and will be reinstated upon his or her return at his or her appropriate seniority level.

Subd. 4. A administrator receiving a sabbatical leave must contract, prior to his or her leave, for two years of service locally upon return.

Subd. 5. The administrator will make application to the board of education chairperson. This application will include a description of the intended activity and expected benefits from it. The chairperson will refer application to the school board for their action.

Subd. 6. During the period of sabbatical leave, the administrator may engage in remunerative employment and may accept grants or fellowships.

Section 9. Minnesota Paid Leave: All state statues will be followed. Refer to employee handbook for more information.

ARTICLE IX PROFESSIONAL GROWTH

Section 1. The administrator is encouraged to upgrade his or her professional skills through attendance at various conferences, graduate level course work, and Bush Fellowships; or directed seminars. The administrator shall be entitled to attend one (1) national convention of his or her choice every three (3) years (or take graduate level course work as specified above)—with approval of the School Board. Travel, meals, lodging, tuition, registration and related fees shall be deemed appropriate expenses of the Board of Education. The cost to the district of any combination of the above shall be limited to \$3,000 over any three (3) year period. If the cost exceeds \$3,000 over any three (3) year period, the administrator may be granted additional funds upon approval of the superintendent. Approval for attendance at either of the mentioned items is subject to approval by the Superintendent of Schools and/or the board of education and not subject to the grievance provisions of this contract.

In addition, administrators may attend one state convention per year. Additional conferences may be approved by the Superintendent.

Section 2. The Board of Education will provide memberships in the appropriate state (1) and national (1) administrative associations for each administrator, including BOSA and MESPA/MASSP/MAESP.

Section 3. The following items are only in effect when both The Board of Education and Education Minnesota – Windom agree to mutually participate in QCOMP or ATTPS. The maximum amount up to \$1200 will be awarded as a stipend at the completion of each qualifying year, should the administrator meet the QCOMP goals.

- 30% (\$360) will be paid for the schools making their school wide goal. Goals are aligned to the teacher QCOMP goals for payment which are created annually and will use the same measurement as the teachers. Payment will be prorated by number of goals as set by QCOMP (example: 2015 Reading; 2016 Reading and Math; 2017 Reading, Math and Science). Grade level alignment for goals may be changed each year.

- The Pre K-4 administrator will be paid up to (\$180) for the K-4 goals and (\$180) for the Preschool goals.
 - The 5 - 8 administrator will be paid up to \$360 for the 5 – 8 school goals.
 - The 9 – 12 administrator will be paid up to \$360 for the 9 – 12 school goals.
- 30% (\$360) will be paid on the percentage of PLC groups completing all their duties as assigned in the QComp plan.
 - 40% (\$480) will be paid on the percentage of teachers participating in PLCs and teacher evaluations and scoring an average of 2.7 or above.

ARTICLE X
GRIEVANCE PROCEDURE

Section 1. Grievance Definition: A ‘grievance’ shall mean an allegation by a administrator resulting in a dispute or disagreement between the administrator and the school district as to the interpretation of terms and conditions in this Agreement.

Section 2. Representative: The administrator, administrator, or school board may be represented during any step of the procedure by any person or agent designated by such part to act in the party’s behalf.

Section 3. Definitions and Interpretations:

- Subd. 1. Extension: Time limits specified in this Agreement may be extended by mutual agreement.
- Subd. 2. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all week days not designated as holidays by state law.
- Subd. 3. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.
- Subd. 4. Filing and Postmark: The filing or service of any notice or document herein shall be timely if it is personally served or if it bears a certified postmark of the United States Postal Service within the time period.

Section 4. Time Limitation and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing to the school district’s designee, setting forth

the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty days after the date of the first event giving rise to the grievance occurred or final ratification of this Agreement. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the administrator; and the superintendent.

Section 5. Adjustment of Grievance: The school district and the administrator shall attempt to adjust all grievances which may arise during the course of employment of any administrator within the school district in the following manner:

Subd. 1. Level I: If the grievance is not resolved through informal discussions, the superintendent shall give a written decision on the grievance to the parties involved within ten days after receipt of the written grievance.

Subd. 2. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the school board, provided such appeal is made in writing within five days after receipt of the decision in Level I. If a grievance is properly appealed to the school board, the school board shall set a time to hear the grievance within twenty days after receipt of the appeal. Within twenty days after the meeting, the school board shall issue its decision in writing to the parties involved. At the option of the school board, a committee or representative(s) of the board may be designated by the board to hear the appeal at this level, and report its findings and recommendations to the school board. The school board shall then render its decision.

Section 6. School Board Review: The school board reserves the right to review any decision issued under Level I of this procedure provided the school board or its representative notify the parties of its intentions to review within ten days after the decision has been rendered. In the event the school board reviews a grievance under this section, the school board reserves the right to reverse or modify such decision.

Section 7. Denial of Grievance: Failure by the school board or its representative to issue a decision within the time periods provided herein shall constitute waiver of the grievance and the administrator grieved will receive full dispensation as requested.

Section 8. Arbitration Procedures: In the event that the administrator and the school board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined herein:

Subd. 1. Request: A request to submit a grievance to arbitration must be in writing signed by the aggrieved party, and such request must be

filed in the office of the superintendent within ten days following decision in Level II of the grievance procedure.

- Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions.
- Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within ten days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the PERB to appoint an arbitrator, pursuant to P.E.L.R.A. providing such request is made within twenty days after request for arbitration. The request shall ask that the appointment be made within thirty days after the receipt of said request. Failure to agree upon an arbitrator or the failure herein shall constitute a waiver of the grievance.
- Subd. 4. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing denovo.
- Subd. 5. Decision: The decision by the arbitrator shall be rendered within thirty days after the close of the hearing. Decision by the arbitrator in cases properly before the arbitrator shall be final and binding upon the parties, subject, however, to the limitation of the arbitration decisions as provided by the P.E.L.R.A. The arbitrator shall issue a written decision and order including findings of fact which shall be based upon substantial and competent evidence presented at the hearing. All witnesses shall be sworn upon oath by arbitrator.
- Subd. 6. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript or recording if requested by either or both parties, and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration.

However, the part ordering a copy of such transcript shall pay for such copy.

Subd. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrators shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration extend to matters of inherent managerial policy, which shall include but are not limited to such areas of description or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issues in dispute, in its order the arbitrator shall give due consideration to the statutory rights and obligation of the public school districts to efficiently manage and conduct its operation with the legal limitations surrounding the financing of such operations.

Subd. 8. Election of Remedies and Waiver: A party instituting any action, proceeding or complaint in federal or state court of law, or before an administrative tribunal, federal agency, state agency or seeking relief through any statutory process for which relief may be granted, the subject matter of which may constitute a grievance under this Agreement, shall waive any and all rights to pursue a grievance under this Article. Upon instituting a proceeding in another forum as outlined herein, the employee shall waive the right to initiate a grievance pursuant to this Article or, if the grievance is pending in the grievance procedure, the right to pursue it further shall not be continued. This section shall not apply to actions to compel arbitration as provided in this Agreement or to enforce the award of an arbitrator.

ARTICLE XI
DEFERRED COMPENSATION

Section 1. Matching Deferred Compensation:

Subd. 1. Matching deferred compensation is available to all administrators. The School District lifetime contribution will not exceed \$60,000. Contributions will be as follows:

2023-2025 2025-2027 \$4,600

- Subd. 2. Beginning with the 1999-2000 school year, participants must designate the carrier per the district third party administrator vender list and the amount of matched annuity by August 15 of each subsequent year. The administrator must complete a salary reduction authorization prior to any authorization/agreement for tax shelter annuity purposes may be made in any fiscal year. Changes will be allowed by contacting the district Office.
- Subd. 3. This program shall be subject to the regulations of the State of Minnesota, Statute 356.24 and IRS code 457.

Section 2. Longevity Incentive

- Subd. 1. The administrator will become eligible for longevity of accrued days upon the return and completion of the seventh year of administrator duties within the Windom School District.
- Subd. 2. For each year of service the district agrees to allow for payment of 8 days of deferred compensation.
- Subd. 3. The daily rate of pay would be computed based upon the salary at the year of payment divided by days in current contract multiplied by the accrued days of deferred compensation.
- Subd 4. The maximum for deferred compensation is 100 days of pay.
- Subd. 5. Upon completion of seventh (7) year of administrator duties, the administrator may choose to place up to eight (8) days per year at the current year's daily rate of pay into 403B account; or continue accrual to a maximum of one hundred (100) days. Payment of accrued days shall be made upon separation from the district or upon accrual of the one hundredth (100th) day minus days contributed to **the 403B HRA**. Administrator may choose to contribute total amount to **403B HRA** pending federal and state rules.

ARTICLE XII UNREQUESTED LEAVE OF ABSENCE AND SENIORITY POLICY

Section 1. Purpose: The School board may place on unrequested leave of absence, without pay or fringe benefits, as many administrators as may be necessary because of discontinuance of position, lack of students, financial limitations, or merger of classes caused by consolidation. The unrequested leave shall be effective at the close of the school year. In the event a administrator must be placed on unrequested leave of absence

due to discontinuance of position, the provisions of M.S. 122A.40, as amended, shall apply.

Section 2. Definitions

Subd. 1. For purposes of this Article, a “administrator” shall mean a continuing contract administrator or assistant administrator, of a secondary or an elementary school.

Subd. 2. For purposes of this Article “seniority” shall mean full-time employment under a continuing contract with a seniority date as determined by Section 3 hereof involving continuous service with the School District. For purposes of seniority standing, it is understood that a administrator on leave of absence pursuant to this Agreement shall continue to accrue seniority during such leave of absence.

Subd. 3. Notwithstanding any other provision of this Article, a continuing contract administrator who has held seniority as a full-time administrator shall continue to retain the original seniority date and hold seniority if such administrator becomes employed in a part-time position involving continuous service.

Section 3. Establishment of Seniority List

Subd. 1. A continuing contract administrator who works on a full-time continuing contract (one hundred [100] or more consecutive days), or an administrator, not currently serving as a administrator but who is previously worked in the District as a administrator “under continuing contract,” Shall acquire seniority rights and be placed on the appropriate seniority list(s), i.e., Administrator- Elementary, Administrator - Secondary.

Subd. 2. Though certification requirements are identical, the School Board shall distinguish between the position of administrator, assistant administrator, and teaching administrator on the seniority list(s). Seniority for assistant administrator is limited to that position. Administrators will have seniority on the administrators’ and assistant administrators’ seniority list.

Subd. 3. Time served as an acting administrator establishes the date of seniority if employment in the same category is immediately continued upon the completion of the acting **principalship administrator** assignment.

Subd. 4. Probationary administrators shall acquire seniority after completion of the probationary period and upon such completion their names will appear on the seniority list with a seniority date relating back to the date of appointment.

Subd. 5. In the event that administrators have equal seniority, their seniority ranking shall be determined by whoever has the highest degree in his/her area of certification. In the event of equal level of degree, the choice will be made by the

drawing of lots. The drawing of lots shall be conducted jointly by the Association and the School Board.

Section 4. Placement on Unrequested Leave of Absence: Administrators and Assistant Administrators placed on unrequested leave in the reverse order of their hiring in the categories of Elementary ~~Principal Administrator, Secondary Principal Middle School Administrator, and Assistant High School Administrator and Special Education Administrator~~, except that in no event shall a administrator bump into a position that has a higher base salary than his/her present position.

Section 5. Reinstatement

Subd. 1. Administrators shall be recalled from an unrequested leave of absence to available positions in the School District in fields for which they are certified and for which they are qualified pursuant to the provisions of this Article. The administrator with the highest amount of seniority so certified and qualified shall be reinstated first.

Subd. 2. The School Board shall maintain a recall list in accordance with this Article. This list shall be updated every January 1st, and a copy shall be forwarded to the Association of Administrators.

Subd. 3. No appointment of a new administrator shall be made while there is available, upon requested leave, a administrator who is properly certified and qualified as provided in this Article to fill such vacancy.

Subd. 4. Notification shall be by certified mail to the last known address of the administrator as recorded in the office of the Director of Human Resources. In the event a administrator declines an assistant administrator position, the administrator shall retain status on the administrator recall list. In the event a administrator declines a administrator position or fails to notify the School Board in writing of the administrator's intentions within thirty (30) calendar days of the date of notification, the administrator shall be removed from the recall list.

Subd. 5. A administrator placed on unrequested leave of absence may engage in teaching or any other occupation during the period of this leave. Nothing in this Article shall be construed to impair the rights of administrators placed on unrequested leave of absence to receive unemployment compensation, if otherwise eligible.

Subd. 6. The unrequested leave of absence shall not impair the continuing contract rights of a administrator or result in the loss of any benefits accrued under the Master contract while the administrator was employed by the School Board.

Subd. 7. The unrequested leave of absence of a administrator who is not reinstated shall continue for a period of five (5) years from the date the administrator's unrequested Leave of absence begins or until the administrator fails to respond within thirty (30) days of the date of notification or until the

administrator submits in writing a request to be removed from the recall list, whichever occurs first.

ARTICLE XIII PUBLIC OBLIGATION

Section 1. The parties mutually recognize that their first obligation is to the public and that the right of students and residents of the school district to the continuous and uninterrupted operation for the school is of paramount importance.

Section 2. The exclusive representative agrees, therefore, that during the term of this contract, neither the exclusive representative nor any individual employee shall engage in any strike. For purposes of this section, the term strike shall mean concerted action in failing to report for duty, the willful absence from one's position, sympathy strike, the stoppage of work, slowdown, or the abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purposes of inducing, influencing or coercing a change in the conditions or compensation or the rights, privileges, or obligations of employment. The parties agree that his or her Article shall not be subject to the grievance or arbitration procedure but is enforceable in the Courts.

ARTICLE XIV DURATION

Section 1. Terms and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing upon the date of its execution through June 30, 2023 2027, and thereafter pursuant to P.E.L.R.A. In the event a successor agreement is not entered into prior to the expiration date of this agreement, a administrator shall be compensated according to the previous year's compensation until such time that a successor agreement is executed. If the exclusive representative desires to modify or amend this Agreement commencing on July 1, 2023 2025, it shall give written notice of such intent no later than May 1, including complete language and detail of proposed changes. If such notice is not timely served, the school district shall not be required to negotiate any terms of employment for the following school year. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 90 days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the school district and the exclusive representative representing the administrators of the district. The provisions herein relating to terms and conditions of employment supersede any and all prior Agreements, resolutions, practices, school district policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions. Nothing in this Agreement shall be construed to obligate the school district to continue or discontinue existing or past practices, or prohibit the school district from exercising all management rights and prerogatives, except insofar as this exercise would be in express violation of any term or terms of this Agreement.

Section 3. Finality: Any matters relating to the current contract term, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provisions thereof of the application of any such provision under any circumstances are held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

ARTICLE XV
FEDERAL OR STATE LEGISLATIVE/RULE CHANGE AND EFFECT TO CONTRACT

In the event this Contract will cause or does cause penalties, fees, or fines to be assessed against the School District, the parties agree to reopen negotiations that result in a revised Contract between the parties that eliminates or reduces penalties, fees, or fines to be assessed against the School District. Any changes due to federal or state legislative actions shall not diminish the net value of the contract to the superintendent. The school district shall arrange, through mutual consent with the administrators, either adjusted compensation and/or benefits to prevent the diminishing value of the contract.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

For Windom Administrators Association

For Windom School District No. 177

President

Chairman

Secretary

Clerk

Dated this _____ day of _____, 2025

Dated this _____ day of _____, 2025

**Independent School District #177
Windom, MN**

NOTICE OF SALARY AND ASSIGNMENT
--

July 1, 2025

Name: Corey Barfknecht

1. Your basic assignment for the ~~2023-2024~~ **2025-2026** and ~~2024-2025~~ **2026-2027** school year is:

Pre K - 4th Grades Administrator

2. Pursuant to the provisions of the ~~2023-2025~~ **2025-2027** Windom Administrators Agreement, your salary for the following school years are:

2024-2025	\$100,000.00
2025-2026	\$103,000.00
2026-2027	\$105,647.00

**Independent School District #177
Windom, MN**

NOTICE OF SALARY AND ASSIGNMENT
--

July 1, 2025

Name: Dane Nielsen

1. Your basic assignment for the ~~2023-2024~~ ~~2025-2026~~ and ~~2024-2025~~ ~~2026-2027~~ school year is:

5th – 8th Grades Administrator

2. Pursuant to the provisions of the ~~2023-2025~~ ~~2025-2027~~ Windom Administrators Agreement, your salary for the following school years are:

2023-2024	\$105,482.00
2024-2025	\$108,435.50

2025-2026	\$111,689.00
2026-2027	\$114,559.00

**Independent School District #177
Windom, MN**

NOTICE OF SALARY AND ASSIGNMENT

July 1, 2025

Name: Bryan Joyce

1. Your basic assignment for the ~~2023-2024~~ ~~2025-2026~~ and ~~2024-2025~~ ~~2026-2027~~ school year is:

9th - 12th Grades Administrator

2. Pursuant to the provisions of the ~~2023-2025~~ ~~2025-2027~~ Windom Administrators Agreement, your salary for the following school years are:

~~2023-2024~~ ~~—————~~ ~~\$105,482.00~~

~~2024-2025~~ ~~—————~~ ~~\$108,435.50~~

2025-2026 **\$111,689.00**

2026-2027 **\$114,559.00**

**Independent School District #177
Windom, MN**

NOTICE OF SALARY AND ASSIGNMENT

July 1, 2025

Name: Amanda Wilson

1. Your basic assignment for the 2025-2026 and 2026-2027 school year is:

Special Education Administrator

2. Pursuant to the provisions of the 2025-2027 Windom Administrators Agreement, your salary for the following school years are:

2025-2026 \$100,000

2026-2027 \$102,150

Why Add an EL Para?

A Review of Past and Current Practices

EL numbers over the past 4 years (k-4)

25-26=111 (soon 115) with 40 students at language level 1 and 22 at level 2.

24-25=115

23-24=119

22-23=112

These numbers look similar, but our students are more than just numbers.

Group Sizes in English Language Classes

- Due to our schedule and curricular needs, the times available to meet with our students who are learning English is limited.
- Rather than having multiple groups differentiated by ability, we have only two groups based on language needs. In this model, there is a wider gap in abilities in each group.
- Additionally, only having two groups increases the size of these groups. In kindergarten, for instance, Melissa Dardis has a group of 11 students.
- 9 out of 11 groups have more than 7 students and 5 groups are in double digits. These are large groups for some of our most needy students.

Student Needs Have Changed

- While we have seen the numbers of EL students stay relatively even, the needs have changed.
- We are seeing more and more students with limited school experiences enrolling at Windom Area Elementary.
- Not only are they learning the language and academics, but also how to function in a school setting- social skills, focus, behavior, time management, organization, etc.
- Previously, most of our students came with educational experience and were mostly learning the language.

Why an Additional EL Paraprofessional Position?

- To give students the most individual attention, our EL teachers use our current EL paras to work with students within their groups.
- While the paras are working with groups in the EL classroom, there are other students in the school who need additional support academically, socially, and linguistically.
 - This year we have 111 students receiving EL services. If 20-30 are in EL classrooms with para support, there are still 80-90 in their general education classrooms who also need support.
- An additional para would provide the flexibility to serve students in the EL classroom with individual instruction, but also to support our English language learners in the general education setting.



December 1, 2025

Jamie Frank, Superintendent
Windom Public School District, ISD #0177-01
1400 17th Street
Windom, MN 56101-0177

Dear Superintendent Frank:

Minnesota Statutes, section 123B.71, requires a review and comment statement on the educational and economic advisability of your proposed school construction project. Information supplied by your school district and from Minnesota Department of Education sources is the basis of this review and comment. With this positive review and comment, voter and school board approval are required for Windom Public School District, Independent School District #0177-01, to proceed with the proposed projects.

The district shall publish a summary of the review and comment statement (the final two pages) in the legal newspaper of the district at least 48 days, but not more than 70 days, prior to holding a referendum or soliciting any bids for the construction, expansion, or remodeling of an educational facility. The department may request a statement certifying the publication, and require the submission, review, and approval of preliminary and final construction plans.

Minnesota Statutes, section 123B.71, requires the commissioner to include comments from residents of the school district in the review and comment. As of the date of this letter, no public comments have been received. In addition, Minnesota Statutes, section 123B.71, ***requires the school board hold a public meeting to discuss the review and comment prior to the date of the election.***

Minnesota Statutes, section 123B.71, ***requires that a school district, prior to occupying a new or renovated facility after July 1, 2002, must submit a certification prepared by a system inspector to the commissioner and the building code official that will provide an occupancy permit.*** The certification must verify that the facility's installed or modified heating, ventilation, and air conditioning system operates according to design specifications and code, a system for monitoring outdoor airflow and total airflow of ventilation systems has been installed, and any installed or modified heating, ventilation, or air conditioning system provides an indoor air quality filtration system that meets ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers) Standard 52.1.

If you have any questions, please contact Chris Kubesh, Education Finance specialist, at 651-582-8319 or chris.kubesh@state.mn.us. Thank you for working with us to improve school facilities for Minnesota students.

Sincerely,

A handwritten signature in black ink, appearing to read 'Willie L. Jett II'.

Willie L. Jett II
Commissioner

cc: Joel Bordewyk, School Board Chair

Enclosure

**The Commissioner of the Department of Education
Review and Comment on the School Construction
Proposal of Windom Public School District, ISD #0177-01**

A review and comment must be provided on a school district construction project proposal before the district conducts a referendum, solicits bids, or issues bonds for the project. A project proposal has been submitted for review and comment according to requirements set forth in Minnesota Statutes, section 123B.71, subdivisions 9 and 10, and Minnesota Statutes, section 123B.72. The district provides the following information:

1. The geographic area and population to be served:
 - a. preschool through grade 12 student enrollment for the past five years, and
 - b. student enrollment projections for the next five years.
2. A list of existing school facilities:
 - a. by year constructed,
 - b. their uses, and
 - c. an assessment of the extent to which alternate facilities are available within school district boundaries and in adjacent school districts.
3. A list of specific deficiencies of the facility:
 - a. demonstrating the need for a new or renovated facility to be provided,
 - b. the process used to determine the deficiencies,
 - c. a list of those deficiencies that will and will not be addressed by the proposed projects,
 - d. a list of specific benefits that the new or renovated facility will provide to students, teachers, and community users served by the facility.
4. A description of the project, including:
 - a. specifications of site and outdoor space acreage,
 - b. square footage allocations for classrooms, laboratories and support spaces,
 - c. estimated expenditures for major portions of the project,
 - d. estimated changes in facility operating costs, and
 - e. dates the project will begin and be completed.
5. A specification of the source of project financing, including:
 - a. applicable statutory citations,
 - b. the scheduled date for a bond issue or school board action,
 - c. a schedule of payments, including debt service equalization aid, and
 - d. the effect of a bond issue on local property taxes by property class and valuation.
6. Documentation obligating the school district and contractors to comply with the following items:
 - a. Minnesota Statutes, section 471.345 governing municipal contracts,
 - b. sustainable design,
 - c. school facility commissioning under Minnesota Statutes, section 123B.72, certifying the plans and designs for heating, ventilating, air conditioning and air filtration for an extensively renovated or new facility meet or exceed current code standards, including ASHRAE air filtration Standard 52.1,
 - d. American National Standards Institute (ANSI) acoustical performance criteria, design requirements and guidelines for schools on maximum background noise levels and reverberation times,
 - e. state fire code,
 - f. chapter 326B governing building codes, and
 - g. consultation with affected government units about the impact of the project on utilities, roads, sewers, sidewalks, retention ponds, school bus and automobile traffic, access to mass transit and safe access for pedestrians and cyclists.

Description of Proposed School Construction Project

Windom Public School District, ISD #0177-01 is proposing a two-question referendum on February 10, 2026. The first ballot question would authorize \$27.5 million in bonding authority to finance facility and site improvements at the middle/high school. The largest project components are building additions that would house an auditorium and a gymnastics gymnasium. Other proposed facility improvements include renovations to the existing locker room area and wrestling room. The first ballot question also includes outdoor athletic upgrades, including: an artificial turf field, new track and new parking lots. The second ballot question would authorize \$1.65 million in bonding authority to finance additional athletic field upgrades that include youth ball fields and football/soccer practice fields.

The proposed projects would be scheduled for completion in calendar years 2026 through 2027. Cost estimates by ballot question/project cost component are as follows:

Project Cost Estimates			
Ballot Question #1		Ballot Question #2	
<u>High School Building Improvements:</u>		<u>Outdoor Athletic Upgrades:</u>	
Auditorium Addition	\$9,768,000	Youth Ball Fields (2)	\$975,000
Gymnastics Addition	\$1,180,000	Football / Soccer Fields (2)	\$320,000
Wrestling Room	\$1,518,750	Fees, Permits & Testing	\$229,192
Locker Room Renovations	\$810,000	Contingencies	\$115,808
Storm Shelter Requirement	\$1,676,750	Bond Issuance	\$22,208
Fees, Permits & Testing	\$2,749,800	Project Costs - Question #2	\$1,662,208
Contingencies	\$1,271,047		
FF&E	\$224,303		
	\$19,198,650		
<u>Outdoor Athletic Upgrades:</u>			
Artificial Turf Field	\$4,260,000		
Track	\$1,260,000		
New Parking Lots	\$330,000		
Fees, Permits & Testing	\$1,053,000		
Contingencies	\$667,273		
	\$7,570,273		
<u>Other Costs:</u>			
Bond Issuance	\$574,100		
Capitalized Interest	\$356,250		
	\$930,350		
Total Project Costs - Question #1	\$27,699,273		

The district last went to the voters in May of 2025 with a similar, though single ballot question, bond referendum. The single ballot question narrowly failed to pass. The current referendum proposal is very similar to the May 2025 referendum but adds a second ballot question for the ballfield and football/soccer practice fields.

The district has supplied operational cost estimates for the proposed projects and is aware that the artificial turf field would require regular maintenance, along with the purchase of new equipment, to clean, monitor surface hardness, replenish rubber crumbs on the field; and that the artificial turf surface will need to be replaced every 10-12 years at a cost of around \$500,000. The proposed projects appear to be in the long-term interest of the school district.

If the bond referendum is successful and bonds are sold, the debt service on the bonds will be eligible for debt service equalization under Minnesota Statutes, section 123B.53, subdivision 3, if the bond schedule is approved. The amount of debt service equalization aid, if any, the district receives is determined annually and is dependent upon property wealth, student population, and other statutory requirements

Review and Comment Statement

Based on the department's analysis of the school district's required documentation and other pertinent information from sources of the Minnesota Department of Education, the Commissioner of Education provides a positive review and comment.

Additional Information is Available

Persons desiring additional information regarding this proposal should contact the school district superintendent's office.



Willie L. Jett II
Commissioner

December 1, 2025

RESOLUTION 12082025A

RESOLUTION APPOINTING ELECTION JUDGES AND ABSENTEE BALLOT BOARD MEMBERS

CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 177 (Windom Public Schools), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on Monday, December 8, 2025 at 6:30 p.m. in the Windom City Council Chambers.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO APPOINTING ELECTION JUDGES AND ABSENTEE BALLOT BOARD MEMBERS FOR THE FEBRUARY 10, 2026 SCHOOL DISTRICT SPECIAL ELECTION

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on _____, 2026.

School District Clerk

Member _____ introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION RELATING TO APPOINTING ELECTION JUDGES AND ABSENTEE BALLOT BOARD MEMBERS FOR THE FEBRUARY 10, 2026 SCHOOL DISTRICT SPECIAL ELECTION

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 177 (Windom Public Schools), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The following individuals, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the School District’s special election on February 10, 2026 to act as such at the polling places listed below:

Windom Community Center 1750 Cottonwood Lake Drive Windom, MN	Head Election Judge Denise Nichols
---	------------------------------------

2. The election judges shall act as clerks of election, count the ballots cast and submit the results to the Board for canvass in the manner provided for other school district elections.

3. If it is determined that additional election judges will be required, the School District’s election administrator is hereby authorized to appoint such additional election judges pursuant to Minnesota Statutes, Section 204B.21, subdivision 2.

4. The following individuals, each of whom is qualified to serve as an election judge, are hereby appointed as absentee ballot board members for the School District’s special election on February 10, 2026, to act as such at the absentee voting location listed below:

Windom Area Schools
District Office
1400 17th Street
Windom, MN 56101

Holly Anderson, Teresa Haken and Sonja Piotter

5. The following individuals, each of whom is qualified to serve as an election judge, are hereby designated to deliver absentee ballots to hospital patients and residents of health care facilities in accordance with Minnesota Statutes, Section 203B.11, subdivision 1 for the School District's special election on February 10, 2026:

Jean Hoppe, Jan Dehmlow, Daphne Easler, Sandi Hunter-Snow, Nancy Macgregor, Pat Lenz, Esther Kalash, Laura White, Kitty Hansen, Diane Vellema, Mary Klosterbuer, Rosie Davis, Mary Mohlencamp, Donna Torkelson, Jackie Jurgens, Jane Moldaschel, Holly Anderson, Teresa Haken and Sonja Piotter.

Upon vote being taken thereon, the following voted in favor thereof

and the following voted against the same: whereupon the

resolution was declared duly passed and adopted.

CUSTODIAN 2025-2026 SENIORITY LIST**WINDOM PUBLIC SCHOOLS - Board Approved on**

LAST NAME	FIRST NAME	HIRE DATE	CLASS/SHIFT	BUILDING*	
Zimmerman	Chris	10/3/1991	FT/Head/Lead	Winfair	
Moller	Gregory	2/27/2012	FT/Head/Lead	Elementary	
Riley	William	5/21/2018	FT/Head/Lead	MS/HS	
Bakken	Steven	2/28/2018	FT/Night	MS/HS	
Eigenberg	Dustin	2/18/2019	FT/Head/Lead	Maintenance	
Taylor	Ryan	12/14/2020	FT/Night	Elementary	
Kern	Tucker	1/4/2021	FT/Night	MS/HS	
Hughes	Ezra	5/3/2021	FT/Night	Elementary	
Flatgard	KC	9/6/2022	FT/Night	MS/HS	
Thiessen	Lauren	8/28/2023	FT/Night	Winfair	
Solt	Stephanie	3/11/2024	FT/Night	MS/HS	
Defries	Kevin	5/13/2024	FT/Night	MS/HS	
Lasichan	Sivilay	10/7/2024	FT/Head/Lead	Maintenance	
* Building is determined by district needs and can be changed					

Food Service 2025-2026 Seniority List

WINDOM PUBLIC SCHOOLS - Board Approved on _____

Last Name	First Name	Hire Date	Position	Building	# of Hours
Vande Hoef	Bonnie	09/07/99	Café Helper	MS/HS	4
		10/01/24	Café Helper	MS/HS	4.75
Moret	Carla	10/21/02	Baker/Cook Asst.	Elementary	7.25
Buss	Susan	02/26/13	Baker/Cook Asst.	MS/HS	7.25
		08/25/25	Cook Manager	MS/HS	8
Pullar	Brenda	08/31/16	Cooks Asst.	Elementary	6
Kazemba	Carol	01/17/17	Café Helper	Elementary	2.5
Leckie	LaVonne	08/08/19	Cook Manager	Elementary	7.5
King	Sarah	08/26/20	Café Helper	Elementary	3
		08/22/23	Baker/Cook Asst.	Elementary	6.5
		09/09/24	Baker/Cook Asst.	MS/HS	7.25
Boldt	Holly	01/26/22	Café Helper	Elementary	3
		08/01/24	Cook Manager	MSHS	8
		08/25/25	Lunchroom Manager	Winfair	5
King	Deb	08/23/23	Café Helper	MS/HS	5
Nordin	Ruth	08/29/23	Café Helper	Elementary	2.5
		08/26/24	Café Helper	Elementary	3
		08/25/25	Café Helper	Elementary	4.5
Lensing	Jessica	12/04/23	Café Helper	MS/HS	3.25
		10/01/24	Café Helper	MS/HS	4
Rickert	Lisa	08/26/24	Café Helper	Elementary	2.5
		08/25/25	Café Helper	MS/HS	3
Burns	Tina	09/17/24	Café Helper	Elementary	2.5
Myers	April	10/21/24	Café Helper	MS/HS	3.75
Nolte	Brenda	08/25/25	Café Helper	Elementary	3
Ibarra	Orivel	09/08/25	Baker/Cook Asst.	MS/HS	7.25

Paraprofessionals 2025-2026 Seniority List
WINDOM PUBLIC SCHOOLS- Board Approved on _____

Para #	Last Name	First Name	Hire Date	2025-26 Years- Schedule A	# of Hours	Bldg.	Program
1	Schaufenbuel	Mary	8/22/1979	26	7.5	MS/HS	ISS & Comp Lab
2	Knapper	Donna	8/30/1990	26	7.25	Elementary	Library
3	Johnson	Sonya	10/1/1996	26	8	Elementary	Special Ed
4	Hayenga	Kristi	9/5/2002	23	7.85	Elementary	Title
6	Bjorklund	Leah	8/28/2008	17	8	MS/HS	Special Ed
9	Scrivens	Beth	1/10/2012	14	1.2	Highland	Special Ed
10	Redman	Stephanie	8/22/2012	14	6.75	MS/HS	Interventionist
12	Maras	Rebecca	10/22/2012	14	7.25	MS/HS	Special Ed
13	Krumweide	April	2/25/2013	13	7	MS/HS	Special Ed
14	Donchez	Julie	8/31/2016	10	6.75	MS/HS	Special Ed
15	Nichols	Rachel	10/25/2016	10	7.75	MS/HS	Special Ed
16	Rahn	Heather	3/9/2017	9	7.5	Elementary	Special Ed
43	Sebring	Erin	4/6/2017	9	6.5	Highland	Special Ed
18	Friesen	Brianna	8/30/2017	12	6.5	Elementary	Special Ed
21	Mau	Melissa	4/26/2019	7	7.25	Elementary	Special Ed
72	Andersen	Tabetha	8/26/19*	7	7.5	MS/HS	Behavior Intervention
23	Armstrong	Todd	8/26/19*	9	7.5	Elementary	Special Ed
24	Cerda Juarez	Maria	9/8/2020*	6	7.15	Elementary	Bilingual Para
73	Sell	Emily	9/8/2020*	6	7	MS/HS	Special Ed
26	Torkelson	Tara	9/8/2020*	6	7.5	Elementary	Special Ed
28	Murray	Ashley	03/01/2021	5	7.75	Elementary	Special Ed
29	Halland	Brenna	04/29/2021	5	7.25	MS/HS	Special Ed
30	Alm	Tammy	8/31/2021*	5	7.5	Highland	Special Ed
51	Martinsen	Cathy	8/31/2021*	5	8	Elementary	Special Ed
32	Mesner	Tina	8/31/2021*	5	6.75	Elementary	Special Ed
33	Rempel	Susan	8/31/2021*	5	6.5	MS/HS	Special Ed
34	Schultz	Rhea	8/31/2021*	5	7.5	Elementary	Special Ed
35	Zuehlke	Heather	8/31/2021*	5	7.75	MS/HS	Special Ed
36	Schroeder	Alyssa	10/25/2021	5	7.5	MS/HS	Interventionist
37	Hernandez-Sanchez	Rachel	11/15/2021	5	7	Elementary	Special Ed
38	Nelson	Misty	8/30/2022*	4	7	Elementary	Special Ed
39	Garwood	Erin	8/30/2022*	4	6.75	MS/HS	Special Ed
40	Theesfeld	Pam	8/30/2022*	4	7.25	Elementary	Special Ed
48	Wolff	Jill	4/28/2023	3	6.5	Elementary	Special Ed
50	Bjorklund	Nathaniel	8/29/2023	4	7.25	MS/HS	Special Ed
54	Estrada	Erik	9/5/2023	6	7.25	MS/HS	Special Ed
53	Rothstein	Jeniffer	9/6/2023	2	7.25	MS/HS	Special Ed
56	Magana	Michael	10/9/2023*	3	6.5	Elementary	Special Ed
52	Wehmeyer	Holly	10/9/2023*	3	7	MS/HS	Special Ed
59	Torkelson	Maria	11/13/2023	3	6.5	Elementary	Special Ed
46	Cazares	Jackie	11/20/2023	3	7	MS/HS	Bilingual Para
65	Sounthala	Souane	12/6/2023	22	6.5	Elementary	Bilingual Para
58	Pillars	Jennifer	1/2/2024	3	6.5	MS/HS	Special Ed
57	Koch	Debbie	1/4/2024	3	6.5	Elementary	Special Ed
66	Palm	Cynthia	1/23/2024	12	7.5	Elementary	Special Ed
42	Martinsen	Amanda	2/20/2024	3	7.5	Elementary	Special Ed
60	Morales Marroquin	Maria	3/14/2024	3	6.5	MS/HS	Special Ed
64	Huff	Jeremiah	4/16/2024	9	7.5	MS/HS	Behavior Intervention
11	Gonzalez-Nielsen	Breanna	8/26/2024**	3	7.25	MS/HS	Special Ed
31	Smestad	Earlene	8/26/2024**	3	6.75	Elementary	Special Ed
67	Cooley	Sara	10/14/2024	2	3.5	Highland	Special Ed
62	Lopez	Jennifer	11/11/2024	2	7.5	Elementary	Special Ed
5	Dahna	Alison	11/25/2024	2	7	MS/HS	Library
41	Strom	Tiffany	3/10/2025	16	7.25	Highland	Special Ed
55	Krueger	Tonja	4/14/2025	1	6.75	MS/HS	Special Ed
19	Harrington	Casey	8/25/2025**	4	7.25	MS/HS	Special Ed
22	Shepherd	Sarah	8/25/2025**	4	7.5	MS/HS	Special Ed
68	Castro (Sosa Cuello)	Debanhy	8/25/2025**	1	6.75	Highland	Special Ed
70	Chatelle	Kira	8/25/2025**	1	6.5	Elementary	Special Ed
17	Najera Ruiz	Stacy	8/25/2025**	1	6.2	Highland	Special Ed
25	Benson	Cynthia	8/25/2025**	1	6.5	MS/HS	Special Ed
47	Flores	Merlia	9/9/2025	1	6.5	MS/HS	Bilingual Para

Paraprofessionals 2025-2026 Seniority List							
WINDOM PUBLIC SCHOOLS- Board Approved on _____							
Para #	Last Name	First Name	Hire Date	2025-26 Years- Schedule A	# of Hours	Bldg.	Program
49	Jal	Bhan	10/13/2025	1	6.75	MS/HS	Special Ed
74	Leopold	Caitlin	10/20/2025*	1	7.5	Elementary	Special Ed
61	Mick	Kalyn	11/6/2025	1	6.75	Elementary	Special Ed
27	De Raad	Brianna	11/24/2025*	1	6.75	Elementary	Special Ed
7	Van Horsen	Christina	11/24/2025*	1	7	Elementary	Special Ed
69	Goodwin	Rebecca	1/5/2026	20	6.5	Elementary	Special Ed
* Seniority ranking for these employees need to be determined by lot, this is alphabetical							

Secretary 2025-2026 Seniority List
WINDOM PUBLIC SCHOOLS- Board Approved on _____

Last Name	First Name	Location	Hire Date Secretary	Hire Date Para	# of months	# of hours
*Hormig	Marcia	HS/MS	3/6/2017	1/30/2002	10	4
*Piotter	Sonja	HS/MS	8/24/2020		10	8
*Merrihew	Amy	HS/MS	8/12/2024	9/26/2022	10	8
Kelly	Amy	Elementary	4/14/2025		12	8
*Gonzalez	Elianib	HS/MS	6/2/2025		10	8

*These employees may work more than 10 months at the discretion of the district.

Cottonwood County Home Initiative Program

REVISED Guidelines

(Effective: January 1, 2026)

Intent

The purpose of the Cottonwood County Home Initiative Program is to provide incentives in Cottonwood County to encourage the construction of new owner-occupied and rental residential housing units, encourage replacement of dilapidated housing structures, and increase future tax revenues in Cottonwood County.

Tax Abatement Availability

Minnesota Statute §469.1813 sets forth abatement authority, procedures, and requirements. Subdivision 8 of §469.1813 places limitations on tax abatement.

On December 16, 2025, the Cottonwood County Board of Commissioners extended the application period for the Cottonwood County Home Initiative Program for an additional three-year period commencing on January 1, 2026, and ending on December 31, 2028. The Board of Commissioners capped the maximum valuation of a single-family home eligible for tax abatement by Cottonwood County at \$320,000. The School Board of the Windom Public School District (ISD 177) and the City Council of the City of Windom, Minnesota, also adopted the valuation cap of \$320,000.

Eligible Participants

Any person who constructs a new single-family home, duplex, multi-family complex, or residential portion of a shouse and who files application material and seeks formal approval from appropriate local jurisdictions between January 1, 2026, and December 31, 2028, may be eligible to receive 100% tax abatement of the County's share of increased real estate taxes (**capped at a valuation of \$320,000 for a new single-family home**), and shares of School District's taxes (if applicable) (**capped at a valuation of \$320,000 for a new single-family home**) and City's taxes (if applicable) (**capped at a valuation of \$320,000 for a new single-family home**), generated by the construction of new housing or a new single-family home, for a period of five (5) years provided all of the following requirements are met:

1. Property is located within Cottonwood County and zoned properly for the proposed development project.
2. The applicant shall not have received other local financial assistance (tax increment financing/TIF, Workforce Housing, SCDP).
3. Project is constructed pursuant to building codes adopted at the time the building permit is obtained.
4. Property taxes are current and paid on time and in full.
5. Program approvals must be obtained from each applicable taxing authority prior to the start of construction of the new housing/home.

Multi-family projects of a minimum of 4 rental units may seek approval for a longer tax abatement period not exceeding the maximum defined by State Statute. Each of these multi-unit requests will be considered on an individual basis.

Abatement Program

The real estate taxes to be abated shall be up to the full amount of the real estate taxes from added tax base of the newly constructed housing/home collected annually by the County and, if applicable, by the City where the property is located. Participating School Districts can abate the percentage which is allowed by state law.

This abatement will not include voter-approved school referendums, local levies, or state aid pursuant to Minnesota Statutes §§ 127A.40 to 127A.51.

Real estate taxes collected for the value of the land or the value of any current additional structures on the property **are not eligible** for tax abatement, and will not be abated as part of this program.

This abatement also does not apply to, or include, existing and/or new assessments to the property.

This abatement will transfer to the new property owners for the balance of the five-year abatement period upon the sale of the property.

Application

Statute requires the County and each applicable taxing authority to review each abatement application prior to approval of the proposed abatement. All applications will be considered on a “first come - first served” basis. The acceptance of new applications will be contingent upon board approval and abatement capacity as defined above.

A complete Application for Abatement shall consist of:

- A letter addressed to the Cottonwood County Home Initiative Administrator requesting abatement for an eligible project.
- Legal description, address and property identification number for the subject property.
- An aerial or plat map outlining the lot lines of the property.
- A site plan showing the proposed location and dimensions of the new home/housing project on the property.
- Floor plans for the new home/housing project.
- Estimated market value of the new home/housing project.
- Applications for properties in unincorporated areas of the County also require a Building Setback Permit issued by the Cottonwood County Planning & Zoning Office and SSTS (Septic System) Permit issued by Cottonwood County.

Note: A copy of the building permit, issued after approval of the abatement, should be submitted to the County Assessor’s Office by the property owner(s) or agency issuing the permit.

Applications are to be submitted to Economic Development Authority of Windom (“EDA”), 444 9th Street, P. O. Box 38, Windom, Minnesota 56101. Upon receipt of a completed application, the EDA will submit information to the County and, if applicable, to the appropriate City and School District to schedule date(s) on which each entity will consider the application. The appropriate Board(s)/Commission(s) shall call for the required public hearing(s). Notice of these public hearing dates shall be sent to the applicant within 30 days of the filing of the application. Notices of the public hearings shall be published in the appropriate local newspaper. Upon consideration and approval by the appropriate taxing authority, each taxing authority will adopt a resolution approving the abatement and outlining the details of the abatement program. Copies of these resolutions will be forwarded to the applicant.

The abatement shall be null and void if construction of the new home is not commenced within six (6) months of the approval of the final resolution which is adopted by a taxing entity or if real estate taxes are not paid on or before the respective annual payment deadlines.

Abatement Payments

The abatement period will commence on the first full year of taxes payable for the increased assessed value related to the capital improvement (new housing/home) and shall continue for a total of five (5) years.

The County and each participating entity (such as City and/or School District) shall provide the awarded abatement payments following full payment by the property owner(s) of the real estate taxes due annually.

One payment of each entity's share of the abatement shall be made to the property owner(s) of record by December 30th of each calendar year during the five-year period.

Application Information

Contact: EDA of Windom - 507-832-8659 or 507-832-8661

E-Mail: wineda@windom-mn.com or Sonya.Wilt@windommn.com

WINDOM PUBLIC SCHOOL DISTRICT

RESOLUTION NO. 12082025D

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

**RESOLUTION APPROVING EXTENSION OF PARTICIPATION
IN COTTONWOOD COUNTY HOME INITIATIVE PROGRAM**

WHEREAS, the Windom Public School District (the “School District”) is committed to the best interests of the students in the School District and the best interests of the School District as a whole; and

WHEREAS, Minnesota Statutes §469.1813 gives authority to a School to grant an abatement of a percentage of the property taxes imposed by the School if certain criteria are met; and

WHEREAS, in 2016 the Windom Board of Education (“School Board”) approved the Cottonwood County Home Initiative Guidelines (the “Guidelines”) and participation in the Cottonwood County Home Initiative Program (a residential tax abatement program), and thereafter approved an extension of participation in the program for two additional three-year periods; and

WHEREAS, the Cottonwood County Home Initiative Program provides for abatement of the real estate taxes (generated by the construction of a new home on property in the County) for a period of five years; and

WHEREAS, the purpose of the Cottonwood County Home Initiative is to provide incentives to encourage the construction of new owner-occupied and rental residential housing units, encourage replacement of dilapidated housing structures within Cottonwood County, and increase future tax revenues in Cottonwood County; and

WHEREAS, an eligible participant in the program would be any person who constructs a new single-family home, duplex, multi-family complex, or residential portion of a shouse and who files application material and seeks formal approval from the appropriate local jurisdictions; and

WHEREAS, the current program will officially terminate on December 31, 2025, and no additional applications will be accepted for participation in the program; and

WHEREAS, it is anticipated that on December 16, 2025, the Cottonwood County Commissioners will approve the proposed Guidelines and an extension of the application period

in the Cottonwood County Home Initiative Program for an additional three years commencing on January 1, 2026; and

WHEREAS, it is in the best interests of the School District and its residents that the guidelines of the Cottonwood County Home Initiative Program be approved and that the School District renew its participation in the Cottonwood County Home Initiative Program.

Now, therefore, **BE IT RESOLVED** by the **WINDOM BOARD OF EDUCATION** as follows:

1. The proposed guidelines of the Cottonwood County Home Initiative Program for the 2026-2028 application period are hereby approved.

2. The maximum valuation of a single-family home eligible for tax abatement by the School District is capped at \$320,000.00.

3. Renewal of the School District's participation in the Cottonwood County Home Initiative Program for another three-year period to commence on January 1, 2026, is hereby approved.

4. The School Board retains the authority for final approval of individual projects requesting tax abatement by the School District.

5. The School Board Chair and School Board Clerk are hereby authorized to sign any required documents approving the proposed guidelines for the Cottonwood County Home Initiative Program and authorizing renewal of the School District's participation in the Cottonwood County Home Initiative Program.

Adopted this 8th day of December, 2025.

ATTEST:

Bruce Mews, Clerk

Joel Bordewyk, Chair

BOARD COMMITTEES REQUIRED BY POLICY 213					
AUDIT(FINANCE)		BUILDING & GROUNDS		POLICY	
1	Chair	1	Klassen	1	Miller
2	Vice Chair	2	Mews	2	Steffen
3	Treasurer	3	Bordewyk	Alt	Liepold
		Alt	Jones		
SALARY NEGOTIATIONS COMMITTEES					
SUPER/BUS MANAGER		PRINCIPALS ADMIN		LICENSED STAFF	
1	Chair	1	Mews	1	Jones
2	Vice-Chair	2	Miller	2	Mews
3	Clerk	3	Liepold	3	Klassen
Cust, Sec/Para, Food Service		TRANSPORTATION		SPRVRS/OFFICE STAFF	
1	Jones	1	Mews	1	Miller
2	Steffen	2	Miller	2	Jones
Alt	Liepold	Alt	Bordewyk	Alt	Mews
BOARD REPRESENTATIVES					
ADVISORY COMMITTEE REP		VOCATIONAL REP		COMMUNITY ED REP	
1	Middle-Bordewyk	1	Mews	1	Liepold
Alt	Liepold				
1	Elem - Miller	Alt	Jones	Alt	Bordewyk
Alt	Steffen				
HEALTH & SAFETY REP		FOUNDATION REP		INTEGRATION REP	
1	Klassen	1	Miller	1	Steffen
2	Miller	2	Jones	2	Liepold
Alt	Mews	Alt	Klassen	Alt	Bordewyk
MNSHSL REP/ CURRICULAR		STAFF DEVELOPMENT REP		CITY/COUNTY/SCHOOL REP	
1	Steffen	1	Miller	1	Miller
2	Klassen	2	Steffen	2	Steffen
				Alt	Mews
OUTREACH GROUPS					
A.	MT. LAKE	1	Jones		
		2	Klassen		
B.	HERON LAKE-OKABENA	1	Miller		
		2	Liepold		
C.	RED ROCK CENTRAL	1	Mews		
		2	Liepold		
D.	JACKSON COUNTY CENTRAL	1	Miller		
		2	Jones		
E.	SWWC SERVICE COOP	1	Mews		
		2	Jones		
		3	Steffen		

Officers	
Chair	Joel
Vice Chair	Angie
Treasurer	Barb
Clerk	Bruce