

**AGENDA**  
**BOLD BOARD OF EDUCATION REGULAR MEETING**  
**BIRD ISLAND-OLIVIA-LAKE LILLIAN**  
**INDEPENDENT SCHOOL DISTRICT #2534**  
**MONDAY, JANUARY 26, 2026**  
**7:00 PM**  
**BOLD MEDIA CENTER**

---

**Mission Statement:** Provide all learners in the BOLD community an education designed to develop the creativity, character, confidence, and skills essential to flourish in a changing global society.

I. Call to Order and Roll Call  
Chair Peppel

II. Pledge of Allegiance

Let us begin our meeting with the recitation of the pledge of Allegiance.

III. Approval of Agenda

IV. Recognition of Visitors to the School Board  
Chair Peppel

V. Public Forum  
Chair Peppel

**Public Forum will be placed on the agenda for regular board meetings. During this part of each regular school board meeting time will be allowed for district constituents to address the school board. Pursuant to Policy 206 Section VI the board will make every effort to allow district constituents to speak, but may limit discussion to ensure all business is addressed for the interest of the district. This is a time of "listening" by the school board.**

VI. Consent Items  
Chair Peppel

**Only one motion is needed to approve all consent items. Any item that is requested to be removed from the consent agenda by a school board member will be discussed and acted on for independent consideration immediately following approval of the consent agenda.**

- **Approve Bills for Payment (Attachments)**
- **Approve Minutes (Attachment)**
  - January 5th, 2026 Special Organizational Board Meeting
- **Approve Personnel Changes (Attachment)**

VII. Reports

A. **Superintendent Report**

Superintendent Tydlacka

B. **PK-6 Principal Report**

Kris Krafka

C. **7-12 Principal Report**

Missy Bodine

D. **Activities Report**

Derek Flann

E. **Community Education Report**

Jessica Aaseth

F. Food Service Director Report

Margaret Fleming

Attached is an informational update for the board relating to BOLD's Food Service. This includes informing and providing information on where the board may need to provide legislative feedback that is impacting students in the district.

G. **Pool Report**

Tracey Johnson

H. **Facilities Report**

Brandon Jahnz

I. **School Board Committee Reports**

VIII. New Business

A. Adopt a Resolution Directing the Administration to Consider Discontinuing and Reducing Educational Programs and Positions. (Action)

Chair Peppel

Read and adopt the resolution. Annual resolution.

B. Third and Final Reading of Policy 103, Complaints - Students, Employees, Parents, Other Persons. (Action) (Attachment)

Member Frank

Policy 103 will be a new policy added to BOLD. It is referenced in Policy 423, which will concurrently be up for discussion and approval. We will have three readings with tentative approval at the January 26, 2026 board meeting.

C. First and Final reading of Policy 417, Chemical Use and Abuse. (Action) (Attachment)

Member Clouse

The technical updates for policy 417 CHEMICAL USE AND ABUSE are: removing the duplicate phrase in IV. C. and adding one word in the

Cross Reference Section. Since the updates are minor, this policy will require only one reading and final approval. We last reviewed and approved this policy on September 23, 2024. It had the technical change in October 2025 by MSBA.

- D. Third and Final Reading of Policy 418, Drug-Free Workplace/Drug Free School, and 418.1, Drug-Free Workplace\_Drug-Free School Acknowledgment Form. (Action) (Attachments)  
Member Clouse  
Policy 418 was last approved on June 23, 2025 using the 06-04-24 revision. However, MN Statute was updated in the 2025 legislative session. The policy now reflects those changes put into Statute in the later half of 2025.  
418.1, Drug-Free Workplace\_Drug-Free School Acknowledgment Form is new. This will be incorporated as part of the update policy 418. We will do three readings and the both would be up for tentative approval at the January 26, 2026 board meeting.
- E. Third and Final Reading of Policy 423, Employee-Student Relationships. (Action) (Attachment)  
Member Clouse  
Policy 423 Employee-Student Relationships is new to the BOLD District. the document follows the MSBA template. Please read it thoroughly and send any comments to Todd or MaryElla. It would be tentative adopted at the January 26, 2026 board meeting.
- F. Third and Final Reading of Policy 427, Workload Limits for Certain Special Education Teachers. (Action) (Attachment)  
Member Clouse  
Policy 427 was last updated and approved on August 24, 2015. This policy will have three readings and is scheduled for tentative adoption at the January 26, 2026 board meeting. A red-line version is provided and the changes are primarily related to updated language.
- G. First and Final reading of Policy 519, Interviews of Students by Outside Agencies. (Action) (Attachment)  
Member Clouse  
This policy was last reviewed and approved on December 16, 2024 with a revision date of January 2, 2022. MSBA provided a Oct. 15, 2025 technical revision to update our policy. In section III A, changes noted are in regards to Statute 260E 22 , Subd 2. the next change is in Section C where outdated language is replaced.  
There are occasions in which persons other than school district officials and employees find it necessary to speak with a student during the school day. Student safety and disruption of the educational program is of concern to the school district. The purpose of this policy is to

establish the procedures for access to students by authorized individuals during the school day.

- H. First and Final reading of Policy 601, School District and Instruction Goals. (Action) (Attachment)  
Member Clouse  
The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Standards and federal law and are aligned with comprehensive achievement and civic readiness. We last adopted this policy on June 23, 2025 with a revision date of May 30, 2024. This will require a single reading with minor changes that was in an October 15, 2025 MSBA update with minor technical changes. .
- I. Third and Final Reading of Policy 705, Investments. (Action) (Attachment)  
Member Frank  
Policy 705 was last updated and approved on April 27, 2009 with a 2008 revision. This policy will have three readings and is scheduled for tentative adoption at the January 26, 2026 board meeting. Due to substantial changes a red-line version is not provided. The main sections that changed are IX and XIV.
- J. Third and final reading of Policy 709, Student Transportation Safety, and 709.1, Notification to Employer Forms. (Action) (Attachments)  
Member Frank  
Policy 709 was last updated and approved on December 19, 2011, using a 2010 revision. The forms (709.1) are an addition with this reading. The policy and forms will have three readings and is scheduled for tentative adoption at the January 26, 2026 board meeting. Due to substantial changes a red-line version is not provided.
- K. Second reading of Policy 722, Public Data and Data Subject Requests and 722.1, Public Data and Data Subject Request Form. (Attachments)  
Member Frank  
We will complete three readings due to the addition of a full paragraph into the policy from a October 2025 recommended update. 722.1, the form, is an addition, and currently is not in use. A red line version of Policy 722 is provided. Tentative adoption will be February 23, 2026.
- L. Second Reading of Policy 802, Disposition of Obsolete Equipment and Material. (Attachment)  
Member Clouse  
Policy 802 as last reviewed and adopted on May 23, 2022 using a 2019 revision. A new revision is available and the Poicy Committee recommends the board conduct three readings with a tentative approval at the February 23, 2026 Regular Board Meeting.

- M. First Reading of Policy 616, School District System Accountability.  
(Attachment)  
Member Clouse  
Policy 616 was last reviewed and approved on Nov. 25, 2024 with a revision date of June 1, 2024. On October 15, 2025 MSBA released a revision with technical updates. Due to this and with Tim Tydlacka being new the Policy committee recommends three readings to allow Administration adequate time to review, especially Section IV. D. 5. It contains a minor update removing outdated language in section IV. C. 2 and eliminates one of the Cross References.
- N. First Reading of Policy 621, Literacy and the READ Act. (Attachment)  
Member Clouse  
Policy 621, Literacy and the READ Act is new to BOLD. This was identified as a need due to the legislative enactments recently and the Policy Committee queried Tim Tydlacka on adding, which he agreed was needed. We will have three readings with a tentative adoption by the board at the March 23, 2026 board meeting.
- O. Resolution for Acceptance of Gifts  
Chair Peppel  
Approval of the Acceptance of Gifts.

IX. **Upcoming dates:**

Chair Peppel

February 23, 2026 7:00 p.m. Regular School Board Meeting in the BOLD Media Center

March 23, 2026 7:00 p.m. Regular School Board Meeting in the BOLD Media Center

April 27, 2026 7:00 p.m. Regular School Board Meeting in the BOLD Media Center

X. **Adjourn**

**BOLD BOARD OF EDUCATION SPECIAL ANNUAL ORGANIZATIONAL MEETING**

Monday, January 5, 2026 7:00 PM  
BOLD Media Center, 701 South 9th Street, Olivia, MN 56277

Brad Aaseth: Present  
Sandy Benson: Present  
Mary Ella Clouse: Present  
Dr. Todd Frank: Present  
Greg Peppel: Present  
Todd Sheehan: Present  
Michael Zimmerman: Present

**I. Call to Order and Roll Call** **Speaker(s):** Chair Frank  
**Discussion:** The meeting was called to order at 7:00pm.

**II. Pledge of Allegiance**

**III. Approval of Agenda (Action)**  
**Action(s):**  
I move to approve the agenda as published in the board packet. This motion, made by Brad Aaseth and seconded by Michael Zimmerman, Carried.  
**Voting Detail:**  
Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea  
**Voting Summary:** Yea: 7, Nay: 0

**IV. Recognition of Visitors to the School Board** **Speaker(s):** Chair Frank

**V. Election of School Board Officers (Nomination(s) and Action for each office)** **Speaker(s):** Chair Frank  
**Discussion:**

V.A. Elect Chairperson for January 2026 to December 2026. (Action) **Speaker(s):** Chair Frank

**Action(s):**  
Greg Peppel was nominated for Chair. After the vote was taken Member Peppel assumed duties of the Chair for the remainder of the meeting. This motion, made by Mary Ella Clouse and seconded by Brad Aaseth, Carried.  
**Voting Detail:**  
Brad Aaseth: Yea  
Sandy Benson: Yea

Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

**Discussion:** Aaseth nominated Peppel as Chair,  
Peppel accepted.  
Clouse nominated Aaseth as Chair, Aaseth  
declined.

V.B. Elect Vice Chair for January 2026 to December 2026. (Action) **Speaker (s):** Chair

**Action(s):**

Aaseth was nominated as Vice Chair. This motion,  
made by Dr. Todd Frank and seconded by Mary Ella  
Clouse, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

**Discussion:** Clouse nominated Aaseth as Vice  
Chair, Aaseth accepted.

V.C. Elect Clerk for January 2026 to December 2026. (Action) **Speaker (s):** Chair

**Action(s):**

Clouse was nominated as Clerk. This motion, made  
by Brad Aaseth and seconded by Sandy Benson,  
Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

**Discussion:** Benson nominated Clouse as Clerk,  
Clouse accepted.

V.D. Elect Treasurer for January 2026 to December 2026. (Action) **Speaker (s):** Chair

**Action(s):**

Benson was nominated as Treasurer. This motion,  
made by Brad Aaseth and seconded by Michael

Zimmerman, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

**Discussion:** Sheehan and Dr. Frank nominated Benson as Treasurer, Benson accepted.

**VI. Consent Item(s)**

**Action(s):**

I move to approve the consent item of approving the December 22, 2025 Regular Meeting minutes as published in the board packet. This motion, made by Dr. Todd Frank and seconded by Michael Zimmerman, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

**VII. Superintendent Report**

**Speaker(s):**

Superintendent Tim Tydlacka

**VIII. New Business**

VIII.A. Review board membership and terms.

VIII.B. Review Policy 209, Code of Ethics, and Policy 206, Public Participation in School Board Meetings / Complaints About Persons At School Board Meetings and Data Privacy Considerations. (Attachments)

VIII.C. Set School Board Meeting dates, time, and location for the 2026 calendar year. (Action) (Attachment)

**Speaker(s):** Chair Peppel

**Action(s):**

I move to approve the School Board Meeting dates, time, and location for the 2026 calendar year as published in the board packet. This motion, made by Sandy Benson and seconded by Dr. Todd Frank, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea

Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.D. Adopt Electronic Funds Transfers  
Resolution. (Action) (Attachment)

**Speaker(s):** Chair  
Peppel

**Action(s):**

Resolution for Electronic Funds Transfer. This motion, made by Michael Zimmerman and seconded by Mary Ella Clouse, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.E. Designate legal counsel for the district as Squires, Waldspurger, and Mace, P.A. and designate the Chairperson and Superintendent as authorized contacts. (Action)

**Action(s):**

I move to designate legal counsel for the BOLD 2534-01 district as Squires, Waldspurger, and Mace, P.A. and designate the Chairperson and Superintendent as the authorized contacts. This motion, made by Brad Aaseth and seconded by Sandy Benson, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.F. Establish Board Compensation for Attending Board Meetings. (Action)

**Action(s):**

I move to establish board compensation for January 1, 2026 to December 31, 2026 at \$100 per board member per regular and special board meetings, and \$100 for ½ day and \$200 for full-day negotiations meetings; and \$200 for all-day seminars. Compensation will not be paid for Meet and Confer meetings, Policy Review meetings,

interviews, etc. This motion, made by Sandy Benson and seconded by Michael Zimmerman, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.G. Approve the 2026 Standard IRS Mileage Rate of 72.5 cents per mile, effective January 1, 2026. (Action)

**Action(s):**

I move to approve the 2026 Standard IRS Mileage Rate of 72.5 cents per mile, effective January 1, 2026. This motion, made by Dr. Todd Frank and seconded by Sandy Benson, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.H. Appoint School Board Representatives and Committees. (Action) (Attachment)

**Action(s):**

I move to appoint school board representatives and committees with the designated chairs as discussed and finalized during discussion. This motion, made by Dr. Todd Frank and seconded by Brad Aaseth, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.I. Set Meal Allowances/Reimbursement rates for 2026. (Action)

**Action(s):**

I move to set the meal allowance reimbursement for a full day at a maximum of \$60.00 for

calendar year 2026. This motion, made by Sandy Benson and seconded by Michael Zimmerman, Carried.

**Voting Detail:**

Brad Aaseth:	Yea
Sandy Benson:	Yea
Mary Ella Clouse:	Yea
Dr. Todd Frank:	Yea
Greg Peppel:	Yea
Todd Sheehan:	Yea
Michael Zimmerman:	Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.J. Approve Signatures for School Checks, Authorization to pick up Night Depository Money, Access to Safety Deposit Box and Authorization to Make Collateral Adjustments for the period January 1, 2026 to December 31, 2026, as listed below: (Action)

**Signatures for: Finance/Payroll Checks/Flex**

**Account/Activity Account** - Chairperson, Treasurer, and Clerk.

**Petty Cash** - Superintendent, Director of Finance, and Assistant Business Manager.

**Trust Accounts** - Superintendent, Director of Finance, and Assistant Business Manager.

**Night Depository** - Treasurer, Superintendent, Director of Finance, Assistant Business Manager and Activities Director.

**Safety Deposit Box** - Chairperson, Treasurer, Superintendent, Director of Finance, and Assistant Business Manager.

**Collateral Adjustments** - Superintendent, Director of Finance and Assistant Business Manager.

**Action(s):**

I move to approve the following signatures for the period January 1, 2026 to December 31, 2026, as listed below: Signatures for: Finance/Payroll Checks/Flex Account/Activity Account -

Chairperson, Treasurer, and Clerk. Petty Cash - Superintendent, Director of Finance, and Assistant Business Manager. Trust Accounts - Superintendent, Director of Finance, and Assistant Business Manager. Night Depository - Treasurer, Superintendent, Director of Finance, Assistant Business Manager and Activities Director. Safety Deposit Box - Chairperson, Treasurer, Superintendent, Director of Finance, and Assistant Business Manager. Collateral Adjustments - Superintendent, Director of Finance and Assistant Business Manager. This motion, made by Mary Ella Clouse and seconded by Sandy Benson, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.K. Approve Designation of Official School Depository Accounts. (Action)

**Action(s):**

I move that HomeTown Bank of Olivia, MN be designated for Official School Depository Accounts for BOLD ISD 2543 school finance. This motion, made by Brad Aaseth and seconded by Todd Sheehan, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.L. Designate Financial Institutions for Investment Purposes for the Period January 1, 2026 through December 31, 2026. (Action)

**Action(s):**

I move to designate the financial Institutions of Frandsen Bank & Trust - Bird Island, MN; FM Bank Minnesota - Olivia, MN; HomeTown Bank - Olivia, MN; Citizens Alliance Bank - Lake Lillian, MN; MSDLAF+; and PMA for Investment Purposes for the Period January 1, 2026 through December 31, 2026. This motion, made by Dr. Todd Frank and seconded by Michael Zimmerman, Carried.

**Voting Detail:**

Brad Aaseth: Yea  
Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.M. HomeTown Bank: Approve signatories and account access to \_\_\_\_\_, BOLD  
School Board Chair; \_\_\_\_\_, BOLD  
School Board Clerk; \_\_\_\_\_ BOLD  
School Board Treasurer; and Tim Tydlacka, BOLD

Superintendent, as signatories and Nicole Veith, SWWC Business Services Specialist as transfer/wire authority. Checks must contain three signatures. (Action)

**Action(s) :**

I move to approve signatories and account access to HomeTown Bank for Greg Peppel, BOLD School Board Chair; Mary Ella Clouse, BOLD School Board Clerk; Sandy Benson, BOLD School Board Treasurer; and Tim Tydlacka, BOLD Superintendent, as signatories and Nicole Veith, SWWC Business Services Specialist as transfer/wire authority for calendar year 2026 and that checks must contain three signatures. This motion, made by Sandy Benson and seconded by Mary Ella Clouse, Carried.

**Voting Detail:**

Brad Aaseth:	Yea
Sandy Benson:	Yea
Mary Ella Clouse:	Yea
Dr. Todd Frank:	Yea
Greg Peppel:	Yea
Todd Sheehan:	Yea
Michael Zimmerman:	Yea

**Voting Summary:** Yea: 7, Nay: 0

VIII.N. Approve Designation of Official Radio Station for ISD #2534 from January 1, 2026 to December 31, 2026 as KOLV, 100.1 FM, Big Country. (Action)

**Action(s) :**

I move to designate the Official Radio Station for ISD #2534, BOLD, from January 1, 2026 to December 31, 2026 as KOLV, 100.1 FM, Big Country. This motion, made by Todd Sheehan and seconded by Brad Aaseth, Carried.

**Voting Detail:**

Brad Aaseth:	Yea
Sandy Benson:	Yea
Mary Ella Clouse:	Yea
Dr. Todd Frank:	Yea
Greg Peppel:	Yea
Todd Sheehan:	Yea
Michael Zimmerman:	Yea

**Voting Summary:** Yea: 7, Nay: 0

IX. **Upcoming dates:**

**Speaker(s) :** Chair

X. **Adjourn Meeting. (Action)**

**Action(s) :**

I move to adjourn the meeting. This motion, made by Mary Ella Clouse and seconded by Michael Zimmerman, Carried.

**Voting Detail:**

Brad Aaseth:	Yea
--------------	-----

Sandy Benson: Yea  
Mary Ella Clouse: Yea  
Dr. Todd Frank: Yea  
Greg Peppel: Yea  
Todd Sheehan: Yea  
Michael Zimmerman: Yea

**Voting Summary:** Yea: 7, Nay: 0

**Discussion:** Meeting was adjourned at 8:00pm

---

Board Secretary

January 26, 2026 Board Meeting

NEW HIRES:

1. Marissa Greeley, as a long-term substitute for Matt Sullivan
2. Dan Kluver, Junior High Baseball Coach

RESIGNATIONS:

1. Gayle Grimm, retiring at the end of the 2025-2026 school year as Early Childhood Special Education Teacher.
- 2.

LEAVES OF ABSENCES:

1. Matt Sullivan, leave of absence for the 2026 season as Golf Coach
- 2.

**Bird Island - Olivia - Lake Lillian District #2534**

**Payment Reg by Check-No Voids**

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53495	CH	1	00063	AFLAC	12/30/2025	\$1,148.32	98175	B 01 215 031	AFLAC, Mn Mut, NCPERS, HoraceMannLif	
<b>Check Total:</b>							<b>\$1,148.32</b>				
HOME	53496	CH	1	01474	BOLD EDUCATION ASSOCIATION	12/30/2025	\$2,473.80	98179	B 01 215 040	B.O.L.D. Ed Asso Dues	
<b>Check Total:</b>							<b>\$2,473.80</b>				
HOME	53497	CH	1	4924	F&M BANK MINNESOTA	12/30/2025	\$30.00	98194	B 01 215 028	Payroll Deductions - HSA	
<b>Check Total:</b>							<b>\$30.00</b>				
HOME	53498	CH	1	5552	Greater Community Credit Union	12/30/2025	\$100.00	98187	B 01 215 028	Payroll Deductions - HSA	
<b>Check Total:</b>							<b>\$100.00</b>				
HOME	53499	CH	1	2812	HOMETOWN BANK	12/30/2025	\$1,721.17	98186	B 01 215 028	Payroll Deductions - HSA	
<b>Check Total:</b>							<b>\$1,721.17</b>				
HOME	53500	CH	1	4158	KENSINGTON BANK	12/30/2025	\$75.00	98191	B 01 215 028	Payroll Deductions - HSA	
<b>Check Total:</b>							<b>\$75.00</b>				
HOME	53501	CH	1	5963	Magnifi Financial	12/30/2025	\$75.00	98190	B 01 215 028	Payroll Deductions - HSA	
<b>Check Total:</b>							<b>\$75.00</b>				
HOME	53502	CH	1	5581	Mid Country Bank	12/30/2025	\$210.00	98189	B 01 215 028	Payroll Deductions - HSA	
<b>Check Total:</b>							<b>\$210.00</b>				
HOME	53503	CH	1	02290	MN COUNCIL 65 AFSCME	12/30/2025	\$576.80	98176	B 01 215 044	Union Dues	
<b>Check Total:</b>							<b>\$576.80</b>				
HOME	53504	CH	1	5894	Rodenburg Law Firm	12/30/2025	\$233.12	98196	B 01 215 079	Garnish 1	
<b>Check Total:</b>							<b>\$233.12</b>				
HOME	53505	CH	1	6247	UMB HSA	12/30/2025	\$518.75	98193	B 01 215 028	Payroll Deductions - HSA	
<b>Check Total:</b>							<b>\$518.75</b>				
HOME	53506	CH	1	4847	UNITED WAY OF WEST CENTRAL MN	12/30/2025	\$15.00	98200	B 01 215 000	Payroll Deductions	
<b>Check Total:</b>							<b>\$15.00</b>				
HOME	53507	CH	1	6246	US Bank	12/30/2025	\$214.97	98192	B 01 215 028	Payroll Deductions - HSA	
<b>Check Total:</b>							<b>\$214.97</b>				
HOME	53508	CH	1	5559	WELLS FARGO-Willmar	12/30/2025	\$62.50	98188	B 01 215 028	Payroll Deductions - HSA	
<b>Check Total:</b>							<b>\$62.50</b>				
HOME	53509	CH	1	6074	Baker Tilly Muncipal Advisors, LLC	12/30/2025	\$5,600.00	98110	E 06 005 870 000 000 305	BT+ professional services - financial forec	
<b>Check Total:</b>							<b>\$5,600.00</b>				
HOME	53510	CH	1	5979	Bright Solutions	12/30/2025	\$100.00	98131	E 01 015 203 000 000 406	Annual Maintenance Fee	
<b>Check Total:</b>							<b>\$100.00</b>				

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void											
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$36.96	98145	E 01 020 292 969 000 401	basketball net	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$1,428.20	98146	E 01 020 294 974 000 401	BBB Portable Playmaker/ Anti slip pads, 1C	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$1,108.20	98146	E 01 020 296 974 000 401	GBB Anti slip pads, 10 basketballs	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$263.32	98146	E 01 020 294 975 000 401	Wrestling tape, scorebook	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$1,312.58	98139	E 01 020 296 980 000 401	Belts, pants for Girls Softball	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$169.98	98143	E 01 020 292 964 000 401	48 Rolls Pre-Wrap	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$47.96	98140	E 01 020 292 969 000 401	floor tape	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$3,339.00	98141	E 01 020 294 974 000 401	Boys/Girs Jersey's	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$171.96	98142	E 01 020 294 974 000 401	Boys/Girls Pinnies	
HOME	53511	CH	1	3615	BSN SPORTS, LLC	12/30/2025	\$284.95	98144	E 01 020 292 964 000 401	Eco-Flex 2", More skin	
<b>Check Total:</b>							<b>\$8,163.11</b>				
HOME	53512	CH	1	6156	Bullet Proof Mechanical Services Inc.	12/30/2025	\$969.82	98160	E 02 005 770 000 701 350	Filters for steamer and water dispensers,	
<b>Check Total:</b>							<b>\$969.82</b>				
HOME	53513	CH	1	00061	CHAPPELL CENTRAL	12/30/2025	\$108.00	98107	E 01 020 810 000 000 350	127419 Repaired 3 steam leaks on the coi	
HOME	53513	CH	1	00061	CHAPPELL CENTRAL	12/30/2025	\$351.00	98104	E 01 020 810 000 000 350	127404 Repair coils by cafeteria and abov	
HOME	53513	CH	1	00061	CHAPPELL CENTRAL	12/30/2025	\$108.00	98105	E 01 020 810 000 000 350	127405 Repair register in classroom	
HOME	53513	CH	1	00061	CHAPPELL CENTRAL	12/30/2025	\$216.00	98106	E 01 020 810 000 000 350	127407 Checked and repaired wiring to bc	
HOME	53513	CH	1	00061	CHAPPELL CENTRAL	12/30/2025	\$647.47	98108	E 01 020 810 000 000 350	127451 Repair of steam valve. Ordered ar	
HOME	53513	CH	1	00061	CHAPPELL CENTRAL	12/30/2025	\$108.00	98103	E 01 020 810 000 000 350	127403, Repaired heater in SE entrantrac	
<b>Check Total:</b>							<b>\$1,538.47</b>				
HOME	53514	CH	1	00887	CITY OF BIRD ISLAND	12/30/2025	\$84.88	98123	E 01 015 810 000 000 330	utilities	
<b>Check Total:</b>							<b>\$84.88</b>				
HOME	53515	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$11.12	98118	E 02 005 770 000 701 330	utilities	
HOME	53515	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$211.21	98118	E 01 020 810 000 000 330	utilities	
HOME	53515	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$5.41	98121	E 02 005 770 000 701 330	utilities	
HOME	53515	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$102.83	98121	E 01 020 810 000 000 330	utilities	
HOME	53515	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$14.27	98120	E 02 005 770 000 701 330	utilities	
HOME	53515	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$271.04	98120	E 01 020 810 000 000 330	utilities	
<b>Check Total:</b>							<b>\$615.88</b>				
HOME	53516	CH	1	4471	CMF TREE SERVICE	12/30/2025	\$735.25	98136	E 01 020 810 000 000 332	20 yd roll off, landfill fee	
<b>Check Total:</b>							<b>\$735.25</b>				
HOME	53517	CH	1	5818	DELANO PUBLIC SCHOOLS	12/30/2025	\$325.00	98129	E 01 020 296 979 000 369	Dance Invite on 1/24 Entry fee	
<b>Check Total:</b>							<b>\$325.00</b>				

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53518	CH	1	6191	Denny Spielmann	12/30/2025	\$1,500.00	98109	E 01 020 810 000 000 350	License Fee	
<b>Check Total:</b>							<b>\$1,500.00</b>				
HOME	53519	CH	1	6061	Granite Telecommunications, LLC	12/30/2025	\$214.10	98132	E 01 020 810 000 000 320	communications	
<b>Check Total:</b>							<b>\$214.10</b>				
HOME	53520	CH	1	6274	GSL Dance Team	12/30/2025	\$120.00	98128	E 01 020 296 979 000 369	Dance Team Entry fee 12/13	
<b>Check Total:</b>							<b>\$120.00</b>				
HOME	53521	CH	1	1771	I.S.D. #2890 RCW	12/30/2025	\$350.00	98127	E 01 020 296 979 000 369	Dance Team Entry fee 12/13	
<b>Check Total:</b>							<b>\$350.00</b>				
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$66.36	98164	E 02 005 770 000 701 490	SY - Lunch	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$43.00	98165	E 02 005 770 000 701 490	SY - Lunch	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$103.14	98155	E 02 005 770 000 701 490	SY - Lunch	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$6.35	98159	E 02 005 770 000 701 490	SY - Lunch	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$1,419.57	98152	E 02 005 770 000 705 490	SY - Breakfast	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$3,886.91	98153	E 02 005 770 000 701 490	SY - Lunch	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$1,721.06	98154	E 02 005 770 000 701 490	SY - Lunch	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$23.08	98156	E 02 005 770 000 701 401	SY - SUPPLIES	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$158.69	98157	E 02 005 770 000 701 401	SY - SUPPLIES	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$203.15	98166	E 02 005 770 000 701 401	SY - SUPPLIES	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$95.25	98158	E 02 005 770 000 701 490	SY - Lunch	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$1,376.45	98162	E 02 005 770 000 705 490	SY - Breakfast	
HOME	53522	CH	1	5470	Indianhead Foodservice Distributor, Inc.	12/30/2025	\$3,713.01	98163	E 02 005 770 000 701 490	SY - Lunch	
<b>Check Total:</b>							<b>\$12,816.02</b>				
HOME	53523	CH	1	00090	JAHNKE WATER INC	12/30/2025	\$599.75	98117	E 01 020 810 000 000 401	salt, bottled water, cooler rental	
<b>Check Total:</b>							<b>\$599.75</b>				
HOME	53524	CH	1	6243	Lac qui Parle Valley ISD#2853	12/30/2025	\$325.00	98124	E 01 020 296 979 000 369	1/2 Dance Competition	
<b>Check Total:</b>							<b>\$325.00</b>				
HOME	53525	CH	1	6277	Lainey Braulick	12/30/2025	\$5,000.00	98173	E 18 005 960 000 340 898	2025 Scholarship	
<b>Check Total:</b>							<b>\$5,000.00</b>				
HOME	53526	CH	1	4055	LAKE COUNTRY SCALE WORKS	12/30/2025	\$295.00	98147	E 01 020 294 974 000 305	Testing wresting scale	
<b>Check Total:</b>							<b>\$295.00</b>				
HOME	53527	CH	1	00219	MARCO TECHNOLOGIES LLC	12/30/2025	\$2,243.00	98169	E 01 005 110 000 000 560	contract payment	
<b>Check Total:</b>							<b>\$2,243.00</b>				

**Bird Island - Olivia - Lake Lillian District #2534**

**Payment Reg by Check-No Voids**

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53528	CH	1	3910	MECCA SPORTSWEAR INC	12/30/2025	\$227.25	98148	E 01 020 292 969 000 401	letter pins	
<b>Check Total:</b>							<b>\$227.25</b>				
HOME	53529	CH	1	6275	Miraya Ryberg	12/30/2025	\$500.00	98170	E 18 005 960 000 340 898	Marnold Ostby Scholarship	
<b>Check Total:</b>							<b>\$500.00</b>				
HOME	53530	CH	1	6275	Miraya Ryberg	12/30/2025	\$1,000.00	98171	E 18 005 960 000 340 898	2025 Cooper Family Scholarship	
<b>Check Total:</b>							<b>\$1,000.00</b>				
HOME	53531	CH	1	6275	Miraya Ryberg	12/30/2025	\$2,500.00	98172	E 18 005 960 000 340 898	2025 American Red Cross Scholarship	
<b>Check Total:</b>							<b>\$2,500.00</b>				
HOME	53532	CH	1	00866	Montevideo Senior High School	12/30/2025	\$320.00	98125	E 01 020 296 979 000 369	1/9 Dance Competition	
<b>Check Total:</b>							<b>\$320.00</b>				
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$13.85	98099	E 01 020 301 000 000 430	belt	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$18.52	98099	E 01 020 301 000 000 430	belt	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$10.98	98099	E 01 020 301 000 000 430	connector	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$18.52	98099	E 01 020 301 000 000 430	belt	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$17.12	98099	E 01 020 301 000 000 430	belt	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$10.98	98099	E 01 020 301 000 000 430	connector	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$5.25	98099	E 01 020 301 000 000 430	oil	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$14.49	98099	E 01 020 301 000 000 430	antifreeze	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$13.49	98100	E 01 020 301 000 000 430	790947 filter	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$34.66	98102	E 01 020 301 000 000 430	Sparkplug repair kit	
HOME	53533	CH	1	5835	NAPA Auto Parts	12/30/2025	\$8.22	98101	E 01 020 301 000 000 430	791104 terminals	
<b>Check Total:</b>							<b>\$166.08</b>				
HOME	53534	CH	1	4185	NISSEN'S DAIRY DELIVERY	12/30/2025	\$1,424.00	98168	E 02 005 770 000 701 495	Olivia-Lunch-Milk	
HOME	53534	CH	1	4185	NISSEN'S DAIRY DELIVERY	12/30/2025	\$1,236.20	98151	E 02 005 770 000 701 495	Olivia-Lunch-Milk	
HOME	53534	CH	1	4185	NISSEN'S DAIRY DELIVERY	12/30/2025	\$718.15	98167	E 02 005 770 000 701 495	Olivia-Lunch-Milk	
<b>Check Total:</b>							<b>\$3,378.35</b>				
HOME	53535	CH	1	00059	OLIVIA GOLF CLUB	12/30/2025	\$1,800.00	98111	E 01 020 292 971 000 369	Golf Course Rental 2024-2025	
<b>Check Total:</b>							<b>\$1,800.00</b>				
HOME	53536	CH	1	6276	Owen Flann	12/30/2025	\$5,000.00	98174	E 18 005 960 000 340 898	2025 Scholarship	
<b>Check Total:</b>							<b>\$5,000.00</b>				
HOME	53537	CH	1	00765	PAN-0-GOLD BAKING CO	12/30/2025	\$153.96	98149	E 02 005 770 000 701 490	Bread	
HOME	53537	CH	1	00765	PAN-0-GOLD BAKING CO	12/30/2025	\$124.20	98161	E 02 005 770 000 701 490	Bread	

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53537	CH	1	00765	PAN-0-GOLD BAKING CO	12/30/2025	\$193.00	98150	E 02 005 770 000 701 490	Bread	
<b>Check Total:</b>								<b>\$471.16</b>			
HOME	53538	CH	1	1925	PITNEY BOWES GLOBAL FINANCIAL SEF	12/30/2025	\$564.00	98114	E 01 005 110 000 000 370	Mailing System lease	
<b>Check Total:</b>								<b>\$564.00</b>			
HOME	53539	CH	1	1887	PITNEY BOWES PURCHASE POWER	12/30/2025	\$541.99	98126	E 01 005 110 000 000 329	Postage, Activity charge	
<b>Check Total:</b>								<b>\$541.99</b>			
HOME	53540	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	12/30/2025	\$99,156.00	98113	E 01 005 760 000 720 360	Dec Routes	
HOME	53540	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	12/30/2025	\$9,722.46	98113	E 01 005 760 000 720 360	Nov/Dec Extra Curricular	
HOME	53540	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	12/30/2025	\$0.00	98113	E 01 005 760 000 720 441	November Fuel - Gas	
HOME	53540	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	12/30/2025	\$1,026.35	98113	E 01 005 760 000 720 441	November Fuel - Diesel	
<b>Check Total:</b>								<b>\$109,904.81</b>			
HOME	53542	CH	1	3282	THE MCDOWELL AGENCY, INC	12/30/2025	\$676.50	98137	E 01 005 110 000 000 305	112025 Background checks	
HOME	53542	CH	1	3282	THE MCDOWELL AGENCY, INC	12/30/2025	\$225.50	98138	E 01 005 110 000 000 305	102025 Background checks	
<b>Check Total:</b>								<b>\$902.00</b>			
HOME	53543	CH	1	01894	VALLEY ELECTRIC OF OLIVIA,INC.	12/30/2025	\$3,979.22	98130	E 01 005 630 257 302 305	Installation of CAT5 cables in Bird Island G	
<b>Check Total:</b>								<b>\$3,979.22</b>			
HOME	53544	CH	1	02546	WEST CENTRAL SANITATION	12/30/2025	\$619.52	98116	E 01 015 810 000 000 332	sanitation services BI	
HOME	53544	CH	1	02546	WEST CENTRAL SANITATION	12/30/2025	\$738.80	98115	E 01 015 810 000 000 332	sanitation services BI	
<b>Check Total:</b>								<b>\$1,358.32</b>			
HOME	53545	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$150.81	98201	E 02 005 770 000 701 330	utilities	
HOME	53545	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$2,865.36	98201	E 01 020 810 000 000 330	utilities	
HOME	53545	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$542.55	98202	E 02 005 770 000 701 330	utilities	
HOME	53545	CH	1	00435	CITY OF OLIVIA	12/30/2025	\$10,308.48	98202	E 01 020 810 000 000 330	utilities	
<b>Check Total:</b>								<b>\$13,867.20</b>			
HOME	53546	CH	1	6273	Health Partners	12/30/2025	\$720.00	98203	E 01 005 720 000 342 375	School Nurse Services August 2025	
HOME	53546	CH	1	6273	Health Partners	12/30/2025	\$2,560.00	98203	E 01 005 720 000 342 375	School Nurse Services September 2025	
HOME	53546	CH	1	6273	Health Partners	12/30/2025	\$2,440.00	98203	E 01 005 720 000 342 375	School Nurse Services October 2025	
HOME	53546	CH	1	6273	Health Partners	12/30/2025	\$2,000.00	98203	E 01 005 720 000 342 375	School Nurse Services November 2025	
<b>Check Total:</b>								<b>\$7,720.00</b>			
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$10,072.25	98133	E 01 005 404 000 740 396	Occupational Therapy-Neubauer, Lara	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$6,529.15	98133	E 01 005 404 000 740 396	Physical Therapy-Flann, Erin	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$4,439.86	98133	E 01 005 404 000 740 397	Physical Therapy-Flann, Erin	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$2,419.25	98133	E 01 005 404 000 740 366	Physical Therapy-Flann, Erin	

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void											
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$4,227.25	98133	E 01 005 420 000 740 396	School Psychologist J. Nelson	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$478.35	98133	E 01 005 408 000 740 396	Behavior Analyst - Salary - S. Kreuter	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$162.64	98133	E 01 005 408 000 740 397	Behavior Analyst - Benefits - S. Kreuter	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$671.51	98133	E 01 005 408 000 740 366	Behavior Analyst - Other - S. Kreuter	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$20,168.25	98133	E 01 005 401 000 740 396	Speech/Lang Pathologist - Salary - L Buckl	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$1,274.00	98133	E 01 005 405 000 740 396	Deaf/HOH - Salary - R Schultz	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$389.75	98133	E 01 005 406 000 740 396	Visually Impaired-Olson, K.	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$4,570.78	98133	E 01 005 400 000 000 396	Mental Health Service - A. Meyer	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$1,554.07	98133	E 01 005 400 000 000 397	Mental Health Service - A. Meyer	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$2,625.14	98133	E 01 005 400 000 000 366	Mental Health Service - A. Meyer	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$10,000.00	98134	E 01 005 110 000 000 305	Business Management - Payroll/Finance	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$10,090.75	98135	E 01 005 210 000 514 304	Technology Support	
HOME	53547	CH	1	00113	SW/WC SERVICE COOP	12/30/2025	\$586.65	98135	E 01 005 630 257 302 305	Cybersecurity Service	
<b>Check Total:</b>							<b>\$80,259.65</b>				
HOME	53548	CH	1	6175	Blair Miller	01/06/2026	\$150.00	98204	E 01 020 294 974 000 305	1/2 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53549	CH	1	6259	Dakota Krumrey	01/06/2026	\$110.00	98214	E 01 020 294 975 000 305	1/8 Wrestling	
<b>Check Total:</b>							<b>\$110.00</b>				
HOME	53550	CH	1	6163	DAN EDWARDS	01/06/2026	\$150.00	98210	E 01 020 296 974 000 305	1/9 GBB Officials	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53551	CH	1	6011	Dana Patenaude	01/06/2026	\$250.00	98213	E 01 020 294 975 000 305	1/8 Wrestling	
<b>Check Total:</b>							<b>\$250.00</b>				
HOME	53552	CH	1	5727	ETHAN SCHWINGHAMMER	01/06/2026	\$150.00	98209	E 01 020 296 974 000 305	1/6 GBB Officials	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53553	CH	1	6035	Gary Kaczmarek	01/06/2026	\$150.00	98205	E 01 020 294 974 000 305	1/2 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53554	CH	1	6279	Jennifer Bloom	01/06/2026	\$150.00	98211	E 01 020 296 974 000 305	1/9 GBB Officials	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53555	CH	1	5994	KIM WEGNER	01/06/2026	\$150.00	98206	E 01 020 294 974 000 305	1/2 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53556	CH	1	6164	RICK MCLAIN	01/06/2026	\$150.00	98208	E 01 020 296 974 000 305	1/6 GBB Officials	
<b>Check Total:</b>							<b>\$150.00</b>				

**Bird Island - Olivia - Lake Lillian District #2534**

**Payment Reg by Check-No Voids**

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53557	CH	1	6280	Rick Schrupp	01/06/2026	\$150.00	98212	E 01 020 296 974 000 305	1/9 GBB Officials	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53558	CH	1	5914	Wayne Hennen	01/06/2026	\$150.00	98207	E 01 020 296 974 000 305	1/6 GBB Officials	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53559	CH	1	6281	Brock Beckler	01/07/2026	\$500.00	98217	E 18 005 960 000 340 898	Lenard Zetah Memorial Scholarship 2025	
<b>Check Total:</b>							<b>\$500.00</b>				
HOME	53560	CH	1	6281	Brock Beckler	01/07/2026	\$1,000.00	98219	E 18 005 960 000 340 898	Beverly Lentz Scholarship 2025	
<b>Check Total:</b>							<b>\$1,000.00</b>				
HOME	53561	CH	1	6078	JACK GROSS	01/07/2026	\$500.00	98216	E 18 005 960 000 340 898	Lenard Zetah Memorial Scholarship 2025	
<b>Check Total:</b>							<b>\$500.00</b>				
HOME	53562	CH	1	6277	Lainey Braulick	01/07/2026	\$250.00	98215	E 18 005 960 000 340 898	2025 Scholarship - Fischer Laser Eye	
<b>Check Total:</b>							<b>\$250.00</b>				
HOME	53563	CH	1	6283	Parker Ridler	01/07/2026	\$1,000.00	98220	E 18 005 960 000 340 898	Beverly Lentz Scholarship 2025	
<b>Check Total:</b>							<b>\$1,000.00</b>				
HOME	53564	CH	1	6282	Peyton Sander	01/07/2026	\$1,000.00	98218	E 18 005 960 000 340 898	Robert Remsberg Scholarship 2025	
<b>Check Total:</b>							<b>\$1,000.00</b>				
HOME	53565	CH	1	6284	Tavia Clanton	01/07/2026	\$1,000.00	98221	E 18 005 960 000 340 898	Beverly Lentz Scholarship 2025	
<b>Check Total:</b>							<b>\$1,000.00</b>				
HOME	53566	CH	1	6185	Kanoa Baynard	01/12/2026	\$150.00	98227	E 01 020 296 974 000 305	1/13 GBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53567	CH	1	3823	MARK HERMAN	01/12/2026	\$150.00	98225	E 01 020 296 974 000 305	1/13 GBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53568	CH	1	5514	MATTHEW KOENEN	01/12/2026	\$150.00	98223	E 01 020 294 974 000 305	1/12 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53569	CH	1	6174	Mick Stokes	01/12/2026	\$150.00	98224	E 01 020 294 974 000 305	1/12 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53570	CH	1	6027	Reid Bot	01/12/2026	\$150.00	98226	E 01 020 296 974 000 305	1/13 GBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53571	CH	1	6018	Tory Brouwer	01/12/2026	\$150.00	98222	E 01 020 294 974 000 305	1/12 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53572	CH	1	01474	BOLD EDUCATION ASSOCIATION	01/15/2026	\$2,473.80	98231	B 01 215 040	B.O.L.D. Ed Asso Dues	
<b>Check Total:</b>							<b>\$2,473.80</b>				

**Bird Island - Olivia - Lake Lillian District #2534**

**Payment Reg by Check-No Voids**

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME	53573	CH	1	4924	F&M BANK MINNESOTA	01/15/2026	\$30.00	98246	B 01 215 028	Payroll Deductions - HSA
							<b>Check Total:</b>	<b>\$30.00</b>		
HOME	53574	CH	1	5552	Greater Community Credit Union	01/15/2026	\$100.00	98239	B 01 215 028	Payroll Deductions - HSA
							<b>Check Total:</b>	<b>\$100.00</b>		
HOME	53575	CH	1	2812	HOMETOWN BANK	01/15/2026	\$876.17	98238	B 01 215 028	Payroll Deductions - HSA
							<b>Check Total:</b>	<b>\$876.17</b>		
HOME	53576	CH	1	4158	KENSINGTON BANK	01/15/2026	\$75.00	98243	B 01 215 028	Payroll Deductions - HSA
							<b>Check Total:</b>	<b>\$75.00</b>		
HOME	53577	CH	1	5963	Magnifi Financial	01/15/2026	\$75.00	98242	B 01 215 028	Payroll Deductions - HSA
							<b>Check Total:</b>	<b>\$75.00</b>		
HOME	53578	CH	1	5581	Mid Country Bank	01/15/2026	\$210.00	98241	B 01 215 028	Payroll Deductions - HSA
							<b>Check Total:</b>	<b>\$210.00</b>		
HOME	53579	CH	1	02290	MN COUNCIL 65 AFSCME	01/15/2026	\$365.60	98228	B 01 215 044	Union Dues
							<b>Check Total:</b>	<b>\$365.60</b>		
HOME	53580	CH	1	6247	UMB HSA	01/15/2026	\$518.75	98245	B 01 215 028	Payroll Deductions - HSA
							<b>Check Total:</b>	<b>\$518.75</b>		
HOME	53581	CH	1	4847	UNITED WAY OF WEST CENTRAL MN	01/15/2026	\$15.00	98251	B 01 215 000	Payroll Deductions
							<b>Check Total:</b>	<b>\$15.00</b>		
HOME	53582	CH	1	6246	US Bank	01/15/2026	\$214.97	98244	B 01 215 028	Payroll Deductions - HSA
							<b>Check Total:</b>	<b>\$214.97</b>		
HOME	53583	CH	1	5559	WELLS FARGO-Willmar	01/15/2026	\$62.50	98240	B 01 215 028	Payroll Deductions - HSA
							<b>Check Total:</b>	<b>\$62.50</b>		
HOME	53584	CH	1	5891	Bluum	01/14/2026	\$3,150.00	98252	E 01 005 630 257 000 305	GAPP-EDU-PLUS-STUDENT-1USER-12mor
							<b>Check Total:</b>	<b>\$3,150.00</b>		
HOME	53585	CH	1	4477	EDUCATORS BENEFIT CONSULTANTS, L	01/14/2026	\$70.25	98253	E 01 005 160 000 000 305	ACS TPA Monthly Fee
							<b>Check Total:</b>	<b>\$70.25</b>		
HOME	53586	CH	1	5693	JORDAN THOMPSON	01/14/2026	\$150.00	98258	E 01 020 294 974 000 305	1/16 BBB Official
							<b>Check Total:</b>	<b>\$150.00</b>		
HOME	53587	CH	1	6181	Leonard Woelfel	01/14/2026	\$300.00	98256	E 01 020 294 975 000 305	Wrestling Official 1/15
							<b>Check Total:</b>	<b>\$300.00</b>		
HOME	53588	CH	1	5554	MN Public Employees Insurance Program	01/14/2026	\$44,445.02	98254	B 01 215 030	BCBS-Payroll Deductions
							<b>Check Total:</b>	<b>\$44,445.02</b>		

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53589	CH	1	5554	MN Public Employees Insurance Program	01/14/2026	\$41,673.90	98255	B 01 215 030	BCBS-Payroll Deductions	
<b>Check Total:</b>							<b>\$41,673.90</b>				
HOME	53590	CH	1	5989	Peyton Mills	01/14/2026	\$150.00	98259	E 01 020 294 974 000 305	1/16 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53591	CH	1	3618	TIM PRAHL	01/14/2026	\$150.00	98257	E 01 020 294 974 000 305	1/16 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53592	CH	1	5976	Bearcat Coaching	01/15/2026	\$3,500.00	98260	E 01 005 640 000 316 305	Food Service Mindset Session - Staff Deve	
<b>Check Total:</b>							<b>\$3,500.00</b>				
HOME	53593	CH	1	00529	MASSP	01/15/2026	\$405.00	98261	E 01 005 640 000 316 305	MASSP 2026 Winter Conference	
<b>Check Total:</b>							<b>\$405.00</b>				
HOME	53594	CH	1	5991	MSBA	01/15/2026	\$135.00	98262	E 01 005 010 000 000 366	Zimmerman 12/5 Meeting	
<b>Check Total:</b>							<b>\$135.00</b>				
HOME	53595	CH	1	6023	United States Postal Service	01/20/2026	\$43.88	98277	E 04 005 580 000 325 329	bulk mailing for ECFE	
<b>Check Total:</b>							<b>\$43.88</b>				
HOME	53596	CH	1	6286	AWARE Coaching + Wellness	12/31/2025	\$350.00	98315	E 01 020 640 000 316 366	Recalibrate- Yoga class / staff dev	
<b>Check Total:</b>							<b>\$350.00</b>				
HOME	53597	CH	1	4488	B & D MARKET ACCT#2501/1278 (COMM	12/31/2025	\$22.86	98317	E 04 005 582 000 337 490	tct#0207	
HOME	53597	CH	1	4488	B & D MARKET ACCT#2501/1278 (COMM	12/31/2025	\$28.44	98317	E 04 005 582 000 337 490	tct#0074	
HOME	53597	CH	1	4488	B & D MARKET ACCT#2501/1278 (COMM	12/31/2025	\$23.49	98317	E 04 005 582 000 337 490	tct#0053	
<b>Check Total:</b>							<b>\$74.79</b>				
HOME	53598	CH	1	4487	B & D MARKET ACCT#2511(FACS)	12/31/2025	\$121.48	98318	E 01 020 331 000 830 490	tct#0063	
HOME	53598	CH	1	4487	B & D MARKET ACCT#2511(FACS)	12/31/2025	\$38.83	98318	E 01 020 331 000 830 490	tct#0150	
<b>Check Total:</b>							<b>\$160.31</b>				
HOME	53599	CH	1	00061	CHAPPELL CENTRAL	12/31/2025	\$151.92	98296	E 01 020 810 000 000 350	128234 Checked boilers for water, replac	
HOME	53599	CH	1	00061	CHAPPELL CENTRAL	12/31/2025	\$143.13	98295	E 01 020 810 000 000 350	128229 Leak in band room, removed trap ;	
HOME	53599	CH	1	00061	CHAPPELL CENTRAL	12/31/2025	\$682.81	98297	E 01 020 810 000 000 350	128553 Cleared plugged mop sink drain by	
<b>Check Total:</b>							<b>\$977.86</b>				
HOME	53600	CH	1	3755	CONWAY, DEUTH & SCHMIESING	12/31/2025	\$27,500.00	98302	E 01 005 110 000 000 305	6/30//2025 Audit Fee	
<b>Check Total:</b>							<b>\$27,500.00</b>				
HOME	53602	CH	1	5874	ECKROTH MUSIC CO.	12/31/2025	\$125.00	98321	E 01 020 258 233 000 350	Gemeinhardt Flute J64359 Repair - Play Cr	
HOME	53602	CH	1	5874	ECKROTH MUSIC CO.	12/31/2025	\$210.00	98322	E 01 015 258 233 000 350	Trombone 302291 Clean and Repair	
<b>Check Total:</b>							<b>\$335.00</b>				

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53603	CH	1	02501	FARMER'S CO-OP OIL COMPANY OF REI	12/31/2025	\$466.93	98316	E 01 005 760 000 733 442	vehicle supplies	
<b>Check Total:</b>								<b>\$466.93</b>			
HOME	53604	CH	1	00350	HUBIN PUBLISHING	12/31/2025	\$69.95	98299	E 01 005 110 000 000 380	Advertising	
<b>Check Total:</b>								<b>\$69.95</b>			
HOME	53605	CH	1	00453	J. W. PEPPER & SON, INC	12/31/2025	\$75.00	98340	E 01 020 258 233 000 430	Choose Joy - 11400065 - Full Band Set	
HOME	53605	CH	1	00453	J. W. PEPPER & SON, INC	12/31/2025	\$27.00	98339	E 01 020 258 233 000 430	Hope Springs Eternal - 10369269 - Score	
HOME	53605	CH	1	00453	J. W. PEPPER & SON, INC	12/31/2025	\$68.00	98338	E 01 020 258 233 000 430	Hope Springs Eternal - 10369268 - Full Bai	
HOME	53605	CH	1	00453	J. W. PEPPER & SON, INC	12/31/2025	\$36.00	98338	E 01 020 258 233 000 430	Choose Joy - 11400098 - Score	
HOME	53605	CH	1	00453	J. W. PEPPER & SON, INC	12/31/2025	\$80.00	98337	E 01 020 258 233 000 430	The Beach Boys Greatest Hits - 10556752I	
HOME	53605	CH	1	00453	J. W. PEPPER & SON, INC	12/31/2025	\$80.00	98337	E 01 020 258 233 000 430	Legends of Rock! - 10052098E - Full Band	
HOME	53605	CH	1	00453	J. W. PEPPER & SON, INC	12/31/2025	\$19.99	98337	E 01 020 258 233 000 430	Shipping	
HOME	53605	CH	1	00453	J. W. PEPPER & SON, INC	12/31/2025	\$55.00	98323	E 01 015 258 233 000 430	Shut Up and Dance - 10556763E - Band S	
<b>Check Total:</b>								<b>\$440.99</b>			
HOME	53606	CH	1	00161	KIBBLE EQUIPMENT	12/31/2025	\$3,373.91	98306	E 01 020 810 000 000 350	Maintenance for skidsteer	
<b>Check Total:</b>								<b>\$3,373.91</b>			
HOME	53607	CH	1	4725	LAERDAL MEDICAL CORPORATION	12/31/2025	\$185.40	98320	E 05 005 120 000 000 401	Adult Pocket Masks (10)	
HOME	53607	CH	1	4725	LAERDAL MEDICAL CORPORATION	12/31/2025	\$238.70	98320	E 05 005 120 000 000 401	Infant Pocket Masks	
HOME	53607	CH	1	4725	LAERDAL MEDICAL CORPORATION	12/31/2025	\$34.00	98320	E 05 005 120 000 000 401	Shipping/Handline	
<b>Check Total:</b>								<b>\$458.10</b>			
HOME	53608	CH	1	6109	LAKELAND MEDIA	12/31/2025	\$235.29	98298	E 01 005 110 000 000 380	advertising	
<b>Check Total:</b>								<b>\$235.29</b>			
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$49.99	98309	E 01 020 810 000 000 401	905117 sidewalk scraper	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$53.45	98336	E 01 020 810 000 000 401	904821 5 gal jug, rubber tape, misc	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$6.49	98310	E 01 020 810 000 000 401	905126 ceiling tile staples	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$327.15	98334	E 01 020 810 000 000 401	904982 pump, scoop, hose	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$35.99	98311	E 01 020 810 000 000 401	905211 thermostat cover	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$267.98	98312	E 01 020 810 000 000 401	905075 impact wrench, magnet pickups, s	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$179.99	98313	E 01 020 810 000 000 401	905032 air compressor	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$191.59	98308	E 01 020 810 000 000 401	905158 bolts, washers, socket set	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$144.97	98314	E 01 020 810 000 000 401	905266 trash can, dolly twist	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$12.47	98335	E 01 020 810 000 000 401	904990 padlock, insulating foam	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$29.97	98332	E 01 020 810 000 000 401	904948 roof flashing, caulk gun	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$587.51	98333	E 01 020 810 000 000 401	904967 50# ice melt	

**Bird Island - Olivia - Lake Lillian District #2534**

**Payment Reg by Check-No Voids**

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53609	CH	1	5214	MAC'S HARDWARE	12/31/2025	\$59.00	98307	E 01 020 810 000 000 401	905149 poly film	
<b>Check Total:</b>							<b>\$1,946.55</b>				
HOME	53610	CH	1	3823	MARK HERMAN	12/31/2025	\$150.00	98287	E 01 020 294 974 000 305	1/22 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53611	CH	1	2103	MAX'S GRILL	12/31/2025	\$129.92	98319	E 01 020 211 908 000 401	REACH Program Meal	
<b>Check Total:</b>							<b>\$129.92</b>				
HOME	53612	CH	1	5835	NAPA Auto Parts	12/31/2025	\$12.74	98324	E 01 020 301 000 000 430	792913 rivets	
HOME	53612	CH	1	5835	NAPA Auto Parts	12/31/2025	\$43.99	98326	E 01 020 301 000 000 430	792975 battery	
HOME	53612	CH	1	5835	NAPA Auto Parts	12/31/2025	\$22.99	98327	E 01 020 301 000 000 430	791880 soleniod	
HOME	53612	CH	1	5835	NAPA Auto Parts	12/31/2025	\$0.69	98328	E 01 020 301 000 000 430	791940 gasket	
HOME	53612	CH	1	5835	NAPA Auto Parts	12/31/2025	\$26.97	98329	E 01 020 301 000 000 430	7922542	
HOME	53612	CH	1	5835	NAPA Auto Parts	12/31/2025	\$13.49	98325	E 01 020 301 000 000 430	792932 filter	
HOME	53612	CH	1	5835	NAPA Auto Parts	12/31/2025	\$46.99	98330	E 01 020 301 000 000 430	792894 Battery	
HOME	53612	CH	1	5835	NAPA Auto Parts	12/31/2025	\$12.74	98331	E 01 020 301 000 000 430	792913 clips	
<b>Check Total:</b>							<b>\$180.60</b>				
HOME	53613	CH	1	00089	OLIVIA TIRE & SERVICE INC.	12/31/2025	\$152.00	98301	E 01 005 850 000 302 530	Tire repair, tube- skidloader	
<b>Check Total:</b>							<b>\$152.00</b>				
HOME	53614	CH	1	6287	Red Rover Technologies	12/31/2025	\$1,800.00	98293	E 01 005 110 000 000 305	Absense Management Implementation	
HOME	53614	CH	1	6287	Red Rover Technologies	12/31/2025	\$1,300.00	98293	E 01 005 110 000 000 305	Hiring Implementation	
<b>Check Total:</b>							<b>\$3,100.00</b>				
HOME	53615	CH	1	2196	RENCO PUBLISHING, INC.	12/31/2025	\$331.50	98303	E 01 005 110 000 000 380	advertising	
<b>Check Total:</b>							<b>\$331.50</b>				
HOME	53616	CH	1	5408	RICK MARKS	12/31/2025	\$150.00	98292	E 01 020 296 974 000 305	1/27 GBB Officials	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53617	CH	1	6164	RICK MCLAIN	12/31/2025	\$150.00	98291	E 01 020 296 974 000 305	1/27 GBB Officials	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53618	CH	1	02219	SHEEHAN'S GAS CO	12/31/2025	\$8,505.58	98294	E 01 015 810 000 000 440	monthly meter, refill	
<b>Check Total:</b>							<b>\$8,505.58</b>				
HOME	53619	CH	1	4721	SQUIRES, WALDSPURGER, & MACE, PA.	12/31/2025	\$2,445.17	98300	E 01 005 150 000 000 305	Legal Correspondence	
<b>Check Total:</b>							<b>\$2,445.17</b>				
HOME	53620	CH	1	6285	Upward Hoist Installers, LLC	12/31/2025	\$1,360.00	98305	E 01 020 810 000 000 401	Lift install	
<b>Check Total:</b>							<b>\$1,360.00</b>				

**Bird Island - Olivia - Lake Lillian District #2534**

**Payment Reg by Check-No Voids**

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53621	CH	1	01894	VALLEY ELECTRIC OF OLIVIA,INC.	12/31/2025	\$3,452.65	98304	E 01 005 865 000 370 305	Replacing of E-Lights	
<b>Check Total:</b>							<b>\$3,452.65</b>				
HOME	53622	CH	1	5914	Wayne Hennen	12/31/2025	\$150.00	98290	E 01 020 296 974 000 305	1/27 GBB Officials	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53623	CH	1	5914	Wayne Hennen	12/31/2025	\$150.00	98288	E 01 020 294 974 000 305	1/22 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53624	CH	1	4474	ALBANY HIGH SCHOOL	01/22/2026	\$300.00	98417	E 01 020 296 979 000 369	Dance Competition Entry Fee, 1/17	
<b>Check Total:</b>							<b>\$300.00</b>				
HOME	53625	CH	1	6074	Baker Tilly Muncipal Advisors, LLC	01/22/2026	\$5,775.00	98377	E 06 005 870 000 000 305	BOLD Monitoring Bond- Project Monitoring	
<b>Check Total:</b>							<b>\$5,775.00</b>				
HOME	53626	CH	1	00887	CITY OF BIRD ISLAND	01/22/2026	\$101.83	98398	E 01 015 810 000 000 330	utilities	
<b>Check Total:</b>							<b>\$101.83</b>				
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$2.91	98401	E 02 005 770 000 701 330	utilities	
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$55.39	98401	E 01 020 810 000 000 330	utilities	
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$9.14	98402	E 02 005 770 000 701 330	utilities	
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$173.74	98402	E 01 020 810 000 000 330	utilities	
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$566.87	98403	E 02 005 770 000 701 330	utilities	
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$10,770.55	98403	E 01 020 810 000 000 330	utilities	
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$5.41	98399	E 02 005 770 000 701 330	utilities	
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$102.83	98399	E 01 020 810 000 000 330	utilities	
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$141.68	98400	E 02 005 770 000 701 330	utilities	
HOME	53627	CH	1	00435	CITY OF OLIVIA	01/22/2026	\$2,691.93	98400	E 01 020 810 000 000 330	utilities	
<b>Check Total:</b>							<b>\$14,520.45</b>				
HOME	53628	CH	1	6163	DAN EDWARDS	01/22/2026	\$150.00	98421	E 01 020 294 974 000 305	1/22 BBB Official	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53629	CH	1	5686	EKON-O-PAC LLC	01/22/2026	\$150.00	98386	E 02 005 770 000 701 401	Nature seal	
HOME	53629	CH	1	5686	EKON-O-PAC LLC	01/22/2026	\$146.00	98386	E 02 005 770 000 701 401	Cold Bag	
<b>Check Total:</b>							<b>\$296.00</b>				
HOME	53630	CH	1	4852	FRANSEN BANK-BIRD ISLAND	01/22/2026	\$11.00	98374	E 01 005 110 000 000 305	SAFE DEPOSIT BOX	
<b>Check Total:</b>							<b>\$11.00</b>				
HOME	53631	CH	1	6061	Granite Telecommunications, LLC	01/22/2026	\$218.70	98404	E 01 020 810 000 000 320	communications	
<b>Check Total:</b>							<b>\$218.70</b>				

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53632	CH	1	6288	Harding Athletics	01/22/2026	\$150.00	98415	E 01 020 294 975 000 369	1/2 Harding Girls Wrestling Invitational	
<b>Check Total:</b>							<b>\$150.00</b>				
HOME	53633	CH	1	6273	Health Partners	01/22/2026	\$1,040.00	98376	E 01 005 720 000 342 375	School Nurse Services December 2025	
<b>Check Total:</b>							<b>\$1,040.00</b>				
HOME	53634	CH	1	4620	HUTCHINSON PUBLIC SCHOOLS	01/22/2026	\$200.00	98419	E 01 020 294 975 000 369	Entry Fee	
<b>Check Total:</b>							<b>\$200.00</b>				
HOME	53635	CH	1	3619	I.S.D#378 DAWSON-BOYD HS	01/22/2026	\$325.00	98413	E 01 020 296 979 000 369	1/2 Dance Competition	
<b>Check Total:</b>							<b>\$325.00</b>				
HOME	53636	CH	1	2899	I.S.D. #0108 NYA/Central Public Schools	01/22/2026	\$200.00	98420	E 01 020 296 974 000 401	GBB Entry Fee - Holiday tourney	
<b>Check Total:</b>							<b>\$200.00</b>				
HOME	53637	CH	1	01045	I.S.D. #0347 WILLMAR	01/22/2026	\$100.00	98408	E 01 020 294 975 000 369	12/8/25 Middle School Wrestling Invite	
<b>Check Total:</b>							<b>\$100.00</b>				
HOME	53638	CH	1	1161	I.S.D. #2190 YME SCHOOLS	01/22/2026	\$75.00	98412	E 01 020 294 975 000 369	015 Entry Fee	
<b>Check Total:</b>							<b>\$75.00</b>				
HOME	53639	CH	1	01200	I.S.D. #2396 ACGC	01/22/2026	\$50.00	98414	E 01 020 294 975 000 305	7-9 Wrestling Tournament on 12/15	
<b>Check Total:</b>							<b>\$50.00</b>				
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	(\$106.89)	98396	E 02 005 770 000 701 401	CREDIT - SHORT ON TRUCK	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	\$222.25	98387	E 02 005 770 000 701 490	SY - Lunch	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	\$95.25	98387	E 02 005 770 000 705 490	SY- Breakfast	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	\$2,892.68	98388	E 02 005 770 000 701 490	SY - Lunch	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	\$302.32	98389	E 02 005 770 000 701 490	SY - Lunch	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	\$2,071.71	98390	E 02 005 770 000 701 490	SY - Lunch	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	\$155.66	98391	E 02 005 770 000 701 401	SY - SUPPLIES	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	\$49.14	98391	E 02 005 770 000 705 490	SY - Breakfast	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	\$829.57	98392	E 02 005 770 000 705 490	SY - Breakfast	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	\$960.32	98393	E 02 005 770 000 705 490	SY - Breakfast	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	(\$42.00)	98394	E 02 005 770 000 701 401	Recall credit	
HOME	53640	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/22/2026	(\$10.14)	98395	E 02 005 770 000 701 401	Credit - short on truck	
<b>Check Total:</b>							<b>\$7,419.87</b>				
HOME	53641	CH	1	00090	JAHNKE WATER INC	01/22/2026	\$927.00	98397	E 01 020 810 000 000 401	salt, bottled water, cooler rental	
<b>Check Total:</b>							<b>\$927.00</b>				
HOME	53642	CH	1	00219	MARCO TECHNOLOGIES LLC	01/22/2026	\$2,243.00	98380	E 01 005 110 000 000 560	contract payment	

**Bird Island - Olivia - Lake Lillian District #2534**

**Payment Reg by Check-No Voids**

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53642	CH	1	00219	MARCO TECHNOLOGIES LLC	01/22/2026	\$2,285.43	98409	E 01 005 110 000 000 560	contract payment	
<b>Check Total:</b>							<b>\$4,528.43</b>				
HOME	53643	CH	1	1883	MARCO TECHNOLOGIES, LLC	01/22/2026	\$57.50	98378	E 01 005 110 000 000 305	shred service	
HOME	53643	CH	1	1883	MARCO TECHNOLOGIES, LLC	01/22/2026	\$57.50	98379	E 01 005 110 000 000 305	shred service	
<b>Check Total:</b>							<b>\$115.00</b>				
HOME	53644	CH	1	6289	Minneota Boys Basketball Boosters	01/22/2026	\$100.00	98418	E 01 020 294 974 000 369	1/24 BBB C Squad Invitationaol	
<b>Check Total:</b>							<b>\$100.00</b>				
HOME	53645	CH	1	5184	MINNEWASKA AREA SCHOOLS	01/22/2026	\$250.00	98411	E 01 020 294 975 000 369	01/9 Entry Fee	
<b>Check Total:</b>							<b>\$250.00</b>				
HOME	53646	CH	1	4185	NISSEN'S DAIRY DELIVERY	01/22/2026	\$1,333.21	98383	E 02 005 770 000 701 495	Olivia-Lunch-Milk	
HOME	53646	CH	1	4185	NISSEN'S DAIRY DELIVERY	01/22/2026	\$1,207.65	98385	E 02 005 770 000 701 495	Olivia-Lunch-Milk	
HOME	53646	CH	1	4185	NISSEN'S DAIRY DELIVERY	01/22/2026	\$1,301.05	98384	E 02 005 770 000 701 495	Olivia-Lunch-Milk	
<b>Check Total:</b>							<b>\$3,841.91</b>				
HOME	53647	CH	1	00765	PAN-0-GOLD BAKING CO	01/22/2026	\$113.24	98381	E 02 005 770 000 701 490	Bread	
HOME	53647	CH	1	00765	PAN-0-GOLD BAKING CO	01/22/2026	\$168.80	98382	E 02 005 770 000 701 490	Bread	
<b>Check Total:</b>							<b>\$282.04</b>				
HOME	53648	CH	1	5901	PINE ISLAND HIGH SCHOOL	01/22/2026	\$90.00	98416	E 01 020 294 975 000 369	Girls Wrestling Entry Fee	
<b>Check Total:</b>							<b>\$90.00</b>				
HOME	53649	CH	1	1887	PITNEY BOWES PURCHASE POWER	01/22/2026	\$41.00	98375	E 01 005 110 000 000 329	Postage, Activity charge	
<b>Check Total:</b>							<b>\$41.00</b>				
HOME	53650	CH	1	6177	Samantha Beto	01/22/2026	\$233.80	98410	E 01 005 640 000 316 305	Sound Bath	
HOME	53650	CH	1	6177	Samantha Beto	01/22/2026	\$116.20	98410	E 01 005 640 000 316 305	travel	
<b>Check Total:</b>							<b>\$350.00</b>				
HOME	53651	CH	1	5513	SOUTHWEST METRO -DEAN LAKES EDU	01/22/2026	\$555.94	98407	E 01 998 211 000 000 390	CCJ- FY26 Tuition Billing 1st Qtr	
<b>Check Total:</b>							<b>\$555.94</b>				
HOME	53652	CH	1	02546	WEST CENTRAL SANITATION	01/22/2026	\$738.80	98405	E 01 015 810 000 000 332	sanitation services BI	
HOME	53652	CH	1	02546	WEST CENTRAL SANITATION	01/22/2026	\$611.82	98406	E 01 015 810 000 000 332	sanitation services BI	
<b>Check Total:</b>							<b>\$1,350.62</b>				
<b>Bank HOME Total:</b>							<b>\$490,721.47</b>				
REFC	5270	CH	1	00061	CHAPPELL CENTRAL	01/22/2026	\$15,791.09	98427	E 06 005 870 000 000 305	BOLD BP02 Olivia and Bird Island Additor	
<b>Check Total:</b>							<b>\$15,791.09</b>				

**Bird Island - Olivia - Lake Lillian District #2534**

**Payment Reg by Check-No Voids**

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
REFC	5271	CH	1	6193	Commercial Drywall, Inc.	01/22/2026	\$39,934.20	98425	E 06 005 870 000 000 530	BOLD BP02 Olivia and Bird Island Additon	
<b>Check Total:</b>							<b>\$39,934.20</b>				
REFC	5272	CH	1	6188	Evenson Concrete Systems	01/22/2026	\$44,736.40	98424	E 06 005 870 000 000 305	BOLD BP02 Olivia Bird Island Additions ar	
<b>Check Total:</b>							<b>\$44,736.40</b>				
REFC	5273	CH	1	6158	Masters Plumbing, Heating & Cooling LLC	01/22/2026	\$44,277.61	98426	E 06 005 870 000 000 305	BOLD BP02 Olivia and Bird Island Additior	
<b>Check Total:</b>							<b>\$44,277.61</b>				
REFC	5274	CH	1	6054	Nexus Solutions LLc	01/22/2026	\$232,346.62	98422	E 06 005 870 000 000 305	Project Development, Program Managemer	
<b>Check Total:</b>							<b>\$232,346.62</b>				
REFC	5275	CH	1	6118	Robert W. Carlstrom Co., Inc	01/22/2026	\$139,200.17	98423	E 06 005 870 000 000 305	BOLD BP02 Olivia and Bird Island Additon:	
<b>Check Total:</b>							<b>\$139,200.17</b>				
<b>Bank REFC Total:</b>							<b>\$516,286.09</b>				
<b>Report Total:</b>							<b>\$1,007,007.56</b>				

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME		NX	1	01320	AMERIPRISE FINANCIAL SERVICES	12/30/2025	\$332.50	98178	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	01321	HORACE MANN INS CO	12/30/2025	\$687.54	98185	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	02250	EDUCATION OF MINNESOTA/ ESI	12/30/2025	\$904.18	98181	B 01 215 000	Payroll Deductions
HOME		NX	1	02250	EDUCATION OF MINNESOTA/ ESI	12/30/2025	\$479.21	98181	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	1677	AMERICAN FUNDS GROUP	12/30/2025	\$2,845.90	98177	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	2484	THRIVENT FINANCIAL	12/30/2025	\$908.39	98198	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	3531	Farm Bureau Financial Services	12/30/2025	\$116.68	98182	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	4419	TASC	12/30/2025	\$41.67	98180	B 01 215 095	Flex-Dep Care Odd Year
HOME		NX	1	4419	TASC	12/30/2025	\$304.17	98180	B 01 215 096	Flex-Med Care Odd Year
HOME		NX	1	4419	TASC	12/30/2025	\$150.00	98180	B 01 215 096	Flex Med - Veglahn
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	12/30/2025	\$31,883.66	98183	B 01 215 010	Payroll Deductions FICA W/H-Brd Share
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	12/30/2025	\$11,981.57	98184	B 01 215 011	Payroll Deductions Fed W/H
HOME		NX	2	3094	PUBLIC EMPLOYEES RETIREMENT	12/30/2025	\$8,974.90	98195	B 01 215 017	Payroll Deductions PERA W/H-Brd Share
HOME		NX	2	3095	MN DEPT. OF REVENUE	12/30/2025	\$7,040.77	98197	B 01 215 013	Payroll Deductions MN St W/H
HOME		NX	2	3095	MN DEPT. OF REVENUE	12/30/2025	\$134.48	98197	B 01 215 079	Garnish 1
HOME		NX	2	3096	TEACHERS RETIREMENT ASSN.	12/30/2025	\$27,659.35	98199	B 01 215 018	Payroll Deductions TRA W/H-Brd Share
HOME		NX	1	01320	AMERIPRISE FINANCIAL SERVICES	01/15/2026	\$332.50	98230	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	01321	HORACE MANN INS CO	01/15/2026	\$687.54	98237	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	02250	EDUCATION OF MINNESOTA/ ESI	01/15/2026	\$904.18	98233	B 01 215 000	Payroll Deductions
HOME		NX	1	02250	EDUCATION OF MINNESOTA/ ESI	01/15/2026	\$479.21	98233	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	1677	AMERICAN FUNDS GROUP	01/15/2026	\$2,845.90	98229	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	2484	THRIVENT FINANCIAL	01/15/2026	\$908.39	98249	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	3531	Farm Bureau Financial Services	01/15/2026	\$116.68	98234	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	4419	TASC	01/15/2026	\$41.66	98232	B 01 215 095	Flex-Dep Care Odd Year
HOME		NX	1	4419	TASC	01/15/2026	\$304.16	98232	B 01 215 096	Flex-Med Care Odd Year
HOME		NX	1	4419	TASC	01/15/2026	\$150.00	98232	B 01 215 096	Flex Med Veglahn
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	01/15/2026	\$28,685.16	98235	B 01 215 010	Payroll Deductions FICA W/H-Brd Share
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	01/15/2026	\$11,364.79	98236	B 01 215 011	Payroll Deductions Fed W/H
HOME		NX	2	3094	PUBLIC EMPLOYEES RETIREMENT	01/15/2026	\$6,120.21	98247	B 01 215 017	Payroll Deductions PERA W/H-Brd Share
HOME		NX	2	3095	MN DEPT. OF REVENUE	01/15/2026	\$6,496.05	98248	B 01 215 013	Payroll Deductions MN St W/H
HOME		NX	2	3096	TEACHERS RETIREMENT ASSN.	01/15/2026	\$26,824.84	98250	B 01 215 018	Payroll Deductions TRA W/H-Brd Share
HOME		NX	1	1772	XCEL ENERGY	12/31/2025	\$5,818.71	98267	E 01 015 810 000 000 330	Electrical Statement
HOME		NX	1	1772	XCEL ENERGY	12/31/2025	\$4,650.42	98266	E 01 015 810 000 000 330	Electrical Statement
HOME		NX	1	2390	CENTERPOINT ENERGY	12/31/2025	\$2,140.03	98263	E 01 020 810 000 000 331	Fuel for Buildings

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME		NX	1	4419	TASC	12/31/2025	\$377.68	98269	E 01 005 160 000 000 305	Admin fees
HOME		NX	1	4671	DELTA DENTAL MINNESOTA	12/31/2025	\$1,663.89	98268	B 01 215 032	Dental Ins
HOME		NX	1	5933	CENTURYLINK	12/31/2025	\$209.97	98264	E 01 020 810 000 000 320	Communications/Phone
HOME		NX	1	5933	CENTURYLINK	12/31/2025	\$256.15	98265	E 01 020 810 000 000 320	Communications/Phone
HOME		NX	1	2812	HOMETOWN BANK	12/31/2025	\$44.95	98270	E 01 005 110 000 000 305	Merch Bank Billing
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$82.68	98273	E 01 020 292 969 000 401	AD Meeting Meal
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$31.88	98273	E 01 020 292 969 000 401	AD Hockey Meeting meal
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$6.59	98273	E 01 020 292 964 000 401	Ice for Athletic Injuries
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$26.96	98273	E 01 020 292 964 000 401	School Space Media Livestream
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$169.12	98274	E 01 005 640 000 316 366	Training hotel
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$395.00	98275	E 01 005 640 000 316 366	School Law Conference
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$215.74	98275	E 01 005 630 257 000 465	Home Depot - Ring Cameras
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$24.00	98275	E 01 005 640 000 316 366	Fifty South - Parking for conference/trainir
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$125.03	98271	E 21 020 298 902 301 401	Room One
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$125.03	98271	E 21 020 298 902 301 401	Room Two
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$125.03	98271	E 21 020 298 902 301 401	Room Three
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$37.69	98272	E 01 005 760 000 733 442	Kwik Star
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$46.50	98272	E 01 005 760 000 733 442	QuikTrip
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$53.12	98272	E 01 005 760 000 733 442	Loves
HOME		NX	2	3614	HARRIS MASTERCARD	12/31/2025	\$51.71	98272	E 01 005 760 000 733 442	Casey's
HOME		NX	1	3683	Amazon	12/31/2025	\$35.00	98280	E 05 005 120 000 000 401	Aqua Belt
HOME		NX	1	3683	Amazon	12/31/2025	\$28.95	98280	E 05 005 120 000 000 401	Candy
HOME		NX	1	3683	Amazon	12/31/2025	\$31.98	98280	E 05 005 120 000 000 401	Balls
HOME		NX	1	3683	Amazon	12/31/2025	\$8.49	98280	E 05 005 120 000 000 401	Cable
HOME		NX	1	3683	Amazon	12/31/2025	\$263.13	98281	E 06 005 870 000 000 401	Bench Grinder Stands
HOME		NX	1	3683	Amazon	12/31/2025	(\$263.13)	98281	E 06 005 870 000 000 401	Bench Grinder Stands
HOME		NX	1	3683	Amazon	12/31/2025	\$263.13	98281	E 01 015 810 000 000 401	Bench Grinder Stands
HOME		NX	1	3683	Amazon	12/31/2025	\$212.48	98282	E 04 005 505 000 321 401	Community ed-pickleballs,tape, bucket
HOME		NX	1	3683	Amazon	12/31/2025	\$84.54	98283	E 01 020 258 233 000 430	Rust-Oleum 7578838-6PK Professional Hig
HOME		NX	1	3683	Amazon	12/31/2025	\$5.40	98283	E 01 020 258 233 000 430	Sandpaper 120 Grit, Wet Dry Sanding She
HOME		NX	1	3683	Amazon	12/31/2025	\$5.41	98283	E 01 020 258 233 000 430	Sandpaper 240 Grit, Wet Dry Sanding She
HOME		NX	1	3683	Amazon	12/31/2025	\$9.99	98284	E 01 015 203 000 000 401	IP66 Doorbell Classroom Wireless Waterp
HOME		NX	1	3683	Amazon	12/31/2025	\$18.99	98284	E 01 015 050 000 000 401	MOSISO Macbook Air 13 inch laptop hards
HOME		NX	1	3683	Amazon	12/31/2025	\$9.99	98284	E 01 015 050 000 000 401	S & O Thank you cards w envelopes blanl

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME		NX	1	3683	Amazon	12/31/2025	\$12.59	98284	E 01 015 050 000 000 401	YYST Type A 16"-39.5" Magnetic Curtain F
HOME		NX	1	3683	Amazon	12/31/2025	\$10.75	98284	E 01 015 050 000 000 401	Amazon Basics Clear Thermal Laminating
HOME		NX	1	3683	Amazon	12/31/2025	\$8.50	98284	E 01 015 050 000 000 401	Teacher Created Resources Cool for Scho
HOME		NX	1	3683	Amazon	12/31/2025	\$4.99	98284	E 01 015 050 000 000 401	X-bet MAGNET Strong Magnets with Adhe
HOME		NX	1	3683	Amazon	12/31/2025	\$11.99	98284	E 01 015 050 000 000 401	AIZESI 2pcs Spring Tension Rods Adjusta
HOME		NX	1	3683	Amazon	12/31/2025	\$97.00	98285	E 01 020 212 000 000 430	B07F1ZFV69 Mr. Pen - T Square, T Ruler,
HOME		NX	1	3683	Amazon	12/31/2025	\$9.99	98285	E 01 020 212 000 000 430	B0CLRP8G5N • XUXU 3 Pack Duct Tape f
HOME		NX	1	3683	Amazon	12/31/2025	\$40.84	98285	E 01 020 212 000 000 430	B0CJYC1VQ3 Blue Painters Tape 1 Inch E
HOME		NX	1	3683	Amazon	12/31/2025	\$19.29	98285	E 01 001 216 000 401 430	B00OBC4CU2 AdTech Hot Glue Sticks, 4 I
HOME		NX	1	3683	Amazon	12/31/2025	\$30.99	98285	E 01 001 216 000 401 430	JARLINK Clear Packing Tape (18 Rolls), H
HOME		NX	1	3683	Amazon	12/31/2025	\$45.14	98285	E 01 001 216 000 401 430	B0CH778R4Z Maped Unbreakable Ruler
HOME		NX	1	3683	Amazon	12/31/2025	\$17.94	98285	E 01 001 216 000 401 430	B0CLTYFXN9 Stylus Pens for Touchscreer
HOME		NX	1	3683	Amazon	12/31/2025	\$22.99	98285	E 01 001 216 000 401 430	Permanent markers, 100 packspermanent
HOME		NX	1	3683	Amazon	12/31/2025	\$187.65	98285	E 01 001 216 000 401 430	B00006IETPrismacolor Premier Colored F
HOME		NX	1	3683	Amazon	12/31/2025	\$779.52	98286	E 01 020 810 000 000 401	Shade replacements
HOME		NX	1	3683	Amazon	12/31/2025	\$7.99	98341	E 01 015 258 233 000 430	200pcs Music Note Stickers Pack
HOME		NX	1	3683	Amazon	12/31/2025	\$72.65	98342	E 01 020 301 000 830 433	black wallpaper
HOME		NX	1	3683	Amazon	12/31/2025	\$85.81	98342	E 01 020 301 000 830 433	supplies for shop
HOME		NX	1	3683	Amazon	12/31/2025	\$47.44	98343	E 05 005 120 000 000 350	Grease for Diving Board
HOME		NX	1	3683	Amazon	12/31/2025	\$65.29	98344	E 02 005 770 000 701 401	Kitchen Supplies - Food service
HOME		NX	1	3683	Amazon	12/31/2025	\$2,407.55	98345	E 01 005 630 257 302 555	Tech Supplies and Equipment - cable, prc
HOME		NX	1	3683	Amazon	12/31/2025	\$840.65	98346	E 01 005 630 257 302 555	Tech Supplies and Equipment - cable, prc
HOME		NX	1	3683	Amazon	12/31/2025	\$356.01	98347	E 01 005 630 257 302 555	Tech Supplies and Equipment - cable, prc
HOME		NX	1	3683	Amazon	12/31/2025	\$126.13	98348	E 01 005 630 257 302 555	Tech Supplies and Equipment - cable, prc
HOME		NX	1	3683	Amazon	12/31/2025	\$63.32	98349	E 01 015 216 000 401 401	Homeless supplies - winter gear
HOME		NX	1	3683	Amazon	12/31/2025	\$37.35	98350	E 01 015 203 000 000 401	po 34966 replacement
HOME		NX	1	3683	Amazon	12/31/2025	\$365.13	98351	E 01 005 110 000 000 401	District Office Supplies
HOME		NX	1	3683	Amazon	12/31/2025	\$116.99	98352	E 21 020 298 904 301 401	NHS - moving cart
HOME		NX	1	3683	Amazon	12/31/2025	\$10.90	98278	E 01 015 203 000 000 401	Double Sided Tape - Heavy Duty
HOME		NX	1	3683	Amazon	12/31/2025	\$34.71	98278	E 01 015 203 000 000 401	Colorations Tempera Paint
HOME		NX	1	3683	Amazon	12/31/2025	\$26.98	98278	E 01 015 203 000 000 401	White Cardstock
HOME		NX	1	3683	Amazon	12/31/2025	\$15.43	98278	E 01 015 203 000 000 401	Mr. Sketch Scented Markers
HOME		NX	1	3683	Amazon	12/31/2025	\$12.39	98279	E 01 015 201 000 000 401	Graduaton Hats 30 count
HOME		NX	1	3683	Amazon	12/31/2025	\$15.99	98279	E 01 015 201 000 000 401	Mesh Zipper Pouch Bags 24 pieces

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

					Pay/Void						
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME		NX	1	3683	Amazon	12/31/2025	\$9.58	98279	E 01 015 201 000 000 401	Yellow Cotton Balls Pack of 100	
HOME		NX	1	3683	Amazon	12/31/2025	\$13.99	98279	E 01 015 201 000 000 430	60 Dry Erase Dots	
HOME		NX	1	3683	Amazon	12/31/2025	\$15.44	98279	E 01 015 201 000 000 401	Blue Card Stock 250 pack	
HOME		NX	1	3683	Amazon	12/31/2025	\$13.49	98279	E 01 015 201 000 000 401	White card stock- 300 sheets	
HOME		NX	1	3683	Amazon	12/31/2025	\$20.43	98279	E 01 015 201 000 000 430	60 Minute 7.5 inch Animal Visual Timer	
HOME		NX	1	3683	Amazon	12/31/2025	\$17.86	98279	E 01 015 201 000 000 430	Mr. sketch scented markers 22 count	
HOME		NX	1	3683	Amazon	12/31/2025	\$7.99	98355	E 01 020 258 231 000 430	12-Pack .009 Gauge High E String Single E	
HOME		NX	1	3683	Amazon	12/31/2025	\$50.29	98356	E 01 005 420 000 740 401	Toner for printer	
HOME		NX	1	3683	Amazon	12/31/2025	\$117.58	98357	E 01 020 402 000 740 433	CyclingDeal Adjustable Adult Bicycle Bike \$	
HOME		NX	1	3683	Amazon	12/31/2025	\$51.20	98358	E 01 001 216 000 401 430	B0CQYQDZH5 MEEDEN Titanium White A	
HOME		NX	1	3683	Amazon	12/31/2025	\$19.99	98358	E 01 001 216 000 401 430	B0F543VG3D AOXITA 400 Set 2 oz Jello S	
HOME		NX	1	3683	Amazon	12/31/2025	\$7.65	98358	E 01 001 216 000 401 430	B0BLCTH9TZ Mr. Pen Kneaded Erasers -	
HOME		NX	1	3683	Amazon	12/31/2025	\$27.99	98358	E 01 001 216 000 401 430	B07YNT6GLDStock Your Home 9-Inch Pap	
HOME		NX	1	3683	Amazon	12/31/2025	\$9.49	98358	E 01 001 216 000 401 430	B09H2S77JG Temede 12-Count Cellulose	
HOME		NX	1	3683	Amazon	12/31/2025	\$0.00	98358	E 01 001 216 000 401 430	B0DFYCNQ53Renaiss Enchanted Forest I	
HOME		NX	1	3683	Amazon	12/31/2025	\$14.24	98359	E 01 020 301 000 000 430	head gasket	
HOME		NX	1	3683	Amazon	12/31/2025	\$6.89	98359	E 01 020 301 000 000 430	valve cover gasket	
HOME		NX	1	3683	Amazon	12/31/2025	\$13.39	98359	E 01 020 301 000 000 430	sparkplugs	
HOME		NX	1	3683	Amazon	12/31/2025	\$33.99	98359	E 01 020 301 000 000 430	sparkplugs	
HOME		NX	1	3683	Amazon	12/31/2025	\$24.99	98359	E 01 020 301 000 000 430	Carburetor	
HOME		NX	1	3683	Amazon	12/31/2025	\$21.99	98359	E 01 020 301 000 000 430	Carb Kit	
HOME		NX	1	3683	Amazon	12/31/2025	\$0.00	98359	E 01 020 301 000 830 433	Computer repair	
HOME		NX	1	3683	Amazon	12/31/2025	\$38.76	98359	E 01 020 301 000 830 433	screws	
HOME		NX	1	3683	Amazon	12/31/2025	\$62.04	98359	E 01 020 301 000 830 433	screws	
HOME		NX	1	3683	Amazon	12/31/2025	\$0.00	98359	E 01 020 301 000 000 430	air filter	
HOME		NX	1	3683	Amazon	12/31/2025	\$16.98	98359	E 01 020 301 000 000 430	carburetor	
HOME		NX	1	3683	Amazon	12/31/2025	\$29.90	98360	E 01 020 301 000 000 430	resistor cap	
HOME		NX	1	3683	Amazon	12/31/2025	\$6.99	98360	E 01 020 301 000 000 430	air filter	
HOME		NX	1	3683	Amazon	12/31/2025	\$33.98	98360	E 01 020 301 000 000 430	carburetor	
HOME		NX	1	3683	Amazon	12/31/2025	\$15.28	98360	E 01 020 301 000 000 430	Carburetor	
HOME		NX	1	3683	Amazon	12/31/2025	\$43.95	98360	E 01 020 301 000 000 430	Carburetor	
HOME		NX	1	3683	Amazon	12/31/2025	\$9.20	98361	E 04 005 505 000 321 401	Community Ed Clipboards	
HOME		NX	1	3683	Amazon	12/31/2025	\$132.99	98362	E 02 005 770 000 701 401	Kitchen Supplies - Food service	
HOME		NX	1	3683	Amazon	12/31/2025	\$71.20	98363	E 01 005 630 257 302 555	Tech Supplies and Equipment - cable, prc	

**Bird Island - Olivia - Lake Lillian District #2534**

**Payment Reg by Check-No Voids**

Check Number: 0-2147483647 Payment Date: 12/19/2025-1/22/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME		NX	1	3683	Amazon	12/31/2025	\$1,392.06	98364	E 01 005 630 257 302 555	Tech Supplies and Equipment - cable, prc
HOME		NX	1	3683	Amazon	12/31/2025	\$102.57	98365	E 01 020 810 000 000 401	Shade replacements
HOME		NX	1	3683	Amazon	12/31/2025	\$19.99	98366	E 01 020 810 000 000 401	Custodial Supplies
HOME		NX	1	3683	Amazon	12/31/2025	\$90.34	98367	E 01 020 810 000 000 401	Custodial Supplies
HOME		NX	1	3683	Amazon	12/31/2025	\$174.20	98368	E 01 020 810 000 000 401	Custodial Supplies
HOME		NX	1	3683	Amazon	12/31/2025	\$20.97	98369	E 01 005 110 000 000 401	District Office Supplies
HOME		NX	1	3683	Amazon	12/31/2025	\$189.33	98370	E 01 020 718 000 342 401	Nursing supplies
HOME		NX	1	3683	Amazon	12/31/2025	\$347.67	98371	E 01 020 301 000 000 430	Carb kits, straps, sharpener, d rings
HOME		NX	1	3683	Amazon	12/31/2025	\$24.99	98372	E 01 020 301 000 000 430	carb kit
HOME		NX	1	3683	Amazon	12/31/2025	\$44.46	98372	E 01 020 301 000 000 430	rivets
HOME		NX	1	3683	Amazon	12/31/2025	\$139.00	98353	E 01 005 110 000 000 401	white const paper
HOME		NX	1	3683	Amazon	12/31/2025	\$58.80	98353	E 01 005 110 000 000 401	black const paper
HOME		NX	1	3683	Amazon	12/31/2025	\$36.48	98354	E 01 020 301 000 000 430	carb kit
HOME		NX	1	3683	Amazon	12/31/2025	\$53.00	98354	E 01 020 301 000 000 430	carb kit
HOME		NX	1	3683	Amazon	12/31/2025	\$18.77	98354	E 01 020 301 000 000 430	Carburetor
HOME		NX	1	3683	Amazon	12/31/2025	\$33.98	98354	E 01 020 301 000 000 430	Carburetor
HOME		NX	1	1022	MN DEPT. OF REVENUE	01/21/2026	\$246.00	98276	B 01 212 000	Sales Tax
HOME		NX	1	1022	MN DEPT. OF REVENUE	01/21/2026	(\$0.45)	98276	B 01 212 000	Rounding
HOME		NX	1	1022	MN DEPT. OF REVENUE	01/21/2026	\$0.45	98276	E 01 005 110 000 000 305	Rounding
HOME		NX	1	6069	UMB Bank, N.A.	01/21/2026	\$635,000.00	98373	E 07 005 920 000 000 710	2024 A Bond Payment - Principal
HOME		NX	1	6069	UMB Bank, N.A.	01/21/2026	\$984,875.00	98373	E 07 005 910 000 000 720	2024 A Bond Payment - Interest

**Check Total: \$1,827,934.69**

**Bank HOME Total: \$1,827,934.69**

**Report Total: \$1,827,934.69**

**BIRD ISLAND - OLIVIA - LAKE LILLIAN ISD #2534**  
**Operating Cash Balance**  
**12/31/2025**

Bank Name	Account Name	Account Type	Account No.	Interest Rate	Balance
Citizens Alliance Bank, Lake Lillian Branch	ISD #2534 Bold Public School	Money Market - MMDA	471224	0.70%	\$256,712.22
		Checking - Regular DDA	471160	0.00%	\$1,966.40
Home Town Bank	ISD 2534	CD Marnold Ostby Estate	209216944	2.75%	\$83,436.48
		Marnold Ostby Savings	201002552	3.03%	\$9,897.67
		Lentz Music Department	2426	3.04%	\$8,009.50
		Lentz Scholarships	2440	3.04%	\$31,099.55
		Money Market	202000939	0.25%	\$4,777.19
		IntraFi Cash for premium checking	282	3.00%	\$6,014,921.79
		Value Checking (Petty Cash)	2300846	0.00%	\$216.13
		Premium Checking	2701282	3.04%	(\$314,018.57)
F&M Bank Minnesota, Olivia	Independent School Dist 2534	Robert Remsberg Scholar Savings Fund	1905418	0.50%	\$6,286.11
		Zetah Scholarship Savings Fund	1905143	0.50%	\$13,439.01
		Robert Remsberg Scholarship 24 Mo. CD	7793	2.23%	\$19,000.00
		Zetah Scholarship 24 Mo.CD	7775	2.23%	\$23,090.00
		Robertson Scholarship Savings Fund	6321	0.50%	\$5,225.44
		Robertson Scholarship CD	20271	1.77%	\$5,000.00
Frandsen Financial Corporation, BI	ISD #2534	Sheila Madsen Mem. Scholarship 12 Mo. CD	111690	0.50%	\$819.28
<b>Total Cash Deposits</b>					<b>\$6,170,407.28</b>

Fund Summary:

District Funds	\$ 5,965,104.24
Trust Funds	<u>\$ 205,303.04</u>
Total	<u>\$ 6,170,407.28</u>

**BIRD ISLAND - OLIVIA - LAKE LILLIAN ISD #2534**

**Referendum Construction Cash Balance**

12/31/2025

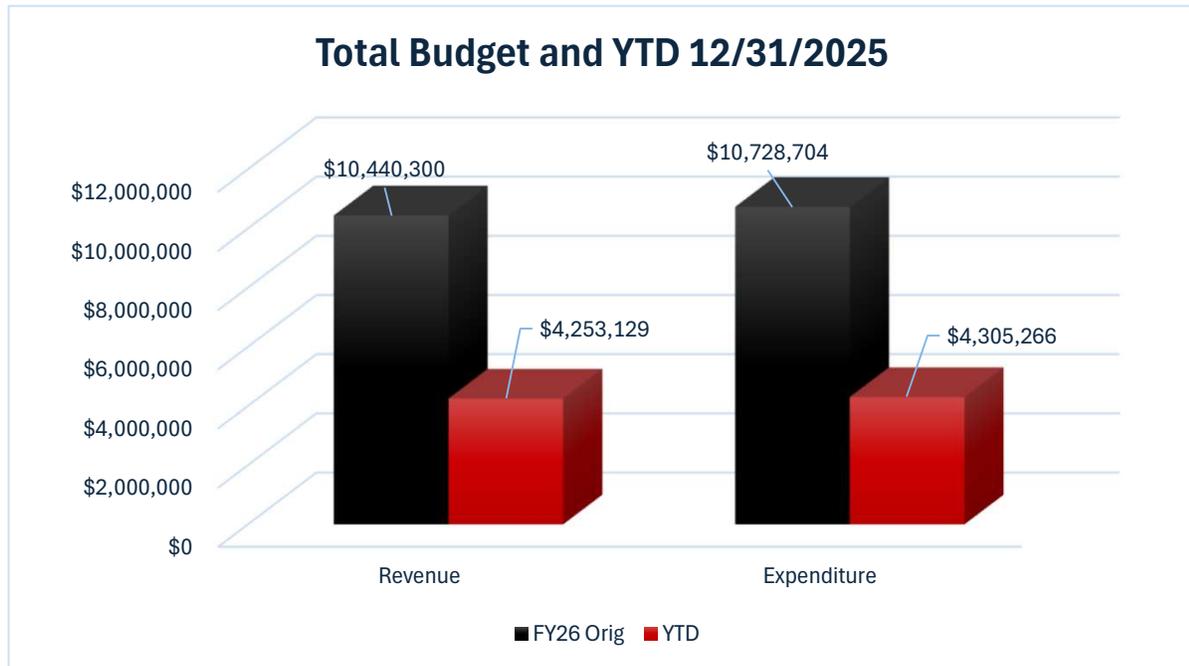
<b>Bank Name</b>	<b>Account Name</b>	<b>Account Type</b>	<b>Account No.</b>	<b>Interest Rate</b>	<b>Balance</b>
Home Town Bank	ISD #2534	Referendum Checking	1607	4.07%	(\$477,076.14)
Home Town Bank	Independent School Dist 2534	Referendum IntraFi Sweep	607	4.00%	\$740,573.54
UMB	Independent School Dist 2534	Construction CDARS	22941	5.05%	\$16,161,704.13

Construction Balance \$16,425,201.53

**BOLD ISD #2534**  
**Monthly Operating Budget Report December 31, 2025**

	<u>Revenue</u>		<u>Expense</u>	
<b>FY26 Original</b>	\$10,440,300		\$10,728,704	
<b>Month Ending:</b>		<u>% of Total FY25 ORIG</u>		<u>% of Total FY25 ORIG</u>
7/31/2025*	\$60,743	0.6%	\$417,951	3.9%
8/31/2025*	\$998,997	9.6%	\$284,443	2.7%
9/30/2025	\$511,587	4.9%	\$852,134	7.9%
10/31/2025	\$951,868	9.1%	\$955,027	8.9%
11/30/2025	\$314,699	3.0%	\$779,924	7.3%
12/31/2025	\$1,415,235	13.6%	\$1,015,787	9.5%
1/31/2026		0.0%		0.0%
2/28/2026		0.0%		0.0%
3/31/2026		0.0%		0.0%
4/30/2026		0.0%		0.0%
5/31/2026		0.0%		0.0%
6/30/2026		0.0%		0.0%
<b>Total YTD</b>	<u>\$4,253,129</u>	<u>40.7%</u>	<u>\$4,305,266</u>	<u>40.13%</u>

\* subject to change pending year end adjustments





# BOLD Public Schools

CONSTRUCTION UPDATE | January 26, 2026

BOLD SCHOOL

**nexus**  
SOLUTIONS®



CONSTRUCTION UPDATE | January 26, 2026

# Bird Island Renovations

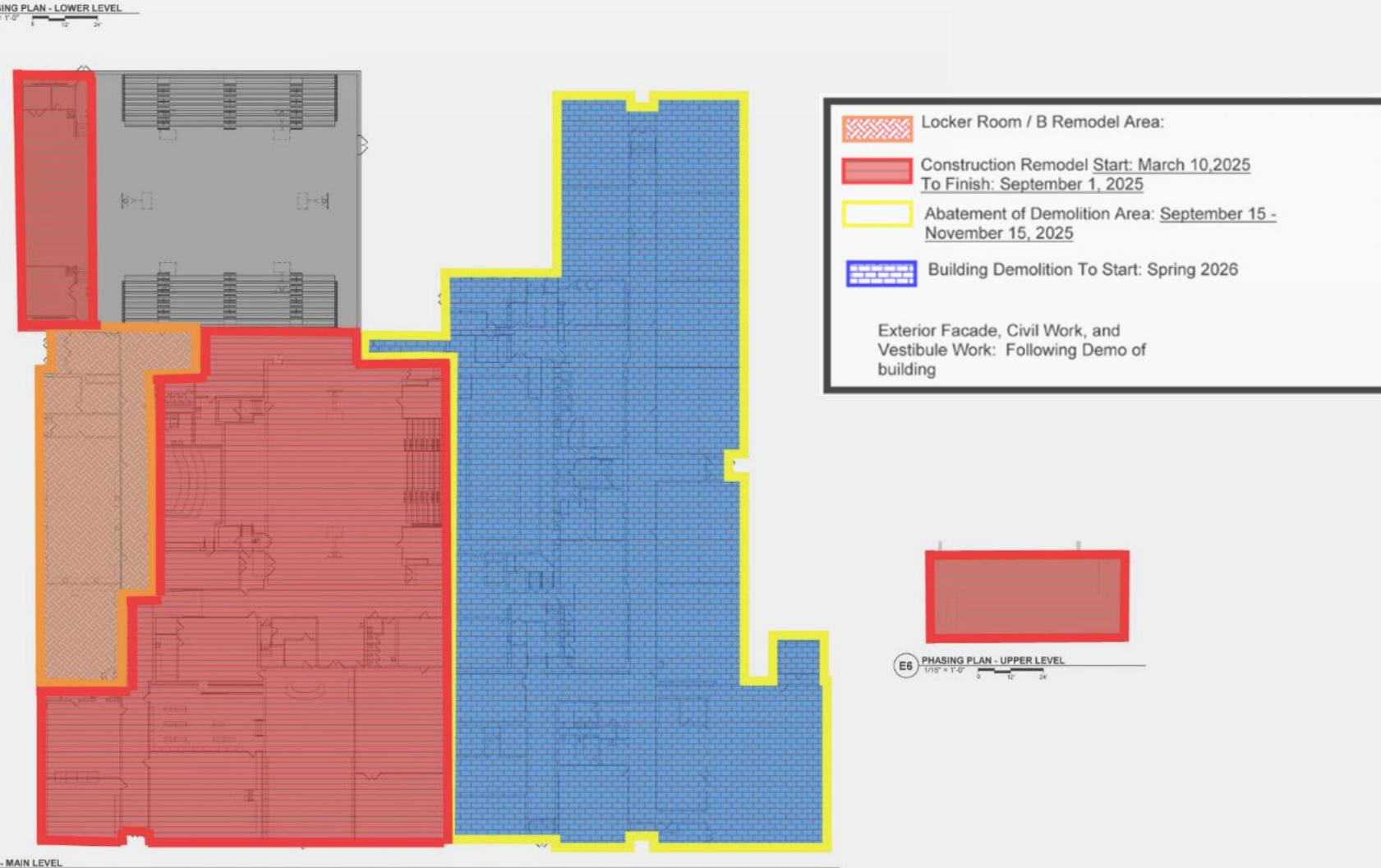
## REMODEL & DEMO AREAS

### Ongoing Work

- › Punch list items being addressed

### Up Next

- › Demolition work set to begin late Winter and wrap up in early Spring





CONSTRUCTION UPDATE | January 26th , 2026

# Olivia Renovations

## FRONT ENTRANCE



### AREA E – Ongoing

- › Structural steel & joist work
- › Exterior façade work
- › EPDM roof installation

### AREA E – Up Next

- › Underground mechanical and electrical work
- › Slab on grade (concrete floor)
- › Steel stud framing for office walls



CONSTRUCTION UPDATE | January 26th , 2026

# Olivia Renovations

## 1922 BUILDING DEMO & ADDITION

### AREA D - Ongoing Work

- › Excavating for footings & foundations
- › Structural steel
- › Masonry walls





January 15, 2026

As Minnesota education organizations, we write to emphasize the urgent need to reaffirm federal policies that protect student safety and ensure the stable operation of schools and other essential community institutions.

Since 1993, federal policy has limited immigration enforcement activities at sensitive locations, including schools, healthcare facilities, and places of worship, as well as their immediate surroundings. These longstanding protections established clear boundaries that safeguarded students, staff, and families while allowing critical community services to operate without disruption.

Recent federal statements have raised concerns that immigration enforcement may expand to include schools, hospitals, and churches. Minnesota school leaders report growing confusion and anxiety among parents, staff, and community members about whether enforcement actions could occur in school buildings, parking areas, or adjacent sidewalks.

Enforcement activity at or near schools causes student distress, disrupts learning, undermines a sense of safety, and places educators in roles beyond their expertise and responsibility.

To protect students and maintain safe, stable learning environments, we respectfully request the restoration of a clear, publicly affirmed federal standard designating schools as locations where immigration enforcement will not occur. Reestablishing explicit boundaries will reduce confusion, support coordinated responses, and allow schools to fulfill their core educational mission while respecting federal law.

Schools are the heartbeat of our communities. Families and employers depend on them to remain open and safe. Strong, clear federal safeguards are essential to preserving student safety, operational stability, and public confidence.

Thank you for your attention to this matter.

Minnesota School Boards Association (MSBA)  
Minnesota Association of School Administrators (MASA)  
Association of Metropolitan School Districts (AMSD)  
Minnesota Administrators for Special Education (MASE)  
Minnesota Association of Charter Schools (MACS)  
Minnesota Community Education Association (MCEA)

Minnesota Association of Secondary School Principals (MAASP)  
Minnesota Elementary School Principals' Association (MESPA)  
Minnesota School Personnel Administrators (MASPA)  
Minnesota Rural Education Association (MREA)  
Minnesota School Public Relations Association (MinnSPRA)  
Minnesota Parent Teacher Association (Minnesota PTA)

TO:

U.S. Reps. Brad Finstad, Angie Craig, Kelly Morrison, Betty McCollum, Ilhan Omar, Tom Emmer, Michelle Fischbach, Pete Stauber  
U.S. Sens. Amy Klobuchar and Tina Smith

CC:

Gov. Tim Walz, MDE Commissioner Willie Jett  
MN Rep. Lisa Demuth (Speaker), MN Sen. Mark Johnson (Minority Leader)  
MN Sen. Erin Murphy (Majority Leader), Rep. Stephenson (DFL Caucus Leader)

**Superintendent Board Report**  
**BOLD Public Schools**  
**January 26, 2026**

**Mission Statement**

“The mission of the BOLD School District is to:  
Provide all learners in the BOLD community an education designed to develop the **creativity,**  
**character, confidence,** and skills  
essential to flourish in a changing global society.”

- **Gratitude:**

- Superior Transportation bus drivers
- Cooks
- Bus supervisor
- OPD
- paraprofessionals

- **General Updates:**

- Abatement costs
  - Over 700K
    - Options for covering costs
- DAC (District Advisory Committee)
  - Need members (parents, community members, staff, teachers, students, board members)
  - Ensures community engagement in the review and improvement of:
    - Curriculum
    - Instruction
    - Assessment
    - Student achievement
  - Duties include:
    - Recommendation of district goals
    - Analyze student achievement data
    - Advise on budget priorities tied to learning
- Strategic planning

- **Legislative Updates:**

- MREA, MASA, MSBA, AMSD, MASE, MINNSPRA, MASPA, MACS, MASSP, MESPA, MCEA, Minnesota PTA

- As Minnesota education organizations, we write to emphasize the urgent need to reaffirm federal policies that protect student safety and ensure the stable operation of schools and other essential community institutions.
- **Facilities Updates:**
  - Construction
    - See attached documents
      - Construction progress
      - expenditures/balance
  - Olivia gym floor replacement is still in the conversation
    - Pole vaulting pit request
  - Feasibility Study done on 1/21/26
    - The Renville County HRA/EDA (Housing and Redevelopment Authority /Economic Development Authority)has received a grant to conduct a feasibility study to evaluate health and wellness needs in our county, including facilities.
- **Community Engagement**
  - Renville Register
  - Kiwanis Meeting
  - Basketball games
  - Lake Lillian visit

**Superintendent Board Report  
BOLD Public Schools  
December 22, 2025**

**Mission Statement**

“The mission of the BOLD School District is to:  
Provide all learners in the BOLD community an education designed to develop the **creativity, character, confidence,** and skills  
essential to flourish in a changing global society.”

- **Gratitude:**
  - The staff and students for enduring the rough waters
  - Olivia Medical Clinic
  - BOLD Band and Choir

- **General Updates:**
  - Our facilities director now has his boiler license
  - Custodial staff is trained on the remote temperature control system
  - Disharmony over lack of communication with staff and community about what got cut from the \$60 million plan when it changed to the \$40 million plan
  
- **Legislative Updates:**
  - Minnesota Paid Leave starts January 1, 2026
    - [Quick Facts Link](#)
  - MREA update
    - State expenditures are surpassing revenue
    - Proposed cuts to SPED funding
      - ADSIS is on the chopping block
  
- **Facilities Updates:**
  - Construction
    - See attached documents
      - Construction progress
      - expenditures/balance
  - Elementary classroom climates are under control
    - Pipes fixed
    - Air quality tested
  - Leak in elementary hallway is repaired
  -
  
- **Community Engagement**
  - Renville Register
  - Pool Board Meeting
  - Kiwanis Meeting
  - Basketball games
  - Music Concert
  
- **Working on**
  - Negotiating teacher and district office staff contracts
  - Negotiating individual contracts for admin. Team
  - In both cases, we are trying to balance fiscal responsibility with professional responsibility
  - Patching holes in the hull

**Superintendent Board Report**  
**BOLD Public Schools**  
**October 27, 2025**

- **Gratitude:**
  - Admin team
  
- **General Updates:**
  - Health and Wellness Committee Meeting
  - Robotics fundraiser
  - MSBA Conference Jan. 15-16
  - Most cameras are working in Olivia Building
  
- **Legislative Updates:**
  - Minnesota Paid Leave starts January 1, 2026
    - [Quick Facts Link](#)
    - [Comparison Spreadsheet](#)
  
- **Facilities Updates:**
  - Construction
    - See attached documents
      - Construction progress
      - expenditures/balance
  - Video cameras
  - Railing for balcony aisles on the balcony in the Olivia gym
  - Stage lights working
  - BI building bathrooms will be working by showtime
  
- **Community Engagement**
  - Renville Register
  - Adventures with Sherri B.
  - BOLD Varsity Volleyball
  - Quarterly Newsletter
  
- **Working on**
  - Negotiating teacher and district office staff contracts
  - Identifying inefficiencies in our current insurance coverage
    - Working with North Risk Partners

- MN Paid Leave
    - Theft coverage is \$250,000
    - Have spent around \$30k on forensic audit so far, will be spending more as Eide Baily continues to work with OPD
- Hand rails for the balcony in the North Olivia Gym
  - Jim Wagemaker will help pay for it
    - RW Carlstrom sent us an estimate for the job at 13K
- Health and Wellness Committee Oct. 23 @ 4pm
- Academics Committee
- Strategic Plan Committee
  - MSBA
    - \$9,500 over 5 years
      - \$1,900 per year
        - \$3 per student per year
    - Internal/external surveys
    - Listening sessions
      - Students, staff, board, core admin, community
    - School board self-evaluation-start now
    - Strategic Planning-start in spring

**Superintendent Board Report  
BOLD Public Schools  
September 22, 2025**

- **Gratitude:**
  - Teachers
    - Kinder: Nichole Baumgartner/Susan Henriksen, 1st: Trisha Neubauer/Angela Klein, 4th Rhonda Schmiegl/Tami Steffel, 7th, hs sped, paras
  - OPD
  - Superior bus drivers
  
- **General Updates:**

- Health and Wellness Committee
- Secondary Sparsity Revenue
  - BOLD \$18K (602 ADM)
  - RCW \$140 K (503 ADM)
  - BLHS \$180K (419 ADM)
  
- **Legislative Updates:**
  - Minnesota Paid Leave starts January 1, 2026
    - [Quick Facts Link](#)
  
- **Facilities Updates:**
  - Construction
    - See attached documents
      - Construction progress
      - expenditures/balance
  - Fire Alarm
  
- **Community Engagement**
  - FM Bank
  - Renville Register
  - BLHS Superintendent
  - Community Ed. Board meeting
  - BOLD Varsity Volleyball
  - FM Bank Mixer
  
- **Working on**
  - Will be negotiating teacher and district office staff contracts
  - EMC Insurance Claim/missed deadline
    - Working with Paul Johannes and Eide Bailly, our forensic auditor
      - No charges filed yet/still investigating
  - Health and Wellness Committee Oct. 9 @ 4pm
  - Academics Committee
  - Strategic Plan Committee

**Superintendent Board Report**

**BOLD Public Schools**  
**August 25, 2025**

- **Gratitude:**
  - BOLD staff
  
- **General Updates:**
  - We will be ready to roll on Sept. 2nd
  
- **Legislative Updates:**
  - Met with Bob from MREA who made me aware of monthly calls I can join to receive legislative updates
    - Bob also encouraged the board and me to attend the MREA conference in January
  
- **Facilities Updates:**
  - Construction
    - See attached documents
      - Construction progress
      - expenditures/balance
    - Abatement bid
      - Titan Environmental wond the bid
    - School readiness
      - Gerry got projectors/tvs in rooms
      - Custodians got pallets delivered to classrooms
      - Teachers got rooms set up
      - Principals were running around supporting everyone
      - Admin assist duantlessly worked in the sauna to assist with registrations, communications, etc.
    - Flooding
    - Parking
  
- **Community Engagement**
  - Hometown Bank former student Parker wants to start a chess club at BOLD
  - Paraguayan conversations with Just Coffee folk
  - Moved to Bird Island
    - Cultural Center
    - Farmer's Market
  - Olivia Hospital and Clinic tour

- **Working on**
  - Will be negotiating teacher and district office staff contracts
  - EMC Insurance Claim
    - Working with Paul Johannes and Eide Bailly, our forensic auditor
      - No charges filed yet/still investigating
  - Nexus meetings/walk throughs
  - Building superintendent network
  - SWWC training
  - Back to school planning
  - Meeting staff
  - Identifying communication gaps
    - Nexus and Facilities Committee
  - Will be working with Baker Tilly and Nicole V. on budget analysis and forecasting
  - Learning from staff

**Superintendent Board Report  
BOLD Public Schools  
July 28, 2025**

- **Gratitude:**
  - Board members
  - District Office staff/Admin.
  - Custodial staff
  - Cooking staff
  - Migrant program staff
  - Nexus project management and crews
  - BOLD community
- **General Updates:**
  - Proposing to start school on Sept. 2nd
    - Staff need more time to prepare for students
    - Staff will still come in on the regularly scheduled date
- **Legislative Updates:**
  - [Letter to House and Senate](#)

- **Title I, Part C – Migrant Education State Grants**
  - **Title II, Part A – Supporting Effective Instruction State Grants**
  - **Title III, Part A – English Language Acquisition Grants**
  - **Title IV, Part A – Student Support and Academic Enrichment Grants**
  - **Title IV, Part B – 21st Century Community Learning Centers**
- **Facilities Updates:**
  - Construction
    - Staff ideas for walls in BI building
      - [Data Sheet](#)
    - See attached photos
  - Progress Update:
    - [Notes](#)
- **Community Engagement**
  - Met librarians from the 3 public libraries of BOLD
  - Met the good people of East Side Casey's
  - Met the good people of West Side Casey's
  - Met the wise old guys or old wise guys at the gas station in Lake Lillian
    - Very concerned about cell phones in schools
  - Met with the morning patrons of the Chatterbox
  - Met with morning patrons of the Shell Station in Bird Island
  - Met some guys at the Cenex station in Olivia
  - Participated in Kris Krafka's book club at Nester Park on July 16th
    - We are reading *The Anxious Generation*, by Jonathan Haidt
  - Attended the Hometown Bank Luau
  - Attended the dinner theatre
  - Attended the Corn Capital Days parade (with t shirt!)
  - Introduced myself to people at
    - B &D Market
    - ACTS thrift store
    - Hometown Bank
- **Working on**
  - Negotiated contract agreements to be sent to legal for language check
    - Paras
    - Food service
    - Admin. Asst.

- Custodians
- EMC Insurance Claim
  - Working with Paul Johannes and Eide Bailly, our forensic auditor
- Nexus meetings/walk throughs
- Building superintendent network
- SWWC training
- Back to school planning
- Meeting staff
- Learning the ropes
- Identifying communication gaps
- Learning from staff

The company that installed the new gym floor in Bird Island (FLR Sanders) has been out on at least three different occasions in the past five years to fix issues with the floor in Olivia's main gym. We have had water damage from water leaking out of the boys locker room onto the court. We had a heave in the floor just inside the North door this summer, and we now have the "floating" floor pinned down, so it is no longer able to float and flex at all. This floor has outlived its life and needs to be updated. The benefits of updating this floor will be felt by a wide breadth of BOLD's stakeholders.

- **Safety Benefits:** At this point, we are actively avoiding using the gym in Olivia for practices because of the chronic leg injuries it has caused in recent years. The last basketball team that practiced and played in the facility dealt with nearly 20% of the team suffering from chronic leg injuries by the end of the season.
  - The floor that caused these problems for student-athletes is still being used daily for physical education classes, junior high basketball games and practices.
  - We can not host our home dance competition in Bird Island because there is not space for all the teams. If the Olivia floor isn't updated, we have the options of risking injury on the current floor, or moving this event to Hector (our dance program is in a co-op with BLHS).
- **Fine Arts Benefits:** Updating the gym floor so that our student-athletes are safe in this space also removes concerns related to the musical. We will need to move varsity volleyball games to Bird Island in the future, as a matter of safety, if the floor isn't updated. This pushes our musical back into mid-November. The musical leadership would prefer to have greater flexible for planning for dates for their performances and have a less public site once their stage is set up
  - Having two practice courts for boys and girls basketball available would also allow the stage to be more accessible for One Act Play rehearsals in the last 1-2 weeks prior to their section competition.
- **Custodial Benefits:** Updating the Olivia gym floor removes custodial issues/expenses because basketball no longer needs to practice in the morning. This allows our custodial staff to do their post-game clean up the following morning, and not the night of the game after 9 PM. This helps with scheduling and staff retention in that area as flexing to later hours has been a consistent point of stress for that team.
- **Family Benefits:** By updating the Olivia gym floor, we will have adequate facilities for after school practices, and our programs will no longer need to schedule practices before school. The morning practices, while beneficial for

student health and safety, place a considerable burden on families who have to bring student-athletes to Bird Island from across our district at 5:30 AM. We also have the strain of getting these students to Olivia after practice, which relies on younger players getting rides from older athletes that can drive.

- Making weather decisions on these AM practices are very difficult. Since practices begin at 5:30 AM, a decision to cancel needs to be made the night before, and that is a difficult circumstance to deal with in the Minnesota winter.
- **Community Benefits:** Updating the Olivia gym floor also balances home varsity events between our Bird Island and Olivia sites. Our home, regular season, events would include 28 Olivia events and 30 Bird Island events.
- **Community Education Benefits:** Updating the Olivia gym floor will free up the court in Bird Island in the mornings for the long-established community education use. For many years, BOLD community education has offered adult pick-up basketball three mornings per week in Bird Island. With the court being used for practices in the morning, we are losing the ability to offer this with any consistency. This can not be moved to Olivia because most of the people that participate are not able to play on the Olivia gym floor without it causing injuries.

Area E (new entrance)

- Exterior walls sheathing completed (delays this week due to temperature)
- Tenting (weather pending) for brick façade – start by gym and work south- 1/26-2/6
- MEP underground 1/19-1/30
- Roofing 2/2-2/13 (delayed due to the cold temps)
- Grading inside space 2/2-2/3
- Slab on Grade (concrete floor)- 2/4-2/5

Area D (new addition)

- Demo completed 1/21
- Excavating footings and install of footings and foundations 1/26-2/13
- Backfill footings- 2/2-2/13
- CMU foundations and walls- 2/2-2/20

## **Asbestos Abatement Funding Guidance**

### **Option A:**

#### **Health & Safety (Levy) Funding**

**Note: Given the amount of asbestos abatement of \$600,000+, the issuance of General Obligation LTFM (Long-term Facilities Maintenance) Bonds are recommended to spread the tax impact over 10 or 15 years depending on the term length of the bonds.**

1. Update the District's 10-Year LTFM Expenditure Plan (including an asbestos abatement narrative), 10 Year LTFM Revenue Plan now and email the documents to Sarah Miller at MDE for review. (Baker Tilly Municipal Advisors can assist with the updates).
2. School Board (the "Board") approves the updated 10 Year LTFM Expenditure Plan, 10 Year LTFM Revenue Plan at an upcoming board meeting.
3. Email the Board approved 10-Year LTFM Expenditure Plan, 10-Year Revenue Plan, Statement of Assurances (signed by the Superintendent) to Sarah Miller at MDE for her approval.
4. Enter the project details into the Health & Safety MDE Portal for approval by MDE.
5. This updated information will flow into the 2026 pay 2027 levy cycle for the 2027-2028 fiscal year when the first debt payment would go into effect.
6. Note: This option does increase the debt service requirement, thus causing an increase in the taxpayer's bill.

Bond issuance steps include:

1. Board approval of Intent Resolution to issue LTFM Bonds (drawn up by bond counsel).
2. Preliminary Bond Schedule drafted (developed by Baker Tilly Municipal Advisors)
3. District receives Commissioner of Education's approval to issue LTFM Bonds

### **Option B:**

#### **Utilize Interest Earnings in Bond Construction Fund**

1. Consider charging part of the asbestos abatement cost to the construction bond fund using interest revenue.
2. This option depends on whether remaining contingency needs for construction require those interest earnings.
3. Note: This option would not create an impact on the taxpayer's bill.

# BOLD Elementary School Board Reports

[BOLD Public School Strategic Plan 2022-2025](#)

## Mission Statement

"The mission of the BOLD School District is to: Provide all learners in the BOLD community an education designed to develop the creativity, character, confidence, and skills essential to flourish in a changing global society."

## Vision Statement

The BOLD School District: United to achieve excellence and expecting the best – Be BOLD.

## January 2026 Report

<p><b>ACHIEVEMENT &amp; OPPORTUNITY</b></p> <p>GOAL: Build a diverse range of academic and extracurricular opportunities that the BOLD community can access.</p>	<p><b>Elementary Parent Connection</b></p> <ul style="list-style-type: none"> <li>- Based on feedback from the survey sent out in November, I will increase communication at the elementary level by sharing a monthly newsletter. The first one was sent out last week.</li> </ul> <p><b>Fastbridge Testing</b></p> <ul style="list-style-type: none"> <li>- We are about half-way through our testing window. During this screening period, all elementary students are screened in reading and math.</li> <li>- Additionally, we are testing of all students in grades 7-12 in reading.</li> <li>- I will share results in my February board report.</li> </ul> <p><b>Qtr 2 Family Time</b></p> <ul style="list-style-type: none"> <li>- We have rescheduled our Family Time event to this Friday, January 30 at 2:00 in the North Gym</li> </ul> <p><b>Upcoming Conferences</b></p> <ul style="list-style-type: none"> <li>- Thursday, Feb. 12, 4:00-7:30 and Friday, Feb. 13, 8:00-11:30</li> </ul>
<p><b>RECRUITMENT &amp; RETENTION</b></p> <p>GOAL: Build an environment in which our employees thrive. Hire, train, and retain high-quality staff.</p>	<p><b>Peer Observations</b></p> <ul style="list-style-type: none"> <li>- The K-2 teachers had an opportunity to observe each other teaching a UFLI lesson. The teachers were extremely grateful for the opportunity and will be following up with some conversation and reflection.</li> <li>- Thank you to Sarah Iverson (our PT instructional coach) for organizing this work, creating the schedule, and helping to line up coverage. Sarah is also facilitating the reflective conversations!</li> </ul> <p><b>SMSU Job Fair</b></p> <ul style="list-style-type: none"> <li>- I will be attending a job fair at SMSU to promote BOLD Schools</li> </ul> <p><b>Upcoming Para Training</b></p> <ul style="list-style-type: none"> <li>- Science of Reading training on Feb. 13 - a NO School day</li> </ul> <p><b>MESPA Institute</b></p> <ul style="list-style-type: none"> <li>- I will be attending the Minnesota Elementary School Principals Association conference from February 4-6. I look forward to the keynote speakers and the opportunity to learn from and collaborate with colleagues.</li> </ul>
<p><b>SAFETY &amp; WELLNESS</b></p> <p>GOAL: Build an environment that prioritizes safety by promoting physical and mental wellness for all.</p>	<p><b>Recess</b></p> <ul style="list-style-type: none"> <li>- Just a reminder about inside recess...if temperatures drop below zero factoring in the wind chill, students do not go outside.</li> </ul> <p><b>Staff Development Day</b></p> <ul style="list-style-type: none"> <li>- Teachers were given some options for wellness activities in the afternoon</li> </ul>

<b>FACILITIES &amp; MAINTENANCE</b> GOAL: Build a facilities plan to help maintain and enhance our educational and technological infrastructure.	<b>Construction</b> - Excited about the progress that is visible on the east side of the building																																																																						
<b>ENROLLMENT</b>	<table border="1"> <thead> <tr> <th data-bbox="526 338 743 373">Grade</th> <th data-bbox="743 338 862 373">AUG</th> <th data-bbox="862 338 980 373">SEPT</th> <th data-bbox="980 338 1099 373">OCT</th> <th data-bbox="1099 338 1218 373">NOV</th> <th data-bbox="1218 338 1336 373">DEC</th> <th data-bbox="1336 338 1455 373">JAN</th> </tr> </thead> <tbody> <tr> <td data-bbox="526 373 743 409">K</td> <td data-bbox="743 373 862 409">42</td> <td data-bbox="862 373 980 409">40</td> <td data-bbox="980 373 1099 409">41</td> <td data-bbox="1099 373 1218 409">40</td> <td data-bbox="1218 373 1336 409">40</td> <td data-bbox="1336 373 1455 409">39</td> </tr> <tr> <td data-bbox="526 409 743 445">1</td> <td data-bbox="743 409 862 445">51</td> <td data-bbox="862 409 980 445">49</td> <td data-bbox="980 409 1099 445">49</td> <td data-bbox="1099 409 1218 445">50</td> <td data-bbox="1218 409 1336 445">49</td> <td data-bbox="1336 409 1455 445">49</td> </tr> <tr> <td data-bbox="526 445 743 480">2</td> <td data-bbox="743 445 862 480">32</td> <td data-bbox="862 445 980 480">31</td> <td data-bbox="980 445 1099 480">31</td> <td data-bbox="1099 445 1218 480">31</td> <td data-bbox="1218 445 1336 480">31</td> <td data-bbox="1336 445 1455 480">31</td> </tr> <tr> <td data-bbox="526 480 743 516">3</td> <td data-bbox="743 480 862 516">49</td> <td data-bbox="862 480 980 516">47</td> <td data-bbox="980 480 1099 516">49</td> <td data-bbox="1099 480 1218 516">48</td> <td data-bbox="1218 480 1336 516">45</td> <td data-bbox="1336 480 1455 516">44</td> </tr> <tr> <td data-bbox="526 516 743 552">4</td> <td data-bbox="743 516 862 552">52</td> <td data-bbox="862 516 980 552">55</td> <td data-bbox="980 516 1099 552">55</td> <td data-bbox="1099 516 1218 552">55</td> <td data-bbox="1218 516 1336 552">54</td> <td data-bbox="1336 516 1455 552">54</td> </tr> <tr> <td data-bbox="526 552 743 588">5</td> <td data-bbox="743 552 862 588">35</td> <td data-bbox="862 552 980 588">34</td> <td data-bbox="980 552 1099 588">35</td> <td data-bbox="1099 552 1218 588">35</td> <td data-bbox="1218 552 1336 588">35</td> <td data-bbox="1336 552 1455 588">35</td> </tr> <tr> <td data-bbox="526 588 743 623">6</td> <td data-bbox="743 588 862 623">37</td> <td data-bbox="862 588 980 623">36</td> <td data-bbox="980 588 1099 623">34</td> <td data-bbox="1099 588 1218 623">33</td> <td data-bbox="1218 588 1336 623">33</td> <td data-bbox="1336 588 1455 623">33</td> </tr> <tr> <td data-bbox="526 623 743 659"><b>ELEM TOTAL</b></td> <td data-bbox="743 623 862 659">298</td> <td data-bbox="862 623 980 659">292</td> <td data-bbox="980 623 1099 659">294</td> <td data-bbox="1099 623 1218 659">292</td> <td data-bbox="1218 623 1336 659">287</td> <td data-bbox="1336 623 1455 659">285</td> </tr> </tbody> </table>								Grade	AUG	SEPT	OCT	NOV	DEC	JAN	K	42	40	41	40	40	39	1	51	49	49	50	49	49	2	32	31	31	31	31	31	3	49	47	49	48	45	44	4	52	55	55	55	54	54	5	35	34	35	35	35	35	6	37	36	34	33	33	33	<b>ELEM TOTAL</b>	298	292	294	292	287	285
Grade	AUG	SEPT	OCT	NOV	DEC	JAN																																																																	
K	42	40	41	40	40	39																																																																	
1	51	49	49	50	49	49																																																																	
2	32	31	31	31	31	31																																																																	
3	49	47	49	48	45	44																																																																	
4	52	55	55	55	54	54																																																																	
5	35	34	35	35	35	35																																																																	
6	37	36	34	33	33	33																																																																	
<b>ELEM TOTAL</b>	298	292	294	292	287	285																																																																	

# BOLD High School Board Report

## [BOLD Public School Strategic Plan 2022-2025](#)

### Mission Statement

"The mission of the BOLD School District is to:

Provide all learners in the BOLD community an education designed to develop the creativity, character, confidence, and skills essential to flourish in a changing global society."

### Vision Statement

The BOLD School District: United to achieve excellence and expecting the best – Be BOLD.

### BOLD Pillars of Engagement

Engaged BOLD students are: problem solvers, feel respected and respect others, are empathetic human beings, and engaged BOLD students want to learn, they are responsible and take ownership of their learning.

## January 2026 Report

<b>ACHIEVEMENT &amp; OPPORTUNITY</b> GOAL: Build a diverse range of academic and extracurricular opportunities that the BOLD community can access.	<ul style="list-style-type: none"><li>❖ 📅 25-26 Attendance and Behaviors</li><li>❖ We are over one week into the second semester</li><li>❖ New classes next year with community involvement (pilot)</li><li>❖ Completed the MNMTSS Cohort</li><li>❖ Fastbridge testing 7-12, READ Act</li><li>❖ WIDA testing is beginning</li><li>❖ Graduation and awards program planning will begin in Feb.</li><li>❖ MASSP Conference</li><li>❖ Planning for 26-27 in progress</li><li>❖ REACH and Mindful Living classes starting 5th semesters</li></ul>
<b>RECRUITMENT &amp; RETENTION</b> GOAL: Build an environment in which our employees thrive. Hire, train, and retain high-quality staff.	<ul style="list-style-type: none"><li>★ Hired a long-term sub</li><li>★ Need SpEd teachers</li><li>★ Hope to hire a Science teacher</li><li>★ Job fairs</li></ul>
<b>SAFETY &amp; WELLNESS</b> GOAL: Build an environment that prioritizes safety by promoting physical and mental wellness for all.	<ul style="list-style-type: none"><li>❖ Sound Bath &amp; Yoga on staff development day</li><li>❖ Chili cook-off</li></ul>
<b>FACILITIES &amp; MAINTENANCE</b> GOAL: Build a facilities plan to help maintain and enhance our educational and technological infrastructure.	<ul style="list-style-type: none"><li>❖ More leaks in the building</li><li>❖ Heat issues bandroom, media center</li></ul>

Grade	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
7		64	66	66	63					
8		52	58	58	55					
9		45	46	46	45					
10		56	55	54	54					
11		47	47	47	47					
12		50	50	51	50					
<b>Total</b>	300	314	322	322	314					

# BOLD ACTIVITIES REPORT – 1/26/26

## 1. ARBITER VS. BOUND

- A. Last summer the software that BOLD uses for many components related to activities changed hands. We, along with almost every school in Minnesota, had previously used RSchoolToday, but that company was bought out in 2024 by Arbiter. We have used Arbiter's software this year for scheduling games with other schools, scheduling officials, scheduling facilities, registering for activities, registering for pool and community education programs, and more. Arbiter is used by the MSHSL for their section and state tournament events.
- i. We have had a lot of problems with the Arbiter program registration for BOLD activities. They do not have adequate solutions to allow families to pay reduced fees if they qualify for the somewhat outdated free & reduced lunch program. They also do not have a solution for our family max payment, which forces us to collect a number of payments in cash/check. Their registration is also difficult on the user side because it requires each student/family to duplicate their account each time they want to register for a new activity. BOLD, both our parents and our activities administration, have experienced a number of problems with Arbiter, and their customer services have been difficult to get answers from. Other schools within our conference, Morris Area and Montevideo specifically, have experienced similar problems with Arbiter Registration.
- B. In November, the West Central Conference AD's heard a presentation from Bound, which is a company that competes with Arbiter. Bound is the system that is used by the state athletic associations in Iowa, North Dakota, and South Dakota. The WCC AD's have discussed this at length, and we had a follow-up meeting on this subject on January 5, and then met with Bound digitally on January 7.
- i. We have a conference vote on January 28 to select either Arbiter or Bound for our use in 2026-27.
  - ii. Other conferences in our area have already moved to Bound for next year, including the Wright County Conference (NLS, GSL, Litchfield, etc), the Central Minnesota Conference (ACGC, BBE, Paynesville, etc.), and the Central Lakes Conference (Willmar, St. Cloud Tech, St. Cloud Apollo, etc.) The Camden Conference (YME, RCW, MACCRAY, etc) will be conducting a vote on this issue in February as well
- C. For what BOLD needs from the system Bound looks to be the superior product.
- i. Bound can set the limits and restrictions that Arbiter can't for our families to register and pay the correct amount online.
  - ii. Bound will give app-based access to our coaches to view eligibility, rosters, and schedules and allows them to keep stats online as well. All of this would be available on BOLD's webpage (except eligibility, which would be viewable by coaches only).
  - iii. Bound would handle our facility registration, event scheduling, and official scheduling in the same manner as Arbiter.

- iv. Bound has support accessible by phone for our activities administration, and for parents with registration questions.
  - v. We have paid almost \$6,500 to Arbiter in FY26 for their services. Bound would cost \$3,500 for a school our size and this could be reduced if we offer options in digital ticketing at events.
- D. There are some drawbacks of Bound, as with anything. I do not expect that these will be difficult to overcome and most will be faced by my office, rather than our stakeholders.
- i. The MSHSL uses Arbiter. This will mean more work for our activities administration when we make state tournaments to upload our roster and record, but this is minimal. Bound is attempting to work with the MSHSL to enable the Bound software to communicate with the MSHSL, but so far that is just a hope for the future.
  - ii. We have contracted with Arbiter for 3-years to use their registration program for BOLD Community Education and BOLD Pool. I know that Jessica Aaseth has said that she wants to stay with Arbiter's registration program since they don't have the issues of family caps and reduced pricing. We can revisit this in two years when the agreement with Arbiter expires. I haven't talked with Tracey Johson on the matter, but since there is no change coming right now, that discussion can be had in a year or two. This will cost the district about \$1,000/year, but that will simply cut into the total savings and we will still pay less by making this change.

# Community Ed - Advisory Report

1/12/26

## FACEBOOK PAGE:

- Primary communication tool for our community
- Used to share updates, promote programs, and highlight events
- Averaging 2-3 posts per week

## ARBITER

- Main system for registrations
- All registrations and payments are now online (pickleball and walking can also pay cash/check)
- In the fall, when cash and checks were accepted, we often had to email families multiple times to collect payment. In many cases, payment was not received until after the activity had already concluded, creating significant administrative challenges.

## Grants/Donations

- Received a \$4,387.50 grant from BIOCF for Parent's Night Out and Summer Rec.
- Received a \$1,500 grant/donation from Olivia Hospital and Clinic Foundation on behalf of PowerUp.
  - Needs to be used for a physical activity program.

## Activities

Activity	Info	Dates	Registrations
Clover Adventures	Grades K-2	Oct. 8, Nov. 12, Dec. 10, Jan. 14, & Feb. 11	24
Clover Explorers	Grades 3-5	Oct. 23, 30, Nov. 6, 13, & 20	24
Oct. Parent's Night Out	Grades K-6	Friday, Oct. 24th	54
Pickleball & Walking	9:30-11:30am Wed. Nights - 6:30-8:00pm	M, T, W, & F	16 for Dec.
Women's Volleyball	6:00-8:00pm	Sunday Nights	14 for November
Men's Morning Basketball	6:00am	Varies	15 for November
Youth Girls Basketball Clinic	Grades K-3	Jan 31, Feb. 7, 14, & 21 Game Date: Feb. 16	24
Youth Boys Basketball Clinic	Grades K-3	Jan. 17 & 31, Feb. 7 & 14th Game Dates: Feb. 10 & 12	12
Warrior Dance Clinic	Grades 2-6	Jan 28, 29, 30 & Feb. 2	10
Women's Weight Lifting Class	Intro - 5:30-6:30 Senior 50+ - 6:30-7:30	Monday & Wednesday Nights	12 (Full for December)
January Parent's Night Out	Grades K-6 (Same night as Olivia Chamber of Commerce Winter Warm Up)	January 31st	18 (as of 1/12/26)

## Other Info

- I would like to offer additional classes but am having difficulty finding instructors
  - I posted on Facebook to recruit instructors but did not receive any responses.
  - I reached out to Nicole Johnson and Angela Seidl, as they were recommended as potential instructors, but I have not received a response.
- **Warrior Kids Summer Camp:** I was recently informed that the Olivia building will not be available this summer due to construction.

## Notes for Jan Report

I answered to the best of my ability the lawyers list for the pool fire.

Grant Received for open swim. Two days during Xmas break and three Sundays in January. Numbers fair to good. No numbers are available to me here.

5th/6th grade first half of swimming unit done this week and finishing in early March. February is roller skating.

Kids are doing great! Learning a lot of great skills.

Lifeguard Training during Xmas break had 5 students. 4 agreed to work for the pool. WSI advertised for March and one is registered so far.

Another lifeguard class and a lifeguard review will be scheduled for April and May dates to be announced later.

February fliers done and emailed out to various organizations.

Three more open swims are scheduled for February. We have had several weather cancellations but hopefully February and March will have less.

If I think of more I will add later

## Facility board report (01/22/26)

### Struggles/concerns:

- More issues with steam leaks and hvac units (being addressed as they come about)
- Heater on second floor by science rooms is leaking down into the hallway between the locker rooms

### Accomplishments:

- Got backboards hung up over in BI
- Kubota and skid steer have both been fixed and working great
- Switched around derrick and rachels runs and rachel moved to 2-10pm hours, seems to be working good so far!
- Ordered blinds for 5th/6th grade classrooms, will be delivered early February and installed shortly after they arrive.
- Keeping everything up and running during these cold spells

### Working on:

- Fine tuning schedules and job duties for custodians
- Misc projects around the school

I do have one question regarding lawn care, I know we are going to be opening up bids this spring to find a cheaper contract, i was talking with another buildings and grounds director on how they handle their lawn maintenance and he mentioned that instead of buying new machines outright they lease machines and release new ones every 3 years.

I guess my question is what are some thoughts on going this route to save the district money by doing it in house? I am confident that myself and my crew will be able to take on this task if we had the right equipment. I will have to double check but I believe Kibble does have a leasing program I can look into if there is interest in going this route. Thanks

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION DIRECTING THE ADMINISTRATION TO CONSIDER DISCONTINUING  
AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS**

WHEREAS, the School Board of Independent School District No. 2534 adopted a resolution on January 26, 2026, to consider the discontinuance of programs or positions and directing the administration to make recommendations to the school board for discontinuance of programs, curtailment of programs, discontinuance of positions, or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_.

And upon vote being taken thereon, the following voted in favor thereof:

And the following voted against:

And the following was absent:

And the resolution was declared adopted.

\_\_\_\_\_  
MaryElla Clouse, School Board Clerk

Member **Aaseth** introduced the following resolution and moved its adoption:

**RESOLUTION DIRECTING THE ADMINISTRATION TO CONSIDER DISCONTINUING  
AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS**

WHEREAS, the School Board of Independent School District No. 2534 adopted a resolution on January 26, 2026, to consider the discontinuance of programs or positions and directing the administration to make recommendations to the school board for discontinuance of programs, curtailment of programs, discontinuance of positions, or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member **Clouse**.

And upon vote being taken thereon, the following voted in favor thereof:  
**Zimmerman, Aaseth, Frank, Sheehan, Clouse, Benson, and Peppel**

And the following voted against: none

And the following were absent: none

And the resolution was declared adopted.

  
\_\_\_\_\_  
MaryElla Clouse, School Board Clerk

## 103 COMPLAINTS – STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS

### I. PURPOSE

The school district takes seriously all concerns or complaints by students, employees, parents or other persons. If a specific complaint procedure is provided within any other policy of the school district, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that may be used.

### II. GENERAL STATEMENT OF POLICY

- A. Students, parents, employees, or other persons may report concerns or complaints to the school district. While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent. A person may file a complaint at any level of the school district; i.e., principal, superintendent or school board. However, persons are encouraged to file a complaint at the building level when appropriate.
- B. Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent, who shall determine whether an internal or external investigation should be conducted. In either case, the superintendent shall determine the nature and scope of the investigation and designate the person responsible for investigation or follow-up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.
- C. The appropriate administrator shall respond in writing to the complaining party concerning the outcome of the investigation or follow up, including any appropriate action or corrective measure that was taken. The superintendent shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act) or other law.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

**Cross References:** MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)  
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 413 (Harassment and Violence)  
MSBA/MASA Model Policy 514 (Bullying Prohibition)  
MSBA School Law Bulletin “I” (School Records – Privacy – Access to Data)

## 417 CHEMICAL USE AND ABUSE

**[NOTE: This policy reflects mandatory provisions of state and federal law and is not discretionary.]**

### I. PURPOSE

The school board recognizes that chemical use and abuse constitutes a grave threat to the physical and mental well-being of students and employees and significantly impedes the learning process. Chemical use and abuse also creates significant problems for society in general. The school board believes that the public school has a role in education, intervention, and prevention of chemical use and abuse. The purpose of this policy is to assist the school district in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

### II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, toxic substance, medical cannabis, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited in accordance with school district policies with respect to a Drug-Free Workplace/Drug-Free School.
- B. The school district shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement.
- C. Every school that participates in a school district chemical abuse program shall establish a chemical abuse preassessment team. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
- D. The school district shall establish a drug-free awareness program for its employees.

**[NOTE: School districts are required to establish a drug-free awareness program for school district employees pursuant to the Drug-Free Workplace Act. In addition, state law requires that the written districtwide school discipline policy must include procedures for detecting and addressing chemical abuse problems of a student while on the school premises. Further, school districts are required to develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement if receiving funding under the federal Student Support and Academic Enrichment Grants law.]**

### III. DEFINITIONS

- A. "Chemical abuse," as applied to students, means use of any psychoactive or mood-altering chemical substance, without compelling medical reason, in a manner that induces mental, emotional, or physical impairment and causes socially dysfunctional or socially disordering behavior, to the extent that the minor's normal function in academic, school, or social activities is chronically impaired.

- B. “Controlled substances,” as applied to the chemical abuse assessment of students, means a drug, substance, or immediate precursor in Schedules I through V of Minnesota Statutes, section 152.02 and “marijuana” as defined in Minnesota Statutes, section 152.01, subdivision 9 but not distilled spirits, wine, malt beverages, intoxicating liquors or tobacco. As otherwise defined in this policy, “controlled substances” include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code, section 812, including analogues and look-alike drugs.
- C. “Drug prevention” means prevention, early intervention, rehabilitation referral, recovery support services, or education related to the illegal use of drugs, such as raising awareness about the consequences of drug use that are evidence based.
- D. “Teacher” means all persons employed in a public school or education district or by a service cooperative as members of the instructional, supervisory, and support staff including superintendents, principals, supervisors, secondary vocational and other classroom teachers, librarians, counselors, school psychologists, school nurses, school social workers, audio-visual directors and coordinators, recreation personnel, media generalists, media supervisors, and speech therapists.

#### **IV. STUDENTS**

- A. Districtwide School Discipline Policy  
Procedures for detecting and addressing chemical abuse problems of a student while on school premises are included in the districtwide school student discipline policy.
- B. Programs and Activities
  - 1. The school district shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievements. The programs and activities may include, among other programs and activities, drug prevention activities and programs that may be evidence based, including programs to educate students against the use of alcohol, tobacco, marijuana, smokeless tobacco products, and electronic cigarettes.
  - 2. As part of its drug-free programs, the school district may implement the drug abuse resistance education program (DARE) that enables peace officers to undergo the training to teach a curriculum on drug abuse resistance in schools.
- C. Reports of Use, Possession, or Transfer of Alcohol or a Controlled Substance
  - 1. A teacher in a nonpublic school participating in a school district chemical use program, or a public school teacher, who knows or has reason to believe that a student is using, possessing, or transferring alcohol or a controlled substance while on the school premises or involved in school-related activities, shall immediately notify the school's chemical

abuse preassessment team, or staff member assigned duties similar to those of such a team, of this information.

**[NOTE: School districts are not required to participate in a chemical abuse program or establish a chemical abuse preassessment team pursuant to state law. Schools are required to have procedures for detecting student chemical abuse and can obtain federal funding if they establish drug prevention, detection, intervention, and recovery support services. Thus, it is recommended that schools establish these programs and activities. For those schools that do not establish a chemical abuse preassessment team, those obligations could be assigned to a specified staff member such a school counselor or administrator.]**

2. Students involved in the abuse, possession, transfer, distribution, or sale of chemicals may be suspended and proposed for expulsion in compliance with the student discipline policy and the Pupil Fair Dismissal Act, Minnesota Statutes, section 121A.40-121A.56, ~~and proposed for expulsion.~~
3. Searches by school district officials in connection with the use, possession, or transfer of alcohol or a controlled substance will be conducted in accordance with school board policies related to search and seizure.
4. Nothing in Paragraph IV.B.1. prevents a teacher or any other school employee from reporting to a law enforcement agency any violation of law occurring on school premises or at school sponsored events.

D. Preassessment Team

1. Every school that participates in a school district chemical abuse program shall establish a chemical abuse preassessment team designated by the superintendent or designee. The team must be composed of classroom teachers, administrators, and to the extent they exist in the school, school nurse, school counselor or psychologist, social worker, chemical abuse specialist, and other appropriate professional staff. For schools that do not have a chemical abuse program and team, the superintendent or designee will assign these duties to a designated school district employee.
2. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
3. Within forty-five (45) days after receiving an individual reported case, the team shall make a determination whether to provide the student and, in the case of a minor, the student's parents with information about school and community services in connection with chemical abuse.

E. Data Practices

1. Student data may be disclosed without consent in health and safety emergencies pursuant to Minnesota Statutes, section 13.32 and applicable federal law and regulations.

2. Destruction of Records

- a. If the preassessment team decides not to provide a student and, in the case of a minor, the student's parents with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the determination is made.
- b. If the team decides to provide the student and, in the case of a minor or a dependent student, the student's parents with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the student is no longer enrolled in the district.
- c. Destruction of records identifying individual students shall be governed by paragraph IV.E.2. notwithstanding Minnesota Statutes, section 138.163 (Preservation and Disposal of Public Records).

F. Consent

Any minor may give effective consent for medical, mental, and other health services to determine the presence of or to treat conditions associated with alcohol and other drug abuse, and the consent of no other person is required.

**[NOTE: State law permits schools to provide these services to minor students without the consent of a parent. If, however, a school district provides these or other services pursuant to a grant received under the Student Support and Academic Enrichment Grants law, this funding could be jeopardized if the requirements of federal law, to obtain prior written, informed consent from the parent of each child who is under 18 years of age is not obtained.]**

V. **EMPLOYEES**

- A. The school district shall establish a drug-free awareness program to inform employees about:
  1. The dangers of drug abuse in the workplace.
  2. The school district's policy of maintaining a drug-free workplace.
  3. Available drug counseling, rehabilitation, and employee assistance programs.
  4. The penalties that may be imposed on employees for drug abuse violations.
- B. The school district shall notify a federal granting agency required to be notified under the Drug-Free Workplace Act within ten (10) days after receiving notice from the employee or otherwise receiving actual notice of any criminal drug statute conviction occurring in the workplace.

- Legal References:** Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. § 121A.25-121A.29 (Chemical Abuse)  
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)  
Minn. Stat. § 124D.695 (Approved Recovery Program Funding)  
Minn. Stat. § 126C.44 (Safe Schools Levy)  
Minn. Stat. § 138.163 (Preservation and Disposal of Public Records)  
Minn. Stat. § 144.343 (Pregnancy, Venereal Disease, Alcohol or Drug Abuse, Abortion)  
Minn. Stat. § 152.01 (Definitions)  
Minn. Stat. § 152.02 (Schedules of Controlled Substances; Administration of Chapter)  
Minn. Stat. § 152.22 (Definitions; Medical Cannabis)  
Minn. Stat. § 152.23 (Limitations; Medical Cannabis)  
Minn. Stat. § 299A.33 (DARE Program)  
Minn. Stat. § 466.07, subd. 1 (Indemnification Required)  
Minn. Stat. § 609.101, subd. 3(e) (Controlled Substance Offenses; Minimum Fines)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
20 U.S.C. §§ 7101-7122 (Student Support and Academic Enrichment Grants)  
20 U.S.C. § 5812 (National Education Goals)  
20 U.S.C. § 7175 (Local Activities)  
41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)  
34 C.F.R. Part 84 (Government-Wide Requirements for Drug-Free Workplace)
- Cross References:** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 416 (Drug, ~~and~~ Alcohol, and Cannabis Testing)  
MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug Free School)  
MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)  
MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)

## **418 DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL**

**[NOTE: School districts are required by statute to have a policy addressing these issues.]**

### **I PURPOSE**

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, non-intoxicating cannabinoids, edible cannabinoid products, and controlled substances without a physician's prescription.

### **II. GENERAL STATEMENT OF POLICY**

- A. Use or possession of controlled substances, toxic substances, medical cannabis, non-intoxicating cannabinoids, edible cannabinoid products, and ~~alcohol~~ **controlled substances** before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, medical cannabis, non-intoxicating cannabinoids, edible cannabinoid products, or controlled substances in any school location.
- C. An individual may not use or possess cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public school, as defined in Minnesota Statutes, section 120A.05, subdivisions 9, 11, and 13, including all facilities, whether owned, rented, or leased, and all vehicles that the school district owns, leases, rents, contracts for, or controls.
- D. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

### **III. DEFINITIONS**

- A. "Alcohol" includes any alcoholic beverage containing more than one-half of one percent alcohol by volume.

- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code, section 812, including analogues and look-alike drugs.
- C. "Edible cannabinoid product" means any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with food ingredients, and is not a drug.
- D. "Nonintoxicating cannabinoid" means substances extracted from certified hemp plants that do not produce intoxicating effects when consumed by injection, inhalation, ingestion, or by any other immediate means.
- E. "Medical cannabis" means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; (4) combustion with use of dried raw cannabis; or (5) any other method, ~~excluding smoking~~ approved by the Commissioner of the Minnesota Department of Health ("Commissioner").
- F. "Possess" means to have on one's person, in one's effects, or in an area subject to one's control.
- G. "School location" includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.
- H. "Sell" means to sell, give away, barter, deliver, exchange, distribute or dispose of to another, or to manufacture; or to offer or agree to perform such an act, or to possess with intent to perform such an act.
- I. "Toxic substances" includes: (1) glue, cement, aerosol paint, containing toluene, benzene, xylene, amyl nitrate, butyl nitrate, nitrous oxide, or containing other aromatic hydrocarbon solvents, but does not include glue, cement, or paint contained in a packaged kit for the construction of a model automobile, airplane, or similar item; (2) butane or a butane lighter; or (3) any similar substance declared to be

toxic to the central nervous system and to have a potential for abuse, by a rule adopted by the Commissioner.

- J. "Use" means to sell, buy, manufacture, distribute, dispense, ~~use~~, be under the influence of, or consume in any manner, including, but not limited to, consumption by injection, inhalation, ingestion, or by any other immediate means.

#### **IV. EXCEPTIONS**

- A. A violation of this policy does not occur when a person brings onto a school location, for such person's own use, a controlled substance, except medical cannabis, non-intoxicating cannabinoids, or edible cannabinoid products, which has a currently accepted medical use in treatment in the United States and the person has a physician's prescription for the substance. The person shall comply with the relevant procedures of this policy.
- B. A violation of this policy does not occur when a person possesses an alcoholic beverage in a school location when the possession is within the exceptions of Minnesota Statutes, section 624.701, subdivision 1a (experiments in laboratories; pursuant to a temporary license to sell liquor issued under Minnesota laws or possession after the purchase from such a temporary license holder).
- C. A violation of this policy does not occur when a person uses or possesses a toxic substance unless they do so with the intent of inducing or intentionally aiding another in inducing intoxication, excitement, or stupefaction of the central nervous system, except under the direction and supervision of a medical doctor.
- D. The school district may not refuse to enroll or otherwise penalize a patient or person enrolled in the Minnesota Patient Registry Program **or a Tribal medical cannabis program** as a pupil solely because the patient or person is enrolled in the registry program **or a Tribal medical cannabis program**, unless failing to do so would violate federal law or regulations or cause the school to lose a monetary or licensing-related benefit under federal law or regulations.

An employer or a school must provide written notice to a patient at least fourteen (14) days before the employer or school takes an action against the patient that is prohibited under Minnesota Statutes, section 342.57, subdivision 3 or 5. The written notice must cite the specific federal law or regulation that the employer or school believes would be violated if the employer or school fails to take action. The notice must specify what monetary or licensing-related benefit under federal law or regulations that the employer or school would lose if the employer or school fails to take action.

A school or an employer must not retaliate against a patient for asserting the patient's rights or seeking remedies under Minnesota Statutes, section 342.57 or section 152.32.

~~[NOTE: The 2024 Minnesota legislature amended this law to add this protection.]~~

**[NOTE: The 2025 Minnesota legislature amended this law.]**

## V. PROCEDURES

- A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, non-intoxicating cannabinoids, or edible cannabinoid products, must comply with the school district's student medication policy.

**[NOTE: School districts are required by Minnesota Statutes, section 121A.22 to develop procedures for the administration of drugs and medicine. If the school district does not have a student medication policy such as MSBA/MASA Model Policy 516, this Paragraph A. can be modified to provide: "Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, non-intoxicating cannabinoids, or edible cannabinoid products, must provide a copy of the prescription and the medication to the school nurse, principal, or other designated staff member. The school district's licensed school nurse, trained health clerk, principal, or teacher will administer the prescribed medication except medical cannabis, non-intoxicating cannabinoids, or edible cannabinoid products, in accordance with school district procedures."]**

- B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, non-intoxicating cannabinoids, or edible cannabinoid products, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.
- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.

**[NOTE: The Drug-Free Workplace Act requires that school district employees be notified by a published statement of the prohibition of the use of controlled substances and actions that will be taken against employees for violations of such prohibition (41 United States Code, section 8103; 34 Code of Federal Regulations, Part 84). An acknowledgment will document satisfaction by the school district of this federal requirement.]**

- D. Employees are subject to the school district's drug and alcohol testing policies and procedures.
- E. Members of the public are not permitted to possess controlled substances, intoxicating cannabinoids, or edible cannabinoid products in a school location except with the express permission of the superintendent.
- F. No person is permitted to possess or use medical cannabis, non-intoxicating cannabinoids, or edible cannabinoid products on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility. This prohibition includes (1) vaporizing or combusting medical cannabis on any form of public transportation where the vapor or smoke could be inhaled by a minor child or in any public place, including indoor or outdoor areas used by or open to the general public or place of employment; and (2) operating, navigating, or being in actual physical control of any motor vehicle or working on transportation property, equipment or facilities while under the influence of medical cannabis, non-intoxicating cannabinoids, or edible cannabinoid products.
- G. Possession of alcohol on school grounds pursuant to the exceptions of Minnesota Statutes, section 624.701, subdivision 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

## **VI. SCHOOL PROGRAMS**

- A. Starting in the 2026-2027 school year, the school district must implement a comprehensive education program on cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl, for students in middle school and high school. The program must include instruction on the topics listed in Minnesota Statutes, section 120B.215, subdivision 1 and must:
  - 1. respect community values and encourage students to communicate with parents, guardians, and other trusted adults about cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl, **or mixtures containing fentanyl**; and
  - 2. refer students to local resources where students may obtain medically accurate information about cannabis use and substance

use, including but not limited to the use of fentanyl or mixtures containing fentanyl, and treatment for a substance use disorder.

**[NOTE: MDE information on this requirement is provided in the Resources section of this model policy.]**

- B. School district efforts to develop, implement, or improve instruction or curriculum as a result of the provisions of this section must be consistent with Minnesota Statutes, sections 120B.10 and 120B.11.
- C. Notwithstanding any law to the contrary, the school district shall have a procedure for a parent, a guardian, or an adult student 18 years of age or older to review the content of the instructional materials to be provided to a minor child or to an adult student pursuant to this article. The district must allow a parent or adult student to opt out of instruction under this article with no academic or other penalty for the student and must inform parents and adult students of this right to opt out.

## **VII. ENFORCEMENT**

### A. Students

- 1. Students may be required to participate in programs and activities that provide education against the use of alcohol, tobacco, marijuana, smokeless tobacco products, electronic cigarettes, and nonintoxicating cannabinoids, and edible cannabinoid products.
- 2. Students may be referred to drug or alcohol assistance or rehabilitation programs; school based mental health services, mentoring and counseling, including early identification of mental health symptoms, drug use and violence and appropriate referral to direct individual or group counselling service. which may be provided by school based mental health services providers; and/or referral to law enforcement officials when appropriate.
- 3. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.

### B. Employees

- 1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this

policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.

2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, ~~or discharge~~ as deemed appropriate by the school board.
3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.
4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

**Legal References:** Minn. Stat. § 120B.215 (Education on Cannabis Use and Substance Use)  
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)  
Minn. Stat. § 121A.40-§ 121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 151.72 (Sale of Certain Cannabinoid Products)  
Minn. Stat. § 152.01, Subd. 15a (Definitions)  
Minn. Stat. § 152.0264 (Cannabis Sale Crimes)  
Minn. Stat. § 152.22, Subd. 6 (Definitions; Medical Cannabis)  
Minn. Stat. § 152.23 (Limitations; Medical Cannabis)  
Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)  
Minn. Stat. § 340A.101 (Definitions; Alcoholic Beverage)

Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)  
Minn. Stat. § 340A.404 (Intoxicating Liquor; On-Sale Licenses)  
Minn. Stat. § 342.09 (Personal Adult Use of Cannabis)  
Minn. Stat. § 342.56 (Limitations)  
Minn. Stat. § 609.684 (~~Sale of Toxic Substances to Children~~; Abuse of Toxic Substances)  
Minn. Stat. § 624.701 (Alcohol in Certain Buildings or Grounds)  
20 U.S.C. § 7101-7122 (Student Support and Academic Enrichment Grants)  
21 U.S.C. § 812 (Schedules of Controlled Substances)  
41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)  
21 C.F.R. §§ 1308.11-1308.15 (Controlled Substances)  
34 C.F.R. Part 84 (Government-Wide Requirements for Drug-Free Workplace)

**Cross References:** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 416 (Drug and Alcohol Testing)  
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)  
MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 516 (Student Medication)

**Resources:** To support the requirements for school districts and charter schools outlined in [Minnesota Statute 2024, section 120B.215, subdivision 2](#), and in accordance with subdivision 1, MDE, in collaboration with MDH, the Minnesota Department of Human Services (DHS), and education experts, has created a [List of Model Cannabis Education Programs for School District and Charter School Consideration](#). Schools may choose to implement one of the listed programs or they may implement their own program(s) identified through a local curriculum adoption process by the 2026-27 school year. While it is not required for a school district or charter school to use one of the programs in the list, the list and rubric provided may be useful to school districts and charter schools in their own decision-making process. Please visit [MDE's Health Education webpage](#) for more information.



# BOLD

**Bird Island-Olivia-Lake  
Lillian School District**  
ISD 2534-01

701 S. 9<sup>th</sup> Street  
Olivia, MN 56277  
Ph.# 320-523-1031 Fax: 320-523-2399  
Tim Tydlacka, Superintendent  
Kristine Flohrs Krafka, K-6 Principal  
Melissa Hoffman Bodin, 7-12 Principal  
Derek Flann, Dean of Students/Activities Director

---

**— ACKNOWLEDGMENT —  
DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL POLICY**

I have received a copy of the Drug-Free Workplace/Drug-Free School Policy 418 of Independent School District No. 2534-01, Bird Island-Olivia-Lake Lillian Public School District, Minnesota.

Dated: \_\_\_\_\_

\_\_\_\_\_  
*Signature of Employee/Applicant*

\_\_\_\_\_  
*Typed or Printed Name*

## **423 EMPLOYEE-STUDENT RELATIONSHIPS**

### **I. PURPOSE**

The school district is committed to an educational environment in which all students are treated with respect and dignity. Every school district employee is to provide students with appropriate guidance, understanding, and direction while maintaining a standard of professionalism and acting within accepted standards of conduct.

### **II GENERAL STATEMENT OF POLICY**

- A. This policy applies to all school district employees at all times, whether on or off duty and on or off of school district locations.
- B. At all times, students will be treated by teachers and other school district employees with respect, courtesy, and consideration and in a professional manner. Each school district employee is expected to exercise good judgment and professionalism in all interpersonal relationships with students. Such relationships must be and remain on a teacher-student basis or an employee-student basis.
- C. Teachers must be mindful of their inherent positions of authority and influence over students. Similarly, other school district employees also may hold positions of authority over students of the school district and must be mindful of their authority and influence over students.
- D. Sexual relationships between school district employees and students, without regard to the age of the student, are strictly forbidden and may subject the employee to criminal liability.
- E. Other actions that violate this policy include, but are not limited to, the following:
  - 1. Dating students.
  - 2. Having any interaction/activity of a sexual nature with a student.
  - 3. Committing or attempting to induce students or others to commit an illegal act or act of immoral conduct which may be harmful to others or bring discredit to the school district.
  - 4. Supplying alcohol or any illegal substance to a student, allowing a student access to such substances, or failing to take reasonable steps to prevent such access from occurring.
- F. School district employees shall, whenever possible, employ safeguards against improper relationships with students and/or claims of such improper relationships.  
  
**[NOTE: Such safeguards may include the following: avoiding altogether or minimizing physical contact, keeping doors open when talking or meeting with students one-on-one, and/or making sure that such meetings with a student take place in rooms with windows and/or others nearby.]**
- G. Excessive informal and social involvement with individual students is unprofessional, is not compatible with employee-student relationships, and is inappropriate.
- H. School district employees will adhere to applicable standards of ethics and professional conduct in Minnesota law.

### **III. REPORTING AND INVESTIGATION**

- A. Complaints and/or concerns regarding alleged violations of this policy shall be handled in accordance with MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons) unless other specific complaint procedures are provided within any other policy of the school district.
- B. All employees shall cooperate with any investigation of alleged acts, conduct, or communications in violation of this policy.

### **IV. SCHOOL DISTRICT ACTION**

Upon receipt of a report, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. It also may include reporting to appropriate state or federal authorities, including the Minnesota Professional Educator Licensing and Standards Board or the appropriate licensing authority and appropriate agencies responsible for investigating reports of maltreatment of minors and/or vulnerable adults. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and school district policies.

### **V. SCOPE OF LIABILITY**

Employees are placed on notice that if an employee acts outside the performance of the duties of the position for which the employee is employed or is guilty of malfeasance, willful neglect of duty, or bad faith, the school district is not required to defend and indemnify the employee for damages in school-related litigation.

**Legal References:** Minn. Stat. § 13.43, Subd. 16 (Personnel Data)  
Minn. Stat. § 122A.20, Subd. 2 (Suspension or Revocation of Licenses)  
Minn. Stat. § 122A.40, Subds. 5(b) and 13(b) (Employment; Contracts; Termination)  
Minn. Stat. §§ 609.341-609.352 (Definitions)  
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Vulnerable Adults)  
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)  
Minn. Rules Part 8710.2100 (Code of Ethics for Minnesota Teachers)

**Cross References:** MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons)  
MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)  
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)  
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 413 (Harassment and Violence)  
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)  
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)  
MSBA/MASA Model Policy 421 (Gifts to Employees and School Board Members)  
MSBA/MASA Model Policy 507 (Corporal Punishment)

## 427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

[NOTE: School districts are required by Minnesota Rules 3525.2340, subpart 4.B., to have a policy for determining the workload limits of special education staff who provide services to students who receive direct special education services 60 percent or less of the instructional day.]

[NOTE: Minnesota Statutes section 179A.07, subdivision 1, of the Public Employment Labor Relations Act (PELRA) provides that a public employer is not required to meet and negotiate on matters of inherent managerial policy. Matters of inherent managerial policy include, but are not limited to, **such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology**, the organizational structure, selection of personnel, and direction of personnel. MSBA's position is that this policy is not a mandatory subject of bargaining. School districts, therefore, are cautioned to not relinquish their inherent managerial right to determine workload limits for special education teachers.]

### I. PURPOSE

The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

### II. DEFINITIONS

#### A. Special Education Staff; Special Education Teacher

"Special education staff" and "special education teacher" both mean a teacher employed by the school district who is licensed under the rules of the Minnesota ~~Board of Teaching~~ Professional Educator Licensing and Standards Board to instruct children with specific disabling conditions.

#### B. Direct Services

"Direct services" means special education services provided by a special education teacher **or a related service professional** when the services are related to instruction, including cooperative teaching.

#### C. Indirect Services

"Indirect services" means special education services provided by a special education teacher **or a related service professional** which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with the pupil to monitor and observe.

#### D. Workload

"Workload" means a special education teacher's total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other services required in the IEPs.

**III. GENERAL STATEMENT OF POLICY**

- A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.
- B. In determining workload limits for special education staff, the school district shall take into consideration the following factors: student contact minutes, evaluation and reevaluation time, indirect services, management of IEPs, travel time, and other services required in the IEPs of eligible students.

**IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED**

This policy shall not be construed as a reopening of negotiations between the school district and the special education teachers' exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the school district set forth in the Public Employment Labor Relations Act or in the collective bargaining agreement between the school district and the special education teachers' exclusive representative.

**Legal References:** Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)  
Minn. Rule 3525.0210, Subps. 14, 27, 44, and 49 (Definitions of ~~Direct Services~~, ~~Indirect Services~~, ~~Teacher~~, and ~~Workload~~)  
Minn. Rule 3525.2340, Subps. 4.B. (Case Loads for School-Age Educational Service Alternatives)

**Cross References:** *MSBA/MASA Model Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)*  
*MSBA/MASA Model Policy 608 (Instructional Services – Special Education)*

## **519 INTERVIEWS OF STUDENTS BY OUTSIDE AGENCIES**

### **I. PURPOSE**

There are occasions in which persons other than school district officials and employees find it necessary to speak with a student during the school day. Student safety and disruption of the educational program is of concern to the school district. The purpose of this policy is to establish the procedures for access to students by authorized individuals during the school day.

### **II. GENERAL STATEMENT OF POLICY**

- A. Generally, students may not be interviewed during the school day by persons other than a student's parents, school district officials, employees and/or agents, except as otherwise provided by law and/or this policy.
- B. Requests from law enforcement officers and those other than a student's parents, school district officials, employees and/or agents to interview students shall be made through the principal's office. Upon receiving a request, it shall be the responsibility of the principal to determine whether the request will be granted. Prior to granting a request, the principal shall attempt to contact the student's parents to inform them of the request, except where otherwise prohibited by law.

### **III. INTERVIEWS CONDUCTED UNDER THE MALTREATMENT OF MINORS ACT**

- A. In the case of an investigation pursuant to the Reporting of Maltreatment of Minors Act, Minnesota Statutes Chapter 260E, a local welfare agency, the agency responsible for investigating the report, and a local law enforcement agency may interview, without parental consent, an alleged victim and any minors who currently reside with or who have resided with the alleged perpetrator. The interview may take place at school and during school hours **or at any facility or other place where the alleged victim or other children might be found or the child may be transported to, and the interview may be conducted at a place appropriate for the interview of a child designated by the local welfare agency or law enforcement agency.** School district officials will work with the local welfare agency, the agency responsible for investigating the report, or law enforcement agency to select a place appropriate for the interview. **When it is possible and the report alleges substantial**

child endangerment or sexual abuse, the interview may take place outside the presence of the ~~perpetrator or parent, legal custodian, guardian, or school district official~~ alleged offender and may take place prior to any interviews of the alleged offender.

**[NOTE: This revision is in Minnesota Statutes, section 260E.22, subdivision 2.]**

- B. If the interview took place or is to take place on school district property, an order of the juvenile court pursuant to Minnesota Statutes Chapter 260E may specify that school district officials may not disclose to the parent, legal custodian, or guardian the contents of the notification of intent to interview the child on school district property and/or any other related information regarding the interview that may be a part of the child's record. The school district official must receive a copy of the order from the local welfare or law enforcement agency.
- C. When the local welfare agency, local law enforcement agency, or agency responsible for assessing or investigating a report of maltreatment determines that an interview should take place on school district property, school district officials must receive written notification of intent to interview the child on school district property prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school district property. ~~Where the interviews are~~ For an interview conducted by the local welfare agency, the notification must be signed by the chair of the local social services agency or the chair's designee. The notification is private educational data on the student. School district officials may not disclose to the parent, legal custodian or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded, unless a school employee or agent is alleged to have maltreated the child. Until school district officials receive said notification, all inquiries regarding the nature of the investigation or assessment should be directed to the local welfare or law enforcement agency or the agency responsible for assessing or investigating a report of maltreatment shall be solely responsible for any disclosure regarding the nature of the assessment or investigation.
- D. School district officials shall have discretion to reasonably schedule the time, place, and manner of an interview by a local welfare or local law enforcement agency on school district premises. However, where the alleged perpetrator is believed to be a school district official or

employee, the local welfare or local law enforcement agency will have discretion to determine where the interview will be held. The interview must be conducted not more than **twenty-four (24)** hours after the receipt of the notification unless another time is considered necessary by agreement between the school district officials and the local welfare or law enforcement agency. However, school district officials must yield to the discretion of the local welfare or law enforcement agency concerning other persons in attendance at the interview. School district officials will make every effort to reduce the disruption to the educational program of the child, other students, or school staff when an interview is conducted on school district premises.

- E. Students shall not be taken from school district property without the consent of the principal and without proper warrant.

**Legal References:** Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)

**Cross References:** MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons)  
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Adopted: ~~June 23, 2025~~ January 26, 2026

MSBA/MASA Model Policy 601

Orig. 1995

Revised: ~~May 30, 2024~~ October 15, 2025

Rev. ~~2024-2025~~

## **601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS**

**[NOTE: Minnesota Statutes section 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. MSBA/MASA Model Policies 601, 603, and 616 address these statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minnesota Statutes section 120B.11.]**

### **I. PURPOSE**

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Standards and federal law and are aligned with comprehensive achievement and civic readiness.

### **II. GENERAL STATEMENT OF POLICY**

The policy of the school district is to strive for comprehensive achievement and civic readiness in which all learning in the school district should be directed and for which all school district learners should be held accountable.

### **III. DEFINITIONS**

- A. "Academic standard" means a summary description of student learning in a required content area or elective content area.
- B. "**Inclusive**" means actively working to identify and eliminate racism in all forms in order to change policies, behaviors, and beliefs that perpetuate racist ideas and actions.
- C. "Benchmark" means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- D. "Comprehensive Achievement and Civic Readiness" means striving to: meet school readiness goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; have all students graduate from high school; and prepare students to be lifelong learners.

- E. "Culturally sustaining" means integrating content and practices that infuse the culture and language of Black, Indigenous, and People of Color communities who have been and continue to be harmed and erased through the education system.
- F. "Curriculum" means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness.
- G. "Ethnic studies" as defined in Minnesota Statutes, section 120B.25, has the same meaning for purposes of this section. Ethnic studies curriculum may be integrated in existing curricular opportunities or provided through additional curricular offerings.
- H. "Experiential learning" means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.
- I. "Institutional racism" means structures, policies, and practices within and across institutions that produce outcomes that disadvantage those who are Black, Indigenous, and People of Color.
- J. "Instruction" means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements including applied and experiential learning.
- K. "Performance measures" are measures to determine school district and school site progress in striving to create for comprehensive achievement and civic readiness and must include at least the following:
  - 1. the size of the academic achievement gap; rigorous course taking, including college-level advanced placement, international baccalaureate, postsecondary enrollment options, including concurrent enrollment, other rigorous courses of study or industry certification courses or programs, and enrichment experiences by student subgroup;
  - 2. student performance on the Minnesota Comprehensive Assessments;
  - 3. high school graduation rates; and
  - 4. career and college readiness under Minnesota Statutes, section 120B.30, subdivision 1.

**[Note: Definitions B, E, G, and I were added to Minnesota Statutes, section 120B.11—the Comprehensive Achievement and Civic Readiness law—effective August 1, 2023. The definitions apply to revisions to the Comprehensive Achievement and Civic Readiness law regarding strategic plans; these revisions are effective “for all strategic plans reviewed and updated after June 30, 2024.”]**

#### IV. LONG-TERM STRATEGIC PLAN

A. The school board, at a public meeting, must adopt a comprehensive, long-term strategic plan to support and improve teaching and learning that is aligned with striving for comprehensive achievement and civic readiness and includes the following:

1. clearly defined school district and school site goals and benchmarks for instruction and student achievement for all student categories identified in Minnesota Statutes, section 120B.35, subdivision 3, paragraph (b)(2);

**[NOTE: MSBA/MASA Model Policy 601, Section IV.B. and MSBA/MASA Model Policy 616 address this requirement.]**

2. a process to assess and evaluate each student's progress toward meeting state and local academic standards, assess and identify students for participation in gifted and talented programs and services and accelerate their instruction, adopt early-admission procedures for identifying the strengths and weaknesses of instruction in pursuit of student and school success and curriculum affecting students' progress and growth toward career and college readiness and leading to ~~the world's best workforce~~/comprehensive achievement and civic readiness (CACR);

**[NOTE: MSBA/MASA Model Policy 618 addresses this requirement.]**

3. a system utilizing the BOLD curriculum committee to periodically review and evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes, section 123B.147, subdivision 3, students' access to effective teachers who are members of populations underrepresented among the licensed teachers in the district or school and who reflect the diversity of enrolled students under Minnesota Statutes, section 120B.35, subdivision 3(b)(2), and teacher evaluations under Minnesota Statutes, section 122A.40, subdivision. 8, or 122A.41, subdivision 5;

**[NOTE: MSBA/MASA Model Policy 616 addresses this requirement.]**

4. strategies for improving instruction, curriculum, and student achievement, including the English and, where practicable, the native language development and the academic achievement of English learners;

**[NOTE: MSBA/MASA Model Policy 616 addresses this requirement.]**

5. a process to examine the equitable distribution of teachers and strategies to ensure children in low-income families, children in families of People of Color, and children in American Indian families are not taught at higher rates than other children by inexperienced, ineffective, or out-of-field teachers;
  6. education effectiveness practices that
    - a. integrate high-quality instruction, **technology, and rigorous curriculum, ~~technology, and a curriculum~~** that is rigorous, accurate, **inclusive**, and culturally sustaining;
    - b. ensure learning and work environments validate, affirm, embrace, and integrate cultural and community strengths for all students, families, and employees;
    - c. provide a collaborative professional culture that seeks to retain qualified, racially and ethnically diverse staff effective at working with diverse students while developing and supporting teacher quality, performance, and effectiveness; and
  7. an annual budget for continuing to implement the school district plan; and
  8. identifying a list of suggested and required materials, resources, sample curricula, and pedagogical skills for use in kindergarten through grade 12 that accurately reflect the diversity of the state of Minnesota.
- B. The school district is not required to include information regarding literacy in a plan or report required under this section, except with regard to the academic achievement of English learners.
- C. Every child is reading at or above grade level every year, beginning in kindergarten, and multilingual learners and students receiving special education services are receiving support in achieving their individualized reading goals pursuant to **Policy 621 (the school district's Literacy and the Read Act)**.

**Legal References:** Minn. Stat. § 120B.018 (Definitions)  
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)  
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for Comprehensive Achievement and Civic Readiness)  
Minn. Stat. § 120B.12 (Read Act Goal and Interventions)  
Minn. Stat. § 120B.30, Subd. 1 (Statewide Testing and Reporting System)  
Minn. Stat. § 120B.35, Subd. 3 (Student Academic Achievement and Growth)  
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)  
Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)  
Minn. Stat. § 123B.147, Subd. 3 (Principals)  
Minn. Stat. § 125A.56, Subd. 1 (Alternate Instruction Required before Assessment Referral)  
20 U.S.C. § 5801, *et seq.* (National Education Goals)  
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

**Cross References:** MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)  
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)

## **705 INVESTMENTS**

*[Note: The provisions of this policy substantially reflect legal requirements.]*

### **I. PURPOSE**

The purpose of this policy is to establish guidelines for the investment of school district funds.

### **II. GENERAL STATEMENT OF POLICY**

The policy of this school district is to comply with all state laws relating to investments and to guarantee that investments meet certain primary criteria.

### **III. SCOPE**

This policy applies to all investments of the surplus funds of the school district, regardless of the fund accounts in which they are maintained, unless certain investments are specifically exempted by the school board through formal action.

### **IV. AUTHORITY; OBJECTIVES**

- A. The funds of the school district shall be deposited or invested in accordance with this policy, Minnesota Statutes chapter 118A and any other applicable law or written administrative procedures.
- B. The primary criteria for the investment of the funds of the school district, in priority order, are as follows
  1. Safety and Security. Safety of principal is the first priority. The investments of the school district shall be undertaken in a manner that seeks to ensure the preservation of the capital in the overall investment portfolio.
  2. Liquidity. The funds shall be invested to assure that funds are available to meet immediate payment requirements, including payroll, accounts payable, and debt service.
  3. Return and Yield. The investments shall be managed in a manner to attain a market rate of return through various economic and budgetary cycles, while preserving and protecting the capital in the investment portfolio and taking into account constraints on risk and cash flow requirements.

### **V. DELEGATION OF AUTHORITY**

- A. The Superintendent of the school district is designated as the investment officer of the school district and is responsible for investment decisions and activities under the direction of the school board. The investment officer shall operate the school district's investment program consistent with this policy. The investment officer may delegate certain duties to a designee or designees but shall remain responsible for the operation of the program.
- B. All officials and employees that are a part of the investment process shall act professionally and responsibly as custodians of the public trust and shall refrain from personal business activity that could conflict with the investment program or which could reasonably cause others to question the process and integrity of the investment program. The investment officer shall avoid any transaction that could impair public confidence in the school district.

## **VI. STANDARD OF CONDUCT**

The standard of conduct regarding school district investments to be applied by the investment officer shall be the “prudent person standard.” Under this standard, the investment officer shall exercise that degree of judgment and care, under the circumstances then prevailing, that persons of prudence, discretion, and intelligence would exercise in the management of their own affairs, investing not for speculation and considering the probable safety of their capital as well as the probable investment return to be derived from their assets. The prudent person standard shall be applied in the context of managing the overall investment portfolio of the school district. The investment officer, acting in accordance with this policy and exercising due diligence, judgment, and care commensurate with the risk, shall not be held personally responsible for a specific security’s performance or for market price changes. Deviations from expectations shall be reported in a timely manner and appropriate actions shall be taken to control adverse developments.

## **VII. MONITORING AND ADJUSTING INVESTMENTS**

The investment officer shall routinely monitor existing investments and the contents of the school district’s investment portfolio, the available markets, and the relative value of competing investment instruments.

## **VIII. INTERNAL CONTROLS**

The investment officer shall establish a system of internal controls which shall be documented in writing. The internal controls shall be reviewed by the school board and shall be annually reviewed for compliance by the school district’s independent auditors. The internal controls shall be designed to prevent and control losses of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions by officers, employees, or others. The internal controls may include, but shall not be limited to, provisions relating to controlling collusion, separating functions, separating transaction authority from accounting and record keeping, custodial safekeeping, avoiding bearer form securities, clearly delegating authority to applicable staff members, limiting securities losses and remedial action, confirming telephone transactions in writing, supervising and controlling employee actions, minimizing the number of authorized investment officials, and documenting transactions and strategies.

## **IX. PERMISSIBLE INVESTMENT INSTRUMENTS**

The school district may invest its available funds in those instruments specified in Minnesota Statutes sections 118A.04 and 118A.05, as these sections may be amended from time to time, or any other law governing the investment of school district funds. The assets of an other postemployment benefits (OPEB) trust or trust account established pursuant to Minnesota Statutes section 471.6175 to pay postemployment benefits to employees or officers after their termination of service, with a trust administrator other than the Public Employees Retirement Association, may be invested in instruments authorized under Minnesota Statutes chapter 118A or Minnesota Statutes section 356A.06, subdivision 7. Investment of funds in an OPEB trust account under Minnesota Statutes section 356A.06, subdivision 7, as well as the overall asset allocation strategy for OPEB investments, shall be governed by an OPEB Investment Policy Statement (IPS) developed between the investment officer, as designed herein, and the trust administrator.

## **X. PORTFOLIO DIVERSIFICATION; MATURITIES**

- A. Limitations on instruments, diversification, and maturity scheduling shall depend on whether the funds being invested are considered short-term or long-term funds. All funds shall normally be considered short-term except those reserved for building construction projects or specific future projects and any unreserved funds used to provide financial-related managerial flexibility for future fiscal years.
- B. The school district shall diversify its investments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities.
  - 1. The investment officer shall prepare and present a table to the school board for review and approval. The table shall specify the maximum percentage of the school district's investment portfolio that may be invested in a single type of investment instrument, such as U.S. Treasury Obligations, certificates of deposit, repurchase agreements, banker's acceptances, commercial paper, etc. The approved table shall be attached as an exhibit to this policy and shall be incorporated herein by reference.
  - 2. The investment officer shall prepare and present to the school board for its review and approval a recommendation as to the maximum percentage of the total investment portfolio that may be held in any one depository. The approved recommendation shall be attached as an exhibit or part of an exhibit to this policy and shall be incorporated herein by reference.
  - 3. Investment maturities shall be scheduled to coincide with projected school district cash flow needs, taking into account large routine or scheduled expenditures, as well as anticipated receipt dates of anticipated revenues. Maturities for short-term and long-term investments shall be timed according to anticipated need. Within these parameters, portfolio maturities shall be staggered to avoid undue concentration of assets and a specific maturity sector. The maturities selected shall provide for stability of income and reasonable liquidity.

## **XI. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS**

Before the school district invests any surplus funds in a specific investment instrument, a competitive bid or quotation process shall be utilized. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotations or bids shall be requested for instruments which meet the maturity requirement. If no specific maturity is required, a market trend analysis, which includes a yield curve, will normally be used to determine which maturities would be most advantageous. Quotations or bids shall be requested for various options with regard to term and instrument. The school district will accept the quotation or bid which provides the highest rate of return within the maturity required and within the limits of this policy. Generally, all quotations or bids will be computed on a consistent basis, i.e., a 360-day or a 365-day yield. Records will be kept of the quotations or bids received, the quotations or bids accepted, and a brief explanation of the decision that was made regarding the investment. If the school district contracts with an investment advisor, bids are not required in those circumstances specified in the contract with the advisor.

## **XII. QUALIFIED INSTITUTIONS AND BROKER-DEALERS**

- A. The school district shall maintain a list of the financial institutions that are approved for investment purposes.

- B. Prior to completing an initial transaction with a broker, the school district shall provide to the broker a written statement of investment restrictions which shall include a provision that all future investments are to be made in accordance with Minnesota statutes governing the investment of public funds. The broker must annually acknowledge receipt of the statement of investment restrictions and agree to handle the school district's account in accordance with these restrictions. The school district may not enter into a transaction with a broker until the broker has provided this annual written agreement to the school district. The notification form to be used shall be that prepared by the State Auditor. A copy of this investment policy, including any amendments thereto, shall be provided to each such broker.

### **XIII. SAFEKEEPING AND COLLATERALIZATION**

- A. All investment securities purchased by the school district shall be held in third-party safekeeping by an institution designated as custodial agent. The custodial agent may be any Federal Reserve Bank, any bank authorized under the laws of the United States or any state to exercise corporate trust powers, a primary reporting dealer in United States Government securities to the Federal Reserve Bank of New York, or a securities broker-dealer defined in Minnesota Statutes section 118A.06. The institution or dealer shall issue a safekeeping receipt to the school district listing the specific instrument, the name of the issuer, the name in which the security is held, the rate, the maturity, serial numbers and other distinguishing marks, and other pertinent information.
- B. Deposit-type securities shall be collateralized as required by Minnesota Statutes section 118A.03 for any amount exceeding FDIC, SAIF, BIF, FCUA, or other federal deposit coverage.
- C. Repurchase agreements shall be secured by the physical delivery or transfer against payment of the collateral securities to a third party or custodial agent for safekeeping. The school district may accept a safekeeping receipt instead of requiring physical delivery or third-party safekeeping of collateral on overnight repurchase agreements of less than \$1,000,000.

### **XIV. REPORTING REQUIREMENTS**

- A. The investment officer shall generate daily and monthly transaction reports for management purposes. In addition, the school board shall be provided a monthly report that shall include data on investment instruments being held as well as any narrative necessary for clarification.
- B. The investment officer shall prepare and submit to the school board a quarterly investment report that summarizes recent market conditions, economic developments, and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter and describe the investment portfolio in terms of investment securities, maturities, risk characteristics, and other features. The report shall summarize changes in investment instruments and asset allocation strategy approved by the investment officer for an OPEB trust in the most recent quarter. The report shall explain the quarter's total investment return and compare the return with budgetary expectations. The report shall include an appendix that discloses all transactions during the past quarter. Each quarterly report shall indicate any areas of policy concern and suggested or planned revisions of investment strategies. Copies of the report shall be provided to the school district's auditor.
- C. Within ninety (90) days after the end of each fiscal year of the school district, the investment officer shall prepare and submit to the school board a comprehensive annual report on the investment program and investment activity of the school district for that fiscal year. The

annual report shall include 12-month and separate quarterly comparisons of return and shall suggest revisions and improvements that might be made in the investment program.

- D. If necessary, the investment officer shall establish systems and procedures to comply with applicable federal laws and regulations governing the investment of bond proceeds and funds in a debt service account for a bond issue. The record keeping system shall be reviewed annually by the independent auditor or by another party contracted or designated to review investments for arbitrage rebate or penalty calculation purposes.

## **XV. DEPOSITORIES**

The school board shall annually designate one or more official depositories for school district funds. The treasurer or the chief financial officer of the school district may also exercise the power of the school board to designate a depository. The school board shall be provided notice of any such designation by its next regular meeting. The school district and the depository shall each comply with the provisions of Minnesota Statutes section 118A.03 and any other applicable law, including any provisions relating to designation of a depository, qualifying institutions, depository bonds, and approval, deposit, assignment, substitution, addition, and withdrawal of collateral.

## **XVI. ELECTRONIC FUNDS TRANSFER OF FUNDS FOR INVESTMENT**

The school district may make electronic fund transfers for investments of excess funds upon compliance with Minnesota Statutes section 471.38.

**Legal References:** Minn. Stat. § 118A.01 (Definitions)  
Minn. Stat. § 118A.02 (Depositories; Investing; Sales, Proceeds, Immunity)  
Minn. Stat. § 118A.03 (When and What Collateral Required)  
Minn. Stat. § 118A.04 (Investments)  
Minn. Stat. § 118A.05 (Contracts and Agreements)  
Minn. Stat. § 118A.06 (Safekeeping; Acknowledgements)  
Minn. Stat. § 356A.06, Subd. 7 (Investments; Additional Duties)  
Minn. Stat. § 471.38 (Claims)  
Minn. Stat. § 471.6175 (Trust for Postemployment Benefits)

**Cross References:** MSBA/MASA Model Policy 703 (Annual Audit)  
Minnesota Legal Compliance Audit Guide for School Districts Prepared by the  
Office of the State Auditor

## 709 STUDENT TRANSPORTATION SAFETY POLICY

[NOTE: School districts are required by statute to have a policy addressing these issues.]

### I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

### II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

#### A. School Bus Safety Week

The school district may designate a school bus safety week. The National School Bus Safety Week is the third week in October.

#### B. Student School Bus Safety Training

1. The school district shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:
  - a. transportation by school bus is a privilege, not a right;
  - b. school district policies for student conduct and school bus safety;
  - c. appropriate conduct while on the bus;
  - d. the danger zones surrounding a school bus;
  - e. procedures for safely boarding and leaving a school bus;
  - f. procedures for safe vehicle lane crossing; and
  - g. school bus evacuation and other emergency procedures.
2. All students in grades K through 6 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through 10 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus training. Students in grades K through 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous school districts shall undergo school bus safety training or receive bus safety instructional materials within four (4) weeks of their first day of attendance.
3. The school district and a nonpublic school with students transported by school bus at public expense must provide students enrolled in grades K through 3 school bus safety training twice during the school year.
4. Students taking driver's training instructional classes must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus as required by Minnesota Statutes, section 169.446, subdivision 2.
5. The school district and a nonpublic school with students transported by school bus at public expense must conduct a school bus evacuation drill at least once during the school year.
6. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.

7. The school district may provide kindergarten students with school bus safety training before the first day of school.
  8. The school district shall adopt and make available for public review a curriculum for transportation safety education.
  9. Nonpublic school students transported by the school district will receive school bus safety training by their nonpublic school. The nonpublic schools may use the school district's school transportation safety education curriculum. Upon request by the school district superintendent, the nonpublic school must certify to the school district's school transportation safety director that all students enrolled in grades K through 10 have received the appropriate training.
- C. Active Transportation Safety Training
1. Training Required
    - a. The school district must provide public school pupils enrolled in kindergarten through grade 3 with age-appropriate active transportation safety training. At a minimum, the training must include pedestrian safety, including crossing roads.
    - b. The school district must provide pupils enrolled in grades 4 through 8 with age-appropriate active transportation safety training. At a minimum, the training must include:
      - (1) pedestrian safety, including crossing roads safely using the searching left, right, left for vehicles in traffic technique;
      - (2) bicycle safety, including relevant traffic laws, use and proper fit of protective headgear, bicycle parts and safety features, and safe biking techniques; and
      - (3) electric-assisted bicycle safety, including that a person under the age of fifteen (15) is not allowed to operate an electric-assisted bicycle.
  2. Instruction
    - a. The school district may provide active transportation safety training through distance learning.
    - b. The district and a nonpublic school must make reasonable accommodations for the active transportation safety training of pupils known to speak English as a second language and pupils with disabilities.

### III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students.
- B. Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.
  1. School Bus and Bus Stop Rules

The school district school bus safety rules are to be posted on every bus. If these rules are broken, the school district's discipline procedures are to be followed. In most circumstances, consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the school district's Transportation Office/School Office.

2. Rules at the Bus Stop

- a. Get to your bus stop five (5) minutes before your scheduled pick up time. The school bus driver will not wait for late students.
- b. Respect the property of others while waiting at your bus stop.
- c. Keep your arms, legs, and belongings to yourself.
- d. Use appropriate language.
- e. Stay away from the street, road, or highway when waiting for the bus.
- f. Wait until the bus stops before approaching the bus.
- g. After getting off the bus, move away from the bus.
- h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- i. No fighting, harassment, intimidation, or horseplay.
- j. No use of alcohol, tobacco, or drugs.

3. Rules on the Bus

- a. Immediately follow the directions of the driver.
- b. Sit in your seat facing forward.
- c. Talk quietly and use appropriate language.
- d. Keep all parts of your body inside the bus.
- e. Keep your arms, legs, and belongings to yourself.
- f. No fighting, harassment, intimidation, or horseplay.
- g. Do not throw any object.
- h. No eating, drinking, or use of alcohol, tobacco, or drugs.
- i. Do not bring any weapons or dangerous objects on the school bus.
- j. Do not damage the bus.

4. Consequences

- a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with cocurricular and extracurricular events (for example, field trips or competitions) will be in the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.

(1) Elementary (grades K-6)

1st offense	warning
2nd offense	three (3) school-day suspension from riding the bus
3rd offense	five (5) school-day suspension from riding the bus
4th offense	ten (10) school-day suspension from riding the bus/meeting with parent
Further offenses	individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.

(2) Secondary (grades 7-12)

1st offense	warning
2nd offense	five (5) school-day suspension from riding the bus
3rd offense	ten (10) school-day suspension from riding the bus
4th offense	twenty (20) school-day suspension from riding the bus/meeting with parent
5th offense	suspended from riding the bus for the remainder of the school year

**[Note: When any student goes sixty (60) transportation days without a report, the student's consequences may start over at the first offense.]**

(3) Other Discipline

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

(4) Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that are reasonably believed to cause an immediate and substantial danger to the student or surrounding persons or property shall be provided by the school district to local law enforcement and the Department of Public Safety in accordance with state and federal law.

(5) Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two (2) weeks may result in the loss of bus privileges until damages are paid.

(6) Notice

School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each school bus.

(7) Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, drug possession, or vandalism), the appropriate school district personnel and local law enforcement officials will be informed.

#### **IV. PARENT AND GUARDIAN INVOLVEMENT**

A. Parent and Guardian Notification

The school district school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.

B. Parents/Guardians Responsibilities for Transportation Safety

Parents/Guardians are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to their school administrators;
4. Monitor bus stops, if possible;
5. Have their children to the bus stop five (5) minutes before the bus arrives;
6. Have their children properly dressed for the weather; and
7. Have a plan in case the bus is late.

**V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES**

- A. School bus drivers shall have a valid Class A, B, or C Minnesota driver’s license with a school bus endorsement. A person possessing a valid driver’s license, without a school bus endorsement, may drive a type III vehicle set forth in Paragraphs VII.B. and VII.C., below. Drivers with a valid Class D driver’s license, without a school bus endorsement, may operate a “type A-I” school bus as set forth in Paragraph VII.D., below.
- B. The school district shall conduct mandatory drug and alcohol testing of all school district bus drivers and bus driver applicants in accordance with state and federal law and school district policy.
- C. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver’s license and who is convicted of a criminal offense, a serious traffic violation, or of violating any other state or local law relating to motor vehicle traffic control, other than a parking violation, in any type of motor vehicle in a state or jurisdiction other than Minnesota, shall notify the Minnesota Division of Driver and Vehicle Services (Division) of the conviction within thirty (30) days of the conviction. For purposes of this paragraph, a “serious traffic violation” means a conviction of any of the following offenses:
  - 1. excessive speeding, involving any single offense for any speed of fifteen (15) miles per hour or more above the posted speed limit;
  - 2. reckless driving;
  - 3. improper or erratic traffic lane changes;
  - 4. following the vehicle ahead too closely;
  - 5. a violation of state or local law, relating to motor vehicle traffic control, arising in connection with a fatal accident;
  - 6. driving a commercial vehicle without obtaining a commercial driver’s license or without having a commercial driver’s license in the driver’s possession;
  - 7. driving a commercial vehicle without the proper class of commercial driver’s license and/or endorsements for the specific vehicle group being operated or for the passengers or type of cargo being transported;
  - 8. a violation of a state or local law prohibiting texting while driving a commercial vehicle; and
  - 9. a violation of a state or local law prohibiting the use of a hand-held mobile telephone while driving a commercial vehicle.
- D. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver’s license and who is convicted of violating, in any type of motor vehicle, a Minnesota state or local law relating to motor vehicle traffic control, other than a parking violation, shall notify the person’s employer of the conviction within thirty (30) days of conviction. The notification shall be in writing and shall contain all the information set forth in Attachment A accompanying this policy.
- E. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a Minnesota commercial driver’s license suspended, revoked, or cancelled by the state of Minnesota or any other state or jurisdiction and who loses the right to operate a commercial vehicle for any period or who is disqualified from operating a commercial motor vehicle for any period shall notify the person’s employer of the suspension, revocation, cancellation, lost privilege, or disqualification. Such notification shall be made before the end of the business day following the day the employee received notice of the suspension,

revocation, cancellation, lost privilege, or disqualification. The notification shall be in writing and shall contain all the information set forth in Attachment B accompanying this policy.

- F. A person who operates a type III vehicle and who sustains a conviction as described in Subparagraph VII.C.1.g. (i.e., driving while impaired offenses), VII.C.1.h. (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor), or VII.C.1.i. (multiple moving violations) while employed by the entity that owns, leases, or contracts for the school bus, shall report the conviction to the person's employer within ten (10) days of the date of the conviction. The notification shall be in writing and shall contain all the information set forth in Attachment C accompanying this policy.

## VI. SCHOOL BUS DRIVER TRAINING

### A. Training

1. All new school bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction, before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety's *Minnesota Model School Bus Driver Training Program*. All school bus drivers shall receive in-service training annually. For purposes of this section, "annually" means at least once every 380 days from the initial or previous evaluation and at least once every 380 days from the initial or previous license verification. The school district shall retain on file an annual individual school bus driver "evaluation certification" form for each school district driver as contained in the *Minnesota Model School Bus Driver Training Program*.

**[NOTE: The *Minnesota Model School Bus Driver Training Program* is available online through the Minnesota Department of Public Safety State Patrol web page listed under Resources below.]**

2. All bus drivers operating a type III vehicle will be provided with annual training and certification as set forth in Subparagraph VII.C.1.b., below, by either the school district or the entity from whom such services are contracted by the school district.

### B. Evaluation

School bus drivers with a Class D license will be evaluated annually and all other bus drivers will be assessed periodically for the following competencies:

1. Safely operate the type of school bus the driver will be driving;
2. Understand student behavior, including issues relating to students with disabilities;
3. Ensure orderly conduct of students on the bus and handling incidents of misconduct appropriately;
4. Know and understand relevant laws, rules of the road, and local school bus safety policies;
5. Handle emergency situations; and
6. Safely load and unload students.

The evaluation must include completion of an individual "school bus driver evaluation form" (road test evaluation) as contained in the *Minnesota Model School Bus Driver Training Program*.

**[NOTE: The school district may use alternative assessments rather than those set forth in the *Minnesota Model School Bus Driver Training Program* for bus driver training competencies with the approval of the Commissioner of Public Safety. A driver also may receive at least eight (8) hours of**

**school bus in-service training in any year as an alternative to being assessed for bus driver competencies after the initial year of being assessed for bus driver competencies.]**

## **VII. OPERATING RULES AND PROCEDURES**

### **A. General Operating Rules**

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Model School Bus Driver Training Program.
2. Only students assigned to the school bus by the school district shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. The parent/guardian may designate, pursuant to school district policy, a day care facility, respite care facility, the residence of a relative, or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.
4. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
5. To the extent practical, the school district will designate school bus loading/unloading zones at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.

**[NOTE: A school district is not required to comply with Subparagraph VII.A.5. if the school board determines that alternative locations block traffic, impair student safety, or are not cost effective.]**

6. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone for personal reasons, whether hand-held or hands free, when the vehicle is in motion or a part of traffic. For purposes of this paragraph, "school bus" has the meaning given in Minnesota Statutes, section 169.011, subdivision 71. In addition, "school bus" also includes type III vehicles when driven by employees or agents of the school district. "Cellular phone" means a cellular, analog, wireless, or digital telephone capable of sending or receiving telephone or text messages without an access line for service.

### **B. Type III Vehicles**

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer's rated seating capacity of ten (10) or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of ten (10) or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
2. Type III vehicles must be painted a color other than national school bus yellow.
3. Type III vehicles shall be state inspected in accordance with legal requirements.
4. Vehicles model year 2007 or older must not be used as type III vehicles to transport school children, except those vehicles that are manufactured to meet the structural requirements of federal motor vehicle safety standard 222, 49 Code of Federal Regulations, Part 571.

5. If a type III vehicle is school district owned, the school district name will be clearly marked on the side of the vehicle. The type III vehicle must not have the words “school bus” in any location on the exterior of the vehicle or in any interior location visible to a motorist.
6. A “type III vehicle” must not be outwardly equipped and identified as a type A, B, C, or D bus.
7. Eight-lamp warning systems and stop arms must not be installed or used on type III vehicles.
8. Type III vehicles must be equipped with mirrors as required by law.
9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.
10. Any type III vehicle used to transport students must carry emergency equipment including:
  - a. Fire extinguisher  
A minimum of one (1) 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket and must be located in the driver’s compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.
  - b. First aid kit and body fluids cleanup kit  
A minimum of a 10-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver’s compartment and must be marked to indicate their identity and location.
  - c. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.
11. Students will not be regularly transported in private vehicles that are not state inspected as type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of ten (10) or fewer without meeting the requirements for a type III vehicle. Also, parents may use a private vehicle to transport their own children under a contract with the district. The school district has no system of inspection for private vehicles.
12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.
13. Type III vehicles will be equipped with child passenger restraints, and child passenger restraints will be utilized to the extent required by law.

- C. Type III Vehicle Driven by Employees with a Driver's License Without a School Bus Endorsement
1. The holder of a Class A, B, C, or D driver's license, without a school bus endorsement, may operate a type III vehicle, described above, under the following conditions:
    - a. The operator is an employee of the entity that owns, leases, or contracts for the school bus, which may include the school district.
    - b. The operator's employer, which may include the school district, has adopted and implemented a policy that provides for annual training and certification of the operator in:
      - (1) safe operation of a type III vehicle;
      - (2) understanding student behavior, including issues relating to students with disabilities;
      - (3) encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;
      - (4) knowing and understanding relevant laws, rules of the road, and local school bus safety policies;
      - (5) handling emergency situations;
      - (6) proper use of seat belts and child safety restraints;
      - (7) performance of pre-trip vehicle inspections;
      - (8) safe loading and unloading of students, including, but not limited to:
        - (a) utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards, and other areas to enable the student to avoid hazardous conditions;
        - (b) refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;
        - (c) avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide personally escort the student across the road if it is not reasonably feasible to avoid such a location;
        - (d) placing the type III vehicle in "park" during loading and unloading;
        - (e) escorting a student across the road under clause (c) only after the motor is stopped, the ignition key is removed, the brakes are set, and the vehicle is otherwise rendered immobile; and
      - (9) compliance with Paragraph V. F. concerning reporting convictions to the employer within ten (10) days of the date of conviction.
    - c. A background check or background investigation of the operator has been conducted that meets the requirements under Minnesota Statutes, section 122A.18, subdivision 8, or Minnesota Statutes, section 123B.03 for school district employees; Minnesota Statutes, section 144.057 or Minnesota Statutes, chapter 245C for day care employees; or Minnesota Statutes, section 171.321, subdivision 3, for all other persons operating a type III vehicle under this section.
    - d. Operators shall submit to a physical examination as required by Minnesota Statutes, section 171.321, subdivision 2.
    - e. The operator's employer requires preemployment drug testing of applicants for operator positions. Current operators must comply with the employer's policy under Minnesota Statutes, section 181.951, subdivisions 2, 4, and 5. Notwithstanding any

law to the contrary, the operator's employer may use a breathalyzer or similar device to fulfill random alcohol testing requirements.

- f. The operator's driver's license is verified annually by the entity that owns, leases, or contracts for the type III vehicle as required by Minnesota Statutes, section 171.321, subdivision 5.
  - g. A person who sustains a conviction, as defined under Minnesota Statutes, 609.02, of violating Minnesota Statutes, section 169A.25, 169A.26, 169A.27 (driving while impaired offenses), or 169A.31 (alcohol-related school bus driver offenses), or whose driver's license is revoked under Minnesota Statutes, sections 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver's license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for five (5) years from the date of conviction.
  - h. A person who has ever been convicted of a disqualifying offense as defined in Minnesota Statutes, section 171.3215, subdivision 1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a type III vehicle.
  - i. A person who sustains a conviction, as defined under Minnesota Statutes, section 609.02, of a moving offense in violation of Minnesota Statutes, chapter 169 within three (3) years of the first of three (3) other moving offenses is precluded from operating a type III vehicle for one (1) year from the date of the last conviction.
  - j. Students riding the type III vehicle must have training required under Minnesota Statutes, section 123B.90, subdivision 2 (See Paragraph II.B., above).
  - k. Documentation of meeting the requirements listed in this section must be maintained under separate file at the business location for each type III vehicle operator. The school district or any other entity that owns, leases, or contracts for the type III vehicle operating under this section is responsible for maintaining these files for inspection.
2. The Type III vehicle must bear a current certificate of inspection issued under Minnesota Statutes, section 169.451.
  3. An employee of the school district who is not employed for the sole purpose of operating a type III vehicle may, in the discretion of the school district, be exempt from Subparagraphs VII.C.1.d. (physical examination) and VII.C.1.e. (drug testing), above.
- D. Type A-I "Activity" Buses Driven by Employees with a Driver's License Without a School Bus Endorsement
1. The holder of a Class D driver's license, without a school bus endorsement, may operate a type A-I school bus or a Multifunction School Activity Bus (MFSAB) under the following conditions:
    - a. The operator is an employee of the school district or an independent contractor with whom the school district contracts for the school bus and is not solely hired to provide transportation services under this paragraph.
    - b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.
    - c. The operator is prohibited from using the 8-light system if the vehicle is so equipped.
    - d. The operator has submitted to a background check and physical examination as required by Minnesota Statutes, section 171.321, subdivision 2.

- e. The operator has a valid driver's license and has not sustained a conviction of a disqualifying offense as set forth in Minnesota Statutes, section 171.02, subdivisions 2a(h) - 2a(j).
  - f. The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety Administration's Guideline for the Safe Transportation of Pre-school Age Children in School Buses, if child safety restraints are used by passengers, in addition to the training required in Article VI., above.
  - g. The bus has a gross vehicle weight rating of 14,500 pounds or less and is designed to transport fifteen (15) or fewer passengers, including the driver.
- 2. The school district shall maintain annual certification of the requirements listed in this section for each Class D license operator.
  - 3. A school bus operated under this section must bear a current certificate of inspection.
  - 4. The word "School" on the front and rear of the bus must be covered by a sign that reads "Activities" when the bus is being operated under authority of this section.

### **VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES**

- A. If possible, school bus drivers or their supervisors shall call "911" or the local emergency phone number in the event of a serious emergency.
- B. School bus drivers shall meet the emergency training requirements contained in Unit III "Crash & Emergency Preparedness" of the *Minnesota Model School Bus Driver Training Program*. This includes procedures in the event of a crash (accident).
- C. School bus drivers and bus assistants for special education students requiring special transportation service because of a disability shall be trained in basic first aid procedures, shall within one (1) month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of students with disabilities, assist students with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.
- D. Emergency health information shall be maintained on the school bus for students requiring special transportation service because of a disability. The information shall state:
  - 1. the student's name and address;
  - 2. the nature of the student's disabilities;
  - 3. emergency health care information; and
  - 4. the names and telephone numbers of the student's physician, parents, guardians, or custodians, and some person other than the student's parents or custodians who can be contacted in case of an emergency.

### **IX. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS**

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school district.
- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the school district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.
- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

**X. SCHOOL TRANSPORTATION SAFETY DIRECTOR**

The school board has designated an individual to serve as the school district's school transportation safety director. The school transportation safety director shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school district. The school transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The school transportation safety director shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required Minnesota Statutes, section 171.321, subdivision 4. The transportation safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school district in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school district superintendent or the superintendent of the school district where nonpublic students are transported, the school transportation safety director also shall certify to the superintendent that students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director are on file in the school district office. Any questions regarding student transportation or this policy may be addressed to the school transportation safety director.

**XI. STUDENT TRANSPORTATION SAFETY COMMITTEE**

The school board may establish a student transportation safety committee. The chair of the student transportation safety committee is the school district's school transportation safety director. The school board shall appoint the other members of the student transportation safety committee. Membership may include parents, school bus drivers, representatives of school bus companies, local law enforcement officials, other school district staff, and representatives from other units of local government.

- Legal References:** Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)  
Minn. Stat. § 123B.03 (Background Check)  
Minn. Stat. § 123B.42 (Textbooks; Individual Instruction or Cooperative Learning Material; Standard Tests)  
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)  
Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)  
Minn. Stat. § 123B.90 (School Bus Safety Training)  
Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)  
Minn. Stat. § 123B.935 (Active Transportation Safety Training)  
Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)  
Minn. Stat. Ch. 169 (Traffic Regulations)  
Minn. Stat. § 169.011, Subds. 15, 16, and 71 (Definitions)  
Minn. Stat. § 169.02 (Scope)  
Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)  
Minn. Stat. § 169.446, Subd. 2 (Safety of School Children; Training and Education Rules)  
Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)  
Minn. Stat. § 169.454 (Type III Vehicle Standards)  
Minn. Stat. § 169.4582 (Reportable Offense on School Buses)

Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)  
Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)  
Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)  
Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)  
Minn. Stat. § 171.168 (Notice of Violation by Commercial Driver)  
Minn. Stat. § 171.169 (Notice of Commercial License Suspension)  
Minn. Stat. § 171.321 (Qualifications of School Bus and Type III Vehicle Drivers)  
Minn. Stat. § 171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)  
Minn. Stat. § 181.951 (Authorized Drug and Alcohol Testing)  
Minn. Stat. Ch. 245C (Human Services Background Studies)  
Minn. Stat. § 609.02 (Definitions)  
Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)  
49 C.F.R. Part 383 (Commercial Driver's License Standards; Requirements and Penalties)  
49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)  
49 C.F.R. § 383.33 (Notification of Driver's License Suspensions)  
49 C.F.R. § 383.5 (Transportation Definitions)  
49 C.F.R. § 383.51 (Disqualification of Drivers)  
49 C.F.R. Part 571 (Federal Motor Vehicle Safety Standards)

**Cross References:** MSBA/MASA Model Policy 416 (Drug, Alcohol, and Cannabis Testing)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 707 (Transportation of Public Students)  
MSBA/MASA Model Policy 708 (Transportation of Nonpublic Students)  
MSBA/MASA Model Policy 710 (Extracurricular Transportation)

**Resources:** Minnesota Department of Public Safety: [School Bus Resources](#) (accessed 10/12/25)  
National Highway Traffic Safety Administration: [Guideline for the Safe Transportation of Pre-school Age Children in School Buses](#) (Feb. 1999) (accessed 10/12/25)

<p><b>Notification to Employer Of Moving Violation</b></p> <p>Commercial Drivers License 49 CFR 383.31 Minnesota Statute 171.168</p>	
<p>Upon conviction of any moving violation by any state or local jurisdiction the holder of a Minnesota Commercial Driver License must notify their employer(s) in writing within 30 days of such conviction.</p>	
DRIVER NAME (First Name, MI, Last Name)	STATE
COMMERCIAL DRIVER'S LICENSE NUMBER	DID THE VIOLATION HAPPEN IN A CMV? <input type="checkbox"/> YES <input type="checkbox"/> NO
DATE OF CONVICTION	
LOCATION OF OFFENSE	CITY STATE
DETAILS ABOUT THE OFFENSE, INCLUDING ANY RESULTING SUSPENSION, REVOCATION, OR CANCELLATION OF DRIVING PRIVILEGES:	DATE
SIGNATURE OF DRIVER	

**Notification to Employer  
Of  
Suspension, Revocation, Cancellation or Disqualification**

Commercial Drivers License  
49 CFR 383.31  
Minnesota Statute 171.168

The holder of a Minnesota Commercial Driver License shall notify their employer(s) in writing of any suspension, revocation, cancellation, loss of privilege or disqualification, before the end of the business day following the day the driver (employee) received notice of the suspension, revocation, cancellation, loss of privilege or disqualification.

DRIVER NAME (First Name, MI, Last Name)		STATE
COMMERCIAL DRIVER'S LICENSE NUMBER	DID THE VIOLATION HAPPEN IN A CMV? <input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>	
DATE OF CONVICTION		
LOCATION OF OFFENSE	CITY	STATE
DETAILS ABOUT THE OFFENSE, INCLUDING ANY RESULTING SUSPENSION, REVOCATION, OR CANCELLATION OF DRIVING PRIVILEGES:		DATE
SIGNATURE OF DRIVER		

**Type III School Bus Driver  
Notification to Employer  
Of  
Violation**

Alcohol Related Offense (Minnesota Statute 169A)  
Disqualifying Offense (Minnesota Statute 171.3215 sub 1)  
Moving Violation (Minnesota Statute 169)

Minnesota Statute 171.02 sub 2b

An operator who sustains a conviction as described in 171.02 sub 2b paragraph (h), (i) or (j) while employed by the entity that owns, leases, or contracts for the school bus shall report the conviction to the employer(s) in writing within 10 days of such conviction.

DRIVER NAME (First Name, MI, Last Name)		STATE
COMMERCIAL DRIVER'S LICENSE NUMBER	DID THE VIOLATION HAPPEN IN A CMV? <input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>	
DATE OF CONVICTION		
LOCATION OF OFFENSE	CITY	STATE
DETAILS ABOUT THE OFFENSE, INCLUDING ANY RESULTING SUSPENSION, REVOCATION, OR CANCELLATION OF DRIVING PRIVILEGES:		DATE
SIGNATURE OF DRIVER		

## 722 PUBLIC DATA AND DATA SUBJECT REQUESTS

**[NOTE: School districts are required by statute to establish procedures consistent with the Minnesota Government Data Practices Act for public data requests and data subject requests.]**

### I. PURPOSE

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

### II. GENERAL STATEMENT OF POLICY

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (MGDPA), and Minnesota Rules, parts 1205.0100-1205.2000 in responding to requests for public data.

### III. DEFINITIONS

#### A. Confidential Data on Individuals

Data made not public by statute or federal law applicable to the data and are inaccessible to the individual subject of those data.

#### B. Data on Individuals

All government data in which any individual is or can be identified as the subject of that data, unless the appearance of the name or other identifying data can be clearly demonstrated to be only incidental to the data and the data are not accessed by the name or other identifying data of any individual.

#### C. Data Practices Compliance Officer

The data practices compliance official is the designated employee of the school district to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems. The responsible authority may be the data practices compliance official.

#### D. Government Data

All data collected, created, received, maintained or disseminated by any government entity regardless of its physical form, storage media or conditions of use.

#### E. Individual

"Individual" means a natural person. In the case of a minor or an incapacitated person as defined in Minnesota Statutes, section 524.5-102, subdivision 6, "individual" includes a parent or guardian or an individual acting as a parent or guardian in the absence of a parent or guardian, except that the responsible authority shall withhold data from parents or guardians, or individuals acting as parents or guardians in the absence of parents or guardians, upon request by the minor if the responsible authority determines that withholding the data would be in the best interest of the minor.

#### F. Inspection

“Inspection” means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public’s own computer equipment.

- G. Not Public Data  
Any government data classified by statute, federal law, or temporary classification as confidential, private, nonpublic, or protected nonpublic.
- H. Nonpublic Data  
Data not on individuals made by statute or federal law applicable to the data: (a) not accessible to the public; and (b) accessible to the subject, if any, of the data.
- I. Private Data on Individuals  
Data made by statute or federal law applicable to the data: (a) not public; and (b) accessible to the individual subject of those data.
- J. Protected Nonpublic Data  
Data not on individuals made by statute or federal law applicable to the data (a) not public and (b) not accessible to the subject of the data.
- K. Public Data  
All government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.
- L. Public Data Not on Individuals  
Data accessible to the public pursuant to Minnesota Statutes, section 13.03.
- M. Public Data on Individuals  
Data accessible to the public in accordance with the provisions of Minnesota Statutes, section 13.03.
- N. Responsible Authority  
The individual designated by the school board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the school board, the responsible authority is the superintendent.
- O. Summary Data  
Statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable. Unless classified pursuant to Minnesota Statutes, section 13.06, another statute, or federal law, summary data is public.

#### **IV. REQUESTS FOR PUBLIC DATA**

- A. All requests for public data must be made in writing directed to the responsible authority.
  - 1. A request for public data must include the following information:
    - a. Date the request is made;
    - b. A clear description of the data requested;

- c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
  - d. Method to contact the requestor (such as phone number, address, or email address).
- 2. Unless specifically authorized by statute, the school district may not require persons to identify themselves, state a reason for, or justify a request to gain access to public government data. A person may be asked to provide certain identifying or clarifying information for the sole purpose of facilitating access to the data.
- 3. The identity of the requestor is public, if provided, but cannot be required by the government entity.
- 4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.
- B. The responsible authority will respond to a data request at reasonable times and places as follows:
  - 1. The responsible authority will notify the requestor in writing as follows:
    - a. The requested data does not exist; or
    - b. The requested data does exist but either all or a portion of the data is not accessible to the requestor; or
      - (1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority will inform the requestor of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.
      - (2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.
    - c. The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pick-up, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.
  - 2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.
  - 3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.
  - 4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.
  - 5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

- C. If the school district notifies the requesting person that responsive data or copies are available for inspection or collection, and the requesting person does not inspect the data or collect the copies within five business days of the notification, the school district may suspend any further response to the request until the requesting person inspects the data that has been made available, or collects and pays for the copies that have been produced.

**[NOTE: The 2025 Minnesota legislature enacted Paragraph C.]**

## **V. REQUEST FOR SUMMARY DATA**

- A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.
  - 1. A request for the preparation of summary data must include the following information:
    - a. Date the request is made;
    - b. A clear description of the data requested;
    - c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
    - d. Method to contact requestor (phone number, address, or email address).
- B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:
  - 1. The estimated costs of preparing the summary data, if any; and
  - 2. The summary data requested; or
  - 3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or
  - 4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.
- C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

## **VI. DATA BY AN INDIVIDUAL DATA SUBJECT**

- A. Collection and storage of all data on individuals and the use and dissemination of private and confidential data on individuals shall be limited to that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.
- B. Private or confidential data on an individual shall not be collected, stored, used, or disseminated by the school district for any purposes other than those stated to the individual at the time of collection in accordance with Minnesota Statutes section 13.04, except as provided in Minnesota Statutes, section 13.05, subdivision 4.
- C. Upon request to the responsible authority or designee, an individual shall be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge and, if desired, shall be informed of the content and meaning of that data.

- D. After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six (6) months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.
- E. The responsible authority or designee shall provide copies of the private or public data upon request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.
- F. The responsible authority or designee shall comply immediately, if possible, with any request made pursuant to this subdivision, or within ten (10) days of the date of the request, excluding Saturdays, Sundays and legal holidays, if immediate compliance is not possible.
- G. An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within 30 days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (2) notify the individual that the authority believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.
- H. The determination of the responsible authority may be appealed by a data subject pursuant to the provisions of the Administrative Procedure Act relating to contested cases. Upon receipt of an appeal by an individual, the Commissioner of the Minnesota Department of Administration ("Commissioner") shall, before issuing the order and notice of a contested case hearing required by Minnesota Statutes, chapter 14, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the Commissioner may refer the matter to mediation. Following these efforts, the Commissioner shall dismiss the appeal or issue the order and notice of hearing.
- I. Data on individuals that have been successfully challenged by an individual must be completed, corrected, or destroyed by a government entity without regard to the requirements of Minnesota Statutes, section 138.17.
- J. After completing, correcting, or destroying successfully challenged data, the school district may retain a copy of the Commissioner's order issued under Minnesota Statutes, chapter 14 or, if no order were issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.

## **VII. REQUESTS FOR DATA BY AN INDIVIDUAL SUBJECT OF THE DATA**

- A. All requests for individual subject data must be made in writing directed to the responsible authority.
- B. A request for individual subject data must include the following information:
  1. Statement that one is making a request as a data subject for data about the individual or about a student for whom the individual is the parent or guardian;
  2. Date the request is made;
  3. A clear description of the data requested;
  4. Proof that the individual is the data subject or the data subject's parent or guardian;

5. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
  6. Method to contact the requestor (such as phone number, address, or email address).
- C. The identity of the requestor of private data is private.
- D. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.
- E. Policy 515 (Protection and Privacy of Pupil Records) addresses requests of students or their parents for educational records and data.

## VIII. COSTS

### A. Public Data

1. The school district will charge for copies provided as follows:
  - a. **One hundred (100)** or fewer pages of black and white, letter or legal sized paper copies will be charged at **twenty-five (25)** cents for a one-sided copy or **fifty (50)** cents for a two-sided copy.
  - b. More than **one hundred (100)** pages or copies on other materials are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.
    - (1) The actual cost of making copies includes employee time, the cost of the materials onto which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).
    - (2) Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.
2. All charges must be paid for in cash or by check in advance of receiving the copies.

**[Note: The district should identify the payment methods that it will accept.]**

### B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.
2. The school district may assess costs associated with the preparation of summary data as follows:
  - a. The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;
  - b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

### C. Data Belonging to an Individual Subject

1. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

The responsible authority shall not charge the data subject any fee in those instances where the data subject only desires to view private data.

The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies. Based on the factors set forth in Minnesota Rule, 1205.0300, subpart 4, the school district determines that a reasonable fee would be the charges set forth in section VIII.A of this policy that apply to requests for data by the public.

2. The school district may not charge a fee to search for or to retrieve educational records of a child with a disability by the child's parent or guardian or by the child upon the child reaching the age of majority.

#### **IX. Annual Review and Posting**

- A. The responsible authority shall prepare a written data access policy and a written policy for the rights of data subjects (including specific procedures the school district uses for access by the data subject to public or private data on individuals). The responsible authority shall update the policies no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.
- B. Copies of the policies shall be easily available to the public by distributing free copies to the public or by posting the policies in a conspicuous place within the school district that is easily accessible to the public or by posting them on the school district's website.

#### **Data Practices Contacts**

##### **Responsible Authority:**

**Tim Tydlacka**, Superintendent  
BOLD Schools, ISD #2534, 701 South 9th St., Olivia, MN 56277  
320-523-1031  
[tim.tydlacka@bold.k12.mn.us](mailto:tim.tydlacka@bold.k12.mn.us)

##### **Data Practices Compliance Official:**

**Tim Tydlacka**, Superintendent  
BOLD Schools, ISD #2534, 701 South 9th St., Olivia, MN 56277  
320-523-1031  
[tim.tydlacka@bold.k12.mn.us](mailto:tim.tydlacka@bold.k12.mn.us)

##### **Data Practices Designee(s):**

**Aimee Dale**  
BOLD Schools, ISD #2534, 701 South 9th St., Olivia, MN 56277  
320-523-1031  
[aimee.dale@bold.k12.mn.us](mailto:aimee.dale@bold.k12.mn.us)

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 13.01 (Government Data)  
Minn. Stat. § 13.02 (Definitions)

Minn. Stat. § 13.025 (Government Entity Obligation)  
Minn. Stat. § 13.03 (Access to Government Data)  
Minn. Stat. § 13.04 (Rights of Subjects to Data)  
Minn. Stat. § 13.05 (Duties of Responsible Authority)  
Minn. Stat. § 13.32 (Educational Data)  
Minn. Rules Part 1205.0300 (Access to Public Data)  
Minn. Rules Part 1205.0400 (Access to Private Data)

**Cross References:** MSBA/MASA Model Policy 406 (Public and Private Personnel Data)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

**Resources:** MN Department of Administration: [Actual Cost](#)  
MN Department of Administration: [Copy Costs](#)  
MN Department of Administration: [Education Data](#)

INDEPENDENT SCHOOL DISTRICT NO. 2534-01, BIRD ISLAND-LAKE LILLIAN-OLIVIA  
**PUBLIC DATA REQUEST FORM**

**TO BE COMPLETED BY THE REQUESTOR**

REQUESTOR NAME (NOT REQUIRED):	PHONE NUMBER:*
ADDRESS:*	EMAIL ADDRESS:*
DATE OF REQUEST:	
DESCRIPTION OF THE INFORMATION REQUESTED: (attach additional page(s) if necessary)	
<b>MANNER IN WHICH RESPONSIVE DATA IS TO BE PROVIDED:</b>  INSPECTION ONLY _____ COPIES ONLY** _____ BOTH INSPECTION AND COPIES _____ **  **Inspection is free, but there is a charge for copies. Payment must be received before copies will be provided.	

**FOR OFFICE USE ONLY**

DATE REQUEST RECEIVED:	REQUEST RECEIVED BY:
DATE OF RESPONSE:	RESPONSE PROVIDED BY:

\* Requestor's name is optional. However, contact information is necessary to mail/email the data. Also, contact information is needed if the school district does not understand the request. We will not work on such a request until clarified.

Adopted: ~~May 23, 2022~~ February 23, 2026

MSBA/MASA Model Policy 802

Orig. 1995

Revised: June 16, 2025

Rev. ~~2019~~ 2025

## **802 DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL**

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

### **I. PURPOSE**

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

### **II. GENERAL STATEMENT OF POLICY**

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

### **III. DEFINITIONS**

- A. "Contract" means an agreement entered into by the school district for the sale of supplies, materials, or equipment.
- B. "Official newspaper" is a regular issue of a qualified legal newspaper.

### **IV. MANNER OF DISPOSITION**

#### **A. Authorization**

The superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board. The superintendent shall be authorized to properly dispose of used books, materials, and equipment deemed to have little or no value.

#### **B. Contracts Over \$175,000**

1. If the value of the equipment or materials is estimated to exceed \$175,000, sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.

2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.
3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.
4. In the case of identical high bids from two or more bidders, the school board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the board may readvertise.
5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.
6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or

maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$25,000 to \$175,000

If the amount of the sale is estimated to exceed \$25,000 but not to exceed \$175,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts \$25,000 or Less

If the amount of the sale is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, ~~at~~ ~~the~~ ~~in~~ ~~the~~ discretion of the school board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which ~~are~~ ~~is~~ surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

G. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school

district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction or by sealed response, if the employee is not directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

1. A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment, including a tablet device, by conveying the property and title to:
  - a. another school district;
  - b. the state department of corrections;
  - c. the board of trustees of Minnesota State Colleges and Universities;
  - d. the family of a student residing in the district whose total family income meets the federal definition of poverty; or
  - e. a charitable organization under section 501(c)(3) of the Internal Revenue Code that is registered with the attorney general's office for educational use.
2. If surplus school computers are not disposed of as described in Paragraph 1., upon adoption of a written resolution of the school board, when updating or replacing school computers, including tablet devices, used primarily by students, the school district may sell or give used computers or tablets to qualifying students at the price specified in the written resolution. A student is eligible to apply to the school board for a computer or tablet

under this subdivision if the student is currently enrolled in the school and intends to enroll in the school in the year following the receipt of the computer or tablet. If more students apply for computers or tablets than are available, the school must first qualify students whose families are eligible for free or reduced-price meals and then dispose of the remaining computers or tablets by lottery.

**I. Disposing of Surplus Books**

Notwithstanding Minnesota Statutes, section 471.345, governing school district contracts made upon sealed bid or otherwise complying with the requirements for competitive bidding, other provisions of this section governing school district contracts, or other law to the contrary, the school district may dispose of school books, including library books, books from an individual classroom library, and textbooks including other materials accompanying a textbook. The school district may dispose of surplus books by donating them to a family of a student residing in the district or a charitable organization under section 501(c)(3) of the Internal Revenue Code.

**[NOTE: The 2025 Minnesota legislature amended Minnesota Statutes, section 123B.52 to add paragraph I.]**

**Legal References:** Minn. Stat. § 13.591 (Business Data)  
Minn. Stat. § 15.054 (~~Public Employees Not to Purchase Merchandise From Governmental Agencies; Exceptions; Sale or Purchase of State Property; Penalty~~)  
Minn. Stat. § 123B.29 (~~Sale of School Building Sale at Auction~~)  
Minn. Stat. § 123B.52 (Contracts)  
Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)  
Minn. Stat. § 471.85 (Property Transfer; Public Corporations)  
Minn. Stat. § 645.11 (Published Notice)

**Cross References:** ~~MSBA Service Manual, Chapter 13~~ MSBA School Law Bulletin "F" (School District Contract and Bidding Procedures)

Adopted: ~~7-28-2025~~ March 23, 2026

MSBA/MASA Model Policy 616

Orig. 1997

Revised: ~~06-01-2024~~ October 15, 2025

Rev. ~~2024-2025~~

## **616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY**

**[NOTE: Minnesota Statutes, section 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. Model Policies 601, 603, and 616 address these statutory requirements. In addition, Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minnesota Statutes, section 120B.11.]**

### **I. PURPOSE**

The purpose of this policy is to focus public education strategies on a process that promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding implementation of the Minnesota K-12 Academic Standards and federal law.

### **II. GENERAL STATEMENT OF POLICY**

Implementation of the Minnesota K-12 Academic Standards and federal law requires accountability for the school district. The school district established a system to transition to the graduation requirements of the Minnesota K-12 Academic Standards. The school district also established a system to review and improve instruction, curriculum, and assessment which will include substantial input by students, parents or guardians, and local community members. The school district will be accountable to the public and the state through annual reporting.

### **III. DEFINITIONS**

- A. "Comprehensive achievement and civic readiness" means striving to: meet school readiness goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school; and prepare students to be lifelong learners.

~~**[NOTE: The 2024 Minnesota legislature revised Minnesota Statutes, section 120B.11, including replacement of the term "world's best workforce" with "comprehensive achievement and civic readiness."]**~~

- B. "Credit" means a student's successful completion of an academic year of study or a student's mastery of the applicable subject matter, as determined by the school district.

### **IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING**

A. School District Goals

1. The school board has established school district-wide goals that provide broad direction for the school district. Incorporated in these goals are the graduation and education standards contained in the Minnesota K-12 Academic Standards and federal law. The broad goals shall be reviewed annually and approved by the school board. The school board shall adopt annual goals based on the recommendations of the school district's Advisory Committee.
2. The District Advisory Committee created under Policy 603 (Curriculum Development) is established by the school board to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.
3. The school district-wide improvement goals should address recommendations identified through the District Advisory Committee process. The school district's goal setting process will include consideration of individual site goals. School district goals may also be developed through an education effectiveness program or through some other locally determined process.

B. System for Reviewing All Instruction and Curriculum.

Incorporated in the process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes, section 123B.147, and teacher evaluations under Minnesota Statutes, section 122A.40 or 122A.41.

**The Curriculum Cycle is attached at the end of this document.**

C. Implementation of Graduation Requirements

1. The District Advisory Committee shall also advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations of the District Advisory Committee shall be published annually to the community. The school board shall receive public input and comment and shall adopt or update this policy at least annually.
2. The school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the school board determines that student achievement levels at a school site do not meet federal expectations ~~and the site has not made adequate yearly progress for two consecutive school years,~~ the District Advisory Committee shall work with the school site to adopt a plan to raise student achievement

levels to meet federal expectations. The District Advisory Committee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (Commissioner) in developing a plan which must include parental involvement components.

3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of current achievement that show growth relative to an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The school board will utilize models developed by the Commissioner for measuring individual student progress. The school board must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

D. Comprehensive Continuous Improvement of Student Achievement

1. The District Advisory Committee will meet **annually** to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.
2. The District Advisory Committee, working in cooperation with other committees of the school district [*such as the Technology, Educational Effectiveness, Grade Level, Site Instruction, Curriculum and Assessment Committees, etc.*], will provide active community participation in:
  - a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota K-12 Academic Standards;
  - b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
  - c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals; and,
  - d. Advising the school board about development of the annual budget.
3. The District Advisory Committee shall meet the following criteria:
  - a. The District Advisory Committee shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.
  - b. The District Advisory Committee shall make recommendations to the school board on school district-wide standards, assessments, and program evaluation.
  - c. Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as

methods to use technology in meeting the school district improvement plan.

- d. A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the District Advisory Committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.
4. Translation services should be provided to the extent appropriate and practicable.
  5. The District Advisory Committee shall complete the following actions each year:
    - Organizational meeting of the Committee to review the authorizing legislation and the roles and responsibilities of the Committee as determined by the school board.
    - Agree on the process to be used. Become familiar with the instruction and curriculum of the cycle content area.
    - Review evaluation results and prepare recommendations.
    - Present recommendations to the school board for its input and approval.

#### Evaluation of Student Progress Committee

A committee of professional staff shall develop a plan for assessment of student progress, the Graduation Standards, as well as program evaluation data for use by the District Advisory Committee to review instruction and curriculum, cultural competencies, including cultural awareness and cross-cultural communication, and student achievement at the school site. This plan shall annually be approved by the school board.

**[NOTE: The school board may choose to delete this paragraph regarding an Evaluation of Student Progress Committee upon consultation with school administration.]**

#### E. Reporting

1. Consistent with Minnesota Statutes, section 120B.36, subdivision. 1, the school board shall publish a report in the local newspaper with the largest circulation in the district, by mail, or by electronic means on the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local

assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to comprehensive achievement and civic readiness. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its published reports and in its summary report to the Commissioner.

2. The school performance report for a school site and a school district must include performance reporting information and calculate proficiency rates as required by the most recently reauthorized Elementary and Secondary Education Act.
3. The school district must annually report the district's class size ratios by each grade to the Commissioner in the form and manner specified by the Commissioner.
4. The school district must report whether programs funded with compensatory revenue are consistent with best practices demonstrated to improve student achievement.

**Legal References:** Minn. Stat. § 120B.018 (Definitions)  
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)  
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)  
Minn. Stat. § 120B.35 (Student Academic Achievement and Growth)  
Minn. Stat. § 120B.36 (School Accountability)  
Minn. Stat. § 122A.40 (Employment; Contracts; Termination)  
Minn. Stat. § 122A.41 (Teacher Tenure Act; Cities of the First Class; Definitions)  
Minn. Stat. § 123B.04 (Site Decision Making; Individualized Learning Agreement; Other Agreements)  
Minn. Stat. § 123B.147 (Principals)  
Minn. Stat. § 126C.12 (Learning and Development Revenue Amount and Use)  
Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)  
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)

Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)  
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

**Cross References:** MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
~~MSBA/MASA Model Policy 617 (School District Insurance of Preparatory and High School Standards)~~  
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)  
MSBA/MASA Model Policy 619 (Staff Development for Standards)  
MSBA/MASA Model Policy 620 (Credit for Learning)

**BOLD SCHOOLS**  
**Curriculum Articulation, Review and Purchase Cycle**  
**Tentative Revised Schedule (Nov. 2024)**

<b>Program</b>	<b>Fiscal Year of next purchase</b>
English Language Arts, FACS, Technology, and Career Education	2024-25
Health and Physical Ed	2025-26
Science	2026-27
Math	2027-28
Media	2028-29
Music, Art, Foreign Language, and ESL	2029-30
Social Studies	2030-31

**Evaluate:**

Use various resources (standardized tests, surveys [parent, student, staff] to evaluate current programming. What are the strengths of the program? What are the limitations?

Research, Select/Develop resources, Revise report cards

Read current research on the subject area and/or visit exemplary programs. Identify guaranteed, viable curriculum. Get sample materials, evaluate to see if they meet the needs and vision of the school, look at report card and make changes to reflect changes if needed

**Implement:**

Distribute new resources, deliver staff development on the resources.

**Revise and Enrich:**

Evaluate curriculum thus far and make adjustments, deliver staff development, and work to get maximum effects from the resources.

**Maintain:**

Continue using resources; no modifications are usually required

Area ↓	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
<b>English Language Arts, FACS, Technology, and Career Education</b>	(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich	(+3) Maintain	(+4) Maintain	(+5) Maintain	(-1) Evaluate	(0) Research, Select/ Develop Resources
<b>Health and Physical Ed</b>		(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich	(+3) Maintain	(+4) Maintain	(+5) Maintain	(-1) Evaluate
<b>Science</b>			(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich	(+3) Maintain	(+4) Maintain	(+5) Maintain
<b>Math</b>	(+5) Maintain			(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich	(+3) Maintain	(+4) Maintain
<b>Media</b>	(+4) Maintain	(+5) Maintain			(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich	(+3) Maintain
<b>Music, Art, Foreign Language, and ESL</b>	(+3) Maintain	(+4) Maintain	(+5) Maintain			(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich
<b>Social Studies</b>	(+2) Revise & Enrich	(+3) Maintain	(+4) Maintain	(+5) Maintain			(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement

## **Curriculum Cycle Steps**

### **(-1) One year before purchasing year:**

1. Evaluate: Use various resources (standardized tests, surveys [parent, student, staff]) to evaluate current programming.
  - a. What are the strengths of our program?
  - b. What are the limitations?

### **(0) The year of purchase:**

1. Research: Read current research on the subject area and/or visit exemplary programs.
  - a. What changes do we want in our program in light of the research?
2. Select/Develop Resources: Get samples of materials, evaluate materials to see if they meet the needs and vision of our school.

### **(+1) The year following purchase:**

1. Implement: Distribute new resources, deliver staff development on the resources.

### **(+2) Revision and Enrichment:**

1. Revise and Enrich: Evaluate curriculum thus far and make adjustments, deliver staff development, and work to get maximum effects from the resources.

### **(+3, 4, 5) Maintenance:**

1. Maintain (3 years) : Continue using resources; no modifications are usually required

## **621 LITERACY AND THE READ ACT**

**[NOTE: By the 2026-2027 school year, the school district must provide evidence-based reading instruction through a focus on student mastery of the foundational reading skills of phonemic awareness, phonics, and fluency, as well as the development of oral language, vocabulary, and reading comprehension skills. Students must receive evidence-based instruction that is proven to effectively teach children to read, consistent with Minnesota Statutes, sections 120B.118 to 120B.124.]**

### **I. PURPOSE**

This policy aligns with Minnesota law established in the Read Act and on other topics related to reading.

### **II. GENERAL STATEMENT OF POLICY**

The school district recognizes the centrality of reading in a student's educational experience.

### **III. DEFINITIONS**

- A. "Evidence-based" means the instruction or item described is based on reliable, trustworthy, and valid evidence and has demonstrated a record of success in increasing students' reading competency in the areas of phonological and phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. Evidence-based literacy instruction is explicit, systematic, and includes phonological and phonemic awareness, phonics and decoding, spelling, fluency, vocabulary, oral language, and comprehension that can be differentiated to meet the needs of individual students. Evidence-based instruction does not include the three-cueing system, as defined in subdivision 16.
- B. "Fluency" means the ability of students to read text accurately, automatically, and with proper expression.
- C. "Foundational reading skills" includes phonological and phonemic awareness, phonics and decoding, and fluency. Foundational reading skills appropriate to each grade level must be mastered in kindergarten, grade 1, grade 2, and grade 3. Struggling readers in grades 4 and above who do not demonstrate mastery of grade-level foundational reading skills must continue to receive explicit, systematic instruction to reach mastery.
- D. "Literacy specialist" means a person licensed by the Professional Educator Licensing and Standards Board as a teacher of reading, a special education teacher, or a kindergarten through grade 6 teacher, who has completed professional development approved by the Minnesota Department of Education (MDE) in structured literacy. A literacy specialist employed by the department under Minnesota Statutes, section 120B.123, subdivision 7, or by

a district as a literacy lead, is not required to complete the approved training before August 30, 2025.

- E. "Literacy lead" means a literacy specialist with expertise in working with educators as adult learners. A district literacy lead must support the district's implementation of the Read Act; provide support to school-based coaches; support the implementation of structured literacy, interventions, curriculum delivery, and teacher training; assist with the development of personal learning plans; and train paraprofessionals and other support staff to support classroom literacy instruction. A literacy lead may be employed by one district, jointly by two or more districts, or may provide services to districts through a partnership with the regional service cooperatives or another district.
- F. "Multitiered system of support" or "MTSS" means a systemic, continuous improvement framework for ensuring positive social, emotional, behavioral, developmental, and academic outcomes for every student. The MTSS framework provides access to layered tiers of culturally and linguistically responsive, evidence-based practices and relies on the understanding and belief that every student can learn and thrive. Through an MTSS at the core (Tier 1), supplemental (Tier 2), and intensive (Tier 3) levels, educators provide high quality, evidence-based instruction and intervention that is matched to a student's needs; progress is monitored to inform instruction and set goals and data is used for educational decision making.
- G. "Oral language," also called "expressive language" or "receptive language," includes speaking and listening, and consists of five (5) components: phonology, morphology, syntax, semantics, and pragmatics.
- H. "Phonemic awareness" means the ability to notice, think about, and manipulate individual sounds in spoken syllables and words.
- I. "Phonics instruction" means the explicit, systematic, and direct instruction of the relationships between letters and the sounds they represent and the application of this knowledge in reading and spelling.
- J. "Progress monitoring" means using data collected to inform whether interventions are working. Progress monitoring involves ongoing monitoring of progress that quantifies rates of improvement and informs instructional practice and the development of individualized programs using state-approved screening that is reliable and valid for the intended purpose.
- K. "Reading comprehension" means a function of word recognition skills and language comprehension skills. It is an active process that requires intentional thinking during which meaning is constructed through interactions between the text and reader. Comprehension skills are taught explicitly by demonstrating, explaining, modeling, and implementing specific cognitive strategies to help beginning readers derive meaning through intentional, problem-solving thinking processes.
- L. "Structured literacy" means an approach to reading instruction in which teachers carefully structure important literacy skills, concepts, and the sequence of instruction to facilitate children's literacy learning and progress. Structured literacy is characterized by the provision of systematic, explicit, sequential, and diagnostic instruction in phonemic awareness, phonics,

fluency, vocabulary and oral language development, and reading comprehension. This approach is consistent with the principles identified in the science of reading and is designed to ensure all students develop strong foundational literacy skills.

- M. "Three-cueing system," also known as "meaning structure visual (MSV)," means a method that teaches students to use meaning, structure and syntax, and visual cues when attempting to read an unknown word.
- N. "Vocabulary development" means the process of acquiring new words. A robust vocabulary improves all areas of communication, including listening, speaking, reading, and writing. Vocabulary growth is directly related to school achievement and is a strong predictor for reading success.

#### **IV. READING SCREENER; PARENT NOTIFICATION AND INVOLVEMENT**

- A. The school district must administer an approved reading screener to students in kindergarten through grade 3 within the first six weeks of the school year, by February 15 each year, and again within the last six weeks of the school year. The screener must be one of the screening tools approved by MDE.
- B. The school district must identify any screener it uses in the district's annual literacy plan, and submit screening data with the annual literacy plan by June 15.
- C. Schools, after administering each screener, must follow the language access plan under Minnesota Statutes, section 123B.32 and give the parent of each student who is not reading at or above grade level information from the screener about:
  - 1. the student's reading proficiency as measured by a screener approved by MDE;
  - 2. reading-related services currently being provided to the student and the student's progress; and
  - 3. strategies for parents to use at home in helping their student succeed in becoming grade-level proficient in reading in English and in their native language.
- D. For students enrolled in dual language immersion programs, the school district must measure the student's reading proficiency in English or in the program's partner language, if available, according to Article V below. Following its language access plan under Minnesota Statutes, section 123B.32, the school district must notify families with timely information about students' reading proficiency, including how the student's reading proficiency is assessed, any reading-related services or supports provided to the student and the student's progress, and strategies for families to use at home in helping students succeed in becoming grade-level proficient in reading in English or the partner language. The dual language immersion program may provide information about national research on reading proficiency for students in dual language immersion programs in the parent notification.
- E. The school district may not use this section to deny a student's right to a special education evaluation.

## **V. IDENTIFICATION AND REPORT**

- A. Students enrolled in kindergarten, grade 1, grade 2, and grade 3, including multilingual learners and students receiving special education services, and students enrolled in dual language immersion programs, must be universally screened for mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, oral language, and for characteristics of dyslexia as measured by a screening tool approved by MDE. The screening for characteristics of dyslexia may be integrated with universal screening for mastery of foundational skills and expressive or receptive language mastery. The screening tool used must be a valid and reliable universal screener that is highly correlated with foundational reading skills. For students reading at grade level, beginning in the winter of grade 2, the oral reading fluency screener may be used to assess reading difficulties, including characteristics of dyslexia, without requiring a separate screening of each subcomponent of foundational reading skills.
- B. The school district must submit data on student performance in kindergarten, grade 1, grade 2, and grade 3 on foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language to MDE in the annual local literacy plan submission due on June 15.
- C. For students enrolled in dual language immersion programs:
  - 1. if students are screened in the partner language, they must be screened at the same interval as the screenings in English under Paragraph A above;
  - 2. if the program provides instruction in foundational reading skills in English, the students receiving that instruction must be screened in English;
  - 3. if the program provides instruction in foundational reading skills in the partner language, the students receiving that instruction must be screened in the partner language;
  - 4. if no screener is available in the partner language, the school district must identify how students' reading proficiency is assessed and how the school district determines and provides targeted reading instruction in the partner language and supports to students identified as needing additional support in developing mastery of foundational reading skills; and
  - 5. the partner language screening tool must be approved by the school district for kindergarten through grade 3 students.
- D. Students in grades 4 and above, including multilingual learners and students receiving special education services, who are not reading at grade level must be screened for reading difficulties, including characteristics of dyslexia, using a screening tool approved by MDE and must continue to receive evidence-based instruction, interventions, and progress monitoring until the students achieve grade-level proficiency. A parent, in consultation with a teacher, may opt a student out of the literacy screener if the parent and teacher decide that continuing to screen would not be beneficial to the student. In such limited cases, the student must continue to receive progress monitoring and literacy interventions.

- E. Reading screeners in English, and in the predominant languages of school district students where practicable, must identify and evaluate students' areas of academic need related to literacy. The school district also must monitor the progress and provide reading instruction appropriate to the specific needs of multilingual learners. The school district must use an approved, developmentally appropriate, and culturally responsive screener and annually report summary screener results to the MDE Commissioner ("Commissioner") by June 15 in the form and manner determined by the Commissioner.
- F. The school district must include in its local literacy plan a summary of the district's efforts to screen, identify, and provide interventions to students who demonstrate characteristics of dyslexia as measured by a screening tool approved by MDE. With respect to students screened or identified under Minnesota Statutes, section 120B.12, subdivision 2, paragraph (a), the report must include:
  - 1. a summary of the school district's efforts to screen for characteristics of reading difficulties, including dyslexia;
  - 2. the number of students universally screened for that reporting year;
  - 3. the number of students demonstrating characteristics of dyslexia for that year; and
  - 4. an explanation of how students identified under this subdivision are provided with alternate instruction and interventions under Minnesota Statutes, section 125A.56, subdivision 1.

## **VI. INTERVENTION**

- A. For each student identified under the screening identification process, the school district shall provide aligned and targeted reading intervention to accelerate student growth and reach the goal of reading at or above grade level by the end of the current grade and school year.
- B. The school district must implement progress monitoring, as defined in Minnesota Statutes, section 120B.119, for a student not reading at grade level.
- C. The school district must use evidence-based curriculum and intervention materials at each grade level that are designed to ensure student mastery of phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. If the school district purchases new literacy curriculum, or literacy intervention or supplementary materials, the curriculum or materials must be evidence-based as defined in Minnesota Statutes, section 120B.119.

**[NOTE: Starting in the 2026-2027 school year, a school district must use only evidence-based literary interventions. The 2025 Minnesota legislature amended Minnesota Statutes, section 120B.12, subdivision 3, to delay the 2025-26 requirement for one school year.]**

- D. If a student does not read at or above grade level by the end of the current school year, the school district must continue to provide aligned and targeted reading intervention as defined by the MTSS framework until the student reads at grade level. School district intervention methods shall encourage

family engagement and, where possible, collaboration with appropriate school and community programs that specialize in evidence-based instructional practices and measure mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language.

- E. By the 2025-2026 school year, intervention programs must be taught by an intervention teacher or special education teacher who has successfully completed training in evidence-based reading instruction approved by MDE. Intervention may include but is not limited to requiring student attendance in summer school, intensified reading instruction that may require that the student be removed from the regular classroom for part of the school day, extended-day programs, or programs that strengthen students' cultural connections.
- F. The school district must determine the format of the personal learning plan in collaboration with the student's educators and other appropriate professionals. The school must develop the learning plan in consultation with the student's parent or guardian. The personal learning plan must include targeted instruction that is evidence-based and ongoing progress monitoring, and address knowledge gaps and skill deficiencies through strategies such as specific exercises and practices during and outside of the regular school day, group interventions, periodic assessments or screeners, and reasonable timelines. The personal learning plan may include grade retention, if it is in the student's best interest; a student may not be retained solely due to delays in literacy or not demonstrating grade-level proficiency. A school must maintain and regularly update and modify the personal learning plan until the student reads at grade level. This paragraph does not apply to a student under an individualized education program.

## **VII. LOCAL LITERACY PLAN**

- A. The school district must adopt a local literacy plan to have every child reading at or above grade level every year beginning in kindergarten and to support multilingual learners and students receiving special education services in achieving their individualized reading goals. The school district must update and submit the plan to the Commissioner by June 15 each year. The plan must be consistent with the Read Act, and include the following:
  - 1. a process to assess students' foundational reading skills, oral language, and level of reading proficiency and the screeners used, by school site and grade level, under Minnesota Statutes, section 120B.123;
  - 2. a process to notify and involve parents;
  - 3. a description of how schools in the school district will determine the targeted reading instruction that is evidence-based and includes an intervention strategy for a student and the process for intensifying or modifying the reading strategy in order to obtain measurable reading progress;
  - 4. evidence-based intervention methods for students who are not reading at or above grade level and progress monitoring to provide information on the effectiveness of the intervention;

5. identification of staff development needs, including a plan to meet those needs;
  6. the curricula used by school site and grade level and, if applicable, the district plan and timeline for adopting evidence-based curricula and materials starting in the 2025-2026 school year;
  7. a statement of whether the school district has adopted an MTSS framework;
  8. student data using the measures of foundational literacy skills and mastery identified by MDE for the following students:
  9. the number of teachers and other staff that have completed training approved by the department;
  10. the number of teachers and other staff proposed for training in structured literacy;
  11. how the district used funding provided under the Read Act to implement the requirements of the Read Act;
  12. beginning as soon as practicable after the end of fiscal year 2026, how the district used literacy aid funding received under Minnesota Statutes, section 124D.98; and
  13. beginning on December 31, 2025, for a district with a dual language immersion program:
    - a. the program's partner language;
    - b. grade levels included in the program;
    - c. the language used to screen students' foundational reading skills;
    - d. the percentage of grade 3 students taking the Minnesota Comprehensive Assessments; and
    - e. the number of students in the program in grades 4 to 12 who are identified as not reading at grade level.
- B. Annually by June 15, the school district must post its literacy plan on the official school district website and submit it to the Commissioner using the template developed by the Commissioner.
- C. The school district must use a streamlined template developed by the Commissioner for local literacy plans that meets the requirements of Minnesota Statutes, section 120B.12, subdivision 4a, and requires all reading instruction and teacher training in reading instruction to be evidence-based.

### **VIII. STAFF TRAINING**

- A. The district must provide training from a menu of approved evidence-based training programs to the following teachers and staff by July 1, 2026:
1. reading intervention teachers working with students in kindergarten through grade 12;
  2. all classroom teachers of students in kindergarten through grade 3 and children in prekindergarten programs;
  3. kindergarten through grade 12 special education teachers responsible for foundational reading instruction;
  4. curriculum directors;

5. instructional support staff, contractors, and volunteers who assist in providing reading interventions under the oversight and monitoring of a trained licensed teacher;
  6. employees who select literacy instructional materials for a district; and
  7. teachers holding English as a second language teaching licenses.
- B. The school district must provide training from a menu of approved evidence-based training programs to the following teachers by July 1, 2027:
1. teachers who provide foundational reading instruction to students in grades 4 to 12;
  2. teachers who provide instruction to students in a state-approved alternative program; and
  3. teachers who provide instruction to students in dual language immersion programs.
- The Commissioner may grant a school district an extension to these deadlines.
- C. By August 30, 2025, the school district must employ or contract with a literacy lead, or be actively supporting a designated literacy specialist through the process of becoming a literacy lead. The school board may satisfy the requirements of this subdivision by contracting with another school board or cooperative unit under Minnesota Statutes, section 123A.24 for the services of a literacy lead by August 30, 2025. The school district literacy lead must collaborate with school district administrators and staff to support the school district's implementation of requirements under the Read Act.
- D. Training provided by the following may satisfy the professional development requirements under this Article:
1. a certified trained facilitator; or
  2. a training program that MDE has determined meets the professional development requirements under the Read Act.

## **IX. STAFF DEVELOPMENT**

- A. The school district must provide training programs on evidence-based reading instruction to teachers and instructional staff in accordance with Minnesota Statutes, section 120B.12, subdivision 1, paragraphs (b) and (c). The training must include teaching in the areas of phonemic awareness, phonics, vocabulary development, reading fluency, reading comprehension, and culturally and linguistically responsive pedagogy.
- B. The school district shall use the data under Article V. above to identify the staff development needs so that:
1. elementary teachers are able to implement explicit, systematic, evidence-based instruction in the five reading areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension with emphasis on mastery of foundational reading skills as defined in Minnesota Statutes, section 120B.119 and other literacy-related areas including writing until the student achieves grade-level reading and writing proficiency;

2. elementary teachers have sufficient training to provide students with evidence-based reading and oral language instruction that meets students' developmental, linguistic, and literacy needs using the intervention methods or programs selected by the school district for the identified students;
  3. licensed teachers employed by the school district have regular opportunities to improve reading and writing instruction;
  4. licensed teachers recognize students' diverse needs in cross-cultural settings and are able to serve the oral language and linguistic needs of students who are multilingual learners by maximizing strengths in their native languages in order to cultivate students' English language development, including academic language development, and build academic literacy; and
  5. licensed teachers are well trained in culturally responsive pedagogy that enables students to master content, develop skills to access content, and build relationships.
- C. The school district must provide staff in early childhood programs sufficient training to provide children in early childhood programs with explicit, systematic instruction in phonological and phonemic awareness; oral language, including listening comprehension; vocabulary; and letter-sound correspondence.

#### **X. LITERACY AID USES**

The school district must use its literacy aid to meet the requirements and goals adopted in the school district's local literacy plan.

**Legal References:** Minn. Stat. § 120B.119 (Read Act Definitions)  
Minn. Stat. § 120B.12 (Read Act Goal and Interventions)  
Minn. Stat. § 120B.123 (Read Act Implementation)  
Minn. Stat. § 123A.24 (Withdrawing from a Cooperative Unit;  
Appealing Denial of Membership)  
Minn. Stat. § 124D.68 (Graduation Incentives Program)  
Minn. Stat. § 124D.98 (Literacy Incentive Aid)  
Minn. Stat. § 125A.56 (Alternate Instruction Required before  
Assessment Referral)

**Cross References:** None

Resolution for Acceptance of Gifts

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

WHEREAS **BOLD Wrestling Boosters** has generously donated **\$219.99** to **BOLD School to Purchase Additional Mat Tape;**

WHEREAS **Altimate Medical** has generously donated **\$500.00** to the **BOLD Robotics Team;**

WHEREAS **Saunders Mertens Schmitz** has generously donated **\$100.00** to the **BOLD Robotics Team;**

WHEREAS **State Farm Insurance** has generously donated **\$50.00** to the **BOLD Robotics Team;**

WHEREAS **Southern Minnesota Beet Sugar Cooperative** has generously donated **\$750.00** to the **BOLD Robotics Team;**

WHEREAS **Corn Capital Innovations** has generously donated **\$1000.00** to the **BOLD Robotics Team;**

WHEREAS **FM Bank** has generously donated **\$500.00** to the **BOLD Robotics Team;**

WHEREAS **Health Enhancement** has generously donated **\$100.00** to the **BOLD Robotics Team;**

WHEREAS **NEXUS Solutions** has generously donated **\$500.00** to the **BOLD Robotics Team;**

WHEREAS **Sheehan's Gas Company** has generously donated **\$250.00** to the **BOLD Robotics Team;**

WHEREAS **Tackle Box Web & Printing Inc.** has generously donated **\$25.00** to the **BOLD Robotics Team;**

WHEREAS **Keltgen Technology Lightbeam Internet** has generously donated **\$500.00** to the **BOLD Robotics Team;**

WHEREAS **Hometown Bank** has generously donated **\$400.00** to the **BOLD Robotics Team;**

WHEREAS **Kraft Walser Law Office** has generously donated **\$25.00** to the **BOLD Robotics Team;**

WHEREAS **Keith L. Scott Agency** has generously donated **\$100.00** to the **BOLD Robotics Team;**

WHEREAS Rural Computer Consultants has generously donated \$2500.00 to the BOLD Robotics Team;

WHEREAS Beck's Superior Hybrids has generously donated \$100.00 to the BOLD Robotics Team;

WHEREAS George Paur Agency has generously donated \$100.00 to the BOLD Robotics Team;

WHEREAS Ag Country has generously donated \$50.00 to the BOLD Robotics Team;

THEREFORE, BE IT RESOLVED by the Bird Island-Olivia-Lake Lillian Public School District 2534-01 Board to gratefully accept these gifts.

The motion for adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

And the following against the same:

And the following was absent:

The foregoing resolution was approved this 26th day of January, 2026.

\_\_\_\_\_  
Mary Ella Clouse, School Board Clerk

Resolution for Acceptance of Gifts

Member Aaseth introduced the following resolution and moved its adoption:

WHEREAS **BOLD Wrestling Boosters** has generously donated **\$219.99** to **BOLD School to Purchase Additional Mat Tape;**

WHEREAS **Altimate Medical** has generously donated **\$500.00** to the **BOLD Robotics Team;**

WHEREAS **Saunders Mertens Schmitz** has generously donated **\$100.00** to the **BOLD Robotics Team;**

WHEREAS **State Farm Insurance** has generously donated **\$50.00** to the **BOLD Robotics Team;**

WHEREAS **Southern Minnesota Beet Sugar Cooperative** has generously donated **\$750.00** to the **BOLD Robotics Team;**

WHEREAS **Corn Capital Innovations** has generously donated **\$1000.00** to the **BOLD Robotics Team;**

WHEREAS **FM Bank** has generously donated **\$500.00** to the **BOLD Robotics Team;**

WHEREAS **Health Enhancement** has generously donated **\$100.00** to the **BOLD Robotics Team;**

WHEREAS **NEXUS Solutions** has generously donated **\$500.00** to the **BOLD Robotics Team;**

WHEREAS **Sheehan's Gas Company** has generously donated **\$250.00** to the **BOLD Robotics Team;**

WHEREAS **Tackle Box Web & Printing Inc.** has generously donated **\$25.00** to the **BOLD Robotics Team;**

WHEREAS **Keltgen Technology Lightbeam Internet** has generously donated **\$500.00** to the **BOLD Robotics Team;**

WHEREAS **Hometown Bank** has generously donated **\$400.00** to the **BOLD Robotics Team;**

WHEREAS **Kraft Walser Law Office** has generously donated **\$25.00** to the **BOLD Robotics Team;**

WHEREAS **Keith L. Scott Agency** has generously donated **\$100.00** to the **BOLD Robotics Team;**

WHEREAS Rural Computer Consultants has generously donated \$2500.00 to the BOLD Robotics Team;

WHEREAS Beck's Superior Hybrids has generously donated \$100.00 to the BOLD Robotics Team;

WHEREAS George Paur Agency has generously donated \$100.00 to the BOLD Robotics Team;

WHEREAS Ag Country has generously donated \$50.00 to the BOLD Robotics Team;

THEREFORE, BE IT RESOLVED by the Bird Island-Olivia-Lake Lillian Public School District 2534-01 Board to gratefully accept these gifts.

The motion for adoption of the foregoing resolution was duly seconded by Member Clouse, and upon vote being taken thereon, the following voted in favor thereof: Zimmerman, Aaseth, Frank, Sheehan, Clouse, Benson, and Peppel.

And the following against the same: None

And the following was absent: None

The foregoing resolution was approved this 26th day of January, 2026.

MaryElla Clouse  
Mary Ella Clouse, School Board Clerk