

Chisholm School District School Board Meeting Agenda

Monday, March 10, 2025 at 5:00 PM
Regular Meeting
Chisholm School Board Room

I. Determination of Quorum and Call to Order

II. Public Comment:

Description: Welcome to this meeting of the Board of Education Independent School District #695, Chisholm School District. We are extremely pleased that you have shown an interest in school district affairs by attending this meeting. The Board of Education allows public participation at its meeting, but at the same time has the responsibility for conducting its business in an orderly fashion. We will provide the audience with an opportunity to request to speak. We request that before you speak to announce your name. Each speaker will be allowed five minutes unless the time limit is waived by a majority of the board members present. At a public meeting of the board, no person shall orally initiate charges or complaints against individual employees of the district or challenge instructional materials used in the district. All such charges, if presented to the board directly, shall be referred to the Superintendent for investigation and report. We would also like to remind the public that the school board is not allowed to comment on your concerns. If there are no questions, we will open the public comment section of the board meeting.

III. Recognition of Guests and Visitors

IV. Approve Agenda

V. Reports

VI. Consent Agenda

A. Minutes of the February 24, 2025, Regular Meeting. 4
Payrolls for the Month of February 2025 in the amount of \$736,384.87.
Accounts Payable for the Month of February 2025 in the amount of
\$2,438,020.57.

Attachments:

Minutes of the Feb. 24, 2025 Regular Meeting 4
Payrolls for the Month of February 2025 7
AP February 2025 8

VII. Action Agenda

A. Motion to accept the resignation of Ashely Jarmer, Bus Driver, 15
effective March 7, 2025.

Attachments:

Resignation A. Jarmer	15
B. Motion to accept the resignation of Joe Novak, Chief Engineer/Boiler Operator, effective March 7, 2025.	16
Attachments:	
J. Novak Resignation	16
C. Motion to approve the Leave of Absence request without pay from Caroline Podlogar, Paraprofessional, High School, effective March 3, 2025, not to exceed 6 months.	
D. Motion to approve the Memorandum of Understanding between Chisholm ISD #695 and the American Federation of State, County, and Municipal Employees establishing the temporary Utility Supervisor/Transportation Foreman position, which will discontinue on June 30, 2025.	17
Attachments:	
MOU Utility Supervisor/Transportation Foreman position 3/2025	17
E. Motion to add softball to the approved Student Activity Accounts.	18
Attachments:	
Softball Student Activity Forms	18
F. Motion to approve the Agreement for School Resource Officer Services between the City of Chisholm and Independent School District #695 for the period of July 1, 2024 through June 30, 2025.	21
Attachments:	
SRO CONTRACT INDEPENDENT SCHOOL DISTRICT 695-SIGNATURES NEEDED	21
G. Motion to approve the resolution for donations.	25
Attachments:	
MAR 2025 DONATIONS (1)	25
H. First Reading of Policy 801 Equal Access to School Facilities	26
Attachments:	
801 Equal Access to School Facilities	26
I. First Reading of policy 805 Waste Reduction and Recycling	30
Attachments:	
805 Waste Reduction and Recycling	30
J. First Reading of Policy 807 Health and Safety Policy	37

Attachments:	
807 Health and Safety Policy	37
K. First Reading of Policy 901 Community Education	41
Attachments:	
901 Community Education	41
L. First Reading of Policy 904 Distribution of Materials on School District Property by Non School Persons	43
Attachments:	
904 Distribution of Materials on School District Property by Nonschool Persons	43
M. First Reading of Policy 905 Advertising	47
Attachments:	
905 Advertising	47
N. First Reading of Policy 907 Rewards	49
Attachments:	
907 Rewards	49
VIII. Discussion	
A. Working Session	
-Administration/Supervisory Positions	
-Projects	
IX. Information	
A. March Enrollment Numbers	50
Attachments:	
March 2025 Enrollment	50
X. Adjourn	

February 24, 2025

The Regular Meeting of the School Board, Independent School District No. 695, was called to order at 5:00 PM on February 24, 2025, in the Elementary Board Room. Members present: Directors Randa Sauter, Corradi Simon, Lappi, Rahja, and Casey
Absent: Director Rice and Superintendent Morrison

APPROVE AGENDA

Moved by Director Rahja, supported by Director Lappi to approve the agenda. Motion carried unanimously.

REPORTS

Paul Peltier, RAMS, addressed the board on how RAMS supports the Iron Range.

APPROVE THE CONSENT AGENDA

Moved by Director Corradi Simon, supported by Director Randa Sauter, to approve the consent agenda, which consists of the minutes of the February 10, 2025, Regular Meeting. Motion carried unanimously.

Personnel

ACCEPT THE RESIGNATION OF JADEN JARMER

Moved by Director Lappi supported by Director Corradi Simon, to accept the resignation of Jaden Jarmer from Job #258 Transportation Foreman and Job #227 Key Club Advisor, effective February 28, 2025. Motion carried unanimously.

ACCEPT THE RESIGNATION OF ALISSA OSTRANDER

Moved by Director Corradi Simon, supported by Director Lappi to accept the resignation of Alissa Ostrander from Job #288 Paraprofessional, Elementary School, effective February 17, 2025. Motion carried unanimously.

ACCEPT THE RESIGNATION FOR THE PURPOSE OF RETIREMENT OF BRIAN HAKE

Moved by Director Rahja, supported by Director Randa Sauter to accept the resignation for the purpose of retirement of Brian Hake, Principal, High School, effective June 30, 2025. Motion carried unanimously.

Administrative Business

APPROVE THE SPONSORSHIP AGREEMENT BETWEEN NATIONAL BANK OF COMMERCE AND INDEPENDENT SCHOOL DISTRICT 695 FOR SPONSORSHIP NAMING AND/OR LOGO RIGHTS ASSOCIATED WITH THE NEW GYMNASIUM AS PRESENTED

Moved by Director Randa Sauter, supported by Director Lappi, to approve the sponsorship agreement between the National Bank of Commerce and Independent School District 695 for sponsorship

naming and/or logo rights associated with the new gymnasium as presented. Motion carried unanimously.

APPROVE THE SOURCEWELL COOPERATIVE CONTRACT WITH AIM ELECTRONICS INC. IN THE AMOUNT OF \$214,818.00 FOR THE GYMNASIUM VIDEO, SCORER'S TABLE, SCOREBOARDS, AND STADIUM SCOREBOARD AS PRESENTED

Moved by Director Rahja, supported by Director Corradi Simon to approve the Sourcewell Cooperative Contract with Aim Electronics Inc. in the amount of \$214,818.00 for the gymnasium video, scorer's table, scoreboards, and stadium scoreboard as presented. Motion carried unanimously.

ADOPT THE EARLY CHILDHOOD FAMILY EDUCATION, SCHOOL READINESS, AND VOLUNTARY PREKINDERGARTEN FEE SCHEDULE STARTING WITH THE 2025-2026 SCHOOL YEAR

Moved by Director Lappi, supported by Director Corradi Simon, to adopt the Early Childhood Family Education, School Readiness, and Voluntary Prekindergarten fee schedule starting with the 2025-2026 school year. Motion carried unanimously.

APPROVE POLICY 701 ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 701, Establishment and Adoption of School District Budget. Motion carried unanimously.

APPROVE POLICY 702 ACCOUNTING

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 702 Accounting. Motion carried unanimously.

APPROVE POLICY 703 ANNUAL AUDIT

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 703 Annual Audit. Motion carried unanimously.

APPROVE POLICY 705 INVESTMENTS

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 705 Investments. Motion carried unanimously.

APPROVE POLICY 706 ACCEPTANCE OF GIFTS

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 706 Acceptance of Gifts. Motion carried unanimously.

APPROVE 710 EXTRACURRICULAR TRANSPORTATION ACCOUNTING

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 710 Extracurricular Transportation Accounting. Motion carried unanimously.

APPROVE POLICY 712 VIDEO SURVEILLANCE OTHER THAN ON BUSES

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 712 Video Surveillance Other Than on Buses. Motion carried unanimously.

APPROVE POLICY 713 STUDENT ACTIVITY ACCOUNTING

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 713 Student Activity Accounting. Motion carried unanimously.

APPROVE POLICY 714 FUND BALANCES

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 714 Fund Balances. Motion carried unanimously.

APPROVE POLICY 720 VENDING MACHINES

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 720 Vending Machines. Motion carried unanimously.

APPROVE POLICY 721 UNIFORM GRANT GUIDANCE POLICY REGARDING FEDERAL REVENUE SOURCES

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 721 Uniform Grant Guidance Policy Regarding Federal Revenue Sources. Motion carried unanimously.

APPROVE POLICY 722 PUBLIC DATA AND DATA SUBJECT REQUEST

Moved by Director Rahja, supported by Director Corradi Simon to approve Policy 722 Public Data and Data Subject Request. Motion carried unanimously.

Discussion: -NESC Purchasing Power, 4-Day school week

Information:
-February 2025 enrollment numbers

ADJOURN

Moved by Director Randa Sauter, supported by Director Corradi Simon, to adjourn the meeting at 5:46 PM. Motion carried unanimously.

Danielle Randa Sauter, clerk



CHISHOLM
I.S.D. 695

300 3rd Ave. SW
Chisholm, MN 55719
Tel: (218) 254-5726
Fax: (218) 254-3741
Web: chisholm.k12.mn.us

Mark C. Morrison
Superintendent

Brian Hake
7-12 Principal

Karla Winter
Pre K-6 Principal

Jennifer Crotteau
Counselor

Travis Vake
Activities Director

Noah Kaczor
Business Manager

March 10, 2025

To: Mark Morrison
Superintendent

The following is a summary of payrolls for the month of February 2024.

September Payrolls

February	14	payroll	\$	359,504.26
February	28	payroll	\$	376,880.61
Total Payrolls			\$	736,384.87

Noah Kaczor
Business Manager

NK:ma

Summary of Payments Issued:

February Accounts Payable Checks	\$1,739,286.82
February Accounts Payable Wires	<u>\$698,733.75</u>
Total Accounts Payable	\$2,438,020.57

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 02/01/25-02/28/25 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
10		40043	82269		Check	1	4185		30 WEST FITNESS AND RECREATION,	Yes	No	No	02/20/2025	2,200.00
		39944	82199		Check	1	00010		A-1 REFRIGERATION SERVICE	Yes	No	No	02/11/2025	102.00
		39972	82200		Check	1	2423		AMAZON CAPITAL SERVICES	Yes	No	No	02/11/2025	729.53
		40023	82270		Check	1	2423		AMAZON CAPITAL SERVICES	Yes	No	No	02/20/2025	1,379.00
		40033	82271		Check	1	3494		AMERICAN HEART ASSOCIATION	Yes	No	No	02/20/2025	295.00
		39957	82201		Check	1	1775		ANDERSON PLUMBING & HEATING	Yes	No	No	02/11/2025	461.00
		40021	82272		Check	1	1775		ANDERSON PLUMBING & HEATING	Yes	No	No	02/20/2025	381.05
		39997	82202		Check	1	3911		ANDYMARK INC	Yes	No	No	02/11/2025	409.29
		39983	82203		Check	1	3220		APG MEDIA OF MN	Yes	No	No	02/11/2025	368.00
		39970	82204		Check	1	2354		ATT MOBILITY	Yes	No	No	02/11/2025	670.72
		39960	82205		Check	1	1944		AVIBEN	Yes	No	No	02/11/2025	141.72
		39943	82192		Check	1	4114		BALOW, JORDAN	Yes	No	No	02/06/2025	278.00
		40005	82206		Check	1	4114		BALOW, JORDAN	Yes	No	No	02/11/2025	180.00
		40041	82273		Check	1	4114		BALOW, JORDAN	Yes	No	No	02/20/2025	278.00
		39986	82207		Check	1	3547		BIG STONE THERAPIES, INC	Yes	No	No	02/11/2025	2,610.00
		39931	82183		Check	1	3387		BLUE CROSS BLUE SHIELD OF MN BLL	Yes	No	No	02/04/2025	3,289.60
		39932	82184		Check	1	3387		BLUE CROSS BLUE SHIELD OF MN BLL	Yes	No	No	02/04/2025	407.35
		39984	82208		Check	1	3387		BLUE CROSS BLUE SHIELD OF MN BLL	Yes	No	No	02/11/2025	11,920.00
		39928	82185		Check	1	2296		BLUE CROSS/BLUE SHIELD OF MN	Yes	No	No	02/04/2025	83,835.03
		39981	82209		Check	1	3060	REMIT	BSN SPORTS	Yes	No	No	02/11/2025	165.00
		40028	82274		Check	1	3060	R1	BSN SPORTS	Yes	No	No	02/20/2025	1,018.00
		39999	82210		Check	1	3989		CASEY DRUG	Yes	No	No	02/11/2025	27.60
		39934	82186		Check	1	3750		CASEY, JERRY SCOTT	Yes	No	No	02/04/2025	110.00
		39988	82211		Check	1	3750		CASEY, JERRY SCOTT	Yes	No	No	02/11/2025	110.00
		39945	82212		Check	1	01600		CHISHOLM CITY OF	Yes	No	No	02/11/2025	28,674.49
		40056	82304		Check	1	3578		CLOSE UP FOUNDATION	Yes	No	No	02/28/2025	10,576.94
		39929	82188		Check	1	3038		COLLINS, ELIZABETH	Yes	No	No	02/04/2025	110.00
		39975	82213		Check	1	2599	REMIT	DALCO ENTERPRISE	Yes	No	No	02/11/2025	41.44
		39938	82191		Check	1	3463	1099	DAMON BENHAM	Yes	No	No	02/06/2025	110.00
		39930	82187		Check	1	3045		DONAIS, AARON	Yes	No	No	02/04/2025	180.00
		40042	82275		Check	1	4176		ESCAPE FIRE PROTECTION, INC	Yes	No	No	02/20/2025	352.91
		40016	82276		Check	1	03018		EXCEL BUSINESS SYSTEM	Yes	No	No	02/20/2025	5,123.53
		40029	82277		Check	1	3081		FAIRVIEW HEALTH SERVICES	Yes	No	No	02/20/2025	73.00
		40046	82297		Check	1	3191		FLOERSHEIM, WILLIAM	Yes	No	No	02/24/2025	158.00
		40054	82305		Check	1	3191		FLOERSHEIM, WILLIAM	Yes	No	No	02/28/2025	158.00
		40012	82214		Check	1	4193		FOREST SCIENTIFIC CORPORATION	Yes	No	No	02/11/2025	799.00
		39947	82215		Check	1	03570		GRAINGER	Yes	No	No	02/11/2025	398.49
		40018	82278		Check	1	03570		GRAINGER	Yes	No	No	02/20/2025	11.57
		39948	82216		Check	1	04212		INAC, INC	Yes	No	No	02/11/2025	29,973.29

ISD 695-Chisholm
Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 02/01/25-02/28/25 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
10		39989	82217		Check	1	3785	R1	INNOVATIVE OFFICE SOLUTIONS LLC	Yes	No	No	02/11/2025	660.36
		39949	82218		Check	1	04300		ISD #0701 HIBBING	Yes	No	No	02/11/2025	5,713.52
		39950	82219		Check	1	04395		ISD #2711 MESABI EAST SCHOOL	Yes	No	No	02/11/2025	225.00
		39958	82220		Check	1	1842		ISD #6076 NORTHLAND LEARNING	Yes	No	No	02/11/2025	24,319.04
		39933	82189		Check	1	3473		IVANCICH, FRANK	Yes	No	No	02/04/2025	271.00
		39992	82221		Check	1	3820		JEFFERY DAVIN ANDERSON	Yes	No	No	02/11/2025	1,750.00
		40048	82298		Check	1	3456		JEFFREY ZUPETZ	Yes	No	No	02/24/2025	180.00
		39998	82222		Check	1	3969		JIM'S SPORTS BAR & GRILL	Yes	No	No	02/11/2025	86.40
		39982	82223		Check	1	3099		JK MECHANICAL CONTRACTORS INC	Yes	No	No	02/11/2025	131,622.50
		39935	82190		Check	1	3898		JOHNSON, JEREMIAH L	Yes	No	No	02/04/2025	180.00
		39946	82224		Check	1	03553		JUBILEE FOODS	Yes	No	No	02/11/2025	74.49
		40017	82279		Check	1	03553		JUBILEE FOODS	Yes	No	No	02/20/2025	91.92
		39993	82225		Check	1	3829		JUSTIN KOIVISTO	Yes	No	No	02/11/2025	1,745.00
		39976	82226		Check	1	2711		JW PEPPER	Yes	No	No	02/11/2025	17.97
		40044	82299		Check	1	2375		KARICH, BRIAN	Yes	No	No	02/24/2025	70.00
		40051	82306		Check	1	2375		KARICH, BRIAN	Yes	No	No	02/28/2025	70.00
		40055	82307		Check	1	3418	1099	KEVIN R SCAIA	Yes	No	No	02/28/2025	70.00
		40045	82300		Check	1	3041	1099	KYLE D LAMPPA	Yes	No	No	02/24/2025	110.00
		39951	82227		Check	1	05206	R1	L & M FLEET SUPPLY	Yes	No	No	02/11/2025	309.86
		39936	82193		Check	1	2485	1099	LAMPPA, DAVIS	Yes	No	No	02/06/2025	180.00
		40007	82228		Check	1	4132		LANDWEHR CONSTRUCTION	Yes	No	No	02/11/2025	45,677.90
		39959	82229		Check	1	1936		LCS COACHES INC	Yes	No	No	02/11/2025	1,393.15
		39996	82230		Check	1	3879		LESLIE PAPPENFUHS	Yes	No	No	02/11/2025	600.00
		39966	82231		Check	1	2232		LOWE'S	Yes	No	No	02/11/2025	365.26
		39952	82232		Check	1	05971		MARY'S LAKE STREET FLORAL	Yes	No	No	02/11/2025	99.50
		40025	82280		Check	1	2860		MENARDS - VIRGINIA	Yes	No	No	02/20/2025	89.99
		39974	82233		Check	1	2558		MESABI GLASS WINDOW DOORS INC	Yes	No	No	02/11/2025	237,649.35
		39956	82234		Check	1	1584		MID-AMERICAN RESEARCH CHEMICAL	Yes	No	No	02/11/2025	483.84
		40027	82281		Check	1	2971		MINNESOTA LIFE INSURANCE	Yes	No	No	02/20/2025	2,281.74
		39995	82235		Check	1	3849		MINNESOTA NORTH COLLEGE	Yes	No	No	02/11/2025	895.00
		39955	82236		Check	1	1355		MN DEPT OF PUBLIC SAFETY	Yes	No	No	02/11/2025	25.00
		39962	82237		Check	1	2101		MN ENERGY RESOURCES CORP	Yes	No	No	02/11/2025	13,851.18
		39953	82238		Check	1	06375		MN POWER	Yes	No	No	02/11/2025	15,332.32
		39968	82239		Check	1	2278		MN TELECOMMUNICATIONS	Yes	No	No	02/11/2025	751.00
		39990	82240		Check	1	3795		MN TRUE TEAM TRACK & FIELD	Yes	No	No	02/11/2025	140.00
		39971	82241		Check	1	2357		MNJAAA	Yes	No	No	02/11/2025	415.00
		40013	82242		Check	1	4196		MULCAHY NICKOLAUS LLC	Yes	No	No	02/11/2025	125,176.56
		39969	82243		Check	1	2303		NAPA AUTO PARTS	Yes	No	No	02/11/2025	129.87
		40001	82244		Check	1	4036		PARENTEAU, LOUIS	Yes	No	No	02/11/2025	55.00

ISD 695-Chisholm
Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 02/01/25-02/28/25 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
10		40037	82282		Check	1	4036		PARENTEAU, LOUIS	Yes	No	No	02/20/2025	55.00
		40038	82283		Check	1	4036		PARENTEAU, LOUIS	Yes	No	No	02/20/2025	55.00
		40058	82308		Check	1	4036		PARENTEAU, LOUIS	Yes	No	No	02/28/2025	55.00
		39977	82245		Check	1	2795		PARK STATE BANK	Yes	No	No	02/11/2025	1,339.72
		39978	82246		Check	1	2795		PARK STATE BANK	Yes	No	No	02/11/2025	66.91
		39980	82247		Check	1	2980		PARSONS ELECTRIC LLC	Yes	No	No	02/11/2025	558,089.10
		40002	82248		Check	1	4047		PEPSI BEVERAGES COMPANY	Yes	No	No	02/11/2025	584.22
		40053	82309		Check	1	3190		PERSONS, DANIEL	Yes	No	No	02/28/2025	110.00
		40009	82249		Check	1	4179		PERVENANZE, LAWRENCE	Yes	No	No	02/11/2025	55.00
		40050	82301		Check	1	4179		PERVENANZE, LAWRENCE	Yes	No	No	02/24/2025	55.00
		39991	82250		Check	1	3819		PETER CIELUCH	Yes	No	No	02/11/2025	285.00
		39961	82251		Check	1	2019	R1	PITNEY BOWES INC	Yes	No	No	02/11/2025	74.69
		40000	82252		Check	1	4031		QUIRK, JOLENE	Yes	No	No	02/11/2025	350.00
		40019	82284		Check	1	08215		RADKO IRON & SUPPLY	Yes	No	No	02/20/2025	83.95
		39965	82253		Check	1	2170		RADOTICH INC	Yes	No	No	02/11/2025	210,900.00
		40036	82285		Check	1	3985		RAPIDS RADIO	Yes	No	No	02/20/2025	490.00
		39942	82194		Check	1	4032		ROEN ALEXANDER	Yes	No	No	02/06/2025	180.00
		40049	82302		Check	1	4032		ROEN ALEXANDER	Yes	No	No	02/24/2025	70.00
		39967	82254		Check	1	2272		RYANS INDEPENDENT ELECTRIC	Yes	No	No	02/11/2025	1,112.50
		39939	82195		Check	1	3566		SAVELA, DAWN	Yes	No	No	02/06/2025	70.00
		39963	82255		Check	1	2121	R1	SCHMITT MUSIC	Yes	No	No	02/11/2025	204.53
		39954	82256		Check	1	09083		SCHOOL SPECIALTY SUPPLY LLC	Yes	No	No	02/11/2025	29.05
		40031	82286		Check	1	3247		SKOGLUND, TAYLOR MATTHEW	Yes	No	No	02/20/2025	55.00
		40047	82303		Check	1	3247		SKOGLUND, TAYLOR MATTHEW	Yes	No	No	02/24/2025	55.00
		39941	82196		Check	1	3860		SPEIDEL, MONTE	Yes	No	No	02/06/2025	55.00
		40034	82287		Check	1	3860		SPEIDEL, MONTE	Yes	No	No	02/20/2025	55.00
		40057	82310		Check	1	3860		SPEIDEL, MONTE	Yes	No	No	02/28/2025	55.00
		40035	82288		Check	1	3890		STATE INDUSTRIAL PRODUCTS	Yes	No	No	02/20/2025	1,438.39
		40020	82289		Check	1	1714		STATE SUPPLY COMPANY	Yes	No	No	02/20/2025	2,306.10
		39979	82257		Check	1	2963	REMIT	TEACHERS ON CALL	Yes	No	No	02/11/2025	6,419.60
		40026	82290		Check	1	2963	REMIT	TEACHERS ON CALL	Yes	No	No	02/20/2025	10,017.73
		39985	82258		Check	1	3483		TEACHERS PAY TEACHERS	Yes	No	No	02/11/2025	216.00
		40032	82291		Check	1	3483		TEACHERS PAY TEACHERS	Yes	No	No	02/20/2025	102.66
		39994	82259		Check	1	3840		TECH CHECK	Yes	No	No	02/20/2025	600.00
		40008	82260		Check	1	4133		TNT CONSTRUCTION GROUP LLC	Yes	No	No	02/11/2025	15,129.94
		39987	82261		Check	1	3554		TRF LOCK & KEY	Yes	No	No	02/11/2025	113.00
		40003	82262		Check	1	4112		VESTIS GROUP, INC.	Yes	No	No	02/11/2025	247.15
		40004	82263		Check	1	4112	RMT	VESTIS GROUP, INC.	Yes	No	No	02/11/2025	32.63
		40039	82292		Check	1	4112		VESTIS GROUP, INC.	Yes	No	No	02/20/2025	572.58

ISD 695-Chisholm
 Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 02/01/25-02/28/25 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
10		40040	82293	Check	1	4112	RMT	VESTIS GROUP, INC.	Yes	No	No	02/20/2025	321.78
		39964	82264	Check	1	2133	R1	VIKING COCA COLA	Yes	No	No	02/11/2025	202.75
		40022	82294	Check	1	2133	R1	VIKING COCA COLA	Yes	No	No	02/20/2025	70.15
		40010	82265	Check	1	4183		VISA	Yes	No	No	02/11/2025	4,767.49
		40011	82266	Check	1	4183		VISA	Yes	No	No	02/11/2025	12.50
		40006	82267	Check	1	4131		WELLS CONCRETE PRODUCTS, CO.	Yes	No	No	02/11/2025	119,774.43
		39973	82268	Check	1	2439		WETZEL, JAY	Yes	No	No	02/11/2025	180.00
		40024	82295	Check	1	2439		WETZEL, JAY	Yes	No	No	02/20/2025	180.00
		40052	82311	Check	1	2439		WETZEL, JAY	Yes	No	No	02/28/2025	180.00
		39940	82197	Check	1	3600		WHITE, JONATHAN	Yes	No	No	02/06/2025	187.00
		39937	82198	Check	1	3093		WHITE, KEVIN	Yes	No	No	02/06/2025	180.00
		40030	82296	Check	1	3093		WHITE, KEVIN	Yes	No	No	02/20/2025	180.00
Bank Total: 10													\$1,739,286.82
Report Total:													\$1,739,286.82

Check Number: 0-2147483647 Payment Date: 02/01/25-02/25/25 Period: 202501-202509 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
10	1347			US BANK TRUST		Wire
		E 47 005 910 000 000 720		Bond Interest-Irrevocable Trust Debt		\$8,452.50
		E 47 005 910 000 000 710				\$690,000.00
PO#:	Voucher #:	67157	Invoice	Invoice No: 2789981	2/11/2025	Paid Amt: \$698,452.50 Check Amount: \$698,452.50
10	3881	R1		WEX HEALTH INC		Wire
		E 01 005 930 000 000 251		Emp Sponser Hlth Reimb Arr		\$281.25
PO#:	Voucher #:	67085	Invoice	Invoice No: 0002104985-IN	2/11/2025	Paid Amt: \$281.25 Check Amount: \$281.25
						Report Total: \$698,733.75

ISD 695-Chisholm

Void Payment Listing with Detail

Payment Number: 0-999999 Payment Date: 7/1/2024-3/31/2025 Period: 202501-202509 Void Date: 02/01/25-02/28/25

Batch	Pmt No	Bank Check No	Pmt Dt	Type	Grp Code	Rcd	Vendor	Print Recon	Void	You No	Period	Void Dt	Amount
39752	10	81979	01/02/2025	Check	1	4185	30 WEST FITNESS AND REC	Yes	No	66793	202508	02/19/2025	(2,200.00)

Payment Total:

(2,200.00)

To whom it may concern,

I would like to say thank you for the opportunity to work for the Chisholm School District.

Please accept this as my letter of resignation from Parttime Bus Driver.

My last day will be on March 7, 2025.

2/21/25

Ashley Jarmer

February 27, 2025

Mark Morrison

Please accept this as my formal resignation from Boiler Chief with I.S.D 695. My last day will be March 9th, 2025. I am grateful for all of your support during my time here and deeply appreciate all of the valuable experiences I have gained. It has been a sincere pleasure working with you and the team.

Please let me know how I can help during this transition and make it as smooth as possible.

Best wishes, and thank you for everything,

Joseph Novak

**MEMORANDUM OF UNDERSTANDING
BETWEEN:**

CHISHOLM ISD #695

AND

**THE AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES, COUNCIL 65, AFL-CIO
LOCAL UNION NO. 536**

WHEREAS: Chisholm ISD #695 , (hereinafter "the District,") and the American Federation of State, County, and Municipal Employees, AFL-CIO, Council 65, Local 536, (hereinafter "Union") have entered into a labor agreement that has effective dates of July 1, 2023 - June 30, 2025 (hereinafter the "Agreement"); and

WHEREAS: The District has identified a need out of the Transportation Garage; and

WHEREAS: The District would like to create a temporary position combining the Utility/Supervisor and Transportation Foreman positions; and

WHEREAS: The District has communicated this need to AFSCME leadership and there has been an agreement to allow Ron Plante to fill this temporary position, as outlined herein.

NOW THEREFORE, it is hereby agreed and understood between the parties as follows:

1. There will be a new position of Utility Supervisor/Transportation Foreman.
2. This position is temporary in nature, and will end on June 30th 2025, unless otherwise negotiated.
3. Upon expiration of the specified term, the Utility/Supervisor position and Transportation Foreman position will become separate and distinct positions again.
4. During the specified period, this position will be compensated an annual salary of \$65,000.
5. The District and the Union agree that Ron Plante is the most senior and qualified employee to fill the temporary position of Utility Supervisor/Transportation Foreman.
6. Chisholm ISD #695 and the Union shall retain the authority to revoke this agreement with a 5-day written notice to the other party.
7. Upon expiration of the specified term, or should either party revoke this agreement, Ron Plante shall return to his former position as Utility/Supervisor.

FINALLY: This MOU is non precedent setting, and is intended to supplement the terms of the existing Agreement between the District and the Union. All other provisions of the Agreement shall remain in full force and effect, except as modified by this MOU.

Chisholm ISD #695

**American Federation of State, County, And
Municipal Employees, Council 65, Local 536**

Superintendent

Date

Ron Plante, Employee

Date

Chisholm High School
Student Activity Account
Activity Purpose Form

Date: 3/5/25

Name of Activity: Softball


Purpose of Activity: Fundraising for Softball Program

Age, grade & interest of students served: 7-12 girls

I, Travis Vake, (advisor) received a copy of the Manual for Activity Fund Accounting and acknowledge my responsibility for ensuring that proper procedures are followed.

<u>Travis Vake</u>		<u>3/5/25</u>
Advisor's Name (printed)	Advisor's Signature	Date of Submission

<u>Travis Vake</u>		<u>3-5-25</u>
Activities Name (printed)	Signature	Date of Approval

Director Brian Haks 

**File form with Business Office per school conditions. This form needs to be completed for any activity you take place with your extra-curricular account.

Chisholm High School
Student Activity Account
List of Officers

Date: 3/5/25

Name of Activity: Softball

Advisor: Travis Uale

Signature:

Print Name:

Grade:

Student Rep.
~~President~~

Kylie Maki

Kylie Maki

11

Student Rep.
~~Vice President~~

Rylee Aultman

Rylee Aultman

11

Student Rep.
~~Treasurer~~

Greta Nelson

Greta Nelson

10th

Secretary

***A copy of this must be on file with the Business Office pre school activities*

CHS FUNDRAISER APPLICATION

DATE: 3/4/25

ORGANIZATION NAME: Softball

ADVISOR: Vake

STUDENT TREASURER/REPRESENTATIVE: Kylie Maki

NAME OF PERSON SUBMITTING REQUEST: Travis Vake

PURPOSE OF FUNDRAISER:
Backpacks and hoodies for the teams

DESCRIPTION OF FUNDRAISING ACTIVITY:
Supporter T-Shirts

FINANCIAL GOAL: \$ 2500.00

DATE (S) OF FUNDRAISER 3/10/25 - 3/24/25

APPROVED BY Principal B. Ashe 3/5/25
Activities / DATE:

DENIED BY Activities /DATE:
Principal

**AGREEMENT FOR SCHOOL RESOURCE OFFICER SERVICES
CITY OF CHISHOLM AND INDEPENDENT SCHOOL DISTRICT #695**

This Agreement is made and entered into on this 22nd day of January, 2025, by the City of Chisholm, a Minnesota municipal corporation, located at 316 West Lake Street, Chisholm, Minnesota 55719 (“City”) and Independent School District No. 695, a Minnesota municipal corporation, located at 300 3rd Avenue Southwest, Chisholm, Minnesota 55719 (“District”).

WHEREAS, the parties enter into this Agreement pursuant to Minnesota Statutes §126C.44; and

WHEREAS, the City and District are interested in a mutually beneficial partnership to provide services for the students of the District; and

WHEREAS, the City and District would like to optimize efficiencies to curb juvenile delinquency and crime; and

WHEREAS, the City and District would like to continue to improve understanding and promote respect between the police, the District, its employees and students, and community; and

WHEREAS, the City provides School Resource Officer services for schools; and

WHEREAS, it is the desire of both parties to make provision for School Resource Officer services in accordance with the terms of this Agreement.

NOW, THEREFORE, in consideration for the mutual covenants expressed herein, the City and District agree to the terms and conditions outlined herein:

I. RESPONSIBILITIES OF CITY

- A. Qualifications of Personnel. The City agrees to provide one stated licensed police officer to perform full-time services to the District for the purpose of assisting in the establishment and coordination of a cooperative community approach among the District’s schools, students, parents, police, and other community resources to address the needs of the District, students, and community members.
- B. Service. The City’s School Resource Officer services will include but not be limited to: prevention of delinquency, protection of life and property, law enforcement, serving as a communication link between the City and District, and participation in meeting as requested by building administration. The City will provide required clothing, uniform, and vehicles necessary to perform required services.
- C. Place of Performance. The City will perform services at schools located within the District, being primarily located at the District’s secondary schools. Occasionally services may be performed at venues outside of the District.
- D. Documentation Pertaining to Services. The City must provide to the District any and all records pertaining to the provision of services at the end of its services.
- E. Insurance.
 - 1. The City will maintain at its sole expense valid policies of general liability insurance, covering the negligent acts or omissions of the City acting through its directors, agents, employees or other personnel, which may give rise to liability under this Agreement.
 - 2. The City will maintain, at its sole expense, Workers’ Compensation Insurance for its employee.

3. The parties' liabilities are limited by the provisions of the Municipal Tort Claims Act, Minn. Chap. 466 and other applicable laws .
- F. Payment of Employee. The City, as the employer, will remain responsible for the payment of wages and other compensation, reimbursement of expenses and compliance with Federal, State and local tax withholdings, Workers' Compensation, Social Security, employment and other insurance requirements for its employees.
- G. District Policies and Procedures. The City and its assigned officer will consider the District's policies and procedures while providing services in the school setting unless they are inconsistent with the Police Department's policies. District policies may be found on the District's website.
- H. Data Privacy. The City, while performing services under this Agreement, must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g and rules and regulations promulgated thereunder, as they apply to the District regarding the treatment of all data created, collected, received, stored, used, maintained, and/or disseminated by the District by this Agreement. The civil remedies of Minn. Stat. §13.08 apply to the City's release of data governed by the Minnesota Government Data Practices Act.

The parties understand and agree that sharing of data between them must occur in accordance with the laws governing the dissemination of data, including, but not limited to, specific laws governing the sharing of data on students and minors. It is understood that student information, in general, is classified as private data under the Minnesota Government Data Practices Act.

II. RESPONSIBILITIES OF THE DISTRICT

- A. Payment for Services. The District will remain responsible to provide payment to the City for services rendered pursuant to this Agreement. Section III hereunder will govern billing terms and compensation.
- B. Insurance.
 1. The District will maintain at its sole expense valid policies of general liability insurance, covering the negligent acts or omissions of the District acting through its directors, agents, employees or other personnel, which may give rise to liability under this Agreement.
 2. The District will maintain, at its sole expense, Workers' Compensation insurance for its employees.
 3. The parties' liabilities are limited by the provisions of the Municipal Tort Claims Act, Minn. Ch. 466 and other applicable laws.
- C. Equipment and Supplies. The District will provide the School Resource Officer with workspace access to its network, and other District-owned technologies, at the discretion of the District. The District will provide guidance and assistance through the staff, administration and student body.
- D. Employee Assignment. The District has the authority to reject an assigned School Resource Officer for any nondiscriminatory reason and request the assignment of another School Resource Officer.
- E. Service and Training. The District recognizes there may be occasions that the School Resource Officer may need to respond to emergency calls, attend police training and other special duties as assigned by the City while fulfilling his or her role as a School Resource Officer for the District. The District may request that the School Resource Officer attend District trainings curing his or her performance of services under this Agreement.

- F. Feedback on Performance of Officer. At the conclusion of each fiscal year, the District administration will provide the City with feedback on the performance of the School Resource Officer. In addition, the District will notify the City within two business days of any performance concerns or allegations of inappropriate conduct of the officer. The City retains all disciplinary authority over its officer.
- G. Provision of Records. The District will provide the School Resource Officer with all necessary records and information relevant to the student(s) for the purposes of the service(s) being provided.

III. BILLING FOR SERVICES

- A. The City shall be the primary source of funding for the School Resource Officer program and the School District shall be the secondary source of funding. The City will bill the School District \$3,000 per month for full-time services provided by the SRO. Full-time services are defined as having the SRO staffed for all days of the month that school is in session. The month of December 2024, the City will only bill the District \$1,500 to reflect a reduced rate for school not being in session for the Holiday season. Other months that the City does not provide SRO services or provides less than full-time services, the billing will be prorated based on the percentage of days the SRO was staffed compared to the days school was in session for that month. In the event the City can no longer staff the SRO position, the school district will not be liable to make payments to the City for the period that the SRO is not staffed. The maximum billing amount for the months of September 2024 through May 2025 will be \$25,500. The City shall pay all expenditures up front for the program.
- B. The School shall designate adequate funding out of each years budget to fund the School Resource Officer program and shall make reimbursement out of those funds. Reimbursement to the City shall be made every month from the District.

IV. TERM AND TERMINATION

The term of this Agreement is from July 1, 2024 and will remain in effect through June 30, 2025. Notice of inadequate funding must be provided to the other party at least 60 days prior to the termination date of this Agreement or 60 days prior to the end of any renewal period.

V. ADDITIONAL TERMS

- A. Governing Law. This Agreement will be construed and governed in all respects according to the laws of the State of Minnesota.
- B. Relationship to Parties. The parties agree and acknowledge that the School Resource Officer who is assigned to the district is and will continue to be, a member and employee of the City and its police department. The officer is not an agent or employee of the District by virtue of this Agreement and may not make representation to the contrary. The officer will operate under direct administration and supervision of the police department but will work in cooperation with district administration to further mutually agree upon goals involving the City and the District's schools and students. The officers' main district administration contact is the Principal and Superintendent. The officer does not have disciplinary authority within the schools, is not to be considered educational service providers, and limited to police functions.
- C. Assignment. This Agreement may not be assigned by either party, in whole or in part.
- D. Modification of Terms. No amendments or modifications to the terms of this Agreement will be binding unless evidenced in writing and signed by an authorized representative of each party hereto.
- E. Notices. Any notice given in connection with this Agreement will be given in writing and will be delivered either by hand or by certified mail, return receipt requested, to the other party, at the party's address stated

below. Any party may change its address as stated herein by giving notice of the change of address in accordance with this Paragraph.

F. Indemnification. Each party is liable for its own acts to the extent provided by law and hereby agrees, to the extent permitted by law, to indemnify, hold harmless, and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the party, its agents, or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement.

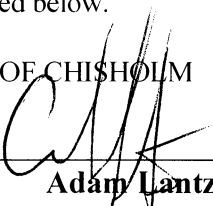
It is understood and agreed that each party's liability is limited by the provisions of the municipal Tort Claims Act, Minn. Ch. 466 and other applicable laws.

G. Entire Agreement. This writing evidences the entire Agreement between the City and the District; there are no prior written or oral promises or representations incorporated herein. This Agreement may be executed in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Delivery of an executed signature page of this Agreement by facsimile or electronic (email) transmission shall be effective as delivery of a manually executed counterpart hereof.

IN WITNESS WHEREOF, the undersigned parties hereby acknowledge that they have read and understand this Agreement and are authorized to enter into this Agreement and have executed this Agreement on the dates recorded below.

CITY OF CHISHOLM

INDEPENDENT SCHOOL DISTRICT NO. 695

By: 

By: _____

Adam Lantz

Its Mayor

Its Chairman

Date: 1-24-2025

Date: _____

Attest: 

By: _____

Stephanie Skraba

Administrator

Its Clerk

Date: 1/23/25

Date: _____

At the Independent School District No. 695 Board meeting held on March 10, 2025 in the Chisholm Public Schools Board Room, Director _____ offered the following Resolution and moved its adoption;

RESOLUTION NO. 25-03-10

RESOLUTION ACCEPTING DONATION OF \$500.00 FROM EVELETH ELKS LODGE #1161 TO SUPPORT SCHOOL PANTRY PROGRAM AT CHISHOLM HIGH SCHOOL.

Independent School District No. 695 must accept donations by way of a Resolution.

IT IS HEREBY RESOLVED by Independent School District No. 695 to accept the above list of donations.

The motion to adopt the foregoing Resolution was duly supported by Director _____, and upon being put to a vote, carried as follows:

FOR ADOPTION: Director
 Director
 Director
 Director
 Director
 Director

ABSTAINING:

AGAINST ADOPTION:

ABSENT:

Passed and adopted this 10th day of March 2025.

BY ORDER OF THE SCHOOL BOARD

School District Clerk

801 EQUAL ACCESS TO SCHOOL FACILITIES

Chisholm Public Schools Independent School District No. 695

Board Policy 801

Series: 800 Buildings and Sites

Subject: 801 Equal Access to School Facilities

Adopted/Revised:

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

I. PURPOSE

The purpose of this policy is to implement the Equal Access Act by granting equal access to secondary school facilities for students who wish to conduct a meeting for religious, political, or philosophical purposes during noninstructional time.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is not to deny equal access or a fair opportunity to, or to discriminate against, any students who wish to conduct a meeting, on the basis of the religious, political, philosophical, or other content of the speech at such meetings.
- B. The school board has created a limited open forum for students enrolled in secondary schools during which noncurriculum-related student groups shall have equal access and a fair opportunity to conduct meetings during noninstructional time.
- C. Student use of facilities under this policy does not imply school district sponsorship, approval, or advocacy of the content of the expression at such meetings.
- D. The school district retains its authority to maintain order and discipline on school premises, to protect the well-being of students and faculty, and to assure that attendance of students at meetings is voluntary.
- E. In adopting and implementing this equal access policy, the school district will NOT:
 - 1. influence the form or content of any prayer or other religious activity;
 - 2. require any person to participate in prayer or other religious activity;
 - 3. expend public funds beyond the incidental cost of providing the space for student-initiated meetings;
 - 4. compel any school agent or employee to attend a school meeting if the content of the speech at the meeting is contrary to the beliefs of the agent or employee;
 - 5. sanction meetings that are otherwise unlawful;
 - 6. limit the rights of groups of students based on the size of the group;
 - 7. abridge the constitutional rights of any person.

III. DEFINITIONS

- A. "Limited open forum" means that the school grants an offering to or opportunity for one or more noncurriculum related student groups to meet on school premises during

noninstructional time.

- B. "Meeting" includes activities of student groups which are permitted under a limited open forum and are not directly related to the school curriculum. Distribution of literature does not constitute a meeting protected by the Equal Access Act.
- C. "Noninstructional time" means time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends, including such other periods that occur during the school day when no classroom instruction takes place.
- D. "Sponsorship" includes the act of promoting, leading, or participating in a meeting. The assignment of a school employee for custodial, observation, or maintenance of order and discipline purposes does not constitute sponsorship of the meeting.
- E. "Secondary school" means any school with enrollment of pupils ordinarily in grades 7 through 12 or any portion thereof.

IV. FAIR OPPORTUNITY CRITERIA

Schools in this school district shall uniformly provide that:

- A. A meeting held pursuant to this policy is voluntary and student-initiated;
- B. There is no sponsorship of the meeting by the school or its agents or employees;
- C. Employees or agents of the school are present at religious meetings only in a nonparticipatory capacity;
- D. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
- E. Nonschool persons may not direct, control, or regularly attend activities of student groups.

V. PROCEDURES

- A. Any student who wishes to initiate a meeting under this policy shall apply to the principal of the building at least 48 hours in advance of the time of the activity or meeting. The student must agree to the following:
 - 1. All activities or meetings must comply with existing policies, regulations, and procedures that govern operation of school-sponsored activities.
 - 2. The activities or meetings are voluntary and student-initiated. The principal may require assurances of this fact.
- B. Student groups meeting under this policy must comply with the following rules:
 - 1. Those attending must not engage in any activity that is illegal, dangerous, or which materially and substantially interferes with the orderly conduct of the educational activities of the school. Such activities shall be grounds for discipline of an individual student and grounds for a particular group to be denied access.
 - 2. The groups may not use the school name, school mascot name, school emblems,

the school district name, or any name that might imply school or district sponsorship or affiliation in any activity, including fundraising and community involvement.

3. The groups must comply with school policies, regulations and procedures governing school-sponsored activities.
- C. Students applying for use of school facilities under this policy must provide the following information to the principal: time and date of meeting, estimated number of students in attendance, and special equipment needs.
- D. The building principal has responsibility to:
1. Keep a log of application information.
 2. Find and assign a suitable room for the meeting or activity. The number of students in attendance will be limited to the safe capacity of the meeting space.
 3. Note the condition of the facilities and equipment before and after use.
 4. Assure proper supervision. Assignment of staff to be present in a supervisory capacity does not constitute school district sponsorship of the meeting or activity.
 5. Assure that the meeting or activity does not interfere with the school's regular instructional activities.
- E. The school district shall not expend public funds for the benefit of students meeting pursuant to this policy beyond the incidental cost of providing space. The school district will provide no additional or special transportation.
- F. Nonschool persons may not direct, conduct, control, or regularly attend meetings and activities held pursuant to this policy.
- G. School district employees or agents may not promote, lead, participate in, or otherwise sponsor meetings or activities held pursuant to this policy.
- H. A copy of this policy and procedures shall be made available to each student who initiates a request to use school facilities.

Legal References: 20 U.S.C. §§ 4071-74 (Equal Access Act)
20 U.S.C. § 7905 (Boy Scouts of America Equal Access Act)
Board of Educ. of Westside Community Schools v. Mergens, 496 U.S. 226 (1990)
Good News Club v. Milford Central School, 533 U.S. 98 (2001)
Child Evangelism Fellowship of Minnesota v. Special Sch. Dist. 1, 690 F.3d 996 (8th Cir. 2012)
Child Evangelism Fellowship of Minnesota v. Elk River Area School Dist. 728, 599 F.Supp. 2d 1136 (D. Minn. 2009)

Cross References: MSBA/MASA Model Policy 902 (Use of School District Facilities and Equipment)

The Purpose, General Statement of Policy, Definitions, and Fair Opportunity Criteria sections reflect the language and requirements of the Equal Access Act and so should be adopted as written. School Boards have discretion to adopt reasonable procedures to implement the Act, however. We have provided a section on Procedures as a model.

805 WASTE REDUCTION AND RECYCLING

Chisholm Public Schools Independent School District No 695

Board Policy 805

Series: 800-Buldings and Sites

Subject: 805 Waste Reduction and Recycling

Adopted/Revised:

[Note: The obligations stated in this policy are substantial and virtually all are governed by statute. A school district may choose to add obligations by policy.]

I. PURPOSE

The purpose of this policy is to establish a resource recovery program to promote the reduction of waste, the separation and recovery of recyclable and reusable commodities, the procurement of recyclable commodities and commodities containing recycled materials, the disposition of waste materials and surplus property, and the establishment of a program of education to develop an awareness of environmentally sound waste management.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to comply with all state laws relating to waste management and to make resource conservation an integral part of the physical operations and curriculum of the school district.

III. DEFINITIONS

- A. "Lamp recycling facility" means a facility operated to remove, recover, and recycle for reuse mercury or other hazardous materials from fluorescent or high intensity discharge lamps
- B. "Mixed municipal solid waste" means garbage, refuse, and other solid waste that is aggregated for collection but does not include auto hulks, street sweepings, ash, construction debris, mining waste, sludges, tree and agricultural wastes, tires, lead acid batteries, motor and vehicle fluids and filters, and other materials collected, processed, and disposed of as separate waste streams.
- C. "Packaging" means a container and any appurtenant material that provide a means of transporting, marketing, protecting, or handling a product and includes pallets and packing such as blocking, bracing, cushioning, weatherproofing, strapping, coatings, closures, inks, dyes, pigments, and labels.
- D. "Postconsumer materials" means a finished material that would normally be discarded as a solid waste having completed its life cycle as a consumer item.
- E. "Rechargeable battery" means a sealed nickel-cadmium battery, a sealed lead acid battery, or any other rechargeable battery, except certain dry cell batteries or a battery exempted by the Commissioner of the Minnesota Pollution Control Agency (PCA) (Commissioner).
- F. "Recyclable commodities" means materials, pieces of equipment, and parts which are not reusable but which contain recoverable resources.

- G. "Recyclable materials" means materials that are separated from mixed municipal solid waste for the purpose of recycling or composting, including paper, glass, plastics, metals, automobile oil, batteries, source-separated compostable materials, and sole source food waste streams that are managed through biodegradative processes. Refuse-derived fuel or other material that is destroyed by incineration is not a recyclable material.
- H. "Recycling" means the process of collecting and preparing recyclable materials and reusing the materials in their original form that do not cause the destruction of recyclable materials in a manner that precludes further use.
- I. "Resource conservation" means the reduction in the use of water, energy, and raw materials.
- J. "Reusable commodities" means materials, pieces of equipment, parts, and used supplies which can be reused for their original purpose in their existing condition.
- K. "Source-separated compostable materials" means materials that:
 - 1. are separated at the source by waste generators for the purpose of preparing them for use as compost;
 - 2. are collected separately from mixed municipal solid waste and are governed by state licensing provisions;
 - 3. are comprised of food wastes, fish and animal waste, plant materials, diapers, sanitary products, and paper that is not recyclable because the Commissioner has determined that no other person is willing to accept the paper for recycling;
 - 4. are delivered to a facility to undergo controlled microbial degradation to yield a humus-like product meeting the PCA's class I or class II, or equivalent, compost standards and where process rejects do not exceed 15 percent by weight of the total material delivered to the facility; and
 - 5. may be delivered to a transfer station, mixed municipal solid waste processing facility, or recycling facility only for the purposes of composting or transfer to a composting facility, unless the Commissioner determines that no other person is willing to accept the materials.
- L. "Waste reduction" or "source reduction" means an activity that prevents generation of waste or the inclusion of toxic materials in waste, including:
 - 1. reusing the product in its original form;
 - 2. increasing the life span of a product;
 - 3. reducing material or the toxicity of material used in production or packaging; or
 - 4. changing procurement, consumption, or waste generation habits to result in smaller quantities or lower toxicity of waste generated.

IV. WASTE DISPOSAL

- A. The school district will attempt to decrease the amount of waste consumable materials by:
1. reduction of the consumption of consumable materials whenever practicable;
 2. full utilization of materials prior to disposal;
 3. minimization of the use of non-biodegradable products whenever practicable.
- B. Each school district facility shall also collect at least three recyclable materials, such as, but not limited to, the following: paper, glass, plastic, and metal.
- C. The school district will transfer all recyclable materials collected to a recycler and, to the extent practicable, cooperate with, and participate in, recycling efforts being made by the city and/or county where the school district is located.
- D. Prior to entering into a contract for the management of mixed municipal solid waste, the school district will determine whether the disposal method provided for in the contract is equal to or better than the waste management practices currently employed in the county or district plan in the county where the school district is located and whether the contract is consistent with the solid waste plan. If the waste management method provided for in the contract is ranked lower than the waste management practices employed by the county or district, the school district will:
1. determine the potential liability to the school district and its taxpayers for managing waste in this manner;
 2. develop and implement a plan for managing the potential liability; and
 3. submit the information in (1) and (2) above to the PCA.
- If the contract is inconsistent with the county plan or if the school district's waste management activities are inconsistent with the county plan, the school district should obtain the consent of the county prior to entering into a binding contract or developing or implementing inconsistent solid waste management activities.
- E. The school district may not knowingly place motor oil, brake fluid, power steering fluid, transmission fluid, motor oil filters, or motor vehicle antifreeze (other than small amounts of antifreeze contained in water used to flush the cooling system of a vehicle after the antifreeze has been drained and does not include de-icer that has been used on the exterior of a vehicle) in or on:
1. solid waste or solid waste management facilities other than a recycling facility or household hazardous waste collection facility;
 2. the land unless approved by the PCA; or
 3. the waters of the state, an individual sewage treatment system, or in a storm water or waste water collection or treatment system unless:
 - a. permitted to do so by the operator of the system and the PCA;

- b. the school district generates an annual average of less than 50 gallons of waste motor vehicle antifreeze per month; and
 - c. the school district keeps records of the amount of waste antifreeze generated, maintains these records on site and makes the records available for inspection for a minimum of three years following generation of the waste antifreeze.

- F. The school district may not place mercury or a thermostat, thermometer, electric switch, appliance, gauge, medical or scientific instrument, fluorescent or high-intensity discharge lamp, electric relay, or other electrical device from which the mercury has not been removed for reuse or recycling:
 - 1. in solid waste; or
 - 2. in a wastewater disposal system.

- G. The school district may not knowingly place mercury or a thermostat, thermometer, electric switch, appliance, gauge, medical or scientific instrument, fluorescent or high-intensity discharge lamp, electric relay, or other electrical device from which the mercury has not been removed for reuse or recycling:
 - 1. in a solid waste processing facility; or
 - 2. in a solid waste disposal facility.

- H. The school district will recycle a fluorescent or high-intensity discharge lamp by delivery of the lamp to a lamp recycling facility or to a facility that collects and stores lamps for the purpose of delivering them to a lamp recycling facility, including, but not limited to, a household hazardous waste collection or recycling facility, retailer take-back and utility provider program sites, or other sites designated by an electric utility under Minnesota Statutes section 216B.241, subdivision. 2.

- I. The school district may not place a lead acid battery in mixed municipal solid waste or dispose of a lead acid battery. The school district also may not place in mixed municipal solid waste a dry cell battery containing mercuric oxide electrode, silver oxide electrode, nickel-cadmium, or sealed lead-acid that was purchased for use or used by the school district. The school district also may not place in mixed municipal solid waste a rechargeable battery, a rechargeable battery pack, a product with a nonremovable rechargeable battery, or a product powered by rechargeable batteries or rechargeable battery pack, from which all batteries or battery packs have not been removed.

- J. The school district may not place yard waste:
 - 1. in mixed municipal solid waste;
 - 2. in a disposal facility;
 - 3. in a resource recovery facility, except for the purposes of reuse, composting, or cocomposting; or
 - 4. in a plastic bag unless exempt as specified in Minnesota Statutes section 115A.931(c), (d), or (e).

- K. The school district may not place a telephone directory:
 - 1. in solid waste;
 - 2. in a disposal facility; or
 - 3. in a resource recovery facility, except a recycling facility.
- L. The school district may not:
 - 1. place major appliances in mixed municipal solid waste; or
 - 2. dispose of major appliances in or on the land or in a solid waste processing or disposal facility.
- M. The school district may not place in mixed municipal solid waste an electronic product containing a cathode-ray tube.
- N. The school district, on its own or in cooperation with others, may implement a program to collect, process, or dispose of household batteries. The school district may provide financial incentives to any person, including public or private civic groups, to collect the batteries.

V. PROCUREMENT OF RECYCLED COMMODITIES AND MATERIALS

- A. When practicable and when the price of recycled materials does not exceed the price of nonrecycled materials by more than 10 percent, the school district may purchase recycled materials. In order to maximize the quantity and quality of recycled materials purchased, the school district may also use other appropriate procedures to acquire recycled materials at the most economical cost to the school district.
- B. When purchasing commodities and services, the school district will apply and promote waste management practices with special emphasis on the reduction of the quantity and toxicity of materials in waste.
- C. Whenever practicable, the school district will:
 - 1. purchase uncoated copy paper, office paper, and printing paper unless the coated paper is made with at least 50 percent postconsumer material;
 - 2. purchase recycled content copy paper with at least 30 percent postconsumer material by weight and purchase office and printing paper with at least 10 percent postconsumer material by weight;
 - 3. purchase paper which has not been dyed with colors, excluding pastel colors;
 - 4. purchase recycled content copy, office, and printing paper that is manufactured using little or no chlorine bleach or chlorine derivatives;
 - 5. use reusable binding materials or staples and bind documents by methods that do not use glue;

6. use soy-based inks;
 7. purchase printer or duplication cartridges that:
 - a. have 10 percent post-consumer material; or
 - b. are purchased as remanufactured; or
 - c. are backed by a vendor-offered program that will take back the printer cartridges after their useful life, ensure that the cartridges are recycled, and comply with the definition of recycling in Minnesota Statutes section 115A.03, subdivision 25b;
 8. produce reports, publications, and periodicals that are readily recyclable;
 9. purchase paper which has been made on a paper machine located in Minnesota; and
 10. print documents on both sides of the paper where commonly accepted publishing practices allow.
- D. The school district may not use a specified product included on the prohibited products list published in the State Register.
- E. In developing bid specifications, the school district will consider the extent to which a commodity or product is durable, reusable or recyclable, and marketable through applicable local or regional recycling programs and the extent to which the commodity or product contains postconsumer material.
- F. When a project involves the replacement of carpeting, the school district may require all persons who wish to bid on the project to designate a carpet recycling company in their bids.

VI. OTHER

The policy of the school district is to actively advocate, where appropriate, for resource conservation practices to be adopted at the local, regional, and state levels.

- Legal References:**
- Minn. Stat. § 16C.073 (Purchase and Use of Paper Stock; Printing)
 - Minn. Stat. § 115A.03 (Definitions)
 - Minn. Stat. § 115A.15 (State Government Resource Recovery)
 - Minn. Stat. § 115A.151 (Recycling Requirements; Public Entities; Commercial Buildings; Sports Facilities)
 - Minn. Stat. § 115A.46 (Regional and Local Solid Waste Management Plan; Requirements)
 - Minn. Stat. § 115A.471 (Public Entities; Managing Solid Waste)
 - Minn. Stat. § 115A.915 (Lead Acid Batteries; Land Disposal Prohibited)
 - Minn. Stat. § 115A.9155 (Disposing of Certain Dry Cell Batteries)
 - Minn. Stat. § 115A.9157 (Rechargeable Batteries and Products)
 - Minn. Stat. § 115A.916 (Motor Vehicle Fluids and Filters; Prohibitions)
 - Minn. Stat. § 115A.931 (Yard Waste; Prohibition)
 - Minn. Stat. § 115A.932 (Mercury Prohibition)
 - Minn. Stat. § 115A.951 (Telephone Directories)
 - Minn. Stat. § 115A.9561 (Major Appliances)
 - Minn. Stat. § 115A.9565 (Cathode-Ray Tube Prohibition)

Minn. Stat. § 115A.961, Subd. 3 (Household Batteries; Collection, Processing, and Disposal)
Minn. Stat. § 115A.9651 (Listed Metals in Specified Products; Enforcement)
Minn. Stat. § 116.93, Subd. 1 (Lamp Recycling Facilities)
Minn. Stat. § 216B.241, Subd. 2 (Public Utilities; Energy Conservation and Optimization)
Minn. Stat. § 458D.07 (Sewage Collection and Disposal)
National Solid Waste Management Ass'n v. Williams, et al., 966 F.Supp. 844 (D. Minn. 1997)

Cross References: None

807 HEALTH AND SAFETY POLICY

Chisholm Public Schools Independent School District No. 695

Board Policy 807

Series: 800 Buildings and Sites

Subject: 807 Health and Safety Policy

Adopted/Revised:

[Note: To receive health and safety revenue for any fiscal year, school districts must submit an application to the Minnesota Commissioner of Education, along with a health and safety budget adopted and confirmed by the school board as being consistent with the school district's health and safety policy. This policy has been approved by the Minnesota Department of Education.]

The subdivisions of Minnesota Statutes Section 123B.57 that relate to a school district's ability to apply for health and safety revenue have been repealed effective fiscal year 2017. The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.
- B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district may form a health and safety advisory committee to be appointed by the superintendent. The health and safety advisory committee will be composed of employees and other individuals with specific knowledge of related issues. The advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The superintendent may request that the safety committee established under Minnesota Statutes section 182.676 carry out all or part of the duties of the advisory committee or the advisory committee may consider recommendations from a separate safety committee established under Minnesota Statutes section 182.676.

III. PROCEDURES

- A. Based upon recommendations from the health and safety advisory committee and

subject to the budget adopted by the school board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the school board on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.

- B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.
- C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

IV. PROGRAM AND PLANS

- A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the school board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:

1. Asbestos
2. Fire and Life Safety
3. Employee Right to Know
4. Emergency Action Planning
5. Combustible and Hazardous Materials Storage
6. Indoor Air Quality
7. Mechanical Ventilation
8. Mold Cleanup and Abatement
9. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools
10. Infectious Waste/Bloodborne Pathogens
11. Community Right to Know
12. Compressed Gas Safety
13. Confined Space Standard
14. Electrical Safety
15. First Aid/CPR/AED
16. Food Safety Inspection
17. Forklift Safety
18. Hazardous Waste
19. Hearing Conservation
20. Hoist/Lift/Elevator Safety
21. Integrated Pest Management
22. Laboratory Safety Standard/Chemical Hygiene Plan
23. Lead
24. Control of Hazardous Energy Sources (Lockout/Tagout)
25. Machine Guarding
26. Safety Committee
27. Personal Protection Equipment (PPE)
28. Playground Safety
29. Radon
30. Respiratory Protection
31. Underground and Above Ground Storage Tanks
32. Welding/Cutting/Brazing
33. Fall Protection
34. National Emission Standards for Hazardous Air Pollutants for School Generators

- established by the United States E.P.A.
35. Other areas determined to be appropriate by the health and safety advisory committee.

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

- B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action **will be** taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.
- D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.
- E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.
- F. In the event of an accident or a near miss, the school district shall promptly cause an accident investigation to be conducted in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

V. BUDGET

The superintendent shall be responsible to provide for periodic school board review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The superintendent, or such other school official as designated by the superintendent, each year shall prepare preliminary revenue and expenditure budgets for the school district's health and safety program. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year. The health and safety program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

Legal References: Minn. Stat. § 123B.56 (Health, Safety, and Environmental Management)

Minn. Stat. § 123B.57 (Health and Safety Projects)
Minn. Stat. § 182.676 (Safety Committees)
Minn. Rules Part 5208.0010 (Accident and Injury Reduction Program;
Applicability)
Minn. Rules Part 5208.0070 (Accident and Injury Reduction Program;
Alternative Forms of Committee)

Cross References: MSBA/MASA Model Policy 407 (Employee Right to Know - Exposure to
Hazardous Substances)
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District
Budget)
MSBA/MASA Model Policy 806 (Crisis Management Policy)

901 COMMUNITY EDUCATION

Chisholm Public Schools Independent School District No. 695

Board Policy 901

Series: 900 Community Relations

Subject: 901 Community Education

Adopted/Revised:

Deleted: Adopted:
-MSBA/MASA Model Policy 901 ¶
Orig. 1995 ¶
Revised: _____ -Rev. 2022 ¶
¶
¶

I. PURPOSE

The purpose of this policy is to convey to employees and to the general public the important role of community education within the school district.

II. GENERAL STATEMENT OF POLICY

The school board affirms a strong commitment to the community education program. The school board welcomes, and strongly encourages use of school buildings and activity areas by the community when not used for regularly scheduled elementary and secondary programs. The school administration should strive to accomplish the following objectives:

- A. Maximum use should be made of public school facilities within the school district service area.
- B. Educational needs and interest of area residents should be determined periodically.
- C. Community resources and expertise of residents should be utilized to develop a vibrant, well-rounded community education program.
- D. Area residents should be encouraged to actively participate in program opportunities.

III. COMMUNITY EDUCATION ADVISORY COUNCIL

- A. The council shall assist in promoting the goals and objectives of the program.
- B. The membership of the community education advisory will consist of members who represent: various service organizations; churches; public and nonpublic schools; local government including elected officials; public and private nonprofit agencies serving youth and families; parents; youth; park, recreation or forestry services of municipal or local government units located in whole or in part within the boundaries of the school district; and any other groups participating in the community education program in the school district.
- C. Bylaws of the community education advisory council shall provide the framework for the organization including criteria pertaining to membership, officers' duties, frequency and structure of meetings and such other matters as deemed necessary and appropriate.
- D. The council will adopt a policy to reduce and eliminate program duplication within the school district.

Legal References: Minn. Stat. § 123B.51 (Schoolhouses and Sites; Uses for School and Nonschool Purposes; Closings)
Minn. Stat. § 124D.19, Subd. 1 (Community Education Programs; Advisory Council)
Minn. Stat. § 124D.20, Subd. 1 (Community Education Revenue)

901-1

Deleted: ¶
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Cross References: MSBA/MASA Model Policy 902 (Use of School District Facilities and Equipment)

901-2

904 DISTRIBUTION OF MATERIALS ON SCHOOL DISTRICT PROPERTY BY NONSCHOOL PERSONS

Chisholm Public Schools Independent School District No. 695

Board Policy 904

Series: 900 Community Relations

Subject: 904 Distribution of Materials on School District Property by Nonschool Persons

Adopted/Revised:

I. PURPOSE

The purpose of this policy is to provide for distribution of materials appropriate to the school setting by nonstaff and nonstudents on school district property in a reasonable time, place, and manner which does not disrupt the educational program nor interfere with the educational objectives of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district intends to provide a method for nonschool persons and organizations to distribute materials appropriate to the school setting within the limitations and provisions of this policy.
- B. To provide for orderly and nondisruptive distribution of materials, the school board adopts the following regulations and procedures.

III. DEFINITIONS

[NOTE: MSBA rearranged these definitions to place them in alphabetical order in 2024.]

- A. "Distribution" means circulation or dissemination of materials by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying materials, or placing materials in internal staff or student mailboxes.
- B. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower him or her in the esteem of the community.
- C. "Material and substantial disruption" of a normal school activity means:
 - 1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.
 - 2. Where the normal school activity is voluntary in nature (including school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, specific facts must exist upon which

the likelihood of disruption can be forecast including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

- D. "Materials" includes all materials and objects intended by nonschool persons or nonschool organizations for distribution. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, underground newspapers whether written by students, employees or others, and tangible objects.
- E. "Minor" means any person under the age of eighteen (18).
- F. "Nonschool person" means any person who is not currently enrolled as a student in or employed by the school district.
- G. "Obscene to minors" means:
 - 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 - 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, and lewd exhibition of the genitals; and
 - 3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- H. "School activities" means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays, other theatrical productions, and in-school lunch periods.

IV. GUIDELINES

- A. Nonschool persons and organizations may, within the provisions of this policy, be granted permission to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, materials and objects which are appropriate to the school setting.
- B. Requests for distribution of materials will be reviewed by the administration on a case-by-case basis. However, distribution of the following materials is always prohibited. Material is prohibited that:
 - 1. is obscene to minors;
 - 2. is libelous;
 - 3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended;
 - 4. advertises any product or service not permitted to minors by law;

5. advocates violence or other illegal conduct;
 6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religion, or ethnic origin);
 7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.
- C. Permission for nonschool persons to distribute materials on school district property is a privilege and not a right. In making decisions regarding permission for such distribution, the administration will consider factors including, but not limited to, the following:
1. whether the material is educationally related;
 2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;
 3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;
 4. the quantity or size of materials to be distributed;
 5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;
 6. whether distribution would require that nonschool persons be present on the school grounds;
 7. whether the materials are a solicitation for goods or services not requested by the recipients.

V. TIME, PLACE, AND MANNER OF DISTRIBUTION

If permission is granted pursuant to this policy for the distribution of any materials, the time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

VI. PROCEDURES

- A. Any nonschool person wishing to distribute materials must first submit for approval a copy of the materials to the administration at least five days in advance of desired distribution time, together with the following information:
1. Name and phone number of the person submitting the request.
 2. Date(s) and time(s) of day of requested distribution.
 3. If material is intended for students, the grade(s) of students to whom the distribution is intended.

4. The proposed method of distribution.
- B. The administration will review the request and render a decision. The administration will assign a location and method of distribution and will inform the persons submitting the request whether nonschool persons may be present to distribute the materials. In the event that permission to distribute the materials is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.
 - C. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.
 - D. In the event that permission to distribute materials is denied, the nonschool person or organization may request reconsideration of the decision by the superintendent. The request for reconsideration must be in writing and must set forth the reasons why distribution is desirable and in the interest of the school community.

VII. VIOLATION OF POLICY

Any party violating this policy or distributing materials without permission will be directed to leave the school property immediately and, if necessary, the police will be called.

VIII. IMPLEMENTATION

The school district administration may develop any additional guidelines and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.

[NOTE: School districts are encouraged to consider additional guidelines which reflect varied local practices relating to this subject matter including addressing the subject of consistency and uniformity for approving or disapproving practices under this policy.]

Legal References: U. S. Const., amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Doe v. South Iron R-1 School District, 498 F.3d 878 (8th Cir. 2007)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987)
Cornelius v. NAACP Legal Defense and Educational Fund, Inc., 473 U.S. 788 (1985)
Perry Education Ass'n v. Perry Local Educators' Ass'n, 460 U.S. 37 (1983)
Roark v. South Iron R-1 School Dist., 573 F.3d 556 (8th Cir. 2009)
Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist., 640 F.3d 329 (8th Cir. 2011), cert. denied 565 U.S. 1036 (2011)

Cross References: MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 512 (School-Sponsored Student Publications)

905 ADVERTISING

Chisholm Public Schools Independent School District No. 695

Board Policy 905

Series: 900 Community Relations

Subject: 905 Advertising

Adopted/Revised:

[NOTE: School districts should carefully consider whether they wish to allow advertising in school district facilities or publications. Once advertisements are accepted, First Amendment rights may limit the school district's ability to reject specific advertisements or to regulate the content of advertisements.]

I. PURPOSE

The purpose of this policy is to provide guidelines for the advertising or promoting of products or services to students and parents in the schools.

II. GENERAL STATEMENT OF POLICY

The school district's policy is that the name, facilities, staff, students, or any part of the school district shall not be used for advertising or promoting the interests of a commercial or nonprofit agency or organization except as set forth below.

III. ADVERTISING GUIDELINES

- A. School publications, including publications such as programs and calendars, may accept and publish paid advertising provided they receive advance approval from the appropriate administrator. In no instance shall publications accept advertising or advertising images for alcohol, tobacco, drugs, drug paraphernalia, weapons, or obscene, pornographic, or illegal materials. Advertisements may be rejected by the school district if determined to be inconsistent with the educational objectives of the school district or inappropriate for inclusion in the publication. For example, advertisements may be rejected if determined to be false, misleading, or deceptive, or if they relate to an illegal activity or antisocial behavior. The faculty advisor is responsible for screening all such advertising for appropriateness, including compliance with the school district policy prohibiting sexual, racial, and religious harassment.
- B. The school board may approve advertising in school district facilities or on school district property. Any approval will state precisely where such advertising may be placed. The restrictions listed in Section A. above will apply. Advertising will not be allowed outside the specific area approved by the school board. Specific advertising must be approved by the superintendent or designee. In no instance will an advertising device be erected or maintained within 100 feet of a school that is visible to and primarily intended to advertise and inform or to attract or which does attract the attention of operators and occupants of motor vehicles.
- C. Donations which include or carry advertisements must be approved by the school board.
- D. The school district or a school may acknowledge a donation it has received from an organization by displaying a "donated by," "sponsored in part by," or a similar by-line with the organization's name and/or symbol on the item. Examples include activity programs or yearbooks.

- E. Nonprofit entities and organizations may be allowed to use the school district name, students, or facilities for purposes of advertising or promotion if the purpose is determined to be educationally related and prior approval is obtained from the school board. Advertising will be limited to the specific event or purpose approved by the school board.
- F. Contracts for computers or related equipment or services that require advertising to be disseminated to students will not be entered into or permitted unless done pursuant to and in accordance with state law.
- G. The inclusion of advertisements in school district publications, in school district facilities, or on school district property does not constitute approval and/or endorsement of any product, service, organization, or activity. Approved advertisements will not imply or declare such approval or endorsement.

IV. ACCOUNTING

Advertising revenues must be accounted for and reported in compliance with UFARS. A periodic report shall be made to the school board by the superintendent regarding the scope and amount of such revenues.

Legal References: Minn. Stat. § 123B.93 (Advertising on School Buses)
Minn. Stat. § 125B.022 (Contracts for Computers or Related Equipment or Service)
Minn. Stat. § 173.08 (Excluded Road Advertising Devices)

Cross References: MSBA/MASA Model Policy 421 (Gifts to Employees and School Board Members)
MSBA/MASA Model Policy 702 (Accounting)

2024-2025 School Enrollment

Grade	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
VPK	19	19	19	19	19	19	19		
KG	47	47	51	50	51	50	50		
1st	48	47	46	47	47	47	47		
2nd	43	42	43	42	42	42	42		
3rd	48	48	49	49	49	50	50		
4th	48	48	48	48	48	48	48		
5th	43	44	45	43	43	43	44		
6th	51	52	53	54	54	54	53		
7th	42	42	42	41	41	41	41		
8th	48	47	46	46	44	44	44		
9th	48	48	47	46	46	45	44		
10th	67	66	65	65	63	64	65		
11th	45	43	42	42	42	42	42		
12th	45	45	45	45	45	45	45		
Total	642	638	640	636	633	633	633		