**VISITOR AGENDA**
**MAHNOMEN PUBLIC SCHOOLS**
**JULY BOARD MEETING**
**MONDAY, JULY 20, 2026**
**6:00 PM SCHOOL BOARD CONFERENCE ROOM**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL:
   Board Members Present: _____Chris Otto, _____Nicole Ose, _____Ashley Neis, _____ Kimberly Scott-Neisen, _____Traci Turner, _____Craig Bower
4. ADOPTING THE AGENDA
   As presented or modified
5. VISITORS AND GUEST COMMENTS
   Visitors from ICS for LTFM Planning - Jason Splett & Mark Cobb
6. MONTHLY ROUTINE CONSENT BUSINESS
   Minutes from previous School Board Meetings
   Bills
   Financial Reports
   Donations
7. COMMUNICATION - A board member may participate virtually in this meeting.

   In case of inclement weather, this meeting will be rescheduled for the following day at the same time and location (6:00 PM in the Conference Room).
   A board member may participate virtually in this meeting.
   In case of inclement weather, this meeting will be rescheduled for the following day at the same time and location (6:00 PM in the Conference Room).
8. COMMITTEE AND SCHOOL BOARD REPORTS
9. ADMINISTRATION REPORTS
10. DISCUSSION ITEMS
    10.1. Weight Room Discussion
    10.2. Update on Staff Input – Four-Day Week Exploration
    Update on Staff Input - Four-Day Week Exploration
    10.3. First Reading – Thunderbird Co-op Activities Handbook Revision: Windshield Time
    First Reading - Thunderbird Co-op Activities Handbook Revision: Windshield Time:

| | | |
|---|---|---|
| **Coach Windshield Time - Co-op Activities** | **$25.00 Hourly** | **Paid at a rate of $25/hour in 15-minute increments for approved travel of 15 miles or more.** |

10.4. 26-27 Committee Meeting Cycle
26-27 Committee Meeting Cycle

10.5. *The Commons* Phone Management System
Review of materials related to a potential student cell phone management system. Attachments provided for board review.

11. ACTION ITEMS

11.1. Approval of Interquest Canine Contract for the 2026–2027 School Year
Approval of Interquest Canine Contract for the 2026-2027 School Year

11.2. Revision of Local Policies 495M, 496M and 497M
Revision of Local Policies 495M, 496M and 497M

11.3. Approval of Financial Signatures
Approve the following signature accounts and authorized signatures:
Petty Cash: Superintendent Andrea Simon, Business Manager Jessica Gilbertson, and District Secretary Delane Schaumburg
District Checks: Superintendent Andrea Simon, Business Manager Jessica Gilbertson, School Board Chair Christopher Otto, Clerk Traci Turner, and Treasurer Kimberly Scott-Neisen.
Money Market Savings and Alternative Facilities Bond: Superintendent Andrea Simon, Business Manager Jessica Gilbertson, and Treasurer Kimberly Scott-Neisen.
Student Activity Account: Student Activity Secretary Delane Schaumburg, Principal Kevin Hedstrom, Principal Mandy Okeson, Superintendent Andrea Simon, and Business Manager Jessica Gilbertson.

11.4. Public Acknowledgement of Equal Rights Compliance, Naming of Title IX Coordinator, and Identifying a Harassment Free Workplace Contact Person.
Public Acknowledgement of Equal Rights Compliance, Naming of Title IX Coordinator, and Identifying a Harassment Free Workplace Contact Person.

11.5. Calling for FY-2027 Bids
Calling for FY-2027 Bids

11.6. Offer vs Serve Option for Meals
Offer vs Serve option for meals

11.7. Long-Term Facilities Maintenance Plan Resolution
Long-Term Facilities Maintenance Plan Resolution

12. PERSONNEL TOPICS

Resignations

Hiring

Lane Change

Other

12.1. Hire Jazlyn Erickson Art Teacher

Hiring

12.2. Hire Kelly Bristlin as Elementary Teacher

12.3. Reassign Courtney Stueness as Elementary Teacher

12.4. Hire Jennifer Eggen as High School Reading/ELA Teacher

12.5. Hire Kayla Dillon as Custodian

12.6. Hire Darell Skoy as Custodian

12.7. Hire Haylee Onstad as Para

12.8. Hire Dawn Racine as Para

12.9. Hire Jason Eggen as Head of Building & Grounds

12.10. Retirement of Michele McCollum Steinmetz

12.11. Resignation of Morrissa Fanning

12.11.1. Resignation of Ryan Majerus

Resignation of Ryan Majerus -

12.12. Termination of Probationary Employee Jace Bueng

Mahnomen ISD 432
Safe, Supportive, Learning

# July - Elementary Principal's Report

Mandy Okeson

## STEAM Camp

This summer, students participated in an engaging three-week STEAM Camp that provided enriching learning experiences in science, technology, engineering, art, and mathematics. The program was a collaborative effort with White Earth Tribal programs and White Earth Tribal and Community College (WETCC), giving students meaningful opportunities to connect classroom learning with real-world applications through hands-on activities and cultural partnerships.

Students also enjoyed several memorable field trips, including a visit to WETCC and a Minnesota Department of Natural Resources (DNR)-sponsored outdoor learning experience where they explored local waterways on pontoons and learned fishing skills. These experiences helped foster curiosity, teamwork, and a deeper appreciation for science and the natural environment. A special thank you goes to **Dawn Winters**, whose leadership and organization ensured the success of this outstanding three-week learning opportunity for our students.

## Summer Preparation Update

Throughout the summer, I have been focused on preparing for a successful start to the 2026–2027 school year. Key priorities have included renewing online curriculum and instructional resources, organizing classrooms and shared learning spaces, and assisting new teachers as they become familiar with our building, procedures, and available resources and updating the Elementary Student and Staff Handbooks to reflect current policies, procedures, and expectations.

Additional work has included developing a new elementary master schedule to maximize instructional time and student support, participating in staff interviews to help build a strong team, completing required end-of-year reports and documentation, and beginning

preparations for the upcoming school year. These efforts are helping ensure that our staff, students, and families have a smooth and successful transition into the new academic year.

**Personal Note**

I am unable to attend this month's board meeting in person as I will be overseeing the 50th Reunion at Flaming Pine Youth Camp. I appreciate your understanding and look forward to seeing everyone at the August meeting. Thank you for your continued support as we prepare for a successful school year.

Mahnomen ISD 432
Safe, Supportive, Learning

# Superintendent's Report

**July 20, 2026**

## 1. Highlights

We would again like to thank **White Earth Tribal and Community College (WETCC)** for their partnership and collaboration in supporting Summer STEAM programming. We continue to strengthen our partnership. On October 23, Mahnomen students in grades 9–12 will have the opportunity to participate in a free, one-day **Scrubs Camp at WETCC**, where they will explore healthcare careers through hands-on activities, interactive breakout sessions, and conversations with healthcare professionals. The district is coordinating transportation to support student participation.

## 2. Staffing & Personnel

The district has made strong progress on **staffing for the 2026-27 school year.** Since the last board meeting, several teaching and support positions have been filled or moved forward in the hiring process. Interviews and recruitment efforts continue for the remaining vacancies.

We've continued strengthening our **support systems for paraprofessionals** by developing 30-day and 60-day check-ins for new staff, along with an annual evaluation process that incorporates teacher feedback. The goal is to provide more consistent support, clearer communication, and meaningful feedback throughout the year.

## 3. Operations & Facilities

**Summer building projects and preparations** are underway, including rekeying, summer cleaning, and facility improvements. Staff continues working to ensure classrooms and facilities are ready for the start of the 2026–27 school year.

District leadership has been working to **evaluate transportation routes** and identify efficiencies for the upcoming school year. A meeting with our contracted drivers is scheduled to review proposed route adjustments and gather driver feedback. Based on our current analysis, the data support reducing one regular bus route, allowing us to absorb Terry's retired route without hiring a replacement. We are also reviewing special education transportation to improve efficiency.

**Cross-training on payroll** continues within the district office to build internal capacity.

## 4. Planning & Programming

Staff continues to review **district policies** and identify updates needed for the upcoming year. Current work includes district credit card use, artificial intelligence, procurement, student cell phones, transportation, personal property, vendors, and insurance/community education. The Policy Committee is scheduled to meet in August to begin reviewing these proposed revisions before bringing them forward for board consideration throughout the fall.

## 5. Committee Meetings Summary

**Pairing Committee Update:** The committee met on June 16th at 5:00 PM and agreed to a proposed **windshield time** payment structure for coaches and advisors driving for co-op activities. Draft handbook language will be presented to both school boards at their July meetings for first reading. The committee also reviewed district activity **budgets**, discussed surveying students to gauge interest in adding **cross country and/or trap shooting**, and reviewed the **coach evaluation process**.

**Facilities Committee**
The Facilities Committee met on June 30th at 8:00 AM to review current and future facility needs, including the **auditorium, track, lockers, and the district rekeying project**. The committee also toured the proposed **weight room project**. Following the walkthrough, committee members expressed interest in continuing to explore the weight room project and wanted to gather input from the remaining board members before moving forward. Those members later shared additional questions and concerns. Since that time, anticipated partnerships supporting the project have fallen through.

# 4-Day School Week Exploration Update

## Survey Stats

**Exploration Yes/No** = 70 responses 90% yes, 10% no
**Feedback/Questions** = 37 responses summarized as follows:

Staff feedback continues to reinforce that there is interest in learning more, along with a desire for a thoughtful, transparent process before any decisions are made.

**The questions staff most want answered include:**

- What would the daily schedule and school calendar look like?
- How would instructional time be protected and academic outcomes affected?
- What impact would this have on attendance?
- How would childcare needs be addressed for working families?
- How would athletics, activities, transportation, and meals be impacted?
- What would the change mean for hourly staff, contracts, and compensation?
- Would the district actually realize meaningful cost savings?

**Potential benefits staff identified:**

- Improved staff recruitment and retention.
- Fewer student and staff absences due to appointments.
- Better work-life balance and staff morale.
- Potential cost savings in transportation, food service, and utilities.
- Longer class periods could allow for deeper instruction and fewer interruptions.

**Primary concerns raised:**

- Childcare availability for families.
- The needs of students who rely on school for meals, structure, and daily support.
- Longer school days for younger students and bus riders.
- Potential impact on learning, especially for students who already struggle academically or with attendance.
- Coordinating athletics and extracurricular activities, particularly with our Waubun partnership.

The strongest overall theme was that **staff want to understand the "why" behind exploring a four-day week and see detailed examples of what it could look like before forming an opinion.** Respondents consistently asked for transparent communication, opportunities for community input, sample calendars and schedules, research from other districts, and data on academic and financial impacts.

**Next Steps**
No decisions have been made. During the 2026-27 school year, the district will continue gathering information, sharing research, and engaging staff, families, students, and the community before the School Board considers whether a four-day school week is the right fit for Mahnomen Public Schools.

| Position | Rate of Pay | Per/Stipend | Comments |
|---|---|---|---|
| **Athletic Event Related** | | | |
| Gate Workers | 60.00 | *Event | *Typically 2 people (4 for Football (2 gates)) |
| Clock | 60.00 | *Event | *Event=Sub-Varsity through Varsity Gam |
| Libero Tracking (VB) | 60.00 | *Event | *Event=Sub-Varsity through Varsity Gam |
| Book / Score Keeper | 60.00 | *Event | *Event=Sub-Varsity through Varsity Gam |
| Announcer | 60.00 | *Event | *Event=Sub-Varsity through Varsity Gam |
| Event Supervision | 100.00 | *Event | |
| JH Officials | 85.00 | *Event | *Event=7+8 game (if applicable) |
| JV Officials<br>C Team Officials | 85.00<br>85.00 | *Event<br>*Game (if 2 games) | *Same official for C/JV=120.00<br>*When no option for 2nd game=70.00 |
| Speech Judge | 60.00 | *Event | *May differ based on local organizations |
| | | | |
| Fall Laundry | 1,000.00 | Stipend | |
| Winter Laundry | 1,000.00 | Stipend | |
| | | | |
| Bus Driver - For Shuttle Routes | 25.00 | Hour | |
| | | | |
| | | | |
| **Contracted Bus Drivers are paid according to Contracted Rates | | | |

| Position | Rate of Pay | Per/Stipend | Comments |
|---|---|---|---|
| Coach Windshield Time – Co-op Activities | $25.00 | Hourly | Paid at a rate of $25/hour in 15-minute increments for approved travel of 15 miles or more. |

# Committee Meeting Cycle 26-27

**June:** Negotiations/Personnel Committee
**July:** Buildings & Grounds/Facilities Committee
**August:** Policy Committee
**September:** Technology Committee
**October:** Meet & Confer Committee
**November:** Finance Committee
**December:** Negotiations/Personnel Committee
**January:** Buildings & Grounds/Facilities Committee
**February:** Policy Committee
**March:** Technology Committee
**April:** Meet & Confer Committee
**May:** Finance Committee
**June:** Negotiations/Personnel Committee

*Pairing Committee meetings need to be coordinated with Waubun. I will add them to the calendar as they are scheduled.

# The Commons – Student Phone Management Solution

## Board Packet Summary | July 2026

## The Challenge

Student phone use during the school day has become one of the most persistent challenges impacting classroom focus, student behavior, and overall school culture.

Despite existing “off and away” policies, research shows students spend an average of 1.5 hours per school day on non-academic phone use (JAMA Pediatrics, 2025 & 2026).

Beyond academic disruption, schools are increasingly navigating:

- Decreased student focus and engagement during class time
- Strained peer relationships and reduced in-person interaction
- Rising concerns around student well-being and mental health tied to social media use
- Increased burden on teachers and administrators to monitor and enforce policies

These patterns highlight a consistent challenge across schools. Even with clear policies in place, implementation and day-to-day enforcement remain difficult to sustain.

## A New Approach: The Commons

The Commons is a Tier-1 school-wide solution designed to integrate with the school’s cellphone policy allowing school leaders to implement it in a consistent and manageable way, while helping students build healthier relationships with their devices.

It combines:

- A privacy-first application that limits access to apps during the school day, unless whitelisted by the school
- A digital citizenship program that supports students and staff in building long-term habits

Rather than relying solely on physical removal, The Commons reduces the most disruptive smartphone features during the school day, making it easier for students to comply with expectations and school policy.

## How It Works

Students are required, through the school’s cellphone policy, to download The Commons app. After that, it automatically activates when they arrive on campus through a geofence. The app limits access to all applications unless whitelisted by the school, such as academic, medical or essential communications.

The Commons uses device-level location and network settings to function without tracking students. These settings are required only to allow the geofence to detect when the phone is on campus, during school hours, and does not access student location or personal activity (compliant with FERPA and COPPA guidelines).

- The Commons does not track or store students’ real-time location.
- The Commons does not access personal content, messages, photos, or browsing history.

**Device collection is NOT required.** Students keep their devices in their backpacks, eliminating the need for physical collection, storage and school liability.

**Administrative visibility.** School leaders can view participation data and general compliance trends to help support student accountability, without access to personal content.

**The system works automatically,** without students or teachers needing to do anything on a daily basis. The Commons requires minimal reinforcement when needed to ensure reliability.

## Why This Approach

School leadership is exploring The Commons as an alternative to traditional methods such as phone pouches or manual collection.

Key considerations include:

- **Operational feasibility**
  Reduces the need for daily collection, monitoring, and enforcement in classrooms
- **Student accountability without daily physical handling of devices**
  Supports a focused environment while making expectations easier to follow
- **Cost effectiveness**
  Software-based approach compared to recurring hardware costs
- **Behavioral sustainability**
  Supports longer-term habit formation while helping schools maintain consistent expectations day to day
- **Flexibility**
  Can be adapted to align with the school's specific policies and community values

## Building a Sustainable School Culture Around Phone Use

Many schools have explored or implemented physical solutions such as pouches or collection systems. These approaches can be effective in the short term, particularly for quickly removing devices from the classroom.

But phone use during the school day is not just a policy issue. It is also a behavioral and developmental challenge. Addressing it effectively requires both clear, consistent guardrails and an environment where expectations are easier to follow.

The Commons is designed to support this balance by reducing the most disruptive features of phones during the school day while helping schools create a sustainable, focused learning environment.

## Additional Resources

- Overview materials, technical summary, FAQ, and privacy documentation are included in this packet
- Website: www.the-commons.app
- Reference: JAMA Pediatrics (2025), Adolescent Smartphone Use During School Hours
  https://jamanetwork.com/journals/jamapediatrics/fullarticle/2829879

**What is The Commons, and how does it work?**
The Commons is a geofence technology application that helps schools reduce cellphone distractions during the school day without requiring phones to be collected or locked away. When a student arrives on campus, 'School Mode' activates automatically and limits access to distracting apps. When the student leaves campus, the phone returns to normal. The goal is to support focus and consistency without adding daily enforcement burden to teachers or staff.

**Can students bypass the system using Wi-Fi, cellular data, or hotspots?**
No. The Commons operates at the device level, so switching networks does not bypass restrictions. Cellular, Wi-Fi, or hotspots do not override the system.

**Does the system work automatically?**
Yes. The Commons is designed to work automatically by default. In most cases, School Mode activates when a student arrives and turns off when they leave.

**Are there situations where a student needs to open the app?**
The Commons was intentionally designed to make phone-free schools, automatic. Occasionally, like any mobile system, there are edge cases where the app may need to be reopened or permissions confirmed. This is not a daily requirement, but a light-touch reinforcement to ensure reliability.

**What happens if a student deletes or disables the app?**
If the app is removed or disabled, the system notifies the school, and staff can follow up based on school policy. The goal is to support consistency while providing visibility to help schools enforce their policy.

**Can students still contact parents during the school day?**
Yes. The Commons does not block phone calls, though communication is subject to school policy and guidelines and parents and students should refer to school preferences in communication methods.

**What if a student needs certain apps for medical or academic reasons?**
Schools can allow specific apps as needed. The system is configurable to allow required tools while still limiting access to distracting applications.

The Commons, All rights reserved 4/5/2025

**Does this affect all devices on campus?**
No. Only devices with The Commons app installed are affected. Other devices, including those belonging to visitors or staff, are not impacted.

**Does The Commons track student location?**
No. The Commons is not a location tracking tool.

Apple and Android control how location works on a device, and The Commons does not receive or access precise location data.

Instead, the device simply indicates whether it is inside or outside the school boundary so School Mode can turn on or off. The Commons does not see where a student is, track movement, or store location history. There is no map, GPS tracking, or real-time monitoring.

**Why does the app require "Always Allow Location"?**
This setting is required by Apple and Android for apps that need to work automatically in the background.

It allows The Commons to activate School Mode when a student arrives at school and turn it off when they leave, without requiring daily interaction from students or staff.

The Commons does not receive or access precise location data. The device simply indicates whether it is inside or outside the school boundary so the system can turn on or off.

This does not enable continuous tracking. The app does not see where a student is, track movement, or store location history.

**What data does The Commons collect?**
The Commons collects limited data required for the app to function. This includes whether the app is active, whether the device is inside the school boundary, and general phone usage time during school hours.

The Commons **does not** collect or access:

- messages, photos, or content
- browsing history
- location history

It is used only to support schools in implementing their cellphone policy and is designed to align with FERPA, COPPA, and established cybersecurity best practices.

The Commons, All rights reserved 4/2/2026
Want to learn more? You can read our full Privacy Policy and Terms of Service at any time.

**Why does The Commons use a VPN?**
The Commons uses a VPN to limit access to distracting apps during school, while still allowing chosen academic, medical and emergency apps to function.

**What does the VPN do?**
During school hours, the VPN restricts distracting apps from refreshing or connecting normally, which significantly reduces their ability to be used.

Some apps may still show previously loaded or cached content, but new content, notifications, and ongoing use are limited.

The system does not:

- see what a student is doing
- monitor browsing or messages
- collect or store personal activity

It simply applies school-defined rules to reduce access to distracting apps during the school day.

**Why do schools use The Commons?**
Schools are being asked to implement cellphone policies that are consistent, sustainable, and effective throughout the entire school day. Most current approaches rely on daily enforcement or physical collection which erode after time.

The Commons provides an automated system with visibility, supported by minimal reinforcement when needed, helping reduce disruption and allowing teachers to focus on teaching.

The Commons is designed to support schools in implementing their policies—whether that is a full-day restriction or a more flexible approach—by creating clear guardrails for when and how devices can be used.

This structure helps students:

- follow school expectations more consistently
- reduce distraction during the school day
- build awareness of when to engage with their phones and when not to

The goal is not just to manage devices, but to make expectations easier to follow and to support responsible, sustainable technology use over time.

The Commons, All rights reserved 4/2/2026
Want to learn more? You can read our full Privacy Policy and Terms of Service at any time.

The Commons™
Disconnect to Reconnect

# Protecting Privacy. Supporting Presence.

## A Guide to How The Commons Protects Student Data and Supports Distraction-Free Learning

The Commons is a privacy-first platform designed to support student focus and well-being without surveillance or invasive data collection.

# Privacy-First by Design

At The Commons, we help students stay focused during the school day by minimizing digital distractions, not by monitoring or tracking them.

Our system is built for schools and students without compromising privacy, safety, or trust.

| What The Commons Detects | What We Never Access |
|---|---|
| Entry/exit from school zone | Browsing history |
| Whether app is functioning properly | App content or messages |
| Time-on-phone in school zone | Student names, IP addresses, precise location |

## Why This Matters

- **Non-invasive:** Emails, texts, web history, or media are never accessed or stored.
- **Privacy built-in**: By design, we don't access personal information. While schools can see general usage patterns, no private content, messages, or account details are ever collected or shared.
- **Compliance and best practices:** We align with FERPA and COPPA and follow the security protocols outlined in the NIST Cybersecurity Framework.

The Commons operates without access to any student content, messages, or accounts — and that's intentional.

The Commons

# Commitments & FAQ

**Built for Schools, with Students in Mind**
The Commons reduces classroom disruption, supports digital wellness, and builds student agency without requiring phone collection.

**Legally Compliant**
The Commons complies with:

- FERPA – Family Educational Rights and Privacy Act
- COPPA – Children's Online Privacy Protection Act
- District technology policies

**Following NIST Standards**
We follow best practices informed by the NIST Cybersecurity Framework, the national standard for protecting sensitive data and reducing digital risk.

**Does The Commons read my kid's messages or browsing history?**
No — We don't track phone content at all. Our VPN is a simple protection layer over students' distracting applications to ensure they can't be accessed during the school day.

**Can The Commons see who my child is or where exactly they are?**
No — We only detect entry or exit from a general school zone, not precise location or identity.

**Why don't you collect names or accounts?**
Because we pair devices to school rosters using QR codes, not usernames or passwords. That keeps everything anonymous within the app.

Still have questions? For more information, visit:
www.the-commons.app/faq and www.the-commons.app/privacy-policy

The Commons

# Permissions Used by Popular Apps —
# How The Commons is Different

| Permissions | | | | The Commons Disconnect to Reconnect |
|---|---|---|---|---|
| Personal information: Name, Age, Email, Password | ✓ | ✓ | ✓ | |
| Camera, Photos & Microphone | ✓ | ✓ | ✓ | |
| Location | ✓ | | ✓ | ✓ |
| In-App Ads & Cross-App Tracking for Ads | ✓ | ✓ | | |
| Search History | ✓ | ✓ | | |

Graph adapted from Apps that Track You

✓ = Required or requested permission is optional and is typically enabled by default for an optimal app experience.

Teens' personal information is being exploited by big tech. By quickly enabling all app permissions—like camera, microphone, or search history— teens unlock popular features like filters, sharing, or live content.

These permissions give platforms deeper access to track behavior and build detailed profiles.

***The Commons is different.***

We only use the minimum needed to support safe use during school hours—specifically, device motion, notifications and a school-specific VPN to detect location when students arrive on campus to automatically block distracting apps. We don't track personal activity, browsing, or location history.

The Commons stores only limited, non-personal data for functionality. Your student's content, messages, or personal information is never collected or shared.

***That's our promise.***

# INTERQUEST DETECTION CANINES®

***Interquest Detection Canines®***

(INTERQUEST)

**Mahnomen School District**

(the District)

This shall serve as an agreement by and between Interquest Detection Canines® and the DISTRICT for substance awareness and detection services for the period of September 2026 through May 2027.

It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non- aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT. Suspected drugs of abuse may be field-tested to provide preliminary or presumptive identification of the drug.

INTERQUEST agrees to provide 9 Half day visits for the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. The cost for each visit will be $375.00 per team. Multiple canine teams will be charged on a per team basis. Required court testimony on behalf of the DISTRICT will be charged at the same rate. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. The District will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits.

DISTRICT will be responsible for payment for any visit made on any day other than those days noted as unacceptable on the attached school calendar. Unless an act of God or state mandated shutdown, 72 business hours cancellation notice is required for all scheduled visits or the district will be billed for the visit. To cancel, please call 218-841-5929

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and other state regulatory agencies as required.

INTERQUEST DETECTION CANINES®

*Sara Fox*

School's signature _____

*Adopted: July 12, 2010* *Policy 495M*

*Revised: July 20, 2026*

# 495M MAHNOMEN PUBLIC SCHOOL ANNUAL REIMBURSEMENT SCHEDULE FY-2026

## I. PURPOSE

The purpose of this policy is to provide an annual framework for the school board to revise and set annual reimbursement.

## II. GENERAL STATEMENT OF POLICY

The school board makes various products, services and facilities for student and public voluntary participation.

## III. SCHEDULES

**MEALS:** The reimbursement rate for meals for District Employees and School Board Members attending a school sanctioned and pre-approved function will follow the current Federal reimbursement rate.

| | *2025-26* |
|---|---|
| *Breakfast:* | *$13.00* |
| *Lunch:* | *$20.00* |
| *Dinner:* | *$26.00* |
| | *$59.00* |

**MEALS STUDENTS:** The reimbursement rate for meals for District Students attending a school sanctioned and pre-approved state function.

2025-26: $10.00 per meal (will be consistent with Waubun according to pairing committee)

**MILEAGE REIMBURSEMENT**: The reimbursement rate for mileage for employees driving their own vehicle to a school sanctioned and pre-approved function will follow the current IRS maximum non-taxable reimbursement rate. *(Current federal rate)*

*Adopted:* *June 14, 2010* *Policy 496M*

*Revised:* *July 20, 2026*

# 496M MAHNOMEN PUBLIC SCHOOL SUBSTITUTE AND MISCELLANEOUS PAY POLICY FY-2026

## I. PURPOSE

The purpose of this policy is to provide an annual framework for the school board to revise and set annual substitute and other miscellaneous pay policy.

## II. GENERAL STATEMENT OF POLICY

The district hereby utilizes a comprehensive substitute and other miscellaneous pay schedule.

## III. PAY SCHEDULE 2026-27

| | | |
|---|---|---|
| A. | Driver Education-<br>(Behind the Wheel) | per master agreement |
| B. | SUBSTITUTES: | |
| | 1. Substitute Teacher | $175.00 (Full day)<br>$90.00 (½ day) |
| | Special Education Substitute Teacher | $200.00 (Full day)<br>$100.00 (½ day) |
| | Long-Term Substitute Teacher<br>(After 19 days, - step I on Master schedule) | Per school Policy |
| | 2. Bus Driver<br>*(bus endorsed licensure)* | $60.00/Regular Route |
| | 3. Cooks | Starting wage |
| | 4. Clerical | Starting wage |
| | 5. Custodian | Starting wage |
| | 6. Para Educators | Starting wage |
| C. | Swimming Pool | |

*Adopted:* *June 14, 2010* *Policy 497M*

*Revised:* *July 20, 2026*

# 497M MAHNOMEN PUBLIC SCHOOL MISCELLANEOUS FEE SCHEDULE POLICY FOR 2026-27

## I. PURPOSE

The purpose of this policy is to provide an annual framework for the school board to revise and set annual fees.

## II. GENERAL STATEMENT OF POLICY

The school board makes various products, services and facilities for student and public voluntary participation.

## III. SCHEDULES 2026-27

| | | |
|---|---|---|
| **A.** | **DRIVER'S EDUCATION FEE:** | $305.00 |
| | The fees are broken down as follows: | |
| | Classroom Drivers Education | $120.00 |
| | Blue Card | $5.00 |
| | Behind the Wheel Training (in-district student) | $325.00 |
| | Behind the Wheel Training (out-of-district student) | $450.00 |
| **B.** | **PADLOCK FEE DEPOSIT** | $5.00 |
| **C.** | **GATE ADMISSION (without Annual Pass):** | |
| | STUDENTS | $3.00 |
| | COLLEGE STUDENT (MUST SHOW I.D.) | $3.00 |
| | ADULTS | $5.00 |
| | SENIOR (55+up) | FREE |
| **D.** | **ANNUAL ACTIVITY PASS:** | |
| | STUDENTS | $20.00 |
| | ADULTS | $40.00 |
| | FAMILY | $100.00 |
| | SENIOR CITIZEN (55+) | No Charge |
| **E.** | **MEAL PRICES:** | |
| | STUDENT BREAKFAST | (Free) |
| | REDUCED K-12 BREAKFAST (set by state) | |
| | ADULTS/GUESTS BREAKFAST | $3.30 |
| | STUDENT LUNCH K-6 | (Free) |

| | |
|---|---|
| STUDENT LUNCH 7-12 | (Free) |
| REDUCED K-12 LUNCH (set by state) | |
| ADULTS/GUESTS LUNCH | $5.35 |
| ADULTS EXTRA MILK | $.40 |

**E. INSTRUMENT RENTAL:**

Wind instruments are rented for $100 for the school year, $20 for the summer. Keyboards and guitars are rented for $50 for the school year, $20 for the summer. A percussion usage fee of $15.00 is charged to all 6th - 12th grade students for use of the equipment for the school year. A maximum of $ 125 per family will be charged for instrument/music equipment rental. A student must be receiving instruction from a member of the music department OR be actively enrolled in a music class to be eligible to rent school instruments.

The school will pay for cleaning/maintenance of each instrument following the rental period. Students/families will be responsible for paying the remainder of any balance *greater than the rental fee* for repair/maintenance to the instrument *during* the rental period.

The rental fee will be waived for any student asked to play a school instrument at the request of the director, but students will be responsible to pay for repair/maintenance needed during the time of use.

**F. FACILITY/GROUNDS/EQUIPMENT USE:**

Per arrangements with the Community Education Director

**G. EXTRA-CURRICULAR PARTICIPATION FEES:**

N/A

Division of School Finance
400 NE Stinson Blvd.
Minneapolis, MN 55413

# Fiscal Year (FY) 2028 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

ED-02477-012
Due: July 31, 2026

**General Information:** Minnesota school districts, intermediate school districts, cooperative districts, joint powers applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes 2025, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2026. Submit to Sarah C. Miller (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

## Identification Information

| Name of District, Intermediate/Cooperative/Joint Powers | District Number and Type: | Date Submitted: |
|---|---|---|
| Mahnomen Public Schools | 432-01 | 7/21/2026 |

## Statement of Assurances

1. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes 2025, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes 2025, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes 2025, section 123B.595, subdivision 11 (***Number one reason may not be energy savings).***
2. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes 2025, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2) and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes 2025, section 123B.595, subdivision 11 (***Number one reason may not be energy savings).***
3. All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2028 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes 2025, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes 2025, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2025, section 123B.595, subdivision 11.
4. All actual expenditures to be reported in UFARS for FY 2028 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes 2025, section 123B.595, subdivision 10, paragraph (a), clauses (1), (2) and (4) and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2025, section 123B.595, subdivision 11. ***Effective FY 2025 and beyond for a gender-neutral, single-user restroom are included in The LTFM plan (Finance Code 384 must be used with Course Code 684).***
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. 127A.41, subd. 3[2025]).
6. The district's plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. 121A.335 [2025]). ***The district's ten-year plan does not include a request for a second-time project cost for: (1) replacement of an existing mechanical ventilation system to the current Minnesota State Mechanical Code/ American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) guidelines; or, (2) to provide a level of approximately 15 Cubic Feet per Minute (CFM) per person.***

## Certification of Statement of Assurances

| Signature – ***Must be signed*** by Supt./Cooperative/Joint Powers Unit Director: | Name – Supt./Cooperative/Joint Powers Director (Please print) | Date: |
|---|---|---|
| Andrea Simon | Dr. Andrea Simon | 7/21/2026 |

**EXTRACT OF MINUTES OF A MEETING**
**OF THE SCHOOL BOARD OF**
**MAHNOMEN PUBLIC SCHOOLS, ISD 432**
**MAHNOMEN, MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 432 (Mahnomen), State of Minnesota,
was held on July 20, 2026 at 6:00 o'clock p.m., for the purpose in part, of approving the District's Fiscal year (FY) 28 Long-Term Facility Maintenance Ten-Year Plan as established in Minnesota Statues, section 123B.595.

School Board Member _____introduced the following resolution and moved its adoption:

**Resolution Adopting Independent School District No. 432 FY 28 Long-Term Facilities Maintenance Ten-Year Plan**

BE IT RESOLVED by the School Board of Independent School District No. 432, State of Minnesota, approves the attached FY 28 Long-Term Facilities Maintenance Ten-Year Plan.

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

_____.

_____.

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA )
) SS.
COUNTY OF )

I, the undersigned, being the fully qualified and acting Clerk of Independent School District No. 432, State of Minnesota, hereby certify that the attached and foregoing is a full, true, and correct transcript of the minutes of a meeting of the School Board of Independent School District No. 432, duly called and held on the date therein indicated insofar as said minutes relate to the adoption of a resolution approving the FY28 LTFM plan and that said resolution included therein is a full, true, and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this 20th day of July, 2026.

_____
Clerk of the School Board
Independent School District 432

A LEGENCE Company

# Mahnomen Public Schools District #432
# FY 2028 LTFM Planning

Board Approval
July 20th, 2026

# Agenda

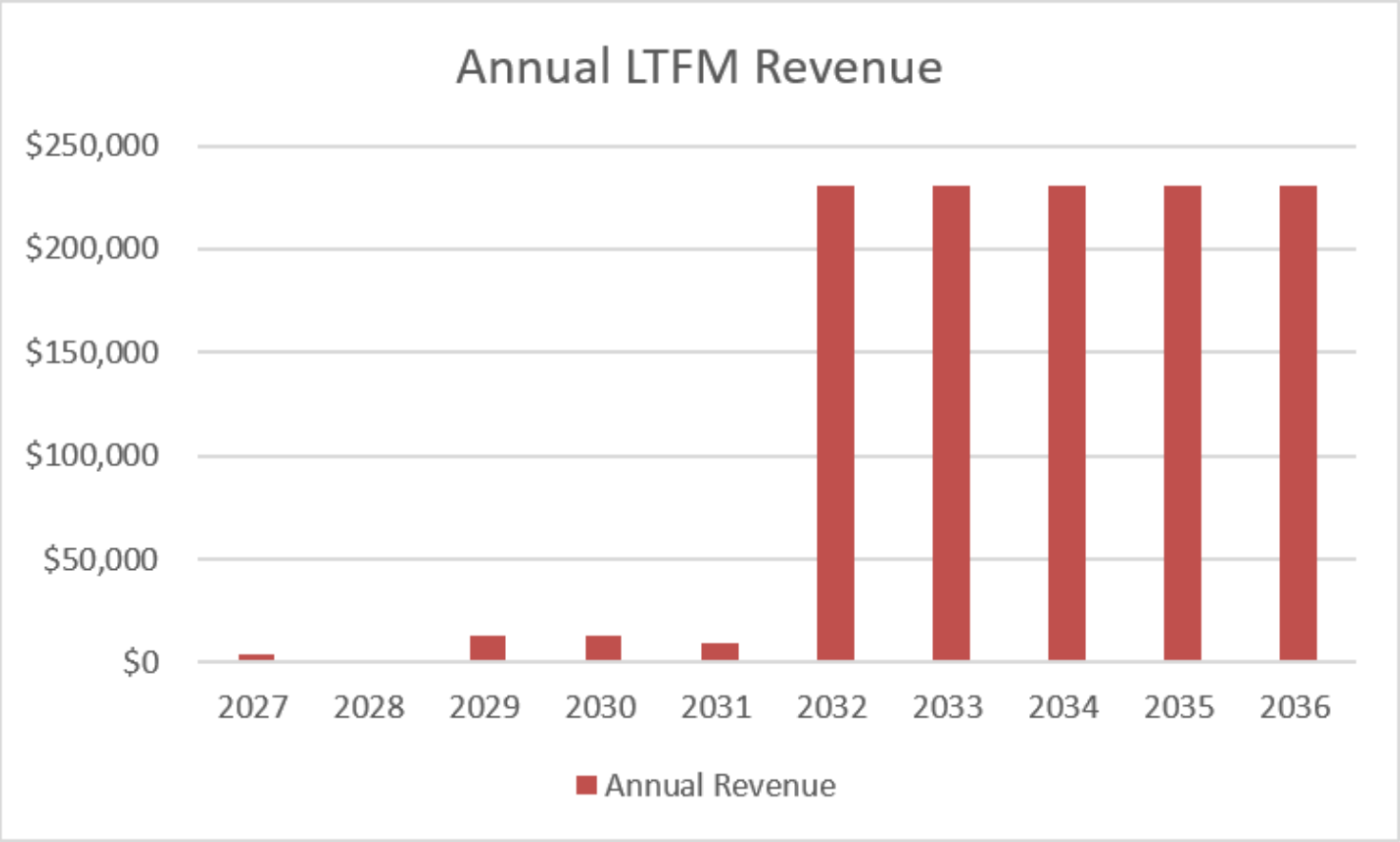
- Introductions
- Mahnomen District Overall Needs
- Annual LTFM Funding
- LTFM Eligible Improvements
- Capital Improvements
- LTFM Documentation
- Next Steps
- Q&A

# Mahnomen School Future Facility Needs

| Description | Funding Source |
|---|---|
| Roofing | LTFM |
| Track Replacement | |
| Gym Floor – Fix Saw Cut | |
| Cafeteria Floor Replacement | |
| Parking Lot Seal Coating (North End) | |
| Courtyard Windows | |
| New Pavement/Replace Existing Pavement | Abatement Bonds |
| Utilization of the pool space | Capital |
| Secure Entrance on the North end by Cafeteria | Capital/Safe Schools |
| Secure Old Basement Locker Rooms | Capital |
| Ventilation for areas with Smudging | Capital/IAQ |

# Annual LTFM Revenue

- The districts LTFM bonds will be paid off in 2031.
- In addition, other debt will be paid for at this time which will allow the district to look at doing future projects in a tax sensitive manner.

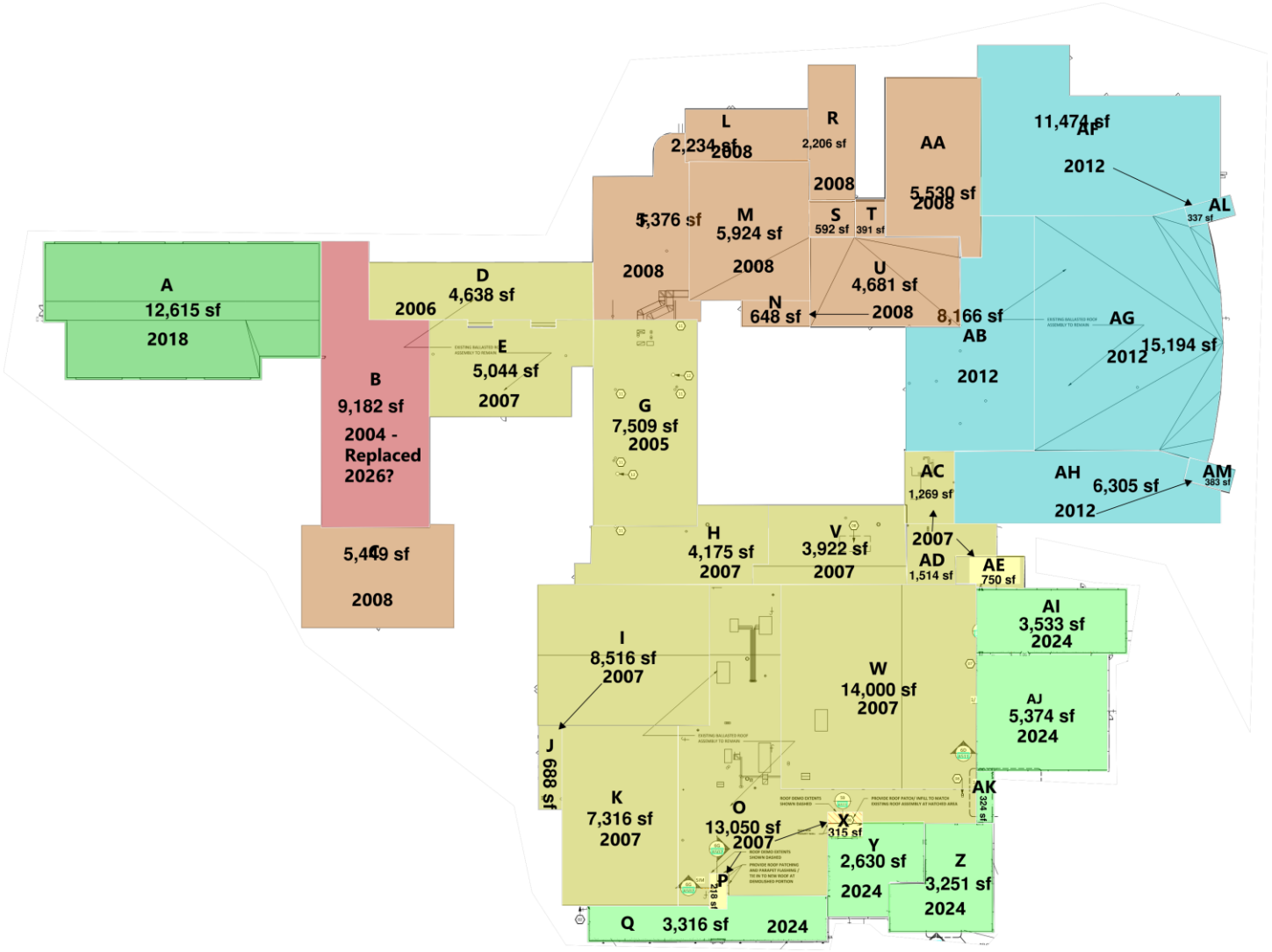


# LTFM Eligible Improvements: Roofing

Phase 1 – Immediate need of Roof B – Current plan is to pay for replacement using district capital

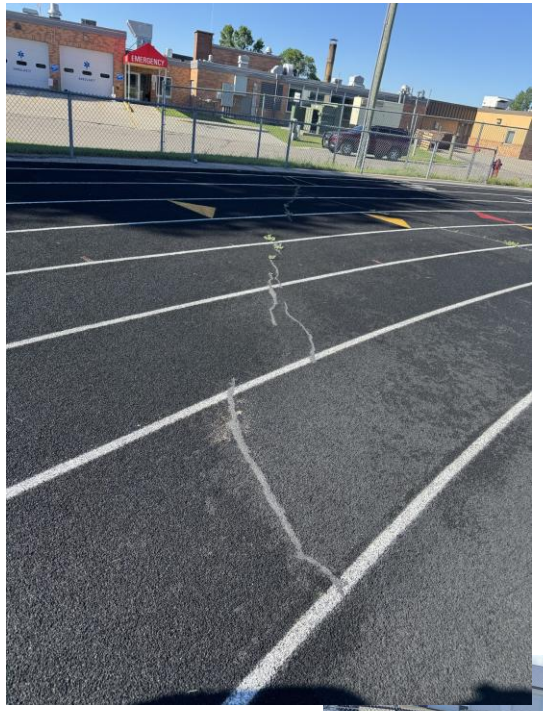
Phase 2 is suggested to take care of expiring roof ages from 05, 06 and 07

Phase 3 will consist of the other areas (primarily being the High School areas)



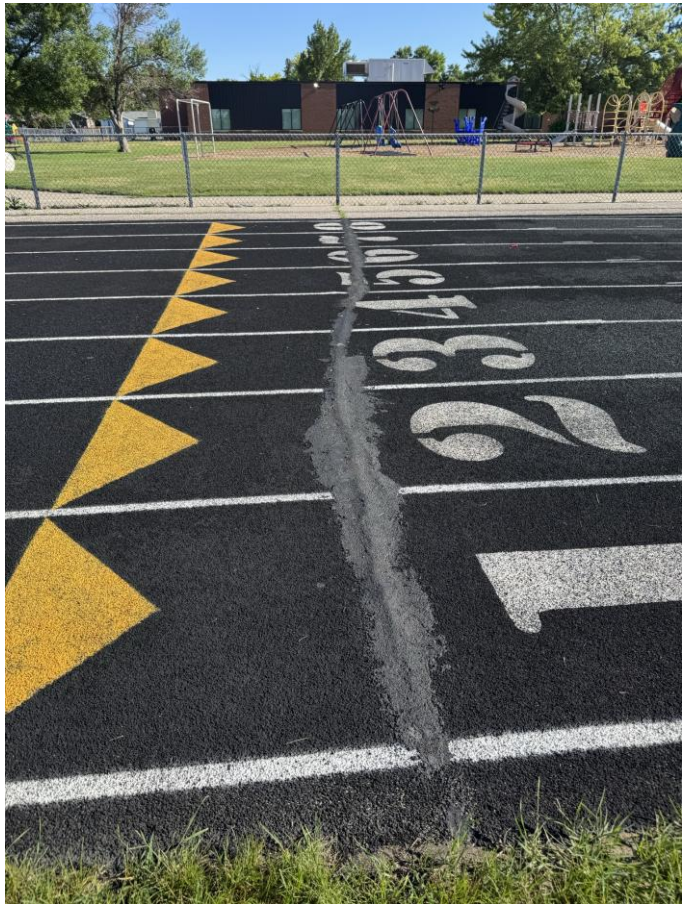

Glenn

# LTFM Eligible Improvements: Track



- Includes 4’ of soil correction under track (If not needed there could be significant savings.)
- ½” Rubber w/Structural Spray
- Concrete gutter along inner track
- Includes Perimeter Fencing

Total Estimated Budget: $1,100,000



# LTFM Eligible Improvements: Gym Floor Crack

- Remove two rows of boards (one on either side of saw cut)
- Install two new rows of 3/4" x 2 1/4" 2nd and better maple
- Sand and seal new maple
- Paint that side of the border
- Apply coats of finish on new maple
- Total Duration - Approximately 5 - 6 days

Total Estimated Budget : $15,000 - $17,000

*Assumption that the issue does not extend down to the subfloor and does not require a more extensive repair.

# LTFM Eligible Improvements: Cafeteria Floor Renovation (Epoxy Floor)

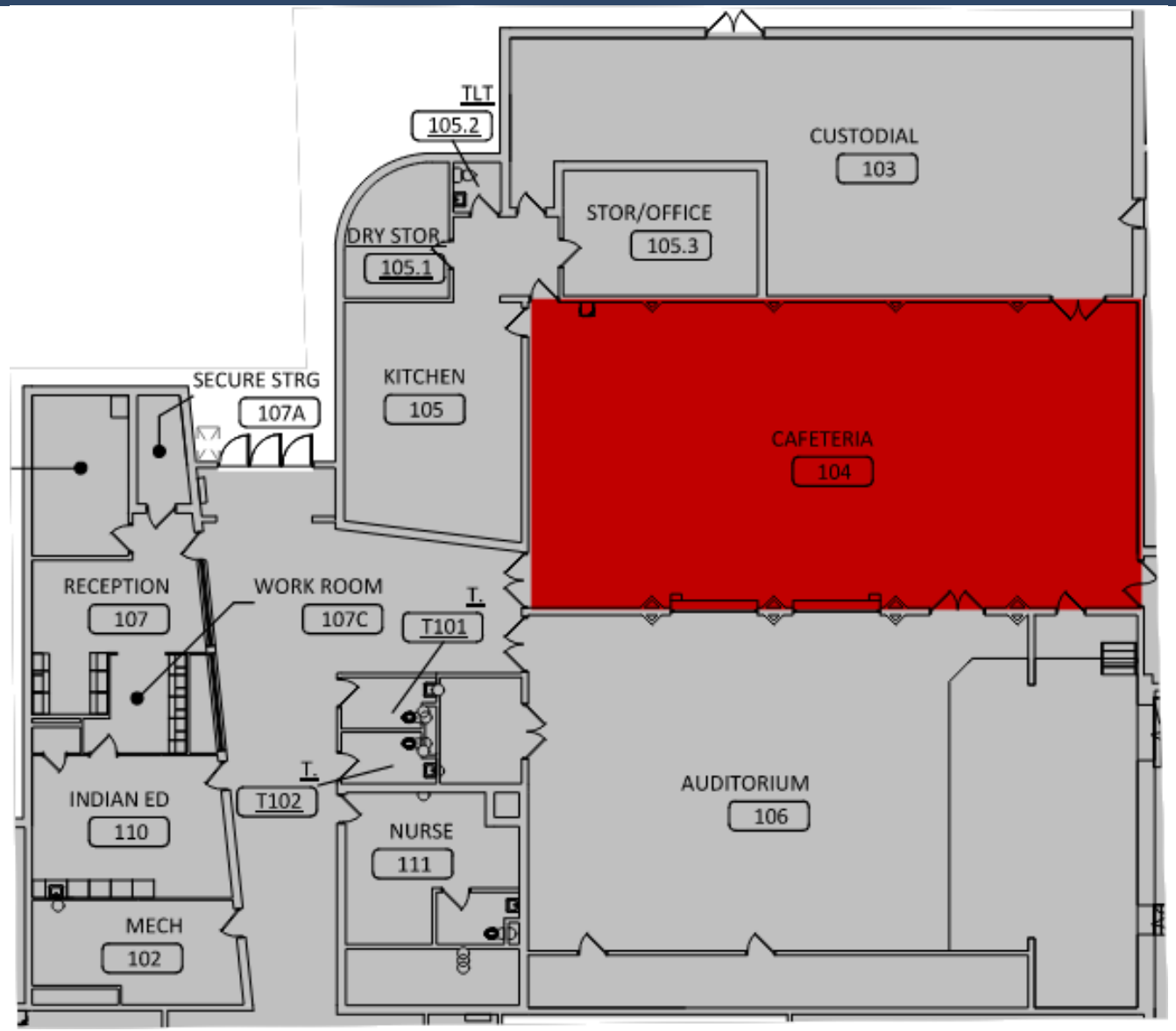
Existing Cafeteria LVT Flooring is popping up and bubbling

Suggestion for replacing this floor and installing an Epoxy coating

Budget for 2,500 sqft of flooring

$3/sqft for demolition and prep
$10/sqft for epoxy installation

Total Estimated Budget - $32,500




Glenn

# LTFM Eligible Improvements: Parking Lot Seal Coat (North Side)

Routine Maintenance needs to be performed for sealcoating and sealing of cracks at existing parking lots

Budget for 36,000 sqft of parking lot paving

Includes cleaning, crack sealing, 2 coats of seal coating and striping

$0.30/sqft for a budget total of $10,800

# LTFM Eligible Improvements: Courtyard Windows

Last winter the windows in the courtyard were frosted up. It is believed that the ceiling radiant heat along the windows will have resolved this. We recommend inputting the windows into the LTFM plan in the future and monitor the situation over this coming winter.

# Abatement Bond Eligible Improvements: Parking Lot Paving (South Side)

Budget Estimates have been provided by Hough Inc for parking lot improvements for 3 different sections on the South side of the school

1. South West side along Track
    1. Mill and Overlay pavement - $60,000

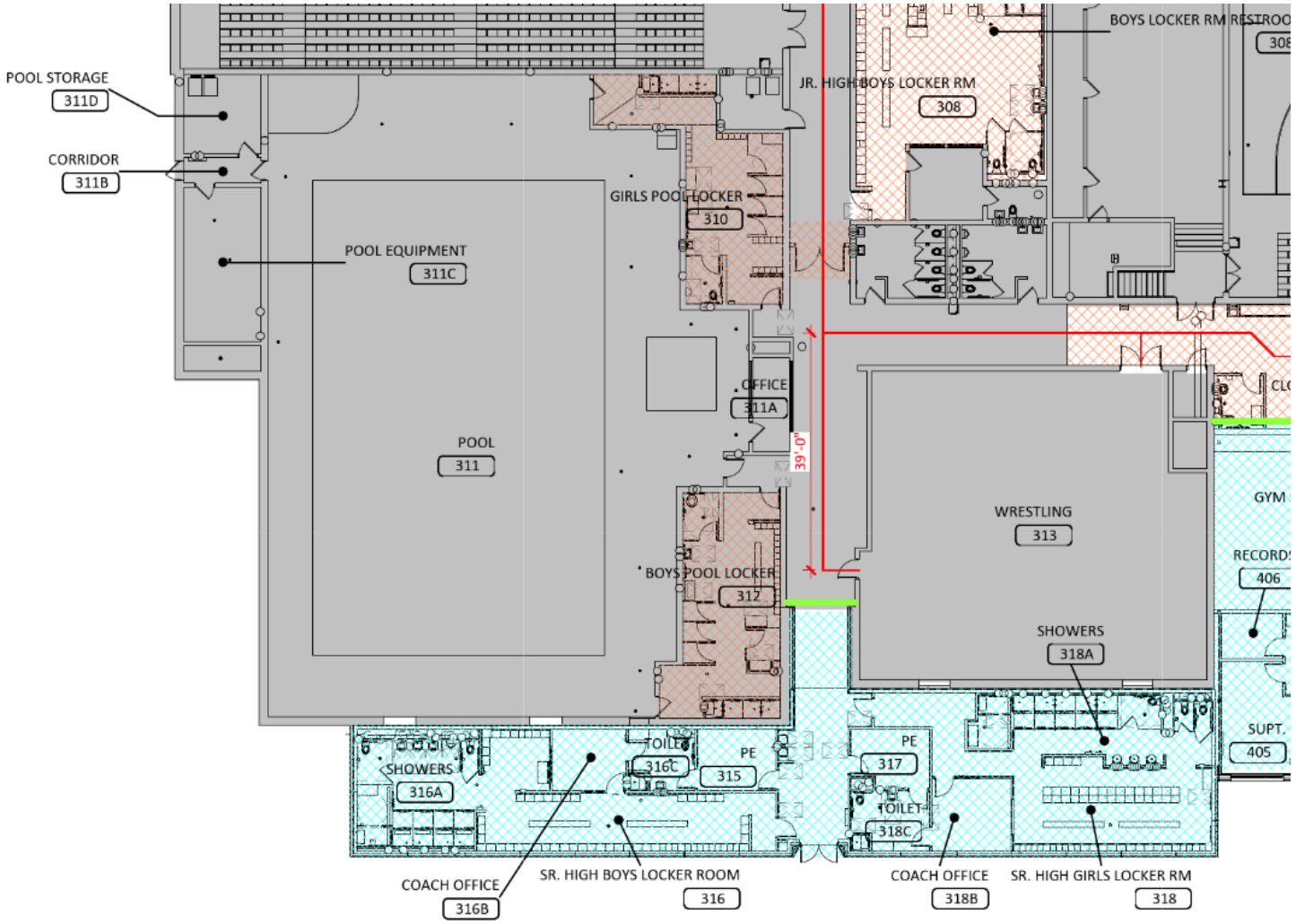
2. South Main Parking Lot – Remove Pavement and reinstall Class 5 and pavement - $134,000

3. Expanded Gravel Parking Lot – Has been installed to be ready to receive pavement - $120,000

# Capital Improvements: Utilization of the Pool Space

How do we best utilize the pool and/or pool space?

- If we fix the pool, it qualifies for LTFM
- If we change the space to something else, it will require a different funding source.



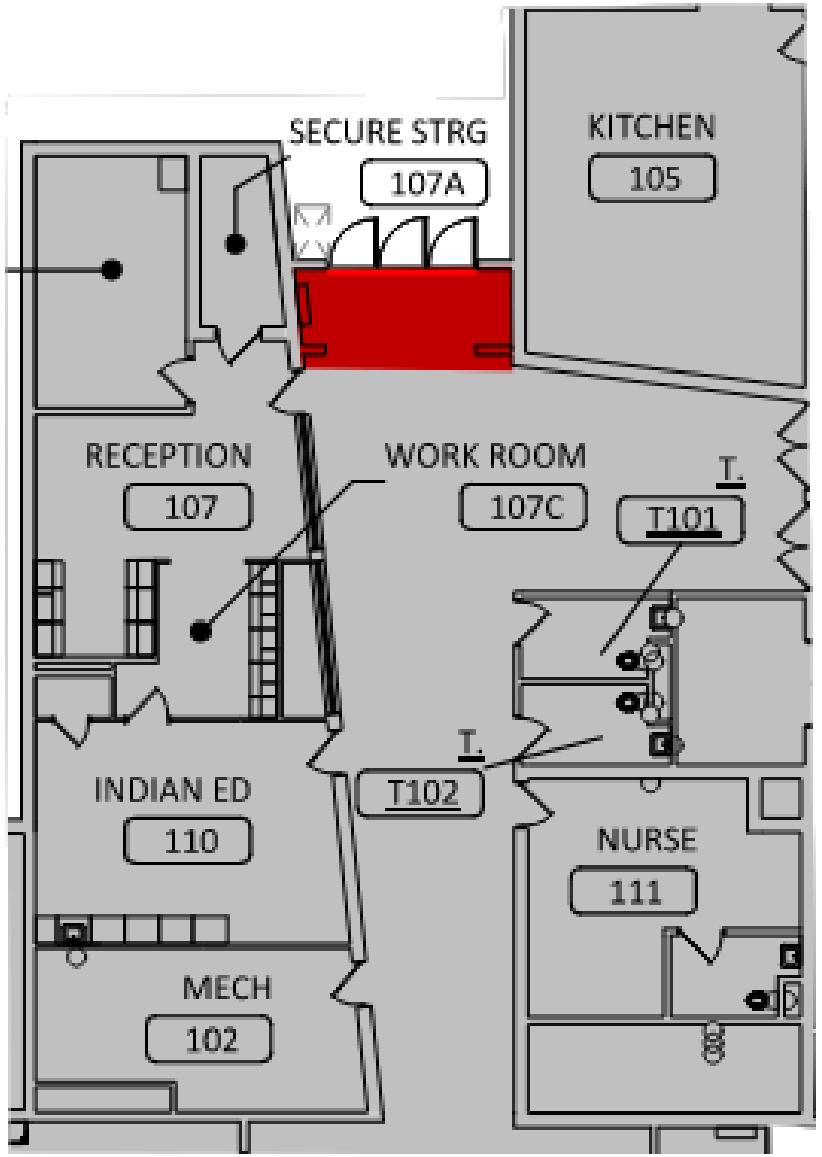

Glenn

# Capital Improvements: Security at North Entrance

A Vestibule is needed at the Admin Offices on the north entrance of the building. Winter conditions cause a lot of heat loss as well as a lack of security

New Aluminum Frames were installed with updated security during this last project phase. A second bank of doors would be added in along the interior

Budget estimate to frame in, install Aluminum Frames and doors and to tie in to security: $25,000

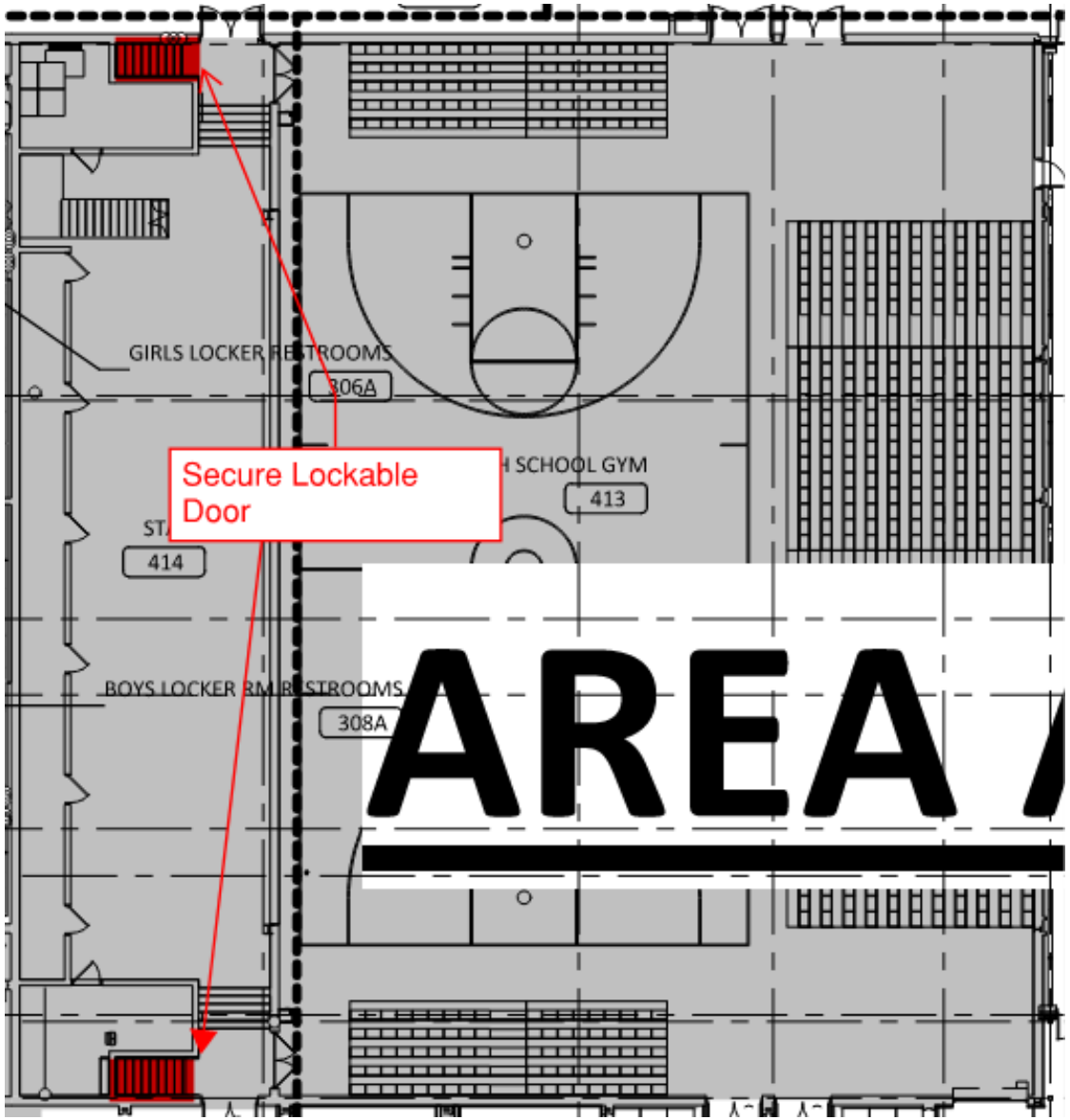


# Capital Improvements: Secure Opening to Basement Locker Rooms

The existing basement locker rooms are a reoccurring issue with students breaking into these areas and causing problems. They need to be properly secured and remain accessible to Custodial staff.

Frame in Openings and install a Hollow Metal door with a lock on it that is accessible by Faculty only

Budget for 2 doors and framing installation with finishes: $15,000




Glenn

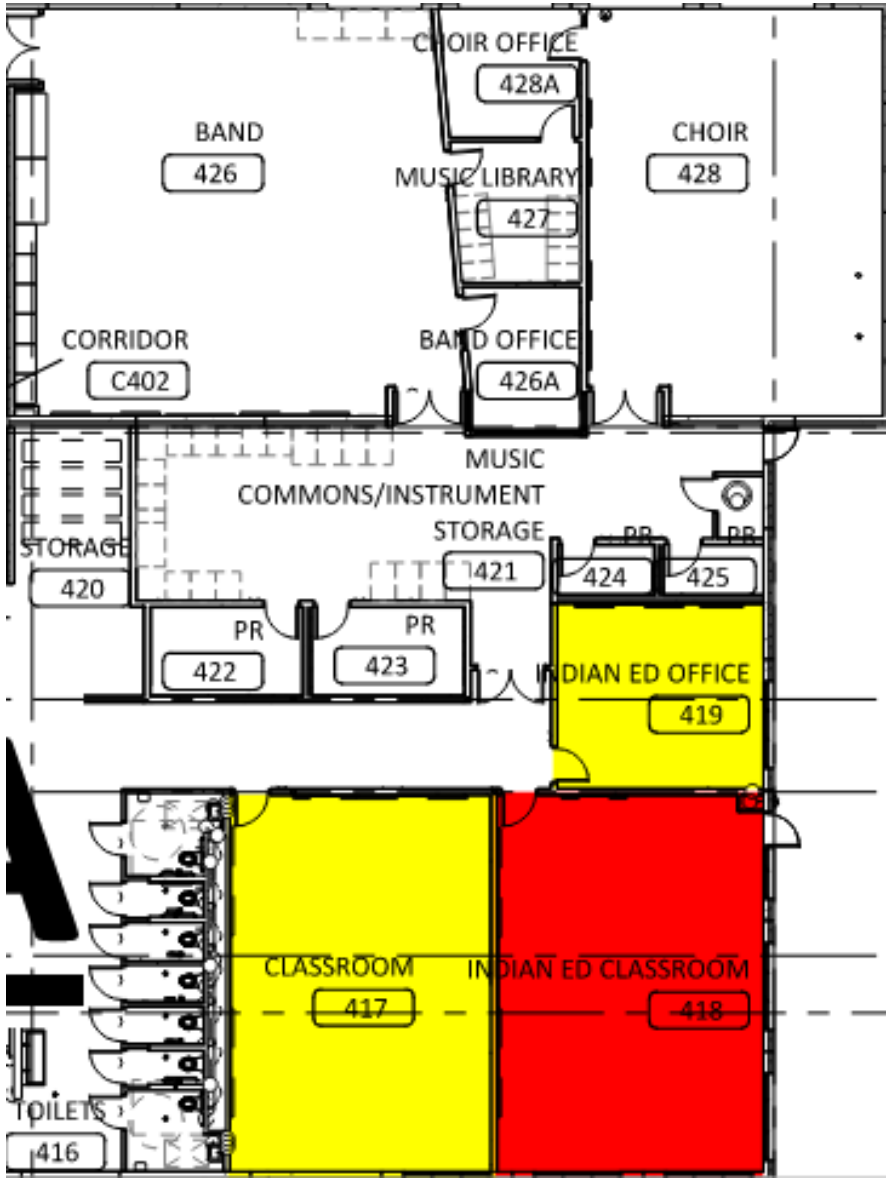
# Capital Improvements: Ventilation at Indian Education for Smudging

Options were looked into for a ventilation system in the classrooms where smudging takes place. ICS reached out to mechanical engineers to develop a recommended approach:

Install an Exhaust Fan that is operable with an on/off switch at each of the classrooms with the focus being on the Indian Ed Classroom

Exhaust Fan Installation Budget Estimate (Per Classroom):

- Mechanical: $12,000 (Equipment purchase and install)
- Electrical: $2,000 (Connections and Tie-in)
- Roofing: $4000 (Curbing and Sealing)



# Board Approval LTFM Documents

1 – FY 2028 Ten-Year Expenditures Application
2 – FY 2028 Ten-Year Projection
3 – FY 2028 Statement of Assurances
4 – FY 2028 LTFM Board Resolution

# Board Approval LTFM Documents: 1. FY 28 Expenditures Application

Big Items to start planning for now:

- Roof Replacement
- Track Replacement
- Other

Parking Lot Seal Coat

Roof Replacement

Cafeteria Floor

Gym Floor

Roof Maintenance

DEPARTMENT OF EDUCATION

Division of School Finance
400 NE Stinson Blvd
Minneapolis, MN 55413

**Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - *Fund 01 and Fund 06 Projects Only***

ED - 02478-12

**Instructions**: Enter estimated, allowable LTFM expenditures *(Fund 01 and/or Fund 06 only)* under Minnesota Statutes 2025, section 123B.595, subd. 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

| District Info. | (REQUIRED) Enter Information | District Info. | (REQUIRED) Enter Information |
|---|---|---|---|
| District Name: | Mahnomen Public Schools | Date: | 6/9/2026 |
| District Number: | ISD #432 | Email: | andrea.simon@mahnomen.k12.mn.us |
| District Contact Name: | Andrea Simon | | |
| Contact Phone # | 218-935-2211 | | |

| Expenditure Categories | | Fiscal Year (FY) Ending June 30 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 2026 (base year) | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034 | 2035 | 2036 |
| **Health and Safety - this section excludes project costs in Category 2 of $100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.** | | | | | | | | | | | | |
| **Finance Code** | **Category (1)** | | | | | | | | | | | |
| 347 | Physical Hazards | $2,190 | $1,485 | $1,500 | $1,515 | $1,530 | $1,545 | $1,561 | $1,577 | $1,593 | $1,609 | $1,624 |
| 349 | Other Hazardous Materials | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 352 | Environmental Health and Safety Management | $9,011 | $8,923 | $9,012 | $9,102 | $9,193 | $9,285 | $9,378 | $9,472 | $9,567 | $9,663 | $9,751 |
| 358 | Asbestos Removal and Encapsulation | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 363 | Fire Safety | $0 | $2,798 | $2,826 | $2,854 | $2,883 | $2,912 | $2,941 | $2,970 | $3,000 | $3,030 | $3,058 |
| 366 | Indoor Air Quality | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | **Total Health and Safety Capital Projects - Category (1)** | $11,201 | $13,206 | $13,338 | $13,471 | $13,606 | $13,742 | $13,880 | $14,019 | $14,160 | $14,302 | $14,432 |
| **Health and Safety - Projects Costing $100,000 or more per Project/Site/Year - Additional Revenue** | | | | | | | | | | | | |
| **Finance Code** | **Category (2)** | | | | | | | | | | | |
| 358 | Asbestos Removal and Encapsulation | | | | | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 363 | Fire Safety | | | | | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 366 | Indoor Air Quality | | | | | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | **Total Health and Safety Capital Projects $100,000 or More - Category (2)** | | | | | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| **Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151** | | | | | | | | | | | | |
| **Finance Code** | | | | | | | | | | | | |
| 355 | Rem … oved by the com… | | | | | | | | | $0 | $0 | $0 |
| | **Tota… - Category 3(a)** | | | | | | | | | $0 | $0 | $0 |
| **Remo…** | | | | | | | | | | | | |
| **Finance/Course Codes** | …*and Beyond* | | | | | | | | | | | |
| **Finance Code 384 and Course Code 684 MUST USE BOTH** | Rem… site. | $0 | $0 | $0 | $0 | | | | | $0 | $0 | $0 |
| | **Tota… - Category 3(b)** | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| **Accessibility** | | | | | | | | | | | | |
| **Finance Code** | **Category (4)** | | | | | | | | | | | |
| 367 | Accessibility | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | **Total Accessibility Projects - Category (4)** | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| **Deferred Capital Expenditures and Maintenance Projects** | | | | | | | | | | | | |
| **Finance Code** | **Category (5)** | | | | | | | | | | | |
| 368 | Building Envelope | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 369 | Building Hardware and Equipment | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 370 | Electrical | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 379 | Interior Surfaces | $53,000 | $17,000 | $32,500 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 380 | Mechanical Systems | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 381 | Plumbing | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 382 | Professional Services and Salary | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| 383 | Roof Systems (normally below $100,000 unless the school chooses not to receive additional revenue for $100K or more roofing project/site/year - pending 2025 Legislation) | $0 | $0 | $10,000 | $10,000 | $10,000 | $10,000 | $10,000 | $10,000 | $10,000 | $10,000 | $10,000 |
| 384 | Site Projects | $0 | $10,800 | $0 | $0 | $12,149 | $0 | $0 | $13,665 | $0 | $0 | $15,372 |
| | **Total Deferred Capital Expenditures and Maintenance Projects - Category (5)** | $53,000 | $27,800 | $42,500 | $10,000 | $22,149 | $10,000 | $10,000 | $23,665 | $10,000 | $10,000 | $25,372 |
| **Deferred Capital Expenditures for Roofing Projects - Additional Revenue for $100,000 or more project/site/year** | | | **EFFECTIVE FY 2027** | | | | | | | | | |
| **Finance Code** | **Category (6)** | | | | | | | | | | | |
| 383 | Roofing Systems - Additional Revenue | | | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $500,000 | $0 |
| | | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $500,000 | $0 |
| | **Total Annual 10-Year Plan Expenditures** | $64,201 | $41,006 | $55,838 | $23,471 | $35,755 | $23,742 | $23,880 | $37,684 | $24,160 | $524,302 | $39,804 |
| **Fund Balance Section** | | | | | | | | | | | | |
| | **Fund 01** | **FY 26 and 27 Revenue Projection Model Revenue** | | **FY 28 Revenue Projection Ten-Year Spreadsheet** | | | | | | | | |
| | Beginning Fund Balance 01-467-XX | $184,079 | $109,922 | $73,272 | $17,434 | $6,592 | -$15,799 | -$30,534 | $176,299 | $369,329 | $575,883 | $782,295 |
| | LTFM Fiscal Year Revenue - Levy | -$9,956 | $4,356 | $0 | $12,629 | $13,364 | $9,006 | $109,807 | $109,808 | $109,810 | $109,808 | $109,807 |
| | LTFM Fiscal Year Revenue - AID if Applicable | $0 | $0 | $0 | $0 | $0 | $0 | $120,907 | $120,906 | $120,904 | $120,906 | $120,907 |
| | LTFM Fiscal Year Revenue Other | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab) | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| **LEVY Page 10, Line 422** | *LTFM Deduction for applicable Cooperative/Intermediate Member District Levy* | $0 | $0 | $0 | **$0** | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab) | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | LTFM Transfer OUT if applicable - Special Legislation | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | LTFM Estimated Fiscal Year Expenditures | $64,201 | $41,006 | $55,838 | $23,471 | $35,755 | $23,742 | $23,880 | $37,684 | $24,160 | $24,302 | $39,804 |
| | **Ending Fiscal Year Fund Balance 01-467-XX** | $109,922 | $73,272 | $17,434 | $6,592 | -$15,799 | -$30,534 | $176,299 | $369,329 | $575,883 | $782,295 | $973,205 |
| | **Fund 06** | | | | | | | | | | | |
| | Beginning Fund Balance 06-467-XX | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | LTFM Fiscal Year Bonded Revenue | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $500,000 | $0 |
| | LTFM Fiscal Year Revenue Other | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab) | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab) | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | Other Transfers | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | LTFM Estimated Fiscal Year Expenditures | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $500,000 | $0 |
| | **Ending Fiscal Year Fund Balance 06-467-XX** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** |

End of worksheet

# Board Approval LTFM Documents: 1. FY 28 Revenue Projection

| | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | FY 28 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection | | | | 5/20/2026 | | | | | | | | | |
| 432 | <= Type in School District Number | | | | | | | | | | | | | |
| | MAHNOMEN | | Change only | | | | | | | | | | | |
| | | | if requiring levy | Payable 2026 | | | | | | | | | | |
| | *Calculations for Ten Year Projection* | Pay 26 | adjustments | LLC Certification | Current Estimate | | | | | | | | | |
| | | LLC # | FY 2026 | FY 2027 | FY 2027 | FY 2028 | FY 2029 | FY 2030 | FY 2031 | FY 2032 | FY 2033 | FY 2034 | FY 2035 | FY 2036 |
| 1 | Type your district number in cell A2 (Minneapolis = 1.2) | | | | | | | | | | | | | |
| 2 | Type APU, health and safety and alternative facilities project, and bond estimates in lines 6a, 14, 16b, 16s, 18, 18r, 20b, 21, 26, 27 and 50b | | | | | | | | | | | | | |
| 3 | Type debt excess, intermediate/coop district, and revenue reduction data in lines 13, 15, 23, 31, and 33 | | | | | | | | | | | | | |
| 4 | Look-up data from following tabs | | | | | | | | | | | | | |
| 5 | **Initial Formula Revenue** | | | | | | | | | | | | | |
| 6 | Current year APU | 57 | | 636.20 | 636.37 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 |
| 6a | Additional Pre-K Pupil Units (see line 16 of Pre-K application for de | | | | - | - | - | - | - | - | - | - | - | - |
| 6b | Total Adjusted Pupil Units = (6) + (6a) | | | | 636.37 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 | 607.14 |
| 7 | District average building age (uncapped) | 401 | | 48.96 | 44.91 | 45.91 | 46.91 | 47.91 | 48.91 | 49.91 | 50.91 | 51.91 | 52.91 | 53.91 |
| 8 | Formula allowance | | | $ 380.00 | $ 380.00 | $ 380.00 | $ 380.00 | $ 380.00 | $ 380.00 | $ 380.00 | $ 380.00 | $ 380.00 | $ 380.00 | $ 380.00 |
| 9 | Building age ratio = (Lesser of 1 or (7) / 35) | 402 | | | 1.00000 | 1.00000 | 1.00000 | 1.00000 | 1.00000 | 1.00000 | 1.00000 | 1.00000 | 1.00000 | 1.00000 |
| 10 | Initial revenue = (6) * (8) * (9) | 403 | | 241,756 | 241,821 | 230,714 | 230,714 | 230,714 | 230,714 | 230,714 | 230,714 | 230,714 | 230,714 | 230,714 |
| 11 | **Added Revenue for Eligible H&S Proj and/or Roofing > $100,000 / site** | | | | | | | | | | | | | |
| 12 | Debt Service for Existing Alt Facilities H&S Bonds (1B) - Gross before Debt Excess - Projects > $500,000 per site | 701 | | | - | - | - | - | - | - | - | - | - | - |
| 13 | Debt Excess related to Debt Service for Existing Alt Facilities H&S Bonds (1B) | 755 | | | - | - | - | - | - | - | - | - | - | - |
| 14 | Debt Service for Portion of Existing Alt Facilities Bonds from line (22) attributable to Eligible H&S Projects > $100,000 per site (1A) | | | | - | - | - | - | - | - | - | - | - | - |
| 15 | Debt Excess related to Debt Service for Portion of Existing Alt Facilities Bonds attributable to Eligible H&S Projects > $100,000 per site (1A) | | | | - | - | - | - | - | - | - | - | - | - |
| 16a | Existing Net Debt Service for LTFM Bonds for Eligible New H&S Projects > $100,000 / site = (principal + interest)*1.05 - Portion of Bond Paid by Initial Revenue from "IAQFAA Bonds" tab | | | | 505,155 | 505,418 | 400,470 | 403,410 | 364,140 | - | - | - | - | - |
| 16b | New Debt Service for LTFM Bonds for Eligible New H&S Projects > $100,000 / site = (principal + interest)*1.05 - Portion of Bond Paid by Initial Revenue | | | | - | - | - | - | - | - | - | - | - | - |
| 16r | Existing Debt Service for LTFM Bonds for Eligible New Roofing Projects > $100,000 / site = (principal + interest)*1.05 | | beginning FY27 | | - | - | - | - | - | - | - | - | - | - |
| 16s | New Debt Service for LTFM Bonds for Eligible New Roofing Projects > $100,000 / site = (principal + interest)*1.05 | | | | - | - | - | - | - | - | - | - | - | - |

IAQ Debt that will be paid for in 2031

# Board Approval LTFM Documents:
# 1. FY 28 Statement of Assurances

DEPARTMENT OF EDUCATION

Division of School Finance
400 NE Stinson Blvd.
Minneapolis, MN 55413

## Fiscal Year (FY) 2028 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

ED-02477-012
Due: July 31, 2026

**General Information:** Minnesota school districts, intermediate school districts, cooperative districts, joint powers applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes 2025, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2026. Submit to Sarah C. Miller (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

### Identification Information

| Name of District, Intermediate/Cooperative/Joint Powers | District Number and Type: | Date Submitted: |
|---|---|---|
| Mahnomen Public Schools | 432-01 | 7/21/2026 |

### Statement of Assurances

1. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes 2025, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes 2025, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes 2025, section 123B.595, subdivision 11 (***Number one reason may not be energy savings).***
2. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes 2025, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2) and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes 2025, section 123B.595, subdivision 11 ***(Number one reason may not be energy savings).***
3. All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2028 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes 2025, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes 2025, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2025, section 123B.595, subdivision 11.
4. All actual expenditures to be reported in UFARS for FY 2028 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes 2025, section 123B.595, subdivision 10, paragraph (a), clauses (1), (2) and (4) and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2025, section 123B.595, subdivision 11. ***Effective FY 2025 and beyond for a gender-neutral, single-user restroom are included in The LTFM plan (Finance Code 384 must be used with Course Code 684).***
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. 127A.41, subd. 3[2025]).
6. The district's plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. 121A.335 [2025]). ***The district's ten-year plan does not include a request for a second-time project cost for: (1) replacement of an existing mechanical ventilation system to the current Minnesota State Mechanical Code/ American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) guidelines; or, (2) to provide a level of approximately 15 Cubic Feet per Minute (CFM) per person.***

### Certification of Statement of Assurances

| Signature – ***Must be signed*** by Supt./Cooperative/Joint Powers Unit Director: | Name – Supt./Cooperative/Joint Powers Director (Please print) | Date: |
|---|---|---|
| | Dr. Andrea Simon | 7/21/2026 |

# Board Approval LTFM Documents:
# 1. FY 28 Board Resolution

**EXTRACT OF MINUTES OF A MEETING**
**OF THE SCHOOL BOARD OF**
**MAHNOMEN PUBLIC SCHOOLS, ISD 432**
**MAHNOMEN, MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 432 (Mahnomen), State of Minnesota,
was held on July 20, 2026 at 6:00 o'clock p.m., for the purpose in part, of approving the District's Fiscal year (FY) 28 Long-Term Facility Maintenance Ten-Year Plan as established in Minnesota Statues, section 123B.595.

School Board Member _____introduced the following resolution and moved its adoption:

**Resolution Adopting Independent School District No. 432 FY 28 Long-Term Facilities Maintenance Ten-Year Plan**

BE IT RESOLVED by the School Board of Independent School District No. 432, State of Minnesota, approves the attached FY 28 Long-Term Facilities Maintenance Ten-Year Plan.

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

_____.

_____.

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA )
) SS.
COUNTY OF )

I, the undersigned, being the fully qualified and acting Clerk of Independent School District No. 432, State of Minnesota, hereby certify that the attached and foregoing is a full, true, and correct transcript of the minutes of a meeting of the School Board of Independent School District No. 432, duly called and held on the date therein indicated insofar as said minutes relate to the adoption of a resolution approving the FY28 LTFM plan and that said resolution included therein is a full, true, and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this 20th day of July, 2026.

_____
Clerk of the School Board
Independent School District 432

# Next Steps

- Submit LTFM Documentation to the State
- Review past projects with administration new B&G staff
- Walk facility with B&G staff
- Develop replacement/restore roof strategy with administration and B&G staff

# QUESTIONS?

Date: July 1, 2026

To:
School Board Members
Dr. Andrea Simon, Superintendent

Subject: Notice of Retirement

Dear School Board Members and Dr. Simon,

With much prayer, reflection, and careful consideration, I am writing to formally announce my retirement from Mahnomen Public Schools, Effective August 21, 2026.

This decision has not come easily. Serving the students, families, and staff of this district has been one of the greatest privileges of my life. From earning my Degree in Early Childhood through Central Lakes College, completing my Special Education degree from Minnesota State University Moorhead, I have been fortunate to spend my life doing work that I truly love. I have appreciated opportunities for continued grown through specialized training, including CAREI, Functional Phonics and Morphology Instruction and ADSIS.

The students I have worked with have taught me as much as I have taught them. Watching them develop confidence, overcome challenges and achieve success has been the most meaningful aspect of my career.

Retirement marks the end of this chapter. I leave with a heart full of gratitude and pride in the work we have accomplished together.

Thank you for the opportunity to serve this district and its students. It has truly been and honor

With sincere appreciation,

Michele McCollum-Steinmetz

Michele McCollum-Steinmetz

Morrissa Fanning
Visual Arts Educator

June 22th, 2026

To whom it may concern,

It is with an extremely heavy heart that I write this letter of resignation from my position as the High School Visual Arts Educator effective at the end of the 2025-2026 school year.

It has been a pleasure to be a part of the Mahnomen Thunderbird staff for the past seven years. As an Alumni it was always my priority to return back home, work here, and one day retire from here. I joined this team right after graduating from college prepared to pour my heart and soul into this place. I have always had the educational philosophy of bridging the gap between our students and seeing themselves in their educators. I think this shows in the one of a kind relationships I have created between myself and my students. I will absolutely miss my students. I bear my heart in this letter of resignation because it was never my intent to leave this school.

This past year was extremely hard for me in many different aspects. The biggest struggle being my mental health. In March of 2026 I set up a meeting with our superintendent to discuss the logistics of taking a leave of absence due to my declining mental health. In this meeting I made it known that I oftentimes will put my job before myself. After this meeting I began seeking immediate mental health services. In April I was diagnosed by my team with severe depression and anxiety due to PTSD surrounding my sister's motorcycle crash and hospital stay. There are many triggers that I work through in my day to day life: sounds, images, smells, and even people. The people are my biggest trigger.

In the fall of 2025 I went into the superintendent's office to talk Student Council business. It was at this time I was made aware that they would be interviewing someone I may not want to see. At this time I appreciated the forewarning that the school was looking into interviewing a possible paraprofessional candidate that may be triggering to me, I felt seen. I was offered an escort out of the office as the candidate was supposed to be in the conference room on my way out awaiting their interview. I felt strong enough that as long as I walked by without looking in and seeing them I would be fine. They were not in that conference room. As I left the district office they were being escorted in, this is when I found out who the candidate was. Locking eyes with this individual caused such mental distress that I was unable to compose myself to finish out the remainder of my work day. Following this incident a meeting between myself and an administrative team consisting of the schools superintendent, high school principal, the schools accountant, a teacher union representative, and the schools Indian Education director was set up. During this meeting I made it very clear that I would not be comfortable working with this candidate and several reasons as to why.

In April of 2026 I would again be pulled into the superintendent's office for a meeting regarding “plans for the next school year.” This meeting was to again give me forewarning that at the following school board meeting the school would be approving the hire of this same candidate for the 2026-2027 school year. It is disheartening as a teacher of seven years with a Minnesota teaching license. A teacher who is praised for their relationship skills with not just all students but many of our tougher students. Disheartening that these aspects of my teaching skills are being overlooked for a candidate that does not possess any of these qualities.

It is at this time I choose myself over my job. I do not feel the 2026-2027 school year will be conducive to my mental health.

If you have any questions or concerns feel free to reach out to me.

Sincerely,

Morrissa Fanning