

AGENDA
BOLD BOARD OF EDUCATION REGULAR MEETING
BIRD ISLAND-OLIVIA-LAKE LILLIAN
INDEPENDENT SCHOOL DISTRICT #2534
MONDAY, FEBRUARY 23, 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
I am calling this BOLD BOARD OF EDUCATION REGULAR MEETING to order this 23th day of February 2026 at 7:XX pm
 - 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
We welcome all in attendance online as well as the XX individuals visiting today. We have a guest speaker Jim Lindahl with IEA who will address the board later in the new business portion of our meeting.
 - V. Public Forum
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 26, 2026 Regular School Board Meeting
- **Approve Personnel Changes (Attachment)**

VII. Reports

A. **Superintendent Report**

B. **PK-6 Principal Report**

Principal Krafka

C. **7-12 Principal Report**

Principal Bodin

D. **Activities Report**

E. **Community Education Report**

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**

H. **Facilities Report**

I. **School Board Committee Reports**

VIII. New Business

A. Presentation by Jim Lindahl sr. Project manager for IEA

Presentation by Jim Lindahl, sr. Project manager with the Institute of Environmental Assessment (IEA) providing an overview of abatement scope, budgeted amounts versus actual costs, and factors contributing to variances, followed by board discussion.

An attachment was added which is the document Mr. Lindahl supplied the board members during the meeting. This document is entitled "Abatement costs IEA 2.23.26"

B. Annual approval requirement of MaryElla Clouse as a substitute teacher under MN statute Statute 123.B.195.

Chair Peppel

C. Request for approval of a Spring 3 Act Play.

Superintendent Tydlacka

A spring play is not actually a Minnesota State High School League activity. This would be an agreement between the three schools to put on the show, but it doesn't directly outline funding/cost. This is an agreement that could be passed by the three school boards, or any combination of the 3, and the funding from each school would be billed

based on the total cost or the production, prorated to the per participant cost, and then billed to each school based on their number of participants.

- D. Third and final 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.

- E. Third and final 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 Policy Committee recommends the board conduct three readings with a tentative approval at the February 23, 2026 Regular Board Meeting.

- F. First and Final reading of Policies:

- 208, Development, Adoption, and Implementation of Policies,
- 209, Code of Ethics,
- 401, Equal Employment Opportunity,
- 418, Drug-Free Workplace/Drug-Free School,
- 427, Workload Limits for Certain SPED Teachers, and
- 798, Donations for Negative Student Food Service Accounts. (Action) (Attachments)

Chair Peppel

Policy 208: It has had no changes, but we need to conduct a review on the policy every three years. The policy committee recommend that it has a single reading and is adopted at our 02/23/2026 meeting.

Policy 209: The changes are very minor, inserting a note that was missing and updating the Cross Reference to "None" and striking the existing cross reference. No language change occurred in the body of the document. The policy committee recommend that it has a single reading and is adopted at our 02/23/2026 meeting.

Policy 401: updates the legal definition of "sexual orientation" to align with MN law. Since the change is not significantly different, this policy can have a first and final reading.

Policy 418: is anticipated to be adopted at the February Board Meeting. Even though there are minor technical changes (highlighted) due to a legislative update, I think we can still recommend approval at the Feb. board Meeting.

- The changes include: adding MN statutory language to IV. B, reversing Sections D and E on page 2, and adding a number word vs. just a number symbol on page 6 Section C.

Policy 427: While this policy was just approved at the January Board Meeting, there has been a legislative update In February. This technical update shows revisions in Paragraphs A and B to align the policy with MN Rules 3525.0210. Note paragraphs A-C were also reordered. Since the revisions do not change the policy's substantive provisions, this can be a first and final reading.

Policy 798: It has had no changes, but we need to conduct a review on the policy every three years. The policy committee recommend that it has a single reading and is adopted at our 02/23/2026 meeting.

- G. Second of three Readings 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.

- H. Second of three Readings 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.

- I. First of three readings of Policy 211 CRIMINAL AND CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT.

This policy is new to the BOLD district, so it will require three readings. Tentative adoption date is April 27, 2026.

- J. First of three Readings for Policy 306, Administrator Code of Ethics.
(Attachment)

Member Frank

Policy 306 was last adopted on June 24, 2024 with a 2002 revision. A suggested revision was put in place by MSBA/MASA on 10-15-2025. Due to the changes and formatting, the policy committee recommends three readings with tentative adoption at the April 27, 2026 board meeting.

- K. First of Three readings of Policy 606 Textbooks and Instructional Materials.

This policy requires three readings due to a substantial addition in section V. There are also a couple other changes regarding legal references.

- L. First of three readings of Policy 712 Video Recording Other Than on Buses.

Since this policy is new to the BOLD district, it will require three readings.

- M. Approve the Following Fundraiser (Action)

Music Department: Burger Bar on Thursday, February 26, from 5:00 PM to 7:00 PM at the American Legion to support the Junior/Senior Music Trip to Walt Disney World.

Superintendent Tydlacka

- N. Resolution for Acceptance of Gifts

Chair Peppel

Approval of the Acceptance of Gifts.

- IX. **Upcoming dates:**

March 23, 2026 Regular School Board Meeting, Media Center, 7:00PM

April 27, 2026 Regular School Board Meeting, Media Center, 7:00PM

Chair Peppel

- X. **Adjourn**

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME	53653	CH	1	5937	AndyMark, Inc.	01/28/2026	\$61.00	98461	E 21 020 292 921 301 401	5801 official Rebuilt Fuel
HOME	53653	CH	1	5937	AndyMark, Inc.	01/28/2026	\$141.00	98462	E 21 020 292 921 301 401	3214-4700 box tube extrusion 47", 2x1", 1
HOME	53653	CH	1	5937	AndyMark, Inc.	01/28/2026	\$120.00	98462	E 21 020 292 921 301 401	4203-4700 box tube extrusion 47", 1x1", 1
HOME	53653	CH	1	5937	AndyMark, Inc.	01/28/2026	\$264.00	98462	E 21 020 292 921 301 401	4668a climber in a box, with extrusion, 2 :
HOME	53653	CH	1	5937	AndyMark, Inc.	01/28/2026	\$133.87	98462	E 21 020 292 921 301 401	shipping
HOME	53653	CH	1	5937	AndyMark, Inc.	01/28/2026	\$0.00	98462	E 21 020 292 921 301 401	tax
HOME	53653	CH	1	5937	AndyMark, Inc.	01/28/2026	\$100.00	98459	E 21 020 292 921 301 401	5579 solid foam bumper extrusion
HOME	53653	CH	1	5937	AndyMark, Inc.	01/28/2026	\$149.00	98460	E 21 020 292 921 301 401	5765 official rebuilt HUB funnel
Check Total:								\$968.87		
HOME	53654	CH	1	00061	CHAPPELL CENTRAL	01/28/2026	\$542.45	98467	E 01 020 810 000 000 350	128703 Repaired condensate line in tunne
Check Total:								\$542.45		
HOME	53655	CH	1	00453	J. W. PEPPER & SON, INC	01/28/2026	\$11.99	98465	E 01 020 258 233 000 430	Soloist Folio for Flute Solo Collection with f
HOME	53655	CH	1	00453	J. W. PEPPER & SON, INC	01/28/2026	\$7.99	98465	E 01 020 258 233 000 430	Aria and Allegro Trumpet Solo with Piano -
HOME	53655	CH	1	00453	J. W. PEPPER & SON, INC	01/28/2026	\$9.99	98465	E 01 020 258 233 000 430	Shipping
HOME	53655	CH	1	00453	J. W. PEPPER & SON, INC	01/28/2026	\$6.99	98466	E 01 020 258 233 000 430	Antares Trumpet Solo with Piano - 479230
Check Total:								\$36.96		
HOME	53656	CH	1	5835	NAPA Auto Parts	01/28/2026	\$2.49	98463	E 01 020 301 000 000 430	793443 spark plug
HOME	53656	CH	1	5835	NAPA Auto Parts	01/28/2026	\$51.96	98463	E 01 020 301 000 000 430	793443 spark plug
HOME	53656	CH	1	5835	NAPA Auto Parts	01/28/2026	\$39.96	98464	E 01 020 301 000 000 430	793425 sparkplug
Check Total:								\$94.41		
HOME	53657	CH	1	6219	Performance Office Papers, Inc.	01/28/2026	\$1,256.00	98458	E 01 015 200 000 000 401	W102-8511 (40 cases)
HOME	53657	CH	1	6219	Performance Office Papers, Inc.	01/28/2026	\$1,256.00	98458	E 01 020 211 000 000 401	W102-8511 (40 cases)
Check Total:								\$2,512.00		
HOME	53658	CH	1	5823	Renville County License Bureau	01/28/2026	\$21.25	98457	E 01 020 810 000 000 820	2023 GMC Sierra Registraion
HOME	53658	CH	1	5823	Renville County License Bureau	01/28/2026	\$21.25	98455	E 01 020 810 000 000 820	2018 AME Registraion
HOME	53658	CH	1	5823	Renville County License Bureau	01/28/2026	\$21.25	98454	E 01 020 810 000 000 820	2017 Dodge Van registration renewal
HOME	53658	CH	1	5823	Renville County License Bureau	01/28/2026	\$21.25	98456	E 01 020 810 000 000 820	2008 Dodge Caravan
Check Total:								\$85.00		
HOME	53659	CH	1	5686	EKON-O-PAC LLC	01/28/2026	\$61.00	98483	E 02 005 770 000 701 401	Clear handle bags
Check Total:								\$61.00		
HOME	53660	CH	1	5727	ETHAN SCHWINGHAMMER	01/28/2026	\$150.00	98470	E 01 020 294 974 000 305	1/31 BBB Official
Check Total:								\$150.00		

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53661	CH	1	3524	I.S.D#423 HUTCHINSON HS	01/28/2026	\$340.00	98468	E 01 020 296 979 000 369	12/6 Dance Competition Entry Fee	
Check Total:								\$340.00			
HOME	53662	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/28/2026	\$136.67	98489	E 02 005 770 000 701 401	SY - SUPPLIES	
HOME	53662	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/28/2026	\$696.32	98491	E 02 005 770 000 705 490	SY - Breakfast	
HOME	53662	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/28/2026	\$539.93	98492	E 02 005 770 000 705 490	SY - Breakfast	
HOME	53662	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/28/2026	\$1,581.79	98488	E 02 005 770 000 701 490	SY - Lunch	
HOME	53662	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/28/2026	\$87.90	98493	E 02 005 770 000 705 490	SY - Breakfast	
HOME	53662	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/28/2026	\$97.58	98490	E 02 005 770 000 701 401	SY - SUPPLIES	
HOME	53662	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/28/2026	\$190.50	98485	E 02 005 770 000 701 490	SY - Lunch	
HOME	53662	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/28/2026	\$2,528.51	98486	E 02 005 770 000 701 490	SY - Lunch	
HOME	53662	CH	1	5470	Indianhead Foodservice Distributor, Inc.	01/28/2026	\$131.85	98487	E 02 005 770 000 701 490	SY - Lunch	
Check Total:								\$5,991.05			
HOME	53663	CH	1	6185	Kanoa Baynard	01/28/2026	\$150.00	98474	E 01 020 296 974 000 305	2/2 GBB Officials	
Check Total:								\$150.00			
HOME	53664	CH	1	5994	KIM WEGNER	01/28/2026	\$150.00	98473	E 01 020 296 974 000 305	2/2 GBB Officials	
Check Total:								\$150.00			
HOME	53665	CH	1	3823	MARK HERMAN	01/28/2026	\$150.00	98469	E 01 020 294 974 000 305	1/31 BBB Official	
Check Total:								\$150.00			
HOME	53666	CH	1	6290	Neal Skaar	01/28/2026	\$300.00	98475	E 01 020 294 975 000 305	Wrestling Official 1/30	
Check Total:								\$300.00			
HOME	53667	CH	1	4185	NISSEN'S DAIRY DELIVERY	01/28/2026	\$702.03	98484	E 02 005 770 000 701 495	Olivia-Lunch-Milk	
Check Total:								\$702.03			
HOME	53668	CH	1	00765	PAN-0-GOLD BAKING CO	01/28/2026	\$97.20	98482	E 02 005 770 000 701 490	Bread	
HOME	53668	CH	1	00765	PAN-0-GOLD BAKING CO	01/28/2026	\$58.56	98481	E 02 005 770 000 701 490	Bread	
Check Total:								\$155.76			
HOME	53669	CH	1	00113	SW/WC SERVICE COOP	01/28/2026	\$10,090.75	98477	E 01 005 210 000 514 304	Technology Support	
HOME	53669	CH	1	00113	SW/WC SERVICE COOP	01/28/2026	\$586.65	98477	E 01 005 630 257 302 305	Cybersecurity Service	
HOME	53669	CH	1	00113	SW/WC SERVICE COOP	01/28/2026	\$40.00	98480	E 01 005 110 000 000 305	Duo Toke License Renewals	
HOME	53669	CH	1	00113	SW/WC SERVICE COOP	01/28/2026	\$10,000.00	98476	E 01 005 110 000 000 305	Business Management - Payroll/Finance	
HOME	53669	CH	1	00113	SW/WC SERVICE COOP	01/28/2026	\$6,786.00	98478	E 01 005 850 000 389 335	2 of 4 of 25-26 SWWC Lease Allocation	
HOME	53669	CH	1	00113	SW/WC SERVICE COOP	01/28/2026	\$2,593.00	98479	E 01 005 630 257 000 305	SDN Fiber move	
Check Total:								\$30,096.40			

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void											
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53671	CH	1	5914	Wayne Hennen	01/28/2026	\$150.00	98472	E 01 020 296 974 000 305	2/2 GBB Officials	
Check Total:							\$150.00				
HOME	53672	CH	1	00063	AFLAC	01/30/2026	\$1,148.32	98428	B 01 215 031	AFLAC, Mn Mut, NCPERS, HoraceMannLif	
Check Total:							\$1,148.32				
HOME	53673	CH	1	01474	BOLD EDUCATION ASSOCIATION	01/30/2026	\$2,473.80	98432	B 01 215 040	B.O.L.D. Ed Asso Dues	
Check Total:							\$2,473.80				
HOME	53674	CH	1	4924	F&M BANK MINNESOTA	01/30/2026	\$30.00	98447	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$30.00				
HOME	53675	CH	1	5552	Greater Community Credit Union	01/30/2026	\$100.00	98440	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$100.00				
HOME	53676	CH	1	2812	HOMETOWN BANK	01/30/2026	\$876.17	98439	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$876.17				
HOME	53677	CH	1	4158	KENSINGTON BANK	01/30/2026	\$75.00	98444	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$75.00				
HOME	53678	CH	1	5963	Magnifi Financial	01/30/2026	\$75.00	98443	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$75.00				
HOME	53679	CH	1	5581	Mid Country Bank	01/30/2026	\$210.00	98442	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$210.00				
HOME	53680	CH	1	02290	MN COUNCIL 65 AFSCME	01/30/2026	\$528.08	98429	B 01 215 044	Union Dues	
Check Total:							\$528.08				
HOME	53682	CH	1	6247	UMB HSA	01/30/2026	\$518.75	98446	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$518.75				
HOME	53683	CH	1	4847	UNITED WAY OF WEST CENTRAL MN	01/30/2026	\$15.00	98453	B 01 215 000	Payroll Deductions	
Check Total:							\$15.00				
HOME	53684	CH	1	6246	US Bank	01/30/2026	\$214.97	98445	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$214.97				
HOME	53685	CH	1	5559	WELLS FARGO-Willmar	01/30/2026	\$62.50	98441	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$62.50				
HOME	53686	CH	1	6291	Josh Pagel	01/29/2026	\$150.00	98471	E 01 020 294 974 000 305	1/31 BBB Official	
Check Total:							\$150.00				
HOME	53687	CH	1	5607	AARON BREHMER	02/05/2026	\$150.00	98507	E 01 020 294 974 000 305	2/9 BBB Official	
Check Total:							\$150.00				

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void											
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53688	CH	1	4759	AMERICAN RED CROSS	02/05/2026	\$240.00	98520	E 05 005 120 000 000 305	Lifeguard Training Fee	
Check Total:							\$240.00				
HOME	53689	CH	1	6175	Blair Miller	02/05/2026	\$150.00	98503	E 01 020 296 974 000 305	2/6 GBB Official	
Check Total:							\$150.00				
HOME	53690	CH	1	4444	BOLD DANCE TEAM BOOSTERS	02/05/2026	\$122.94	98511	E 04 005 505 000 321 305	Dance camp coaching	
Check Total:							\$122.94				
HOME	53691	CH	1	5428	BOLD Wrestling Boosters	02/05/2026	\$31.65	98513	E 01 020 292 969 000 366	Fuel reimbursement	
Check Total:							\$31.65				
HOME	53692	CH	1	5134	BRIAN FREDRICK	02/05/2026	\$150.00	98505	E 01 020 294 974 000 305	2/9 BBB Official	
Check Total:							\$150.00				
HOME	53693	CH	1	3615	BSN SPORTS, LLC	02/05/2026	\$779.90	98529	E 01 020 292 964 000 401	Athletic Tape/ KT Tape	
HOME	53693	CH	1	3615	BSN SPORTS, LLC	02/05/2026	\$219.99	98528	E 01 020 294 975 000 401	Wrestling Tape	
Check Total:							\$999.89				
HOME	53694	CH	1	6293	Cory Larson	02/05/2026	\$150.00	98510	E 01 020 294 974 000 305	2/10 BBB Official	
Check Total:							\$150.00				
HOME	53695	CH	1	5733	DAN DOLAN	02/05/2026	\$150.00	98502	E 01 020 296 974 000 305	2/6 GBB Official	
Check Total:							\$150.00				
HOME	53696	CH	1	00100	DEMCO INC	02/05/2026	\$55.24	98521	E 01 015 620 000 000 401	Paperfold Adjustab Book Jacket #W12224	
HOME	53696	CH	1	00100	DEMCO INC	02/05/2026	\$64.59	98521	E 01 015 620 000 000 401	paperfold adjustab book jacket w1222350	
HOME	53696	CH	1	00100	DEMCO INC	02/05/2026	\$0.00	98521	E 01 015 620 000 000 401	contract savings	
Check Total:							\$119.83				
HOME	53697	CH	1	02453	GOPHER SPORT	02/05/2026	\$2,624.66	98524	E 04 005 505 000 321 401	Community Ed Grant Order	
Check Total:							\$2,624.66				
HOME	53698	CH	1	5072	HORIZON COMMERCIAL POOL SUPPLY	02/05/2026	\$20.44	98518	E 05 005 120 000 000 350	Testing	
HOME	53698	CH	1	5072	HORIZON COMMERCIAL POOL SUPPLY	02/05/2026	\$12.35	98518	E 05 005 120 000 000 350	Testing	
HOME	53698	CH	1	5072	HORIZON COMMERCIAL POOL SUPPLY	02/05/2026	\$18.69	98518	E 05 005 120 000 000 350	Testing	
HOME	53698	CH	1	5072	HORIZON COMMERCIAL POOL SUPPLY	02/05/2026	\$214.83	98518	E 05 005 120 000 000 350	Pail of Pucks - Hypochlorite	
HOME	53698	CH	1	5072	HORIZON COMMERCIAL POOL SUPPLY	02/05/2026	\$85.00	98518	E 05 005 120 000 000 350	Shipping/Handling	
Check Total:							\$351.31				
HOME	53699	CH	1	3619	I.S.D#378 DAWSON-BOYD HS	02/05/2026	\$20.00	98498	E 01 020 298 951 000 369	Entry Fee	
Check Total:							\$20.00				
HOME	53700	CH	1	00453	J. W. PEPPER & SON, INC	02/05/2026	\$6.99	98517	E 01 020 258 233 000 430	Classic Festival Solos - Trombone Solo Pa	

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME	53700	CH	1	00453	J. W. PEPPER & SON, INC	02/05/2026	\$5.99	98517	E 01 020 258 233 000 430	Shipping
HOME	53700	CH	1	00453	J. W. PEPPER & SON, INC	02/05/2026	\$83.50	98522	E 01 015 258 233 000 350	Finding a Way - Concert Band Score & Pa
HOME	53700	CH	1	00453	J. W. PEPPER & SON, INC	02/05/2026	\$96.30	98522	E 01 015 258 233 000 350	Hope Glowing in the Sky - Concert Band S
Check Total:								\$192.78		
HOME	53701	CH	1	5994	KIM WEGNER	02/05/2026	\$150.00	98504	E 01 020 296 974 000 305	2/6 GBB Official
Check Total:								\$150.00		
HOME	53702	CH	1	6292	Matthew Felegy	02/05/2026	\$230.00	98501	E 01 020 294 975 000 305	Wrestling Official
Check Total:								\$230.00		
HOME	53703	CH	1	6174	Mick Stokes	02/05/2026	\$150.00	98509	E 01 020 294 974 000 305	2/10 BBB Official
Check Total:								\$150.00		
HOME	53704	CH	1	5783	National Council of Teachers of Mathema	02/05/2026	\$99.00	98516	E 01 020 211 000 000 820	NCTM Annual Membership
Check Total:								\$99.00		
HOME	53705	CH	1	4185	NISSEN'S DAIRY DELIVERY	02/05/2026	\$990.30	98515	E 02 005 770 000 701 495	Olivia-Lunch-Milk
Check Total:								\$990.30		
HOME	53706	CH	1	00439	OLIVIA MACHINE SHOP	02/05/2026	\$29.74	98523	E 01 020 292 969 000 401	Bracketing for the lighting for backboards i
Check Total:								\$29.74		
HOME	53707	CH	1	00765	PAN-0-GOLD BAKING CO	02/05/2026	\$123.84	98514	E 02 005 770 000 701 490	Bread
Check Total:								\$123.84		
HOME	53708	CH	1	1887	PITNEY BOWES PURCHASE POWER	02/05/2026	\$41.00	98499	E 01 005 110 000 000 329	Postage, Activity charge
Check Total:								\$41.00		
HOME	53709	CH	1	1801	RAMBOW INC	02/05/2026	\$376.91	98525	E 04 005 505 000 321 401	Basketball Shirts
HOME	53709	CH	1	1801	RAMBOW INC	02/05/2026	\$213.48	98526	E 04 005 505 000 321 401	Dance Shirts
Check Total:								\$590.39		
HOME	53710	CH	1	6164	RICK MCLAIN	02/05/2026	\$150.00	98508	E 01 020 294 974 000 305	2/10 BBB Official
Check Total:								\$150.00		
HOME	53711	CH	1	2385	SCOTT SCHWIEGER	02/05/2026	\$150.00	98506	E 01 020 294 974 000 305	2/9 BBB Official
Check Total:								\$150.00		
HOME	53712	CH	1	5799	STEVE RICARD	02/05/2026	\$250.00	98500	E 01 020 294 975 000 305	Wrestling Official
Check Total:								\$250.00		
HOME	53713	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$133,344.10	98512	E 01 005 760 000 720 360	Jan Routes
HOME	53713	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$7,002.60	98512	E 01 005 760 000 720 360	Dec/Jan Extra Curricular
HOME	53713	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$0.00	98512	E 01 005 760 000 720 441	December Fuel - Gas

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53713	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$1,418.59	98512	E 01 005 760 000 720 441	December Fuel - Diesel	
HOME	53713	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$612.65	98512	E 01 005 760 000 720 360	December Route Correction	
HOME	53713	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$1,362.55	98512	E 01 005 760 000 720 360	November Route Correction	
HOME	53713	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$1,683.15	98512	E 01 005 760 000 720 360	October Route corrections	
HOME	53713	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$1,671.65	98512	E 01 005 760 000 720 360	September route correction	
Check Total:							\$147,095.29				
HOME	53714	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$129,812.25	97589	E 01 005 760 000 720 360	Oct Routes	
HOME	53714	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$9,479.58	97589	E 01 005 760 000 720 360	Sept/Oct Extra Curricular	
HOME	53714	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$0.00	97589	E 01 005 760 000 720 441	Sept Fuel - Gas	
HOME	53714	CH	1	5217	SUPERIOR TRANSPORTATION SERVICES	02/05/2026	\$199.78	97589	E 01 005 760 000 720 441	Sept Fuel - Diesel	
Check Total:							\$139,491.61				
HOME	53715	CH	1	01894	VALLEY ELECTRIC OF OLIVIA,INC.	02/05/2026	\$2,075.48	98519	E 05 005 120 000 000 350	Emergency Lights #23467	
Check Total:							\$2,075.48				
HOME	53716	CH	1	02339	VOSIKA SEWER SERVICE	02/05/2026	\$1,155.00	98527	E 01 020 292 969 000 335	Football portables rental	
Check Total:							\$1,155.00				
HOME	53717	CH	1	01474	BOLD EDUCATION ASSOCIATION	02/13/2026	\$2,473.80	98561	B 01 215 040	B.O.L.D. Ed Asso Dues	
Check Total:							\$2,473.80				
HOME	53718	CH	1	4924	F&M BANK MINNESOTA	02/13/2026	\$30.00	98575	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$30.00				
HOME	53719	CH	1	5552	Greater Community Credit Union	02/13/2026	\$100.00	98569	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$100.00				
HOME	53720	CH	1	2812	HOMETOWN BANK	02/13/2026	\$876.17	98568	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$876.17				
HOME	53721	CH	1	4158	KENSINGTON BANK	02/13/2026	\$75.00	98573	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$75.00				
HOME	53722	CH	1	5963	Magnifi Financial	02/13/2026	\$75.00	98572	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$75.00				
HOME	53723	CH	1	5581	Mid Country Bank	02/13/2026	\$210.00	98571	B 01 215 028	Payroll Deductions - HSA	
Check Total:							\$210.00				
HOME	53724	CH	1	02290	MN COUNCIL 65 AFSCME	02/13/2026	\$550.16	98558	B 01 215 044	Union Dues	
Check Total:							\$550.16				

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME	53725	CH	1	6247	UMB HSA	02/13/2026	\$518.75	98574	B 01 215 028	Payroll Deductions - HSA
Check Total:								\$518.75		
HOME	53726	CH	1	4847	UNITED WAY OF WEST CENTRAL MN	02/13/2026	\$15.00	98580	B 01 215 000	Payroll Deductions
Check Total:								\$15.00		
HOME	53727	CH	1	5559	WELLS FARGO-Willmar	02/13/2026	\$62.50	98570	B 01 215 028	Payroll Deductions - HSA
Check Total:								\$62.50		
HOME	53728	CH	1	5607	AARON BREHMER	02/12/2026	\$150.00	98613	E 01 020 294 974 000 305	2/17 BBB Official
Check Total:								\$150.00		
HOME	53729	CH	1	6294	BOLD Warrior Basketball Association	02/12/2026	\$250.00	98620	E 01 020 292 969 000 366	JH BBall Tourney
Check Total:								\$250.00		
HOME	53730	CH	1	00887	CITY OF BIRD ISLAND	02/12/2026	\$1,233.07	98605	E 01 015 810 000 000 330	Ball Field Electricity
Check Total:								\$1,233.07		
HOME	53731	CH	1	00887	CITY OF BIRD ISLAND	02/12/2026	\$112.45	98622	E 01 015 810 000 000 330	utilities
Check Total:								\$112.45		
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$714.36	98624	E 02 005 770 000 701 330	utilities
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$13,572.81	98624	E 01 020 810 000 000 330	utilities
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$10.45	98623	E 02 005 770 000 701 330	utilities
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$198.52	98623	E 01 020 810 000 000 330	utilities
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$5.58	98625	E 02 005 770 000 701 330	utilities
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$105.93	98625	E 01 020 810 000 000 330	utilities
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$124.06	98627	E 02 005 770 000 701 330	utilities
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$2,357.17	98627	E 01 020 810 000 000 330	utilities
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$3.29	98626	E 02 005 770 000 701 330	utilities
HOME	53732	CH	1	00435	CITY OF OLIVIA	02/12/2026	\$62.60	98626	E 01 020 810 000 000 330	utilities
Check Total:								\$17,154.77		
HOME	53733	CH	1	5618	DISCOUNT MAGAZINE SUBSCRIPTION SE	02/12/2026	\$126.90	98609	E 01 015 620 000 000 430	Renewal for magazines
Check Total:								\$126.90		
HOME	53734	CH	1	6258	DSC Communications	02/12/2026	\$118.51	98602	E 01 005 630 257 100 555	Programmed radios
Check Total:								\$118.51		
HOME	53735	CH	1	5727	ETHAN SCHWINGHAMMER	02/12/2026	\$150.00	98618	E 01 020 296 974 000 305	2/16 GBB Official
Check Total:								\$150.00		

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME	53736	CH	1	5730	Glenn Dirksen	02/12/2026	\$150.00	98612	E 01 020 294 974 000 305	2/12 BBB Official
							Check Total:	\$150.00		
HOME	53737	CH	1	5798	Gophermods, LLC	02/12/2026	\$379.00	98597	E 01 005 630 257 000 352	MacBook repairs
							Check Total:	\$379.00		
HOME	53738	CH	1	6061	Granite Telecommunications, LLC	02/12/2026	\$220.54	98630	E 01 020 810 000 000 320	communications
							Check Total:	\$220.54		
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$5,246.13	98631	E 01 020 810 000 000 401	Cleaning supplies, gloves, towels
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$2,130.55	98594	E 01 020 810 000 000 401	Cleaning supplies, gloves, towels
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$55.48	98633	E 01 020 810 000 000 401	12in Buff Pad Red - Case
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$13.87	98634	E 01 020 810 000 000 401	12in Buff Pad Red - Case
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$57.59	98635	E 02 005 770 000 701 401	Utility pails
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$952.50	98632	E 01 020 810 000 000 401	Trash bags, soap
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	(\$122.81)	98637	E 02 005 770 000 701 401	Kitchen supply
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	(\$16.50)	98638	E 02 005 770 000 701 401	Kitchen supply
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$102.81	98639	E 02 005 770 000 701 401	Kitchen supply
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$219.32	98640	E 02 005 770 000 701 401	Kitchen supply - dish liquid
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$374.48	98641	E 02 005 770 000 701 401	Kitchen supply - bucket wringer sidepress
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$272.00	98642	E 01 020 810 000 000 401	Cleaning supplies
HOME	53739	CH	1	02203	HILLYARD Inc.	02/12/2026	\$122.81	98636	E 02 005 770 000 701 401	Kitchen supply
							Check Total:	\$9,408.23		
HOME	53740	CH	1	5803	James Cortez	02/12/2026	\$150.00	98616	E 01 020 296 974 000 305	2/16 GBB Official
							Check Total:	\$150.00		
HOME	53741	CH	1	6109	LAKELAND MEDIA	02/12/2026	\$235.29	98596	E 01 005 110 000 000 380	advertising
							Check Total:	\$235.29		
HOME	53742	CH	1	6158	Masters Plumbing, Heating & Cooling LLC	02/12/2026	\$895.31	98606	E 01 020 810 000 000 401	Replacement of leaking pipe in tunnel of ca
							Check Total:	\$895.31		
HOME	53743	CH	1	3350	MENARDS	02/12/2026	\$106.41	98607	E 21 020 292 921 301 401	Robotics supplies
							Check Total:	\$106.41		
HOME	53744	CH	1	5554	MN Public Employees Insurance Program	02/12/2026	\$43,059.46	98621	B 01 215 030	BCBS-Payroll Deductions
							Check Total:	\$43,059.46		
HOME	53745	CH	1	5991	MSBA	02/12/2026	\$230.00	98600	E 01 005 010 000 000 366	Zimmerman - Phase 2
HOME	53745	CH	1	5991	MSBA	02/12/2026	\$25.00	98601	E 01 005 010 000 000 366	Clouse - LC Social

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void											
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53745	CH	1	5991	MSBA	02/12/2026	\$25.00	98601	E 01 005 010 000 000 366	Benson - LC Social	
Check Total:							\$280.00				
HOME	53746	CH	1	4185	NISSEN'S DAIRY DELIVERY	02/12/2026	\$1,149.68	98619	E 02 005 770 000 701 495	Olivia-Lunch-Milk	
Check Total:							\$1,149.68				
HOME	53747	CH	1	1178	OWEN GUSTAFSON	02/12/2026	\$150.00	98614	E 01 020 294 974 000 305	2/17 BBB Official	
Check Total:							\$150.00				
HOME	53748	CH	1	1925	PITNEY BOWES GLOBAL FINANCIAL SEF	02/12/2026	\$511.02	98608	E 01 005 110 000 000 370	Red Ink Cartridges	
Check Total:							\$511.02				
HOME	53749	CH	1	6164	RICK MCLAIN	02/12/2026	\$150.00	98610	E 01 020 294 974 000 305	2/12 BBB Official	
Check Total:							\$150.00				
HOME	53750	CH	1	5698	ROBERT SLABA	02/12/2026	\$150.00	98615	E 01 020 294 974 000 305	2/17 BBB Official	
Check Total:							\$150.00				
HOME	53751	CH	1	2385	SCOTT SCHWIEGER	02/12/2026	\$150.00	98611	E 01 020 294 974 000 305	2/12 BBB Official	
Check Total:							\$150.00				
HOME	53752	CH	1	2385	SCOTT SCHWIEGER	02/12/2026	\$150.00	98617	E 01 020 296 974 000 305	2/16 GBB Official	
Check Total:							\$150.00				
HOME	53753	CH	1	02219	SHEEHAN'S GAS CO	02/12/2026	\$9,804.22	98595	E 01 015 810 000 000 440	monthly meter, refill	
Check Total:							\$9,804.22				
HOME	53754	CH	1	2708	SKATETIME SCHOOL PROGRAMS	02/12/2026	\$708.00	98599	E 21 015 298 900 301 401	Quad Skating	
HOME	53754	CH	1	2708	SKATETIME SCHOOL PROGRAMS	02/12/2026	\$1,729.00	98599	E 21 015 298 900 301 401	Inline Skates	
HOME	53754	CH	1	2708	SKATETIME SCHOOL PROGRAMS	02/12/2026	\$2,568.00	98598	E 21 015 298 900 301 401	Quad Skating	
Check Total:							\$5,005.00				
HOME	53755	CH	1	3282	THE MCDOWELL AGENCY, INC	02/12/2026	\$380.60	98604	E 01 005 110 000 000 305	166666 Background check	
HOME	53755	CH	1	3282	THE MCDOWELL AGENCY, INC	02/12/2026	\$45.10	98603	E 01 005 110 000 000 305	123125-1 Background checks	
Check Total:							\$425.70				
HOME	53756	CH	1	02546	WEST CENTRAL SANITATION	02/12/2026	\$609.25	98628	E 01 015 810 000 000 332	sanitation services BI	
HOME	53756	CH	1	02546	WEST CENTRAL SANITATION	02/12/2026	\$738.80	98629	E 01 015 810 000 000 332	sanitation services BI	
Check Total:							\$1,348.05				
HOME	53757	CH	1	6157	Apptegy, Inc.	02/19/2026	\$8,580.00	98654	E 01 005 108 405 000 405	Thrillshare Media Subscription	
Check Total:							\$8,580.00				
HOME	53758	CH	1	4488	B & D MARKET ACCT#2501/1278 (COMM	02/19/2026	\$5.79	98650	E 04 005 582 000 337 490	tct# 0173	
Check Total:							\$5.79				

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME	53759	CH	1	4487	B & D MARKET ACCT#2511(FACS)	02/19/2026	\$37.48	98651	E 01 020 331 000 830 490	tct#0042
HOME	53759	CH	1	4487	B & D MARKET ACCT#2511(FACS)	02/19/2026	\$82.21	98651	E 01 020 331 000 830 490	tct#00081
Check Total:								\$119.69		
HOME	53760	CH	1	4471	CMF TREE SERVICE	02/19/2026	\$666.31	98656	E 01 020 810 000 000 332	20 yd roll off, landfill fee
Check Total:								\$666.31		
HOME	53761	CH	1	6296	Culligan of Olivia	02/19/2026	\$559.50	98655	E 01 020 810 000 000 401	salt, bottled water, cooler rental
Check Total:								\$559.50		
HOME	53762	CH	1	4477	EDUCATORS BENEFIT CONSULTANTS, L	02/19/2026	\$70.25	98683	E 01 005 160 000 000 305	ACS TPA Monthly Fee
Check Total:								\$70.25		
HOME	53763	CH	1	02501	FARMER'S CO-OP OIL COMPANY OF REI	02/19/2026	\$204.86	98653	E 01 005 760 000 733 442	vehicle supplies
Check Total:								\$204.86		
HOME	53764	CH	1	00653	H & L PRINTING	02/19/2026	\$136.00	98660	E 01 005 110 000 000 401	Receipts
Check Total:								\$136.00		
HOME	53765	CH	1	5072	HORIZON COMMERCIAL POOL SUPPLY	02/19/2026	\$431.90	98684	E 05 005 120 000 000 350	KDI-28410X Parago Wedge Ass for #2810
HOME	53765	CH	1	5072	HORIZON COMMERCIAL POOL SUPPLY	02/19/2026	\$35.79	98684	E 05 005 120 000 000 350	Shipping and Handling
Check Total:								\$467.69		
HOME	53766	CH	1	5470	Indianhead Foodservice Distributor, Inc.	02/19/2026	\$2,904.20	98671	E 02 005 770 000 701 490	SY - Lunch
HOME	53766	CH	1	5470	Indianhead Foodservice Distributor, Inc.	02/19/2026	\$2,386.18	98672	E 02 005 770 000 701 490	SY - Lunch
HOME	53766	CH	1	5470	Indianhead Foodservice Distributor, Inc.	02/19/2026	\$164.13	98673	E 02 005 770 000 705 490	SY - Breakfast
HOME	53766	CH	1	5470	Indianhead Foodservice Distributor, Inc.	02/19/2026	\$444.78	98670	E 02 005 770 000 705 490	SY - Breakfast
HOME	53766	CH	1	5470	Indianhead Foodservice Distributor, Inc.	02/19/2026	\$113.84	98674	E 02 005 770 000 705 490	SY - Breakfast
HOME	53766	CH	1	5470	Indianhead Foodservice Distributor, Inc.	02/19/2026	\$101.60	98668	E 02 005 770 000 701 490	SY - Lunch
HOME	53766	CH	1	5470	Indianhead Foodservice Distributor, Inc.	02/19/2026	\$95.25	98668	E 02 005 770 000 705 490	SY - Breakfast
HOME	53766	CH	1	5470	Indianhead Foodservice Distributor, Inc.	02/19/2026	\$647.39	98669	E 02 005 770 000 705 490	SY - Breakfast
Check Total:								\$6,857.37		
HOME	53767	CH	1	00453	J. W. PEPPER & SON, INC	02/19/2026	\$60.20	98689	E 01 015 258 231 000 430	11204763 Lost in the Woods SAB Octavo
HOME	53767	CH	1	00453	J. W. PEPPER & SON, INC	02/19/2026	\$13.99	98689	E 01 015 258 231 000 430	shipping
HOME	53767	CH	1	00453	J. W. PEPPER & SON, INC	02/19/2026	\$18.25	98690	E 01 020 258 233 000 430	Contemporary French Recital Pieces Flute
HOME	53767	CH	1	00453	J. W. PEPPER & SON, INC	02/19/2026	\$7.99	98690	E 01 020 258 233 000 430	Shipping
HOME	53767	CH	1	00453	J. W. PEPPER & SON, INC	02/19/2026	\$6.90	98664	E 01 015 258 231 000 430	90316136E Music of the Night
Check Total:								\$107.33		
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$9.98	98681	E 01 020 810 000 000 401	905389 rubber sponges
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$411.99	98682	E 01 005 110 000 000 401	905421 (Ramirez) hammer drill bits, rechar

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$164.99	98687	E 01 020 301 000 000 430	Paint
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$16.99	98687	E 01 020 301 000 000 430	Paint
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$13.95	98687	E 01 020 301 000 000 430	brushes
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$59.97	98680	E 01 005 110 000 000 401	905315 sockets, misc
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$46.97	98675	E 21 020 292 921 301 401	905281 (robotics) broom, dust brush,misc
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$65.98	98676	E 01 020 810 000 000 401	905300 contractor garbage bags
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$41.61	98677	E 01 020 810 000 000 401	905312 hobby knife, blades, bulk fastners.
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$232.90	98678	E 01 020 810 000 000 401	905288 box fans, protable heaters
HOME	53768	CH	1	5214	MAC'S HARDWARE	02/19/2026	\$33.98	98679	E 01 020 810 000 000 401	905350 silicone, tape
Check Total:								\$1,099.31		
HOME	53769	CH	1	3350	MENARDS	02/19/2026	\$140.02	98659	E 21 020 292 921 301 401	Robotics 12 gal vac, cable ties, misc.
Check Total:								\$140.02		
HOME	53770	CH	1	5835	NAPA Auto Parts	02/19/2026	\$75.96	98658	E 01 020 810 000 000 401	floor squeegees, handle
HOME	53770	CH	1	5835	NAPA Auto Parts	02/19/2026	\$12.49	98685	E 01 020 301 000 000 430	Paint
HOME	53770	CH	1	5835	NAPA Auto Parts	02/19/2026	\$1.77	98686	E 01 020 301 000 000 430	gasket paper
HOME	53770	CH	1	5835	NAPA Auto Parts	02/19/2026	\$17.49	98686	E 01 020 301 000 000 430	paint
HOME	53770	CH	1	5835	NAPA Auto Parts	02/19/2026	\$20.97	98688	E 01 020 301 000 000 430	793901 spark plugs
Check Total:								\$128.68		
HOME	53771	CH	1	00089	OLIVIA TIRE & SERVICE INC.	02/19/2026	\$84.00	98663	E 01 020 301 000 000 430	tires, tubes
Check Total:								\$84.00		
HOME	53772	CH	1	00765	PAN-0-GOLD BAKING CO	02/19/2026	\$164.56	98667	E 02 005 770 000 701 490	Bread
Check Total:								\$164.56		
HOME	53773	CH	1	3343	POWDER RIDGE SKI AREA	02/19/2026	\$360.00	98657	E 21 015 298 900 301 369	lift tickets
HOME	53773	CH	1	3343	POWDER RIDGE SKI AREA	02/19/2026	\$180.00	98657	E 21 015 298 900 301 369	Rental
HOME	53773	CH	1	3343	POWDER RIDGE SKI AREA	02/19/2026	\$150.00	98657	E 21 015 298 900 301 369	Lessona
Check Total:								\$690.00		
HOME	53774	CH	1	6251	Redwood Falls American Legion	02/19/2026	\$90.75	98666	E 01 020 810 000 000 401	replacement flag
Check Total:								\$90.75		
HOME	53775	CH	1	2196	RENCO PUBLISHING, INC.	02/19/2026	\$404.88	98662	E 01 005 110 000 000 380	advertising
Check Total:								\$404.88		
HOME	53776	CH	1	6183	Springfield Public Schools	02/19/2026	\$250.00	98665	E 01 020 294 975 000 369	Wrestling Invite
Check Total:								\$250.00		

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53777	CH	1	4721	SQUIRES, WALDSPURGER, & MACE, PA.	02/19/2026	\$5,295.50	98652	E 01 005 150 000 000 305	Legal Correspondence	
Check Total:							\$5,295.50				
HOME	53778	CH	1	6069	UMB Bank, N.A.	02/19/2026	\$300.00	98691	E 06 005 870 000 000 305	2/1/26 - 1/31/27 Fees	
Check Total:							\$300.00				
HOME	53779	CH	1	01894	VALLEY ELECTRIC OF OLIVIA,INC.	02/19/2026	\$382.48	98661	E 01 020 810 000 000 350	Handicap Door Entrance Push Button	
Check Total:							\$382.48				
HOME	53780	CH	1	6297	Ben Hansen	02/19/2026	\$130.00	98698	E 01 020 296 974 000 305	2/23 GBB Official	
Check Total:							\$130.00				
HOME	53781	CH	1	6030	Chad Schmiesing	02/19/2026	\$150.00	98694	E 01 020 294 974 000 305	2/20 BBB Official	
Check Total:							\$150.00				
HOME	53782	CH	1	6176	Collin Swedzinski	02/19/2026	\$150.00	98693	E 01 020 294 974 000 305	2/20 BBB Official	
Check Total:							\$150.00				
HOME	53783	CH	1	6299	Derrick VanHee	02/19/2026	\$130.00	98700	E 01 020 296 974 000 305	2/23 GBB Official	
Check Total:							\$130.00				
HOME	53784	CH	1	5905	Eric Hanson	02/19/2026	\$150.00	98695	E 01 020 294 974 000 305	2/24 BBB Official	
Check Total:							\$150.00				
HOME	53785	CH	1	6035	Gary Kaczmarek	02/19/2026	\$150.00	98696	E 01 020 294 974 000 305	2/24 BBB Official	
Check Total:							\$150.00				
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$277.80	98703	E 01 020 810 000 000 401	4360887 sanitizer, detergent	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$64.56	98704	E 01 020 810 000 000 401	4371817 dust frame	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$126.80	98705	E 01 020 810 000 000 401	4362968 detergent	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$99.63	98706	E 01 020 810 000 000 401	4431086 hand wash	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$29.72	98707	E 01 020 810 000 000 401	4363670 gloves	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$126.80	98708	E 01 020 810 000 000 401	4366536 detergent	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$150.96	98709	E 01 020 810 000 000 401	4377692 can liners	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$480.90	98710	E 01 020 810 000 000 401	4366587 foam hand wash	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$577.08	98711	E 01 020 810 000 000 401	4422414 hand wash	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$1,751.40	98712	E 01 020 810 000 000 401	4236355 buffer floor pad, can liners	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$641.72	98701	E 01 020 810 000 000 401	4414549 wipes, can liners	
HOME	53786	CH	1	6097	IMPERIAL DADE	02/19/2026	\$277.89	98702	E 01 020 810 000 000 401	4363561 dust mops, hall dusting frame	
Check Total:							\$4,605.26				

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description	
HOME	53787	CH	1	5994	KIM WEGNER	02/19/2026	\$150.00	98697	E 01 020 294 974 000 305	2/24 BBB Official	
Check Total:								\$150.00			
HOME	53788	CH	1	6298	Kirk Schauland	02/19/2026	\$130.00	98699	E 01 020 296 974 000 305	2/23 GBB Official	
Check Total:								\$130.00			
HOME	53789	CH	1	3823	MARK HERMAN	02/19/2026	\$150.00	98692	E 01 020 294 974 000 305	2/20 BBB Official	
Check Total:								\$150.00			

Bank HOME Total:

Report Total:

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME		NX	1	01320	AMERIPRISE FINANCIAL SERVICES	01/30/2026	\$332.50	98431	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	01321	HORACE MANN INS CO	01/30/2026	\$687.54	98438	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	02250	EDUCATION OF MINNESOTA/ ESI	01/30/2026	\$904.18	98434	B 01 215 000	Payroll Deductions
HOME		NX	1	02250	EDUCATION OF MINNESOTA/ ESI	01/30/2026	\$479.21	98434	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	1677	AMERICAN FUNDS GROUP	01/30/2026	\$2,845.90	98430	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	2484	THRIVENT FINANCIAL	01/30/2026	\$908.39	98451	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	3531	Farm Bureau Financial Services	01/30/2026	\$116.68	98435	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	4419	TASC	01/30/2026	\$41.66	98433	B 01 215 095	Flex-Dep Care Odd Year
HOME		NX	1	4419	TASC	01/30/2026	\$454.16	98433	B 01 215 096	Flex-Med Care Odd Year
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	01/30/2026	\$31,214.94	98436	B 01 215 010	Payroll Deductions FICA W/H-Brd Share
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	01/30/2026	\$11,757.01	98437	B 01 215 011	Payroll Deductions Fed W/H
HOME		NX	2	3094	PUBLIC EMPLOYEES RETIREMENT	01/30/2026	\$8,397.48	98448	B 01 215 017	Payroll Deductions PERA W/H-Brd Share
HOME		NX	2	3095	MN DEPT. OF REVENUE	01/30/2026	\$6,851.37	98450	B 01 215 013	Payroll Deductions MN St W/H
HOME		NX	2	3096	TEACHERS RETIREMENT ASSN.	01/30/2026	\$26,942.15	98452	B 01 215 018	Payroll Deductions TRA W/H-Brd Share
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	02/13/2026	\$143.24	98494	B 01 215 010	Payroll Deductions FICA W/H-Brd Share
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	02/13/2026	\$20.43	98495	B 01 215 011	Payroll Deductions Fed W/H
HOME		NX	2	3094	PUBLIC EMPLOYEES RETIREMENT	02/13/2026	\$131.04	98496	B 01 215 017	Payroll Deductions PERA W/H-Brd Share
HOME		NX	2	3095	MN DEPT. OF REVENUE	02/13/2026	\$0.90	98497	B 01 215 013	Payroll Deductions MN St W/H
HOME		NX	1	1772	XCEL ENERGY	01/31/2026	\$128.34	98557	E 01 015 810 000 000 330	Electrical Statement
HOME		NX	1	1772	XCEL ENERGY	01/31/2026	\$4,888.81	98556	E 01 015 810 000 000 330	Electrical Statement
HOME		NX	1	2390	CENTERPOINT ENERGY	01/31/2026	\$14,034.20	98554	E 01 020 810 000 000 331	Fuel for Buildings
HOME		NX	1	2812	HOMETOWN BANK	01/31/2026	\$44.95	98555	E 01 005 110 000 000 305	Merch Bank Billing
HOME		NX	1	3120	MINNESOTA DEED UI	01/31/2026	\$21,290.36	98585	E 01 005 930 000 000 280	Benefits pd/ Adjustments - Regular Unemp
HOME		NX	1	4419	TASC	01/31/2026	\$377.68	98584	E 01 005 160 000 000 305	Admin fees
HOME		NX	1	4671	DELTA DENTAL MINNESOTA	01/31/2026	\$1,663.89	98583	B 01 215 032	Dental Ins
HOME		NX	1	5933	CENTURYLINK	01/31/2026	\$210.44	98581	E 01 020 810 000 000 320	Communications/Phone
HOME		NX	1	5933	CENTURYLINK	01/31/2026	\$256.15	98582	E 01 020 810 000 000 320	Communications/Phone
HOME		NX	1	01320	AMERIPRISE FINANCIAL SERVICES	02/13/2026	\$332.50	98560	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	01321	HORACE MANN INS CO	02/13/2026	\$687.54	98567	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	02250	EDUCATION OF MINNESOTA/ ESI	02/13/2026	\$904.18	98563	B 01 215 000	Payroll Deductions
HOME		NX	1	02250	EDUCATION OF MINNESOTA/ ESI	02/13/2026	\$479.21	98563	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	1677	AMERICAN FUNDS GROUP	02/13/2026	\$2,845.90	98559	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	2484	THRIVENT FINANCIAL	02/13/2026	\$908.39	98578	B 01 215 005	Payroll Deductions Annuity W/H
HOME		NX	1	3531	Farm Bureau Financial Services	02/13/2026	\$116.68	98564	B 01 215 005	Payroll Deductions Annuity W/H

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME		NX	1	4419	TASC	02/13/2026	\$41.66	98562	B 01 215 095	Flex-Dep Care Odd Year
HOME		NX	1	4419	TASC	02/13/2026	\$454.16	98562	B 01 215 096	Flex-Med Care Odd Year
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	02/13/2026	\$31,817.18	98565	B 01 215 010	Payroll Deductions FICA W/H-Brd Share
HOME		NX	2	3093	IRS USA DEPARTMENT OF TREASURY	02/13/2026	\$11,399.14	98566	B 01 215 011	Payroll Deductions Fed W/H
HOME		NX	2	3094	PUBLIC EMPLOYEES RETIREMENT	02/13/2026	\$8,685.23	98576	B 01 215 017	Payroll Deductions PERA W/H-Brd Share
HOME		NX	2	3095	MN DEPT. OF REVENUE	02/13/2026	\$6,956.85	98577	B 01 215 013	Payroll Deductions MN St W/H
HOME		NX	2	3096	TEACHERS RETIREMENT ASSN.	02/13/2026	\$27,135.53	98579	B 01 215 018	Payroll Deductions TRA W/H-Brd Share
HOME		NX	1	3683	Amazon	01/31/2026	\$0.00	98588	E 01 020 301 000 000 430	oil filter
HOME		NX	1	3683	Amazon	01/31/2026	\$0.00	98588	E 01 020 301 000 000 430	battery ETX14
HOME		NX	1	3683	Amazon	01/31/2026	\$0.00	98588	E 01 020 301 000 000 430	Battery ETX15
HOME		NX	1	3683	Amazon	01/31/2026	\$0.00	98588	E 01 020 301 000 628 430	drill bits
HOME		NX	1	3683	Amazon	01/31/2026	\$29.70	98588	E 01 020 301 000 628 430	drill bits
HOME		NX	1	3683	Amazon	01/31/2026	\$0.00	98588	E 01 020 301 000 628 430	sanding discks
HOME		NX	1	3683	Amazon	01/31/2026	\$54.66	98588	E 01 020 301 000 628 430	sanding belts
HOME		NX	1	3683	Amazon	01/31/2026	\$7.55	98588	E 01 020 301 000 000 430	carb kit
HOME		NX	1	3683	Amazon	01/31/2026	\$10.54	98588	E 01 020 301 000 000 430	sealant
HOME		NX	1	3683	Amazon	01/31/2026	\$19.12	98588	E 01 020 301 000 000 430	sealant
HOME		NX	1	3683	Amazon	01/31/2026	\$89.88	98589	E 01 020 810 000 000 401	Custodial Supply/Organization
HOME		NX	1	3683	Amazon	01/31/2026	\$539.90	98590	E 01 015 620 000 343 470	Library books
HOME		NX	1	3683	Amazon	01/31/2026	\$15.74	98591	E 01 005 720 000 000 401	Plastic gloves sz. small (for student use)
HOME		NX	1	3683	Amazon	01/31/2026	\$184.99	98592	E 01 015 258 233 000 350	SKB Trombone Case
HOME		NX	1	3683	Amazon	01/31/2026	\$35.38	98593	E 01 005 630 257 000 465	Camera Mount
HOME		NX	1	3683	Amazon	01/31/2026	\$983.95	98586	E 21 020 298 964 301 401	TV/Mount for Locker Room
HOME		NX	1	3683	Amazon	01/31/2026	\$34.79	98587	E 01 020 211 908 000 401	SPECILITE Wire Metal Clothes Hangers Bt
HOME		NX	1	3683	Amazon	01/31/2026	\$13.77	98587	E 01 020 050 000 000 401	Welch's Fruit Snacks, Mixed Fruit & Berrie
HOME		NX	1	3683	Amazon	01/31/2026	\$15.67	98587	E 01 020 050 000 000 401	Frito-Lay Fun Times Mix Variety Pack, (Pa
HOME		NX	1	3683	Amazon	01/31/2026	\$12.48	98587	E 01 020 050 000 000 401	Handi-Snacks RITZ Crackers 'N Cheesy D
HOME		NX	1	3683	Amazon	01/31/2026	\$29.64	98587	E 01 020 050 000 000 401	Quaker Chewy Granola Bars, Chocolate C
HOME		NX	2	3614	HARRIS MASTERCARD	01/31/2026	\$40.00	98645	E 01 005 640 000 316 305	License fee - boiler license
HOME		NX	2	3614	HARRIS MASTERCARD	01/31/2026	\$70.72	98646	E 01 005 760 000 723 360	CCT passes for special transportation acc
HOME		NX	2	3614	HARRIS MASTERCARD	01/31/2026	\$58.50	98647	E 01 020 292 969 000 820	Membership dues Henriksen
HOME		NX	2	3614	HARRIS MASTERCARD	01/31/2026	\$79.75	98647	E 01 020 292 969 000 820	Jahnke
HOME		NX	2	3614	HARRIS MASTERCARD	01/31/2026	\$79.75	98647	E 01 020 292 969 000 820	Kiecker
HOME		NX	2	3614	HARRIS MASTERCARD	01/31/2026	\$164.85	98648	E 02 005 770 000 701 490	Food for FS

Bird Island - Olivia - Lake Lillian District #2534

Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 01/23/2026-02/19/2026

Pay/Void

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
HOME		NX	2	3614	HARRIS MASTERCARD	01/31/2026	\$12.87	98649	E 01 020 292 964 000 820	Subscription for weight room
HOME		NX	2	3614	HARRIS MASTERCARD	01/31/2026	\$5.99	98643	E 01 005 110 000 000 401	Key blanks
HOME		NX	2	3614	HARRIS MASTERCARD	01/31/2026	\$278.97	98644	E 01 020 810 000 000 401	Air purifier and filter due to leak

Check Total: \$230,756.91

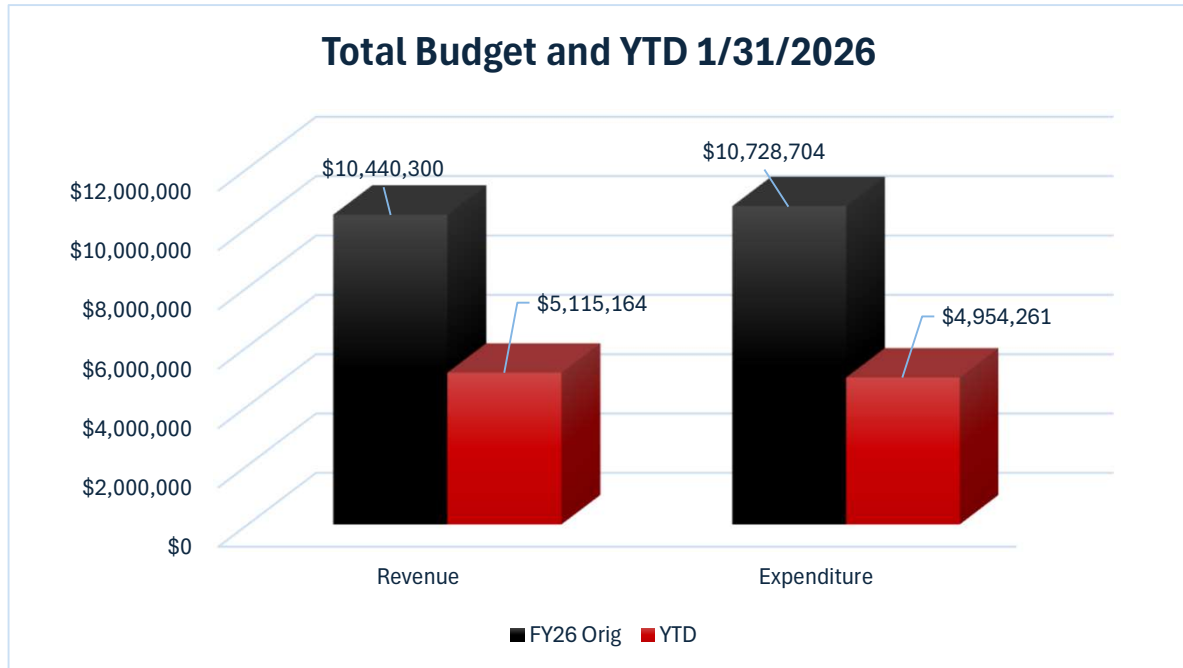
Bank HOME Total:

Report Total:

BOLD ISD #2534
Monthly Operating Budget Report January 31, 2026

	<u>Revenue</u>		<u>Expense</u>	
FY26 Original	\$10,440,300		\$10,728,704	
Month Ending:		<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	\$862,035	8.3%	\$648,995	6.0%
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%
Total YTD	<u>\$5,115,164</u>	<u>49.0%</u>	<u>\$4,954,261</u>	<u>46.18%</u>

* subject to change pending year end adjustments



BIRD ISLAND - OLIVIA - LAKE LILLIAN ISD #2534

Referendum Construction Cash Balance

1/31/2026

Bank Name	Account Name	Account Type	Account No.	Interest Rate	Balance
Home Town Bank	ISD #2534	Referendum Checking	1607	4.07%	(\$491,190.54)
Home Town Bank	Independent School Dist 2534	Referendum IntraFi Sweep	607	4.00%	\$760,387.08
UMB	Independent School Dist 2534	Construction CDARS	22941	5.05%	\$15,690,231.65

Construction Balance \$15,959,428.19

BIRD ISLAND - OLIVIA - LAKE LILLIAN ISD #2534
Operating Cash Balance
1/31/2026

Bank Name	Account Name	Account Type	Account No.	Interest Rate	Balance
Citizens Alliance Bank, Lake Lillian Branch	I S D #2534 Bold Public School	Money Market - MMDA	471224	0.70%	\$256,859.92
		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%	\$8,026.51
		Lentz Scholarships	2440	3.04%	\$31,165.58
		Money Market	202000939	0.25%	\$6,086.33
		IntraFi Cash for premium checking	282	3.00%	\$4,227,563.70
		Value Checking (Petty Cash)	2300846	0.00%	\$166.13
		Premium Checking	2701282	3.04%	\$53,049.88
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
Total Cash Deposits					\$4,751,607.52

Fund Summary:

District Funds	\$ 4,546,221.44
Trust Funds	<u>\$ 205,386.08</u>
Total	<u>\$ 4,751,607.52</u>

AGENDA
BOARD OF EDUCATION SPECIAL MEETING
BIRD ISLAND-OLIVIA-LAKE LILLIAN
INDEPENDENT SCHOOL DISTRICT #2534
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.

January 26, 2026 at 7:00 PM - BOLD BOARD OF EDUCATION REGULAR MEETING

I. Call to Order and Roll Call

Speaker(s): Chair Peppel

II. Pledge of Allegiance

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

III. Approval of Agenda

Recommended Motion(s): I move to approve the agenda as published in the board packet.

Action(s):

Motion Carried:

I move to approve the agenda as published in the board packet. This motion, made by Brad Aaseth and seconded by Mary Ella Clouse, Carried.

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

No Action(s) have been added to this Agenda Item.

IV. Recognition of Visitors to the School Board

Speaker(s): Chair Peppel

V. Public Forum

Speaker(s): Chair Peppel

Description:

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

Speaker(s): Chair Peppel

Description:

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)**

Recommended Motion(s): I move to approve the consent items of approving bill payments, the January 5, 2026 minutes, and personnel changes as published in the board packet.

Action(s):

Motion Carried:

I move to approve the consent items of approving bill payments, the January 5, 2026 minutes, and personnel changes as published in the board packet. This motion, made by Dr. Todd Frank and seconded by Michael Zimmerman, Carried.

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

No Action(s) have been added to this Agenda Item.

VII. Reports

VII.A. Superintendent Report

Speaker(s): Superintendent Tydlacka

VII.B. PK-6 Principal Report

Speaker(s): Kris Krafka

VII.C. 7-12 Principal Report

Speaker(s): Missy Bodine

VII.D. Activities Report

Speaker(s): Derek Flann

VII.E. Community Education Report

Speaker(s): Jessica Aaseth

VII.F. Food Service Director Report

Speaker(s): Margaret Fleming

Description: 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.

Recommended Motion(s): None.

VII.G. Pool Report

Speaker(s): Tracey Johnson

VII.H. Facilities Report

Speaker(s): Brandon Jahnz

VII.I. School Board Committee Reports

VIII. New Business

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

Speaker(s): Chair Peppel

Description: Read and adopt the resolution. Annual resolution.

Recommended Motion(s): move to adopt resolution

Action(s):

Motion Carried:

move to adopt resolution. This motion, made by Brad Aaseth and seconded by Sandy Benson, Carried.

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

No Action(s) have been added to this Agenda Item.

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

Speaker(s): Member Frank

Description: 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.

Recommended Motion(s): I move to adopt Policy 103, Complaints - Students, Employees, Parents, Other Persons as published in the board packet.

Action(s):

Motion Carried:

I move to adopt Policy 103, Complaints - Students, Employees, Parents, Other Persons as published in the board packet. This motion, made by Sandy Benson and seconded by Dr. Todd Frank, Carried.

- Brad Aaseth: *Yea*
- Sandy Benson: *Yea*
- Mary Ella Clouse: *Yea*
- Dr. Todd Frank: *Yea*
- Greg Peppel: *Yea*

- Todd Sheehan: *Yea*
- Michael Zimmerman: *Yea*

No Action(s) have been added to this Agenda Item.

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

Speaker(s): Member Clouse

Description: 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.

Recommended Motion(s): I move to adopt Policy 417, Chemical Use and Abuse as published in the board packet.

Action(s):

Motion Carried:

I move to adopt Policy 417, Chemical Use and Abuse as published in the board packet. This motion, made by Sandy Benson and seconded by Brad Aaseth, Carried.

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

No Action(s) have been added to this Agenda Item.

VIII.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)

Speaker(s): Member Clouse

Description: 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.

Recommended Motion(s): I move to adopt Policy 418, Drug-Free Workplace/Drug Free School, and 418.1, Drug-Free Workplace_Drug-Free School Acknowledgment Form as published in the board packet.

Action(s):

Motion Carried:

I move to adopt Policy 418, Drug-Free Workplace/Drug Free School, and 418.1, Drug-Free Workplace_Drug-Free School Acknowledgment Form as published in the board packet. This motion, made by Mary Ella Clouse and seconded by Michael Zimmerman, Carried.

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

No Action(s) have been added to this Agenda Item.

VIII.E. Third and Final Reading of Policy 423, Employee-Student Relationships. (Action) (Attachment)

Speaker(s): Member Clouse

Description: 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.

Recommended Motion(s): I move to adopt Policy 423, Employee-Student Relationships as published in the board packet.

Action(s):

Motion Carried:

I move to adopt Policy 423, Employee-Student Relationships as published in the board packet. This motion, made by Brad Aaseth and seconded by Sandy Benson, Carried.

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

No Action(s) have been added to this Agenda Item.

VIII.F. Third and Final Reading of Policy 427, Workload Limits for Certain Special Education Teachers. (Action) (Attachment)

Speaker(s): Member Clouse

Description: 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.

Recommended Motion(s): I move to adopt Policy 427, Workload Limits for Certain Special Education Teachers as published in the board packet.

Action(s):

Motion Carried:

I move to adopt Policy 427, Workload Limits for Certain Special Education Teachers as published in the board packet. This motion, made by Dr. Todd Frank and seconded by Michael Zimmerman, Carried.

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

No Action(s) have been added to this Agenda Item.

VIII.G. First and Final reading of Policy 519, Interviews of Students by Outside Agencies.
(Action) (Attachment)

Speaker(s): Member Clouse

Description:

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.

Recommended Motion(s): I move to adopt Policy 519, Interviews of Students by Outside Agencies as published in the board packet.

Action(s):

Motion Carried:

I move to adopt Policy 519, Interviews of Students by Outside Agencies as published in the board packet. This motion, made by Todd Sheehan and seconded by Sandy Benson, Carried.

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

No Action(s) have been added to this Agenda Item.

VIII.H. First and Final reading of Policy 601, School District and Instruction Goals. (Action) (Attachment)

Speaker(s): Member Clouse

Description:

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. .

Recommended Motion(s): I move to adopt Policy 601, School District Curriculum and Instruction Goals as published in the board packet.

Action(s):

Motion Carried:

I move to adopt Policy 601, School District Curriculum and Instruction Goals as published in the board packet. This motion, made by Brad Aaseth and seconded by Michael Zimmerman, Carried.

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

No Action(s) have been added to this Agenda Item.

VIII.I. Third and Final Reading of Policy 705, Investments. (Action) (Attachment)

Speaker(s): Member Frank

Description: 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.

Recommended Motion(s): I move to adopt Policy 705, Investments as published in the board packet.

Action(s):

Motion Carried:

I move to adopt Policy 705, Investments as published in the board packet. This motion, made by Mary Ella Clouse and seconded by Sandy Benson, Carried.

- Brad Aaseth: *Yea*
- Sandy Benson: *Yea*
- Mary Ella Clouse: *Yea*
- Dr. Todd Frank: *Yea*

- Greg Peppel: *Yea*
- Todd Sheehan: *Yea*
- Michael Zimmerman: *Yea*

No Action(s) have been added to this Agenda Item.

VIII.J. Third and final reading of Policy 709, Student Transportation Safety, and 709.1, Notification to Employer Forms. (Action) (Attachments)

Speaker(s): Member Frank

Description: 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.

Recommended Motion(s): I move to adopt Policy 709, Student Transportation Safety, and 709.1, Notification to Employer Forms as published in the board packet.

Action(s):

Motion Carried:

I move to adopt Policy 709, Student Transportation Safety, and 709.1, Notification to Employer Forms as published in the board packet. This motion, made by Dr. Todd Frank and seconded by Brad Aaseth, Carried.

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

No Action(s) have been added to this Agenda Item.

VIII.K. Second reading of Policy 722, Public Data and Data Subject Requests and 722.1, Public Data and Data Subject Request Form. (Attachments)

Speaker(s): Member Frank

Description: 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.

Recommended Motion(s): None.

VIII.L. Second Reading of Policy 802, Disposition of Obsolete Equipment and Material. (Attachment)

Speaker(s): Member Clouse

Description: Policy 802 as last reviewed and adopted on May 23, 2022 using a 2019 revision. A new revision is available and the Policy Committee recommends the board conduct three readings with a tentative approval at the February 23, 2026 Regular Board Meeting.

Recommended Motion(s): None.

VIII.M. First Reading of Policy 616, School District System Accountability. (Attachment)

Speaker(s): Member Clouse

Description: 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.

Recommended Motion(s): None.

VIII.N. First Reading of Policy 621, Literacy and the READ Act. (Attachment)

Speaker(s): Member Clouse

Description: 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.

Recommended Motion(s): None.

VIII.O. Resolution for Acceptance of Gifts

Speaker(s): Chair Peppel

Description: Approval of the Acceptance of Gifts.

Recommended Motion(s): Move to Approve the Resolution for Acceptance of Gifts.

Action(s):

Motion Carried:

Move to Approve the Resolution for Acceptance of Gifts. This motion, made by Brad Aaseth and seconded by Mary Ella Clouse, Carried.

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

No Action(s) have been added to this Agenda Item.

IX. Upcoming dates:

Speaker(s): Chair Peppel

Description: 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

Recommended Motion(s): None.

X. Adjourn

Recommended Motion(s): I move to adjourn the meeting.

Action(s):

Motion Carried:

I move to adjourn the meeting. This motion, made by Sandy Benson and seconded by Michael Zimmerman, Carried.

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

No Action(s) have been added to this Agenda Item.

February 23, 2026 Board Meeting

NEW HIRES:

1. Darren Sagedahl, Junior Varsity Golf Coach
2. Austin Frank, Junior High Track Coach
3. Kasey Athmann, Junior High Softball Coach
4. Katie West, HS SPED Teacher for 2026-27

RESIGNATIONS:

1. Darren Sagedahl, Junior High Boys Basketball Coach
- 2.

LEAVES OF ABSENCES:

- 1.
- 2.



BOLD Public Schools

CONSTRUCTION UPDATE | February 23, 2026

BOLD SCHOOL

nexus
SOLUTIONS®



CONSTRUCTION UPDATE | February 23, 2026

Bird Island Renovations

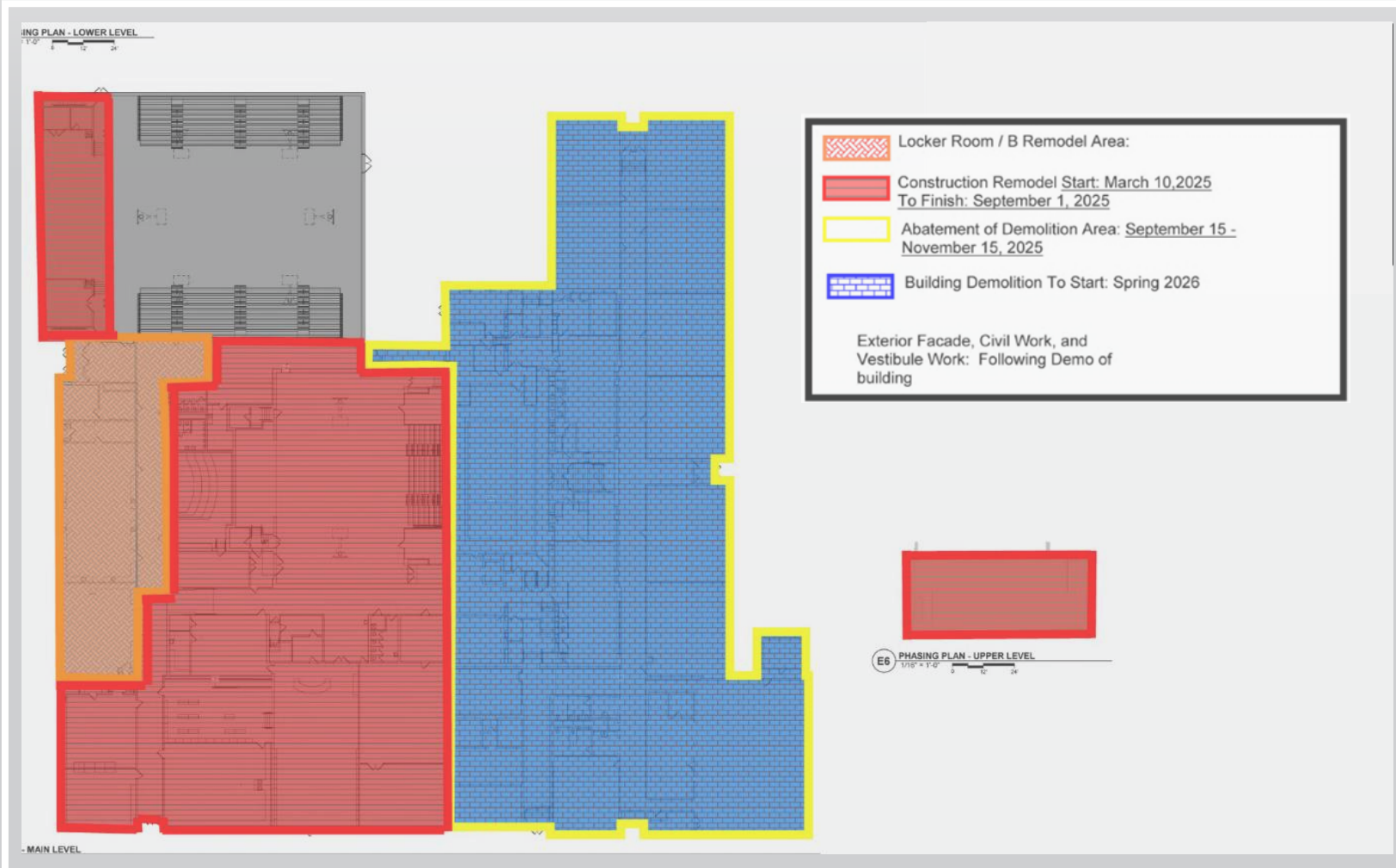
REMODEL & DEMO AREAS

Ongoing Work

- › Addressing punch list items

Up Next

- › Demolition work scheduled to begin the first week of March





CONSTRUCTION UPDATE | February 23, 2026

Olivia Renovations

FRONT ENTRANCE

AREA E – Ongoing

- › Room framing
- › Work on exterior façade close to completion
- › Rough-ins of mechanical, electrical, and plumbing

AREA E – Up Next

- › EPDM roofing
- › Windows (no doors)
- › Drywall





CONSTRUCTION UPDATE | February 23, 2026

Olivia Renovations

1922 BUILDING DEMO & ADDITION

AREA D - Ongoing Work

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





CONSTRUCTION UPDATE | February 23, 2026

Olivia Renovations

PRE SUMMER SLAM 2026 WORK



Science Rooms

- › Demolition is 90% complete
- › Completion expected once lower floor classrooms are vacated
- › Framing work has begins

Concessions

- › Work begins the first week of March
- › Flooring abatement
- › Partitioned around to allow for student use





Compensatory Revenue Fiscal Year 2027

School Finance Division

Ten Minnesota Commitments to Equity

1. **Prioritize equity.**
2. Start from within.
3. Measure what matters.
4. Go local.
5. **Follow the money.**
6. Start early.
7. Monitor implementation of standards.
8. Value people.
9. Improve conditions for learning.
10. Give students options.

Items 1 and 5 are emphasized.



Preliminary FY 2027 Compensatory Revenue

History and Statutes

Compensatory Calculation Before Fiscal Year 2025

Hold Harmless Fiscal Years 2025 and 2026

October 1 Counts

Compensatory Calculation Fiscal Year 2027

Frequently Asked Questions

Preliminary FY 2027 Compensatory Revenue

MDE Website >
Districts, Schools and Educators >
School Finance >
Funding Projections and Trends

Preliminary FY2027
Compensatory
Revenue PDF file
includes District Level
and Site Level Totals.

Compensatory Revenue Recent History

FY 2017	Voluntary Prekindergarten Programs Included
FY 2022 FY 2023	COVID Pandemic Impacts Compensatory Revenue
FY 2024	Medicaid Students Eligible for Direct Certification (Fall 2022 MARSS)
FY 2025	Hold Harmless Provision (2023 Free Meals Legislation)
FY 2026	Hold Harmless Provision (2024 Legislature)
FY 2027	New Formula Begins with Only Direct Certified Counts

Compensatory Revenue – Applicable Statutes



[Minnesota Statutes 2025, section 126.10\(c\), subdivision 3](#), Compensatory Education Revenue



[Minnesota Statutes 2025, section 126.05\(c\), subdivision 3](#), Compensation Revenue Pupil Units



[Minnesota Statutes 2025, section 126.15\(c\), subdivision 2](#), Building Allocation



[Minnesota Statutes 2025, section 126.15\(c\), subdivision 1-2](#), Use of Revenue/Building Allocation



[Laws of Minnesota, chapter 18, subdivision 3](#), Free School Lunch and Breakfast

Compensatory Revenue Calculation Before Fiscal Year 2025



October 1 counts (enrollment, free- and reduced-price meal counts) from the prior school year **for each school building** (direct certified counts and application counts)



Calculate the Adjusted Count

Count eligible for free meals plus $\frac{1}{2}$ of the count eligible for reduced price meals



Calculate the Concentration Percentage

Adjusted count divided by the fall enrollment count (rounded to 4 decimal places)



Calculate the Weighting Factor

Divide the concentration percentage by 0.80 (rounded to 4 decimal places)
If that number is >1 , use 1



Calculate the Compensatory Revenue Pupil Units

0.60 times the adjusted count times the weighting factor (rounded to 2 decimal places)



Calculate the Building Compensatory Revenue

Compensatory Revenue Pupil Units times the statewide compensatory allowance

Example Calculations

A school has

- 400 students on October 1
- 100 students eligible for free meals
- 50 students eligible for reduced price meals

The adjusted count = $100 + (50/2) = 125$

The concentration = $125 \div 400 = 0.3125$

The weighting factor = $0.3125 \div 0.80 = 0.3906$

The compensatory pupil units = $0.6 \times 125 \times 0.3906 = 29.30$

The compensatory revenue = $29.30 \times \$6,299$ (2024 allowance) = \$184,560.70

Sample Compensatory Report FY 2024

RUN DATE 01/08/25
 DISTRICT 0241-01
 ALBERT LEA PUBLIC SCHOOL DISTRICT

MINNESOTA DEPARTMENT OF EDUCATION
 COMPENSATORY REVENUE FY 2024

PAGE 1
 ALLOWANCE 6,299.00

GENEDD02410124

DISTRICT SITE	DISTRICT/SITE NAME	A OCT 1, 2022 FALL ENROLL	B 2022 FREE LUNCH COUNT	C 2022 REDUCED LUNCH COUNT	D B+ (.5xC) ADJUSTED COUNT	E D/A CONC	F E/.8 FACTOR	G .6xDxF PUPIL UNITS	H I/D REVENUE PER ADJ COUNT	I Gx6299 REVENUE
DISTRICT SITES										
0241-01	ALBERT LEA PUBLIC SCHOOL DISTRICT									
110	HALVERSON ELEMENTARY	388	257	55	284.50	0.7332	0.9165	156.45	3,463.90	985,478.55
111	Brookside Early Childhood Sp Ed	72	49	4	51.00	0.7083	0.8854	27.09	3,345.88	170,639.91
120	HAWTHORNE ELEMENTARY	423	244	48	268.00	0.6336	0.7920	127.35	2,993.20	802,177.65
130	LAKEVIEW ELEMENTARY	435	213	32	229.00	0.5264	0.6580	90.41	2,486.87	569,492.59
140	SIBLEY ELEMENTARY	282	158	24	170.00	0.6028	0.7535	76.86	2,847.89	484,141.14
310	ALBERT LEA SENIOR HIGH	1,218	516	135	583.50	0.4791	0.5989	209.67	2,263.43	1,320,711.33
320	SOUTHWEST MIDDLE	474	239	54	266.00	0.5612	0.7015	111.96	2,651.26	705,236.04
330	Albert Lea Secondary Online Academy	47	28	5	30.50	0.6489	0.8111	14.84	3,064.82	93,477.16
350	Albert Lea Area Learning Center	119	86	9	90.50	0.7605	0.9506	51.62	3,592.87	325,154.38
DISTRICT TOTAL		3,458	1,790	366	1,973.00					5,456,508.75

Hold Harmless – Fiscal Years 2025 and 2026



Hold harmless implemented by legislature to prevent sudden funding drops from lower application submissions due to free meals legislation in fiscal 2025 and extended to fiscal 2026



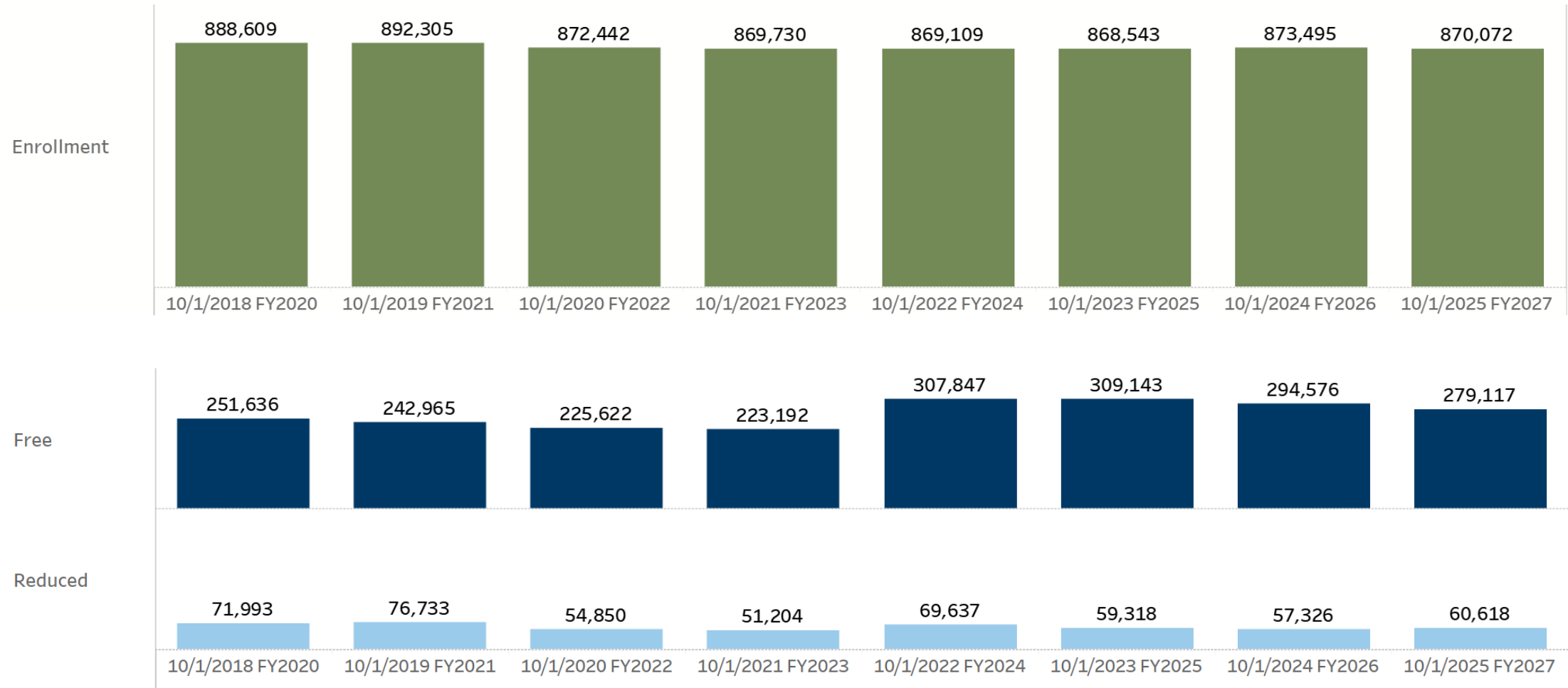
For fiscal years 2025 and 2026, schools receive revenue based on the greater of their current year's *compensatory pupil units* or their FY2024 *compensatory pupil units* times the compensatory allowance

Fiscal Year 2025 and 2026 Example

RUN DATE 01/14/26		MINNESOTA DEPARTMENT OF EDUCATION						PAGE 1	GENEDD02410125			
DISTRICT 0241-01		COMPENSATORY REVENUE FY 2025						ALLOWANCE	6,442.00			
Albert Lea Public School District												
	A	B	C	D	E	F	G	H	I	J	K	
	OCT 1,	2023	2023	B+ (.5xC)	D/A	E/.8	.6xDxF		GTR G OR H	K/D	Ix6442	
	2023	FREE	REDUCED						GREATER			
	FALL	LUNCH	LUNCH	ADJUSTED			FY2025	FY2024	FY24 OR	REVENUE		
DISTRICT SITE	DISTRICT/SITE NAME	ENROLL	COUNT	COUNT	COUNT	CONC	FACTOR	PUPIL UNITS	PUPIL UNITS	FY25 PUPIL UNITS	PER ADJ COUNT	REVENUE
DISTRICT SITES												
0241-01	ALBERT LEA PUBLIC SCHOOL DISTRICT											
110	HALVERSON ELEMENTARY	368	221	52	247.00	0.6712	0.8390	124.34	156.45	156.45	4,080.37	1,007,850.90
111	Brookside Early Childhood Sp Ed	74	27	4	29.00	0.3919	0.4899	8.52	27.09	27.09	6,017.72	174,513.78
120	HAWTHORNE ELEMENTARY	403	226	43	247.50	0.6141	0.7676	113.99	127.35	127.35	3,314.70	820,388.70
130	LAKEVIEW ELEMENTARY	412	200	32	216.00	0.5243	0.6554	84.94	90.41	90.41	2,696.39	582,421.22
140	SIBLEY ELEMENTARY	273	161	21	171.50	0.6282	0.7853	80.81	76.86	80.81	3,035.44	520,578.02
310	ALBERT LEA SENIOR HIGH	1,229	543	139	612.50	0.4984	0.6230	228.95	209.67	228.95	2,407.99	1,474,895.90
320	SOUTHWEST MIDDLE	455	225	50	250.00	0.5495	0.6869	103.04	111.96	111.96	2,884.99	721,246.32
350	Albert Lea Area Learning Center	124	82	8	86.00	0.6935	0.8669	44.73	51.62	51.62	3,866.70	332,536.04
DISTRICT TOTAL		3,338	1,685	349	1,859.50							5,634,430.88

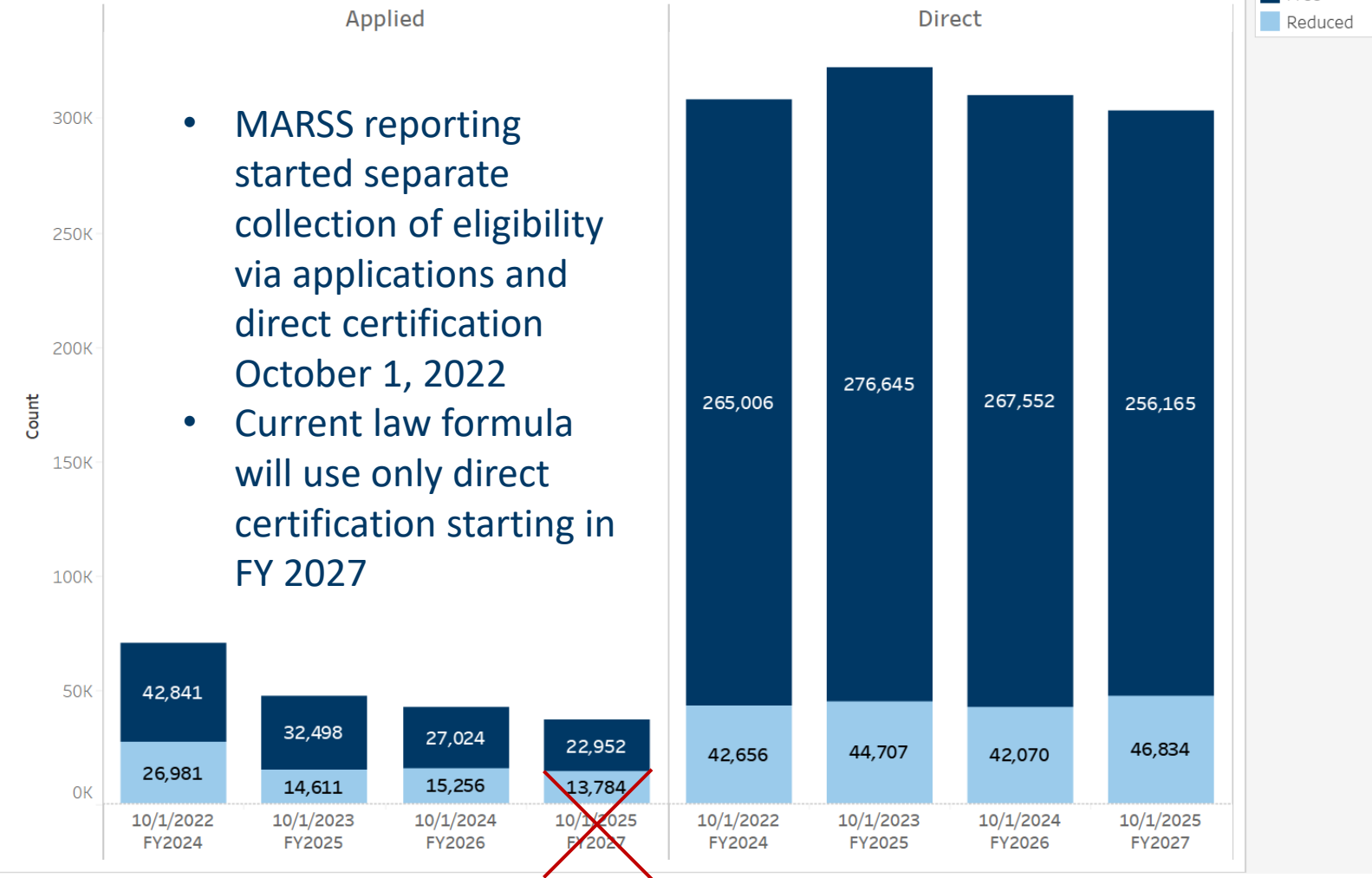
RUN DATE 01/15/26		MINNESOTA DEPARTMENT OF EDUCATION						PAGE 1	GENEDD02410126			
DISTRICT 0241-01		COMPENSATORY REVENUE FY 2026						ALLOWANCE	6,642.00			
Albert Lea Public School District												
	A	B	C	D	E	F	G	H	I	J	K	
	OCT 1,	2024	2024	B+ (.5xC)	D/A	E/.8	.6xDxF		GTR G OR H	K/D	Ix6642	
	2024	FREE	REDUCED						GREATER			
	FALL	LUNCH	LUNCH	ADJUSTED			FY2026	FY2024	FY24 OR	REVENUE		
DISTRICT SITE	DISTRICT/SITE NAME	ENROLL	COUNT	COUNT	COUNT	CONC	FACTOR	PUPIL UNITS	PUPIL UNITS	FY26 PUPIL UNITS	PER ADJ COUNT	REVENUE
DISTRICT SITES												
0241-01	Albert Lea Public School District											
110	Halverson Elementary	360	201	50	226.00	0.6278	0.7848	106.42	156.45	156.45	4,597.97	1,039,140.90
111	Brookside Early Childhood Sp Ed	68	35	6	38.00	0.5588	0.6985	15.93	27.09	27.09	4,735.05	179,931.78
120	Hawthorne Elementary	399	204	48	228.00	0.5714	0.7143	97.72	127.35	127.35	3,709.91	845,858.70
130	Lakeview Elementary	400	180	29	194.50	0.4863	0.6079	70.94	90.41	90.41	3,087.42	600,503.22
140	Sibley Elementary	275	158	25	170.50	0.6200	0.7750	79.28	76.86	79.28	3,088.43	526,577.76
310	Albert Lea Senior High	1,196	461	145	533.50	0.4461	0.5576	178.49	209.67	209.67	2,610.36	1,392,628.14
320	Southwest Middle	486	227	56	255.00	0.5247	0.6559	100.35	111.96	111.96	2,916.23	743,638.32
340	Albert Lea Secondary Online Academy	37	26	2	27.00	0.7297	0.9121	14.78	0.00	14.78	3,635.88	98,168.76
350	Albert Lea Area Learning Center	113	65	15	72.50	0.6416	0.8020	34.89	51.62	51.62	4,729.10	342,860.04
DISTRICT TOTAL		3,334	1,557	376	1,745.00							5,769,307.62

Historical October 1 Counts FY 2020 to FY 2027



Applications versus Direct Certification

Free and Reduced Counts



Compensatory Revenue Calculation Fiscal Year 2027 (Current Law)



October 1 counts (enrollment, free- and reduced-price meal counts) from the prior school year *for each school building (direct certified counts only)*



Calculate Compensatory Pupils

Count eligible for free meals plus $\frac{1}{2}$ of the count eligible for reduced price meals



Calculate the Building Concentration Factor

Adjusted count divided by the fall enrollment count (rounded to 4 decimal places)



Calculate the Building Allowance

Building Concentration Factor times the statewide formula allowance (rounded to 2 decimals)



Calculate the Building Compensatory Revenue

Compensatory Pupils times the Building Allowance

Example Calculations FY 2027 (Current Law)

A school has

- 400 students on October 1
- 100 students eligible for free meals (direct certification)
- 50 students eligible for reduced price meals (direct certification)

The adjusted count = $100 + (50/2) = 125$

The building concentration = $125 \div 400 = 0.3125$

Compensatory allowance = \$6,936 (set in statute)
Not adjusted to statutory minimum

The building allowance = $0.3125 \times \$6,936 = \$2,167.50$

The building compensatory revenue =
 $\$2,167.50 \times 125 = \$270,937.50$

Apples to Oranges Comparison FY26 with Hold Harmless Compared to FY27 New Formula

RUN DATE 01/15/26 DISTRICT 0241-01 Albert Lea Public School District		MINNESOTA DEPARTMENT OF EDUCATION COMPENSATORY REVENUE FY 2026						PAGE 1 ALLOWANCE 6,642.00	GENEDD02410126				
DISTRICT	SITE	DISTRICT/SITE NAME	A OCT 1, 2024 FALL ENROLL	B 2024 FREE LUNCH COUNT	C 2024 REDUCED LUNCH COUNT	D B+ (.5xC) ADJUSTED COUNT	E D/A CONC	F E/.8 FACTOR	G .6xDxF FY2026 PUPIL UNITS	H FY2024 PUPIL UNITS	I GTR G OR H GREATER FY24 OR FY26 PUPIL UNITS	J K/D REVENUE PER ADJ COUNT	K I x 6642 REVENUE
DISTRICT SITES													
0241-01	Albert Lea Public School District												
	110	Halverson Elementary	360	201	50	226.00	0.6278	0.7848	106.42	156.45	156.45	4,597.97	1,039,140.90
	111	Brookside Early Childhood Sp Ed	68	35	6	38.00	0.5588	0.6985	15.93	27.09	27.09	4,735.05	179,931.78
	120	Hawthorne Elementary	399	204	48	228.00	0.5714	0.7143	97.72	127.35	127.35	3,709.91	845,858.70
	130	Lakeview Elementary	400	180	29	194.50	0.4863	0.6079	70.94	90.41	90.41	3,087.42	600,503.22
	140	Sibley Elementary	275	158	25	170.50	0.6200	0.7750	79.28	76.86	79.28	3,088.43	526,577.76
	310	Albert Lea Senior High	1,196	461	145	533.50	0.4461	0.5576	178.49	209.67	209.67	2,610.36	1,392,628.14
	320	Southwest Middle	486	227	56	255.00	0.5247	0.6559	100.35	111.96	111.96	2,916.23	743,638.32
	340	Albert Lea Secondary Online Academy	37	26	2	27.00	0.7297	0.9121	14.78	0.00	14.78	3,635.88	98,168.76
	350	Albert Lea Area Learning Center	113	65	15	72.50	0.6416	0.8020	34.89	51.62	51.62	4,729.10	342,860.04
DISTRICT TOTAL			3,334	1,557	376	1,745.00							5,769,307.62

District:	0241-01 Albert Lea Public School District	Using October 1, 2024 Fall Enrollment				
Total	Fall Enrollment	Free	Reduced	Compensatory Pupils (Free + Reduced/2)	Compensatory Allowance	Revenue
FY 2027 Revenue (new formula)	3,334	1,493	255	1,620.50	6936	5,573,125.87
FY 2026 Revenue (hold harmless)	3,334	1,557	376	1,745.00	6642	5,769,307.62
Difference	0	-64	-121	-124.50	N/A	-196,181.75

Site Number	Site Name	Free Direct Enrollment	Reduced Direct Cert	Compensatory Pupils	Building Concentration	Compensatory Allowance	Building Allowance	Revenue	
110	Halverson Elementary	360	196	31	211.50	0.5875	6,936	4,074.90	861,841.35
111	Brookside Early Childhood Sp Ed	68	35	6	38.00	0.5588	6,936	3,875.84	147,281.92
120	Hawthorne Elementary	399	198	25	210.50	0.5276	6,936	3,659.43	770,310.02
130	Lakeview Elementary	400	175	22	186.00	0.4650	6,936	3,225.24	599,894.64
140	Sibley Elementary	275	149	14	156.00	0.5673	6,936	3,934.79	613,827.24
310	Albert Lea Senior High	1,196	439	111	494.50	0.4135	6,936	2,868.04	1,418,245.78
320	Southwest Middle	486	215	32	231.00	0.4753	6,936	3,296.68	761,533.08
340	Albert Lea Secondary Online Academy	37	23	2	24.00	0.6486	6,936	4,498.69	107,968.56
350	Albert Lea Area Learning Center	113	63	12	69.00	0.6106	6,936	4,235.12	292,223.28

Illustration:
Sample FY27
calculation
using the actual
FY26 student
counts

Allowance is
higher, but
revenue is
lower using
FY27 calculation
than with FY26
hold harmless

Apples to Apples Comparison FY26 without Hold Harmless Compared to FY27 New Formula

Illustration:
Revenue
comparison
with FY 26
actual counts
without hold
harmless

0241-01 Albert Lea Public School District														Using October 1, 2024 Fall Enrollment	
		Enrollment	Free Direct	Reduced Direct	Free Applied	Reduced Applied	Total Free	Total Reduced	Adjusted Count	Concentration	Factor		Revenue Per Adjusted Count	Revenue (G * 6642)	
FY 27 Revenue (new formula)		3,334	1,493	255	0	0	1,493	255	1,620.50	N/A	N/A	N/A	3,439.14	5,573,125.87	
FY 26 Revenue (old formula no hold harmless)		3,334	1,493	255	64	121	1,557	376	1,745.00	N/A	N/A	N/A	2,659.85	4,641,429.60	
Difference		0	0	0	-64	-121	-64	-121	-124.50	N/A	N/A	N/A		931,696.27	

Site Number	Site Name	Enrollment	Free Direct Cert	Reduced Direct Cert	Free Applied	Reduced Applied	Total Free	Total Reduced	Adjusted Count	Concentration	Factor	Pupil Units	FY25 Revenue Per Adjusted Count	Revenue
110	Halverson Elementary	360	196	31	5	19	201	50	226.00	0.6278	0.7848	106.42	3,127.62	706,841.64
111	Brookside Early Childhood Sp Ed	68	35	6	0	0	35	6	38.00	0.5588	0.6985	15.93	2,784.40	105,807.06
120	Hawthorne Elementary	399	198	25	6	23	204	48	228.00	0.5714	0.7143	97.72	2,846.74	649,056.24
130	Lakeview Elementary	400	175	22	5	7	180	29	194.50	0.4863	0.6079	70.94	2,422.54	471,183.48
140	Sibley Elementary	275	149	14	9	11	158	25	170.50	0.6200	0.7750	79.28	3,088.43	526,577.76
310	Albert Lea Senior High	1196	439	111	22	34	461	145	533.50	0.4461	0.5576	178.49	2,222.18	1,185,530.58
320	Southwest Middle	486	215	32	12	24	227	56	255.00	0.5247	0.6559	100.35	2,613.82	666,524.70
340	Albert Lea Secondary Online Academy	37	23	2	3	0	26	2	27.00	0.7297	0.9121	14.78	3,635.88	98,168.76
350	Albert Lea Area Learning Center	113	63	12	2	3	65	15	72.50	0.6416	0.8020	34.89	3,196.41	231,739.38

Revenue is
higher under
new formula
than it would
have been with
old formula and
no hold harmless
by \$931,696

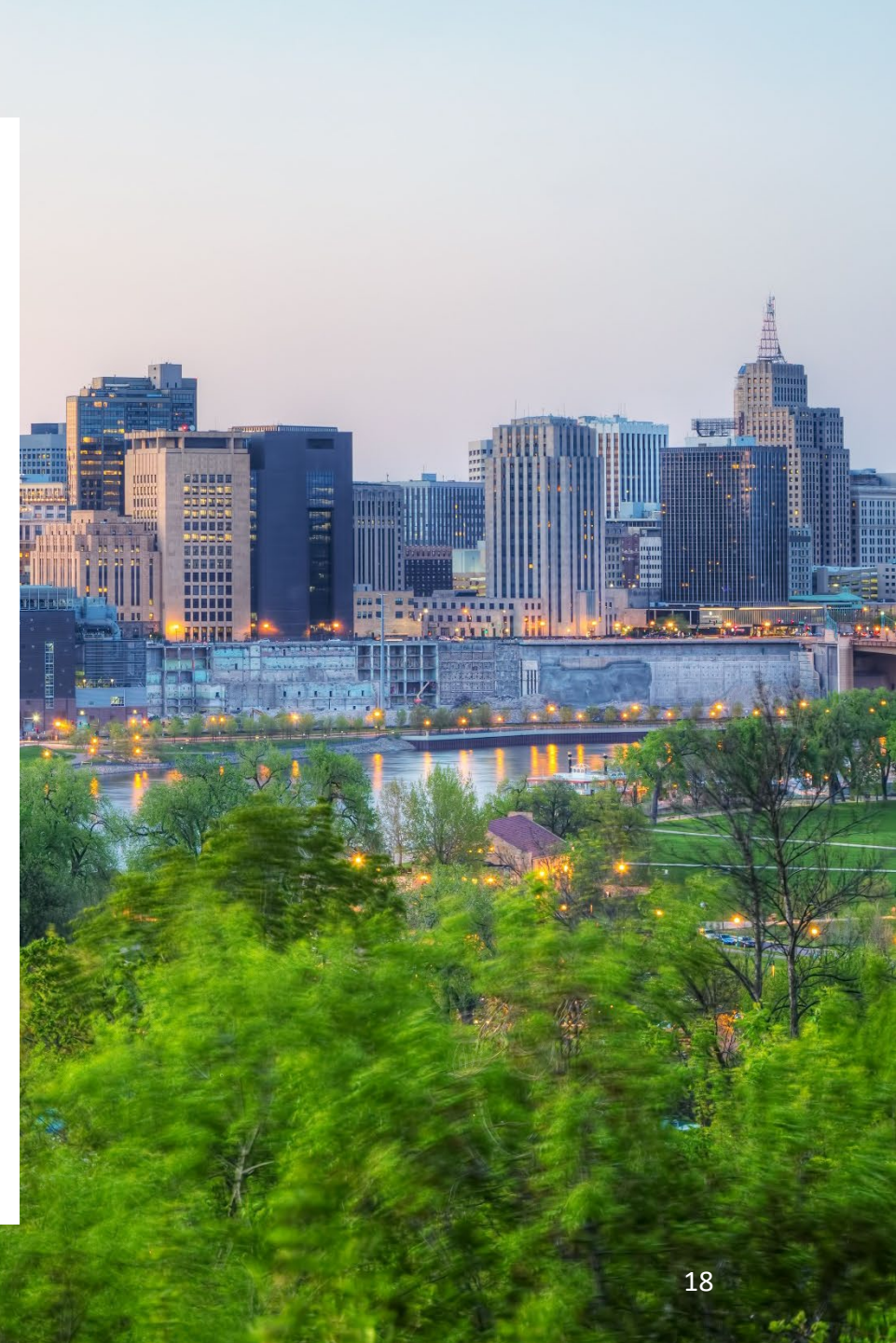
Illustration:
Sample FY27
calculation
using the actual
FY26 student
counts

District:		0241-01 Albert Lea Public School District		Using October 1, 2024 Fall Enrollment			
Total	Fall Enrollment	Free	Reduced	Compensatory Pupils (Adjusted Count)	Compensatory Allowance	Revenue per Adjusted Count	Revenue
FY 2027 Revenue (new formula)	3,334	1,493	255	1,620.50	6,936	3,439.14	5,573,125.87
FY 2026 Revenue (hold harmless)	3,334	1,557	376	1,745.00	6,642	3,306.19	5,769,307.62
Difference	0	-64	-121	-124.50	N/A		-196,181.75

October 1, 2022
Counts used in hold
harmless:
Enrollment 3,458
Free 1,790
Reduced 366

Statutory Minimum

- [Minnesota Statutes 2025, section 126.10\(c\), subdivision 3\(g\)](#)
- If the compensatory revenue is less than \$857,152,000, the commissioner must proportionately increase the revenue to each building until the total statewide revenue calculated for each building equals \$857,152,000



Adjustment to Statutory Minimum Under Current Law



MDE will adjust the compensatory allowance to meet the statutory minimum

All LEAs will see an increase in compensatory revenue (assuming no changes to the formula)

Items (insert numbers) are highlighted.

Adjustment to Statutory Minimum Example (Current Law)



October 1 counts (enrollment, free- and reduced-price meal counts) from the prior school year *for each school building (direct certified counts only)*



Calculate Compensatory Pupils

Count eligible for free meals plus $\frac{1}{2}$ of the count eligible for reduced price meals



Calculate the Building Concentration Factor

Adjusted count divided by the fall enrollment count (rounded to 4 decimal places)



Calculate the Building Allowance

Building Concentration Factor times the **adjusted** statewide formula allowance (rounded to 2 decimals) . Adjustment is estimated at \$400



Calculate the Building Compensatory Revenue

Compensatory Pupils times the Building Allowance

Frequently Asked Questions

- Is the revenue in the preliminary FY2027 compensatory revenue pdf file final?
 - No. The adjustment to the statutory minimum is not included. It is also subject to changes that may occur in the 2026 legislative session.
- When will the compensatory adjustment to the statutory minimum be final?
 - MDE anticipates that it will be final no later than June 30 for the first FY2027 IDEAS payment on July 15.
- Will there be a hold harmless for FY 2027 compensatory revenue?
 - The administration is in the decision-making process, so it is unknown at this time.
- Can't MDE just use a different formula?
 - No. The compensatory revenue formula is set out in statute.

Frequently Asked Questions

- Is the compensatory pilot included in the pdf amount?
 - No. The pilot is separate.
- Is there an Excel file with the calculations?
 - Not at this time, but you can use the example on slide 15 to help you do the calculations.
- Is there a file with the comparisons to FY26 compensatory revenue?
 - No. The adjustment to the statutory minimum is not final so any comparison would not be valid.
- Is it possible that districts will receive a lower amount of compensatory revenue?
 - Only if the legislature makes changes to the formula.

Frequently Asked Questions

- Where can you find your direct certification counts?
 - MARSS 12 report or MARSS 24 spreadsheet report sorted by EC Indicator column.
- Should your district continue to collect the Application for Education Benefits?
 - Yes. The applications are used for purposes besides compensatory revenue. And, the Compensatory Task Force has not yet determined changes to the formula.
- Do students enrolled under a South Dakota reciprocity agreement generate compensatory revenue under the new formula?
 - No. Direct certification counts are limited to Minnesota resident students. However, under current law they are included in the October 1 enrollment count.
- Is this presentation available on the website?
 - It will be made available on the same page as the pdf file with the preliminary revenue.

Thank You!

School Finance Division

MDE.funding@state.mn.us

Superintendent Board Report
BOLD Public Schools
February 23, 2026

Mission Statement

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

- **Gratitude:**

- Activities Director
- Chess Club: Parker Revier
- Bus drivers
- Cooks

- **General Updates:**

- 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
- Day at the Capitol: March 4-5

- **Legislative Updates:**

- Proposed Compensatory Aid Reduction:
<https://mreavoice.org/compensatory-funding-formula-raises-alarm/>
 - Compensatory aid (or revenue) in education is state-provided funding for schools to support students from low-income families or those needing extra academic support. A "hold harmless" provision ensures that school districts do not experience a sudden, drastic drop in this funding due to formula changes or shifts in student counts, such as

moving from free/reduced-price lunch applications to direct certification.

- **Facilities Updates:**

- Construction
 - See attached documents
 - Construction progress
 - expenditures/balance
 - Just discovered that our financial oversight costs were not built into the referendum, nor was a budget line created for these expenditures.
 - \$3 M CD matures on 2/24
 - Will be advertising for open bids for lawn care
 - Still springing leaks

- **Community Engagement**

- Basketball, wrestling, dance, and chess club
- Book club

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
- Day at the Capitol: March 4-5

- **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.
- Delays due to weather and ICE (Commercial Drywall)

- **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 Schmieg/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

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

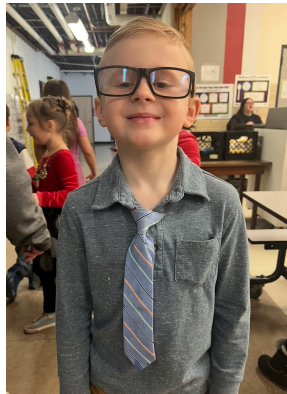
The BOLD School District: United to achieve excellence and expecting the best - Be BOLD.

February 2026 Report

<p>ACHIEVEMENT & OPPORTUNITY</p> <p>GOAL: Build a diverse range of academic and extracurricular opportunities that the BOLD community can access.</p>	<p>Fastbridge Results Percentage of students meeting benchmarks:</p> <ul style="list-style-type: none"> - Kindergarten = 87% - 1st Grade = 49% - 2nd Grade = 52% - 3rd Grade = 52% <p>What are we doing about it?</p> <ul style="list-style-type: none"> - WIN Time & Phonics/Morphology plans <p>Still digging into the data from 4th-6th</p> <p>Book BINGO - March 16</p> <ul style="list-style-type: none"> - Meal and BINGO starting at 5:00 <p>2026-27 Kindergarten Registration - March 18</p> <p>End of Quarter 3 - March 19</p> <ul style="list-style-type: none"> - Family Time on THURSDAY, March 26 <p>Spelling Bee Winner</p> <ul style="list-style-type: none"> - Brady Macaskill won our local Spelling Bee & went on to compete at the regional level, walking away with 3rd place!
<p>RECRUITMENT & RETENTION</p> <p>GOAL: Build an environment in which our employees thrive. Hire, train, and retain high-quality staff.</p>	<p>Data meetings</p> <ul style="list-style-type: none"> - Met with teachers to discuss interventions & instructional changes to support all students - Supporting continuous growth and understanding (FastBridge & Capti) <p>Para Training - READ Act & more</p> <ul style="list-style-type: none"> - Almost all paras have completed the required READ Act training - Positive feedback from the training provided by SWWC <p>MnMTSS</p> <ul style="list-style-type: none"> - A district team has completed the MnMTSS cohort work and is moving forward with
<p>SAFETY & WELLNESS</p> <p>GOAL: Build an environment that prioritizes safety by promoting physical and mental wellness for all.</p>	<p>Recess Challenges</p> <ul style="list-style-type: none"> - Working through some challenging behaviors on the playground <p>School Sealant Program</p> <ul style="list-style-type: none"> - March 13 - Forms were sent home with students

Highlights from the classroom

Celebrating the 100th Day of School



Human Knot

Fun after a long stretch of cold



ENROLLMENT

Grade	AUG	SEPT	OCT	NOV	DEC	JAN	FEB
K	42	40	41	40	40	39	39
1	51	49	49	50	49	49	50
2	32	31	31	31	31	31	31
3	49	47	49	48	45	44	44
4	52	55	55	55	54	54	54
5	35	34	35	35	35	35	35
6	37	36	34	33	33	33	33
ELEM TOTAL	298	292	294	292	287	285	286

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.

February 2026 Report

ACHIEVEMENT & OPPORTUNITY GOAL: Build a diverse range of academic and extracurricular opportunities that the BOLD community can access.	<ul style="list-style-type: none">❖ 📅 25-26 Attendance and Behaviors❖ We are past the mid-quarter of Q3❖ Senior awards ceremony, May 15 @ 8:30 a.m.❖ MASSP Convention❖ College credit for Ag class (credentialing)❖ Neuhaus training (READ Act) will start this year❖ PLC presentations by staff❖ Reading assessments complete, data review coming❖ Listening sessions w/parents
RECRUITMENT & RETENTION GOAL: Build an environment in which our employees thrive. Hire, train, and retain high-quality staff.	<ul style="list-style-type: none">★ Long-term sub started Feb. 23.★ Advertising for Science Teacher- interviews★ Filled HS SpEd position for next year
SAFETY & WELLNESS GOAL: Build an environment that prioritizes safety by promoting physical and mental wellness for all.	<ul style="list-style-type: none">❖ Resumed after-school mindfulness and movement for staff❖ A variety of illnesses have plagued staff and students
FACILITIES & MAINTENANCE GOAL: Build a facilities plan to help maintain and enhance our educational and technological infrastructure.	<ul style="list-style-type: none">❖ Access to the office from the HS side❖ The new entrance and offices are looking good!❖ A lot of moving coming up with phy ed, band

Grade	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
7		64	66	66	63	64	63			
8		52	58	58	55	54	53			
9		45	46	46	45	43	44			
10		56	55	54	54	54	54			
11		47	47	47	47	47	47			
12		50	50	51	50	50	48			
Total	300	314	322	322	314	312	309			

BOLD ACTIVITIES REPORT – 2/23/25

1. CONGRATULATIONS TO SEVERAL BOLD WINTER ACTIVITIES!

A. BOLD ONE ACT PLAY

- i. The BOLD/BLHS/RCW One Act Play co-op took second place in the section tournament this winter. This is the highest finish for BOLD ever in this competition as far as I am aware. This program has grown into one of the top One Act Play productions in Section 3A every year!

B. AVA KIECKER

- i. With her individual section championship, Ava becomes the first girl to represent BOLD at the MSHSL State Wrestling Tournament. Ava will wrestle in the late morning/early afternoon on Thursday, February 26 @ Grand Casino Arena.
- ii. The boys individual section tournament will be held at Canby on Saturday, February 21. Hopefully, we will have some additional wrestlers joining Ava for the trip to the state tournament after that event.

C. BOLD WRESTLING TEAM

- i. After a turbulent off-season, and a coaching change, and a challenging practice schedule, our wrestling team finished 6-21 in duals this year. This might not sound great compared to the banner showing all the conference championships in the 90's and early 2000's, but it is our best dual record since the 2019-20 season.

D. BOLD GIRLS BASKETBALL

- i. The BOLD girls basketball team won the West Central Conference for 2025-26. This is the first West Central Conference Championship for the girls since 2014. They will move into the section tournament, likely as the #2 seed, starting Monday, February 23.

2. BOLD SPRING PLAY PROPOSAL

- A. Deb Ziller would like to add a Spring, 3-Act Play. BOLD's existing Master Agreement with the EA includes two positions for a 3-Act Play, that we would post and attempt to fill, contingent on BOLD School Board Approval. We have 18 students, veterans of the musical & one act play, who have expressed interest in this production. In order to have this production in the spring, we would need to have board approval at the February meeting, so that auditions could be held 2/26.

- i. The play, "Leaving Iowa", would be presented on May 7, 8, 9 in Bird Island, by a group of BOLD students. If approved, we would likely attempt to make this a co-op production in the future, but the timing, as well as prior commitments by students and BLHS and/or RCW, makes a co-op impractical for the 25-26 school year.
- ii. BOLD would need to hire 2 positions: Head 3-Act Play (\$5,200) & Asst. 3-Act Play (\$2,300)
- iii. BOLD would need to set a ticket price for this event. My recommendation would be to charge the same fee that was used for the musical, which was a single production ticket: \$12/adults & \$6/students; 3-day pass \$35/adult & \$15/student. With a conservative estimate this production should sell 300 adult tickets and 100 student tickets, which would generate \$4,200 back for the salaries invested. In the future, a co-op agreement would lower the cost to BOLD even further.

3. BOLD TROPHY CASE

A. [BOLD Trophy Case](#)

- B. The link to the digital trophy case is now on the BOLD website. There have not been many additions to the content from what was completed last spring. The remainder of the photos, mostly from Bird Island's trophy case, should be photographed this spring.
- C. We are still taking sponsorships to old yearbooks. We will be sending in another group of ten yearbooks this spring with some funds from sales of old yearbooks and 1-2 more donations.
- D. I am working with Big Signs to create two murals of BOLD, BI-LL, and Olivia extra-curriculars to put up behind the touchscreens that will be put in place before next school year. I am exploring funding options within the school's budget and from local business partners to make this happen.

Community Ed - Board Report

February 2026

Youth Programming

January and February featured three youth clinics: Dance, Boys Basketball (Grades K–3), and Girls Basketball (Grades K–3). Each group had the opportunity to perform at halftime during a varsity basketball game.

We hosted our second Parents' Night Out event on Saturday, January 31. This event was coordinated in partnership with the Chamber of Commerce and scheduled to coincide with their Winter Warm Up Tasting Event.

Adult Programming

Liz Fischer is currently leading two fitness offerings: a Women's Intro to Weightlifting class and a Women's 50+ Strength Training class. Participants pay a monthly fee of \$25 to attend sessions held on Monday and Wednesday evenings in the weight room.

In addition, pickleball and walking are offered each morning from 9:30–11:30 a.m. at the Bird Island School. Participation remains strong, with 27 individuals taking part in January.

We also continue to offer Women's Volleyball on Sunday evenings and Men's Morning Basketball as part of our ongoing adult recreation programming.

Miscellaneous

We are currently seeking additional individuals who are interested in teaching or leading classes within our Community Education program. I have reached out to several community members and have also advertised on Facebook; however, we have not yet secured any candidates.

My original goal was to launch a Summer Recreation Program this year. Due to ongoing construction in Olivia, we will need to postpone implementation until Summer 2027. In the meantime, I am planning to offer weekly camps led by our sports coaches, along with open gym opportunities. These open gyms will be free for students to attend and will be funded through the PowerUp Grant we were awarded.

Foodservice:

New produce for March:

Romanesco is related to broccoli and cauliflower, known for its unique spiral shape and vibrant green color.

Autumn Crisp Green Grapes:

It is a seedless, sweet, juicy fruit packed with dense crunch. They are a part of the berry family and are identifiable by their golden-green color.

20252030 Dietary Guidelines for Americans (DGA) have been released.

Secretary Rollins has announced that USDA will release a proposed rule to align school meal standards with the new DGAs "by mid-spring". In the meantime, USDA issued Guidance to regional and state Child Nutrition Directors that "strongly encourages" directors to consider how these Guidelines can be incorporated into program meals.

There will be some changes coming for the next school year. As we learn more, I will keep you updated.

I would like to give a big shout to my foodservice staff for being ready to pivot at a second's notice. They are amazing at their job.

Thank you, Mary Ella, for your few minutes of help.
Your few minutes make a big difference.

BOLD Community Pool Update – February, 2026

We wanted to share some updates and important information about what's happening at the BOLD Community Pool:

Facility Updates

- **Construction is still underway**, with a shorter list left.

Programs & Events

- **We had open swim during Xmas Break and Open Swim on Sunday in January and February - A Grant was received. We had some good numbers last Sunday, the 15th of February.**
- **Two High School classes swam in February.**
- **Pool Rental for the end of February**
- **Monthly Flyers are being made and posted throughout the area as well as information on various websites such as Bold Schools and City of Olivia**
- **Shared Locker Rooms:** The last home wrestling meet was in early February and Orcas was rescheduled for this one and one in January. Along with another meet on a Friday in January.
- **A pool board meeting will be scheduled soon.**

Ongoing and other Programming – March and beyond

- **Adult Lap Swim (AM):** Mondays, Wednesdays, and Fridays
- **Water Exercise & Evening Lap Swim:** Mondays and Wednesdays
- **Orcas Swim Team** practices are Tuesday and Thursday and started in September
- **5th/6th grade** - Finishing their swimming module in March
- **Water Safety Instructor** - Scheduled for two weekends in March
- **Saturday Swimming Lessons** - potentially this spring
- **Lifeguarding Course** - tentatively scheduled for April
- **Lifeguarding Review Course** - tentatively scheduled for May
- **Pool Rental** - Another one scheduled for April

Upcoming Plans

- Plans are starting for summer programming.


Stay Connected


Information about programs, events, and updates can be found on:

- **City of Olivia website**
- **BOLD School website**
- **Facebook**
- **Remind App**
...and other communication channels.

Please don't hesitate to reach out with any questions!

Tracey Johnson Pool Coordinator, BOLD Community Pool

 Tracey.johnson@bold.k12.mn.us

 320-523-1031 ext. 3152

Lawn maintenance request for proposal:

Bird island: April 10th thru November 28th (subject to change)

- spring/fall cleanup
- Early summer and fall weed prevention
- Mowing and trimming of lawn areas
- Blowing off all walkways and landscape
- Trash pickup of lawn areas as well as branches and twigs

Olivia football field: April 10th thru November 28th (subject to change)

- Spring, early summer, late summer, and fall weed control/fertilization
- Lawn dethatching
- Lawn aeration
- spring/fall cleanup
- Mowing and trimming of lawn areas
- Blowing off all walkways and landscaping
- Trash pickup of lawn areas as well as branches and twigs

Olivia school grounds: April 10th thru November 28th (subject to change)

- spring/fall cleanup
- Early summer and fall weed prevention
- Mowing and trimming of lawn areas
- Blowing off all walkways and landscape
- Trash pickup of lawn areas as well as branches and twigs

Asbestos Abatement -Summer 2024		
IEA- Olivia classroom observation abatement	\$ 26,900	PO33428
IEA - Olivia material sampling	\$ 2,874	PO33336
IEA - Olivia material sampling	\$ 260	PO33336.2
IEA- Olivia Boiler observation abatement	\$ 17,812	PO33336.1
IEA- Bird Island Material Sampling- Stage	\$ 188	PO33337
IEA- Bird Island Material Sampling- Gym	\$ 904	PO33337.2
IEA- Bird Island Stage Flooring Abatement Observation	\$ 10,528	PO33337.1
EPS- Olivia classroom abatement	\$ 79,577	PO33337.1
EPS- Olivia classroom abatement- BI Stage	\$ 23,400	PO33337.1
EPS- Olivia classroom abatement	\$ 10,075	PO33337.1
Wheelhouse Industries, LLC. -Abatement Boiler	\$ 22,041	PO33363
Subtotal	\$ 194,560	
Asbestos Abatement Summer 2025		
IEA - sampling BI	\$ 5,900	PO33788
IEA- Observation of Bird Island abatement	\$ 60,000	PO34167
IEA- Observation of Olivia abatement	\$ 53,308	PO34446
EPS- West Bird Island Asbestos Abatement	\$ 84,520	PO34428
EPS- Bird Island- band room abatement	\$ 34,500	PO34589
Titan- Olivia Summer 2025 work	\$ 94,400	PO34600
Titan- Area D roof, G/H ceiling demo	\$ 127,600	PO34600.6
Titan- chalk board, countertop, hallway floor	\$ 73,280	PO34600.5
Titan- elem ceiling removal (S end of area G)	\$ 8,000	PO34600.4
Titan- Electrical room ceramic tile removal	\$ 3,400	PO34600.3
Titan- added asbestos work	\$ 30,720	PO34600.2
Titan- Elem hallway floor	\$ 28,120	PO34600.1
IEA- Observation of Olivia HS Floor abatement	\$ 6,857	PO34411
IEA- Observation of Olivia HS Floor abatement	\$ 281	PO34411.1
Titan- East Bird Island Asbestos Abatement	\$ 257,700	POPhase 1
Titan- Olivia - Upstairs Science Room Abatement	\$ 26,280	POPhase 1.1
Titan- BI Change order- lockers, cabinets, ceiling tile adhesive, floor tile (114, 118, 119), room demo (215)	\$ 32,310	
Subtotal	\$ 927,176	
Asbestos Abatement Summer 2026		
IEA Provided Estimate- abatement \$125K-140K, site management \$34K	\$ 174,000	
Subtotal	\$ 174,000	
Grand Total	\$ 1,295,735	
Budget	\$ 500,000	
Variance	\$ (795,735)	

Bold Public Schools – Asbestos Abatement Proposed/Budgets

BOLD Public Schools Asbestos Testing/Abatement Budget Summary

Proposals/Budgets		Proposal Date	IEA	Contractor
Asbestos Sample Collection	Olivia HS	2/8/2024	\$3,475.00	
Project Design, Air Monitoring, Management -Flooring	Olivia EL	3/20/2024	\$25,325.00	\$64,000.00
Project Design, Air Monitoring, Management	Olivia Boiler Room	3/28/2024	\$26,900.00	\$92,500.00
Asbestos Sample Collection	Bird Island	5/3/2024	\$5,900.00	
Asbestos Sample Collection	Olivia	9/26/2024	\$3,300.00	
Project Design, Air Monitoring, Management	Bird Island	11/25/2024	\$67,600.00	\$385,000.00
Added work not originally budgeted or proposed	Bandroom BI	Added to Scope		\$34,500.00
Added work not originally budgeted or proposed	BI -Spring 2025	Added to Scope		\$84,520.00
Summer 2026			\$34,000.00	\$140,000.00
		TOTAL	\$166,500.00	\$800,520.00

*Includes Demolition of Boiler

West Wing

Total Estimates \$967,020.00

Bold Public Schools – Asbestos Abatement Budget Overages

Chalkboards	\$41,000	Chalkboards were known to be suspect but were not able to be tested while occupied as testing destroys chalkboards
West Hallway Flooring Removal	\$28,120	Was not initially marked for removal
Ceiling Pucks South end of West Hall	\$14,000	Glue puck material above ceiling tiles changed mid hallway.
Area D additional flooring and floor tiles under the roof	\$110,000	Roof was added on top of the old 2nd Story. The old floor tiles remained. Additional floor tile areas added to the scope of work.
Flooring removal under lockers, Lab Islands, and Casework	\$26,280	Floor tile under cabinets, lockers, etc. Contractor not allowed to chemical removal process had to fully contain area.

Abatement pricing increased approximately 30% in two years

All estimates were given based on known materials prior to destructive testing

Application for Cooperative Sponsorship

Deadline: Not later than 30 days prior to the first day of practice for that sport season.
 PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 15, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION
 AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of **Spring 3-Act Play**
 beginning with the **2026 - 2027** school year. (activity) (boys' or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	BOLD	176	Olivia, MN	3A	N/A
High School #2:	BLHS	123	Hector, MN	2A	N/A
High School #3:	RCW	122	Renville, MN	3A	N/A
High School #4:					

*Enrollment reported to the State of Minnesota on October 1 of the previous school year.

**Current (Number and Class)

- Do any of the above schools belong to a conference in this activity?
 Yes This application must include a review and comments from the conference(s) of which the schools are members.
 No
- Do any of the above schools currently have a cooperative agreement in this activity?
 Yes An application for dissolution must be submitted for the existing agreement.
 No
- Describe the conditions which have prompted your request to co-sponsor this activity. (See model resolution at [www.mshsl.org/About MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About/MSHSL/Membership%20Information%20-%20A%20History%20&%20Model%20Resolution%20for%20School%20Boards))

4. List the number of students, by grade level, who participated in this activity during the previous year. *If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.*

	7th	8th	9th	10th	11th	12th
High School #1						
High School #2						
High School #3						
High School #4						

- Team Identification: (Indicate how cooped schools should be identified in tournament programs): BOLD/BLHS/RCW Spring Play
- Team Colors: _____ Team Mascot: _____
- Host School (school that will receive revenue share check): BOLD High School

Board of Education (or designee)

School

Date

Signed _____		
Signed _____		
Signed _____		
Signed _____		

Official Action of the MSHSL Board of Directors

- Approved
 Not Approved

Signature: _____ Date: _____
MSHSL Executive Director

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]

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]

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]

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)	
<p>MANNER IN WHICH RESPONSIVE DATA IS TO BE PROVIDED:</p> <p>INSPECTION ONLY _____ COPIES ONLY** _____ BOTH INSPECTION AND COPIES _____ **</p> <p>**Inspection is free, but there is a charge for copies. Payment must be received before copies will be provided.</p>	

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)

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

[NOTE: The provisions of this policy are recommendations. The procedures for policy development, adaption, and implementation are not specifically provided by statute.]

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the school board and provide the means for it to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policies shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form that is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The school board has jurisdiction to legislate policy with the force and effect of law for the school district. School district policy provides the school board's general direction for the school district while delegating policy implementation to the administration.
- B. The school district's policies provide guidelines and goals to the school community. The policies are the basis for guidelines and directives created by the administration. The school board shall determine the effectiveness of policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a school board member, employee, student, or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review prior to possible placement on the school board agenda.

IV. ADOPTION AND REVIEW OF POLICY

- A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings.
- B. The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the school board at a meeting after the two meetings at which public input was received. The policy will be effective on the latter of the date of passage or the date stated in the motion.

- C. In an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board in a single meeting. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The policy adopted in an emergency shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an emergency.
- D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

V. IMPLEMENTATION OF AND ACCESS TO POLICY

- A. The superintendent shall be responsible for implementing school board policies, other than the policies that cover how the school board will operate. The superintendent shall develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the school board.
- B. Each school board member shall have access to school district policies. A copy of the school district policies shall be placed in the office of each school attendance center and in the central school district office and shall be available for reference purposes to other interested persons.
- C. The superintendent, employees designated by the superintendent, and individual school board members shall be responsible for keeping the policies current.
- D. The school board shall review policies at least once every three years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one third of the policies annually. In addition, the school board shall review the following policies annually: 506 Student Discipline; 533 Wellness; 722 Public Data Requests; and 806 Crisis Management Policy.
- E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the mission, educational philosophy, and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (General Powers of Independent School)
Minn. Stat. § 123B.09, Subd. 1 (Boards of Independent School Districts)

Cross References: MSBA/MASA Model Policy 305 (Policy Implementation)

209 CODE OF ETHICS

[NOTE: A code of ethics establishes standards of conduct that members of a school board create and agree to follow. The principles and values embodied in this code of ethics prioritize board members' obligations to students, the district, and the community. As a written set of expectations, a code of ethics guides board members' decision making and behavior. This model policy offers a starting point for school boards as they create a code that establishes parameters for board member conduct that best serve their district. Minnesota law and rules of parliamentary procedure establish sanctions that a school board may choose to pursue.]

I. PURPOSE

The purpose of this policy is to assist the individual school board member in understanding his or her role as part of a school board and in recognizing the contribution that each member must make to develop an effective and responsible school board.

II. GENERAL STATEMENT OF POLICY

Each school board member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE SCHOOL BOARD, I WILL:

1. Attend school board meetings, including committee meetings.
2. Come to the meetings prepared for discussion of the agenda items.
3. Listen to the opinions and views of others (including, but not limited to, other school board members, administration, staff, students, and community members).
4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists.
5. Support the decision of the school board, even if my position concerning the issue was different.
6. Recognize the integrity of my predecessors and associates and appreciate their work.
7. Be primarily motivated by a desire to provide the best possible education for the students of my school district.
8. Inform myself about the proper duties and functions of a school board member.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER, I WILL:

1. Focus on education policy as much as possible.
2. Remember my responsibility is to set policy – not to implement policy.

3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.
 4. Recognize that my responsibility, exercised through the actions of the school board as a whole, is to see that the schools are properly run – not to run them myself.
 5. Work through the superintendent – not over or around the superintendent.
 6. Delegate the implementation of school board decisions to the superintendent.
- C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD, I WILL:
1. Respect the rights of others to have and express opinions.
 2. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.
 3. Make no disparaging remarks, in or out of school board meetings, about other members of the school board or their opinions.
 4. Keep an open mind about how I will vote on any proposition until the board has met and fully discussed the issue.
 5. Make decisions by voting in school board meetings after all sides of debatable questions have been presented.
 6. Insist that committees be appointed to serve only in an advisory capacity to the school board.
- D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY, I WILL:
1. Attempt to appraise and plan for both the present and future educational needs of the school district and community.
 2. Attempt to obtain adequate financial support for the school district's programs.
 3. Insist that business transactions of the school district be ethical and open.
 4. Strive to uphold my responsibilities and accountability to the taxpayers in my school district.
- E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF, I WILL:
1. Hold the superintendent responsible for the administration of the school district.
 2. Give the superintendent authority commensurate with his or her responsibilities.
 3. Assure that the school district will be administered by the best professional personnel available.
 4. Consider the recommendation of the superintendent in hiring all employees.
 5. Participate in school board action after considering the recommendation of the superintendent and only after the superintendent has furnished adequate information regarding the recommendation.
 6. Insist the superintendent keep the school board adequately informed at all times.
 7. Offer the superintendent counsel and advice.
 8. Recognize the status of the superintendent as the chief executive officer and a

non-voting, ex officio member of the school board.

9. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole school board for proper referral according to the chain of command.
10. Present any personal criticisms of employees to the superintendent.
11. Provide support for the superintendent and employees of the school district so they may perform their proper functions on a professional level.

F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER, I WILL:

1. Comply with all federal, state, and local laws relating to my work as a school board member.
2. Comply with all school district policies as adopted by the school board.
3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.
4. Recognize that school district business may be legally transacted only in an open meeting of the school board.
5. Avoid conflicts of interest and refrain from using my school board position for personal gain.
6. Take no private action that will compromise the school board or administration.
7. Guard the confidentiality of information that is protected under applicable law.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (General Powers of Independent School Districts)

Minn. Stat. § 123B.09 (Boards of Independent School Districts)

Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

Cross References: ~~None MSBA Service Manual, Chapter 1, School Board Member Code of Ethics~~

401 EQUAL EMPLOYMENT OPPORTUNITY

[Note: School districts are not required by statute to have a policy addressing these issues. However, the Equal Employment Opportunity Commission strongly encourages the adoption of a policy and will look for such a policy during accreditation visits, audits, or investigations.]

I. PURPOSE

The purpose of this policy is to provide equal employment opportunity for all applicants for school district employment and for all school district employees.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide equal employment opportunity for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, including gender identity or expression, age, family care leave status, or veteran status. The school district also makes reasonable accommodations for disabled employees.

[Note: The Minnesota Human Rights Act defines states "Sexual orientation" means to include ~~"having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness."~~ whom someone is, or is perceived of as being emotionally, physically, or sexually attracted to based on sex or gender identity. A person may be attracted to men, women, both, neither, or to people who are genderqueer, androgynous, or have other gender identities." Minnesota Statutes section 363A.03, subdivision 44.]

- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of employment, including hiring, discharge, promotion, compensation, facilities, or privileges of employment.
- D. Every school district employee shall be responsible for following this policy.
- E. Any person having a question regarding this policy should discuss it with the Superintendent.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 2615 (Family and Medical Leave Act)
38 U.S.C. § 4211 *et seq.* (Employment and Training of Veterans)
38 U.S.C. § 4301 *et seq.* (Employment and Reemployment Rights of Members of the Uniformed Services)

42 U.S.C. § 2000e *et seq.* (Equal Employment Opportunities; Title VII of the Civil Rights Act)

42 U.S.C. § 12101 *et seq.* (Equal Opportunity for Individuals with Disabilities)

Cross References: *MSBA/MASA Model Policy 402 (Disability Nondiscrimination)*

MSBA/MASA Model Policy 405 (Veteran's Preference)

MSBA/MASA Model Policy 413 (Harassment and Violence)

Adopted: ~~January 26, 2026~~ February 23, 2026

MSBA/MASA Model Policy 418

Orig. 1995

Revised: ~~June 16, 2025~~ February 1, 2026

Rev. 2025 2026

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 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. "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 approved by the Commissioner of the Minnesota Department of Health ("Commissioner").
- E. "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.
- 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) and is pursuant to the procedure established under Paragraph V.G. below.~~
- 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 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; 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 **eighteen (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 (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.

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 **sixty (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 **sixty (60)** percent or less of the instructional day.

II. DEFINITIONS

A. 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.

B. 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. **Indirect services may be provided by a teacher or related services professional to another regular education, special education teacher, related services professional, paraprofessional, support staff, parents, and public and nonpublic agencies to the extent that the services are written in the pupil's IEP and IFSP.**

C. 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

Professional Educator Licensing and Standards Board to instruct children with specific disabling conditions.

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)
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)

798 DONATIONS FOR NEGATIVE STUDENT FOOD SERVICE ACCOUNTS

I. PURPOSE

The purpose of this policy is to ensure that monetary gifts intended to support students and families in need with negative food service account balances are being distributed in a consistent manner and with the intent of the donor(s).

II. GENERAL STATEMENT OF POLICY

The school district shall attempt to follow the wishes of the donor while respecting the privacy of students, their families and the donor.

III. GENERAL STATEMENT OF POLICY

- A. Individuals and/or organizations may donate funds to the food service accounts of individual students.
- B. Individuals and/or organizations may donate a lump sum for distribution amongst negative student food service meal accounts. The Director of Food Service, Superintendent, Social Worker and School Finance collectively will determine to which accounts and to what degree donations are applied using the following prioritized criteria.
 - 1. Homeless Students
 - 2. Families that qualify for free/reduced meals but have a negative balance because of a delay in the application process.
 - 3. Families that have applied for free/reduced meals but were denied.
 - 4. Special Circumstances on an individual basis

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)

Program	Fiscal Year of next purchase
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
English Language Arts, FACS, Technology, and Career Education	(-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
Health and Physical Ed		(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich	(+3) Maintain	(+4) Maintain	(+5) Maintain	(-1) Evaluate
Science			(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich	(+3) Maintain	(+4) Maintain	(+5) Maintain
Math	(+5) Maintain			(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich	(+3) Maintain	(+4) Maintain
Media	(+4) Maintain	(+5) Maintain			(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich	(+3) Maintain
Music, Art, Foreign Language, and ESL	(+3) Maintain	(+4) Maintain	(+5) Maintain			(-1) Evaluate	(0) Research, Select/ Develop Resources	(+1) Implement	(+2) Revise & Enrich
Social Studies	(+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

211 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT

I. PURPOSE

The purpose of this policy is to provide guidance about the school district's position, rights, and responsibilities when a civil or criminal action is pending against the school district, or a school board member, school district employee, or student.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that, when civil or criminal actions are pending against a school board member, school district employee, or student, the school district may be requested or required to take action.
- B. In responding to such requests and/or requirements, the school district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.
- C. The school district acknowledges its statutory obligations with respect to providing assistance to school board members and teachers who are sued in connection with performance of school district duties. Collective bargaining agreements and school district policies may also apply.

III. CIVIL ACTIONS

- A. Pursuant to Minnesota Statutes, section 466.07, subdivision 1, the school district shall defend and indemnify any school board member or school district employee for damages in school-related litigation, including punitive damages, claimed or levied against the school board member or employee, provided that the school board member or employee was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.
- B. Pursuant to Minnesota Statutes, section 123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the school district must provide legal counsel for any school teacher against

whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the school district. The school district will choose legal counsel after consultation with the teacher.

C. Data Practices

Educational data and personnel data maintained by the school district may be sought as evidence in a civil proceeding. The school district will release the data only pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 and to the Family Educational Rights and Privacy Act, 20 United States Code, section 1232g, and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, the employee will inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No school board member or employee may release data without consultation in advance with the school district official designated as the responsible authority for the collection, use, and dissemination of data.

D. Service of Subpoenas

School district officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with school district personnel policies and applicable collective bargaining agreements.

IV. CRIMINAL CHARGES OR CONDUCT

A. Employees

1. The school district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.
2. If the school district receives information relating to activities of a criminal nature by an employee, the school district will investigate and take appropriate disciplinary action, which may include discharge,

subject to school district policies, statutes, and provisions of applicable collective bargaining agreements.

3. Pursuant to Minnesota Statutes, section 123B.02, subdivision 20, if reimbursement for a criminal defense is requested by a school district employee, the school board may, after consulting with its legal counsel, reimburse the employee for any costs and reasonable attorney fees incurred by the employee to defend criminal charges brought against the employee arising out of the performance of duties for the school district. The decision whether to reimburse shall be made in the school board's discretion. A school board member who is a witness or an alleged victim in the case may not vote on the reimbursement. If a quorum of the school board is disqualified from voting on the reimbursement, the reimbursement must be approved by a judge of the district court.

B. Students

The school district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. To promote that interest, the school district will take appropriate action regarding students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. The policy of the school district is to cooperate with law enforcement officials. The school district will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless extenuating circumstances exist, the matter being investigated is school-related, or as otherwise provided by law.
2. If questioning at school is unavoidable, the school district will attempt to maintain confidentiality to avoid embarrassment to students and employees and to avoid disruption of the educational program. The school district will attempt to notify parents of a student under age eighteen (18) that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minnesota Statutes, section 260E.22), or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

The school district will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minnesota Statutes, chapter 13 (Minnesota Government Data Practices Act) and 20 United States Code, section 1232g (FERPA).

V. STATEMENTS WHEN LITIGATION IS PENDING

The school district recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, school board members or school district employees shall make or release statements in that situation only in consultation with legal counsel.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.02, Subd. 20 (Legal Counsel; Reimbursement)
Minn. Stat. § 123B.25(b) (Legal Actions Against Districts and Teachers)
Minn. Stat. § 260E.22 (Interviews)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)
Minn. Op. Atty. Gen. 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen. 169 (Nov. 3, 1943)
Dyppress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308(1975)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 408 (Subpoena of a School District Employee)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to establish the requirements of the school board that school administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

II. GENERAL STATEMENT OF POLICY

~~A. An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.~~

~~B. The Educational Administrator:~~

- ~~1. Makes the well-being of students the fundamental value of all decision-making and actions.~~
- ~~2. Fulfills professional responsibilities with honesty and integrity.~~
- ~~3. Supports the principle of due process and protects the civil and human rights of all individuals.~~
- ~~4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.~~
- ~~5. Implements and adheres to the school board's policies.~~
- ~~6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.~~
- ~~7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.~~
- ~~8. Accepts academic degrees or professional certification only from duly accredited institutions.~~
- ~~9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.~~
- ~~10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.~~
- ~~11. Adheres to the Code of Ethics for School Administrators in Minnesota Rule.~~

The standards of professional conduct are as follows:

- A. A school administrator must provide professional educational services in a nondiscriminatory manner.
- B. A school administrator must take reasonable action to protect students and staff from conditions harmful to health and safety.
- C. A school administrator must take reasonable action to provide an atmosphere conducive to learning.

- D. A school administrator must not use professional relationships with students, parents and caregivers, staff, or colleagues to private advantage.
- E. A school administrator must disclose confidential information about individuals only when a compelling professional purpose is served in accordance with state and federal laws and school district policies.
- F. A school administrator must not knowingly falsify or misrepresent records or facts relating to the administrator's qualifications or to the qualifications of other staff or personnel.
- G. A school administrator must not knowingly make false or malicious statements about students, students' families, staff, or colleagues.
- H. A school administrator must not accept gratuities, gifts, or favors that impair professional judgment, nor offer any favor, service, or item of value to obtain special advantage.
- I. A school administrator must only accept a contract for a position when licensed for the position or when a school district is issued a variance by the Minnesota Board of School Administrators.
- J. A school administrator, in filling positions requiring licensure, must employ, recommend for employment, and assign only appropriately licensed personnel, or persons for whom the school district has been issued a variance by the appropriate state board or agency, unless, after making reasonable efforts to obtain a variance, an appropriately licensed person cannot be assigned and the position must be filled to meet a legitimate emergency educational need.
- K. A school administrator must not engage in conduct involving dishonesty, fraud, or misrepresentation in the performance of professional duties.

Legal References: Minn. Stat. § 122A.14, Subd. 4 (Duties of Board of School Administrators)
Minn. Rules Part 3512.0100, Subp. 2a (Definitions)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

Cross References: None

Adopted: ~~August 26, 2024~~ April 27, 2026

MSBA/MASA Model Policy 606

Orig. 1995

Revised: ~~January 20, 2022~~ October 15, 2025

Rev. 2022 2025

606 TEXTBOOKS AND INSTRUCTIONAL MATERIALS

I. PURPOSE

The purpose of this policy is to provide direction for selection of textbooks and instructional materials.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that selection of textbooks and instructional materials is a vital component of the school district's curriculum. The school board also recognizes that it has the authority to make final decisions on selection of all textbooks and instructional materials.

III. RESPONSIBILITY OF SELECTION

- A. While the school board retains its authority to make final decisions on the selection of textbooks and instructional materials, the school board recognizes the expertise of the professional staff and the vital need of such staff to be primarily involved in the recommendation of textbooks and instructional materials. Accordingly, the school board delegates to the superintendent the responsibility to direct the professional staff in formulating recommendations to the school board on textbooks and other instructional materials.
- B. In reviewing textbooks and instructional materials during the selection process, the professional staff shall select materials that:
1. support the goals and objectives of the education programs;
 2. consider the needs, age, and maturity of students;
 3. foster respect and appreciation for cultural diversity and varied opinion;
 4. fit within the constraints of the school district budget;
 5. are in the English language. Another language may be used, pursuant to Minnesota Statutes section ~~124D.59~~ to 124D.61;
 6. permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and
 7. do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings, speeches, proclamations, or records.
- C. The superintendent shall be responsible for developing procedures and guidelines to establish an orderly process for the review and recommendation of textbooks and

other instructional materials by the professional staff. Such procedures and guidelines shall provide opportunity for input and consideration of the views of students, parents, and other interested members of the school district community. This procedure shall be coordinated with the school district's curriculum development effort and may utilize advisory committees.

IV. SELECTION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS

- A. The superintendent shall be responsible for keeping the school board informed of progress on the part of staff and others involved in the textbook and other instructional materials review and selection process.
- B. The superintendent shall present a recommendation to the school board on the selection of textbooks and other instructional materials after completion of the review process as outlined in this policy.

V. RECONSIDERATION OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS

- A. The school board recognizes differences of opinion on the part of some members of the school district community relating to certain areas of the instruction program. Interested persons may request an opportunity to review materials and submit a request for reconsideration of the use of certain textbooks or instructional materials.
- B. The superintendent shall be responsible for the development of guidelines and procedures to identify the steps to be followed to seek reconsideration of textbooks or other instructional materials.
- C. The superintendent shall present a procedure to the school board for review and approval regarding reconsideration of textbooks or other instructional materials. When approved by the school board, such procedure shall be an addendum to this policy.
- D. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program shall be available for inspection by the parents or guardians of the students.

Legal References: Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction)
Minn. Stat. § 120B.235 (American Heritage Education)
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities)
Minn. Stat. § 124D.59-124D.61 (Education for English Learners Act)
Minn. Stat. § 127A.10 (State Officials and School Board Members to be Disinterested; Penalty)
20 U.S.C. 1232h(a) (Protection of Pupil Rights)
Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988)

Pratt v. Independent Sch. Dist. No. 831, 670 F.2d 771 (8th Cir. 1982)

Cross References: MSBA/MASA Model Policy 603 (Curriculum Development)

MSBA/MASA Model Policy 604 (Instructional Curriculum)

712 VIDEO RECORDING OTHER THAN ON BUSES

[NOTE: See MSBA/MASA Model Policy 711 for Video Recording on School Buses.]

I. PURPOSE

Maintaining the health, welfare, and safety of students, staff, and visitors while on school district property and the protection of school district property are important functions of the school district. The behavior of individuals who come on to school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school district property. The school board recognizes the value of video recording systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. School district buildings and grounds may be equipped with video cameras.
2. Video recording may occur in any school district building or on any school district property.
3. Video recording will normally not be used in bathrooms or locker rooms, although these areas may be monitored by individuals of the same sex as the occupants of the bathrooms or locker rooms.

B. Use of Video Recordings

1. Video recordings will be viewed by school district personnel on a random basis and/or when problems have been brought to the attention of the school district.
2. A video recording of the actions of students and/or employees may be used by the school district as evidence in any disciplinary action brought against any student or employee arising out of the student's or employee's conduct in school district buildings or on school grounds.

3. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13, and the Family Educational Rights and Privacy Act, 20 United States Code, section 1232g, and the rules and/or regulations promulgated thereunder.

C. Security and Maintenance

1. The school district shall establish appropriate security safeguards to ensure that video recordings are maintained and stored in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13, and the Family Educational Rights and Privacy Act, 20 United States Code, section 1232g, and the rules and/or regulations promulgated thereunder.
2. The school district shall ensure that video recordings are retained in accordance with the school district's records retention schedule.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 138.17 (Government Records; Administration)
Minn. Stat. § 609.746 (Interference with Privacy)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 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 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)

Resources: U.S. Department of Education: [FAQs on Photos and Videos under FERPA](#) (Accessed 10/12/25)

Resolution for Acceptance of Gifts

Member _____ introduced the following resolution and moved its adoption:

WHEREAS **Bird Island Lions Club** has generously donated **\$1000.00** to the **BOLD Robotics Team;**

WHEREAS the **Olivia Kiwanis Club** has generously donated **\$100.00** to the **BOLD Robotics Team;**

WHEREAS the **Olivia Lions Club** has generously donated **\$150.00** 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 23rd day of February, 2026.

Mary Ella Clouse, School Board Clerk

Resolution for Acceptance of Gifts

Member Zimmerman introduced the following resolution and moved its adoption:

WHEREAS **Bird Island Lions Club** has generously donated **\$1000.00** to the **BOLD Robotics Team**;

WHEREAS the **Olivia Kiwanis Club** has generously donated **\$100.00** to the **BOLD Robotics Team**;

WHEREAS the **Olivia Lions Club** has generously donated **\$150.00** 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: Sheehan, Clouse, Benson, Frank, Aaseth, Zimmerman, and Peppel.

And the following against the same: None

And the following was absent: None

The foregoing resolution was approved this 23rd day of February, 2026.

Mary Ella Clouse
Mary Ella Clouse, School Board Clerk