

Hastings Area Public Schools - ISD 200
School Board Meeting Agenda

Wednesday, August 27, 2025
Regular Meeting
Middle School Media Center

- I. **Call Meeting to Order**
 - a. Attendance
- II. **Pledge of Allegiance**
- III. **Motion to Approve the Agenda/Table File**
- IV. **Recognition of Visitors**
- V. **Raider Spotlight**
- VI. **Public Comment Session**
- VII. **Reports and Discussions**
 - a. Superintendent Report
 - b. Brightworks Presentation
 - c. Pathways Presentation
 - d. Building Construction Fund Project Update
 - e. Legal: Data Request Update
 - f. School Perceptions Survey Timeline Discussion
 - g. School Board Representatives/Committees
 - i. ISD 917 School Board Representative Update
 - ii. AMSD Update
 - iii. Community Collaboration Committee Update
 - No meetings held since last update.
 - iv. Facilities, Finance and Joint Powers Committee Update
 - v. NAPAC Committee Update
 - vi. Student School Board Committee Update
 - No meetings held since last update
 - vii. Policy Committee Update
 - h. Policies
 - i. First Readings
 - 506 Student Discipline
 - 602 Organization of School Calendar and School Day
 - 722 Public Data Requests
 - 903 Visitors to School District Buildings and Sites
 - ii. Second Readings
 - None
 - iii. Third Readings
 - 601 School District Curriculum and Instructional Goals
- VIII. **Action Items**
 - a. Consent Agenda
 - i. Bills Payable
 - ii. Personnel Report
 - iii. Meeting Minutes
 - iv. Policies for Approval after Third Reading
 - 540 High School Student Council
 - 603 Curriculum Development
 - 618 Assessment, Grading, and Reporting of Student Progress

- 620 Credit for Learning
 - v. Policies for Approval after 2nd Reading to Sunset/Remove
 - 616 School District System Accountability
 - 623 Mandatory Summer School Instruction
 - vi. Policy Forms/Procedure Approvals
 - 722.1FRM Public Data Request Form
 - 903.1PR Visitor Procedure
 - vii. Designate the Director of Finance & Operations to act as the Identified Official with Authority (IOwA) by proxy.
 - viii. 2025-2026 Amy Brown Counseling Services Contract
 - b. Items for Individual Action
 - i. Acceptance of Donations
 - ii. Approve 2025-2026 Superintendent Goals
 - iii. Approve School Board 3-Year Work Plan
 - iv. Approve SRO Contract
 - v. HCTV Designation 2025 for MSHSL
- IX. **Future Meetings**
- X. **Adjournment**



**Hastings
Public Schools**

Brightworks

Contract Use

Prepared by Andrew Hodges

Students are the heart



of all we do

Read Act

The Minnesota Department of Education has contracted with Brightworks and other regional partners throughout the state to provide the statewide system for READ Act implementation support and compliance monitoring. Our Literacy and Curriculum Lead attends mandatory trainings and meetings for the Read Act through Brightworks on a regular basis, and receives training to provide training in our district through them for paraprofessionals in 25-26 for instance.



Add'l Brightworks Use 24-25

Professional Development

- COMPASS MTSS (5 sessions)
- Praxis ParaPro (8 ParaEducator Courses/Assessment)
- Environmental Health & Safety Program (6 sessions)
- Special Education Training
- PBIS Supports (48 sessions)

Student Activities

- Knowledge Bowl (30 students sent)
- Young Authors Conference (88 students sent)



Recommendation

Is Brightworks Required?

While not legally mandated by name, participation in Brightworks is functionally necessary.

Our district's use of Brightworks ensures we remain in alignment with state expectations and allows us to effectively document our implementation of the READ Act and other federal/state mandates.

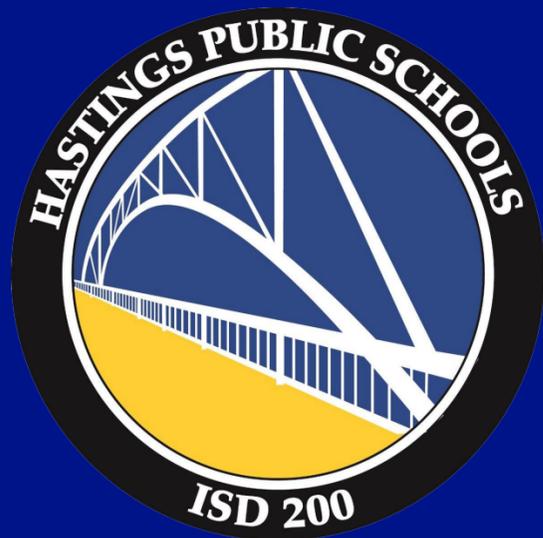
Without Brightworks the alternative would be inefficient, duplicative and expensive.

Recommendation: Continue with Brightworks.



THANK YOU





**Hastings
Public Schools**

HHS Pathways Update

8/27/25

Prepared by: Scott Doran

Students are the heart  *of all we do*



2025-26 Focus Areas

Hastings
High School

Pathways Team



Industry Partners



Communication



Team, Timeline, Partnerships

Hastings
High School

Team

- Principal
- Assistant Principals
- School Counselor
- Business & Community Outreach Coord
- Academic Department Members
- Superintendent

Meeting Schedule

- Sept 11 - All Day
- Sept 25
- Oct 9 - All Day
- Oct 23
- Nov 6

Current Partnerships

- Future Workforce Alliance
 - Hastings Chamber of Commerce
 - Intek Plastics
 - Premier Bank
- Allina Medical
- Delta Airlines
- Hoffman & McNamara Nursery and Landscape
- Ruth and George Doffing Charitable Funds

Opportunities for Students Through Xello

Hastings
High School

All students in Grades 8-12 will take the career inventory assessment in September 2025.

Xello helps students:

- Discover their interests
- Explore careers and colleges
- Plan academics
- Build a personal portfolio
- Develop life skills to prepare for future success



Student Experience





Questions?



Building Construction Fund Projects as of 7/31/2025

	A	B	C	D	E	A-C-D-E	
Project	Project Budget	Vendor Bid Amount +/- Change Orders	Vendor Contract Expenses to Date	Wold/Loeffler Fees to Date	Other Expenses Less Rebates to Date	Remaining Funds	Status
High School Roof Replacement	4,645,800	2,944,318	2,944,318	294,530	11,568	1,395,384	Complete
High School & Pinecrest Chillers	1,182,000	753,551	753,551	74,842	(34,273)	387,879	Complete
Multi-Site Exterior Lighting	468,500	246,483	246,483	30,569	(26,321)	217,770	Complete
High School & McAuliffe Parking Lot	1,516,540	1,084,851	1,084,851	116,970	22,836	291,883	Complete
High School Track Resurfacing	360,000	286,864	286,864	23,219	3,323	46,593	Complete
High School BAS Replacement	1,951,100	606,642	606,642	123,429	28,570	1,192,459	Complete
Pinecrest Partial Roof Replacement	373,000	289,800	289,800	23,757	248	59,194	Complete
McNamara Stadium Improvements	3,370,000	2,688,639	2,688,639	216,215	286,531	178,615	Complete
Pinecrest Deferred Maintenance	968,000	602,279	602,279	62,183	248	303,290	Complete
Early Childhood Improvements (High School)	445,000	275,513	275,513	28,362	1,414	139,711	Complete
District Wide Camera Project	382,000	192,975	192,975	24,421	22,175	142,429	Complete
Tilden Deferred Maintenance & Roof	828,746	691,944	691,944	49,803	29,121	57,878	Complete
Board Room Renovations	93,359	-	-	-	63,193	30,166	Complete
High School Athletic Field Parking Lot	506,000	426,038	426,038	27,646	20,549	31,766	Complete
Pinecrest Exterior Emergency Lighting	10,000	-	-	-	4,780	5,220	Complete
High School Tennis Court Replacement	542,000	495,345	495,345	34,683	34,647	(22,674)	Complete
Kennedy & McAuliffe Partial Roof Replacement	533,200	405,900	405,900	33,978	3,154	90,168	Complete
High School Lecture Hall	140,000	-	-	-	139,530	470	Complete
Replace Middle School Softball & Baseball Backstops	160,000	-	-	-	84,647	75,353	Complete
Miscellaneous Deferred Maintenance Projects <\$100,000	367,100	-	-	-	135,856	231,244	Complete
High School Baseball Drainage	200,000	-	-	-	61,770	138,230	Complete
Tilden Asbestos	18,400	-	-	-	-	18,400	Complete
Miscellaneous Deferred Maintenance Projects <\$100,000	27,800	-	-	-	9,005	18,795	Complete
Middle School Improvements	23,814,024	22,189,111	22,189,111	1,385,892	251,768	(12,747)	Complete
High School Retaining Wall	50,000	-	-	339	47,500	2,161	Complete
Middle School Privacy Improvements	324,300	263,071	263,071	15,522	1,261	44,446	Complete
High School Parking Lot Improvement - Phase 3	324,760	138,208	138,208	6,340	7,100	173,112	Complete
High School Lighting (split from HS Deferred Maintenance)	119,939	128,822	128,822	2,555	(11,439)	0	Complete
District Office Renovations	278,000	164,723	164,723	19,169	98,904	(4,796)	Complete
Middle School Storage Building	452,500	418,363	418,363	15,275	19,518	(657)	Complete
ALC Renovation	1,421,640	1,169,674	1,165,674	120,806	116,940	18,220	Complete
McAuliffe Deferred Maintenance & Water Coolers	336,731	288,842	288,842	12,216	42,869	(7,197)	Complete
Middle School Track	404,750	341,273	341,273	40,196	17,334	5,947	Complete
Monument Signs	357,000	326,472	326,472	14,029	8,609	7,890	Complete
Board Room Renovations - Phase II	6,641	-	-	-	5,845	796	Complete
Water Coolers (Tilden & Middle School)	182,000	142,500	142,500	11,559	198	27,743	Complete
HHS Privacy Improvements	1,013,063	876,007	876,007	127,025	6,880	3,150	Complete
Middle School Partial Roof Replacement	717,200	747,255	747,255	45,778	10,396	(86,230)	Complete
Gymnastics	50,000	-	-	-	21,913	28,087	Complete
Tilden Preschool Classroom	90,000	60,660	60,660	5,877	678	22,785	Complete
Door & Glass Improvements Phase I	67,262	31,450	31,450	-	35,812	(0)	Complete
Safety & Security Improvements-Phase I	33,245	33,245	33,245	-	-	-	Complete
Middle School Media Center	160,000	-	-	-	92,157	67,843	Complete
Replace High School Carpet (Phase I&II)	537,629	376,700	376,700	43,234	117,695	0	Complete
High School Fire Alarm/Alert System Replacement	410,000	362,552	362,552	27,735	135	19,579	Complete
District Wide Fire Alarm/Alert System Replacement	205,000	161,250	161,250	23,110	1,864	18,775	Complete
Kennedy Deferred Maintenance	662,576	599,554	599,554	19,106	6,951	36,965	Complete
Nature Preserve Gravel Parking Lot & Monument Sign	9,100	-	-	-	9,100	-	Complete
High School Student Entrance Bollards	5,000	-	-	-	5,000	-	Complete
Technology Improvements	2,529,625	-	-	-	2,529,625	-	Complete
Replace High School Carpet (Phase III)	74,471	-	-	-	74,471	-	Complete
High School TuckPoint (split from HS Deferred Maintenance)	237,075	236,791	236,791	-	284	0	Complete
Door & Glass Improvements (Middle School split w/LTFM)	432,738	380,393	380,393	33,445	-	18,901	Complete
Grounds/Site Improvements (split w/Capital)	500,000	464,605	464,605	35,173	222	-	Complete
Safety & Security Improvements	576,468	424,152	424,152	70,553	17,193	64,571	Complete

Contingency	2,007,858	-	-	-	-	2,007,858	Contingency
Reallocations from/to projects	(9,731,222)	-	-	-	-	(9,731,222)	Reallocation
Interest Earnings		-	-	-	-	2,640,840	Interest Earnings

Subtotal 47,747,918 42,316,814 42,312,815 3,239,540 4,439,355 397,047

Remaining funds from complete projects are available for excess costs on other identified projects or reallocation for new projects.

	A	B	C	D	E	A-C-D-E	
Interior Locks Allowance-Door Hardware Upgrades	420,000	379,619	271,288	37,619	2,026	109,067	In Process
High School Deferred Maintenance (Storefront/Shower Valves)	264,386	227,515	219,484	36,172	242	8,488	In Process
Middle School Pod Redesign	235,000	57,045	57,045	-	118,725	59,230	In Process

Subtotal 919,386 664,179 547,817 73,791 120,993 176,785

Remaining funds from in process projects are not available for excess costs on other identified projects or reallocation for new projects.

	A	B	C	D	E	A-B-D-E	
	-	-	-	-	-	-	In Design

Subtotal - - - - - - -

Remaining funds from in design projects are not available for excess costs on other identified projects or reallocation for new projects.

Other District Projects	A	B	C	D	E	A-B-E	
Radio Replacement	100,000	-	-	-	97,347	2,653	Not Completed
Flexible Learning Furniture	600,000	-	-	-	576,202	23,798	Not Completed

Subtotal 700,000 - - - 673,549 26,451

Remaining funds from not completed projects are not available for excess costs on other identified projects or reallocation for new projects.

Total 49,367,304 42,980,994 42,860,632 3,313,331 5,233,896 600,283

Complete and In Process (does not include contingency) 50,748,615
Project Total 49,367,304
% 103%

Transfers from/(to) Contingency:

- \$445,000 Early Childhood Improvements (High School)
- \$ 87,000 High School Athletic Field Parking Lot
- \$ 44,300 High School Retaining Wall
- \$113,024 Middle School Bathrooms near Auditorium
- \$300,000 Technology
- \$244,500 Water Coolers (\$50,000 Tilden, \$62,500 McAuliffe, \$132,000 Middle School)
- \$746,250 High School Privacy Improvements (Athletic Locker Rooms)
- \$160,476 Kennedy Deferred Maintenance
- \$167,131 McAuliffe Deferred Maintenance
- \$290,000 Middle School Storage Building
- \$542,000 High School Tennis Court Replacement
- \$330,000 District Office Renovations
- \$100,000 Board Room Renovations
- \$85,000 Entrance Security Improvements
- \$503,750 Additional to HHS Privacy Improvements (Bathrooms)
- \$362,500 Middle School Privacy Improvements
- \$140,000 High School Lecture Hall
- \$200,000 HHS Baseball Field Drainage
- \$493,750 Middle School Track Replacement
- \$856,563 HS Team Locker Privacy Improvements
- \$1,421,640 ALC Renovation
- \$397,500 Transferred from HHS Privacy Improvements to Middle School Storage Building
- \$160,100 Additional to Middle School Improvements
- (\$38,200) from Middle School Privacy Improvements
- (\$600,000) from High School Privacy Improvements
- (\$50,000) from High School Carpet
- \$86,000 Additional to Kennedy Deferred Maintenance
- \$400,000 Technology
- \$200,000 Monument Signs
- \$500,000 Grounds/Site Improvements

- \$300,000 Additional to Safety & Security Improvements
- \$202,000 Additional to Monument Signs
- (\$52,000) from District Office Renovation
- (\$96,000) from HS Privacy
- (\$89,000) from MS Track
- (\$235,000) from Storage Building
- (\$160,000) from DW Fire Alarm/Alert System
- (\$25,000) from HS Fire Alarm/Alert System
- \$324,713 Safety & Security Improvements
- \$120,000 Interior Locks Allowance (Middle School add)
- \$629,625 Technology
- \$ 50,000 Gymnastics
- \$160,000 Middle School Media Center
- \$ 90,000 Tilden Preschool Classroom
- \$ 5,000 High School Student Entrance Bollards
- \$ 50,000 Nature Preserve Gravel Parking Lot
- \$ 17,000 High School Shower Valves
- \$235,000 Middle School Pod Redesign
- (\$85,900) from Nature Preserve Parking Lot & Monument Sign



Hastings Public Schools
Fall 2025 Staff, Student, and Parent Survey Timeline

Timeline	Task
September 10th	Review initial survey drafts/Consider customized questions
September 22nd	All feedback to School Perceptions regarding customized questions
September 24th	Survey finalized
September 26th	Admin “heads up” email to staff, students, and parents
October 13th	Email survey to staff, students, and parents
October 15th	Reminder to staff (conferences)
During survey windows	Send reminder emails to non-responding staff/students/parents
October 27th	Survey deadline for staff, students, and parents
October 29th	School Perceptions creates reports
November 19th	School Board Results Presentation
January 7th	School Board Data Retreat



Hastings Public Schools: ISD 200

SURVEY PROPOSAL

STAFF, STUDENTS, PARENTS

August 22, 2025



Contact:

Daren Sievers
262.644.4300
dsievers@schoolperceptions.com

Rob DeMeuse
262.299.7159
rdemeuse@schoolperceptions.com

SCH  **L**
PERCEPTIONS
Measuring what matters

262.644.4300 | schoolperceptions.com



Project Overview

Hastings Public Schools serves approximately 4,200 students in prekindergarten through 12th grade. The District is interested in surveying students, staff, and parents to quantify areas such as engagement, climate, culture, and overall satisfaction.

Meet Your Account Team

Daren Sievers will work with you to develop and deploy your survey staff, student, and/or parent surveys. Daren worked for the Slinger School District for the past 27 years in a variety of roles, including the last nine as Superintendent of Schools.



Under Daren's leadership, the Slinger School District consistently ranked in the top 10% in Wisconsin academically and in the bottom 10% in terms of spending on a cost-per-student basis. Daren has bachelor degrees in Business Management and Psychology and master's degrees in K-12 School Counseling, K-12 School Leadership, and District Administration.

Dr. Rob DeMeuse is the Research Director and a Project Manager. Rob will work with you to develop and deploy your surveys and regularly reviews each survey to ensure content is current with up-to-date research. He also works with districts to design and administer community surveys for both strategic planning and referendum preparation.



A proud product of rural Wisconsin, Rob earned his Ph.D. from the University of Wisconsin, where he researched school finance and the factors that influence school referenda. Prior to graduate school, Rob was a high school social studies teacher in Evansville, WI.

Cari Udermann is a Project Implementation Manager and will work with your district to coordinate survey administration. She attended St. Cloud State University and Syracuse University, earning degrees in Psychology and Nursing, respectively. Cari has worked in both the medical and education fields. While working in schools, she became aware of the importance a healthy school climate has on students' ability to learn.



About Us

School Perceptions LLC is a Wisconsin-based, independent educational research firm that works with school districts, regional service agencies, as well as state and national organizations. Over 10,000 schools have used School Perceptions to collect millions of survey responses from students, staff, parents, non-parents, and community stakeholders.

For 20 years, our mission has never changed: We help educational leaders gather, organize, and use data to make strategic decisions.

Why School Perceptions?

Over the past 20 years, School Perceptions has developed a reputation for excellence and reliability. We take great pride in the following elements of our work, which we believe uniquely position us to meet the needs of Hastings Public Schools.

- 1) **An objective and unbiased process:** Often, surveys designed and administrated by a district are perceived as biased by survey-takers. Consequently, results are questioned, trust is broken, and the entire process is undermined. By using an objective and independent firm like School Perceptions, your approach, data, and plans moving forward are viewed as credible.
- 2) **An emphasis on you:** Every school district has unique challenges. Therefore, we never treat a project with a cookie-cutter approach. We listen to you, we work with you, and we customize your project to meet your needs.
- 3) **Cost-effective:** No matter if your enrollment is 100, 1,000, or 10,000 students, our services are cost-effective. We understand the staffing and resource constraints schools face.
- 4) **Research-based and applicable:** The quality of our work will never waver. We combine extensive research reviews with our decades of experience to help you get accurate and valid data.
- 5) **Comparison data:** If 60% of your students report there is an adult they can talk to about a personal problem, is that good? Or do you have a problem? By using our benchmarks, we can provide question-level comparisons to similar schools. Rest assured, individual school names are never shared. Our software can also calculate longitudinal changes to quantify growth on a year-over-year basis.
- 6) **Proprietary survey software:** Our survey system is custom designed to meet school district's unique needs and is proven to be extremely user-friendly and reliable. We continually review security protocols to ensure that your data is always protected and backed up. Additionally, our system includes a survey access control system to ensure that an individual can only take the survey once. A paper version of the survey is also available for those without internet access.
- 7) **Ongoing support:** Gathering good data is only half of the challenge. Our team of experts will help you make sense of your data and develop a realistic plan of action.
- 8) **Dedication to service:** Technology and information specialists are available Monday-Friday, 8 am-5 pm CT. We also provide 24-hour, 365-days-per-year real-time monitoring of company servers. Our staff is dedicated and ready to help your team through each step of the process.

Process & Investment

Staff survey information can be used to quantify staff engagement and satisfaction and identify areas for improvement. Our research finds that engaged employees are more committed, have better job satisfaction, and “go the extra mile” for their employer. They will also act as an ambassador on your behalf. The survey would be developed and deployed during the 2025-26 academic year.

This School Perceptions Staff Survey collects data in these key areas:

- ✓ Communications
- ✓ Satisfaction
- ✓ Academics
- ✓ Engagement
- ✓ Support
- ✓ Experience



Project Management & Survey Design

- ✓ Definition of overall objectives
- ✓ Development of the project timeline with key milestones and assignments
- ✓ Assistance with survey promotion and communication materials

Survey Administration

- ✓ Securing staff email lists
- ✓ Survey programming utilizing the School Perceptions proprietary software system
- ✓ Survey distribution via email
- ✓ Follow-up reminders for non-responders
- ✓ Print-ready copy of the survey upon request
- ✓ Daily data backup and all software maintenance

Results Reporting

- ✓ Password-protected access for all raw data via the School Perceptions system
- ✓ Online reports, including full disaggregation capabilities

Investment: \$3,600

Parent survey information can be used to gauge overall satisfaction and identify areas for improvement. According to the US Department of Education, the act of conducting a survey is itself a parent-friendly message to parents that a school cares what they think. The survey would be developed and deployed during the 2025-26 academic year.

This School Perceptions Parent Survey provides insights into these key areas:

- ✓ Communications
- ✓ Sense of community
- ✓ Culture of educational excellence
- ✓ Safety and support
- ✓ Experience



Project Management & Survey Design

- ✓ Definition of overall objectives
- ✓ Development of the project timeline with key milestones and assignments
- ✓ Assistance with survey promotion and communication materials

Survey Administration

- ✓ Securing parent/guardian/caregiver email lists
- ✓ Survey programming utilizing the School Perceptions proprietary software system
- ✓ Survey distribution via email
- ✓ Follow-up reminders for non-responders
- ✓ Print-ready copy of the survey upon request
- ✓ Daily data backup and all software maintenance

Results Reporting

- ✓ Password-protected access for all raw data via the School Perceptions system
- ✓ Online reports, including full disaggregation capabilities

Investment: \$3,600

Student survey information can be used to target interventions with individual students as well as various subgroups. If used annually, the data will quantify growth throughout the students' careers. The survey would be developed and deployed for students in grades 4-12 in the 2025-26 school year.

This School Perceptions Student Survey collects data in these key areas:

- ✓ Connection
- ✓ Learning
- ✓ Environment
- ✓ Experience



Project Management & Survey Design

- ✓ Definition of overall objectives
- ✓ Development of the project timeline with key milestones and assignments
- ✓ Assistance with survey promotion and communication materials

Survey Administration

- ✓ Securing student email lists
- ✓ Survey programming utilizing the School Perceptions proprietary software system
- ✓ Survey distribution via email
- ✓ Follow-up reminders for non-responders
- ✓ Print-ready copy of the survey upon request
- ✓ Daily data backup and all software maintenance

Results Reporting

- ✓ Password-protected access for all raw data via the School Perceptions system
- ✓ Online reports, including full disaggregation capabilities

Investment: \$4,200

Student Data Load - \$500 (Optional)

- ✓ Load student demographic information (not visible during the survey but available for data analysis)
- ✓ Allow for disaggregation by targeted subgroups
- ✓ Allow for individual student identification by item

Additional Services

Pre-Survey

Survey Customization

Each survey cost includes two (2) hours for customization

School Perceptions can work with your team to develop survey content that addresses issues and challenges unique to your school. We will also facilitate approval with your board if needed. Additional customization time is \$85 per hour.

Evening Meetings & Site Visits

\$200 for virtual or \$800 + expenses for in-person

Our projects can be completed via online conferencing and phone. If requested, we can schedule evening meetings with your team and/or school board for planning or presentation services. Sites visits will be charged at \$800 per visit plus expenses. Evening virtual meetings will be charged \$200.

Survey Translation

\$95 per hour

School Perceptions can translate your survey to help ensure equitable access for your parents, students, and/or community members. The translated survey can be made available in a paper version and/or programmed online.

Prepaid Postage Envelopes/Data Entry

See below

School Perceptions has a business reply mailing permit and can provide these envelopes for \$0.05 each. This allows respondents who choose to fill out a paper version of the survey to return it directly to School Perceptions. Our data entry team will enter all responses and comments for surveys, which are mailed at a rate of \$1.80 per survey. You will also be charged for the return postage at the actual rate, currently \$0.61 for 1 ounce or less and \$0.76 for 2 ounces.

Additional Services (cont'd)

Post-Survey

Not only are we here to help you plan and gather your perceptions data, but we will also help you make sense of your results too.

Consulting

Cost varies depending on the survey type and project scope.

School Perceptions partners with various associations and educational services agencies to help you make sense of your data and develop action plans.

Overall Reports

\$600 per survey

We can produce reports of your quantitative results to help your leadership team, school board, and/or committee make sense of data. This report allows us to assist you in developing a realistic, data-driven plan of action.

Comment Reports

\$95 per hour

Our team analyzes every comment in your survey and generates themes from these comments. These reports are an excellent complement to your quantitative data, provide additional nuance to your stakeholders' thoughts, and are highly effective at driving communications with staff, students, families, and your community. A major theme is identified as a result of having multiple participants referencing similar issues or concerns. (\$95 per hour; we will provide a cost estimate based on total comments collected before we begin.)

Comparison Reports

\$350 per survey

We can produce a detailed comparison report (spreadsheet) for each item in the survey, which can be presented to your leadership team, school board, and/or committees.

Longitudinal Reports

\$350 per survey

Implementing School Perceptions surveys year after year that uses the same questions allows you to build longitudinal data. Is the feedback from your stakeholders on the right track? Are there areas of concern? Have we improved? This spreadsheet report allows you to focus on trends, identify patterns of behavior, and see your growth or areas of need over time.

Additional Analyses

\$95 per hour

School Perceptions can crosstab your data by subgroups and provide more in-depth data analysis.

Policies:

The School Perceptions Privacy Policy ensures that all email addresses provided will only be used for your district's contracted services. Our entire privacy policy can be found at www.schoolperceptions.com/files/SchoolPerceptionsPrivacystatement.pdf.

Data access is granted to the District's Custodian of Records with the ability to disaggregate all compiled data and authorize access to other district staff. Unless otherwise noted, School Perceptions will designate the Custodian of Records to be the signer of this proposal.

If this proposal is acceptable, please sign this page, scan, and email to sales@schoolperceptions.com.

Proposal Accepted: **Hastings Public Schools: ISD 200**



Signature: _____ **Date:** _____



ISD 917 BOARD NOTES

AUGUST 5, 2025 BOARD MEETING

The ISD 917 School Board met for a Work Session and Regular Meeting on August 5, 2025. School Board information and resources are available on our website at https://www.isd917.org/about/school_board.

WORK SESSION

COMMUNICATIONS

- Visitors Opportunity to be Heard
- Student Services Report
- Updates from Member Districts

INTEGRITY

- Policies - First Reading
 - 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse
 - 418 - Drug-Free Workplace/Drug-Free School
 - 501 - School Weapons Policy
 - 515 - Protection and Privacy of Pupil Records

PERSONALIZATION

- Reviewed the Staff Handbook and Culture Guide, the Special Education Handbook, and the Secondary DCALS-CTE Student Handbook.

COLLABORATION

- 360 Communities shared a presentation
- Reviewed an Agreement between ISD 192 and ISD 917 for Early Childhood Special Education Teacher in Farmington
- Reviewed Itinerant Agreements with Member Districts

STEWARDSHIP

- Review Bills, Annual Substitute Pay Rate, and Temporary Employee Report



ISD 917 BOARD NOTES

AUGUST 5, 2025 BOARD MEETING

REGULAR BOARD MEETING

COMMUNICATIONS

- Approved Consent Items
 - 7/8/25 Minutes
 - Policies - Approved
 - 210 - Conflict of Interest
 - 212 - School Board Member Development
 - 506 - Student Discipline
 - 722 - Public Data and Data Subject Requests
 - Personnel
 - **NEW HIRES:**
 - Jurana Aziz, Education Support Professional, effective August 27, 2025.
 - Elizabeth Brewer, Education Support Professional, effective August 27, 2025.
 - Misty Broady, Education Support Professional, effective August 27, 2025.
 - Yolandita Colon, Education Support Professional, effective August 27, 2025.
 - Renate Emmer, Administrative Assistant, effective August 8, 2025.
 - Jill Mann-Porvaznik, Sign Language Interpreter, effective August 28, 2025.
 - Sarah Prescott, Social Worker, effective August 11, 2025
 - Adam Walther, Teacher, effective August 19, 2025.
 - **RE-HIRES:**
 - Johanna Iversen, Teacher, effective August 20, 2025.
 - Danielle LaFrance-Warnke, Teacher, effective August 19, 2025.
 - Taylor Krause, Teacher, effective August 25, 2025.
 - Kaitlyn Weeks, Teacher, effective August 25, 2025.
 - **CHANGE IN STATUS:**
 - Jamie Swanson, Teacher to Education Support Professional, effective August 27, 2025.
 - Steven Nasshan, Education Support Professional to Teacher, effective August 19, 2025.
 - **RESIGNATION & TERMINATIONS:**
 - Cindy Jacobs, Occupational Therapist, effective July 14, 2025.
 - Katie Lauer, Teacher, effective July 31, 2025.

INNOVATION

- Approved Agreement with ISD 192 and ISD 917 for Early Childhood Special Education Teacher in Farmington

STEWARDSHIP

- Approved Bills
- Approved Wire transfers
- Approved Investment reports
- Approved Annual Substitute Pay Rate

PERSONALIZATION

- Approved Dr. Favor's Summary Evaluation for 2024-2025

COLLABORATION

- Approved Itinerant Agreements with Member Districts



BRIDGE TO SUCCESS

Hastings Public Schools

INDEPENDENT SCHOOL DISTRICT 200
1000 11TH STREET WEST
HASTINGS, MN 55033-2597
Phone (651) 480-7000
Fax (651) 480-7004

AMSD: Summary of August 1, 2025

- I. Welcome and Introduction
- II. Routine Business
 - A. Approval of Minutes of May 23, 2025
- III. Executive Committee Report
 - A. Approval of Perpich Center for Arts Education as AMSD Associate Member
 - B. Election of New Executive Committee Members
 1. Executive Committee Nominees
 - a) Wendy Lundsgaard, School Board, Orono
 - b) Alison Sherman, School Board, Stillwater
 - c) Julie Nielsen, Superintendent, South Washington County
 - C. Election of New Legislative Committee Member
 1. Executive Committee Nominee
 - a) Scott Thielman, Superintendent, Buffalo-Hanover-Montrose
 - D. Election Officers
 1. Executive Committee Nominees:
 - a) Chair: Jim DeMay, School Board, Mounds View
 - b) Vice Chair: Alison Sherman, School Board, Stillwater
 - c) Treasurer: Jenny Loeck, Superintendent, Roseville Area
- IV. Recognition of Outgoing AMSD Chair
- V. Executive Director's Report
 - A. Three upcoming special elections - will determine control of MN House and Senate
 - B. Revenues are coming in \$840+ million higher than projected.
 - C. Federal funding streams had been frozen, but are now moving
 - D. Waiting for clarity around the existence of a Federal Department of Education
 - E. Two task forces formed during the last session, Blue Ribbon Commission on Special Education and
- VI. Guest Speakers
 - A. Jose Perez and Julian Spencer, Co-Founders, Good Trouble
 1. *Sparking Motivation to Maximize Engagement*
 - a) Make schools more engaging by design
 - b) Have been working as a group of three for five years to work through education redesign initiatives.

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- c) Young people are not the problem - they are part of the solution, everyone has a unique gift, those gifts needs to be put in the right spot (put aces in places).
 - d) Review of [Developmental Relationships Framework](#)
 - e) Review of the [Circle of Courage](#)



Good Trouble

Inspired by the Past. Driven by Purpose. Led by Youth.



Good Trouble Event.mp4

Shared with Dropbox



[Good Trouble Event Video](#)

The Missing Piece



MOTIVATION

Key Outcomes

1

Understand the significance of motivation in student engagement

2

Listen to examples of successful strategies

3

How you can begin implementing these strategies yourself.







Youth Leadership

Core Principles



BELONGING



**REAL
WORK**



PURPOSE



Student-led Listening

**UNTAPPED,
AUTHENTIC
FEEDBACK**



Collective Sense-Making

**WE'RE ALL ON
THE SAME TEAM**





Making Good Trouble

**INTERGENERATIONAL
MOVEMENT**



If you are ready to make Good Trouble at
your district/school, reach out to us at
admin@goodtroublemn.org





Q&A

Thank You!



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ISD 200 Finance, Facilities, and Joint Powers Committee Mission Statement:

The mission of the ISD 200 Finance, Facilities, and Joint Powers Committee is to provide strategic guidance on budgetary, financial, and substantial facilities investment activities. These efforts prioritize sustainability, transparency, and equity, serving the School Board and the broader community.

The Committee is committed to fostering financial sustainability, ensuring transparency in decision-making, and supporting equity in resource allocation. It aims to enhance public confidence by effectively managing, maintaining, and improving district facilities, while educating stakeholders about facility usage, condition, and future outlook.

Working collaboratively with City of Hastings elected officials and staff collaborate on opportunities with the City under Joint Powers Programs. The Committee works to maximize shared resources through partnerships with the City, as outlined in Minnesota Statutes 124D.18 et. seq., to achieve meaningful outcomes for students and the community.

ISD 200 Finance, Facilities, and Joint Powers Committee Meeting:

Monday, August 11, 2025 @ 7:30 a.m. at the Tilden Community Center

Attendees:

School District: Mark Zuzek, Carrie Tate, Melissa Millner, Kari Gorr, Jen Seubert, and Dr. Kristine Wehrkamp Herman
City: DawnMarie Vihrachoff, Dan Wietecha, Chris Jenkins, and Dave Wilske

ISD 200 Finance, Facilities, and Joint Powers Committee Meeting Summary:

1. Trail at Kennedy Elementary easement: It was recently discovered that an easement for the trail at Kennedy Elementary needs to be clarified. The language that defines the easement is being reviewed. It is not anticipated that it will affect the planned solar array project. As soon as the language is revised and a new map of the property easement is available it will be shared with the school district.
2. School Resource Officer: The plan to increase school support by hiring a second school resource officer will not be able to move ahead as planned. Due to a staffing shortage in a tight labor market for police, there is not enough staffing to fill the intended position. The new SRO will be on the job for the first couple of weeks of the school year. They will then return to their regular assignment until police staffing is sufficient to support continued assignment to the position. Chief Dave Wilske expressed that he is hopeful that the position will be filled by the beginning of the second semester. The formal agreement will be reviewed to ensure that the school district does not pay for services that are not provided.
3. Civic Arena Lease Agreement: In a document dated July 7, 2025 the City informed the District of the new ice time utilization rates for the Hastings Civic Arena. The school district will be charged an additional premium rate as compared to all other users for ice time. The rationale for the premium rate was based on several factors:
 - The school district is able to generate revenue through gate fees
 - The school district has “deeper pockets” due to funding sources
 - The school district is able to choose time for games and practices, other users are scheduled after the school programs are scheduled
 - The district understands that they use approximately 18% of the rented time, the city has repeatedly referred to a utilization rate of 30% or greater.

-
- The City has stated that the District was offered a proposal of paying 30% of a capital improvement project, divided over ten to twenty years. Because the District did not agree to pay that amount over time, the district is being charged the higher premium rate.

The school district remains highly disappointed with the increase in ice rental rates. The District knew that rates would increase because of the project costs, but believes that all users should be responsible for the improvements equally. As it is currently proposed, the District will be paying \$55 more per hour of use than any other user. This is wrong.

4. It was agreed that all portions of the Joint Powers Agreement and the associated addendums will be reviewed by the City's legal consult and then sent to the superintendent so that they can have the District legal consult review the agreements in full.

Future ISD 200 Finance, Facilities, and Joint Powers Committee Meetings:

Either:

Monday, October 20, 2025, 7:30 @ the Tilden Community Center, or

Monday, October 27, 2025, 7:30 @ the Tilden Community Center



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Native American Parent Advisory Council: Summary of August 14, 2025

- I. **Call to Order**
- II. **Old Business**
- III. **New Business**
 - A. Two-year term for the current chair is coming to a close.
 - B. Two-year term for the current secretary is coming to a close.
 - C. August 7, 2025, reviewed bylaws in advance of upcoming elections.
- IV. **District Updates**
 - A. Native American Education Liaison candidate declined the offer.
- V. **Questions to Take Back**
 - A. How do we communicate involvement on the Curriculum Committee for families?
- VI. **Future Events**
 - A. September 4, 2025: Regular NAPAC Meeting
 - B. September 17, 2025: Proposed ribbon skirt and shirt sewing series proposed date.



Policy Committee Mission

The Hastings School Board Policy Committee serves to review and revise current policies, and propose policy changes for adoption based on statute, at the direction of the School Board or administrator, and as identified for the benefit for the students and staff of ISD 200.

Next Policy Committee Meetings

September 5, 2025 at 12:00pm
September 12, 2025 at 12:00pm

August 6 & 11, 2025 Policy Committee Summary [Review Cycle Tracker](#)

1st Readings and Forms & Procedures for Consent Agenda

506 Student Discipline

- Committee Discussion: Annual Review Policy
- Revised to align with MSBA Model Policy:
 - Section V(H): Replace: *“at events sponsored by the school district or held on school district property. See School Board Pol...”* with *“in which rights and duties are effectively acknowledged and fulfilled”*
- Hastings Specific revision:
 - Section VII (A) throughout: replaced *“the school district’s _____ Policy”* with *“ISD 200 Policy ***(_____)”* Example- Section VII(A)(13): replaced *“the school district’s Weapons Policy”* with *“ISD 200 Policy 501 (School Weapons Policy)”*
 - Section VII(A)(9): Corrected statutory reference
 - Committee Recommendation: **1st Reading**

602 Organization of School Calendar and School Day

- Committee Discussion: Committee discussion: Section V(A)(2): added (Once contracts being negotiated in FY26 are finalized, this will go into effect.)
 - Committee Recommendation: **1st Reading**

722 Public Data Requests

- Committee Discussion: Section IV(A): Added *“The school district has designated the following individual as the responsible authority for Public Data Requests:*

*Cathy Moen
Director of Human Resources
1000 11th Street West
Hastings, MN 55033
cmoen@isd200.org”*

- Section IV: Added C *“The responsible authority may suspend an ongoing response to a public data request if, after five business days, the requesting person does not appear to inspect requested data or collect copies of requested data that the school district has already prepared for that person. If the requester is notified that the data is ready but does not review or collect it in five business days, the district may suspend further action on that request. The suspension remains until the requester picks up or pays for the prepared data.”*
 - Committee Recommendation: **1st Reading**

722.1 FRM Public Data Request Form

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- Committee discussion: added language clarifying where public data requests should be sent.
 - Committee Recommendation: *Consent Agenda*

903 Visitors to School District Buildings and Sites

- Committee Discussion: Section II(A): replaced “board” with “district”
- Section IV: replace “The school district administration shall establish...” with “Established procedures and requirements for visitors and post-secondary option students are outlined in 903.1PR Visitor Procedure that are regularly reviewed by administration.”
- Section V(B): added (3) “charge parking fees at a prorated amount for PSEO students”
- Added Cross Reference to 903.1PR (Visitor Procedure)
 - Committee Recommendation: *1st Reading*

903.1PR Visitor Procedure

- Committee Discussion: Building administrators created this procedure to implement consistency across all district buildings, the procedure was included in the student handbook and will be added to the district website
 - Committee Recommendation: *Consent Agenda*

3rd Readings Updates

601 School District Curriculum, and Instructional Goals *

- Committee Discussion: This policy will come back to the committee for additional recommendations in September.
 - Committee Recommendation: *3rd Reading*

620 Credit for Learning

- Section IV (A)(2): added 5 credits “Credits and grades awarded from another Minnesota public secondary school may be used to compute honor roll and/or class rank if a student has earned at least 5 credits from the school district.”
- Section IV(B)(1)(b): added 5 credits “Commensurate credits and grades awarded from an accredited nonpublic school or public school in another state may be used to compute honor roll and/or class rank if a student has earned at least 5 credits from the school district.”

August 27, 2025 Board Meeting

1st Readings:

506 Student Discipline
602 Organization of School Calendar and School Day
722 Public Data Requests
903 Visitors to School District Buildings and Sites

3rd Readings:

601 School District Curriculum, and Instructional Goals

Consent Agenda:

722.1 FRM Public Data Request Form
903.1PR Visitor Procedure

- 2nd Reading to Sunset/Remove
 - 616 School District System Accountability
 - 623 Mandatory Summer School Instruction

-
- 3rd Reading
 - 540 High School Student Council
 - 603 Curriculum Development
 - 618 Assessment, Grading, and Reporting of Student Progress
 - 620 Credit for Learning



506 STUDENT DISCIPLINE

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

In view of the foregoing and in accordance with Minnesota Statutes, section 121A.55, the school board, with the participation of school district administrators, teachers, employees, students, parents, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the district.

III. DEFINITIONS

- A. “Non-exclusionary disciplinary policies and practices” means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, and academic services. Non-exclusionary disciplinary policies and practices include, but are not limited to, the policies and practices under Minnesota Statutes, sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph; and 122A.627, clause (3).
- B. “Pupil withdrawal agreement” means a verbal or written agreement between a school administrator or exclusionary district administrator and a pupil’s parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

IV. POLICY

- A. The school board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include non-exclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.
- B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.
- C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02 and help prepare the pupil for readmission in accordance with Minnesota Statutes, section 121A.46, subdivision 5.
- D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:
 - 1. for a pupil who remains enrolled in the school district or is awaiting enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis to ensure the pupil is on track for readmission with the pupil's peers. The school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes,

section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;

2. a pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and
3. the school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

V. AREAS OF RESPONSIBILITY

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.
- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising the principal's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A principal shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress, places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.
- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student

Conduct. A teacher, exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A teacher shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent bodily harm or death to the student or another. A school employee, which does not include a school resource officer, shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

For the purpose of Minnesota Statutes, section 121A.582 (Student Discipline; Reasonable Force), a school resource officer, as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c) is not a school employee or agent of the district.

- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of a positive atmosphere **in which rights and duties are effectively acknowledged and fulfilled** ~~at events sponsored by the school district or held on school district property. See School Board Policy 903 (Visitors to School District Buildings and Sites) for additional information.~~
- I. Reasonable Force Reports
1. The school district must report data on its use of any reasonable force used on a student with a disability to correct or restrain the student to prevent bodily harm or

death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c), as outlined in section 125A.0942, subdivision 3, paragraph (b).

2. The school district must report annually by July 15, in a form and manner determined by the MDE Commissioner, data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).
3. Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to the Minnesota Department of Education as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

VI. STUDENT RIGHTS

All students have the right to an education and the right to learn.

VII. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students;
- F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- H. To be aware of and comply with federal, state, and local laws;

- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical and verbal manner;
- N. To recognize and respect the rights of others; and
- O. To treat others in a respectful manner.

VIII. CODE OF STUDENT CONDUCT

- A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exhaustive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.
 - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
 - 2. The use of profanity or obscene language, or the possession of obscene materials;
 - 3. Gambling, including, but not limited to, playing a game of chance for stakes;

4. Violation of the school district's Hazing Prohibition Policy;
5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy;
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances. An American Indian student (~~MN 260.755, subd. 12~~) may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices [Minnesota Statutes, sections \(MN 144.41645\)](#);
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of [ISD 200 Policy 501 \(School Weapons Policy\)](#)~~the school district's Weapons Policy~~;
14. Violation of [ISD 200 Policy 413 \(Harassment and Violence\)](#)~~the school district's Violence Prevention Policy~~;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;

17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, on school property or contracted property and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of **ISD 200 Policy 524 (Internet and Technology Acceptable Use and Safety Policy)**~~the school district's Internet Acceptable Use and Safety Policy;~~
22. Use of a cell phone in violation of **ISD 200 Policy 524.1 (Cell Phones and Electronic Devices)**;
23. Violation of school bus or transportation rules or **ISD 200 Policy 709 (Student Transportation Safety Policy)**~~the school district's Student Transportation Safety Policy;~~
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of **ISD 200 Policy 502 (Search of Students Lockers, Desks, Personal Possessions, and Student's Person)**~~the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;~~
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of **ISD 200 Policy 514 (Bullying Prohibition Policy)**~~the school district's Bullying Prohibition Policy;~~
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a

message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to others or which connotes gang membership;

31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;
33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;
36. Violation of [ISD 200 Policy 413 \(Harassment and Violence\)](#)~~the school district's~~
~~Harassment and Violence Policy~~;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to a student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national

origin, or sexual orientation;

43. Violation of ISD 200 Policy 505 (Temporary Distribution of Non-School Sponsored Materials on School Premises by Students and Employees) ~~the school district's Distribution of Non School-Sponsored Materials on School Premises by Students and Employees Policy~~;
44. Violation of the school district's one-to-one device rules and regulations;
45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy; and
46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

IX. RECESS AND OTHER BREAKS

- A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.
- B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals, and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.
- C. The school district must not use recess detention unless:
 1. a student causes or is likely to cause serious physical harm to other students or staff;
 2. the student's parent or guardian specifically consents to the use of recess detention; or
 3. for students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.
- D. The school district must not withhold recess from a student based on incomplete schoolwork.
- E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within 24 hours of using recess detention.

- F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity, and special education status. This information must be available to the public upon request.
- G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section 124D.111 or other state or federal law.

X. DISCIPLINARY ACTION OPTIONS

The general policy of the School District is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The District will attempt non-exclusionary discipline before any dismissal proceedings. Non-exclusionary options may be determined by each school and are aligned at each grade level. The actions in this section provide an non-exhaustive list of examples. Hastings Public Schools works to ensure developmentally appropriate, age appropriate, and context appropriate interventions/consequences are applied as uniformly as possible. While the specific form of discipline chosen in a particular case is solely within the discretion of the school district, the district has developed an Administrative Procedure-Continuum of Responses which establishes a range of intervention and consequence options commensurate with a violation of the Student Code of Conduct. At a minimum, violation of school district code of conduct, rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Restorative options defined as working with students in a manner that focuses on repairing harm, the impact of their behavior on the culture and community and maintaining relationships;
- C. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation;
- D. Parent contact;

- E. Parent conference;
- F. Removal from class;
- G. In-school suspension;
- H. Suspension from extracurricular activities;
- I. Detention or restriction of privileges;
- J. Loss of school privileges;
- K. In-school monitoring or revised class schedule;
- L. Referral to in-school support services;
- M. Referral to community resources or outside agency services;
- N. Referral to chemical health assessment;
- O. Financial restitution;
- P. Referral to police, other law enforcement agencies, or other appropriate authorities;
- Q. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- R. Out-of-school suspension under the Pupil Fair Dismissal Act;
- S. Preparation of an admission or readmission plan;
- T. Saturday school;
- U. Expulsion under the Pupil Fair Dismissal Act;
- V. Exclusion under the Pupil Fair Dismissal Act; and/or
- W. Other disciplinary action as deemed appropriate by the school district.

XI. REMOVAL OF STUDENTS FROM CLASS

- A. The teacher of record shall have the general control and government of the classroom within the framework of the school building's discipline procedures, such as MTSS, PBIS, Restorative Practices and Conscious Discipline. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this

discipline policy. “Removal from class” and “removal” mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class period or activity period for a period of time not to exceed five (5) days after each occurrence, pursuant to this district discipline policy. A class period or activity period is defined as a block of time devoted to one subject area or activity.

Grounds for removal from class shall include any of the following:

1. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher’s ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
3. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or
4. Other conduct, which is at the discretion of the teacher or administration, requires removal of the student from class.

Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

A student must be removed from class immediately if the student engages in assault or violent behavior. “Assault” is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another. The removal from class shall be for a period of time deemed appropriate by the principal.

- B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the parent or guardian of the student’s tenth removal from class and make reasonable attempts to convene a meeting with the student’s parent or guardian to discuss the problem that is causing the student to be removed from class.

C. Procedures for Removal of a Student From a Class:

Each building may develop a specific set of procedures for removing a student from class. However, when a building does not have such procedures, the general procedures outlined below, will be expected for staff to follow:

1. If a student is removed from class, the teacher, principal, or other district employee will complete a report describing the student’s behavior in accordance with the building level procedure;

2. Teachers removing students from class are required to direct the student to the school office or other predesignated location and verify his or her arrival as soon as practicable. Teachers will determine whether a student needs to be accompanied to the office, and, if so, make the necessary arrangements;
 3. The student will remain in the custody of the building administrator or his/her designee for the duration of the time prescribed;
 4. Students removed for more than one class period will receive assignments from the teachers to enable the student to keep up with his/her class work;
 5. It may be in the best interest to remove the class from the area for safety reasons;
- D. Period of Time for which a Student may be Removed from a Class
(may not exceed five (5) class periods for a violation of a rule of conduct):
1. The removal from class shall be for a period of time deemed appropriate by the principal, in consultation with the teacher.
- E. Responsibility for and Custody of a Student Removed from Class:
The administrator may, at his/her option, assign the student to supervision in another area specially designated for this purpose.
- F. Procedures for Return of a Student to a Class From Which the Student Was Removed:
1. The student may return to class after a conference with the appropriate administrator, teacher, and/or the parent(s)/guardian(s). At the time of this conference, a plan of action will be established;
 2. Students removed from class will be required to examine and take measures to correct it. (Language specific to each building level framework of behavior interventions- best practices like PBIS, restitution, restorative practices).
- G. Procedures for Notifying a Student and the Student's Parents or Guardians of Violation of the Rules of Conduct and of Resulting Disciplinary Actions:
Each school building will create procedures that notify the student's parents/guardians as soon as practicable for violations of the code of conduct that led to the student's unscheduled removal from class, the resulting disciplinary action, and any conditions for readmission.
- H. Students with a Disability; Special Provisions:
1. In cases involving students receiving special education services, appropriate special education staff will be notified of the removal to determine compliance with the student's IEP and to determine whether further assessment or change in the student's IEP is necessary;

2. In cases involving students with a suspected disability, the student assistance team or school counselor will be notified and the school's pre-referral intervention process will be followed.
- I. Procedures for Detecting and Addressing Chemical Abuse Problems of Students While on School Premises:
 1. The District has established a chemical /alcohol abuse pre-assessment team (Student Support Teams or Student Intervention Teams) pursuant to Minnesota Statute 121A.26;
 2. The District has established teacher reporting procedures to the chemical/alcohol abuse pre-assessment team, pursuant to Minnesota Statute 121A.29.
 - J. Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct will be in accordance to: the Administrative Procedures Continuum of Response;
 - K. Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior:
 1. During the enrollment process, schools will gather as much information from parent(s)/guardian(s) as possible to determine any pre-existing academic, behavioral, or attendance concerns;
 2. School administrators will ensure the building is adequately supervised and that a system is in place for reporting behavior concerns, regardless of the time and day;
 3. School administration will have a plan for reviewing attendance records on a regular basis and then act on the attendance concerns in accordance with the appropriate county truancy program;
 4. Schools will establish a structure for teachers to discuss student behavior concerns that is clearly communicated and followed up by administration;
 5. Schools must have a team including administration, counselors, the school nurse, and other staff as available to review student academic, attendance, behavior and social/emotional concerns;
 6. Staff will intervene and support students early on as behavior concerns are surfacing;
 7. Schools will work with chemical health support staff to assess student behavior and determine whether or not chemical issues are present;
 8. In conjunction with the Special Education process, schools will have regularly scheduled meetings to consider whether students with academic, behavioral, or

social/emotional concerns might need to be assessed for special education services;

9. A formal structure will be created to share information as students transition between schools and grades to assist in continuous support and intervention; and

10. Schools will communicate with parents/guardians about academic progress and encourage parents/guardians to assist in identifying concerns.

L. Any Procedures Determined Appropriate for Ensuring Victims of Bullying who Respond with Behavior not Allowed under the School's Behavior Policies have Access to a Remedial Response, Consistent with Minnesota Statutes, section 121A.031.

The public school must consult with child abuse prevention experts to incorporate best practices into the school policy. A public school with a policy on parental notification must include the policy in the employee handbook and disseminate information to school staff regarding child abuse prevention in a school setting.

XII. DISMISSAL

A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to use non-exclusionary disciplinary policies and procedures before dismissal proceedings or pupil withdrawal agreements, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

The use of exclusionary practices for early learners as defined in Minnesota Statutes, section 121A.425, is prohibited. The use of exclusionary practices to address attendance and truancy issues is prohibited.

B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:

1. Willful violation of any reasonable school board regulation, including those found in this policy;
2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or

3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Disciplinary Dismissals Prohibited

1. A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:
 - a) a preschool or prekindergarten program, including an early childhood family education, school readiness, school readiness plus, voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program; or
 - b) kindergarten through Grade 3.
2. This section does not apply to a dismissal from school for less than one school day, except as provided under Minnesota Statutes, chapter 125A and federal law for a student receiving special education services.
3. Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under non-exclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

D. Suspension Procedures

1. "Suspension" means an action by the school administration, under rules promulgated by the school board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
2. School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to will designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.
3. If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the

student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.

4. The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for one school day or less than one day, except as provided under federal law for a student with a disability. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.
5. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed.
6. Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special

education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes section 120B.02, although in a different setting.

7. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
8. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:
 - a) strongly encourage a parent or guardian of the student to attend school with the student for one day;
 - b) assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and
 - c) petition the juvenile court that the student is in need of services under Minnesota Statutes, chapter 260C.
9. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference.
10. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.
11. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student

and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

12. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) consecutive school days.

E. PreK-3 Discipline

1. Beginning the 2023-24 school year, MN Statute prohibits the suspension of any K-3 student for any reason. K-3 students may be "dismissed" for less than one school day.
2. Expulsions and exclusions may be used only after non-exclusionary discipline has been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.
3. Non-exclusionary discipline must include one of the following:
 - a) collaborating with the pupil's family or guardian, child mental health consultant or provider, education specialist, or other community-based support;
 - b) creating a plan, written with the parent or guardian, that details the action and support needed for the pupil to fully participate in the current educational program, including a preschool or pre kindergarten program; or
 - c) providing a referral for needed support services, including parenting education, home visits, other supportive education interventions, or, where appropriate, an evaluation to determine if the pupil is eligible for special education services or section 504 services.

F. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56.

4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.
5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minnesota Statutes sections 121A.40-121A.56; describe the non-exclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district must advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.
6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.
7. All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.
10. If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the

hearing officer shall have the power to issue subpoenas and administer oaths.

12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minnesota Statutes, section 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the

Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.

21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

XIII. ADMISSION OR READMISSION PLAN

A school administrator must prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan must include measures to improve the student's behavior, which may include completing a character education program consistent with Minnesota Statutes section 120B.232, subdivision. 1, social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation, and evidence-based academic interventions. The plan must include reasonable attempts to obtain parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XIV. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each exclusion or expulsion, each physical assault of a school district employee by a pupil, and each pupil withdrawal agreement within thirty (30) days of the effective date of the dismissal action, pupil withdrawal, or assault, to the MDE Commissioner. This report must include a statement of the non-exclusionary disciplinary practices, or other sanction, intervention, or resolution in response to the assault given to the pupil and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the pupil's age, grade, gender, race, and special education status.

XV. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be

maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13.

XVI. STUDENTS WITH DISABILITIES

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

XVII. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minnesota Statutes, section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes, section 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minnesota Statutes, chapter 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XVIII. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

The Discipline Complaint Procedure must, at a minimum:

- A. provide procedures for communicating this policy including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;
- B. provide an opportunity for involved parties to submit additional information related to the complaint;
- C. provide a procedure to begin to investigate complaints within three school days of receipt, and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;
- D. provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;
- E. if the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching, or other accountability practices to ensure appropriate compliance with policies in the future; and prohibit reprisals or retaliation against any person who asserts, alleges, or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

XIX. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's office.

XX. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

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

Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.58 (Corporal Punishment; Prone Restraint; And Certain Physical Holds)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 121A.60 (Definitions)
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
Minn. Stat. § 121A.611 (Recess and Other Breaks)
Minn. Stat. § 122A.42 (General Control of Schools)
Minn. Stat. § 123A.05 (State-Approved Alternative Program Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District; Exceptions)
Minn. Stat. Ch.125A (Special Education and Special Programs)
Minn. Stat. § 152.22, Subd. 6 (Definitions)
Minn. Stat. § 152.23 (Limitations)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Juvenile Safety and Placement)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Act)
29 U.S.C. § 794 et seq. (Rehabilitation Act of 1973, § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross References: *ISD 200 Policy 413 (Harassment and Violence)*
ISD 200 Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)
ISD 200 Policy 501 (School Weapons)
ISD 200 Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
ISD 200 Policy 503 (Student Attendance)
ISD 200 Policy 505 (Distribution of Non-school Sponsored Materials on School Premises by Students and Employees)
ISD 200 Policy 507.5 (School Resource Officers)
ISD 200 Policy 514 (Bullying Prohibition Policy)
ISD 200 Policy 524 (Internet Acceptable Use and Safety Policy)
ISD 200 Policy 526 (Hazing Prohibition)
ISD 200 Policy 610 (Field Trips)
ISD 200 Policy 709 (Student Transportation Safety Policy)

Policy Reviewed: 08.11.2025
Policy Adopted: 07.31.2024

Policy Revised: 07.29.2024



602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY

I. PURPOSE

The purpose of this policy is to provide for a timely determination of the school calendar and school day.

II. GENERAL STATEMENT OF POLICY

The school calendar and schedule of the school day are important to parents, students, employees, and the general public for advanced, effective planning of the school year.

III. CALENDAR RESPONSIBILITY

- A. The school calendar shall be adopted annually by the school board. It shall meet all provisions of Minnesota statutes pertaining to minimum number of school days and other provisions of law. The school calendar shall establish student days, workshop days for staff, provide for emergency closings and other information related to students, staff and parents.
- B. Except for learning programs during summer and flexible learning year programs, the school district will not commence an elementary or secondary school year before Labor Day, except as provided in Section III(B)(1), III(B)(2) or III(B)(3). Days devoted to teacher's workshops may be held before Labor Day.
 - 1. The school district may begin the school year on any day before Labor Day to accommodate a construction or remodeling project of \$400,000 or more affecting a school district school facility.
 - 2. The school district may begin the school year on any day before Labor Day if the school district has agreement under Minnesota Statutes section 123A.30, 123A.32, or 123A.35 with a school district that qualifies under Section III(B)(1).
 - 3. The school district may begin the school year on any day before Labor Day if the school district agrees to the same schedule with a school district in an adjoining state.
- C. Employee and advisory groups shall be provided an opportunity to participate in school calendar considerations through a meet and confer process.

IV. SCHOOL DAY RESPONSIBILITY

- A. The superintendent shall be responsible for developing a schedule for the student day, subject to review by the school board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education Rules shall be met.

- B. In developing the student day schedule, the superintendent shall consider such factors as school bus schedules, cooperative programs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, and other concerns deserving of attention.
- C. Proposed changes in the school day shall be subject to review and approval by the school board.

V. E-LEARNING DAYS

- A. An “e-learning day” is a school day where a school offers full access to online instruction provided by students’ individual teachers due to inclement weather.
 - 1. The first emergency or snow day will not be rescheduled.
 - 2. The second and/or third emergency or snow day will utilize dates built and noted on the school calendar (i.e. Presidents Day, Good Friday, etc). (Once contracts being negotiated in FY26 are finalized, this will go into effect.)
 - 3. After the third emergency or snow day, or after dates built into the calendar are exhausted (i.e. Presidents Day, Good Friday, etc); an e-learning day must be utilized for future closures; otherwise it would result in (1) loss of funding; or (2) an extension of days at the end of the school year.
- B. A school district may designate up to five e-learning days in one school year.
- C. An e-learning day is counted as a day of instruction and included in the hours of instruction pursuant to Section III(A), above.
- D. A school board may adopt an e-learning day plan after consulting with the exclusive representative of the teachers. The e-learning day plan developed by the school district will include accommodations for students without Internet Access at home and for digital device access for families without the technology or with an insufficient amount of technology for the number of children in the household. The plan must also provide accessible options for students with disabilities.
- E. The school district must notify parents and students of its e-learning day plan at the beginning of each school year.
- F. When an e-learning day is declared by the school district, notice must be provided to parents and students at least two hours prior to the normal school start time that students will need to follow the e-learning day plan for that day.
- G. On an e-learning day, each student’s teacher must be accessible both online and by telephone during normal school hours to assist students and parents.

H. When the school district declares an e-learning day, it must continue to pay the full wages for scheduled work hours and benefits of all school employees for the duration of the e-learning period. During the e-learning period, school employees must be allowed to work from home to the extent practicable, be assigned to work in an alternative location, or be retained on an on-call basis for any potential need.

VI. Schools may implement digital instruction according to Minnesota Statutes section 124D.094 Subd. 2.

Legal References: *Minn Stat. § 10.55 (Juneteenth)*
Minn Stat. § 120A.40 (School Calendar)
Minn Stat. § 120A.41 (Length of School Year; Hours of Instruction)
Minn Stat. § 120A.414 (E-Learning Days)
Minn Stat. § 120A.415 (Extended School Calendar)
Minn Stat. § 120A.42 (Conduct of School on Certain Holidays)
Minn Stat. § 122A.40 Subds. 7 and 7a (Employment; Contracts; Termination)
Minn Stat. § 122A.41 Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn Stat. § 123A.30 (Agreements for Secondary Education)
Minn Stat. § 123A.32 (Interdistrict Cooperation)
Minn Stat. § 123A.35 (Cooperation and Combination)
Minn Stat. § 124D.094 Subd.2 (Online Instruction Act)
Minn Stat. § 124D.126 (Powers and Duties of Commissioner; Flexible Learning Year Programs)
Minn Stat. § 124D.151 (Voluntary Prekindergarten Program)
Minn Stat. § 124E.25 (Payment of Aids to Charter Schools)
Minn Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)
Minn Stat. § 645.44 (Words and Phrases Defined)

Cross References: *ISD 200 Policy 425 (Staff Development and Mentoring)*

Policy Reviewed: 08.06.2025

Policy Adopted: 07.23.2025

Policy Revised: 07.01.2024



722 PUBLIC DATA REQUESTS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

- A. Confidential Data on Individuals: Data made not public by statute or federal law applicable to the data and are inaccessible to the individual subject of those data.
- B. Data on Individuals: All government data in which any individual is or can be identified as the subject of that data, unless the appearance of the name or other identifying data can be clearly demonstrated to be only incidental to the data and the data are not accessed by the name or other identifying data of any individual.
- C. Data Practices Compliance Officer: The data practices compliance official is the designated employee of the school district to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems. The responsible authority may be the data practices compliance official.
- D. Government Data: All data collected, created, received, maintained or disseminated by any government entity regardless of its physical form, storage media or conditions of use.
- E. Individual: "Individual" means a natural person. In the case of a minor or an incapacitated person as defined in Minnesota Statutes section 524.5-102, subdivision 6, "individual" includes a parent or guardian or an individual acting as a parent or guardian in the absence of a parent or guardian, except that the responsible authority shall withhold data from parents or guardians, or individuals acting as parents or guardians in the absence of parents or guardians, upon request by the minor if the responsible authority determines that withholding the data would be in the best interest of the minor.
- F. Inspection: "Inspection" means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in

electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public's own computer equipment.

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

IV. REQUESTS FOR PUBLIC DATA

- A. All requests for Public Data must be made in writing directed to the responsible authority.

The school district has designated the following individual as the responsible authority for

Public Data Requests:

Cathy Moen
Director of Human Resources
1000 11th Street West
Hastings, MN 55033
cmoen@isd200.org

1. A request for public data must include the following information:
 - a) Date the request is made;
 - b) A clear description of the data requested;
 - c) Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - d) Method to contact the requestor (such as phone number, address, or email address).
 2. Unless specifically authorized by statute, the school district may not require persons to identify themselves, state a reason for, or justify a request to gain access to public government data. A person may be asked to provide certain identifying or clarifying information for the sole purpose of facilitating access to the data.
 3. The identity of the requestor is public, if provided, but cannot be required by the government entity.
 4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.
- B. The responsible authority will respond to a data request at reasonable times and places as follows.
1. The responsible authority will notify the requestor in writing as follows:
 - a) The requested data does not exist; or
 - b) The requested data does exist but either all or a portion of the data is not accessible to the requestor; or
 - (1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority will inform the requestor of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.

- (2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.
 - c) The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pick-up, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.
 2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.
 3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.
 4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.
 5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.
- C. The responsible authority may suspend an ongoing response to a public data request if, after five business days, the requesting person does not appear to inspect requested data or collect copies of requested data that the school district has already prepared for that person. If the requester is notified that the data is ready but does not review or collect it in five business days, the district may suspend further action on that request. The suspension remains until the requester picks up or pays for the prepared data.

V. REQUEST FOR SUMMARY DATA

- A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.
 1. A request for the preparation of summary data must include the following information:
 - a) Date the request is made;
 - b) A clear description of the data requested;
 - c) Identify the form in which the data is to be provided (e.g., inspection, copying, both

inspection and copying, etc.); and

- d) Method to contact requester (phone number, address, or email address).
- B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requester of the following:
- 1. The estimated costs of preparing the summary data, if any; and
 - 2. The summary data requested; or
 - 3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or
 - 4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.
- C. The school district will require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

VI. DATA BY AN INDIVIDUAL DATA SUBJECT

- A. Collection and storage of all data on individuals and the use and dissemination of private and confidential data on individuals shall be limited to that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.
- B. Private or confidential data on an individual shall not be collected, stored, used, or disseminated by the school district for any purposes other than those stated to the individual at the time of collection in accordance with Minnesota Statutes section 13.04, except as provided in Minnesota Statutes section 13.05, subdivision 4.
- C. Upon request to the responsible authority or designee, an individual shall be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge and, if desired, shall be informed of the content and meaning of that data.
- D. After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.
- E. The responsible authority or designee shall provide copies of the private or public data upon

request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

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

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

- A. All requests for individual subject data must be made in writing directed to the responsible authority.
- B. A request for individual subject data must include the following information:
 - 1. Statement that one is making a request as a data subject for data about the individual or about a student for whom the individual is the parent or guardian;

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

VIII. COSTS

A. Public Data

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

B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.
2. The school district may assess costs associated with the preparation of summary data as

follows:

- a) The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;
- b) The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

C. Data Belonging to an Individual Subject

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

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

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

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

IX. ANNUAL REVIEW AND POSTING

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

*Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.01 (Government Data)
Minn. Stat. § 13.02 (Definitions)
Minn. Stat. 13.025 (Government Entity Obligation)*

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

Cross References: ISD 200 Policy 406 (Public and Private Personnel Data)
ISD 200 Policy 515 (Protection and Privacy of Pupil Records)

Policy Review: 08.06.2025

Policy Adopted: 04.23.2025

Policy Revised: 06.28.2023



903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

II. GENERAL STATEMENT OF POLICY

- A. The school ~~district board~~ encourages interest on the part of parents and community members in school programs and student activities. The school ~~district board~~ welcomes visits to school buildings and school property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

III. POST-SECONDARY ENROLLMENT OPTIONS STUDENTS

- A. A student enrolled in a post-secondary enrollment options course may remain at the school site during regular school hours in accordance with established procedures.
- B. A student enrolled in a post-secondary enrollment options course may be provided with reasonable access, during regular school hours, to a computer and other technology resources that the student needs to complete coursework for a post-secondary enrollment course in accordance with established procedures.

IV. RESPONSIBILITY

~~The school district administration shall establish visitor and post-secondary enrollment options student procedures and requirements (903.1PR Visitor Procedure)~~ Established procedures and requirements for visitors and post-secondary option students are outlined in 903.1PR Visitor Procedure that are regularly reviewed by administration.

V. VISITOR LIMITATIONS

- A. An individual, post-secondary enrollment options student, or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit

is not in the best interest of students, employees or the school district.

- B. Visitors, including post-secondary enrollment options students, are authorized to park vehicles on school property at times and in locations specified in the approved visitor procedures and requirements which are an addendum to this policy or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:
1. require the driver or other person in charge of the vehicle to move it off of school district property;
 2. if unattended, provide for the removal of the unauthorized vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school property; ~~or~~
 3. charge parking fees at a prorated amount for PSEO students.
- C. An individual, post-secondary enrollment options student, or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

Legal References: *Minn. Stat. § 123B.02 (General Powers of Independent School Districts)*
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Program)
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. § 609.605, Subd. 4 (Trespass)

Cross References: *ISD 200 Policy 903.1PR (Visitor Procedure)*

Policy Reviewed: 08.06.2025

Policy Adopted: 07.22.2020

Policy Revised: 06.19.2020



601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTIONAL GOALS

I. PURPOSE

The purpose of this policy is to establish broad curriculum **and instructional** parameters for the school district that encompass the Minnesota Academic Standards, state and federal laws, and are aligned with **creating** comprehensive achievement and civic readiness.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to strive for creating comprehensive achievement and civic readiness in which all learning in the school district should be directed and for which all school district learners should be held accountable. Whenever available, **instructionally sound and outcomes-focused** curriculum will be used. **Instructionally sound and outcomes-focused** curriculum shall be supported with ongoing professional development to ensure it is implementation with integrity and alignment.

III. DEFINITIONS

- A. “Academic standard” means a summary description of student learning in a required content area or elective content area.
- B. “Antiracist” means actively working to identify and eliminate racism in all forms in order to change policies, behaviors, and beliefs that perpetuate racist ideas and actions.
- C. “Benchmark” means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- D. “College and Career Readiness” means a high school graduate has the knowledge, skills, and competencies to successfully pursue a career pathway, including postsecondary credit leading to a degree, diploma, certificate, or industry-recognized credential and employment.
- E. “Comprehensive Achievement and Civic Readiness” means striving to: meet school readiness goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain college and career readiness before graduating from high school; have all students graduate from high school; and prepare students to be lifelong learners.
- F. “Culturally sustaining” means integrating content and practices that infuse the culture and language of Black, Indigenous, and People of Color communities who have been and continue to be harmed and erased through the education system.
- G. “Curriculum” means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and college and

career readiness;

- H. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.
- I. “Instruction” means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements including applied and experiential learning.

IV. CURRICULUM AND INSTRUCTIONAL GOALS

- A. Quality Curriculum and Instructional Materials: Curriculum and instructional materials will be outcomes-focused, high quality and research-based;
- B. Alignment with Academic Standards: Curriculum must align with Minnesota K-12 academic standards and benchmarks, and the districts’ established academic standards and benchmarks, and provide consistent scope and sequence that provides a coherent progression of knowledge and skills across grade levels to support vertical and horizontal alignment ensuring consistency across content areas;
- C. Comprehensive Achievement to Increase Proficiency: Curriculum and instruction must promote mastery of academic standards, development of critical thinking skills, and increase proficiency in core academic subjects (reading, math, and science) as measured by state and district assessments;
- D. Clear Learning Objectives: Curriculum and instruction must define what students should know and be able to do at the end of each unit or course using SMART criteria (Specific, Measurable, Achievable, Relevant, Time-bound);
- E. Civic Readiness: Curriculum and instruction must foster the development of students’ knowledge, skills, and the dispositions necessary to be responsible, informed, and productive citizens;
- F. Opportunity, Access and Excellence: Curriculum and instruction must provide rigorous, high-quality learning experiences and access to necessary support for all students, ensuring learners, including those with disabilities and English learners, have the opportunity to achieve academic success and reach their full potential;
- G. Continuous Improvement: The school district’s process for ongoing curriculum and instructional review and improvement, will be informed by data, educational research, best practices, and community input. Curriculum and instructional practices will be supported with ongoing professional development to ensure implementation with integrity and alignment;

- H. Accountability: Student performance data will be regularly reviewed to measure progress toward achieving curriculum and instructional goals, with necessary adjustments made to ensure comprehensive achievement and civic readiness for all learners.

V. IMPLEMENTATION

- A. The superintendent and the director of teaching and learning are responsible for overseeing the development, implementation, and evaluation of curriculum and instructional practices in alignment with this policy.
- B. The administration will provide regular reports to the school board on curriculum effectiveness, instructional improvements, student achievement, and civic readiness initiatives.

VI. PERFORMANCE MEASURES

Measures to determine school district and school site progress in striving for comprehensive achievement and civic readiness must include at least:

- A. the size of the academic achievement gap, rigorous course taking under section 120B.35, subdivision 3, paragraph (c), clause (2), and enrichment experiences by student subgroup;
- B. student performance on the Minnesota Comprehensive Assessments;
- C. high school graduation rates; and
- D. college and career readiness under Minnesota Statutes, section 120B.307.

VII. COMPREHENSIVE ACHIEVEMENT AND CIVIC READINESS PLAN

- A. The school board, at a public meeting, must adopt a comprehensive achievement and civic readiness plan to support and improve teaching and learning that is aligned with Minnesota Statutes, section 120B.11 subdivision 2 which includes:
 - 1. clearly defined school district and school site goals and benchmarks for instruction and student achievement for all student subgroups identified in Minnesota Statutes, section 120B.35, subdivision 3, paragraph (b)(2);
 - 2. a process to assess and evaluate each student's progress toward meeting state and local academic standards, assess and identify students to participate in gifted and talented programs and accelerate their instruction, and adopt early admission procedures for admission to kindergarten or first grade consistent with Minnesota Statutes, section 120B.15 and identifying the strengths and weaknesses of instruction in pursuit of student and school success and curriculum affecting students' progress and growth toward college and career readiness and leading to comprehensive achievement and civic readiness;

3. a system to periodically review and evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes section 123B.147, subdivision 3, students' access to effective teachers who are members of populations under-represented among the licensed teachers in the district or school and who reflect the diversity of enrolled students under Minnesota Statutes section 120B.35, subdivision 3(b)(2), and teacher evaluations under Minnesota Statutes section 122A.40, subdivision 8, or 122A.41, subdivision 5;
 4. strategies for improving instruction, curriculum, and student achievement, including English and, where practicable, the native language development and the academic achievement of English learners;
 5. a process to examine the equitable distribution of teachers and strategies to ensure children in low-income families, children in families of People of Color, and children in American Indian families are not taught at higher rates than other children by inexperienced, ineffective, or out-of-field teachers;
 6. education effectiveness practices that:
 - a) integrate high-quality instruction, technology, and curriculum that is rigorous, accurate, antiracist, and culturally sustaining; and
 - b) provide a collaborative professional culture that develops and supports teacher quality, performance, and effectiveness.
 7. an annual budget for continuing to implement the school district plan; and
 8. identifying a list of suggested and required materials, resources, sample curricula, and pedagogical skills for use in kindergarten through grade 12 that accurately reflect the diversity of the state of Minnesota.
- B. The school district is not required to include information regarding literacy in the Comprehensive Achievement and Civic Readiness plan or report required under Minnesota Statutes, section 120B.11, except with regard to the academic achievement of English learners.
- C. Every child is reading at or above grade level every year, beginning in kindergarten, and multilingual learners and students receiving special education services are receiving support in achieving their individualized reading goals pursuant to Policy 621 (Literacy and the READ Act).

D. Reporting

1. Consistent with requirements for school performance reports under Minnesota Statutes,

Section 120B.11 subdivision 5, the school board shall publish the district’s comprehensive achievement and civic readiness plan in the local newspaper with the largest circulation in the district, by mail, or by electronic means on the school district website.

2. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school.

Legal References: *Minn. Stat. § 120B.018 (Definitions)*
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum Instruction, and Student Achievement; Striving for Comprehensive Achievement and Civic Readiness)
Minn. Stat. § 120B.12 (Read Act Goal and Intervention)
Minn. Stat. § 120B.15 (Gifted and Talented Students Programs and Services)
Minn. Stat. § 120B.25 (Ethnic Studies)
Minn. Stat. § 120B.30, Subd. 1 (Statewide Testing and Reporting System)
Minn. Stat. § 120B.307 (College and Career Readiness)
Minn. Stat. § 120B.35, Subd. 3 (Student Academic Achievement and Growth)
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123B.147, Subd. 3 (Principals)
Minn. Stat. § 125A.56, Subd. 1 (Alternate Instruction Required before Assessment Referral)
20 U.S.C. § 5801, et seq. (National Education Goals)
20 U.S.C. § 6301, et seq. (Every Student Succeeds Act)

Cross References: *ISD 200 Policy 613 (Graduation Requirements)*
ISD 200 Policy 614 (School District Testing Plan and Procedures)
ISD 200 Policy 615 (Basic Standards Testing)
ISD 200 Policy 616 (School District System Accountability)
ISD 200 Policy 621 (Literacy and the READ Act)

Policy Reviewed: 06.05.2025
Policy Adopted:
Policy Revised: 07.01.2024

This statement signifies that the current policy fully integrates all mandatory components outlined in the (Mandatory) MSBA Model Policy 616.

HASTINGS ISD #200 BOARD REPORT FOR THE MONTH ENDING: July 2025

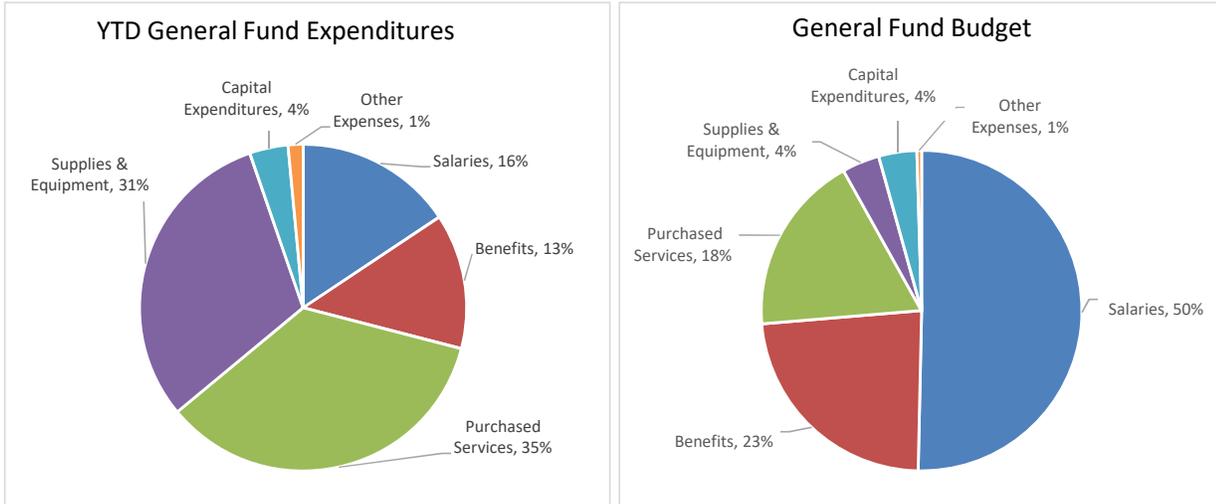
EXPENDITURE TOTALS

	FY 2026 Budget (ADP)	**Monthly Expenditures	Year-to-Date Expenditures	Remaining Balance	% Spent
General Fund (01)					
100 Salaries	35,078,973	346,895	346,895	34,732,078	1%
200 Benefits	16,255,863	296,202	296,202	15,959,661	2%
300 Purchased Services	12,706,883	774,500	774,500	11,932,383	6%
400 Supplies & Equipment	2,627,034	680,384	680,384	1,946,649	26%
500 Capital Expenditures	2,670,675	84,194	84,194	2,586,481	3%
800 Other Expenses	331,918	33,051	33,051	298,867	10%
	69,671,346	2,215,227	2,215,227	67,456,119	3%
Food Service Fund (02)	3,457,120	159,664	159,664	3,297,456	5%
Community Service Fund (04)	2,852,671	97,597	97,597	2,755,073	3%
Building Construction Fund (06)	650,000	(11,222)	(11,222)	661,222	-2%
Debt Service Fund (07)	4,686,325	7,600	7,600	4,678,725	0%
Student Activities Fund (10)	250,000	21,860	21,860	228,140	9%
Deferred Accounts- Donations/Misc Fund (11)	640,619	16,303	16,303	624,316	3%
Scholarships Fund (12)	120,000	0	0	120,000	0%
Totals	\$82,328,081	\$2,507,029	\$2,507,029	\$79,821,051	

** Monthly expenditures include payroll, finance and encumbrances.

** Some payments are coded to revenue codes and are not included in above monthly expenditures but are included on payment registers.

** Some July/August payment register expenses are posted to June due to timing of incurred expense and are not included in above monthly expenditures.



PAYROLL DISBURSEMENTS

Checks & Direct Deposits	7/1/2025	7/31/2025	1,645,045	Pay dates 7/3 and 7/18 Bd. Share \$322,921
Liability Checks & Wires	7/1/2025	7/31/2025	1,148,044	
Total			\$2,793,089	

FINANCE DISBURSEMENTS

Checks & Wires	7/1/2025	7/31/2025	1,978,075
Total			\$1,978,075

SELF-FUNDED INSURANCE

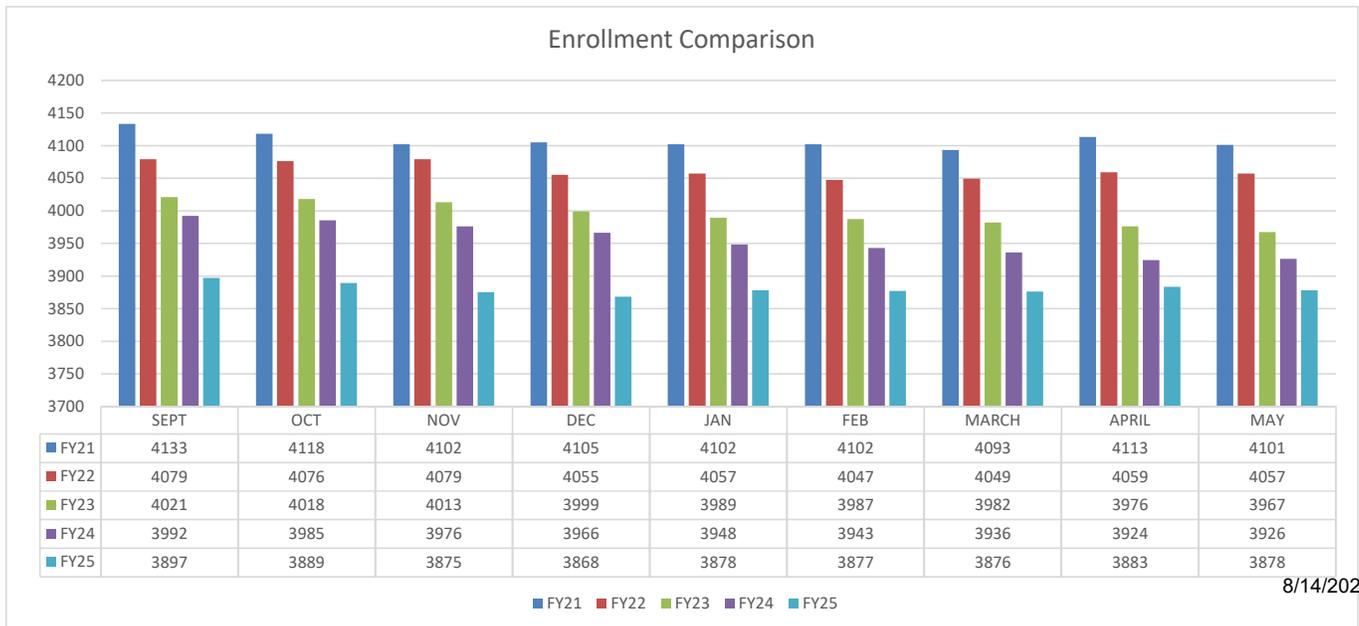
	Revenue YTD	Expenses YTD	YTD Balance
Dental	90,546	85,985	\$4,561
Health	1,285,635	532,969	\$752,665

ELECTRONIC FUND TRANSFERS

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
7/2/2025	MSDLAF General	MSDLAF Health Self Funded	4,033.34	Health Insurance
7/3/2025	MSDLAF General	MSDLAF Payroll	1,307,114.68	Payroll
7/3/2025	MSDLAF General	MSDLAF Flex	859.50	Payroll
7/3/2025	MSDLAF General	MSDLAF AP	153,618.91	Accounts Payable
7/7/2025	Merchants Bank	MSDLAF General	50,000.00	Local Receipts
7/7/2025	MSDLAF General	MSDLAF AP	2,087.96	Accounts Payable
7/11/2025	MSDLAF General	MSDLAF AP	317,577.13	Accounts Payable
7/11/2025	MSDLAF General	MSDLAF Health Self Funded	1,808,467.64	Health Insurance
7/11/2025	MSDLAF General	MSDLAF Dental Self Funded	128,008.47	Dental Insurance
7/14/2025	Merchants Bank	MSDLAF General	25,000.00	Local Receipts
7/16/2025	MSDLAF General	Vermillion Bank	16,653.35	Local Receipts
7/16/2025	MSDLAF General	MSDLAF Health Self Funded	100.00	Health Insurance
7/16/2025	MSDLAF General	MSDLAF AP	293,097.50	Accounts Payable
7/16/2025	MSDLAF General	MSDLAF AP	16,855.61	Accounts Payable
7/17/2025	MSDLAF GeneralMAX	MSDLAF General	2,000,000.00	Exchange
7/17/2025	MSDLAF General	MSDLAF Health Self Funded	4,000.00	Health Insurance
7/18/2025	MSDLAF General	MSDLAF Payroll	1,312,342.41	Payroll
7/18/2025	MSDLAF General	MSDLAF AP	58,936.99	Accounts Payable
7/18/2025	MSDLAF General	MSDLAF Flex	1,564.20	Payroll
7/21/2025	Merchants Bank	MSDLAF General	25,000.00	Local Receipts
7/21/2025	MSDLAF General	MSDLAF Health Self Funded	3,912.30	Health Insurance
7/25/2025	MSDLAF General	MSDLAF AP	368,882.78	Accounts Payable
7/25/2025	MSDLAF General	MSDLAF AP	36,960.56	Accounts Payable
7/25/2025	MSDLAF General	MSDLAF Payroll	165,760.04	Payroll
7/29/2025	MSDLAF General	MSDLAF Payroll	4,200.51	Payroll
7/30/2025	MSDLAF GeneralMAX	MSDLAF General	2,000,000.00	Exchange
7/30/2025	MSDLAF General	MSDLAF Payroll	968.85	Payroll
7/31/2025	MSDLAF General	MSDLAF Dental Self Funded	18,484.24	Dental Insurance
7/31/2025	MSDLAF General	MSDLAF Health Self Funded	3,966.66	Health Insurance
7/31/2025	MSDLAF General	MSDLAF Scholarship	56.00	Local Receipts
			\$10,128,509.63	

ENROLLMENT

<u>GRADE</u>	<u>COUNT</u>	<u>SCHOOL</u>	<u>COUNT</u>
K	260	HALC	33
1	260	High School	1294
2	281	Middle School	1177
3	283	Kennedy Elementary	466
4	290	Pinecrest Elementary	431
5	282	McAuliffe Elementary	477
6	297		3878
7	307		
8	291		
9	302		
10	331	Elementary	1374
11	359	Middle School	1177
12	335	High School/HALC	1327
	3878	Total District	3878



INDEPENDENT SCHOOL DISTRICT NO. 200
Hastings High School and Middle School
Extra Curricular Student Activity Accounts
Statement of Receipts and Disbursements
Year ended June 30, 2026
Current Statement as of 7/31/2025

Crs Code	Activity Account	Balance 7/1/2025	Receipts	Disbursements	Subtotal (Less Interest)	Interest Earned	Balance 7/31/2025
601	Art Club	342.61	0.00	0.00	342.61	0.9434	343.55
608	AVID	2,309.08	0.00	0.00	2,309.08	6.3582	2,315.44
602	Band	1,852.94	0.00	0.00	1,852.94	5.1022	1,858.04
605	Basketball - Boys	5,276.27	0.00	0.00	5,276.27	14.5286	5,290.80
609	Choir Tour	1,769.44	0.00	0.00	1,769.44	4.8723	1,774.31
610	Cross Country Running	549.60	0.00	0.00	549.60	1.5134	551.11
613	Fellowship Christian Athletes (FCA)	3,481.12	0.00	0.00	3,481.12	9.5855	3,490.71
615	Gymnastics	4,213.33	0.00	0.00	4,213.33	11.6017	4,224.93
616	French Honor Society (FHS)	1,548.07	0.00	0.00	1,548.07	4.2627	1,552.33
622	Marching Band	47,025.43	18,284.80	8,745.17	56,565.06	153.7351	56,718.80
675	INTEREST EARNED	0.00	508.46	0.00	508.46	-	0.00
623	National Honor Society (NHS)	2,842.95	0.00	0.00	2,842.95	7.8283	2,850.78
625	Nordic Skiing	360.57	0.00	0.00	360.57	0.9929	361.56
626	Orchestra	213.16	0.00	0.00	213.16	0.5870	213.75
618	Peer Helpers	103.33	0.00	0.00	103.33	0.2845	103.61
632	Show Choir	44,492.93	0.00	12,124.79	32,368.14	91.6961	32,459.84
647	Spanish Club	5,489.94	0.00	17.04	5,472.90	15.0736	5,487.97
650	Student Council	43,929.25	0.00	0.00	43,929.25	120.9622	44,050.21
652	Tennis - Boys	3,213.88	0.00	143.10	3,070.78	8.4859	3,079.27
653	Tennis - Girls	1,321.76	0.00	0.00	1,321.76	3.6396	1,325.40
655	Thespians	141.67	0.00	0.00	141.67	0.3901	142.06
656	Track	10,643.97	0.00	830.00	9,813.97	27.1992	9,841.17
654	Ultimate Frisbee	646.90	0.00	0.00	646.90	1.7813	648.68
665	Middle School Yearbook	14.47	0.00	0.00	14.47	0.0398	14.51
666	Middle School Student Council	6,172.55	0.00	0.00	6,172.55	16.9965	6,189.55
		187,955.22	18,793.26	21,860.10	184,888.38	508.4600	184,888.38

INDEPENDENT SCHOOL DISTRICT NO. 200
HASTINGS, MINNESOTA
TREASURER'S REPORT TO SCHOOL BOARD

July 2025 Investment Reconciliation - %-104-%

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	BALANCE END OF MONTH
GENERAL FUND - 01	11,000,000.00	3,000,000.00	3,000,000.00	11,000,000.00
SCHOLARSHIP FUND - 12	10,000.00	0.00	0.00	10,000.00
DENTAL SELF FUNDED - 20	488,000.00	488,000.00	488,000.00	488,000.00
HEALTH SELF FUNDED - 21	2,000,000.00	2,000,000.00	2,000,000.00	2,000,000.00
TOTALS	13,498,000.00	5,488,000.00	5,488,000.00	<u>13,498,000.00</u>

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK

DESCRIPTION	BALANCE PER BANK STATEMENT	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
Certificates of Deposit - MSDLAF - General	0.00	0.00	0.00
Term - MSDLAF - General	11,000,000.00	0.00	11,000,000.00
Scholarship CD	10,000.00	0.00	10,000.00
Certificates of Deposit - MSDLAF - Dental	488,000.00	0.00	488,000.00
Term - MSDLAF - Health	2,000,000.00	0.00	2,000,000.00
TREASURER'S BALANCE	13,498,000.00	0.00	<u>13,498,000.00</u>

INDEPENDENT SCHOOL DISTRICT NO. 200
HASTINGS, MINNESOTA
TREASURER'S REPORT TO SCHOOL BOARD

July 2025 Bank Reconciliation

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	JOURNAL ENTRIES	BALANCE END OF MONTH
GENERAL FUND- 01	29,125,238.70	2,486,785.90	(3,042,846.63)	(2,855,467.96)	25,713,710.01
FOOD SERVICE FUND - 02	576,642.35	57,402.19	(49,761.03)	(22,093.81)	562,189.70
COMMUNITY ED - 04	545,717.18	146,178.84	(47,870.10)	(121,770.19)	522,255.73
BUILDING CONSTRUCTION - 06	699,589.70	2,264.35	(101,570.65)	0.00	600,283.40
DEBT REDEMPTION - 07	3,210,427.31	41,375.10	(7,600.00)	1,180,196.31	4,424,398.72
STUDENT ACTIVITY FUND -10	187,955.22	18,805.64	(21,860.10)	(12.38)	184,888.38
DEFERRED ACCOUNTS - 11	532,982.58	18,222.02	(32,121.07)	(6,809.65)	512,273.88
SCHOLARSHIP - 12	289,612.74	1,105.53	0.00	0.00	290,718.27
DENTAL SELF FUNDED - 20	1,021,408.53	3,401.45	(85,984.66)	29,316.20	968,141.52
HEALTH SELF FUNDED -21	4,095,664.44	12,793.12	(554,784.49)	217,290.38	3,770,963.45
OPEB PERA/CE TRUST - 45	6,958,187.09	0.00	(16,014.00)	22,900.36	6,965,073.45
TOTALS	47,243,425.84	2,788,334.14	(3,960,412.73)	(1,556,450.74)	44,514,896.51

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK

DESCRIPTION	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	OUTSTANDING DEPOSITS	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
Merchants Bank	99,482.66	0.00	0.00	74.78	99,557.44
MSDLAF AP	288,280.16	(916,138.65)	0.00	176.42	(627,682.07)
MSDLAF Payroll	111,180.74	(10,034.68)	0.00	0.00	101,146.06
MSDLAF Scholarship	293,218.27	(2,500.00)	0.00	0.00	290,718.27
MSDLAF General	32,249,621.15	0.00	18,148.89	0.00	32,267,770.04
MSDLAF Flex	80,436.39	(3,330.28)	0.00	0.00	77,106.11
MSDLAF Dental Self Funded	983,423.95	(15,282.43)	0.00	0.00	968,141.52
MSDLAF Health Self Funded	3,614,739.31	(24,512.30)	0.00	0.00	3,590,227.01
MSDLAF Bond Proceeds	583,806.85	0.00	0.00	0.00	583,806.85
Vermillion Bank	185,637.03	(4,300.00)	0.00	0.00	181,337.03
OPEB PERA/CE Trust Account	6,982,768.25	0.00	0.00	0.00	6,982,768.25
TREASURER'S BALANCE	45,472,594.76	(976,098.34)	18,148.89	251.20	44,514,896.51

HASTINGS PUBLIC SCHOOLS
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void	Amount
												Date	
USAP	P60101	111406		Wire	1	9012	PITNEY BOWES POSTAGE BY PHONE		No	Yes	No	07/03/2025	100.00
USAP	P60101	111421		Wire	1	9860	MINNESOTA STATE RETIREMENT SYST		No	Yes	No	07/03/2025	31,825.20
USAP	P60102	111508		Wire	1	10920	AFFINETY - MERCH BANK FEES (WIRE)		No	Yes	No	07/11/2025	1,639.92
USAP	P60102	111509		Wire	1	2976	SALES TAX (MN DEPT REVENUE)		No	Yes	No	07/11/2025	226.00
USAP	P60102	111510		Wire	1	9935	ELEYO FEES		No	Yes	No	07/11/2025	4,763.31
USAP	P60115	111580		Wire	1	2855	US BANK		No	Yes	No	07/15/2025	7,600.00
USAP	p5ap1a	111587		Wire	1	11387	AMAZON CAPITAL SERVICES, INC		No	Yes	No	07/16/2025	16,855.61
USAP	P5AP1B	111629		Wire	1	9557	BMO HARRIS BANK NA		No	Yes	No	07/21/2025	26,979.00
USAP	P5AP2B	111635		Wire	1	9557	BMO HARRIS BANK NA		No	No	No	07/22/2025	542.41
USAP	P5AP2A	111636		Wire	1	11387	AMAZON CAPITAL SERVICES, INC		No	No	No	07/23/2025	4,369.19
USAP	P60104	111646		Wire	1	3167	MSDLAF BANK FEES		No	Yes	No	07/25/2025	234.59
USAP	P60104	111647		Wire	1	9860	MINNESOTA STATE RETIREMENT SYST		No	No	No	07/25/2025	51,547.50
USAP	P601-1	111398	838236	Check	1	12144	FLANNERY PAINTING AND DECORATIN		Yes	Yes	No	07/01/2025	7,105.00
USAP	P601-1	111397	838237	Check	1	11988	THE I LOVE YOU GUYS FOUNDATION		Yes	Yes	No	07/01/2025	19,500.00
USAP	P60101	111409	838238	Check	1	11881	APPTEGY INC		Yes	Yes	No	07/03/2025	22,575.00
USAP	P60101	111410	838239	Check	1	11990	BYTESPEED LLC		Yes	Yes	No	07/03/2025	600.00
USAP	P60101	111408	838240	Check	1	11555	CUSTOM COMMUNICATIONS INC		Yes	Yes	No	07/03/2025	585.00
USAP	P60101	111405	838241	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	Yes	No	07/03/2025	61.24
USAP	P60101	111417	838242	Check	1	5963	R1 FRONTLINE TECHNOLOGIES, INC.		Yes	Yes	No	07/03/2025	15,514.07
USAP	P60101	111402	838243	Check	1	11844	FUTURA LANGUAGE PROFESSIONALS		Yes	Yes	No	07/03/2025	70.00
USAP	P60101	111404	838244	Check	1	7721	R3 INNOVATIVE OFFICE SOLUTIONS		Yes	Yes	No	07/03/2025	1,443.39
USAP	P60101	111416	838245	Check	1	5828	JIM CARLSON LEASING CO.		Yes	Yes	No	07/03/2025	730.00
USAP	P60101	111403	838246	Check	1	6156	JOSTENS		Yes	Yes	No	07/03/2025	652.50
USAP	P60101	111420	838247	Check	1	9776	R1 LOFFLER COMPANIES		Yes	Yes	No	07/03/2025	587.00
USAP	P60101	111411	838248	Check	1	1946	MESPA		Yes	Yes	No	07/03/2025	2,916.00
USAP	P60101	111412	838249	Check	1	1993	MINNESOTA SCHOOL BOARDS ASS'N.		Yes	Yes	No	07/03/2025	13,584.00
USAP	P60101	111413	838250	Check	1	2195	MSOPA		Yes	No	No	07/03/2025	100.00
USAP	P60101	111418	838251	Check	1	8152	PITNEY BOWES		Yes	Yes	No	07/03/2025	1,863.25
USAP	P60101	111407	838252	Check	1	10475	R1 PROJECT LEAD THE WAY		Yes	Yes	No	07/03/2025	1,900.00
USAP	P60101	111414	838253	Check	1	2819	REPUBLIC SERVICES #923		Yes	Yes	No	07/03/2025	11,852.86
USAP	P60101	111401	838254	Check	1	11373	ROBERTSON, SAM		Yes	No	No	07/03/2025	60.27
USAP	P60101	111415	838255	Check	1	4351	R1 SCENARIO LEARNING LLC		Yes	Yes	No	07/03/2025	4,454.80
USAP	P60101	111419	838256	Check	1	8312	SpEd FORMS LLC		Yes	Yes	No	07/03/2025	15,917.29
USAP	P60101	111399	838257	Check	1	10538	SPORTSGRAPHICS INC		Yes	Yes	No	07/03/2025	1,260.00
USAP	P60101	111400	838258	Check	1	11169	TECH ACADEMY/THOMSEN SYSTEMS		Yes	Yes	No	07/03/2025	450.00
USAP	P60102	111518	838259	Check	1	12167	R4 AMY BJORK		Yes	Yes	No	07/11/2025	22.15
USAP	P60102	111448	838260	Check	1	10886	ANDERSON, DAVE OR BREANNE		Yes	Yes	No	07/11/2025	550.00
USAP	P60102	111451	838261	Check	1	11213	ANDERSON, ERIN		Yes	No	No	07/11/2025	232.12

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Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void		Amount
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USAP	P60102	111461	838262	Check	1	11485	ANDERSON, LISA		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111496	838263	Check	1	5596	BARNES & NOBLE INC		Yes	Yes	No	07/11/2025		617.50
USAP	P60102	111460	838264	Check	1	11478	BROWN, JASON OR LISA		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111501	838265	Check	1	8681	CANVAS HEALTH		Yes	Yes	No	07/11/2025		5,707.02
USAP	P60102	111519	838266	Check	1	12167	R5 CHRISTINA KORDOSKY		Yes	Yes	No	07/11/2025		10.20
USAP	P60102	111480	838267	Check	1	1235	CITY OF HASTINGS		Yes	Yes	No	07/11/2025		44,901.88
USAP	P60102	111471	838268	Check	1	11965	CLARK, JULIE OR DANIEL		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111526	838269	Check	1	6745	CULLIGAN OF STILLWATER		Yes	Yes	No	07/11/2025		466.70
USAP	P60102	111463	838270	Check	1	11584	DASH SPORTS LLC		Yes	Yes	No	07/11/2025		1,210.00
USAP	P60102	111472	838271	Check	1	11966	DEANE, BRYAN OR MICAELA		Yes	Yes	No	07/11/2025		550.00
USAP	P60102	111511	838272	Check	1	12167	R1 DEEANN WHITFIELD		Yes	No	No	07/11/2025		8.00
USAP	P60102	111502	838273	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	Yes	No	07/11/2025		547.23
USAP	P60102	111492	838274	Check	1	3775	Elementary Summer Schl Petty Cs		Yes	Yes	No	07/11/2025		233.26
USAP	P60102	111454	838275	Check	1	11460	EWING, KYLE OR CEARA		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111446	838276	Check	1	10550	FISCHBACH, TERRY OR STACEY		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111481	838277	Check	1	1409	FISHER SCIENTIFIC		Yes	Yes	No	07/11/2025		340.20
USAP	P60102	111497	838278	Check	1	6189	GLOVER, GALE		Yes	Yes	No	07/11/2025		41.08
USAP	P60102	111443	838279	Check	1	10112	GORR, KARI		Yes	Yes	No	07/11/2025		60.20
USAP	P60102	111479	838280	Check	1	12173	GREG STOTKO		Yes	Yes	No	07/11/2025		475.90
USAP	P60102	111452	838281	Check	1	11455	HAVEMEIER, LEE OR HEIDI		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111482	838282	Check	1	1582	HILLYARD INC-MINNEAPOLIS		Yes	Yes	No	07/11/2025		853.98
USAP	P60102	111499	838283	Check	1	8667	HOWELL, MARK OR JENNIFER		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111483	838284	Check	1	1665	INTERMEDIATE SCHOOL DIST 917		Yes	Yes	No	07/11/2025		64,751.41
USAP	P60102	111484	838285	Check	1	1670	INVER HILLS COMMUNITY COLLEGE		Yes	Yes	No	07/11/2025		97,149.07
USAP	P60102	111478	838286	Check	1	12172	JEFF CARLSON		Yes	Yes	No	07/11/2025		138.37
USAP	P60102	111517	838287	Check	1	12167	R3 JENNIFER ANDERSON		Yes	Yes	No	07/11/2025		11.90
USAP	P60102	111513	838288	Check	1	12167	R11 JOE ROWAN		Yes	Yes	No	07/11/2025		14.95
USAP	P60102	111469	838289	Check	1	11726	JOHNSON, STEFANIE		Yes	Yes	No	07/11/2025		10.15
USAP	P60102	111456	838290	Check	1	11462	JOHNSON, TONY		Yes	No	No	07/11/2025		275.00
USAP	P60102	111474	838291	Check	1	11976	JOHNSON-GULBRANDSON, RACHEL		Yes	Yes	No	07/11/2025		550.00
USAP	P60102	111477	838292	Check	1	12171	KIANI, SHAMAS		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111521	838293	Check	1	12167	R7 KRISTINA SERRES		Yes	Yes	No	07/11/2025		48.25
USAP	P60102	111473	838294	Check	1	11975	KRUEGER, LINDA OR KEVIN		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111468	838295	Check	1	11722	KRUSE, RANDALL		Yes	Yes	No	07/11/2025		275.00
USAP	P60102	111515	838296	Check	1	12167	R13 LAURA JEAN		Yes	No	No	07/11/2025		29.45
USAP	P60102	111447	838297	Check	1	10552	LEE, CODY OR WENDY		Yes	Yes	No	07/11/2025		550.00
USAP	P60102	111523	838298	Check	1	12167	R9 LISA HERMAN		Yes	Yes	No	07/11/2025		71.35
USAP	P60102	111514	838299	Check	1	12167	R12 LOIS HARTMAN		Yes	Yes	No	07/11/2025		75.85

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USAP	P60102	111465	838300	Check	1	11589	r1	LVC COMPANIES INC		Yes	Yes	No	07/11/2025	6,685.01
USAP	P60102	111525	838301	Check	1	2788		MAGUIRE AGENCY		Yes	Yes	No	07/11/2025	12,000.00
USAP	P60102	111516	838302	Check	1	12167	R2	MARIA BRAUN		Yes	Yes	No	07/11/2025	47.40
USAP	P60102	111466	838303	Check	1	11710		MARIA OR PAUL JOHNSTON		Yes	No	No	07/11/2025	275.00
USAP	P60102	111524	838304	Check	1	1891		MASBO		Yes	Yes	No	07/11/2025	115.00
USAP	P60102	111485	838305	Check	1	1914		MCEA EXECUTIVE OFFICE		Yes	Yes	No	07/11/2025	98.00
USAP	P60102	111467	838306	Check	1	11721		MCLAY, KASHA OR JOSH		Yes	Yes	No	07/11/2025	275.00
USAP	P60102	111449	838307	Check	1	11175		METCALF, MELISSA		Yes	Yes	No	07/11/2025	275.00
USAP	P60102	111455	838308	Check	1	11461		MILDEBRANDT, KATHLEEN OR PAUL		Yes	Yes	No	07/11/2025	550.00
USAP	P60102	111445	838309	Check	1	10500	R4	MRI SOFTWARE LLC		Yes	Yes	No	07/11/2025	15.00
USAP	P60102	111491	838310	Check	1	2795		MTI DISTRIBUTING, INC.		Yes	Yes	No	07/11/2025	238.11
USAP	P60102	111493	838311	Check	1	4104		MUNGER, MICHELLE		Yes	Yes	No	07/11/2025	12.99
USAP	P60102	111462	838312	Check	1	11487		NEUMAN, JOSEPH OR JULIE		Yes	Yes	No	07/11/2025	275.00
USAP	P60102	111500	838313	Check	1	8679		OLSON, MICHAEL		Yes	Yes	No	07/11/2025	275.00
USAP	P60102	111486	838314	Check	1	2163	R1	PAN-O-GOLD BAKING CO		Yes	Yes	No	07/11/2025	82.00
USAP	P60102	111457	838315	Check	1	11464		PARKS, RICHARD OR MONICA		Yes	Yes	No	07/11/2025	275.00
USAP	P60102	111506	838316	Check	1	9853		PEDERSEN, KARL OR ANGELA		Yes	Yes	No	07/11/2025	550.00
USAP	P60102	111498	838317	Check	1	8300		PELTIER, DANIEL		Yes	Yes	No	07/11/2025	275.00
USAP	P60102	111459	838318	Check	1	11466		POEPL, JACOB OR MEGAN		Yes	Yes	No	07/11/2025	825.00
USAP	P60102	111444	838319	Check	1	10201		POEPL, JIM		Yes	Yes	No	07/11/2025	1,100.00
USAP	P60102	111487	838320	Check	1	2222		PRECISION LANDSCAPING, INC.		Yes	Yes	No	07/11/2025	35,576.94
USAP	P60102	111488	838321	Check	1	2275		RENT & SAVE		Yes	Yes	No	07/11/2025	787.70
USAP	P60102	111464	838322	Check	1	11587		SAFEWAY DRIVING SCHOOL		Yes	Yes	No	07/11/2025	2,880.00
USAP	P60102	111520	838323	Check	1	12167	R6	SARA PEINE-HOFFMAN		Yes	No	No	07/11/2025	3.70
USAP	P60102	111504	838324	Check	1	9439		SCHERPING, ROSS OR KATIE		Yes	Yes	No	07/11/2025	550.00
USAP	P60102	111470	838325	Check	1	11745		SCHREIBER MULLANEY CONSTRUCTIC		Yes	Yes	No	07/11/2025	9,850.00
USAP	P60102	111507	838326	Check	1	9859		SEBION, KELLY		Yes	Yes	No	07/11/2025	275.00
USAP	P60102	111522	838327	Check	1	12167	R8	SHERRI LEFLAY		Yes	No	No	07/11/2025	4.05
USAP	P60102	111450	838328	Check	1	11196	R1	SHRED IT USA - C/O STERICYCLE INC.		Yes	Yes	No	07/11/2025	102.77
USAP	P60102	111453	838329	Check	1	11458		SIMONES, PETER OR LUCY		Yes	Yes	No	07/11/2025	550.00
USAP	P60102	111495	838330	Check	1	4529		SOUTHWEST METRO INTERMEDIATE #		Yes	Yes	No	07/11/2025	7,916.92
USAP	P60102	111494	838331	Check	1	4405	R1	STEP SAVER INC		Yes	Yes	No	07/11/2025	123.82
USAP	P60102	111458	838332	Check	1	11465		STEWART, JOSEPH OR MINDY		Yes	Yes	No	07/11/2025	1,100.00
USAP	P60102	111503	838333	Check	1	9030		STRAKA, RYAN		Yes	Yes	No	07/11/2025	550.00
USAP	P60102	111505	838334	Check	1	9843		STROMMEN, MIKE OR JULIE		Yes	Yes	No	07/11/2025	275.00
USAP	P60102	111489	838335	Check	1	2517		TEACHER'S DISCOVERY		Yes	Yes	No	07/11/2025	1,451.48
USAP	P60102	111476	838336	Check	1	12034		TEACHERS ON CALL, INC		Yes	Yes	No	07/11/2025	958.40
USAP	P60102	111490	838337	Check	1	2522		TERRY'S HARDWARE		Yes	Yes	No	07/11/2025	218.54

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USAP	P60102	111475	838338	Check	1	11979	THARP, JAMIE OR BEN		Yes	No	No	07/11/2025		275.00
USAP	P60102	111512	838339	Check	1	12167	R10 TRACY CANEFF		Yes	No	No	07/11/2025		1.90
USAP	P60115	111540	838340	Check	1	7780	AMIOT SCHOLASTIC RECOGNITION INI		Yes	Yes	No	07/15/2025		9,340.00
USAP	P60115	111532	838341	Check	1	11772	AMY BROWN COUNSELING SERVICES		Yes	Yes	No	07/15/2025		2,500.00
USAP	P60115	111530	838342	Check	1	11453	ANDERSON, JASON OR ERICKA		Yes	Yes	No	07/15/2025		825.00
USAP	P60115	111571	838343	Check	1	6123	ANOKA-HENNEPIN ISD #11		Yes	Yes	No	07/15/2025		650.00
USAP	P60115	111573	838344	Check	1	7110	APPLE EDUCATION INC		Yes	Yes	No	07/15/2025		3,826.00
USAP	P60115	111572	838345	Check	1	6190	R3 AVIBEN LLC		Yes	Yes	No	07/15/2025		566.86
USAP	P60115	111574	838346	Check	1	7120	R2 BSN SPORTS LLC		Yes	Yes	No	07/15/2025		1,835.00
USAP	P60115	111576	838347	Check	1	7911	CENTURYLINK		Yes	Yes	No	07/15/2025		80.52
USAP	P60115	111578	838348	Check	1	9128	CESO TRANSPORTATION LLC		Yes	Yes	No	07/15/2025		52,529.80
USAP	P60115	111533	838349	Check	1	11972	CHAPEAU, JENNIFER OR TROY		Yes	No	No	07/15/2025		275.00
USAP	P60115	111531	838350	Check	1	11715	CHORLTON, RICHARD OR TAMMY		Yes	No	No	07/15/2025		275.00
USAP	P60115	111551	838351	Check	1	11744	CMC NEPTUNE		Yes	Yes	No	07/15/2025		1,500.00
USAP	P60115	111545	838352	Check	1	10730	COMMUNITIES IN SCHOOLS OF THE TV		Yes	Yes	No	07/15/2025		16,250.00
USAP	P60115	111541	838353	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	Yes	No	07/15/2025		204.19
USAP	P60115	111546	838354	Check	1	10860	DEPARTMENT OF TRANSPORTATION		Yes	Yes	No	07/15/2025		743.25
USAP	P60115	111548	838355	Check	1	11095	EDPUZZLE INC		Yes	Yes	No	07/15/2025		6,400.00
USAP	P60115	111579	838356	Check	1	9817	EMERGENCY OUTFITTERS INC		Yes	Yes	No	07/15/2025		1,906.00
USAP	P60115	111544	838357	Check	1	10607	R1 ESGI LLC		Yes	Yes	No	07/15/2025		2,952.00
USAP	P60115	111570	838358	Check	1	5479	ESTR PUBLICATIONS		Yes	Yes	No	07/15/2025		113.00
USAP	P60115	111553	838359	Check	1	11968	EVOLVE WINDOWS AND DOORS LLC		Yes	Yes	No	07/15/2025		2,750.00
USAP	P60115	111554	838360	Check	1	12178	FOXS FLOWRITE GUTTERS		Yes	Yes	No	07/15/2025		1,426.00
USAP	P60115	111555	838361	Check	1	1482	GRAINGER, W.W..		Yes	Yes	No	07/15/2025		2,962.34
USAP	P60115	111534	838362	Check	1	12170	HALE, SARA		Yes	Yes	No	07/15/2025		825.00
USAP	P60115	111556	838363	Check	1	1582	HILLYARD INC-MINNEAPOLIS		Yes	Yes	No	07/15/2025		2,525.14
USAP	P60115	111549	838364	Check	1	11239	R1 HLS OUTDOOR		Yes	Yes	No	07/15/2025		180.79
USAP	P60115	111552	838365	Check	1	11943	IMPERIAL DADE		Yes	Yes	No	07/15/2025		1,660.12
USAP	P60115	111575	838366	Check	1	7721	R3 INNOVATIVE OFFICE SOLUTIONS		Yes	Yes	No	07/15/2025		514.38
USAP	P60115	111536	838367	Check	1	1665	INTERMEDIATE SCHOOL DIST 917		Yes	Yes	No	07/15/2025		13,245.68
USAP	P60115	111557	838368	Check	1	1665	INTERMEDIATE SCHOOL DIST 917		Yes	Yes	No	07/15/2025		47,580.31
USAP	P60115	111566	838369	Check	1	2763	LEARNING RESOURCES, INC.		Yes	Yes	No	07/15/2025		44.93
USAP	P60115	111558	838370	Check	1	1890	R2 MASA (MN ASSN OF SCHOOL ADMIN)		Yes	No	No	07/15/2025		2,730.00
USAP	P60115	111559	838371	Check	1	1942	MENARDS		Yes	Yes	No	07/15/2025		24.30
USAP	P60115	111577	838372	Check	1	8687	R2 MN INSURANCE SCHOLASTIC TRUST		Yes	Yes	No	07/15/2025		7,626.00
USAP	P60115	111567	838373	Check	1	3057	MSNA		Yes	Yes	No	07/15/2025		240.00
USAP	P60115	111542	838374	Check	1	10019	R1 NCS PEARSON INC		Yes	Yes	No	07/15/2025		278.99
USAP	P60115	111560	838375	Check	1	2235	R1 NCS PEARSON INC		Yes	Yes	No	07/15/2025		14,279.05

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USAP	P60115	111550	838376	Check	1	11262	R1	PARAGON VISUAL LLC		Yes	Yes	No	07/15/2025	225.20
USAP	P60115	111547	838377	Check	1	10879	R1	POWERSCHOOL GROUP LLC		Yes	Yes	No	07/15/2025	35,374.20
USAP	P60115	111561	838378	Check	1	2267		REGION V COMPUTER SERVICES		Yes	Yes	No	07/15/2025	13,127.00
USAP	P60115	111543	838379	Check	1	10576	R1	RIVERSIDE INSIGHTS		Yes	Yes	No	07/15/2025	8,615.38
USAP	P60115	111562	838380	Check	1	2465		STATE SUPPLY CO INC		Yes	Yes	No	07/15/2025	727.01
USAP	P60115	111537	838381	Check	1	2476		STERNAU & ASSOCIATES		Yes	Yes	No	07/15/2025	2,119.00
USAP	P60115	111569	838382	Check	1	5445	r2	SUMMIT FIRE PROTECTION		Yes	Yes	No	07/15/2025	826.00
USAP	P60115	111563	838383	Check	1	2499		SUPER DUPER SCHOOL COMPANY		Yes	Yes	No	07/15/2025	289.80
USAP	P60115	111538	838384	Check	1	2519		TEAM SPORTING GOODS		Yes	Yes	No	07/15/2025	3,124.08
USAP	P60115	111535	838385	Check	1	1575		TESSIER-MORSE, HAILEN		Yes	Yes	No	07/15/2025	284.99
USAP	P60115	111539	838386	Check	1	2548	R1	T-MOBILE		Yes	Yes	No	07/15/2025	60.00
USAP	P60115	111568	838387	Check	1	3277		UPPER LAKES FOODS, INC		Yes	Yes	No	07/15/2025	17,289.54
USAP	P60115	111565	838388	Check	1	2687		YOUTH FRONTIERS, INC.		Yes	Yes	No	07/15/2025	1,500.00
USAP	P60115	111564	838389	Check	1	2633		ZAYO GROUP HOLDINGS INC		Yes	Yes	No	07/15/2025	3,954.08
USAP	P60103	111588	838390	Check	1	11213		ANDERSON, ERIN		Yes	Yes	No	07/18/2025	92.12
USAP	P60103	111602	838391	Check	1	10919	R1	ARVIG		Yes	Yes	No	07/18/2025	1,255.95
USAP	P60103	111590	838392	Check	1	11558		BATAGLIA, KATHERINE		Yes	Yes	No	07/18/2025	32.34
USAP	P60103	111610	838393	Check	1	7120	R2	BSN SPORTS LLC		Yes	Yes	No	07/18/2025	10,627.62
USAP	P60103	111596	838394	Check	1	6549		CENTENNIAL SCHOOLS ISD 12		Yes	Yes	No	07/18/2025	248.96
USAP	P60103	111607	838395	Check	1	1257		COMPUTER INTEGRATION TECHNOLO		Yes	Yes	No	07/18/2025	11,046.45
USAP	P60103	111604	838396	Check	1	11528	R1	CONTINENTAL BATTERY COMPANY		Yes	Yes	No	07/18/2025	5,160.60
USAP	P60103	111598	838397	Check	1	8840		DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	Yes	No	07/18/2025	11.52
USAP	P60103	111599	838398	Check	1	8840	R2	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	Yes	No	07/18/2025	220.74
USAP	P60103	111611	838399	Check	1	8840		DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	Yes	No	07/18/2025	317.76
USAP	P60103	111595	838400	Check	1	3030		GROTH MUSIC		Yes	Yes	No	07/18/2025	513.00
USAP	P60103	111589	838401	Check	1	11459		HAUKEDAHL, SETH OR MINDY		Yes	Yes	No	07/18/2025	550.00
USAP	P60103	111600	838402	Check	1	9329		HOMETOWN ACE HARDWARE		Yes	No	No	07/18/2025	78.90
USAP	P60103	111594	838403	Check	1	1720		JUDGE APPLIANCE		Yes	Yes	No	07/18/2025	794.00
USAP	P60103	111612	838404	Check	1	9459	R1	KONICA MINOLTA/LOFFLER		Yes	Yes	No	07/18/2025	2,054.00
USAP	P60103	111597	838405	Check	1	7173		MEDICINE LAKE TOURS		Yes	Yes	No	07/18/2025	3,640.00
USAP	P60103	111591	838406	Check	1	11590		NELSON, TARA		Yes	No	No	07/18/2025	36.40
USAP	P60103	111592	838407	Check	1	12101		OPERATIONSHERO INC		Yes	Yes	No	07/18/2025	2,692.30
USAP	P60103	111605	838408	Check	1	12101		OPERATIONSHERO INC		Yes	Yes	No	07/18/2025	6,517.29
USAP	P60103	111601	838409	Check	1	10535	R3	SEESAW		Yes	Yes	No	07/18/2025	12,325.30
USAP	P60103	111608	838410	Check	1	2387		SHERWIN WILLIAMS CO		Yes	Yes	No	07/18/2025	155.09
USAP	P60103	111593	838411	Check	1	1575		TESSIER-MORSE, HAILEN		Yes	Yes	No	07/18/2025	59.32
USAP	P60103	111606	838412	Check	1	12165	R1	TIFFANY BICKNER		Yes	Yes	No	07/18/2025	308.00
USAP	P60103	111609	838413	Check	1	2548	R1	T-MOBILE		Yes	Yes	No	07/18/2025	147.91

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Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
USAP	P60103	111603	838414	Check	1	11059	WALL DECOR PLUS MORE		Yes	Yes	No	07/18/2025	51.42
USAP	P60104	111645	838415	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	No	No	07/25/2025	5.10
USAP	P60104	111641	838416	Check	1	12182	J AND J INSULATING LLC		Yes	No	No	07/25/2025	990.00
USAP	P60104	111648	838417	Check	1	12024	R1 KIDCREATE STUDIO-WOODBURY		Yes	No	No	07/25/2025	924.00
USAP	P60104	111640	838418	Check	1	12070	LB CARLSON LLP		Yes	Yes	No	07/25/2025	4,540.00
USAP	P60104	111642	838419	Check	1	1977	MINNESOTA COACHES INC		Yes	Yes	No	07/25/2025	190,921.32
USAP	P60104	111639	838420	Check	1	11530	MOORE, CHRISTOPHER		Yes	No	No	07/25/2025	240.06
USAP	P60104	111644	838421	Check	1	7883	R1 NAC MECHANICAL & ELECRICAL SERV		Yes	No	No	07/25/2025	33,953.00
USAP	P60104	111643	838422	Check	1	5717	NORTHEAST METRO DISTRICT 916		Yes	No	No	07/25/2025	14,520.00
USAP	P60104	111650	838423	Check	1	2341	SCHINDLER ELEVATOR CORP.		Yes	No	No	07/25/2025	70,527.52
USAP	P60104	111649	838424	Check	1	12034	TEACHERS ON CALL, INC		Yes	Yes	No	07/25/2025	575.04
USAP	P60130	111684	838425	Check	1	10604	R1 ACCUTRAIN CORP		Yes	No	No	07/31/2025	99.00
USAP	P60130	111755	838426	Check	1	4840	ACE TRAILER SALES		Yes	No	No	07/31/2025	15,015.00
USAP	P60130	111657	838427	Check	1	1029	AIM ELECTRONICS, INC.		Yes	No	No	07/31/2025	4,121.00
USAP	P60130	111720	838428	Check	1	12167	R31 AMBER BETKER		Yes	No	No	07/31/2025	8.50
USAP	P60130	111702	838429	Check	1	12158	R1 AMPLIFY EDUCATION INC		Yes	No	No	07/31/2025	139,874.54
USAP	P60130	111719	838430	Check	1	12167	R30 AMUUN MOHAMED		Yes	No	No	07/31/2025	6.00
USAP	P60130	111710	838431	Check	1	12167	R21 ANGIE BROWN		Yes	No	No	07/31/2025	32.95
USAP	P60130	111706	838432	Check	1	12167	R17 ANTHONY JOHNSON		Yes	No	No	07/31/2025	6.10
USAP	P60130	111762	838433	Check	1	7110	APPLE EDUCATION INC		Yes	No	No	07/31/2025	1,078.00
USAP	P60130	111705	838434	Check	1	12167	R16 BERNIE WHITE		Yes	No	No	07/31/2025	43.80
USAP	P60130	111756	838435	Check	1	5226	BJORKLUND COMPENSATION CONSUL		Yes	No	No	07/31/2025	150.00
USAP	P60130	111767	838436	Check	1	7937	BROTHERS FIRE & SECURITY		Yes	No	No	07/31/2025	302.00
USAP	P60130	111704	838437	Check	1	12167	R15 CARRIE MEIER		Yes	No	No	07/31/2025	22.05
USAP	P60130	111759	838438	Check	1	5986	R2 CENGAGE LEARNING		Yes	No	No	07/31/2025	15,121.41
USAP	P60130	111674	838439	Check	1	3748	CENTERPOINT ENERGY		Yes	No	No	07/31/2025	5,788.66
USAP	P60130	111763	838440	Check	1	7295	CENTURYLINK		Yes	No	No	07/31/2025	173.19
USAP	P60130	111764	838441	Check	1	7332	CENTURYLINK		Yes	No	No	07/31/2025	3,769.15
USAP	P60130	111707	838442	Check	1	12167	R18 CHRIS WHYLE		Yes	No	No	07/31/2025	10.80
USAP	P60130	111666	838443	Check	1	1235	CITY OF HASTINGS		Yes	No	No	07/31/2025	33,636.06
USAP	P60130	111733	838444	Check	1	1235	CITY OF HASTINGS		Yes	No	No	07/31/2025	11,103.89
USAP	P60130	111667	838445	Check	1	1257	COMPUTER INTEGRATION TECHNOLO		Yes	No	No	07/31/2025	211.50
USAP	P60130	111734	838446	Check	1	1257	COMPUTER INTEGRATION TECHNOLO		Yes	No	No	07/31/2025	898.88
USAP	P60130	111693	838447	Check	1	11846	CONQUER NINJA GYMS-ROSEMOUNT		Yes	No	No	07/31/2025	280.00
USAP	P60130	111751	838448	Check	1	3055	CONTINENTAL CLAY COMPANY		Yes	No	No	07/31/2025	318.50
USAP	P60130	111727	838449	Check	1	12169	COR ROBOTICS LLC		Yes	No	No	07/31/2025	620.00
USAP	P60130	111735	838450	Check	1	1281	R1 CRISIS PREVENTION INSTITUTE		Yes	No	No	07/31/2025	16,403.95
USAP	P60130	111690	838451	Check	1	11555	CUSTOM COMMUNICATIONS INC		Yes	No	No	07/31/2025	1,905.00

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												Date		
USAP	P60130	111679	838452	Check	1	9028	DAKOTA COUNTY FINANCIAL SERVICE		Yes	No	No	07/31/2025		7,652.99
USAP	P60130	111682	838453	Check	1	10278	R1 DECKER		Yes	No	No	07/31/2025		1,346.06
USAP	P60130	111769	838454	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	No	No	07/31/2025		437.21
USAP	P60130	111715	838455	Check	1	12167	R26 DESIREE CRAIN		Yes	No	No	07/31/2025		45.25
USAP	P60130	111662	838456	Check	1	11483	DORAN, SCOTT		Yes	No	No	07/31/2025		147.56
USAP	P60130	111729	838457	Check	1	12183	EVERWAY LLC		Yes	No	No	07/31/2025		2,143.50
USAP	P60130	111700	838458	Check	1	12144	FLANNERY PAINTING AND DECORATIN		Yes	No	No	07/31/2025		12,710.00
USAP	P60130	111680	838459	Check	1	9182	FLYNN, SARAH		Yes	No	No	07/31/2025		275.00
USAP	P60130	111753	838460	Check	1	3921	FOLLETT SCHOOL SOLUTIONS LLC		Yes	No	No	07/31/2025		12,078.20
USAP	P60130	111681	838461	Check	1	9863	R2 GENUINE PARTS COMPANY		Yes	No	No	07/31/2025		364.46
USAP	P60130	111773	838462	Check	1	9863	R2 GENUINE PARTS COMPANY		Yes	No	No	07/31/2025		47.50
USAP	P60130	111736	838463	Check	1	1482	GRAINGER, W.W..		Yes	No	No	07/31/2025		6,636.89
USAP	P60130	111673	838464	Check	1	2879	R1 HASTINGS AREA ROTARY CLUB		Yes	No	No	07/31/2025		340.00
USAP	P60130	111752	838465	Check	1	3718	HASTINGS PARKS & RECREATION		Yes	No	No	07/31/2025		372.21
USAP	P60130	111737	838466	Check	1	1555	R1 HAWKINS, INC.		Yes	No	No	07/31/2025		1,358.11
USAP	P60130	111717	838467	Check	1	12167	R28 HILARY BAKKER		Yes	No	No	07/31/2025		8.90
USAP	P60130	111738	838468	Check	1	1582	HILLYARD INC-MINNEAPOLIS		Yes	No	No	07/31/2025		9,051.49
USAP	P60130	111688	838469	Check	1	11239	R1 HLS OUTDOOR		Yes	No	No	07/31/2025		1,001.76
USAP	P60130	111740	838470	Check	1	1845	HORIZON COMMERCIAL POOL SUPPLY		Yes	No	No	07/31/2025		570.65
USAP	P60130	111694	838471	Check	1	11943	IMPERIAL DADE		Yes	No	No	07/31/2025		232.78
USAP	P60130	111770	838472	Check	1	9202	R1 INFINITE CAMPUS, INC.		Yes	No	No	07/31/2025		500.00
USAP	P60130	111765	838473	Check	1	7721	R3 INNOVATIVE OFFICE SOLUTIONS		Yes	No	No	07/31/2025		3,432.36
USAP	P60130	111669	838474	Check	1	1660	INSTITUTE FOR ENVIRONMENTAL ASS		Yes	No	No	07/31/2025		1,976.48
USAP	P60130	111685	838475	Check	1	10901	R1 JAMF SOFTWARE, LLC		Yes	No	No	07/31/2025		10,312.50
USAP	P60130	111714	838476	Check	1	12167	R25 JASON SACHS		Yes	No	No	07/31/2025		12.95
USAP	P60130	111726	838477	Check	1	12167	R37 JENNIFER BAUER		Yes	No	No	07/31/2025		8.25
USAP	P60130	111724	838478	Check	1	12167	R35 JENNIFER CLEMENS		Yes	No	No	07/31/2025		30.25
USAP	P60130	111721	838479	Check	1	12167	R32 JENNIFER GERLACH		Yes	No	No	07/31/2025		54.15
USAP	P60130	111722	838480	Check	1	12167	R33 JESSICA DODGE		Yes	No	No	07/31/2025		38.10
USAP	P60130	111758	838481	Check	1	5828	JIM CARLSON LEASING CO.		Yes	No	No	07/31/2025		730.00
USAP	P60130	111713	838482	Check	1	12167	R24 JOHN MYERS		Yes	No	No	07/31/2025		8.75
USAP	P60130	111709	838483	Check	1	12167	R20 KAREN BURT		Yes	No	No	07/31/2025		13.15
USAP	P60130	111677	838484	Check	1	6681	KENNEDY & GRAVEN, CHARTERD		Yes	No	No	07/31/2025		4,828.00
USAP	P60130	111698	838485	Check	1	12024	R1 KIDCREATE STUDIO-WOODBURY		Yes	No	No	07/31/2025		480.00
USAP	P60130	111663	838486	Check	1	11895	KRUSEMARK, GRINNELL & ASSOCIATE		Yes	No	No	07/31/2025		35.00
USAP	P60130	111689	838487	Check	1	11261	R2 LAFORCE LLC		Yes	No	No	07/31/2025		21,684.00
USAP	P60130	111739	838488	Check	1	1799	R1 LAKESHORE LEARNING MATERIALS		Yes	No	No	07/31/2025		343.85
USAP	P60130	111723	838489	Check	1	12167	R34 LINDSAY WHIPPS		Yes	No	No	07/31/2025		15.25

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												Date		
USAP	P60130	111708	838490	Check	1	12167	R19	LISA FISCHER		Yes	No	No	07/31/2025	36.20
USAP	P60130	111665	838491	Check	1	12189		MARTHALER, HAILEY		Yes	No	No	07/31/2025	35.78
USAP	P60130	111731	838492	Check	1	12189		MARTHALER, HAILEY		Yes	No	No	07/31/2025	13.68
USAP	P60130	111696	838493	Check	1	11985		MASMS		Yes	No	No	07/31/2025	930.00
USAP	P60130	111754	838494	Check	1	4314		MASPA		Yes	No	No	07/31/2025	40.00
USAP	P60130	111725	838495	Check	1	12167	R36	MELISSA BERGERSON		Yes	No	No	07/31/2025	22.25
USAP	P60130	111741	838496	Check	1	1942		MENARDS		Yes	No	No	07/31/2025	594.68
USAP	P60130	111678	838497	Check	1	7502		MIDWEST EDUCATIONAL CONSULTAN'		Yes	No	No	07/31/2025	1,250.00
USAP	P60130	111742	838498	Check	1	1977		MINNESOTA COACHES INC		Yes	No	No	07/31/2025	4,121.76
USAP	P60130	111675	838499	Check	1	3917	R3	MINNESOTA UI FUND		Yes	No	No	07/31/2025	44,150.17
USAP	P60130	111750	838500	Check	1	2795		MTI DISTRIBUTING, INC.		Yes	No	No	07/31/2025	2,055.70
USAP	P60130	111766	838501	Check	1	7883	R1	NAC MECHANICAL & ELECRICAL SERV		Yes	No	No	07/31/2025	7,154.53
USAP	P60130	111743	838502	Check	1	2054		NARDINI FIRE EQUIPMENT		Yes	No	No	07/31/2025	2,510.95
USAP	P60130	111699	838503	Check	1	12038		NENA'S DESIGN LLC		Yes	No	No	07/31/2025	320.00
USAP	P60130	111671	838504	Check	1	2094		NINE EAGLES PROMOTIONS		Yes	No	No	07/31/2025	572.00
USAP	P60130	111658	838505	Check	1	10721	R4	NORTHFIELD SOLAR LLC		Yes	No	No	07/31/2025	38,989.09
USAP	P60130	111686	838506	Check	1	10928	R1	NOTABLE, INC. (KAMI)		Yes	No	No	07/31/2025	5,040.00
USAP	P60130	111672	838507	Check	1	2146		ORKIN PEST CONTROL INC.		Yes	No	No	07/31/2025	387.25
USAP	P60130	111728	838508	Check	1	12177		PLASH, CYNTHIA		Yes	No	No	07/31/2025	200.00
USAP	P60130	111744	838509	Check	1	2219		POSTMASTER		Yes	No	No	07/31/2025	1,236.21
USAP	P60130	111691	838510	Check	1	11602		PRO-TEC DESIGN, INC.		Yes	No	No	07/31/2025	354.25
USAP	P60130	111695	838511	Check	1	11960	R1	RENAISSANCE		Yes	No	No	07/31/2025	23,399.55
USAP	P60130	111772	838512	Check	1	9521		RITEWAY BUSINESS FORMS		Yes	No	No	07/31/2025	394.46
USAP	P60130	111683	838513	Check	1	10576	R1	RIVERSIDE INSIGHTS		Yes	No	No	07/31/2025	340.93
USAP	P60130	111676	838514	Check	1	4023		ROBBINSDALE AREA SCHOOLS		Yes	No	No	07/31/2025	3,151.88
USAP	P60130	111668	838515	Check	1	1480		RYAN & GORDYS GLASS INC		Yes	No	No	07/31/2025	419.50
USAP	P60130	111760	838516	Check	1	6446		SCANTRON CORP.		Yes	No	No	07/31/2025	1,736.10
USAP	P60130	111749	838517	Check	1	2704	R2	SCHOLASTIC MAGAZINES		Yes	No	No	07/31/2025	835.16
USAP	P60130	111768	838518	Check	1	8228	R1	SCHOOL DATEBOOKS INC		Yes	No	No	07/31/2025	4,592.64
USAP	P60130	111701	838519	Check	1	12156		SCHOOL PSYCH AI		Yes	No	No	07/31/2025	659.56
USAP	P60130	111732	838520	Check	1	12190		SCHULTZ, ANNE		Yes	No	No	07/31/2025	38.49
USAP	P60130	111761	838521	Check	1	6682		SFM		Yes	No	No	07/31/2025	175,753.00
USAP	P60130	111745	838522	Check	1	2387		SHERWIN WILLIAMS CO		Yes	No	No	07/31/2025	217.34
USAP	P60130	111692	838523	Check	1	11622	R2	SPECIAL OLYMPICS MINNESOTA		Yes	No	No	07/31/2025	630.00
USAP	P60130	111718	838524	Check	1	12167	R29	STACY PETERSON		Yes	No	No	07/31/2025	37.60
USAP	P60130	111746	838525	Check	1	2461		STATE CHEMICAL SOLUTIONS		Yes	No	No	07/31/2025	2,065.74
USAP	P60130	111697	838526	Check	1	11996		STOCKDALE, SCOTT		Yes	No	No	07/31/2025	95.90
USAP	P60130	111757	838527	Check	1	5445	r2	SUMMIT FIRE PROTECTION		Yes	No	No	07/31/2025	3,579.00

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USAP	P60130	111747	838528	Check	1	2500	SUPREME SCHOOL SUPPLY CO		Yes	No	No	07/31/2025	275.22
USAP	P60130	111670	838529	Check	1	1893	SWCS COMMUNITY EDUCATION		Yes	No	No	07/31/2025	1,672.30
USAP	P60130	111661	838530	Check	1	10898	R1 SYMMETRY ENERGY SOLUTIONS		Yes	No	No	07/31/2025	3,548.07
USAP	P60130	111712	838531	Check	1	12167	R23 TAMMI BROCHMAN		Yes	No	No	07/31/2025	25.40
USAP	P60130	111711	838532	Check	1	12167	R22 TAMMY MAYER		Yes	No	No	07/31/2025	24.60
USAP	P60130	111687	838533	Check	1	11169	TECH ACADEMY/THOMSEN SYSTEMS		Yes	No	No	07/31/2025	900.00
USAP	P60130	111716	838534	Check	1	12167	R27 TRACY SPINKS		Yes	No	No	07/31/2025	9.20
USAP	P60130	111771	838535	Check	1	9280	UNITED PROMOTIONS		Yes	No	No	07/31/2025	760.16
USAP	P60130	111730	838536	Check	1	12188	VACKER INC		Yes	No	No	07/31/2025	5,545.00
USAP	P60130	111703	838537	Check	1	12167	R14 VALERIE DAWSON		Yes	No	No	07/31/2025	6.60
USAP	P60130	111659	838538	Check	1	10722	R4 WALCOTT SOLAR LLC		Yes	No	No	07/31/2025	17,985.00
USAP	P60130	111660	838539	Check	1	10723	R4 WARSAW SOLAR LLC		Yes	No	No	07/31/2025	19,657.97
USAP	P60130	111748	838540	Check	1	2641	WESTERN PSYCHOLOGICAL SERVICE:		Yes	No	No	07/31/2025	104.50
USAP	P60130	111664	838541	Check	1	12184	WIEGELE, MELISSA		Yes	No	No	07/31/2025	550.00

Bank Total: \$1,978,075.12

Report Total: \$1,978,075.12

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											Void	Date	
USPR	p261p1	111422		Wire	1	10929	AVIBEN LLC		No	Yes	No	07/07/2025	60,439.04
USPR	p261p1	111423		Wire	1	1984	MINNESOTA DEPT. OF REVENUE		No	Yes	No	07/07/2025	41,802.45
USPR	p261p1	111424		Wire	1	2016	MN TRA		No	Yes	No	07/07/2025	162,342.97
USPR	p261p1	111425		Wire	1	2705	EFTPS - TAX PAYMENT		No	Yes	No	07/07/2025	250,790.59
USPR	p261p1	111426		Wire	1	3880	MII LIFE		No	Yes	No	07/07/2025	0.00
USPR	p261p1	111427		Wire	1	7771	MINNESOTA PERA (WIRE TRANSFER)		No	Yes	No	07/07/2025	31,144.16
USPR	p261p2	111614		Wire	1	10929	AVIBEN LLC		No	Yes	No	07/21/2025	67,295.92
USPR	p261p2	111615		Wire	1	1984	MINNESOTA DEPT. OF REVENUE		No	Yes	No	07/21/2025	39,891.04
USPR	p261p2	111616		Wire	1	2016	MN TRA		No	Yes	No	07/21/2025	164,902.90
USPR	p261p2	111617		Wire	1	2705	EFTPS - TAX PAYMENT		No	Yes	No	07/21/2025	245,146.25
USPR	p261p2	111618		Wire	1	3880	MII LIFE		No	Yes	No	07/21/2025	0.00
USPR	p261p2	111619		Wire	1	7771	MINNESOTA PERA (WIRE TRANSFER)		No	Yes	No	07/21/2025	28,229.63
USPR	p261p2	111651		Wire	1	1984	MINNESOTA DEPT. OF REVENUE		No	Yes	No	07/28/2025	5,358.50
USPR	p261p2	111652		Wire	1	2705	EFTPS - TAX PAYMENT		No	Yes	No	07/28/2025	34,978.62
USPR	p261p3	111653		Wire	1	3166	BREMER BANK FEES		No	Yes	No	07/28/2025	191.80
USPR	p261p2	111655		Wire	1	2705	EFTPS - TAX PAYMENT		No	Yes	No	07/30/2025	137.70
USPR	p261p1	111429	105914	Check	1	12077	GURSTEL LAW FIRM PC		Yes	Yes	No	07/07/2025	57.74
USPR	p261p1	111430	105915	Check	1	1974	MINNESOTA CHILD SUPPORT PYMT C		Yes	Yes	No	07/07/2025	11.00
USPR	p261p1	111428	105916	Check	1	11853	RIVERVIEW LAW OFFICE, PLLC		Yes	Yes	No	07/07/2025	290.52
USPR	p261p2	111621	105917	Check	1	12077	GURSTEL LAW FIRM PC		Yes	Yes	No	07/21/2025	187.26
USPR	p261p2	111628	105918	Check	1	7384	HIGH SCHOOL FACULTY SCHOLARSHII		Yes	Yes	No	07/21/2025	56.00
USPR	p261p2	111624	105919	Check	1	1974	MINNESOTA CHILD SUPPORT PYMT C		Yes	Yes	No	07/21/2025	11.00
USPR	p261p2	111625	105920	Check	1	2002	MINNESOTA TEAMSTERS LOCAL 320		Yes	Yes	No	07/21/2025	2,214.92
USPR	p261p2	111622	105921	Check	1	12079	NATIONAL D.R.I.V.E.		Yes	Yes	No	07/21/2025	12.00
USPR	p261p2	111626	105922	Check	1	2010	NCPERS GROUP LIFE INS -157410		Yes	Yes	No	07/21/2025	32.00
USPR	p261p2	111627	105923	Check	1	6780	SEIU LOCAL 284		Yes	Yes	No	07/21/2025	191.20
USPR	p261p2	111620	105924	Check	1	11741	ST. CROIX VALLEY FOUNDATION		Yes	Yes	No	07/21/2025	80.00
USPR	p261p2	111623	105925	Check	1	12152	VISION SERVICE PLAN		Yes	Yes	No	07/21/2025	484.98
USPR	p261p2	111637	105926	Check	1	8830	BORGEN, CHERYL		Yes	Yes	No	07/23/2025	1,729.51
USPR	p261p3	111654	105927	Check	1	11734	THE HARTFORD		Yes	No	No	07/28/2025	10,034.68

Bank Total: \$1,148,044.38

Report Total: \$1,148,044.38

HASTINGS PUBLIC SCHOOLS
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void				Amount
									Print	Recon	Void	Date	
USBP	P601B1	111432	1358	Check	1	2222	PRECISION LANDSCAPING, INC.		Yes	Yes	No	07/08/2025	95,101.44
USBP	P601B1	111431	1359	Check	1	11745	SCHREIBER MULLANEY CONSTRUCTIC		Yes	Yes	No	07/08/2025	4,305.00
USBP	P601B1	111433	1360	Check	1	2663	WOLD ARCHITECTS AND ENGNRS INC		Yes	Yes	No	07/08/2025	2,164.21
Bank Total:												\$101,570.65	
Report Total:												\$101,570.65	

HASTINGS PUBLIC SCHOOLS
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
ACTV	P12ASB	111581		Wire	1	9557	BMO HARRIS BANK NA		No	Yes	No	07/16/2025	9,981.56
ACTV	P01AS3	111584	38378	Check	1	3030	GROTH MUSIC		Yes	Yes	No	07/16/2025	182.72
ACTV	P01AS3	111582	38379	Check	1	11755	KJ BRANDING		Yes	Yes	No	07/16/2025	830.00
ACTV	P01AS3	111586	38380	Check	1	8295	MATUZAK, JOEL		Yes	Yes	No	07/16/2025	3,000.00
ACTV	P01AS3	111583	38381	Check	1	12095	STANDING O MARCHING		Yes	No	No	07/16/2025	300.00
ACTV	P01AS3	111585	38382	Check	1	7311	STEVE WEISS MUSIC INC.		Yes	Yes	No	07/16/2025	862.95
ACTV	P01AS4	111638	38383	Check	1	1977	MINNESOTA COACHES INC		Yes	Yes	No	07/24/2025	6,877.00

Bank Total: \$22,034.23

Report Total: \$22,034.23

HASTINGS PUBLIC SCHOOLS

Dental Self-Funded Summary

Period Ending July 31, 2025

Sequence: Crs, Org, Fd

										26ADP				% YTD		
Description										Annual Budget	Period 202601	Year To Date	% YTD	Encumbrances	+ Enc	Remaining Balance
R	20	000	000	000	087	000	422	000	EE Unpaid Premiums	0.00	0.00	0.00	0%	0.00	0%	0.00
R	20	000	000	000	092	000	422	000	Interest-Dental	(45,000.00)	(3,907.46)	(3,907.46)	9%	0.00	9%	(41,092.54)
R	20	000	000	000	095	000	422	000	Employer Share/Premiums	(495,073.00)	(68,397.16)	(68,397.16)	14%	0.00	14%	(426,675.84)
R	20	000	000	000	097	000	422	000	Employee Share/Premiums	(101,400.00)	(8,871.56)	(8,871.56)	9%	0.00	9%	(92,528.44)
R	20	000	000	000	098	000	422	000	Retiree-Cobra Share/Premiurr	(125,609.00)	(9,369.40)	(9,369.40)	7%	0.00	7%	(116,239.60)
E	20	005	105	000	236	000	422	000	Dental Insurance Claims	633,533.00	82,844.06	82,844.06	13%	0.00	13%	550,688.94
E	20	005	105	000	301	000	422	000	Fees-Carrier & Consultant	36,774.00	3,140.60	3,140.60	9%	0.00	9%	33,633.40
000 Districtwide										(96,775.00)	(4,560.92)	(4,560.92)	5%	0.00	5%	(92,214.08)
Report Totals:										(96,775.00)	(4,560.92)	(4,560.92)	5%	0.00	5%	(92,214.08)

HASTINGS PUBLIC SCHOOLS

Health Self-Funded Summary

Period Ending July 31, 2025

Sequence: Crs, Org, Fd

										26ADP			% YTD			Remaining
										Annual Budget	Period 202601	Year To Date	% YTD	Encumbrances	+ Enc	Balance
										Description						
R	21	000	000	000	087	000	422	000	EE Unpaid Premiums	0.00	0.00	0.00	0%	0.00	0%	0.00
R	21	000	000	000	095	000	422	000	Employer Share/Premiums	(7,456,742.00)	(946,865.82)	(946,865.82)	13%	0.00	13%	(6,509,876.18)
R	21	000	000	000	097	000	422	000	Employee Share/Premiums	(1,864,186.00)	(259,620.72)	(259,620.72)	14%	0.00	14%	(1,604,565.28)
R	21	000	000	000	098	000	422	000	Retiree-Cobra Share/Premiurr	(475,030.00)	(44,545.60)	(44,545.60)	9%	0.00	9%	(430,484.40)
R	21	000	000	000	099	000	422	000	ER/Trust Share for Retirees	(90,482.00)	(7,728.60)	(7,728.60)	9%	0.00	9%	(82,753.40)
R	21	000	000	000	092	000	422	000	Interest -Health	(165,000.00)	(14,928.46)	(14,928.46)	9%	0.00	9%	(150,071.54)
E	21	005	105	000	314	000	422	000	Springbuk Fee \$1/pm/pm	4,968.00	1,206.00	1,206.00	24%	0.00	24%	3,762.00
E	21	005	105	000	317	000	422	000	Network Fees	2,000.00	250.00	250.00	13%	0.00	13%	1,750.00
E	21	005	105	000	322	000	422	000	PaydHealth Fees	0.00	0.00	0.00	0%	0.00	0%	0.00
E	21	005	105	000	223	000	422	000	Medical Insurance Claims	8,272,821.00	359,914.63	359,914.63	4%	0.00	4%	7,912,906.37
E	21	005	105	000	224	000	422	000	Pharmacy Claims	1,459,910.00	138,059.13	138,059.13	9%	0.00	9%	1,321,850.87
E	21	005	105	000	300	000	422	000	Pharmacy Rebates/Admin Fex	0.00	(43,585.93)	(43,585.93)	0%	0.00	0%	43,585.93
E	21	005	105	000	301	000	422	000	Veba/Flex/Health	263,829.00	21,547.22	21,547.22	8%	0.00	8%	242,281.78
E	21	005	105	000	307	000	422	000	Health Carrier TPA	0.00	0.00	0.00	0%	0.00	0%	0.00
E	21	005	105	000	308	000	422	000	StopLoss	539,600.00	43,632.80	43,632.80	8%	0.00	8%	495,967.20
E	21	005	105	000	309	000	422	000	Fitness reimbursements	0.00	0.00	0.00	0%	0.00	0%	0.00
E	21	005	105	000	312	000	422	000	Consultant-OneDigital \$40,00	41,200.00	0.00	0.00	0%	0.00	0%	41,200.00
000 Districtwide										532,888.00	(752,665.35)	(752,665.35)	(141%)	0.00	(141%)	1,285,553.35
R	21	000	000	000	094	326	422	000	Employer-VEBA Trust Rev	(591,600.00)	(8,033.34)	(8,033.34)	1%	0.00	1%	(583,566.66)
R	21	000	000	000	089	326	422	000	Employer-PCORI-ACA	(3,321.00)	(3,912.30)	(3,912.30)	118%	0.00	118%	591.30
E	21	005	105	000	301	326	422	000	Employer-VEBA Trust Pmt.	591,600.00	8,033.34	8,033.34	1%	0.00	1%	583,566.66
E	21	005	105	000	313	326	422	000	Employer-PCORI- ACA	3,321.00	3,912.30	3,912.30	118%	0.00	118%	(591.30)
326 District Additional R/E										0.00	0.00	0.00	0%	0.00	0%	0.00
Report Totals:										532,888.00	(752,665.35)	(752,665.35)	(141%)	0.00	(141%)	1,285,553.35

HR PERSONNEL REPORT

Board Meeting Date:

8.27.25

RETIREMENT/RESIGNATION/TERMINATION

NAME	STATUS	ASSIGNMENT	EMPLOYEE GROUP	EFFECTIVE DATE
Carl, Tiffany	Resignation	Early Childhood Assistant; 7.5 Hours / Day Tilden Community Center	Comm Ed Para	May 27, 2025
Gartzke, Katie	Resignation	Paraprofessional Substitute; Hours / Vary District Wide	N/A	July 2, 2025
Gehnke, Kendall	Resignation	Admin Assistant II -Media Center; 8 Hours / Day Hastings Middle School	Secretary	June 9, 2025
Jennrich, Jordan	Resignation	Paraprofessional; 6.25 Hours / Day Hastings High School	ED MN - ESP	June 5, 2025
Kitt, Deb	Resignation	Early Childhood Assistant; 5 Hours / Day Tilden Community Center	Comm Ed Para	August 10, 2025
Meyer, Malory	Resignation	Lunch/Recess Aide; 2.5 Hours / Day Pinecrest Elementary	ED MN - ESP	June 5, 2025
Paananen, Breonna	Resignation	Paraprofessional; 6.25 Hours / Day Pinecrest Elementary	ED MN - ESP	June 5, 2025
Perez, Jhenny	Resignation	Paraprofessional; 6.25 Hours / Day Hastings High School	Ed MN - ESP	June 5, 2025
Propst, Rachel	Resignation	LPN; 4.25 Hours / Day Hastings Middle School	Unaffiliated	August 28, 2025
Reardon, Joseph	Resignation	Computer Technician II; 8 Hours / Day Hastings Middle School	Technology	August 7, 2025
Ruikka, Aaron	Resignation	Paraprofessional; 6.25 Hours / Day McAuliffe Elementary	ED MN - ESP	June 5, 2025
Ruud, Stearra	Resignation	Paraprofessional; 6.25 Hours / Day Hastings High School	ED MN - ESP	June 5, 2025
Thuet, Teresa	Resignation	Paraprofessional ; 6.25 Hours / Day Hastings High School	Ed MN - ESP	June 5, 2025
Wisneski, Abigail	Resignation	Paraprofessional; 6.25 Hours / Day Hastings Middle School	ED MN - ESP	June 5, 2025

NEW HIRES

NAME	ASSIGNMENT	SALARY PLACEMENT/HOURLY RATE	EMPLOYEE GROUP	EFFECTIVE DATE
Beisse, Kiley	Volleyball Coach Hastings Middle School	\$2,362.00 Annually	N/A	September 2, 2025
Belgarde, Heather	Kindergarten Teacher; 1.0 FTE Pinecrest Elementary	\$59,136 Annually	ED MN - Teachers	August 21, 2025
Buchin, Tim	Director of Technology District Wide	\$119,874 Annually	Administrators	September 2, 2025
Cassidy, Katie	LPN; 17 Hours / Week Hastings Middle School	\$29.98 / Hour	Unaffiliated	September 5, 2025

DeBuono, Mckenzie	RN; 7.5 Hours / Day Pinecrest Elementary	\$35.15 / Hour	Unaffiliated	August 12, 2025
DeBuono, Mckenzie	Volleyball Coach Hastings Middle School	\$2362.00 Annually	N/A	September 2, 2025
Fisch, Nicole	Special Education Teacher; 1.0 FTE Hastings Middle School & Hastings High School	\$50,684 Annually	ED MN - Teachers	August 21, 2025
Fravel, Sydney	English / Reading Teacher; 1.0 FTE Hastings Middle School	\$46,143 Annually	ED MN - Teachers	August 21, 2025
Froseth, Hanna	B-Squad Volleyball Coach Hastings High School	\$3,992 Annually	N/A	August 11, 2025
Gapinski, Taylor	Yearbook Advisor Hastings High School	\$3,865 Annually	N/A	September 2, 2025
Jacobson, Jeremy	Boys Soccer Coach Hastings Middle School	\$2,378 Annually	N/A	September 2, 2025
Klein, Matt	9th Grade Football Coach Hastings High School	\$4,319 Annually	N/A	August 11, 2025
Lamere, Taylor	Kindergarten Teacher; 1.0 FTE McAuliffe Elementary	\$51,132 Annually	ED MN - Teachers	August 21, 2025
McCulloch, Bridget	Speech Pathologist; .5 FTE Pinecrest Elementary	\$51,132 Annually	ED MN - Teachers	August 21, 2025
Murphy, Alexander	Special Education Teacher; 1.0 FTE Hastings High School	\$46,143 Annually	ED MN - Teachers	August 21, 2025
Naber, Jason	JV Girls Soccer Coach Hastings High School	\$1,991 Annually	N/A	August 11, 2025
Odman, Nick	B-Squad Football Coach Hastings High School	\$4,319 Annually	N/A	August 11, 2025
Parks, Randall	5th Grade Soccer Coach Hastings Middle School	\$1,426 Annually	N/A	September 2, 2025
Puffer, Mariah	Special Education Teacher; 1.0 FTE Hastings High School	\$47,571 Annually	ED MN - Teachers	August 21, 2025
Ryan, Rachel	EL Teacher; 1.0 FTE Hastings Middle School	\$53,996 Annually	ED MN - Teachers	August 21, 2025
Ryan, Rachel	Student Council Advisor Hastings Middle School	\$1,821 Annually	N/A	September 2, 2025
Schumacher, Erynn	Special Education Teacher; 1.0 FTE Kennedy Elementary	\$46,143 Annually	ED MN - Teachers	August 21, 2025
Slapnicher, Tim	JV Girls Soccer Coach Hastings High School	\$1,991 Annually	N/A	August 11, 2025
Souchek, Morgan	Special Education Teacher; 1.0 FTE Pinecrest Elementary	\$52,356 Annually	ED MN - Teachers	August 21, 2025
Straarup, Deanna	Special Education Teacher; 1.0 FTE McAuliffe Elementary	\$47,571 Annually	ED MN - Teachers	August 21, 2025
Timerson, Anna	GSA Advisor Hastings High School	\$898 Annually	N/A	September 2, 2025

Timerson, Anna	9th Grade Volleyball Coach Hastings High School	\$3,992 Annually	N/A	August 11, 2025
Wieneke, Madeline	Raider Way Advisor Hastings Middle School	\$1,821 Annually	N/A	September 2, 2025
Reuter, Jacob	Camp Horizons Assistant Staff; Hours Vary Tilden Community Center	\$15.30 / Hour	N/A	July 31, 2025
Krater, Connor	Camp Horizons Assistant Staff; Hours Vary Tilden Community Center	\$15.30 / Hour	N/A	July 21, 2025
VerBout, Pamela	Cook; 6.25 Hours / Day Hastings High School	\$21.69 / Hour	Food Service	August 21, 2025
Krinke, Kathleen	Cook; 6.25 Hours / Day Hastings Middle School	\$21.69 / Hour	Food Service	August 21, 2025
Savola, Misty	Cook Assistant; 3 Hours / Day Hastings Middle School	\$19.59 / Hour	Food Service	August 21, 2025
Raway, Jason	Grounds Worker; 8 Hours / Day District Wide	\$25.10 / Hour	Custodian	August 21, 2025
Jacobson, Jeremy	Paraprofessional; 6.25 Hours / Day Hastings High School	\$20.96 / Hour	ED MN - ESP	August 18, 2025
Granger, Anna	Paraprofessional; 6.25 Hours / Day Kennedy Elementary	\$20.96 / Hour	ED MN - ESP	August 19, 2025
St John, Samantha	Paraprofessional; 6.25 Hours / Day McAuliffe Elementary	\$20.96 / Hour	ED MN - ESP	August 19, 2025

ASSIGNMENT CHANGES

NAME		FROM	TO	EMPLOYEE GROUP	EFFECTIVE DATE(S)
Bagwill, Bethany	Academic and Restorative Coach; 1.0 FTE Hastings High School	Special Education Teacher; 1.0 FTE STAARS		ED MN-Teachers	August 25, 2025
Kitt, Deborah	Early Childhood Assistant; 5 Hours / Day Tilden Community Center	Camp Horizons Substitute Assist Staff; Hours Vary District Wide		N/A	August 11, 2025
McAlpin, Katie	Administrative Assistant II; 7.25 Hours / Day Hastings Middle School	Admin Assistant II - Media Center; 8 Hours / Day Hastings Middle School		Secretary	August 21, 2025

LEAVE APPROVAL

NAME		STATUS	ASSIGNMENT	EMPLOYEE GROUP	EFFECTIVE DATE(S)
Gegen, Rochelle	Approve	Grade 5 Teacher; 1.0 FTE Hastings Middle School	ED MN - Teachers	August 25, 2025 - October 17, 2025	

**Board of Education
Independent School District 200
Hastings, Minnesota**

A Regular Meeting of the School Board of Independent School District No. 200, Hastings, Minnesota, was held on Wednesday, July 23, 2025 at the Hastings Middle School Media Center.

The meeting was called to order at 6:00 PM by Chairperson Carrie Tate.

The following board members were present: Philip Biermaier, Matt Bruns, Jessica Dressely, Elaine Mikel-Mulder, Melissa Millner, Carrie Tate, and Mark Zuzek. Roll call attendance was taken by Melissa Millner. Superintendent Wehrkamp Herman was also present at the meeting.

A motion to amend the agenda by removing the discussion about the civic arena was made by Mark Zuzek and seconded by Philip Biermaier. With 7 ayes, 0 nays, the motion carried.

Chairperson Tate recognized the visitors in the room and those viewing remotely.

Superintendent Wehrkamp Herman presented the Raider Spotlight, which recognized the Hastings High School Boys Track Team State Champions and individual champions; Nolan St. Sauver represented the Dakota United Hawks Adapted Softball State Champions; and Archery Team Nationals Participation.

Superintendent Wehrkamp Herman provided the Board with the Superintendent Report.

The 2025-2026 Staff Development Plan Review was provided by Andrew Hodges, Director of Teaching & Learning.

The Board reviewed the 2025-2026 Student Handbook.

The Education Association Membership Options (AMSD vs SAFF) was provided by Superintendent Wehrkamp Herman.

The Building and Construction Fund Project update was provided by Jennifer Seubert, Director of Finance & Operations.

The Legal Data Request Update was provided by Cathy Moen, Director of Human Resources.

A discussion was had about the SRO Agreement Amendment.

The ISD 917 update was provided by Mark Zuzek; no July meeting was held.

The AMSD update was provided by Matt Bruns; no July meeting was held.

The Community Collaboration Committee update was provided by Melissa Millner; no meetings held since the last update.

The Facilities, Finance and Joint Powers Committee update was provided by Mark Zuzek; no meetings held since the last update.

The NAPAC Committee update was provided by Matt Bruns.

The Student School Board Committee update was provided by Matt Bruns; no meetings held since the last update.

The Policy Committee update was provided by Jessica Dressely.

A motion to approve the Consent Agenda was made by Jessica Dressely and seconded by Elaine Mikel-Mulder. With a vote of 7 ayes, and 0 nays, the motion carried unanimously. The following items were approved under the consent agenda:

- Meeting Minutes from 6/25/25 Regular Meeting
- June Bills Payable
- Personnel Report
- Policies for Approval after Legislative Updates: 414, 416, 418, 501, 503, 514, 515, 516, 516.5, 534, 621, 709, 802, 806
- Policies for Approval after Second Reading: 707
- Policies for Approval after Second Reading to Sunset/Remove: 603, 604, 606, 619, 630
- Policies after Third Reading: 425, 602, 609
- Membership Renewals: AMSD, MSBA
- Quarterly Fundraiser Approval
- MOU - Early Childhood Coordinator
- 2025-2026 Adult Meal Prices

A motion was made by Elaine Mikel-Mulder to approve the MSHSL Membership Resolution and waive the reading that was postponed from May 21, 2025 Regular School Board Meeting and was seconded by Mark Zuzek. Roll call vote was taken by Melissa Millner. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Jessica Dressely to approve the Donations Acceptance Resolution and waive the reading and was seconded by Elaine Mikel-Mulder. Roll call vote was taken by Melissa Millner. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Mark Zuzek to approve the Calling the Special Election Resolution and waive the reading and was seconded by Jessica Dressely. Roll call vote was taken by Melissa Millner. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Jessica Dressely to approve the Write-In Votes Resolution and waive the reading and was seconded by Philip Biermaier. Roll call vote was taken by Melissa Millner. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Mark Zuzek to appoint Philip Biermaier as Board Representative to the Relicensure Committee for the 2025-2026 school year and seconded by Melissa Millner. With a vote of 7 ayes and 0 nays, the motion carries.

Future meetings were presented and discussed by Chair Tate.

With no further business to discuss, a motion was made to adjourn the meeting by Elaine Mikel-Mulder and seconded by Melissa Millner. With a vote of 7 ayes and 0 nays, the motion carried.

The meeting was adjourned at 7:11 PM.

**Board of Education
Independent School District 200
Hastings, Minnesota**

This is a summary of the Hastings Public Schools Board Meeting on Wednesday, July 23, 2025, with full text available for public inspection on the district's website at www.hastings.k12.mn.us or the district office at 1000 W 11th Street, Hastings, MN 55033.

The meeting was held at the Hastings Middle School Media Center, 1000 W 11th Street, Hastings, MN 55033. The meeting was called to order at 6:00 PM by Chairperson Carrie Tate. Directors Biermaier, Bruns, Dressely, Mikel-Mulder, Millner, Tate and Zuzek were present. Superintendent Wehrkamp Herman was also present.

Consent agenda items approved: Meeting minutes from 6/25/25 Regular Meeting; June Bills Payable; Personnel Report; Policies for Approval after Legislative Updates: 414, 416, 418, 501, 503, 514, 515, 516, 516.5, 534, 621, 709, 802, 806; Policies for Approval after Second Reading: 707; Policies for Approval after Second Reading to Sunset/Remove: 603, 604, 606, 619, 630; Policies after Third Reading: 425, 602, 609; Membership Renewals: AMSD, MSBA; Quarterly Fundraiser Approval; MOU - Early Childhood Coordinator; 2025-2026 Adult Meal Prices

Action items approved: agenda; MSHSL Membership Resolution; Donations Acceptance Resolution; Calling the Special Election Resolution; Write-In Votes Resolution; Board Representative Appointment to Relicensure Committee for the 2025-2026 school year.

All motions were carried unanimously.

The meeting was adjourned at 7:11 PM.



539 HIGH SCHOOL STUDENT COUNCIL

I. PURPOSE

The purpose of this policy is to identify the position and philosophy of the school district and school board related to the high school's student council.

II. GENERAL STATEMENT OF POLICY

The Hastings Public Schools Board of Education recognizes the importance of student leadership, voice, and engagement. The high school student council, under the guidance of two advisors, shall operate to promote student interests, enhance school culture, and encourage civic responsibility.

Specific details of membership, eligibility, and elections are outlined in the student council protocol document.

III. DECISION-MAKING

- A. All final decisions made by the student council must have the support of both the advisors and the building principal. Decisions that affect the entire student body are expected to be made through a collaborative process that considers diverse perspectives and actively seeks input from all students;
- B. Decisions should be supported by relevant data—such as survey results or other forms of stakeholder feedback—to ensure they reflect the needs and perspectives of the entire student body; and
- C. Any decisions that represent a significant change should be reviewed in consultation with the superintendent.

IV. RESPONSIBILITIES

- A. School Board & Superintendent will:
 - 1. Review the student council policy once every three (3) years.
- B. Principal will:
 - 1. Ensure that the student council events and activities are in compliance with district policies;
 - 2. Assign, supervise, and evaluate student council advisors;
 - 3. Communicate event decisions with district administration; and
 - 4. The principal may delegate responsibilities to other school district personnel but shall

continue to be accountable for actions taken under such delegation.

C. Advisors will:

1. Provide leadership and complete the duties of student council advisor as assigned and defined by the building principal or designee;
2. Adhere to district policies including Policy 713 (*Student Activity Accounting*); and
3. Maintain records of meeting minutes as determined by building administration.

V. OVERSIGHT

The superintendent maintains the ability to veto any decision.

VI. DISTRICT AND SCHOOL POLICIES

All events and initiatives organized by the student council must comply with all ISD 200 Policies and the Student Code of Conduct, which includes safety protocols and behavior standards.

VII. POLICY REVIEW AND RECONSIDERATION

If changes occur that affect how the student council operates, the change must be communicated by email to the superintendent.

Legal References: *MN Statute 123B.147 Subd.1 (Supervision of school building)*
MN Statute 123B.147 Subd. 3 (Duties; evaluation)
MN Statute 123B.02 (General Powers of Independent School districts)
MN Statute 123B.49 Subd.4 (Board control of extracurricular activities)

Cross Reference: *ISD 200 Policy 713 (Student Activity Accounting)*

Policy Reviewed: 06.18.2025

Policy Adopted:

Policy Revised:



603 CURRICULUM DEVELOPMENT

I. PURPOSE

The purpose of this policy is to provide a framework for the development of course offerings for students and to establish methods for continuous improvement of the district’s instructional curriculum. This policy ensures that all students have access to high-quality, standards-aligned curriculum that promotes academic achievement and prepares students for career and/or college success.

II. GENERAL STATEMENT OF POLICY

The district is committed to providing a rigorous, coherent, and relevant curriculum that supports best instructional practices, and meets or exceeds both state and district academic standards. The curriculum must be designed to engage all learners, promote critical thinking, and prepare students to be responsible, informed, and productive citizens.

III. DEFINITIONS

- A. “Academic standard” means a summary description of student learning in a required content area or elective content area;
- B. “Benchmark” means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band;
- C. “Curriculum” means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness;
- D. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.
- E. “Instruction” means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements including applied and experiential learning. Including the instructional program, the instructional approach, and instructional materials.
- F. “Instructional Curriculum” means the district or school-adopted programs, written plans and instructional practices designed to provide all K–12 students with meaningful, standards-based learning experiences. It integrates both the content to be taught (curriculum) and the methods of delivery (instruction), ensuring alignment with the Minnesota K–12 Academic Standards and graduation requirements, through a variety of

approaches, including applied and experiential learning.

- G. “Instructional Materials” means the materials used to advance student proficiency, these materials must accommodate every student, including English Language learning and students with disabilities.
- H. “Textbook” means a curriculum-aligned book, or workbook that provides structured lessons and content to support student learning in a specific subject and grade level.

IV. INSTRUCTION

- A. Instruction will be provided for all courses required for each grade level by the Minnesota Department of Education (MDE) and courses required in all elective subject areas;
- B. The instructional approach will advance student proficiency, promote critical thinking, and will be nonsexist, multicultural, and free of bias;
- C. The school board, at its discretion, may adopt additional courses for instruction at any grade level;
- D. Minnesota Statutes section 120A.22 Subd.9 (Knowledge and skills) and Minnesota Statutes section 120B.022 Subd.1 (Elective standards) outline that instruction must be provided in at least the following subject areas:
 - 1. basic communication skills including reading and writing, literature, and fine arts;
 - 2. mathematics and science;
 - 3. social studies, including history, geography, economics, government, and citizenship;
 - 4. health and physical education;
 - 5. career and technical education:
 - a) The school district must establish and regularly review its own standards for career and technical education (CTE) programs. Standards must align with CTE frameworks developed by the Department of Education, standards developed by national CTE organizations, or recognized industry standards.

Instruction, textbooks, and materials must be in the English language. Another language may be used pursuant to sections 124D.59 to 124D.61.

- E. Minnesota Statutes section 120A.22 Subd.9 (Knowledge and skills) and Minnesota Statutes section 120B.022 Subd.1 (Elective standards) outline that instruction may be provided in at least the following subject area:
 - 1. world languages:

- a) A district must use the current world languages standards developed by the American Council on the Teaching of Foreign Languages.
- F. Instruction will be planned for optimal benefit, taking into consideration the financial condition of the school district and other relevant factors. Each course plan should contain goals and objectives, materials, minimum student competency levels, and methods for student evaluation.
- G. The superintendent and the director of teaching and learning have discretionary authority to develop guidelines and directives to implement school board policy relating to instruction.
- H. Instructional Materials
 - 1. Instructional materials must advance student proficiency;
 - 2. Materials must accommodate every student, including English learners and students with disabilities;

V. CURRICULUM

- A. While the school board retains its authority to make final decisions on the selection of textbooks and instructional materials, the school board recognizes the expertise of the professional staff and the vital need of such staff to be primarily involved in the recommendation of textbooks and instructional materials. Accordingly, the school board delegates to the superintendent or designee and the director of teaching and learning the responsibility to direct the professional staff in formulating recommendations to the school board on textbooks and other instructional materials.
- B. In reviewing textbooks and instructional materials during the selection process, the professional staff shall select materials that:
 - 1. support the goals and objectives of the education programs;
 - 2. consider the needs, age, and maturity of students;
 - 3. foster respect and appreciation for cultural diversity and varied opinion;
 - 4. fit within the constraints of the school district budget;
 - 5. are in the English language. Another language may be used, pursuant to Minnesota Statutes sections 124D.59 to 124D.61;
 - 6. permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and

7. do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings, speeches, proclamations, or records.
- C. The superintendent shall be responsible for developing procedures and guidelines to establish an orderly process for the review and recommendation of textbooks and other instructional materials by the professional staff. Such procedures and guidelines shall provide opportunity for input and consideration of the views of students, parents, and other interested members of the school district community. This procedure shall be coordinated with the school district's curriculum development effort and may utilize advisory committees.
- D. Curriculum Alignment
1. All curriculum must align with Minnesota standards and benchmarks and the district's established standards and benchmarks; and
 2. Curriculum shall be vertically and horizontally articulated to ensure consistency across grade levels and content areas.
- E. Curriculum Review & Development
1. The district's curriculum development and review cycle is aligned with MDE's Curricula Review Cycle and is outlined in ISD 200 Policy 606.1PR Curriculum Development and Review;
 2. Through the district's Curriculum Advisory Committee, the development and review procedure shall involve educators, administrators, parents/guardians, community members, students and where appropriate, consultants; and
 3. New curriculum proposals must be evidence-based and demonstrate effectiveness in increasing student achievement.
- F. Parent and Community Involvement
1. The district encourages parent and community input in curriculum decisions through the district's Curriculum Advisory Committee.
- G. Teacher Autonomy and Professional Development
1. Teachers are expected to deliver the adopted curriculum with integrity while using their professional expertise to differentiate instruction; and
 2. Professional development will be provided to support implementation of new or revised curriculum.
- H. Monitoring and Accountability

1. The district shall use multiple measures (including student assessments, surveys, and observations) to evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices for improving student outcomes; and
2. Curriculum implementation shall be monitored by building and district-level administrators.

VI. SELECTION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS

- A. The superintendent shall be responsible for keeping the school board informed of progress on the part of staff and others involved in the textbook and other instructional materials review and selection process.
- B. The superintendent shall present a recommendation to the school board on the selection of textbooks and other instructional materials after completion of the review process as outlined in this policy.
- C. The district shall have a procedure to document all core instructional materials and resources utilized by staff and students.
- D. Gift resources will be judged by the same criteria and will be accepted or rejected based on those criteria.
- E. Textbooks and other instructional materials will be updated by removing resources no longer appropriate or accurate and replacing resources that have been lost or damaged.

VII. REQUIRED ACADEMIC STANDARDS

- A. The following subject areas are required in Minnesota for statewide accountability:
 1. language arts;
 2. mathematics, encompassing algebra II, integrated mathematics III, or an equivalent in high school, and to be prepared for the three credits of mathematics in grades 9 through 12, the grade 8 standards include the completion of algebra;
 3. science, including earth and space science, life science, and the physical sciences, including chemistry and physics;
 4. social studies, including history, geography, economics, and government and citizenship that includes civics;
 5. physical education;
 6. health, for which locally developed academic standards apply; and
 7. the arts.

- B. Elementary and middle schools must offer at least three and require at least two of the following five arts areas: dance, media arts, music, theater, and visual arts. High schools must offer at least three and require at least one of the following five arts areas: media arts, dance, music, theater, and visual arts.

VIII. PARENTAL CURRICULUM REVIEW

The school district procedure for a parent/guardian, or an adult student (18 years of age or older), to review the content of the instructional materials to be provided to a student and, if there is an objection to the content, to make reasonable arrangements for alternative instruction are outlined in ISD 200 Policy 604.1PR (Parent/Guardian or Adult Student Objection to Instructional Content and Request for Alternative Instruction).

- A. Alternative instruction may be provided by the parent/guardian, or adult student if the alternative instruction offered by the school district does not meet the concerns of the parent, guardian, or adult student.

The school board is not required to pay for the costs of alternative instruction provided by a parent/guardian, or adult student.

- B. School personnel may not impose an academic or other penalty upon a student merely for arranging alternative instruction under this section. School personnel may evaluate and assess the quality of the student's work.

IX. CPR AND AED INSTRUCTION

In accordance with Minnesota Statutes section 120B.236 Cardiopulmonary Resuscitation and Automatic External Defibrillator Instruction, the school district will provide one time cardiopulmonary resuscitation (CPR) and automatic external defibrillator (AED) instruction as part of its grade 7 to 12 curriculum.

X. COLLEGE AND CAREER PLANNING

- A. Consistent with Minnesota Statutes section 120B.125, the school district assists all students beginning in grade 9, through its Pathways program to explore their educational, college, and career interests, aptitudes, and aspirations, and develops a plan for a smooth and successful transition to postsecondary education or employment. All students' plans must:

1. provide a comprehensive plan to prepare for and complete career and college-ready curriculum by meeting state and local academic standards and developing career and employment-related skills such as team work, collaboration, creativity, communication, critical thinking, and good work habits;
2. emphasize academic rigor and high expectations and inform the student, and the student's parent/guardian if the student is a minor, of the student's achievement level

score on the Minnesota Comprehensive Assessments that are administered during high school;

3. help students identify interests, aptitudes, aspirations, and personal learning styles that may affect their career and college-ready goals and postsecondary education and employment choices;
 4. set appropriate career and college-ready goals with timelines that identify effective means for achieving those goals;
 5. help students access education and career options;
 6. integrate strong academic content into career-focused courses and applied and experiential learning opportunities and integrate relevant career-focused courses and applied and experiential learning opportunities into strong academic content;
 7. help identify and access appropriate counseling and other supports and assistance that enable students to complete required coursework, prepare for postsecondary education and careers, and obtain information about postsecondary education costs and eligibility for financial aid and scholarship;
 8. help identify collaborative partnerships among pre-kindergarten through grade 12 schools, postsecondary institutions, economic development agencies, and local and regional employers that support students' transitions to postsecondary education and employment and provide students with applied and experiential learning opportunities; and
 9. be reviewed and revised at least annually by the student, the student's parent or guardian, and the school district to ensure that the student's course-taking schedule keeps the student on track for graduation, making adequate progress to meet state and district academic standards and high school graduation requirements and with a reasonable chance to succeed with employment or postsecondary education without the need to first complete remedial coursework.
- B. The school district may develop grade-level curricula or provide instruction that introduces students to various careers, but must not require any curriculum, instruction, or employment-related activity that obligates an elementary or secondary student to involuntarily select or pursue a career, career interest, employment goals, or related job training.
- C. Educators must possess the knowledge and skills to effectively teach all English learners in their classrooms. School districts must provide appropriate curriculum, targeted materials, professional development opportunities for educators, and sufficient resources to enable English learners to become career and college ready.

- D. When assisting students in developing a plan for a smooth and successful transition to postsecondary education and employment, districts must recognize the unique possibilities of each student and ensure that the contents of each student’s plan reflect the student’s unique talents, skills, and abilities as the student grows, develops, and learns.
- E. If a student with a disability has an Individualized Education Program (IEP) or standardized written plan that meets the plan components herein, the IEP satisfies the requirement, and no additional transition plan is needed.
- F. Students who do not meet or exceed Minnesota academic standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of Minnesota Statutes section 120A.20, subdivision 1(c). A student’s plan under this section shall continue while the student is enrolled

Legal References: *Minn. Stat. § 120A.20 (Admission to Public School)*
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.022 (Elective Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.101 (Curriculum)
Minn. Stat. § 120B.125 (Planning for Students’ Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
Minn. Stat. § 120B.20 (Parental Curriculum Review)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 120B.236 (Cardiopulmonary Resuscitation and Automatic External Defibrillator Instruction)

Cross References: *ISD 200 Policy 604.1 (Procedure for Parent/Guardian or Adult Student’s Objection to Instructional Content and Request for Alternative Instruction)*
ISD 200 Policy 606.1PR (Curriculum Review)

Policy Reviewed: 06.05.2025
Policy Adopted:
Policy Revised:

This statement signifies that the current policy fully integrates all mandatory components outlined in the MSBA Model Policies 604 and 606.



618 ASSESSMENT, GRADING, AND REPORTING OF STUDENT PROGRESS ~~ACHIEVEMENT~~

I. PURPOSE

In order to achieve the district's mission, communication of student achievement and progress must be meaningful, accurate, consistent and supportive of learning. Teachers shall use a standards referenced grading system designed to accurately report student achievement of academic standards through providing consistency in grading practices across schools and classrooms, and aligning grading and reporting with standards based instruction and graduation requirements supports student learning and provides the most meaningful, accurate and consistent communication of a student's progress.

II. GENERAL STATEMENT OF POLICY

The school district has established a procedure by which students shall complete graduation requirements. This procedure includes the adoption of performance assessment methods to be used in measuring student performance. The school district strives to continually enhance student achievement of graduation requirements.

III. DEFINITIONS

- A. "Academic standard" means a summary description of student learning in a required content area or elective content area.
- B. "Benchmark" means the specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- C. "Career and college ready," for purposes of statewide accountability, means a high school graduate has the knowledge, skills, and competencies to successfully pursue a career pathway, including postsecondary credit leading to a degree, diploma, certificate, or industry-recognized credential and employment. Students who are career and college ready are able to successfully complete credit-bearing coursework at a two- or four-year college or university or other credit-bearing postsecondary program without need for remediation.
- D. "Curriculum" means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness.

~~"Cultural competence," for purposes of statewide accountability, means the ability and will to interact effectively with people of different cultures, native languages, and socioeconomic backgrounds.~~

- E. “Elective standards” means a locally adopted expectation for student learning in career and technical education and world languages.
- F. “Instruction” means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements including applied and experiential learning.
- G. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, or other cooperative work experience, youth apprenticeship, or employment.
- H. “Required standard” means (1) a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, and the arts, and (2) a locally adopted expectation for student learning in health.

IV. ESTABLISHMENT OF CRITERIA FOR ASSESSMENT

- A. The director of teaching and learning will establish criteria by which student performance of local academic standards and elective standards are to be evaluated and approved. The criteria will be submitted to the school board for approval. Upon approval by the school board, the criteria shall be deemed part of this policy.
- B. The superintendent shall ensure that students and parents or guardians are provided with notice of the process by which academic standards will be assessed.
- C. Staff members will be expected to utilize staff development opportunities to the extent necessary to ensure effective implementation and continued improvement of the implementation of assessments under the Minnesota Academic Standards.

V. GRADING

- A. The purpose of student grading includes:
 - 1. Communicating the achievement status of students to parents/guardians and others.
 - 2. Providing information that students can use for self-evaluation.
- B. Grading should reflect student performance as measured by several forms of assessment. Student performance and achievement should be assessed on classroom subject or course-determined curriculum standards and objectives.
- C. Grades shall only reflect a combination of student achievement, student progress in learning, and other student learning factors.
- D. Student understanding of scoring criteria is a hallmark of quality standards based instruction and grading.

- E. Course or subject objectives are aligned with state standards. Grading practices will be based on assessment of students against a standard for learning.
- F. The grading system at the high school involves non-weighted grading values.
- G. Each school program level (elementary, middle school, and high school) will establish standardized grading criteria. The grading criteria will be reflective of the age of the student and the level of content learning.
- H. A procedure must be in place to address maximum attempts, timeline, and performance thresholds in student assessment retakes.

VI. STANDARDS FOR MINNESOTA ACADEMIC STANDARDS PERFORMANCE ASSESSMENTS

A. Benchmarks

The school district will offer and students must achieve all benchmarks for an academic standard to satisfactorily complete that state standard. These benchmarks will be used by the school district and its staff in developing **curriculum and assessment tests** to measure student academic knowledge and skills.

B. Statewide Academic Standards Testing

1. The school district will utilize statewide assessments developed from and aligned with the state's required academic standards as these tests become available to evaluate student progress toward career and college readiness in the context of the state's academic standards.
2. The school district will administer annually, in accordance with the process determined by the Minnesota Department of Education, the state-constructed tests aligned with state standards to all students in grades 3 through 8 and at the high school level as follows:
 - a) computer-adaptive reading and mathematics assessments in grades 3 through 8;
 - b) high school reading in grade 10, mathematics in grade 11, and a high school writing test, (when it becomes available); and
 - c) science assessments in one grade in the grades 3 through 5 span, the grades 6 through 8 span, and a life science assessment in the grades 9 through 12 span (a passing score on high school science assessments is not a condition of receiving a diploma).
3. The school district will develop and administer locally-constructed tests in social studies, health and physical education, and the arts to determine if a student has met the required academic standards in these areas.

4. The school district may use a student's performance on a statewide assessment as one of the multiple criteria to determine grade promotion or retention. The school district also may use a high school student's performance on a statewide assessment as a percentage of the student's final grade in a course, or place a student's assessment score on the student's transcript.
5. ~~For students in grade 8,~~ The school district must record on the high school transcript a student's progress toward career and college readiness. In addition, the school district may include a notation of high achievement on the high school diplomas of those graduating seniors who, according to established school board criteria, demonstrate exemplary academic achievement during high school.
6. Students who do not meet or exceed the Minnesota Academic Standards, as measured by the Minnesota Comprehensive Assessments administered in high school, must be informed that admission to a public school is free and available to any resident under 21 years of age. The school district will determine how this notice is given.

C. Student Participation

1. The Minnesota Commissioner of Education must create and publish a form for parents and guardians that:
 - a) explains the need for state academic standards;
 - b) identifies the state assessments that are aligned with state standards;
 - c) identifies the consequences, if any, the school or student may face if a student does not participate in state or locally required standardized assessments;
 - d) states that students who receive a college-ready benchmark on the high school Minnesota Comprehensive Assessment are not required to take a remedial, noncredit course at a Minnesota state college or university in the corresponding subject area;
 - e) summarizes the provisions in Minnesota Statutes section 120B.301(a) and (c); and
 - f) notifies a parent of the right to not have the parent's child participate in the state and locally required assessments and asks a parent that chooses to not have a child participate in the assessments the basis for the decision.
2. The school district must post the form created by the Commissioner on the school district website and include it in the school district's student handbook.
3. The school district ~~may~~ will provide a student's parent/guardian access to the student's individual student performance data and achievement report that is made available under paragraph (b), clause (1), when the performance data and report is available to the

school district.

VII. RIGOROUS COURSE OF STUDY WAIVER

- A. Upon receiving a student's application signed by the student's parent or guardian, the school district must declare that a student meets or exceeds a specific academic standard required for graduation if the school board determines that the student:
 - 1. is participating in a course of study, including an advanced placement or international baccalaureate course or program; a learning opportunity outside the curriculum of the school district; or an approved preparatory program for employment or post-secondary education that is equally or more rigorous than the corresponding state or local academic standard required by the school district;
 - 2. would be precluded from participating in the rigorous course of study, learning opportunity, or preparatory employment or post-secondary education program if the student were required to achieve the academic standard to be waived; and
 - 3. satisfactorily completes the requirements for the rigorous course of study, learning opportunity, or preparatory employment or post-secondary education program.
- B. The school board also may formally determine other circumstances in which to declare that a student meets or exceeds a specific academic standard that the site requires for graduation under this section.
- C. A student who satisfactorily completes a post-secondary enrollment options course or program or an advanced placement or international baccalaureate course or program is not required to complete other requirements of the academic standards corresponding to that specific rigorous course of study.

VIII. CAREER EXPLORATION ASSESSMENT

- A. Student assessments, in alignment with state academic standards, shall include clearly defined career and college readiness benchmarks and satisfy Minnesota's postsecondary admissions requirements. Achievement and career and college readiness in mathematics, reading, and writing must also be assessed. When administering formative or summative assessments used to measure the academic progress, including the oral academic development, of English learners and inform their instruction, schools must ensure that the assessments are accessible to the students and students have the modifications and supports they need to sufficiently understand the assessments.
- B. On an annual basis, the school district must use the career exploration elements in these assessments, beginning no later than grade 9, to help students and their families explore and plan for postsecondary education or careers based on the students' interests, aptitudes, and aspirations. The school district must use timely regional labor market information and

partnerships, among other resources, to help students and their families successfully develop, pursue, review, and revise an individualized plan for postsecondary education or a career. This process must help increase students' engagement in and connection to school, improve students' knowledge and skills, and deepen students' understanding of career pathways as a sequence of academic and career courses that lead to an industry-recognized credential, an associate's degree, or a bachelor's degree and are available to all students, whatever their interests and career goals.

- C. All students, except those eligible for alternative assessments, will be encouraged to participate in a nationally normed college entrance exam in grade 11 or 12. A student under this paragraph who demonstrates attainment of required state academic standards on these assessments, which include career and college readiness benchmarks, is academically ready for a career or college and is encouraged to participate in courses awarding college credit to high school students. Such courses and programs may include sequential courses of study within broad career areas and technical skill assessments that extend beyond course grades.

To the extent state funding for college entrance exam fees is available, the school district will pay the cost, one time, for an interested student in grade 11 or 12, who is eligible for a free or reduced-priced meal, to take a nationally recognized college entrance exam before graduating. The school district may require a student who is not eligible for a free or reduced-priced meal to pay the cost of taking a nationally recognized college entrance exam. The school district will waive the cost for a student who is unable to pay.

- D. As appropriate, students through grade 12 must continue to participate in targeted instruction, intervention, or remediation and be encouraged to participate in courses awarding college credit to high school students.
- E. In developing, supporting, and improving students' academic readiness for a career or college, the school district must have a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without need for postsecondary remediation.

Legal References: *Minn. Stat. § 120B.018 (Definitions)*
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.022 (Elective Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for Comprehensive Achievement and Civic Readiness)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Stat. § 120B.31 (System Accountability and Statistical Adjustments)

Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)

Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)

Minn. Rules Parts 3501.3520 (Academic Standards for the Arts)

Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)

Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)

Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

20 U.S.C. § 6301, et seq. (Every Student Succeeds Act)

Cross References: *ISD 200 Policy 601 (School District Curriculum and Instruction Goals)*
ISD 200 Policy 613 (Graduation Requirements)
ISD 200 Policy 614 (School District Testing Plan and Procedure)
ISD 200 Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
ISD 200 Policy 616 (School District System Accountability)

Reviewed: 06.05.2025

Adopted: 05.22.2024

Revised: 05.17.2024



620 CREDIT FOR LEARNING

I. PURPOSE

This policy recognizes student achievement that occurs in postsecondary enrollment options and other advanced enrichment programs. This policy also recognizes student achievement which occurs in other schools, in alternative learning sites, and in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities. This policy addresses transfer of student credit from out-of-state, private, or home schools and online learning programs and to address how the school district will recognize student achievement obtained outside of the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to provide a process for awarding students credit toward graduation requirements for credits and grades students complete in other schools, postsecondary or higher education institutions, other learning environments, and online courses and programs.

III. DEFINITIONS

- A. “Academic standard” means a summary description of student learning in a required content area or elective content area.

~~“Accredited school” means a school that is accredited by an accrediting agency, recognized according to Minnesota Statutes section 123B.445 or recognized by the Commissioner of the Minnesota Department of Education (Commissioner).~~

~~“Concurrent enrollment” means nonsectarian courses in which an eligible pupil under Minnesota Statutes, section 124D.09, subdivision 5 or 5b enrolls to earn both secondary and postsecondary credits, are taught by a secondary teacher or a postsecondary faculty member, and are offered at a high school for which the district is eligible to receive concurrent enrollment program aid under Minnesota Statutes, section 124D.091.~~

- B. “Course” means a course or program.
- C. “Curriculum” means district or school-adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness:
- D. “Eligible institution” means a Minnesota public postsecondary institution, a private, nonprofit two-year trade and technical school granting associate degrees, an opportunities

industrialization center accredited by an accreditor recognized by the United States Department of Education, or a private, residential, two-year or four-year, liberal arts, degree-granting college or university located in Minnesota.

- E. “Instruction” means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements including applied and experiential learning.
- F. “Nonpublic school” is a private school or home school in which a child is provided instruction in compliance with the Minnesota compulsory attendance laws.
- G. “Weighted grade” is a letter or numerical grade that is assigned a numerical advantage when calculating the grade point average.

IV. TRANSFER OF CREDIT FROM OTHER SCHOOLS

A. Transfer of Academic Requirements from Other Minnesota Public Secondary Schools

- 1. The school district will accept and transfer secondary credits and grades awarded to a student from another Minnesota public secondary school upon presentation of a certified transcript from the transferring public secondary school evidencing the course taken and the grade and credit awarded.
- 2. *Credits and grades awarded from another Minnesota public secondary school may be used to compute honor roll and/or class rank if a student has earned at least 5 credits from the school district.*

B. Transfer of Academic Requirements from Other Schools

- 1. The school district will accept secondary credits and grades awarded to a student for courses successfully completed at a public school outside of Minnesota or an accredited nonpublic school upon presentation of a certified transcript from the transferring public school in another state or nonpublic school evidencing the course taken and the grade and credit awarded.
 - a. When a determination is made that the content of the course aligns directly with school district graduation requirements, the student will be awarded commensurate credits and grades.
 - b. *Commensurate credits and grades awarded from an accredited nonpublic school or public school in another state may be used to compute honor roll and/or class rank if a student has earned at least 5 credits from the school district.*
 - c. In the event the content of a course taken at an accredited nonpublic school or public school in another state does not fully align with the content of the school

district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements. Credit that does not fully align with the school district's high school graduation requirements will not be used to compute honor roll and/or class rank.

- d. If no comparable course is offered by the school district for which high school graduation credit would be provided, no credit will be provided to the student.
2. Students transferring from a non-accredited, nonpublic school shall receive credit from the school district upon presentation of a transcript or other documentation evidencing the course taken and grade and credit awarded.
 - a. Students will be required to provide copies of course descriptions, syllabi, or work samples for determination of appropriate credit. In addition, students also may be asked to provide interviews/conferences with the student and/or student's parent and/or former administrator or teacher; review of a record of the student's entire curriculum at the nonpublic school; and review of the student's complete record of academic achievement.
 - b. Where the school district determines that a course completed by a student at a non-accredited, nonpublic school is commensurate with school district graduation requirements, credit shall be awarded, but the grade shall be "P" (pass).
 - c. In the event the content of a course taken at a non-accredited, nonpublic school does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements.
 - d. If no comparable course is offered by the school district for which local high school graduation credit would be provided, no credit will be provided to the student.
 - e. Credit and grades earned from a non-accredited nonpublic school shall not be used to compute honor roll and/or class rank.
 3. A student must provide the school with a copy of the student's grades in each course taken for secondary credit under this policy, including interim or non-final grades earned during the academic term.

V. POSTSECONDARY ENROLLMENT CREDIT

- A. A student who satisfactorily completes a postsecondary enrollment options course or program under Minnesota Statutes section 124D.09 that has been approved as meeting the

necessary requirements is not required to complete other requirements of the Minnesota Academic Standards content standards corresponding to that specific rigorous course of study.

- B. Secondary credits granted to a student through a postsecondary enrollment options course or program must be counted toward the graduation requirements and subject area requirements of the district.
 - 1. Course credit will be considered by the school district only upon presentation of a certified transcript from an eligible institution evidencing the course taken and the grade and credit awarded.
 - 2. Seven quarter or four semester postsecondary credits shall equal at least one full year of high school credit. Fewer postsecondary credits may be prorated.
 - 3. When a determination is made that the content of the postsecondary course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
 - 4. In the event the content of the postsecondary course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
 - 5. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner, who shall determine the number of credits that shall be granted to a student.
 - 6. When secondary credit is granted for postsecondary credits taken by a student, the school district will record those credits on the student's transcript as credits earned at a postsecondary institution.
- C. A list of the courses or programs meeting the necessary requirements may be obtained from the school district.
- D. By the earlier of (1) three weeks prior to the date by which a student must register for district courses for the following school year, or (2) March 1 of each year, the school district must provide up-to-date information on the district's website and in materials that are distributed to parents and students about the program, including information about enrollment requirements and the ability to earn postsecondary credit to all pupils in grades 8, 9, 10, and 11. To assist the school district in planning, a pupil must inform the district by

October 30 or May 30 of each year of the pupil's intent to enroll in postsecondary courses during the following school year academic term. A pupil is bound by notifying or not notifying the district by October 30 or May 30.

- E. Postsecondary institutions must notify a pupil's school as soon as practicable if the pupil withdraws from the enrolled course. The institution must also notify the pupil's school as soon as practicable if the pupil has been absent from a course for ten consecutive days on which classes are held, based on the postsecondary institution's academic calendar, and the pupil is not receiving instruction in their home or hospital or other facility.

VII. CREDIT FOR EMPLOYMENT WITH HEALTH CARE PROVIDERS

~~In the event that a medical pathways program exists in Hastings Public Schools, then consistent with the career and technical pathways program, a~~ A student in grade 11 or 12 who is employed by an institutional long-term care or licensed assisted living facility, a home and community-based services and supports provider, a hospital or health system clinic, or a child care center may earn up to two elective credits each year toward graduation under Minnesota Statutes, section 120B.024, subdivision 1, paragraph (a), clause (87), at the discretion of the enrolling school district. A student may earn one elective credit for every 350 hours worked~~ed~~days, including hours worked during the summer. A student who is employed by an eligible employer must submit an application, in the form or manner required by the school district, for elective credit to the school district in order to receive elective credit. The school district must verify the hours worked with the employer before awarding elective credit.

VIII. ADVANCED ACADEMIC CREDIT

- A. The school district will grant academic credit to a student attending an accelerated or advanced academic course offered by a higher education institution or a nonprofit public agency, other than the school district.
- B. Course credit will be considered only upon official documentation from the higher education institution or nonprofit public agency that the student successfully completed the course attended and passed an examination approved by the school district.
- C. When a determination is made that the content of the advanced academic course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
- D. In the event the content of the advanced academic course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide

elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.

- E. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner and request a determination of the number of credits that shall be granted to a student.

IX. WEIGHTED GRADES

- A. The school district does not offer weighted grades.

X. PROCESS FOR AWARDING CREDIT

- A. The building principal will be responsible for carrying out the process to award credits and grades pursuant to this policy. The building principal will notify students in writing of the decision as to how credits and grades will be awarded.
- B. A student or the student's parent or guardian may seek reconsideration of the decision by the building principal as to credits and/or grades awarded upon request of a student or the student's parent or guardian if the request is made in writing to the superintendent within five school days of the date of the building principal's decision. The request should set forth the credit and/or grade requested and the reason(s) why credit(s)/grade(s) should be provided as requested. Any pertinent documentation in support of the request should be submitted.
- C. The decision of the superintendent as to the award of credits or grades shall be a final decision by the school district and shall not be appealable by the student or student's parent or guardian except as set forth in Section X.D. below.
- D. If a student disputes the number of credits granted by the school district for a particular postsecondary enrollment course, online learning course, or advanced academic credit course, the student may appeal the school district's decision to the Commissioner. The decision of the Commissioner shall be final.
- E. At any time during the process, the building principal or superintendent may ask for course descriptions, syllabi, or work samples from a course where content of the course is in question for purposes of determining alignment with graduation requirements or the number of credits to be granted. Students will not be provided credit until requested documentation is available for review, if requested.

Legal References: *Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)*
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum,

Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)

Minn. Stat. § 120B.14 (Advanced Academic Credit)

Minn. Stat. § 123B.02 (General Powers of Independent School Districts)

Minn. Stat. § 123B.445 (Nonpublic Education Council)

Minn. Stat. § 124D.03, Subd. 9 (Enrollment Options Program)

Minn. Stat. § 124D.09 (Postsecondary Enrollment Options Act)

Minn. Stat. § 124D.094 (Online Instruction Act)

Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)

Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)

Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)

Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)

Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)

Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)

Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

Cross References: *ISD 200 Policy 601 (School District Curriculum and Instruction Goals)*
ISD 200 Policy 613 (Graduation Requirements)
ISD 200 Policy 614 (School District Testing Plan and Procedure)
ISD 200 Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
ISD 200 Policy 616 (School District System Accountability)
ISD 200 Policy 618 (Assessment of Student Achievement)

Policy Reviewed: 06.05.2025

Policy Adopted: 07.31.2024

Policy Revised: 07.01.2024



616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

- A. "Academic standard" means a summary description of student learning in a required content area or elective content area.
- B. "Benchmark" means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- C. "College and Career Readiness" means a high school graduate has the knowledge, skills, and competencies to successfully pursue a career pathway, including postsecondary credit leading to a degree, diploma, certificate, or industry-recognized credential and employment.
- D. "Comprehensive Achievement and Civic Readiness" means striving to: meet school readiness goals; close the academic achievement and opportunity gaps among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain ~~career and~~ college and career readiness before graduating from high school; have all students graduate from high school; and prepare students to be lifelong learners.
- E. "Credit" means a student's successful completion of an academic year of study or a student's mastery of the applicable subject matter, as determined by the school district.

- F. “Curriculum” means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and college and career readiness.
- G. “Instruction” means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements including applied and experiential learning.

IV. ESTABLISHMENT OF CACR GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. School District Goals

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

B. System for Reviewing All Instruction and Curriculum. Incorporated in the process will be analysis of the school district’s progress toward implementation of the Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes section 123B.147, and teacher evaluations under Minnesota Statutes section 122A.40 or 122A.41. The Curriculum ~~District~~ Advisory Committee meets at a minimum of three times a year.

C. Implementation of Graduation Requirements

1. The Curriculum ~~District~~ Advisory Committee shall also advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues.

Recommendations of the Curriculum ~~District~~ Advisory Committee shall be published annually to the community. The school board shall receive public input and comment and shall adopt or update this policy at least annually.

2. The school board shall annually review and determine if student achievement levels at each school site meet state and federal expectations. If the school board determines that student achievement levels at a school site do not meet state and federal expectations and the site has not made adequate yearly progress for two consecutive school years, the Curriculum ~~District~~ Advisory Committee shall work with the school site to adopt a plan to raise student achievement levels to meet state and federal expectations. The Curriculum ~~District~~ Advisory Committee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (Commissioner) in developing a plan which must include parental involvement components.
3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of current achievement that show growth relative to an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The school board will utilize models developed by the Commissioner for measuring individual student progress. The school board must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

D. Comprehensive Continuous Improvement of Student Achievement

1. By October 15 of each year, the Curriculum Advisory Committee will meet to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.
2. The Curriculum Advisory Committee, working in cooperation with other committees of the school district, will provide active community participation in:
 - a) Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota K-12 Academic Standards;
 - b) Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
 - c) Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals; and,
 - d) Advising the school board about development of the annual budget.
3. The Curriculum ~~District~~ Advisory Committee shall meet the following criteria:

- a) The Curriculum ~~District~~ Advisory Committee shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.
- b) The Curriculum ~~District~~ Advisory Committee shall make recommendations to the school board on school district-wide standards, assessments, and program evaluation.
- c) Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the school district improvement plan.
- d) A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the Curriculum ~~District~~ Advisory Committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.

4. Translation services should be provided to the extent appropriate and practicable.

E. Reporting

1. Consistent with Minnesota Statutes, section 120B.36, subdivision. 1, the school board shall publish a report in the local newspaper with the largest circulation in the district, by mail, or by electronic means on the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to comprehensive achievement and civic readiness. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its published reports and in its summary report to the Commissioner.
2. The school performance report for a school site and a school district must include performance reporting information and calculate proficiency rates as required by the most recently reauthorized Elementary and Secondary Education Act.
3. The school district must annually report the district's class size ratios by each grade to

the commissioner of education in the form and manner specified by the commissioner.

4. The school district must report whether programs funded with compensatory revenue are consistent with best practices demonstrated to improve student achievement.

Legal References: *Minn. Stat. § 120B.018 (Definitions)*
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota’s Students)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
Minn. Stat. § 120B.35 (Student Academic Achievement and Growth)
Minn. Stat. § 120B.36 (School Accountability)
Minn. Stat. § 122A.40 (Employment; Contracts; Termination)
Minn. Stat. § 122A.41 (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123B.04 (Site Decision Making; Individualized Learning Agreement; Other Agreements)
Minn. Stat. § 123B.147 (Principals)
Minn. Stat. § 126C.12 (Learning and Development Revenue Amount and Use)
Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Part 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, et seq. (Every Student Succeeds Act)

Cross References: *ISD 200 Policy 601 (School District Curriculum and Instruction Goals)*
ISD 200 Policy 603 (Curriculum Development)
ISD 200 Policy 606 (Textbooks and Instruction Materials)
ISD 200 Policy 613 (Graduation Requirements)
ISD 200 Policy 614 (School District Testing Plan and Procedure)
ISD 200 Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
ISD 200 Policy 618 (Assessment of Student Achievement)
ISD 200 Policy 619 (Staff Development for Standards)
ISD 200 Policy 620 (Credit for Learning)

Policy Reviewed: 07.10.2025

Policy Adopted: 07.31.2024

Policy Revised: 07.01.2024

Sunset/removed 08.27.2025



623 MANDATORY SUMMER SCHOOL INSTRUCTION

I. PURPOSE

The purpose of this policy is to establish program parameters and student attendance guidelines and requirements for the school district relating to the provision of mandatory summer school educational services. ~~if the district implements mandatory summer school educational services as outlined in MN Statute.~~

II. GENERAL STATEMENT OF POLICY

Summer school educational services and instruction shall be directed toward the fulfillment of the goals and objectives of the educational program and graduation standards of the school district.

III. PROCEDURES

- A. All services of the summer school program will be free to residents of the school district whose need for a summer program has been identified by teachers or the school principal and who are required to attend pursuant to established school district criteria and the provisions of this policy.
- B. The summer school curriculum will be established in line with the needs of students and in accordance with rules of the Minnesota Department of Education. Remedial, make-up, and review courses shall provide opportunities for students to qualify for promotion and/or credit in areas and subjects where previous work has not met promotion/credit standards. It shall further be designed to assist students who have not passed one or more basic requirements tests and who are in need of remediation services relating to the school district's graduation standards or who have been identified as at risk of not learning to read before the end of second grade.
- C. Summer school provides the opportunity for students to improve basic skills, further their academic progress, and/or accelerate in designated academic areas. The intent of the school district is to ensure that courses taught during the summer session are of the same level of instructional breadth and difficulty as provided during the regular school year.

IV. MANDATORY SUMMER SCHOOL INSTRUCTION

The school board will direct the administration to identify and develop specific criteria and

standards for determining which students must receive summer school instruction. These will be provided to the school board for review and approval on no less than an annual basis. Following school board approval, the criteria and standards for mandatory summer school instruction will be included in this policy as Attachment A and incorporated herein by reference.

V. TRANSPORTATION SERVICES

- A. The school district shall make available transportation services for all students required to receive instruction in the school district's summer school program in accordance with Minn. Stat. § 120A.22, Subd. 5(b). The school district recognizes that transportation is an essential part of the school district services to students and parents but further recognizes that transportation by school bus is a privilege and not a right for an eligible student.
- B. ~~The school board shall retain sole discretion, control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.~~

VI. SCHOOL BOARD REVIEW

The superintendent or designated representative shall report at least annually to the school board regarding the status and utilization of programs under this policy. All summer school programs will be subject to annual review and approval by the school board.

Legal References: *Minn. Stat. § 120A.20 (Admission to Public School)*
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 125A.50 (Alternative Delivery of Specialized Instructional Services)
Minn. Rules Part 3501 (Graduation Standards)

Cross References: *None*

Policy Reviewed: 07.10.2025

Policy Adopted: 01.25.2023

Policy Revised: 01.25.2023

Sunset/ Remove: 08.27.2025



Hastings Public Schools
Independent School District 200

INDEPENDENT SCHOOL DISTRICT 200
PUBLIC DATA REQUEST FORM

TO BE COMPLETED BY THE REQUESTOR

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

FOR OFFICE USE ONLY

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

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

The school district has designated the following individual as the responsible authority for Public Data Requests:

Cathy Moen
Director of Human Resources
1000 11th Street West
Hastings, MN 55033
cmoen@isd200.org



903.1PR VISITOR PROCEDURES

I. GENERAL STATEMENT

The school district welcomes and encourages parents/guardians involvement in the education of their children. The safety of our students, staff, and visitors is our top priority. To support a safe and secure environment for all, the following procedures must be followed when visiting any district facility.

II. VISITOR PROCEDURES

All visitors must comply with the following procedures when entering a district facility, unless they are attending an event or activity that is open to the public, such as parent/guardian-teacher conferences, a school board meeting, or extra-curricular and co-curricular events:

- A. Immediately upon entering a district facility, all visitors must report to the administrative office or reception desk.
- B. Upon reporting to the administrative office or reception desk, all visitors must present a driver's license or other government-issued I.D. to be scanned through the security database. Visitors must state the purpose of their visit and the location(s) within the building they intend to visit.
- C. The district encourages parent/guardian involvement in their child's education. Those who wish to observe their children in the classroom during the regular school day must schedule the visit in advance with the building principal or designee.
- D. For safety reasons, a district administrator or building principal may deny, or impose additional restrictions on any visitor.
- E. A district administrator, the building principal, an assistant principal, or a designee will follow this procedure in determining whether or not permission will be granted for a visit to a school building. A central administrator shall follow this procedure in determining whether or not permission will be granted for a visit to a district facility that is not a school building.
- F. If permission for a visit is granted, the visitor will be given a visitor's identification badge stating the visitor's name and the location in the building where the visit will occur.
- G. All visitors must wear the issued visitor identification badge in a visible location at all times while in a district facility.
- H. If a district employee sees a visitor in a school building without a visitor's identification badge, the employee must either escort the visitor to the administrative office or

immediately notify the administrative office of the presence of the visitor. Additionally, guests may be escorted to their destination within the building by a staff member to ensure safety and support.

- I. Upon completing a visit, a visitor must return to the administrative office or reception desk, return the visitor's identification badge.

III. VISITS TO CLASSROOMS

Parents/Guardians may observe their child in the classroom subject to the requirements of this procedure.

- A. Parents/Guardians who wish to observe their child in the classroom during the regular school day must schedule the visit at least three (3) school days in advance (less than 3 days notice may be approved) with the building principal or designee;
- B. If multiple visits have become a distraction and/or disruption, a district administrator or building principal may restrict or limit the time, place, and manner of future visits; and
- C. A district administrator, building principal, assistant principal, or designee may reschedule or terminate any visit in the event of an emergency or unforeseen circumstance.

IV. PARENT/GUARDIAN PROCEDURES FOR COMMUNICATING WITH CHILDREN

The district recognizes that under limited circumstances, parents/guardians may occasionally need to communicate with their children during the school day. When this need arises, parents/guardians must follow one of the following procedures:

- A. Parents/Guardians may call the office to speak with their child. If a student needs to be contacted, we will facilitate this connection at a time that does not interrupt instruction. In emergency situations, we will work directly with the family to ensure the student's needs are appropriately addressed;
- B. Parents/Guardians may enter the administrative office of a school building and ask the office staff to call their child to the office. Parents/Guardians may not go directly to a classroom or any other location in a district facility without complying with the Visitor Procedures stated in this procedure; and
- C. Students will not be permitted to make calls or receive calls on personal cell phones during any class period.

V. ADMINISTRATIVE PROCEDURES IN RESPONSE TO INAPPROPRIATE CONDUCT

District administrator, building principals, assistant principals, and designees will take action using one or more of the following steps when a visitor violates this procedure or engages in

any other inappropriate conduct:

- A. Notify the visitor that their conduct is inappropriate;
- B. Warn the visitor that if the conduct does not cease immediately, they will be required to leave;
- C. Require immediate departure from the building;
- D. Contact law enforcement, if necessary; and
- E. Document the incident in school records.
- F. Take any other action deemed prudent to:
 - 1. Protect the safety of students, staff, or school property;
 - 2. Maintain an environment conducive to learning; or
 - 3. Ensure an environment free from all forms of abusive and disruptive conduct.
- G. Any step or steps of this procedure may be skipped or addressed at a later time if the administrator or designee determines that immediate removal is necessary in the best interest of students or staff.

VI. POST-SECONDARY ENROLLMENT OPTIONS STUDENTS

- A. A student enrolled in a post-secondary enrollment options course may remain at the school site during regular school hours in accordance with established procedures; and
- B. A student enrolled in a post-secondary enrollment options course may be provided with reasonable access, during regular school hours, to a computer and other technology resources that the student needs to complete coursework for a post-secondary enrollment course in accordance with established procedures.

VII. VISITOR LIMITATIONS

- A. An individual, post-secondary enrollment options student, or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees or the school district.
- B. Visitors, including post-secondary enrollment options students, are authorized to park vehicles on school property at times and in locations specified in the approved visitor procedures and requirements which are outlined in Section XIII of this procedure or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:

1. Move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 2. If unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school property; or
 3. Charge parking fees at a prorated amount for PSEO students.
- C. An individual, post-secondary enrollment options student, or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

VIII. RULES OF CONDUCT FOR VISITORS

A. Required Conduct:

All visitors must demonstrate respect and civility when interacting with other individuals during a visit. In addition, all visitors must immediately comply with any and all lawful directives given by a district employee, including a directive to leave the building.

B. Prohibited Conduct

Visitors must not do any of the following during a visit:

1. Violate any law;
2. Violate any district or school policy, regulation, rule, or procedure;
3. Make any threat or engage in any threatening or intimidating behavior;
4. Engage in any conduct that is designed to intimidate another person or that could reasonably be perceived as being designed to intimidate another person;
5. Demonstrate hostility toward another person;
6. Engage in conduct that is objectively rude;
7. Use any obscene or foul language;
8. Make or participate in making any personal attacks against another person;
9. Make or participate in making any objectively disrespectful, demeaning, disparaging, or insulting comments or statements about or to another person;
10. Make unwelcome physical contact with any person other than their own child, unless

the physical contact is part of the normal greeting process, such as a handshake, or is reasonably necessary to prevent imminent harm to another person or serious harm to property;

11. Photograph, film, or otherwise create an audio or video record of any students, employees, or volunteers of the district, unless the visitor is on district property or in a limited part of a district facility to attend an event or activity that is open to the public, such as a school board meeting or an athletic contest;
12. Enter onto school property while impaired from the use of alcohol or any other chemical; or
13. Create or participate in creating a disruption to the learning or working environment. Examples of disruptive behavior include, but are not limited to, using a raised voice with shouting or yelling; swearing; talking with a teacher, classroom aide, or a student while observing in a classroom; using or allowing a cellular device to make noise in the classroom; and engaging in other conduct that interrupts a lesson while observing in a classroom.

IX. GROUNDS FOR DENYING A REQUEST TO VISIT

A. Parent/Guardian Visits for Purpose Other than Classroom Observation

For non-classroom visits, permission may be denied if:

1. The visitor has broken these guidelines before;
2. The visit may disrupt school activities or is not in the best interest of students/staff;
3. The visitor poses a safety risk;
4. Custody or court orders prevent the visit; or
5. The visitor appears impaired by alcohol or drugs.

B. Classroom Observation by a Parent/Guardian

For classroom visits, permission may be denied if:

1. Any of the above apply;
2. The visitor has not scheduled in advance;
3. The visit would happen during testing, field trips, or other unsuitable times; or
4. The parent/guardian prior observation created a disruption to the learning environment.

X. CLASSROOM OBSERVATIONS BY AN INDEPENDENT EXAMINER

Independent examiners hired by parents/guardians (for example, as part of a special education evaluation) may observe a student if permitted by law and if they follow all visitor guidelines. The district may assign a staff member to accompany an independent examiner during all observations. An independent examiner may not interview any students at school without parent/guardian and the district's prior written permission. An independent examiner may not interview any district employee without prior written permission from the district. A district representative will be present during any interviews.

XI. PARENT'S/GUARDIAN'S RIGHT TO APPEAL

If a parent/guardian believes that a request to visit a district facility has been improperly denied, the parent/guardian may submit a written appeal to the Superintendent. The decision of the Superintendent is final.

XII. VISITS BY THIRD PARTIES

A district administrator, a building principal, an assistant principal, or a designee may, as he or she sees fit, deny a visitor's request to visit any part of a district facility if the visitor is not a parent/guardian of a child who attends school in the facility. Visits may be arranged during non school hours with the building principal or designee.

XIII. PARKING

During school hours, visitors must park their vehicles in spaces designated for visitors. Vehicles that are parked in unauthorized spaces may be towed to a different location at the vehicle owner's expense.



Counseling Services
3503 High Point Drive N, #230, Oakdale, MN 55128
651-491-0616

July 15, 2025

Superintendent-Hastings Public Schools
School District # 200
1000 West 11th St.
Hastings, MN, 55033

Dear Dr. Kristine Wehrkamp Herman, Superintendent-Hastings Public Schools,

The following is intended to set forth an understanding of services to be provided School District #200, Hastings, Minnesota (the “District”), by Amy Brown Counseling Services (ABCS), including their sub-contractors for the twelve-month period commencing September 1, 2025 and ending August 31, 2026.

Client Services

ABCS will provide to all Students of the District (the “Client”) student support services. This includes: consultation or assessment, supportive short-term counseling, family support and referral service with regard to issues impacting their child/student in Hastings School District. ABCS will assist the clients (and their family when appropriate) in identifying both the problem(s) and the resource(s), both public and private, existing within the community, which provide services and/or facilities to deal with the problem(s). ABCS shall aid the clients and their families in understanding differences among the service providers, such as location, cost, waiting lists, and eligibility for third party reimbursement. Selection of and contact with service provider shall be the responsibility of the clients’ and their families.

ABCS shall be Business Associates of the Hastings School District with regard to the Student Assistance Programs confidentiality policy.

ABCS shall provide telephone consultation service between the hours of 8:00AM and 5:00PM, Monday through Friday, at Amy Brown Counseling Services facilities at 3503 High Point Drive, Suite 230, Oakdale, Minnesota 55128 (651) 491-0616. While clients may be encouraged to attend a meeting at ABCS offices during the summer and holiday breaks, all other meetings will be in the Hastings schools or community.

If, in the opinion of the ABCS evaluator, circumstances warrant, the consultant may refer the client(s) for a second opinion. Charges for such opinion shall be the responsibility of the individual(s).

Additional Services:

ABCS shall provide technical assistance to the District in the form of ongoing consultation relative to the operation and utilization of the client services provided hereunder, including training of the appropriate district personnel.

ABCS shall be available to the District for technical assistance and consultation with respect to evaluation of the effectiveness of the client services to students and their families to be provided by ABCS hereunder. Toward that end, the District shall provide ABCS with such data (or access thereto) as shall be selected by the District to assist ABCS in making its evaluation. All such information shall be held in complete confidence by ABCS and shall be used only in conjunction with such evaluation.

ABCS Shall provide the District with statistical report(s) demonstration utilization on a biannual basis. Such reports shall contain no names of other identifying information with respect to client(s), their families, or significant others.

ABCS shall maintain client files for two years period of time on all clients from the District.

ABCS shall provide a certificate of professional liability insurance before the terms of this contract will be executed.

Services provided by the district:

The District shall encourage use of ABCS' client services through periodic mailings or by emails to District families, the cost of which will be borne by the District.

Confidentiality:

In all consultation between ABCS and the District, no names or other identifying characteristics of any client to whom services are provided hereunder shall be revealed to the District unless the client gives written permission. Therefore, the District shall not seek such information without providing ABCS with such written permission form from the client. All client information shall be held in the strictest confidence by ABCS.

Fees and Expenses payable to ABCS:

Fees for ABCS' services hereunder shall be computed as follows:

I. The Student Assistance Program will be paid \$30,000 to ABCS in twelve monthly installments of \$2500 commencing September 1, 2025.

II. Any trainings provided to staff and/or students and their families will be an additional fee of \$90 per hour per training or supervision. This fee does not apply to preparation of the training.

Termination during contract period:

This contract may be terminated by either party with thirty days written notice to the other.

On the anniversary date, August 31, 2026, the fee schedule outlined in this contract will be reviewed and updated according to current fee schedules. Please, indicate your agreement with the provisions set forth above by signing the enclosed copy of this letter and returning it to Amy Brown Counseling Services at the above address.

Respectfully,

Amy Brown
Licensed Marriage and Family Therapist
Amy Brown Counseling Services, LLC

Date

The undersigned is in agreement with the foregoing

Superintendent of School District #200
Dr. Kristine Wehrkamp Herman

Date

Donation Acceptance Resolution

I, _____, introduce the following resolution and move for its adoption:

WHEREAS, School Board Policy 706 establishes guidelines for the acceptance of gifts and donations to the District;

WHEREAS, Minnesota Statutes Section 465.03 states that the School Board may accept a gift, grant, or devise of real or personal property in accordance with the terms prescribed by the donor only by the adoption of a resolution approved by two-thirds of its members; and

WHEREAS, the referenced donations in the District 200 Donations Report from July 2025.

_____ duly seconded the motion for the adoption of the foregoing resolution.

Voting in favor of the resolution:

Voting against:

THEREFORE, BE IT RESOLVED by the Hastings Public School District School Board to gratefully accept these gifts.

**Approval of District 200 Donations - Public
July 2025**

<u>Date</u>	<u>Donor</u>	<u>Building</u>	<u>Description</u>	<u>Amount</u>
7/15/25	CWA Hastings Rotary	Tilden	Cycling Without Age (CWA) Shed	\$1,500.00
7/16/25	Hastings Band Boosters	High School	Marching Band Gertens Fundraiser	\$4,264.02
7/16/25	Hastings Middle School PTA	High School	Marching Band Donation	<u>\$542.00</u>
				\$4,806.02
7/22/25	Hastings Public School Staff	High School	High School Faculty Scholarship	\$56.00
7/24/25	Hastings Girls Hockey Club	High School	Clock in Girls Locker Room	\$2,424.00
7/24/25	H.B.H.C.	High School	Clock in Boys Locker Room	<u>\$1,697.00</u>
				\$4,121.00
7/24/25	Knights of Columbus	High School	High School Special Education	\$1,020.00
7/31/25	Ronald & Sharon Frisbie	Tilden	Dan Shrader Memorial - ECFE	\$150.00
Total First Quarter Donations				<u><u>\$11,653.02</u></u>

In-Kind Donations - Values are approximate per information available

7/14/25	Fox's Flowrite Gutters	Tilden	Discount towards gutters on CWA Shed	\$200.00
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{DRAFT} Superintendent Goals Dashboard (2025–2026)

	Superintendent Goal	Strategic Pillar Alignment	Key Action Items	Progress Indicator	Timeline
4	Implement and monitor district-wide practices that ensure emotional and physical safety	- Safe, Supportive & Engaging Environments	<ul style="list-style-type: none"> - Safety protocols practiced - All schools will have posted behavior expectations throughout the buildings - Targeted professional development to strengthen staff to student relationships and student to student relationships (Catalyst at elementary/AVID at middle) - CEIS Plan 	<ul style="list-style-type: none"> - Walkthroughs - An increase in student engagement and sense of belonging as measured by student feedback <i>**Conduct focus groups at each school in Oct. to get baseline data 'sense of belonging'; use the same in April (random selection by group for representation)</i> 	June 2026
5	Ensure Effective, Transparent, and Aligned Operations	- Effective & Responsive Operations	<ul style="list-style-type: none"> - Refine Long-Term Financial Plan - Ongoing communication with stakeholders (budget managers, school board, staff) 	<ul style="list-style-type: none"> - Resources aligned to strategic priorities - Budget reviews with budget managers quarterly - All budget managers bring forward anticipated expenditure needs to the administrative team for decision making 	June 2026



**School Board Governance Work Plan
August 2025**

Core Pillars & Strategic Anchors	Priorities Beginning the 2025-2026 School Year
Academic Excellence	<ul style="list-style-type: none"> ● Monitor Vision Card results quarterly ● Monitor growth towards Comprehensive Achievement and Civic Readiness, Achievement and Integration, and Local Literacy Plan goals ● Monitor secondary pathways progress and community partnerships ● Review and approve curriculum that is rigorous, engaging, and evidence-based during curriculum adoption process
Equity and Belonging	<ul style="list-style-type: none"> ● Create policies that encompass all students, families, and staff ● Ensure curriculum respects and reflects diverse student experiences and backgrounds during curriculum adoption process ● The Community Collaboration Committee will host 3 annual events to give the public opportunities to collaborate with the district ● Monitor student and staff survey results for connectedness
Safe, Supportive and Engaging Environments	<ul style="list-style-type: none"> ● Legislative action through MSBA resolutions/delegate assembly ● Regular communications ● Review School Perceptions survey results and monitor continuous improvement efforts ● Review building reports including AVID, discipline data, attendance, Catalyst implementation progress, etc. ● Promote responsibility and accountability through policy and leadership
Staff Empowerment and Retention	<ul style="list-style-type: none"> ● Provide competitive compensation & benefits aligned to area standards ● Ensure professional development is provided that cultivates excellence for all ● Monitor staff survey results ● Annual review of staff development outcomes
Effective and Responsive Operations	<ul style="list-style-type: none"> ● Budget approval and monitoring ● Review 1/3 of district policies + annual policies according to review cycle ● District sizing to enrollment and trends ● District long range model/goals ● Bond expenditures completed ● Maintain necessary board committees (Policy, Facilities, Finance & Joint Powers, Community Collaboration, Student School Board, Ad Hoc) ● Maintain necessary liaison positions (ISD 917, NAPAC, MSHSL, AMSD) ● Board development retreats and evaluations ● Develop and monitor superintendent goals and performance evaluations (mid-year and year-end) ● Continued education for board members ● Provide mentorship and training to new board member and student board representatives ● Review/Revise board 3-year work plan annually ● Review/Revise board handbook annually

Future Additions:

2026-27 School Year

- Consider Levy Renewal/New Levy
- 3 Open Board Seats
- New Board Member Training to New Members

2027-28 School Year

- Revise Strategic Plan (created June 2025)
- Superintendent Contract (expires June 30, 2028)

2028-29 School Year

- 4 Open Board Seats
- New Board Member Training to New Members

Levy Renewals for Future Reference:

Levy #1

Election Year: 2013

Board Renewal: 2023

Starting Fiscal Year: 2025

Last Fiscal Year: 2034

Levy #2

Election Year: 2017

Starting Fiscal Year: 2019

Last Fiscal Year: 2028

Technology Levy

Election Year: 2023

Starting Fiscal Year: 2025

Last Fiscal Year: 2034

**SCHOOL RESOURCE OFFICER AND
TRAFFIC CONTROL AGENT PROGRAM AGREEMENT**

This School Resource Officer and Traffic Control Agent Program Agreement (the "Agreement") dated this ___ day of _____, 20___, is entered into by and between the City of Hastings ("City"), a municipal corporation, and Hastings Independent School District No. 200 ("School District"), a political subdivision of the State of Minnesota.

RECITALS

WHEREAS, the School District and the City desire to join in a mutual effort to maintain a cooperative and coordinated approach building positive relationships with students, deterring criminal activity, and addressing criminal activity on school property and at School District sponsored events and activities; and

WHEREAS, Minnesota Statute § 126C.44 authorizes the School District to contract with the City to have licensed peace officers provide school resource officer services in the School District's schools; and

WHEREAS, the School District and the City desire to join in a mutual effort to provide limited traffic control at intersections near school facilities where school bus, vehicular, and student pedestrian traffic can become congested during morning and afternoon hours when students are arriving at and leaving the school facilities; and

WHEREAS, the City employs sworn police officers specially trained, experienced and competent to provide the services sought by the School District and the City is willing to provide such services to the School District under the terms and conditions provided in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement and other valuable consideration, the sufficiency of which is hereby acknowledged, the School District and City agree as follows:

1. Purpose

The City and School District will collaborate on a School Resource Officer Program (the "SRO Program") between the City and School District. Both the City and School District have determined that the SRO Program is beneficial to school and community safety and promotes collaboration between police, school, staff, counselors, parents, and students. This Agreement is intended, in part, to set forth the terms and conditions, to create, fund, and implement the position of a police School Resource Officer ("SRO").

The City and School District will also collaborate on a Traffic Control Agent Program (the "TCA Program") between the City and School District. Both the City and School District have determined that the TCA Program is beneficial to school and community safety and will promote safety of students, staff, and the public at large. The purpose

of this Agreement is, in part, to set forth, the terms and conditions, to create, fund, and implement the positions of Traffic Control Agent ("TCA").

2. Funding - SRO Program

The City and School District will jointly fund the following expenses in connection with the offering of the SRO Program.

- A. SRO salary at 50%-50% split to be paid at the top patrol rate and mid-range longevity step, as more fully identified on Exhibit A.
- B. SRO related benefits, including, but not limited to health insurance, retirement, workers compensation, sick time, vacation and disability pay at 50%-50% split, as more fully identified on Exhibit A.
- C. Training costs to be borne by the City unless specific training is requested or required by the School District in which case those training costs will be borne by the School District.
- D. Equipment maintenance and replacement will be primarily the responsibility of the City with the School District contributing a fixed portion of these program costs as detailed in Exhibit A and will be subject to annual review.
- E. Overtime for special events as may be required for the safety of students, staff, and visitors to School District facilities will be determined on an annual basis and shared between the City and the School District based on average overtime hours utilized as specified in Exhibit A.
- F. In the event the City determines an SRO must be reassigned and not providing SRO services to the School District pursuant to Paragraph 10 below, and such reassignment is for a period of 30 days or more, the School District's portion of funding the SRO salary and related benefits shall cease during the time the SRO is reassigned. The School District's funding responsibilities outlined herein shall resume upon SRO's resumption of SRO duties as outlined in this Agreement.

The parties agree to review shared costs on an annual basis by June 30th of each year the Agreement is in effect. In the event the parties cannot reach agreement on the allocation of shared costs there shall be no annual adjustment for the upcoming year and the City and School District may each exercise their right to terminate this Agreement as provided herein. In the event the School District or the City should receive a grant or special funding to offset the costs of the SRO Program, the grant funding or special funding shall be applied against, and offset, the costs borne by the entity receiving the grant or special funding.

3. Funding-Traffic Control Agent (TCA) Program

It is intended the City and School District will utilize existing school patrol personnel previously employed by the School District as Traffic Control Agents (TCAs). Those individuals selected to act as TCAs shall receive all background checks, equipment and training generally necessary to qualify as a City of Hastings Reserve Officer. By meeting the qualifications of a City of Hastings Reserve Officer, the TCAs shall have authority pursuant to Minn. Stat. § 626.84 to provide traffic control at the direction of the Hastings Police Department. The TCAs shall be employees of the City but the School District will reimburse the City all costs associated with the employment of the TCAs. The parties agree to review the costs of funding the TCA Program on an annual basis by June 30th of each year the Agreement is in effect. In the event the parties cannot reach agreement as to the costs for the TCA Program, there shall be no adjustment for the upcoming year and the City and School District may each exercise their right to terminate this Agreement as provided herein.

4. Services

- A. **SRO Program.** The City shall provide the services of a licensed police officer or officers and related support services and supplies to assist the School District in establishing and maintaining the program at the assigned school(s). The SRO(s) will have the duties as described on the attached Exhibit B. The School District agrees to provide adequate office space, telephone access, computer and printer for use by the SRO(s). To foster the building of positive relationships between the SRO's and students, the City shall use best efforts to ensure that the same licensed police officer regularly provides SRO services at the assigned school(s), except when the SRO's are on paid leave or are otherwise absent.
- B. **TCA Program.** The City shall provide the necessary background investigations, training and equipment for the TCAs and shall provide the TCAs to assist the School District in traffic control duties at intersections near school district facilities as more fully described on Exhibit C.
- C. **Objections to Personnel.** The City will undertake reasonable efforts to assign SROs and TCAs who are acceptable to the School District. The School District's Superintendent will notify the City's Chief of Police in writing of any concerns related to an SROs or TCAs job performance. Any request for reassignment of a police officer who is working as an SRO or individual serving as a TCA must be made to the City's Chief of Police. The City will have ten (10) calendar days to demonstrate to the School District's satisfaction that the concern has been addressed. If the concern has not been addressed to the School District's satisfaction after ten (10) calendar days, the City will assign a different licensed police officer to serve as the regular SRO or other individual to serve as a TCA under this Agreement.

5. Payment

The City shall provide billing statements to the School District for services provided

herein on a semi-annual basis on June 30 and January 1 of each year. Such statements will be due and payable by the School District to the City no more than thirty (30) days after receipt of the same. The billing to the School District shall be done so in arrears of service provision (January billing shall cover the period of July 1 through December 31).

6. Term

This Agreement shall commence on the **1st day of August, 2024**, and shall end on the **31st day of July, 2026**, subject to the cost adjustments and right of either party to terminate as provided herein. The Agreement may be renewed for additional one-year periods as agreed by both parties, and upon the same terms and conditions as stated herein.

7. Independent Contractor

The City, through its Chief of Police, will remain free to exercise judgment and professional expertise in determining how to best provide the services described in this Agreement. The City acknowledges that no withholding for state or federal benefits or taxes will be made from the payments due the City by the School District. The City also acknowledges that it has the sole obligation to comply with state, local and federal tax provisions with regard to these services and the employees hired by the City to perform the work described herein, including workers compensation laws. At all times and for all purposes, the City is and will remain the exclusive employer of the SROs who perform services pursuant to this Agreement. No SRO may be considered to be an official, employee, agent, educational service provider, or representative of the School District, and no SRO may make any representation to the contrary. The City maintains full control over the police officers it employs and is solely responsible for all employment and administrative functions related to its employees, including, but not limited to, supervision and evaluation, payroll and deductions, maintenance of all required insurance and any labor disputes or grievances.

The City and any City employee who performs services for the School District agree that the employee shall not accrue any continuing contract rights and the employee specifically waives any right to a continuing contract with the School District. The City agrees that if the employee makes any employment claim or brings any employment action of any kind, the City will be solely responsible for the defense and payment of any claim as the employee is not an employee of the School District.

8. Scheduling

The duty hours of the SRO's are flexible and will be primarily coordinated with the school day and/or activities upon agreement with the School District. Generally, a "school day" means a day on which school is in session and general student attendance is required, including any make-up days that are scheduled because school was canceled for any reason. The SRO's will make daily contact with the police department

for the purpose of keeping abreast of incident reports and other City activities that may be of importance to the safety of students and School District staff. During non-school periods, the SRO's duties and schedule will be determined by the Chief of Police.

Unless an absence is caused by an emergency, the SRO at the assigned school(s) will provide reasonable notice to the Principal or Principal's designee if the SRO will be absent from the school property during the school day. The SRO shall be entitled to be absent from performing SRO duties for up to fifteen (15) school days per year for purposes of attending law enforcement training courses, conferences, meetings or vacations. The City shall advise the School District if an SRO is anticipated to be absent for more than two (2) consecutive days and the parties shall discuss what accommodations can be provided to account for the extended absence.

The duty hours of the TCAs will be primarily coordinated with the arrival and departure of students from school facilities during regular school days and upon agreement with the School District. The City shall be primarily responsible for scheduling the TCAs but the City will take all reasonable input from the School District.

9. Termination of this Agreement

Either party may terminate this Agreement by providing written notice to the other party no less than six months prior to the effective termination date.

10. Temporary Emergency Reassignment

The City reserves the right to remove an SRO from performance of its duties pursuant to this Agreement in the event of an emergency or extenuating circumstances that necessitate the SRO to perform other police activities for the City outside of school property. If, in the discretion of the Chief of Police, it becomes necessary to remove the SRO from the district, the Chief of Police will immediately inform the School District officials in advance of such action.

11. Security/Linking

The SRO(s) office will be locked and secured by a key issued only to the SRO(s). The SRO(s) will be provided a suitable computer, monitor and printer and any other items or services necessary, at the expense of the School District, so that the SRO will have full access to the City email and network system and the School District's email and network system at all times the SRO(s) is working pursuant to this Agreement.

12. Indemnity and Hold Harmless

- A. The City agrees to indemnify and save harmless the School District of and from any and all liability and expenses, including attorneys' fees, of any nature whatsoever (including any claim on account of any injuries, disease, or claimed

injuries or diseases compensable under the Worker's Compensation Laws of the State of Minnesota) resulting or in any manner arising out of the use by the City of any property, structures, or equipment of the School District (whether improved, modified, altered, or developed by the School District or otherwise) or any activities sponsored by the City taking place on such property, structures or equipment.

- B. The School District agrees to indemnify and save harmless the City of and from any and all liability and expenses, including attorney's fees, of any nature whatsoever (including any claim on account of any injuries, diseases, or claimed injuries or diseases compensable under the Worker's Compensation Laws of the State of Minnesota) resulting or in any manner arising out of the use by the School District of any property, structures or equipment of the City (whether improved, modified, altered, or developed by the School District or otherwise) or any activities sponsored by the School district taking place on any such property, structures or equipment.
- C. The indemnity provisions of Subparagraph A shall not apply to any liability incurred by the School District as a result of any negligent, wrongful or tortuous acts of the School District, its officers, agents or employees.
- D. The indemnity provisions of Subparagraph B hereof shall not apply to any liability or expenses incurred by the City as a result of any negligent, wrongful or tortuous acts of the City, its officers, agents or employees.
- E. The parties agree to cooperate with one another in the defense of any claim, demand or rights of action within the terms of this Agreement.
- F. In no case shall either party's obligation to indemnify the other party exceed the statutory liability limit of the other party.

13. Amendments

This Agreement contains the full understanding and agreement between the parties and may not be amended except in writing agreed to and executed by both parties. If any provision of this Agreement is found invalid by a court or agency, it shall not invalidate any remaining provisions.

14. Data Practices

Sharing of data will be done only pursuant to the Minnesota Data Practices Act and the Family Educational Rights of Privacy Act. Any data shared between the two parties to this Agreement will be maintained in the accordance with state and federal law. The parties acknowledge that unless the School District is reporting a suspected crime or another statutory exception applies, the School District may not disclose private educational data to the SRO or TCA without the written consent of the student's

parent or guardian (or the written consent of the student if the student is eighteen (18) years of age or older); a lawfully issued subpoena; or a court order. Nothing in this Agreement may be construed to modify the responsibilities of either party under the Minnesota Government Data Practices Act or the School District's responsibilities under the Family Educational Rights of Privacy Act. Because the City and the officer(s) are not employees of the School District, any violation of the state or federal law in this regard is the sole responsibility of the City and the officer and each agrees to hold the School District harmless if a claim or action arises because of the City's actions or omissions. The City shall provide reasonable data privacy training to all SROs.

15. Discrimination

The City and School District agree not to discriminate in providing services under this Agreement on the basis of race, sex, creed, national origin, age, or religion. The parties agree not to discriminate as required by state and federal laws. In addition, the School District and the City each specifically agree not to discriminate unlawfully against any student in any program, service, activity, or decision based on race, color, religion, age, sex, disability, marital status, sexual preference, gender identity, public assistance status, creed, or national origin.

16. Interpretation

This Agreement shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared by counsel for one of the parties, it being recognized that both the City and the School District have contributed substantially and materially to the preparation of this Agreement.

17. Construction

The headings of the sections and subsections of this Agreement are for convenience and reference only and do not form a part hereof; and in no way interpret or construe such sections and subsections. Wherever the context requires or permits, the singular shall include the plural, the plural shall include the singular and the masculine, feminine and neuter shall be freely interchangeable. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship as co-partners, joint venture, or joint enterprise between the parties hereto or as constituting either party as an agent, representative or employee of the other for any purpose or in any manner whatsoever.

18. Parties in Interest

This Agreement shall be binding upon and inure to the benefit of the parties' respective heirs, representatives, successors, and assigns. This Agreement is for the sole benefit of City and the School District (including a permitted assignee), and no third party is intended to be a beneficiary of or have the right to enforce this Agreement.

19. Attorney's Fees

In the event of litigation between the parties in connection with this Agreement, the prevailing party (i.e. the party whose position is substantially upheld by the court) shall be entitled to recover its reasonable attorneys' fees and costs from the non-prevailing party. The obligation in the immediately preceding sentence shall survive any termination of this Agreement or the closing.

20. Definitions

If any date herein set forth for the performance of any obligations by the parties or for the delivery of any instrument or notice as herein provided should be on a Saturday, Sunday or legal holiday, the compliance with such obligations or delivery shall be deemed acceptable on the next business day following such Saturday, Sunday or legal holiday. As used in this Section, the term "legal holiday" means any state or federal holiday for which financial institutions or post offices are generally closed in the State of Minnesota. The term "including" shall mean including, as an example, without limiting the generality of the foregoing.

21. Counterparts

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same document. A signature page to any counterpart may be detached from such counterpart without impairing the legal effect of the signatures thereon and thereafter attached to another counterpart identical thereto except having attached to it additional signature pages.

22. Governing Law

This Agreement shall be construed as to both validity and performance and enforced in accordance with and governed by the laws of the State of Minnesota.

23. Headings

The headings contained herein are for convenience of reference only and do not affect, define, describe or limit the scope or intent of this Agreement or any of its provisions.

24. Notices

Notice to City provided for herein shall be sufficient if sent by the regular United States Mail, postage prepaid, addressed to City of Hastings, City Administrator, 101 East 4th Street, Hastings MN 55033. Notices sent to School District shall be sufficient if sent by the regular United States Mail, postage prepaid, addressed to ISD #200, Attention: Superintendent, 1000 West 11th Street, Hastings MN 55033. Either party may designate to each other in writing from time to time a different address for notice.

25. Dispute Resolution

In the event of any dispute arising under this Agreement, the parties shall first engage in good faith discussions and negotiations to resolve the dispute. In the event that the dispute cannot be resolved by the parties, then the matter shall be subject to court action and jurisdiction in the District Court of Dakota County, Minnesota. In any dispute arising under this Agreement, the prevailing party will be entitled to an award against the non-prevailing party of all costs, disbursements, and reasonably attorneys' fees incurred in any action for damages, specific performance, or equitable relief.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first written above.

City of Hastings

Mary Fasbender, Mayor

Date

Kelly Murtaugh, City Clerk

Date

Hastings Independent School District No. 200

Dr. Tammy Champa Kristine Wehrkamp Herman, Superintendent
Date

EXHIBIT A
SCHOOL RESOURCE OFFICER PROGRAM COSTS

Personnel

Costing based on the top annual patrol rates averaged throughout the life of the contract

SALARY AND BENEFITS – 2 SCHOOL RESOURCE OFFICERS
 FOR 25-26 SCHOOL YEAR

<u>Description</u>	<u>Amounts</u>
Wages (top patrol & mid-range longevity)	\$226,161.46
Longevity	\$4,945.44
Medicare	\$3,279.34
Insurance	\$47,800.34
PERA	\$40,030.58
Work Comp	\$12,710.28
Long-term Disability	\$669.02
<hr/>	
Program Total	\$335,596.46
City of Hastings Contribution (50%)	\$167,798.23
School District Contribution (50%)	\$167,798.23
 School District Officer Other Billable Costs – Per Agreement	
40 hours OT – wage cost only	\$5,814.30
Equipment – Mileage	\$6,000.00
<hr/>	
Other Billable Total	\$11,814.30

The City of Hastings shall bill only for actual expenses as agreed upon in the contract.

Overtime

As requested by the School District and with the approval of the Chief of Police and/or his designee, the SRO's may be authorized to work special events outside of the regular schedule to promote public safety and enhance security of students, staff, and visitors. In accordance with the current collective bargaining unit agreement, the SRO or other officers working these special events are entitled to overtime compensation. The multi-year average for special event overtime (homecoming, prom, school dances, certain athletic events, etc.) has averaged more than 80 hours with a time and one half converted value of 120 hours. Recognizing the joint nature of the SRO Program and the desire to provide the School District with a fixed cost of the SRO Program, the City shall invoice the School District for 40 hours of special event overtime at a time and

one half pay rate.

Training

Cost of in-service and professional development training shall be the responsibility of the City, unless it is specifically requested by the School District. The assigned SRO will be allowed by the School District to attend in-service and professional development training, as mandated to keep peace officer license current.

Equipment

Reimbursement for emergency vehicle and equipment costs at \$250.00/month/\$3,000 per year to offset City cost of fuel, vehicle and equipment maintenance.

Request for Additional Services

With ISD200 Superintendent approval, School District administrators and school administrators may request that the City assign one or more police officers to provide additional services, including, but not limited to, attendance at a school board meeting, an extracurricular activity, or a community function that is held in the evening that results in the police officer working more than forty (40) hours in a week. The City will make reasonable efforts to accommodate such request. When the City assigns a police officer to provide additional services, the School District will be responsible for paying the police officer's wages, including overtime pay and any other employment costs incurred, for the hours worked while providing such additional services. The City will submit an itemized invoice to the School District describing the additional services provided and the costs the City incurred in providing the additional services. Within thirty (30) calendar days after receipt of the invoice, the School District will pay the City for the amount of the additional services stated on the invoice. If the School District disputes the amount of an invoice, the School District will pay the undisputed amount within thirty (30) calendar days.

EXHIBIT B
SCHOOL RESOURCE OFFICER PROGRAM
SRO DUTIES AND REQUIREMENTS

The SRO reports to Hastings Police Administrative Sergeant and/or Divisional Lieutenant in collaboration with school administrators.

Job Duties

The SRO will work towards carrying out the mission of the Hastings Police Department (HPD) within the school community. The SRO will act in their capacity and authority as a Police Officer for the City of Hastings Police Department to provide a safe learning environment, to prevent crime, and to investigate and solve crimes.

Additionally, the SRO will:

Foster a positive school climate through relationship building and open communication.

Protect students, staff, and visitors to the school grounds from criminal activity.

Serve as a liaison from law enforcement to school officials.

Provide advice on safety drills.

Identify vulnerabilities in school facilities and safety protocols.

Educate and advise students and staff on law enforcement topics.

Enforce criminal laws.

Follow all policies and procedures of the Hastings Police Department (HPD).

Follow the HPD chain of command.

Work with the school administration and staff.

Work with building facilities personnel on issues related to building security.

Work with school staff in a fair and impartial manner to identify pre- delinquent youth (at risk) and will assist in targeting the appropriate resources necessary to prevent delinquent acts.

Not discipline students for infractions of school rules.

Serve as a conduit of information between students, staff, parents and Dakota County Social Services, the City of Hastings, and all law enforcement, court, and non-governmental agencies.

Strive to develop and facilitate regular meetings of school staff, police, Dakota County Criminal Justice officials (probation, CAC, County Attorney), Dakota County Social Services officials and other staff deemed necessary to enrich the learning environment or increase the safety of the schools.

Work with School District personnel and Dakota County officials on truancy issues.

Complete appropriate police reports, according to City of Hastings Police Department policy.

Meet with parents and educators (staff) as necessary to facilitate conflict resolution within the school.

Be notified immediately by school administration personnel when crisis response has been activated by the school on any problem.

Monitor and develop a working knowledge of all students who are likely to cause problems or law violations within the school setting.

Intervene and take appropriate action within their authority as SRO when school crisis intervention is not successful.

Provide education programs as requested.

Provide school staff in-service education as may be requested.

Work at promoting positive image of ISO 200.

Meet regularly with other SROs in Dakota County.

Position Requirements

The assigned officer's will have at least 24 months of service to the Hastings Police Department or possess special skills/training related to working with juveniles.

The assigned officer's will work a flexible schedule, but will generally be scheduled on school days beginning at 7:00 AM and ending at 3:00 PM.

Uniform and/or plain clothes, as authorized by the Chief of Police in consultation with School District administration.

Possess interest and willingness to continually work to improve knowledge related to juvenile justice issues.

Will be reassigned as needed by the Hastings Police Department when not serving in SRO function.

Will continue to attend POST courses as needed to maintain license (will notify school in advance of absence and coordinate emergency contact coverage with department supervisor).

Will respond to emergencies as needed outside of school.

Will maintain regular communication with school and Dakota County Communication Center.

Will work with staff at all ISD 200 schools.

**EXHIBIT C
TRAFFIC CONTROL AGENT PROGRAM
COSTS, DUTIES AND REQUIREMENTS**

Costs

TCAs shall be temporary, part-time employees of the City of Hastings entitled to an hourly wage of:

\$16.25 per session with a minimum payment of one hour per session. Effective August 1, 2024, and continuing for the 2024-25 and 2025-26 school years.

Emergency School Closing

In the event of a school closing called by the Superintendent, due to weather conditions or any other conditions, personnel who were scheduled to work will be paid.

As temporary part-time employees, TCAs shall not be entitled to other employment benefits, unless otherwise noted in MN Statute.

The City will be obligated to ensure Worker's Compensation insurance coverage for all TCAs, as well as, required tax, FICA, Medicare, and retirement withholdings as may be required by law.

The work schedule for TCAs shall be set by the School District.

The School District shall reimburse the City for fill costs incurred for the employment of all TCAs.

Training and Equipment

The City shall provide training to all TCAs sufficient for the TCAs to qualify as Hastings Police Reserve Officers. This shall include all necessary background checks, initial training and annual training and development. For the initial training and providing equipment to the TCAs, the School District shall pay to the City \$2,500.00 to reimburse the City for its cost of training and providing equipment as agreed upon during the annual program/contract review but will not exceed \$500.00 unless agreed upon by both parties.

**SCHOOL RESOURCE OFFICER AND
TRAFFIC CONTROL AGENT PROGRAM AGREEMENT**

This School Resource Officer and Traffic Control Agent Program Agreement (the "Agreement") dated this 28th day of August, 2025, is entered into by and between the City of Hastings ("City"), a municipal corporation, and Hastings Independent School District No. 200 ("School District"), a political subdivision of the State of Minnesota.

RECITALS

WHEREAS, the School District and the City desire to join in a mutual effort to maintain a cooperative and coordinated approach building positive relationships with students, deterring criminal activity, and addressing criminal activity on school property and at School District sponsored events and activities; and

WHEREAS, Minnesota Statute § 126C.44 authorizes the School District to contract with the City to have licensed peace officers provide school resource officer services in the School District's schools; and

WHEREAS, the School District and the City desire to join in a mutual effort to provide limited traffic control at intersections near school facilities where school bus, vehicular, and student pedestrian traffic can become congested during morning and afternoon hours when students are arriving at and leaving the school facilities; and

WHEREAS, the City employs sworn police officers specially trained, experienced and competent to provide the services sought by the School District and the City is willing to provide such services to the School District under the terms and conditions provided in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement and other valuable consideration, the sufficiency of which is hereby acknowledged, the School District and City agree as follows:

1. Purpose

The City and School District will collaborate on a School Resource Officer Program (the "SRO Program") between the City and School District. Both the City and School District have determined that the SRO Program is beneficial to school and community safety and promotes collaboration between police, school, staff, counselors, parents, and students. This Agreement is intended, in part, to set forth the terms and conditions, to create, fund, and implement the position of a police School Resource Officer ("SRO").

The City and School District will also collaborate on a Traffic Control Agent Program (the "TCA Program") between the City and School District. Both the City and School District have determined that the TCA Program is beneficial to school and community safety and will promote safety of students, staff, and the public at large. The purpose of this

Agreement is, in part, to set forth, the terms and conditions, to create, fund, and implement the positions of Traffic Control Agent ("TCA").

2. Funding - SRO Program

The City and School District will jointly fund the following expenses in connection with the offering of the SRO Program.

- A. SRO salary at 50%-50% split to be paid at the top patrol rate and mid-range longevity step, as more fully identified on Exhibit A.
- B. SRO related benefits, including, but not limited to health insurance, retirement, workers compensation, sick time, vacation and disability pay at 50%-50% split, as more fully identified on Exhibit A.
- C. Training costs to be borne by the City unless specific training is requested or required by the School District in which case those training costs will be borne by the School District.
- D. Equipment maintenance and replacement will be primarily the responsibility of the City with the School District contributing a fixed portion of these program costs as detailed in Exhibit A and will be subject to annual review.
- E. Overtime for special events as may be required for the safety of students, staff, and visitors to School District facilities will be determined on an annual basis and shared between the City and the School District based on average overtime hours utilized as specified in Exhibit A.

~~E.F.~~ In the event the City determines an SRO must be reassigned and not providing SRO services to the School District pursuant to Paragraph 10 below, and such reassignment is for a period of 30 days or more, the School District's portion of funding the SRO salary and related benefits shall cease during the time the SRO is reassigned. The School District's funding responsibilities outlined herein shall resume upon SRO's resumption of SRO duties as outlined in this Agreement.

The parties agree to review shared costs on an annual basis by June 30th of each year the Agreement is in effect. In the event the parties cannot reach agreement on the allocation of shared costs there shall be no annual adjustment for the upcoming year and the City and School District may each exercise their right to terminate this Agreement as provided herein. In the event the School District or the City should receive a grant or special funding to offset the costs of the SRO Program, the grant funding or special funding shall be applied against, and offset, the costs borne by the entity receiving the grant or special funding.

3. Funding-Traffic Control Agent (TCA) Program

It is intended the City and School District will utilize existing school patrol personnel

previously employed by the School District as Traffic Control Agents (TCAs). Those individuals selected to act as TCAs shall receive all background checks, equipment and training generally necessary to qualify as a City of Hastings Reserve Officer. By meeting the qualifications of a City of Hastings Reserve Officer, the TCAs shall have authority pursuant to Minn. Stat. § 626.84 to provide traffic control at the direction of the Hastings Police Department. The TCAs shall be employees of the City but the School District will reimburse the City all costs associated with the employment of the TCAs. The parties agree to review the costs of funding the TCA Program on an annual basis by June 30th of each year the Agreement is in effect. In the event the parties cannot reach agreement as to the costs for the TCA Program, there shall be no adjustment for the upcoming year and the City and School District may each exercise their right to terminate this Agreement as provided herein.

4. Services

- A. **SRO Program.** The City shall provide the services of a licensed police officer or officers and related support services and supplies to assist the School District in establishing and maintaining the program at the assigned school(s). The SRO(s) will have the duties as described on the attached Exhibit B. The School District agrees to provide adequate office space, telephone access, computer and printer for use by the SRO(s). To foster the building of positive relationships between the SRO's and students, the City shall use best efforts to ensure that the same licensed police officer regularly provides SRO services at the assigned school(s), except when the SRO's are on paid leave or are otherwise absent.
- B. **TCA Program.** The City shall provide the necessary background investigations, training and equipment for the TCAs and shall provide the TCAs to assist the School District in traffic control duties at intersections near school district facilities as more fully described on Exhibit C.
- C. **Objections to Personnel.** The City will undertake reasonable efforts to assign SROs and TCAs who are acceptable to the School District. The School District's Superintendent will notify the City's Chief of Police in writing of any concerns related to an SROs or TCAs job performance. Any request for reassignment of a police officer who is working as an SRO or individual serving as a TCA must be made to the City's Chief of Police. The City will have ten (10) calendar days to demonstrate to the School District's satisfaction that the concern has been addressed. If the concern has not been addressed to the School District's satisfaction after ten (10) calendar days, the City will assign a different licensed police officer to serve as the regular SRO or other individual to serve as a TCA under this Agreement.

5. Payment

The City shall provide billing statements to the School District for services provided herein on a semi-annual basis on June 30 and January 1 of each year. Such statements will be due and payable by the School District to the City no more than thirty (30) days after

receipt of the same. The billing to the School District shall be done so in arrears of service provision (January billing shall cover the period of July 1 through December 31).

6. Term

This Agreement shall commence on the 1st day of August, 2024, and shall end on the 31st day of July, 2026, subject to the cost adjustments and right of either party to terminate as provided herein. The Agreement may be renewed for additional one-year periods as agreed by both parties, and upon the same terms and conditions as stated herein.

7. Independent Contractor

The City, through its Chief of Police, will remain free to exercise judgment and professional expertise in determining how to best provide the services described in this Agreement. The City acknowledges that no withholding for state or federal benefits or taxes will be made from the payments due the City by the School District. The City also acknowledges that it has the sole obligation to comply with state, local and federal tax provisions with regard to these services and the employees hired by the City to perform the work described herein, including workers compensation laws. At all times and for all purposes, the City is and will remain the exclusive employer of the SROs who perform services pursuant to this Agreement. No SRO may be considered to be an official, employee, agent, educational service provider, or representative of the School District, and no SRO may make any representation to the contrary. The City maintains full control over the police officers it employs and is solely responsible for all employment and administrative functions related to its employees, including, but not limited to, supervision and evaluation, payroll and deductions, maintenance of all required insurance and any labor disputes or grievances.

The City and any City employee who performs services for the School District agree that the employee shall not accrue any continuing contract rights and the employee specifically waives any right to a continuing contract with the School District. The City agrees that if the employee makes any employment claim or brings any employment action of any kind, the City will be solely responsible for the defense and payment of any claim as the employee is not an employee of the School District.

8. Scheduling

The duty hours of the SRO's are flexible and will be primarily coordinated with the school day and/or activities upon agreement with the School District. Generally, a "school day" means a day on which school is in session and general student attendance is required, including any make-up days that are scheduled because school was canceled for any reason. The SRO's will make daily contact with the police department for the purpose of keeping abreast of incident reports and other City activities that may be of importance to the safety of students and School District staff. During non-school periods, the SRO's duties and schedule will be determined by the Chief of Police.

Unless an absence is caused by an emergency, the SRO at the assigned school(s) will provide reasonable notice to the Principal or Principal's designee if the SRO will be absent from the school property during the school day. The SRO shall be entitled to be absent from performing SRO duties for up to fifteen (15) school days per year for purposes of attending law enforcement training courses, conferences, meetings or vacations. The City shall advise the School District if an SRO is anticipated to be absent for more than two (2) consecutive days and the parties shall discuss what accommodations can be provided to account for the extended absence.

The duty hours of the TCAs will be primarily coordinated with the arrival and departure of students from school facilities during regular school days and upon agreement with the School District. The City shall be primarily responsible for scheduling the TCAs but the City will take all reasonable input from the School District.

9. Termination of this Agreement

Either party may terminate this Agreement by providing written notice to the other party no less than six months prior to the effective termination date.

10. Temporary Emergency Reassignment

The City reserves the right to remove an SRO from performance of its duties pursuant to this Agreement in the event of an emergency or extenuating circumstances that necessitate the SRO to perform other police activities for the City outside of school property. If, in the discretion of the Chief of Police, it becomes necessary to remove the SRO from the district, the Chief of Police will immediately inform the School District officials in advance of such action.

11. Security/Linking

The SRO(s) office will be locked and secured by a key issued only to the SRO(s). The SRO(s) will be provided a suitable computer, monitor and printer and any other items or services necessary, at the expense of the School District, so that the SRO will have full access to the City email and network system and the School District's email and network system at all times the SRO(s) is working pursuant to this Agreement.

12. Indemnity and Hold Harmless

- A. The City agrees to indemnify and save harmless the School District of and from any and all liability and expenses, including attorneys' fees, of any nature whatsoever (including any claim on account of any injuries, disease, or claimed injuries or diseases compensable under the Worker's Compensation Laws of the State of Minnesota) resulting or in any manner arising out of the use by the City of any property, structures, or equipment of the School District (whether improved, modified, altered, or developed by the School District or otherwise) or any activities sponsored by the City taking place on such property, structures or equipment.

- B. The School District agrees to indemnify and save harmless the City of and from any and all liability and expenses, including attorney's fees, of any nature whatsoever (including any claim on account of any injuries, diseases, or claimed injuries or diseases compensable under the Worker's Compensation Laws of the State of Minnesota) resulting or in any manner arising out of the use by the School District of any property, structures or equipment of the City (whether improved, modified, altered, or developed by the School District or otherwise) or any activities sponsored by the School district taking place on any such property, structures or equipment.
- C. The indemnity provisions of Subparagraph A shall not apply to any liability incurred by the School District as a result of any negligent, wrongful or tortuous acts of the School District, its officers, agents or employees.
- D. The indemnity provisions of Subparagraph B hereof shall not apply to any liability or expenses incurred by the City as a result of any negligent, wrongful or tortuous acts of the City, its officers, agents or employees.
- E. The parties agree to cooperate with one another in the defense of any claim, demand or rights of action within the terms of this Agreement.
- F. In no case shall either party's obligation to indemnify the other party exceed the statutory liability limit of the other party.

13. Amendments

This Agreement contains the full understanding and agreement between the parties and may not be amended except in writing agreed to and executed by both parties. If any provision of this Agreement is found invalid by a court or agency, it shall not invalidate any remaining provisions.

14. Data Practices

Sharing of data will be done only pursuant to the Minnesota Data Practices Act and the Family Educational Rights of Privacy Act. Any data shared between the two parties to this Agreement will be maintained in the accordance with state and federal law. The parties acknowledge that unless the School District is reporting a suspected crime or another statutory exception applies, the School District may not disclose private educational data to the SRO or TCA without the written consent of the student's parent or guardian (or the written consent of the student if the student is eighteen (18) years of age or older); a lawfully issued subpoena; or a court order. Nothing in this Agreement may be construed to modify the responsibilities of either party under the Minnesota Government Data Practices Act or the School District's responsibilities under the Family Educational Rights of Privacy Act. Because the City and the officer(s) are not employees of the School District, any violation of the state or federal law in this regard is the sole responsibility of the City and the officer and each agrees to hold the School District

harmless if a claim or action arises because of the City's actions or omissions. The City shall provide reasonable data privacy training to all SROs.

15. Discrimination

The City and School District agree not to discriminate in providing services under this Agreement on the basis of race, sex, creed, national origin, age, or religion. The parties agree not to discriminate as required by state and federal laws. In addition, the School District and the City each specifically agree not to discriminate unlawfully against any student in any program, service, activity, or decision based on race, color, religion, age, sex, disability, marital status, sexual preference, gender identity, public assistance status, creed, or national origin.

16. Interpretation

This Agreement shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared by counsel for one of the parties, it being recognized that both the City and the School District have contributed substantially and materially to the preparation of this Agreement.

17. Construction

The headings of the sections and subsections of this Agreement are for convenience and reference only and do not form a part hereof; and in no way interpret or construe such sections and subsections. Wherever the context requires or permits, the singular shall include the plural, the plural shall include the singular and the masculine, feminine and neuter shall be freely interchangeable. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship as co-partners, joint venture, or joint enterprise between the parties hereto or as constituting either party as an agent, representative or employee of the other for any purpose or in any manner whatsoever.

18. Parties in Interest

This Agreement shall be binding upon and inure to the benefit of the parties' respective heirs, representatives, successors, and assigns. This Agreement is for the sole benefit of City and the School District (including a permitted assignee), and no third party is intended to be a beneficiary of or have the right to enforce this Agreement.

19. Attorney's Fees

In the event of litigation between the parties in connection with this Agreement, the prevailing party (i.e. the party whose position is substantially upheld by the court) shall be entitled to recover its reasonable attorneys' fees and costs from the non-prevailing party. The obligation in the immediately preceding sentence shall survive any termination of this Agreement or the closing.

20. Definitions

If any date herein set forth for the performance of any obligations by the parties or for the delivery of any instrument or notice as herein provided should be on a Saturday, Sunday or legal holiday, the compliance with such obligations or delivery shall be deemed acceptable on the next business day following such Saturday, Sunday or legal holiday. As used in this Section, the term "legal holiday" means any state or federal holiday for which financial institutions or post offices are generally closed in the State of Minnesota. The term "including" shall mean including, as an example, without limiting the generality of the foregoing.

21. Counterparts

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same document. A signature page to any counterpart may be detached from such counterpart without impairing the legal effect of the signatures thereon and thereafter attached to another counterpart identical thereto except having attached to it additional signature pages.

22. Governing Law

This Agreement shall be construed as to both validity and performance and enforced in accordance with and governed by the laws of the State of Minnesota.

23. Headings

The headings contained herein are for convenience of reference only and do not affect, define, describe or limit the scope or intent of this Agreement or any of its provisions.

24. Notices

Notice to City provided for herein shall be sufficient if sent by the regular United States Mail, postage prepaid, addressed to City of Hastings, City Administrator, 101 East 4th Street, Hastings MN 55033. Notices sent to School District shall be sufficient if sent by the regular United States Mail, postage prepaid, addressed to ISD #200, Attention: Superintendent, 1000 West 11th Street, Hastings MN 55033. Either party may designate to each other in writing from time to time a different address for notice.

25. Dispute Resolution

In the event of any dispute arising under this Agreement, the parties shall first engage in good faith discussions and negotiations to resolve the dispute. In the event that the dispute cannot be resolved by the parties, then the matter shall be subject to court action and jurisdiction in the District Court of Dakota County, Minnesota. In any dispute arising

under this Agreement, the prevailing party will be entitled to an award against the non-prevailing party of all costs, disbursements, and reasonably attorneys' fees incurred in any action for damages, specific performance, or equitable relief.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first written above.

City of Hastings

Mary Fasbender, Mayor

Date

Kelly Murtaugh, City Clerk

Date

| _____
Hastings Independent School District No. 200

| _____
Dr. ~~Tammy Champa~~ Kristine Wehrkamp Herman, Superintendent _____ **D**

EXHIBIT A
SCHOOL RESOURCE OFFICER PROGRAM COSTS

Personnel

Costing based on the top annual patrol rates averaged throughout the life of the contract

SALARY AND BENEFITS – 2 SCHOOL RESOURCE OFFICERS
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Equipment

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Request for Additional Services

With ISD200 Superintendent approval, School District administrators and school administrators may request that the City assign one or more police officers to provide additional services, including, but not limited to, attendance at a school board meeting, an extracurricular activity, or a community function that is held in the evening that results in the police officer working more than forty (40) hours in a week. The City will make reasonable efforts to accommodate such request. When the City assigns a police officer to provide additional services, the School District will be responsible for paying the police officer's wages, including overtime pay and any other employment costs incurred, for the hours worked while providing such additional services. The City will submit an itemized invoice to the School District describing the additional services provided and the costs the City incurred in providing the additional services. Within thirty (30) calendar days after receipt of the invoice, the School District will pay the City for the amount of the additional services stated on the invoice. If the School District disputes the amount of an invoice, the School District will pay the undisputed amount within thirty (30) calendar days.

**EXHIBIT B
SCHOOL RESOURCE OFFICER PROGRAM
SRO DUTIES AND REQUIREMENTS**

The SRO reports to Hastings Police Administrative Sergeant and/or Divisional Lieutenant in collaboration with school administrators.

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The SRO will work towards carrying out the mission of the Hastings Police Department (HPD) within the school community. The SRO will act in their capacity and authority as a Police Officer for the City of Hastings Police Department to provide a safe learning environment, to prevent crime, and to investigate and solve crimes.

Additionally, the SRO will:

Foster a positive school climate through relationship building and open communication.

Protect students, staff, and visitors to the school grounds from criminal activity.

Serve as a liaison from law enforcement to school officials.

Provide advice on safety drills.

Identify vulnerabilities in school facilities and safety protocols.

Educate and advise students and staff on law enforcement topics.

Enforce criminal laws.

Follow all policies and procedures of the Hastings Police Department (HPD).

Follow the HPD chain of command.

Work with the school administration and staff.

Work with building facilities personnel on issues related to building security.

Work with school staff in a fair and impartial manner to identify pre- delinquent youth (at risk) and will assist in targeting the appropriate resources necessary to prevent delinquent acts.

Not discipline students for infractions of school rules.

Serve as a conduit of information between students, staff, parents and Dakota County Social Services, the City of Hastings, and all law enforcement, court, and non-governmental agencies.

Strive to develop and facilitate regular meetings of school staff, police, Dakota County Criminal Justice officials (probation, CAC, County Attorney), Dakota County Social Services officials and other staff deemed necessary to enrich the learning environment or increase the safety of the schools.

Work with School District personnel and Dakota County officials on truancy issues.

Complete appropriate police reports, according to City of Hastings Police Department policy.

Meet with parents and educators (staff) as necessary to facilitate conflict resolution within the school.

Be notified immediately by school administration personnel when crisis response has been activated by the school on any problem.

Monitor and develop a working knowledge of all students who are likely to cause problems or law violations within the school setting.

Intervene and take appropriate action within their authority as SRO when school crisis intervention is not successful.

Provide education programs as requested.

Provide school staff in-service education as may be requested.

Work at promoting positive image of ISO 200.

Meet regularly with other SROs in Dakota County.

Position Requirements

The assigned officer's will have at least 24 months of service to the Hastings Police Department or possess special skills/training related to working with juveniles.

The assigned officer's will work a flexible schedule, but will generally be scheduled on school days beginning at 7:00 AM and ending at 3:00 PM.

Uniform and/or plain clothes, as authorized by the Chief of Police in consultation with School District administration.

Possess interest and willingness to continually work to improve knowledge related to juvenile justice issues.

Will be reassigned as needed by the Hastings Police Department when not serving in SRO function.

Will continue to attend POST courses as needed to maintain license (will notify school in advance of absence and coordinate emergency contact coverage with department supervisor).

Will respond to emergencies as needed outside of school.

Will maintain regular communication with school and Dakota County Communication Center.

Will work with staff at all ISD 200 schools.

**EXHIBIT C
TRAFFIC CONTROL AGENT PROGRAM
COSTS, DUTIES AND REQUIREMENTS**

Costs

TCAs shall be temporary, part-time employees of the City of Hastings entitled to an hourly wage of:

\$16.25 per session with a minimum payment of one hour per session. Effective August 1, 2024, and continuing for the 2024-25 and 2025-26 school years.

Commented [AP1]: See previous comment regarding effective date. This should align with the effective date in the agreement if it changes.

Emergency School Closing

In the event of a school closing called by the Superintendent, due to weather conditions or any other conditions, personnel who were scheduled to work will be paid.

As temporary part-time employees, TCAs shall not be entitled to other employment benefits, unless otherwise noted in MN Statute.

The City will be obligated to ensure Worker's Compensation insurance coverage for all TCAs, as well as, required tax, FICA, Medicare, and retirement withholdings as may be required by law.

The work schedule for TCAs shall be set by the School District.

The School District shall reimburse the City for fill costs incurred for the employment of all TCAs.

Training and Equipment

The City shall provide training to all TCAs sufficient for the TCAs to qualify as Hastings Police Reserve Officers. This shall include all necessary background checks, initial training and annual training and development. For the initial training and providing equipment to the TCAs, the School District shall pay to the City \$2,500.00 to reimburse the City for its cost of training and providing equipment as agreed upon during the annual program/contract review but will not exceed \$500.00 unless agreed upon by both parties.



Hastings Public Schools

INDEPENDENT SCHOOL DISTRICT 200
1000 11TH STREET WEST
HASTINGS, MN 55033-2597
Phone (651) 480-7000
Fax (651) 480-7004

BRIDGE TO SUCCESS

Dr. Kristine Wehrkamp Herman
SUPERINTENDENT

August 28, 2025

Erich Martens, Executive Director Minnesota State High School League
2100 Freeway Boulevard
Brooklyn Center, Minnesota 55430-1735

Dear Mr. Martens,

Hastings Public Schools, ISD200, designates Hastings Community Television, of Hastings, MN as its educational television producer for events conducted by the Minnesota State High School League when the district is unable to cover the events.

This designation is based on information outlined in the Minnesota State High School League Media Policy Manual, and was approved by the ISD200 School Board on August 27, 2025 at their regular business meeting. It is also understood that this designation gives clearance to Hastings Community Television to cover regional and sectional events in which students from Hastings Public Schools may be involved.

Sincerely,

Dr. Kristine Wehrkamp Herman
Superintendent



2025-2026 MINNESOTA STATE HIGH SCHOOL LEAGUE

Media Policy Manual: 2025-2026 School Year

Welcome

Welcome to the Minnesota State High School League's Media Policy Manual for the 2025-2026 school year.

The Minnesota State High School League, in consultation with its Member Schools and Media Advisory Committee, develops policies and guidelines for media coverage of League events that are presented for consideration and approval by the League's Board of Directors.

Covering high school activities is very important and valued, yet it is different from covering collegiate or professional athletics. Our student-participants are minors, and the League has a commitment to safety and care for all during our events. Media members are expected to practice professional, respectful and responsible behavior while covering student-participants, the Member Schools and their communities. Most participants at the high school level compete for the fun, friendship and community involved in education-based opportunities. For some, the field, rink, court or performance hall is a place in which they find safety and belonging. As a media member, the League reminds you that these are students. A reporter has the obligation to tell the story as he/she saw it, but how that story is presented can affect the learning process of the education-based activities they are covering. Media members are expected to be respectful and responsible.

The League and its Member Schools rely on and appreciate the media coverage and the recognition given to the achievements of Member Schools and student-participants.

This manual informs media organizations so they may provide quality coverage for the Member Schools and the communities they serve. All media members are expected to review and know these rules and guidelines.

The granting of a credential is a two-way contract between the League and-media who serve the Member Schools and their communities. Approved media agree to represent themselves and their organizations with high standards and integrity, and the League agrees to provide premier access to its events. It is a privilege, not a right, to receive an onsite credential to cover a League-sanctioned activity.

The League appreciates your time and attention given to promoting high school activities.

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Summary of Modifications for 2025-2026

Media Credential Allotment per Organization (Page 6)

- Community Newspapers: Up to two media personnel are permitted per community-based newspaper for all state tournament events.
- Exception: For the wrestling state tournament, an approved community-based newspaper is granted one credential. A second credential request may be considered if the community-based newspaper's administrator can provide evidence that both applicants are bona fide media members.

45TV Coverage Clarification (Page 10)

- 45TV's telecast must be off the air prior to any standup shot that shows the playing surface in the background.

Minnesota Community Media Systems: State Events not broadcast by 45TV (Page 14)

- **Option 1:** Systems may produce live audio-only for placement on their platforms.
- **Option 2:** Systems may produce delayed video/audio to their platforms for a \$500 per-game rights fee.

Photography (Page 14)

- Credentialed photographers are required to take photos from the approved media areas and are not permitted to shoot from the stands while seated or standing with fans.

School-based Streaming (Page 15)

- School-based streaming that is not student-operated is treated similar to a commercial streamer. Rights fees will apply for video and/or audio streaming during section events and for audio-only during state tournament events.

Statement of Rights to Events

All Minnesota State High School League Section and State Tournaments are presented under the authority of the Minnesota State High School League. The Minnesota State High School League reserves all rights to these events and their presentation. The for-profit sale, distribution or use of any audio, video or photography of MSHSL section and state tournaments by any means is strictly prohibited unless approved in advance, in writing, by the Minnesota State High School League's Executive Director or a League Staff designee. The Minnesota State High School League expressly reserves the right to seek legal recourse against all violators.

Media Organization Approval Criteria

The following guidelines are used to approve media organizations for inclusion on the Approved Annual Media Organization List.

Media organizations:

- must have an established and consistent record of League coverage.
- must have credibility as a news-gathering organization.
- must have editorial oversight.

- must create original content which can only be generated by being granted onsite access at an activity.
- must have coverage that goes beyond the distribution of in-game scoring and the creation of all-tournament teams.
- must agree to monitor any user comments and remove comments that include personal attacks on participants involved in competitions.
- should be a member of a professional association or organization, i.e.: Minnesota Newspaper Association, Minnesota Broadcasters Association, etc.

The following media organizations will not be approved:

- Organizations that are exclusively social media based.
- Organizations that are scouting, rankings, recruiting services, college coaches, private clubs or specialty websites that are promotional services for an activity.
- Organizations whose demographic audiences are fan-based and focused on primarily one school, or a select number of schools one individual or a limited number of individuals, do not qualify as a live coverage organization.
- Organizations that support the interests of the organization and not the coverage of League events. ~~a personal nature ??~~
- Organizations that exclusively create and post videos.
- Organizations that are photo-only.

The League reserves the right to determine media approval requests on a case-by-case basis.

Coverage Levels

Regular Season Events

Media coverage is under the control of the host Member School and the following recommendations are provided for consistency and to protect student participants.

Highly Recommended

- Media are only considered for onsite admittance if team(s) in their coverage area is/are competing in the contest.
- It is recommended that locker rooms are closed to the media.
- Media must honor a “cooling off” period of at least five minutes before interviewing representatives of participating teams.

Recommended

- Member Schools are recommended to use the Approved Media Organization List as a guide when permitting media access.
- It is recommended that local administrators create Photo Zones and Interview Zones.
- Streaming:

- Frequently used platforms that are acceptable in section tournaments, with region committee approval, include NSPN.tv, Hudl, a school-authorized YouTube channel and the Pixellot/NFHS Network.
- Instant, live streaming mechanisms like GameChanger and social media-based platforms such as Facebook Live, Twitter, Instagram, TikTok or others as determined by the League, are not recommended for use.

Section Events

Region Secretaries and Region Committees, in consultation with the Minnesota State High School League, make determinations on access requests from professional and Student and School Media.

Requirements for Section Events

- All media organizations that have access to section events must be approved by the administering region.
- Photo ID must be presented at the gate for access.
- Locker rooms are closed to the media.
- Media must honor a “cooling off” period of at least five minutes before interviewing representatives of participating teams.
- Media are only considered for onsite admittance if team(s) in their coverage area is/are competing in the contest.

Recommendations for Section Events

- Region Secretaries and Region Committees should use the Approved Annual Media List to make determinations on granting onsite access requests. The Approved Annual Media List is available here: <http://www.mshsl.org/media>
- It is recommended that section administrators create Photo Zones and Interview Zones.

Contact information for Region Secretaries can be found at: <https://www.mshsl.org/contact/mshsl-region-secretaries>.

Region Secretary Section Tournament assignments can be found at: <https://www.mshsl.org/MSHSL-media>.

State Tournament Events

- State tournament Events are managed by Minnesota State High School League Staff with policies and guidelines outlined in this manual.
- At the state tournament level, media organizations must apply and be approved through the League for credentials for each attendee at each state tournament. A separate credential application and approval must be made for each state tournament

State Tournament Credential Application

Step 1: Approved Annual Media Organization List

Media Organizations must apply annually and be approved for inclusion on the League's Approved Annual Media Organization List. The organization's authorized administrator applies on behalf of the media organization. This must be done **before** applying for specific state tournament events. The Approved Annual Media Organization List is used in approving media for attendance at events. Media must be on the League's Approved Annual Media Organization List to cover any postseason event.

- **Regular Season** --- During the regular season, events are under the host Member School's control. Media should request approval to cover events from the Activities Director or designated school administrator at the host school.
- **Section Contests** --- At the section level, Region Secretaries or their site administrators, in consultation with the League, grant approval to cover events.
- **State Contests** --- At the state tournament level, media organizations must apply and be approved through the League for credentials for each attendee at each state tournament. A separate credential application and approval must be made for each state tournament.

Step 2: State Tournament Credential Application

All media organizations requesting to cover League state tournaments must apply for credentials for all media personnel who will attend each state tournament.

Prior to applying for state tournament Credentials, the organization must be on the League's Annual Approved Media Organization List before applying for individual state tournament credentials.

To apply for media credentials to cover League state tournament events media members should access the information found at: www.mshsl.org/media.

1. Complete application prior to application deadlines. Deadlines for credential applications are firm. Media applying after the deadline should not expect to be credentialed.
2. Review all program specific state tournament guidance and information.
3. Confirm placement on the approved media credentials list for each state tournament prior to attending the event.

State Tournament Access for Approved Media Organizations

Number of Media Personnel Permitted Tournament Access

- **Radio:** Up to two media personnel.
Exception: A third credential request may be considered if the state tournament venue can accommodate an additional attendee.
- **Print**, per agreement with the Minnesota Newspaper Association:
 - **Community Newspapers:** Up to two media personnel are permitted per community-based newspaper for all state tournament events.

Exception: For the wrestling state tournament, an approved community-based newspaper is granted one credential. A second credential request may be considered if the community-based newspaper's administrator can provide evidence that both applicants are bona fide media members.

- **Regional Newspapers:** Three media personnel
- **Statewide Newspapers:** Four media personnel
- **Broadcast:** Up to two media personnel
- **Online News Organizations:** Two media personnel

General Policies and Guidelines

Expectations of Media

- Each organization's authorized primary administrator is responsible for ensuring attendees have reviewed policies and guidelines prior to coverage of a postseason event.
- Media personnel and organizations are responsible for knowing and following guidelines and policies. These can be found in this manual, on the League's website, in communications from the League and from the onsite Media Steward.
- Media are only considered for credentials if the Member School's team(s) in their coverage area is/are competing in the contest.
- Media should ask for clarifications if expectations are not clear.
- Violation of policies could result in instant forfeiture of credentials.

Professional Expectations

These guidelines are for all media approved to cover League events:

- Be respectful to all around you, including fans, officials, coaches, student-participants, support staff, administrators and other members of the media.
- Do not distract those around you, including fans, officials, coaches, student-participants, support staff, administrators and other members of the media.
- Cheering is not permitted while attending an event as member of a media organization.
- Criticism of an official, coach, team, participant or school during a broadcast or written game summary is not permitted and could be grounds for forfeiture of media credential.
- Do not block the view of fans.
- Be mindful of your workspace. Make sure to collect any trash or belongings in your work area when you leave.
- Do not bring uncredentialed guests to the event with the expectation that they will receive free admission or privileges accorded to the media.
- Photographers should refer to the League's Media Policy Manual for guidelines on shooting policies.
- Media members are not allowed in team locker rooms.

Onsite Guidelines

Media members must:

- be on the League’s Approved Annual Media List AND the specific state tournament credential list.
- present a photo ID at the pass gate for access.
- fill out the credential string tag at the pass gate.
- ensure League-issued credentials are visible and always worn.
- remain in areas designated for media during the tournament.

Interview information

- Interviews must take place in designated Media Zones. Review Media Guidance or contact an onsite administrator upon arrival for further details.
- Interviews are not allowed on the field, ice or court following state tournament events.
- Media members must honor a “cooling off” period of at least five minutes before interviewing representatives of participating teams.

Media Locations

- Locker rooms at League events at the postseason tournament levels are closed to the media.
- Each venue is unique. As such, press box or press row accommodations may not be available for every media member. Work with onsite administration to determine accommodation.

Removal of Credentials

A media organization’s credential and permission to cover events can be removed at any time for failure to follow the League’s Media Policies and Guidelines. Unprofessional conduct, as determined by League Staff or its representatives, is not tolerated and will result in instant forfeiture of credential and/or ejection from the event.

Media Organization Types: Additional Information

Broadcast TV

Section Events

- Broadcast TV organizations may record and use up to two minutes of non-contiguous highlights.
- Organizations must not host any League postseason events online for on-demand viewing without the League’s approval.

State Tournament, non-45TV televised events

- Broadcast TV organizations may record and use up to two minutes of non-contiguous highlights.
- Organizations must not host any League postseason events online for on-demand viewing without the League’s approval.

- Live action is not permitted in the background of standup shots.
- Access to postgame News Conference Center, or other Designated Interview Zones, is permitted.

State Tournament, 45TV televised events

- Highlights or game footage must come from 45TV's off-air signal and 45TV must be given synchronous credit for a minimum of five seconds.
- 45TV's telecast must be off the air before any standup shot that shows the playing surface in the background.
- Access permitted to postgame News Conference Center or Designated Interview Zone.

Emerging Media

Emerging Media is defined as new and innovative forms of communication and media that are developing and becoming integrated into the communication infrastructure. These involve forms such as digital technologies and interactive experiences, changing how information is created, shared and consumed.

The League will review applications for coverage by media organizations that fall into this category.

KSTC/45TV

Hubbard Broadcasting and 45TV are the longtime broadcast TV partners of the League. 45TV has enhanced access to all League State Tournaments.

Enhanced Access

45TV has enhanced access to state tournament venues.

- 45TV has exclusive rights to all game action on the playing field/rink/court.
- 45TV has the first interview with coaches and/or players of their choice, at an intermission or following the completion of any televised game.
- Games broadcast by 45TV may not be videotaped in any manner, e.g. mobile device or camera by anyone in the arena or on the playing field. Video is permitted to be shot by an approved media organization at the venue before and after game sessions once 45TV is off the air. Game sessions are defined as when 45TV goes on the air to when it goes off the air.
- Live game action may not be recorded, streamed, broadcast or otherwise shared. The use of video of game action on over-the-air television, cable television or any other media, e.g. internet, podcasts, is within the exclusive rights granted to 45TV.
- Any live shot or recorded stand up MUST NOT show the field, rink or court of play while 45TV is on the air.
- Media using any televised game action video must adhere to the following guidelines:
 - Video highlights used by any media must be recorded from 45TV's off-air signal only, and use must not exceed two minutes in duration per day.
 - Live simulcasting is prohibited.

- All media organizations that use video highlights of 45TV’s off-air game action must give on-screen synchronous credit to 45TV for a minimum of five seconds as the video airs.
- Highlights recorded from off-air broadcasts may be used while the game(s) is/are still on the air.
- Video restrictions include the medal and trophy presentations.
- All other credentialed media must wait until 45TV has completed its interviews and the 5-minute “cooling off” period has expired, before commencing its interviews in designated Media Zones.

Exclusivity

1. 45TV is the exclusive television broadcast partner of the Minnesota State High School League.
 - a. The League’s contract with 45TV supersedes all policies and guidelines in the Media Policy Manual.
 - b. Other than 45TV, or an identified partner of 45TV and the League, no livestreaming or live over-the-air broadcast shall be permitted at any State Tournament quarterfinal, semifinal or championship game/match/event at these events:
 - c. 45TV is the television broadcast partner with exclusive rights to televise and stream:
 - i. 2025 Prep Bowl—Seven football championship games
 - ii. 2026 Girls Hockey State Tournament—Semifinals, championships
 - iii. 2026 Boys Hockey State Tournament—Quarterfinals, semifinals, championships
 - iv. 2026 Girls Basketball State Tournament—Semifinals, championships
 - v. 2026 Boys Basketball State Tournament—Semifinals, championships
 - vi. The rights granted include marketing and distribution of tournament games statewide by 45TV via broadcast stations, low-power TV stations, cable systems and internet streaming.
2. The League’s broadcast rights grant 45TV the right of first refusal to broadcast and/or stream championship-round games of any other League-sponsored activity not specified previously.
3. 45TV is also granted the right of first refusal to match any offer made by any other broadcast television entity or streaming entity to broadcast and/or stream championship-round games of any other League-sponsored activity not specified previously.
4. Such offers from other broadcast television entities or streaming entities must be presented to the League a minimum of 14 days prior to the event for which rights are sought.
5. Additionally, this identical right of first refusal is extended to 45TV, for broadcast and/or stream coverage of Section playoffs.
6. At the conclusion of all games, 45TV or other photographers contracted with the League, have access to the playing field, rink or court. All other photographers and reporters are prohibited from entering the playing field, rink or court at the conclusion of all games.

Minnesota Community Media Systems

The League recognizes representatives of the Minnesota Community Media Systems and others as official educational television personnel for a Member School, provided such an assignment of responsibility from that school district’s superintendent is submitted annually in writing in a Designation Letter and is on file in the League Office. Designation Letters should be submitted to

media@mshsl.org.

Minnesota Community Media Systems may pay an annual fee of \$200 to waive all rights fees to carry live audio-only on their systems at the Section and State-level events. The \$200 fee is required to cover League Section and State Tournaments.

Section Events

With the rights fee paid:

1. **Option 1:** Systems may produce live audio-only for placement on their platforms.
2. **Option 2:** Systems may **produce** live video/**audio** to the local-access channel and other platforms. Rights fees payable to the section may apply.
3. **Option 3:** Systems may produce delayed video/audio to their platforms. Rights fees payable to the section may apply.

For the above options:

- Systems applying to cover schools where current Designation Letters are in place will not be blocked from the ability to cover the section event because of any other streaming agreements made by the Section.
- Simultaneous, scheduled or delayed broadcast to local access channel and/or streamed to the website for playback up to 10 times in 10 days following the completion of a postseason event. The contest must be removed from the site for a 45- 60-day period following the contest. Viewing must begin and end with “This material is property of the Minnesota State High School League. No downloading, saving or archiving of this production is permitted.”

State Events Not Broadcast by 45TV

1. **Option 1:** Systems may produce live audio-only for placement on their platforms.
2. **Option 2:** Systems may produce delayed video/audio to their platforms for a \$500 rights fee per game payable to the League.
 - Simultaneous, scheduled or delayed broadcast to local access channel and/or streamed to the website for playback up to 10 times in 10 days following the completion of a postseason event. The contest must be removed from the site for a 45- ~~60~~-day period following the contest. Viewing must begin and end with “This material is property of the Minnesota State High School League. No downloading, saving or archiving of this production is permitted.”

Note: A \$100 fee per tournament must be paid to the League for onsite production coverage of events at U.S. Bank Stadium, Grand Casino Arena, Target Center, Williams Arena, Maturi Pavilion and Target Field. This is in addition to other fees paid.

Photographers/Videographers

- Photography and videotaping are not permitted at any state tournament events unless properly credentialed and authorized to do so.

- Only credentialed media are permitted to use professional photography and video equipment at League postseason events.
- Credentialed photographers are required to take photos from the approved media areas and are not permitted to shoot from the stands while seated or standing with fans.
- The use of flash equipment is not permitted.
- Freelance and commercial photographers and/or videographers will not be approved for the League's Approved Annual Media List.
- Freelance photographer employed by an approved media organization must have an administrator from the approved organization submit credential requests on their behalf. In agreement with the Minnesota Newspaper Association, the League reserves the right to review these requests on a case-by-case basis.
- Designated Team Photographers and/or Videographers (a different role from Team Video Operator) will not be approved for credentials to cover postseason events.
- Approved photographers and organizations may use photographs for approved publication only. Selling or distributing photos free of charge is not permitted.
- League-contracted photographers have enhanced access.

Print and Online News Media

Media Members from Print and Online News Media Organizations are permitted access to cover game action via reporting and photography in League-approved areas of the venue.

Radio Partners

Radio stations may register as Radio Partners annually.

- School-year Radio Partner registration fee, per market:
 - Single station, \$200
 - Two stations with a single owner, \$400
- Group of stations with a single owner (three or more), \$500
 - Radio stations that become a Radio Partner do not pay audio rights fees for postseason coverage.
 - Radio stations that choose not to become a Radio Partner will pay rights fees for postseason coverage.
- Per-game rights fees for non-radio partners for each postseason contest is \$250.
 - Podcasters and other non-radio entities are not permitted to broadcast live audio and/or video.

Section and State Events

- Rights fees for live audio-only feeds for Section and state tournament Events are waived for Radio Partners.
- Radio Partners agree to air or read at least two League-oriented Public Service Announcements during the live broadcast of a section tournament and state tournament events.
- Radio Partners are only permitted to cover Member Schools in their designated markets, unless previously approved by the League.

- A Radio Partner shall not feed its broadcasts to any other station or stations without permission from the League.
- The League reserves the right to revoke the broadcast rights of any radio station if any portion of its broadcasts are considered to have been in poor taste or incompatible with the educational dignity and propriety of the tournament or the host institution from which the broadcasts originated.

Non-Radio Partners

- Rights fees of \$250 per game must be paid in advance.
- Rights fees will be assessed for all live video feeds unless written consent is provided by the Region Committee.

The League reserves the right to revoke the broadcast rights of any radio station if any portion of its broadcasts is considered to have been in poor taste or incompatible with the educational dignity and propriety of the tournament or the host institution from which the broadcasts originated.

Streaming

- Streamers may not host any League postseason events online (i.e. YouTube) for on-demand viewing.
- Live streaming rights of League events and any posting of “real-time” description of events belong solely to the League and its designated personnel and partners.
- A streaming provider granted streaming rights shall not feed or link its stream to any other media outlet or website without permission from the League.
- Any streaming provider must receive League streaming rights approval before accepting a feed or link from any other website and must abide by all regulations in this Media Policy Manual, including payment of appropriate rights fees.
- Unauthorized streamers are subject to monetary fines issued by the League and/or the Section.
- The League reserves the right to individually consider applications from streaming producers outside the State of Minnesota.

Applying for Section Tournament Streaming Approval

1. Streaming at the Section Tournament level must be approved by the League and the Region Committee
2. An application must be made at least 48 hours prior to the contest to the League and the Region Secretary. Contact the League at media@mshsl.org.
3. The application must include:
 - a. team(s) being covered,
 - b. the dates, times and sites at which they wish to stream,
 - c. and whether the stream will be live or delayed.
4. Upon approval from the League and the Region Secretary, applicant will be notified.

Section Streaming Fees

- Each Administrative Region sets the rights fees charged to each streaming provider for the coverage of any Subsection and Section games.
- A streaming provider may be permitted to charge a fee to any viewer for any Region game, per approval of the Region Secretary, with approval of the Region Committee.

NSPN

- NSPN.tv is the League's state tournament streaming partner.
- NSPN.tv streams all state-level events except these contests which are streamed live and free of charge on www.prep45.com:
 - Prep Bowl Football Championship Games
 - Girls Hockey Semifinals and Championship Games
 - Boys Hockey Quarterfinals, Semifinals and Championship Games
 - Girls Basketball Semifinals and Championship Games
 - Boys Basketball Semifinals and Championship Games
- Streaming at the state tournament level is not permitted for any commercial streamer other than NSPN.tv

Member School Streaming

- **Section Tournaments**
 - Region Secretaries and the League approve streaming requests for Section contests.
 - Member Schools may be permitted to stream to a school-authorized YouTube account or other League-approved platforms. The school's Activities Director is the only individual who can make this request to the Region Secretary and the League.
- **League State Tournaments**--Member School streaming is not permitted at the state tournament level.

Note: School-based streaming that is not student-operated is treated similar to a commercial streamer. Rights fees will apply for video and/or audio streaming during section events and for audio-only during state tournament events.

Student and School Media

- Student and School Media is the League's experiential learning program that permits up to two students and a faculty advisor to cover a state tournament event.
- Information gathered through this experiential learning program may only be used for the Member School's yearbook, newspaper or school/district communications and marketing materials.
- Student Media must be a student currently enrolled at a Member School.
- Student and School Media must have a school-based email account.

- A Member School must have a school district supervisor onsite when Student Media are present. The supervisor must exclusively supervise the Student Media; the supervisor may not have other team and/or school duties during the tournament.
- Approved Student and School Media have the same access as professional media.
- A credentialed Student Member may report, write and do still-photography at postseason events.
- Student and School Media must be properly credentialed through the League. Member School Activities Directors, or their administrative designee, must apply on behalf of their Student and School Media.
- A Member School Activities Director may not serve as the Faculty Representative.
- If a Member School does not have students involved in a school-based media program, the Member School's Activities Director may apply on behalf of a School District Employee to assist in postseason coverage.
- Consult an onsite site administrator for additional information and guidance.

Student and School Media, defined events:

The League's bracketed team state tournament events are included in the Student and School Media experiential learning program. Those are:

- Girls and Boys Team Tennis
- Girls and Boys Soccer
- Girls and Boys Volleyball
- Adapted Soccer, Adapted Hockey, Adapted Softball
- Football
- Dance Team
- Team Gymnastics
- Team Wrestling
- Girls and Boys Hockey
- Girls and Boys Basketball
- Robotics
- Softball
- Girls and Boys Lacrosse
- Baseball

Events not included in the Student and School Media experiential learning program:

- Girls and Boys Individual Tennis
- Girls and Boys Cross Country Running
- Girls and Boys Swimming and Diving
- Girls and Boys Alpine Skiing
- Girls and Boys Nordic Skiing
- Individual Gymnastics
- Individual Wrestling
- Girls and Boys Swimming and Diving
- Adapted Bowling

- Speech, Debate, One-Act Play
- Music
- Visual Arts
- Badminton
- Golf
- Girls and Boys Track and Field
- Clay Target

Team Video Operator

- Some athletic activities will permit a Team Video Operator to record a contest for instructional coaching and review. Each sport or activity will have further requirements and guidelines.
- This role is designated strictly for educational purposes and may not include player or coach interviews, videotaping in the locker room or distribution to social media platforms.
- The video may be posted on Hudl or other approved educational platforms.
- The Team Video Operator must follow all Media Rules and Policies.
- Live or delayed streaming of the video is prohibited.
- Film, videotape, DVD or digital files continue to be the school's property and may only be used for educational or school archival purposes.
- Commercial sponsorship of any kind is prohibited.
- Schools must not share films, videotapes, DVDs or digital files produced by the school with any other entity unless approved by the League.

Note --- Member Schools not competing in a postseason event may not videotape or film that event.

Violation of League policies will result in instant forfeiture of the media credential and suspension from future coverage.

Additional Guidelines and Information

Spectator Photography

- The League's spectator photography policies align with policies at venues.
- For most tournaments, spectators may bring cameras, including cell phones, that are basic point-and-shoot, consumer-grade cameras without detachable lenses. The lens may be no longer than two inches. Accessories such as monopods, selfie sticks, tripods, GoPro mounts and other attachments are not generally allowed. Spectators seeking to take photos should consult information in the Spectator Guide found on the League website for each tournament.
- Spectator photography locations are limited to the spectator seating area. Spectators must be respectful of and not impede other spectators while photographing the event.
- Photos taken by spectators at postseason contests are for personal use and may not be sold.

- Only credentialed media are permitted to use professional-grade photography equipment at League postseason events.
- The use of flash equipment is not permitted.
- League-contracted photographers have enhanced access.

Video Footage Request Information

1. The licensing of League-owned archived footage may be available upon request.
2. To submit a request, include the following:
 - a. Contact information for requesting individual
 - b. Activity, year and specific game or match
 - c. Information about the intended use of the footage, including length and purpose
3. Send a request to the League at media@mshsl.org.

Advertising

1. Television, radio, print, streaming and/or other media may not use, or allow to be used, during the live presentation of the activity, rebroadcast thereof, or any printed accounts of the activity, any commercial nor may any of the broadcasters or writers refer to or use the words that imply a sponsorship of any tournament under the jurisdiction and control of the Minnesota State High School League, without the expressed written consent of the League.
2. Media may not allow advertisers to claim that they are sponsors of League State Tournament events.
3. Approved media must be able to produce, upon request of the League, advertisements used during a broadcast.
4. The League reserves the right to approve or reject advertisements for any product or service.
5. For any part of the broadcast which originates from the site of the activity, advertising of any mood-altering chemicals, such as alcohol, tobacco, vaping, CBD products or drugs of any kind is strictly prohibited.
 - a. Businesses whose primary purpose is selling alcoholic beverages, such as bars, taverns, liquor stores and those whose primary purpose is selling CBD products, etc., are prohibited from advertising on radio broadcasts during any League-sponsored events.
 - b. Combination businesses, such as restaurants or hotels, which dispense alcoholic beverages in a capacity secondary to its primary purpose, may advertise on radio broadcasts during League-sponsored events. However, no part of the advertising message may refer to the sale of alcoholic beverages, or to a bar, pub, tavern or other facility dispensing alcoholic beverages.
6. Any business or organization which is either directly or indirectly related to the gambling industry may advertise on radio broadcasts during League-sponsored events. However, no part of the advertising message may refer to the availability of gambling opportunities or promote gambling.
7. The League shall immediately exercise its right and responsibility to cancel all broadcast rights for an ongoing event and subsequent events of any media outlet station found to have violated the provisions of this advertising policy.

Drones

The MSHSL prohibits the use of Unmanned Aerial Vehicles (UAV), or "drones," at interscholastic contests, events or scrimmages, whether such vehicles are operated by school representatives, parents, participants, spectators, or media representatives. The operation of Unmanned Aerial Vehicles at interscholastic activities, events, games or scrimmages may create an increased risk of injury to participants and spectators and may create unwarranted distractions that affect the management and enjoyment of those activities or events. A Member School may choose to use, or permit the use of, a pilotless, remote-controlled vehicle at school practices. That determination is left to the discretion of responsible administrators of the Member School. The MSHSL recommends that a Member School consult with the school's insurer and legal counsel and refer to FAA and local community regulations before using or permitting the use of such vehicles during school practices.

Approved by the League's Board of Directors on June 4, 2024

Information Requests

Request for information from the League must be submitted in writing to media@mshsl.org.

Downloadable Video Copies of State Tournament Events

Available for purchase through NSPN.tv at www.nspn.tv.

Glossary of Terms Used in this Document

Audio-Only Broadcast: An audio feed that may include a camera focused on the scoreboard.

Application: Organizations on the Approved Annual Media List may make applications for credentials for their media staff to cover League state tournaments onsite.

- An application must be made for each state tournament event.
- An application consists of the names of media personnel applying to cover the tournament.

Approved Annual Media List: This list is comprised of media organizations that have registered for and been approved by the League for regular season and postseason events.

- Member School administrators and Region Secretaries use this list as guidance for permitting media to cover regular season and Section events.
- Organizations on the Approved Media List may apply for state tournament credentials for their media staff.

Broadcast: Video sent to a local-access or television broadcast channel.

Credentialed: Credentials are issued to media personnel whose organizations are on the Approved Annual Media List and have applied for credentials for their media staff to cover League State Tournaments onsite and been approved by the League.

Delayed Streaming: Placement on a website or other online hosting site of recorded audio and/or video after a contest has concluded.

Designation Letter: A Designation Letter is required annually from each school district the Minnesota Community Media System is serving. The League recognizes MCMS representatives as official educational television personnel for a Member School, provided such an assignment of responsibility from that school district's superintendent is submitted annually in writing and on file at the League Office.

Live Streaming: Placement on a website or other online hosting site of live audio and/or video directly from a venue while a contest is in progress.

Media Organization: An entity with a history of League coverage that produces news content which can only be obtained by the granting of a news media credential.

Media Personnel: An individual employed by or hired by a media organization.

Postseason: Includes all section and state contests, events, tournaments and meets.

Region Secretary: The official contact person for all section events. Region Secretaries work in conjunction with the Region Committee to make determinations on section event policies and procedures.

Registration: An annual process for media organizations to register, be vetted and be placed on the Approved Media List.

- This approved list:
 - is used by Member Schools and Regions to make determinations on media organization admittance for regular season and section tournaments.
 - is a pre-requisite to applying for a media credential for League State Tournaments.

Regular Season Contests: Regular season contests in League activities are under the management of the host Member School. Using guidance from the League, the Member Schools make decisions on media attendance and coverage.

Section Contests: Postseason section contests in League activities are under the management of the Administrative Region managing the event. Using guidance from the League, the Administrative Region makes decisions on media attendance and coverage.

State Tournaments: State tournament contests in League activities are under the management of the League. The League makes decisions on media attendance and coverage based on Board of Directors-approved policy.



BRIDGE TO SUCCESS

Dr. Tamara Champa
 SUPERINTENDENT

2025 Hastings School Board & Committee Future Meetings

This document is a list of all the dates for work sessions, board meetings, special meetings, and committee meetings.

Committee descriptions and members are listed below the list of meetings.

Any questions or concerns regarding meetings can be directed to LynDee Humble at 651-480-7013 or via email at lhumble@isd200.org.

Color Key	Regular Board Work Session	Regular Board Meeting (Including Closed & Special)	Policy Committee	Facilities, Finance & Joint Powers Committee	Community Collaboration Committee	Student School Board Committee
Future Meeting Dates						
Date	Time	Description	Board or Committee		Location	
08.27.2025	7:00 pm**	Regular Board Meeting **NOTE start time**	School Board		Hastings Middle School Media Center	
08.28.2025	5:00 pm	Student School Board	Student School Board Committee		District Office Conference Room A	
09.05.2025	12:00 pm	Policy Meeting	Policy Committee		District Office Conference Room A	
09.10.2025	6:00 pm	Work Session	School Board		Hastings Middle School Media Center	
09.19.2025	12:00 pm	Policy Meeting	Policy Committee		District Office Conference Room A	
09.24.2025	6:00 pm	Regular Board Meeting	School Board		Hastings Middle School Media Center	
10.03.2025	12:00 pm	Policy Meeting	Policy Committee		District Office Conference Room A	
10.08.2025	6:00 pm	Work Session	School Board		Hastings Middle School Media Center	
10.17.2025	12:00 pm	Policy Meeting	Policy Committee		District Office Conference Room A	
10.22.2025	6:00 pm	Regular Board Meeting	School Board		Hastings Middle School Media Center	

10.31.2025	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
10.31.2025	1:00 pm	Finance Meeting	Facilities, Finance & Joint Powers Committee	District Office Conference Room A
11.05.2025	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
11.14.2025	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
11.19.2025	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center
12.03.2025	6:00 pm	Work Session	School Board	Hastings Middle School Media Center
12.12.2025	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
12.12.2025	1:00 pm	Finance Meeting	Facilities, Finance & Joint Powers Committee	District Office Conference Room A
12.17.2025	6:00 pm	Regular Board Meeting	School Board	Hastings Middle School Media Center

Community Collaboration Committee (3)

Purpose Statement: *The Community Collaboration Committee is a link between the Hastings School District and the ISD 200 community. The committee focuses on identifying avenues to continuously improve the district's communication process for increased transparency and to better articulate the district's goals with its stakeholders. The committee seeks opportunities for shared learning, knowledge, awareness, experience, and growth to create a stronger, more united community.*

Committee Members: Melissa Millner (Chair) :: Matt Bruns :: Philip Biermaier :: Kristine Wehrkamp Herman

Facilities, Finance & Joint Powers Committee (3)

The mission of the ISD 200 Finance, Facilities, and Joint Powers Committee is to provide strategic guidance on budgetary, financial, and substantial facilities investment activities. These efforts prioritize sustainability, transparency, and equity, serving the School Board and the broader community.

The committee is committed to fostering financial sustainability, ensuring transparency in decision-making, and supporting equity in resource allocation. It aims to enhance public confidence by effectively managing, maintaining, and improving district facilities, while educating stakeholders about facility usage, condition, and future outlook.

Working collaboratively with City of Hastings elected officials and staff collaborate on opportunities with the City under Joint Powers Programs. The Committee works to maximize shared resources through partnerships with the City, as outlined in Minnesota Statutes 124D.18 et. seq., to achieve meaningful outcomes for students and the community.

Committee Members: Mark Zuzek (Chair) :: Melissa Millner :: Carrie Tate :: Jen Seubert :: Kristine Wehrkamp Herman

Policy Committee (3)

Purpose Statement: *The Hastings School Board Policy Committee serves to review and revise current policies, and propose policy changes for adoption based on statute, at the direction of the School Board or administrator, and as identified for the benefit for the students and staff of ISD 200.*

Committee Members: Jessica Dressely (Chair) :: Mark Zuzek :: Carrie Tate :: Kristine Wehrkamp Herman :: Guests as determined by policy review

Student School Board Committee (3)

Purpose Statement: *The school board believes that the views, insights, and suggestions of student representatives on the school board can be an advantage to the school board in its decision-making role. The Student School Board Committee will focus on identifying, interviewing, and recommending student representatives to serve on the school board.*

Committee Members: Matt Bruns (Chair) :: Jessica Dressely :: Melissa Millner :: Kristine Wehrkamp Herman

917 REP (1) - 3 Year Term 2024-2027
Commitment: Typical 1 meeting per month

Mark Zuzek

RELICENSURE COMMITTEE REP

Philip Biermaier
Backup - Mark Zuzek

MSHSL REP (1)

Mark Zuzek

AMSD Liaison (1)

Matt Bruns
Backup - Mark Zuzek

BRIGHTWORKS (1) If appointment is open

Jessica Dressely

Native American Parent Advisory Committee Liaison

Matt Bruns
Backup - Jessica Dressely