

Hastings Area Public Schools - ISD 200
School Board Meeting Agenda

Wednesday, September 24, 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**
 - a. Student School Board Representative Oath of Office
- IV. **Recognition of Visitors**
- V. **Raider Spotlight**
 - Marissa Welch - 2025 Boys Tennis Assistant Coach of the Year
 - School Board Member Appreciation Month
- VI. **Public Comment Session**
- VII. **Reports and Discussions**
 - a. Superintendent Report
 - b. Presentation by Mr. Willette - HHS English Teacher - England & Ireland Tour
 - c. Building Construction Fund Project Update
 - d. Legal: Data Request Update
 - e. School Board Representatives/Committees
 - i. ISD 917 School Board Representative Update
 - ii. AMSD Update
 - iii. Community Collaboration Committee Update
 - iv. Facilities, Finance & Joint Powers Committee Update
 - No meetings held since last update.
 - v. NAPAC Committee Update
 - vi. Student School Board Committee Update
 - vii. Policy Committee Update
 - f. Policies
 - i. First Readings
 - ii. Second Readings
 - iii. Fourth Reading
 - iv. Policies for Approval after Third Reading
- VIII. **Action Items**
 - a. Consent Agenda
 - i. Bills Payable
 - ii. Change Orders
 - Change Order #3 \$12,894.75 Hastings Middle School Door Replacements
 - iii. Personnel Report
 - iv. Meeting Minutes
 - v. Policies for Approval after Third Reading
 - b. Items for Individual Action
 - i. Acceptance of Donations
 - ii. Max Levy Limitations
 - iii. Eagle Bluff Trip Approval
 - iv. MSBA Proposed Resolution Approval

- v. Brightworks Annual Renewal Approval
- vi. 2025 Resolution Appointing Election Judges

- IX. **Future Meetings**
- X. **Adjournment**



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

OATH OF OFFICE

I swear/affirm that I will support the Constitution of the United States and the Constitution of the State of Minnesota and will faithfully discharge the duties of student school board representative serving Independent School District 200 to the best of my judgment and ability.

Signature

Date

Notary Public

Building Construction Fund Projects as of 8/31/2025

| | 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 | 35,265 | 222 | (92) | Complete |
| Safety & Security Improvements | 576,468 | 424,152 | 424,152 | 70,553 | 17,193 | 64,571 | Complete |

| | | | | | | | |
|--------------------------------|-------------------|-------------------|-------------------|------------------|------------------|----------------|-------------------|
| Radio Replacement | 100,000 | - | - | - | 100,170 | (170) | Complete |
| Contingency | 2,007,858 | - | - | - | - | 2,007,858 | Contingency |
| Reallocations from/to projects | (9,731,222) | - | - | - | - | (9,731,222) | Reallocation |
| Interest Earnings | | - | - | - | - | 2,642,920 | Interest Earnings |
| Subtotal | 47,847,918 | 42,316,814 | 42,312,815 | 3,239,633 | 4,539,525 | 398,865 | |

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 | - | 154,523 | 23,432 | In Process |
| Subtotal | 919,386 | 664,179 | 547,817 | 73,791 | 156,790 | 140,987 | |

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 | |
|-----------------|---|---|---|---|---|---------|-----------|
| Subtotal | - | - | - | - | - | - | In Design |

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

| | A | B | C | D | E | A-B-E | |
|-----------------------------|----------------|----------|----------|----------|----------------|---------------|---------------|
| Other District Projects | | | | | | | |
| Flexible Learning Furniture | 600,000 | - | - | - | 582,905 | 17,095 | Not Completed |
| Subtotal | 600,000 | - | - | - | 582,905 | 17,095 | |

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 | 3,313,424 | 5,279,221 | 556,947 | |
|--------------|-------------------|-------------------|-------------------|------------------|------------------|----------------|--|

| | |
|--|------------|
| Complete and In Process (does not include contingency) | 56,490,668 |
| Project Total | 49,367,304 |
| % | 114% |

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



ISD 917 BOARD NOTES

SEPTEMBER 2, 2025 BOARD MEETING

The ISD 917 School Board met for a Work Session and Regular Meeting on September 2, 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 and Final Readings
 - 501 - Weapons
 - 524 - Internet, Technology, and Cell Phone Acceptable Use and Safety Policy
 - 516 - Student Medications and Telehealth
 - 556 - Student Use of Cellular Phones and Other Personal Electronic Devices
 - 709 - Student Transportation Safety Policy
 - 806 - Safety Crisis Management
- Policies - First Reading
 - 516.5 - Overdose Medication
 - 534 - Student Meal Charges

PERSONALIZATION

- Reviewed the Core Values Reflection Tool (CVRT 1.0)

STEWARDSHIP

- Review Bills, Wire Transfers, and Investments



ISD 917 BOARD NOTES

SEPTEMBER 2, 2025 BOARD MEETING

REGULAR BOARD MEETING

COMMUNICATIONS

- **Approved Consent Items**

- **8/5/25 Minutes**
- **POLICIES - Approved**
 - **501 - Weapons**
 - **524 - Internet, Technology, and Acceptable Use and Safety Policy**
 - **516 - Student Medication**
 - **556 - Student Use of Cellular Phones and Other Personal Electronic Devices**
 - **709 - Student Transportation**
 - **806 - Crisis Management Policy**

- **PERSONNEL**

- **New Hires**

- Julie Al-Rai, Teacher, effective August 19, 2025.
- Carolyn Arellano, Education Support Professional, effective August 27, 2025.
- Gabrielle Brown, Education Support Professional, effective August 27, 2025.
- Amariae English, Education Support Professional, effective August 27, 2025.
- David Fritze, School Counselor, effective August 19, 2025.
- Anghosom Ghebreselassie, Education Support Professional, effective August 27, 2025.
- Caitlin Garagiola, Education Support Professional, effective August 27, 2025.
- Sarah Hannan, Mental Health Professional, effective August 19, 2025.
- Faisa Hassan, Education Support Professional, effective August 27, 2025.
- Caleb Hershey, Education Support Professional, effective August 27, 2025.
- Wanda Hoppe-Wright, Education Support Professional, effective August 27, 2025.
- Abidirazak Hussein, Education Support Professional, effective August 27, 2025.
- Nasjah Johnson, Education Support Professional, effective August 27, 2025.
- Kaliah Kelly, Education Support Professional, effective August 27, 2025.
- Emma Krech, Mental Health Professional, effective August 19, 2025.
- Cecilia Kintopf, Education Support Professional, effective August 27, 2025.
- Danielle LaFrance-Warnke, Teacher, 0.75 FTE, effective August 19, 2025.
- Azure Lambert, Education Support Professional, effective August 27, 2025.
- Allen Layvontae, Education Support Professional, effective August 27, 2025.
- Alicia Linscheid, Education Support Professional, effective August 27, 2025.
- Libby Lorrón, School Social Worker, effective August 19, 2025.
- Aysia Meyers, Sign Language Interpreter, effective August 28, 2025.
- Jazmin Moore, Education Support Professional, effective August 27, 2025.
- Heather Morgen, Education Support Professional, effective August 27, 2025.
- Monica Nordby, Sign Language Interpreter, effective August 28, 2025.
- Annie O'Neill, Education Support Professional, effective August 27, 2025.
- Bethany Rademacher, School Counselor, effective August 19, 2025.
- Chasity Rodriguez, Education Support Professional, effective August 27, 2025.



ISD 917 BOARD NOTES

SEPTEMBER 2, 2025 BOARD MEETING

REGULAR BOARD MEETING, CONTINUED

- Stacey Rossow, Education Support Professional, effective August 27, 2025.
- Casey Terry, Education Support Professional, effective August 27, 2025.
- Robert Jacobson, Teacher, effective August 19, 2025.
- Aaron Ruikka, Education Support Professional, effective August 27, 2025.
- Athen Schooler, Education Support Professional, effective August 26, 2025
- Yuele Sium, Education Support Professional, effective August 27, 2025.
- James Smith, Education Support Professional, effective August 27, 2025.
- Zoe Smith, Education Support Professional, effective August 27, 2025.
- Amy Solinger, Mental Health Professional, effective August 19, 2025.
- Delaney Tatarka, Speech Language Pathologist, effective August 19, 2025.
- Kadra Wardere, Education Support Professional, effective August 27, 2025.
- Eric Williams, Education Support Professional, effective August 27, 2025.
- Kaho Yusuf, Education Support Professional, effective August 27, 2025.
- Samiya Yusuf, Education Support Professional, effective August 27, 2025.
- Elizabeth Zabawa, Teacher, effective August 19, 2025.
- Amy Zinz, Administrative Assistant, effective July 9, 2025.
- **RE-HIRES:**
- Dillion Eddy, Special Education Teacher, effective August 19, 2025.
- **CHANGE IN STATUS:**
- Rachel Aster, Education Support Professional to Teacher, effective August 19, 2025.
- Britney Greeley, Education Support Professional, to Teacher, effective August 19, 2025.
- Isabella Kranz, Temporary Work Assignment to School Psychologist, effective August 19, 2025.
- Amy Hart, Education Support Professional to Teacher, effective August 19, 2025.
- Rebecca Hennessey, Teacher to Education Support Professional, effective August 25, 2025.
- Erin Mahnke, Assistant Principal to Teacher, effective August 25, 2025.
- Deric Thames, Teacher to Education Support Professional, effective August 27, 2025.
- Anjali Rao, Education Support Professional to Braillist, effective July 1, 2025.
- **LEAVES OF ABSENCE:**
- **RESIGNATION & TERMINATIONS:**
- Katie Irby, Education Support Professional, effective August 26, 2025.
- Samantha Ophus, Education Support Professional, effective August 4, 2025.
- Kenzie Richards, Education Support Professional, effective August 22, 2025.
- **RETIREMENT:**

STEWARDSHIP

- Approved Bills
- Approved Wire transfers
- Approved Investment reports

PERSONALIZATION

- Approved Superintendent Goals for 2025-2026



Association of Metropolitan School Districts

August 29, 2025

To: AMSD Board of Directors

From: Scott Croonquist, Executive Director

RE: Board of Directors Meeting
7 – 9 a.m., September 5, 2025
Quora Education Center
70 County Road B2 W
Little Canada, MN
Remote option available – Zoom link will be sent prior to the meeting
Breakfast served at 7 a.m. and business meeting begins at 7:30 a.m.

AGENDA

- | | | |
|------|---|------------|
| I. | Welcome and Introductions | DeMay |
| II. | Routine Business | |
| | ○ Approval of Minutes of August 1 Meeting | DeMay |
| III. | Executive Director's Report | Croonquist |
| IV. | Guest Speaker | DeMay |
| | ○ Peter Leatherman, The Morris Leatherman Company <i>Overview of Minnesota Public Opinion Survey</i> | |
| V. | What Perpich Can Do for You: Free Professional Development Opportunities for Your School Community | DeMay |
| | ○ Allegra Smisek, Executive Director, Perpich Center for Arts Education | |

Upcoming Meetings DeMay

Executive/Legislative Committee Meeting
7:30 – 9 a.m., Friday, September 26, 2025
2 Pine Tree Dr., Room 301
Arden Hills

Board of Directors Meeting
7 – 9 a.m., Friday, October 3, 2025
Quora Education Center
70 County Road B2 W., Little Canada

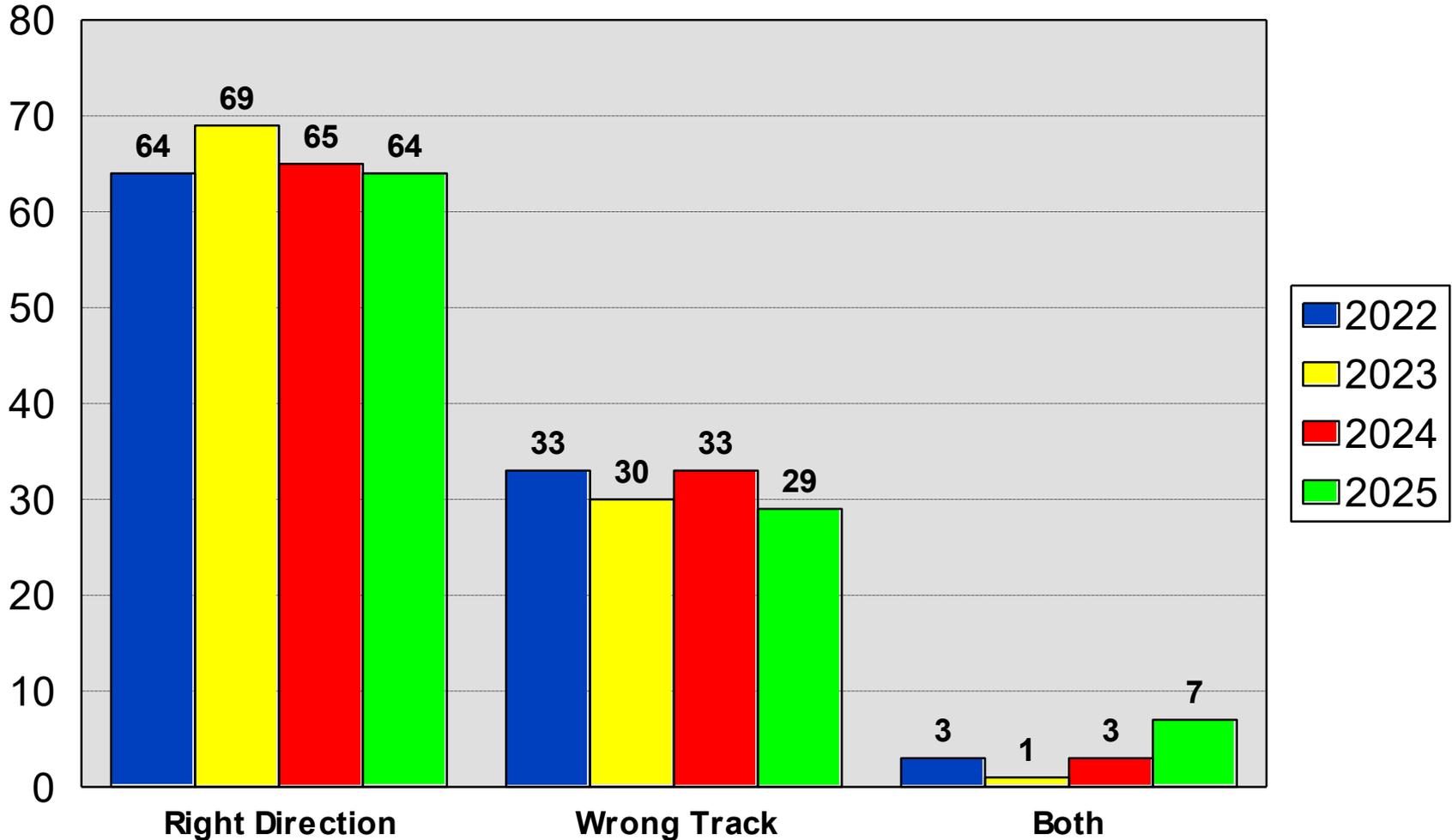
**“Sure could use a little good news
today“**

**AMSD
September 5, 2025**

Morris Leatherman Company

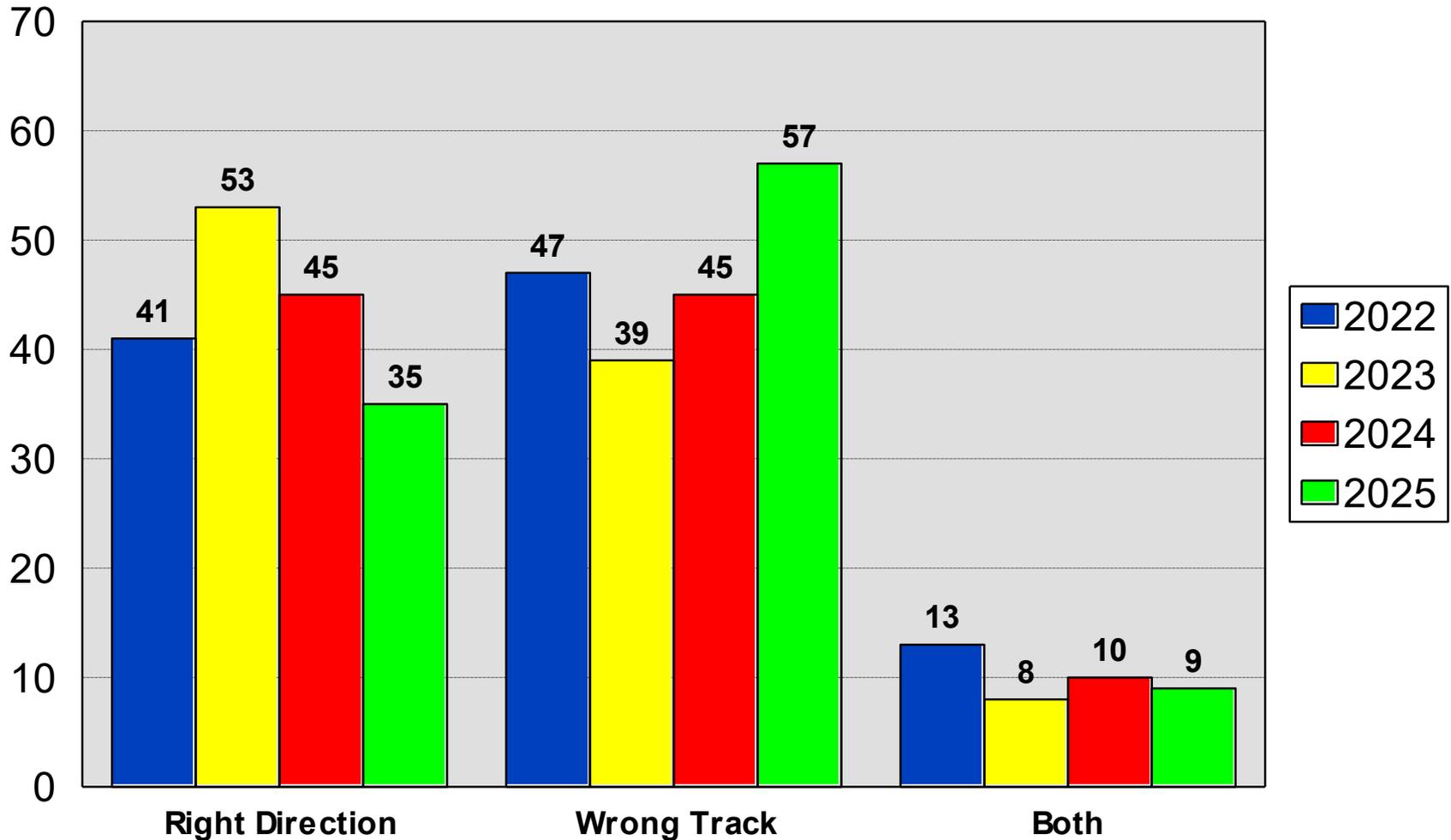
Direction of Minnesota

2025 August Statewide Survey



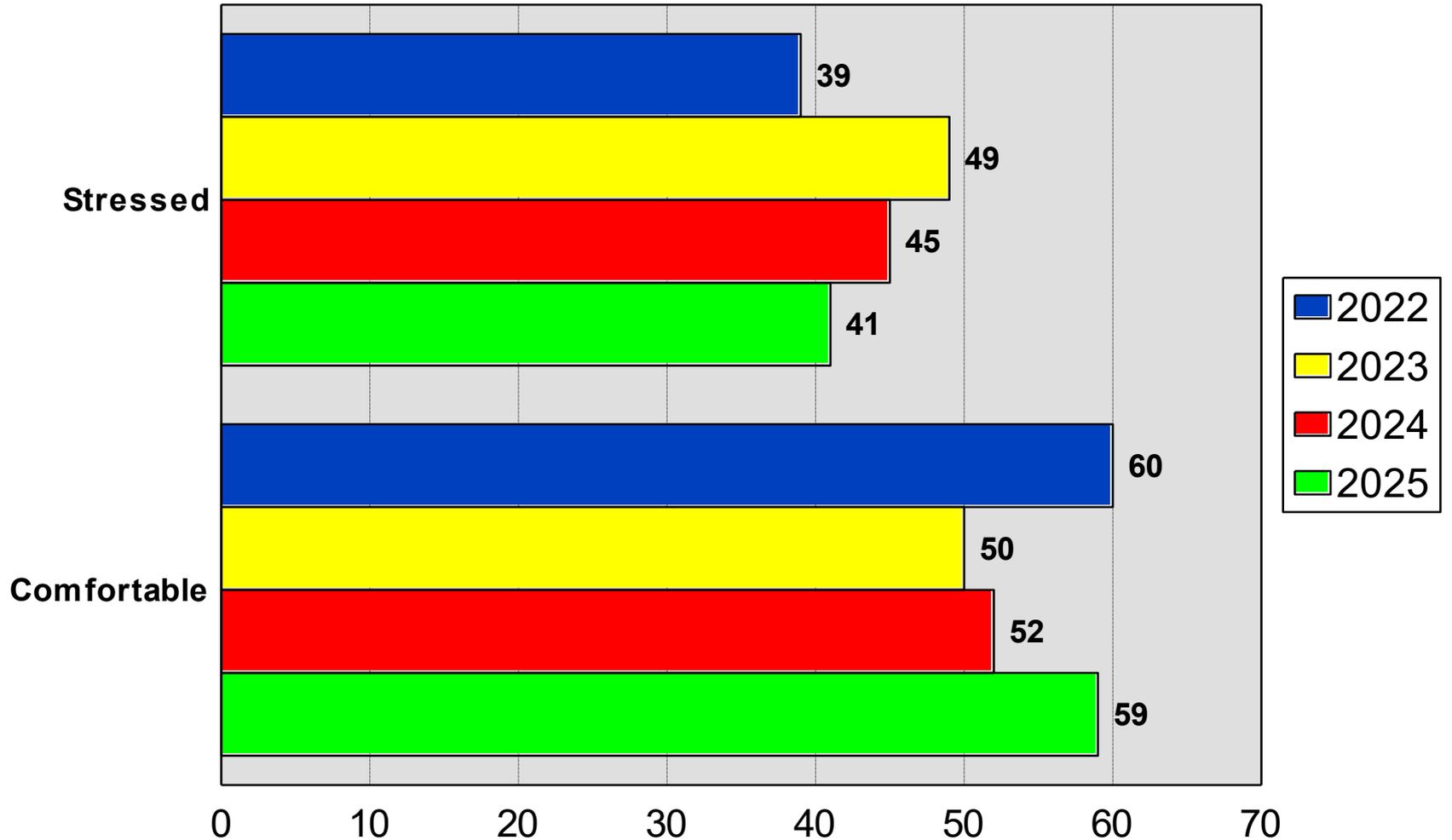
Direction of United States

2025 August Statewide Survey



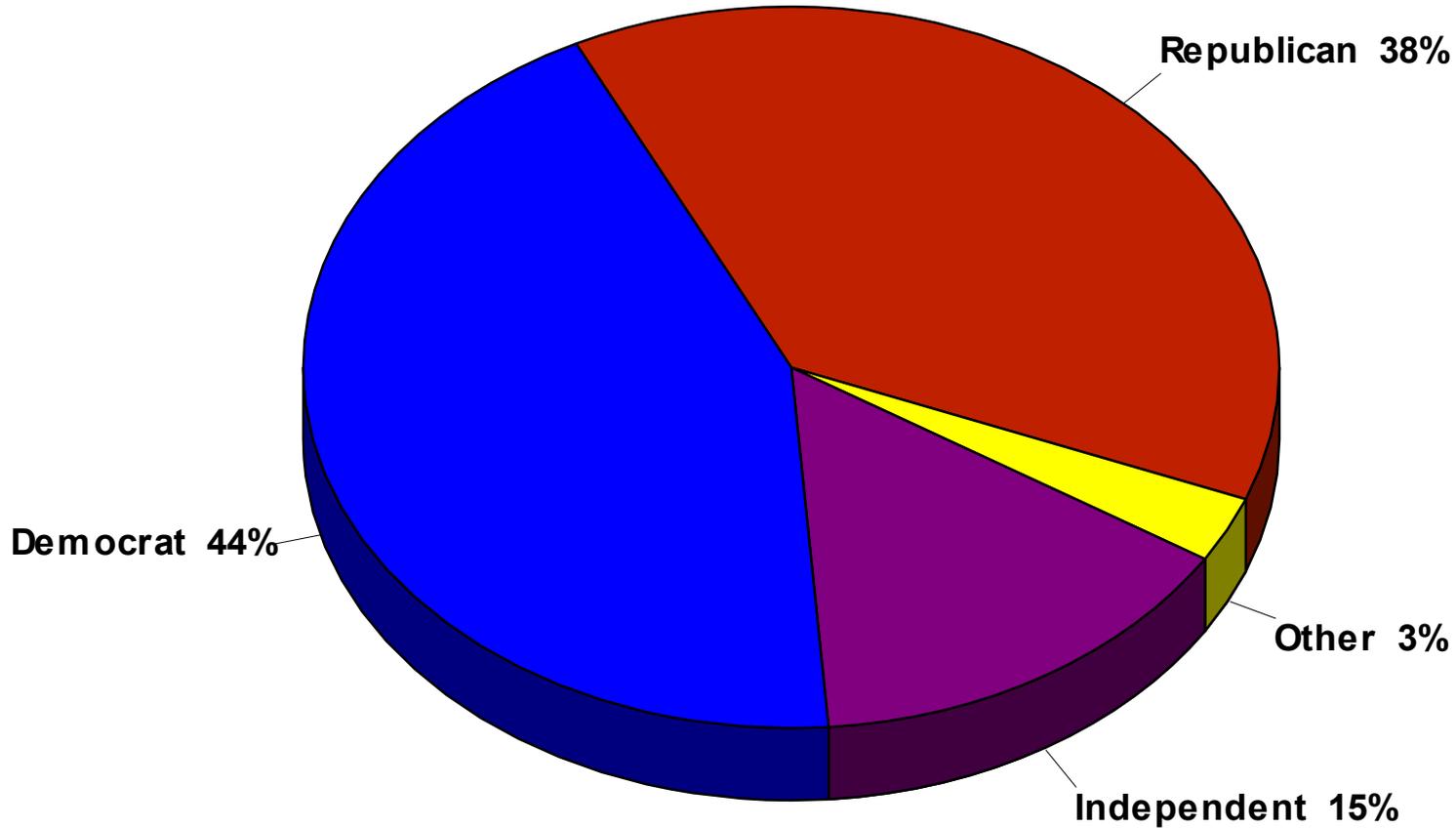
Financial Situation

2025 August Statewide Survey



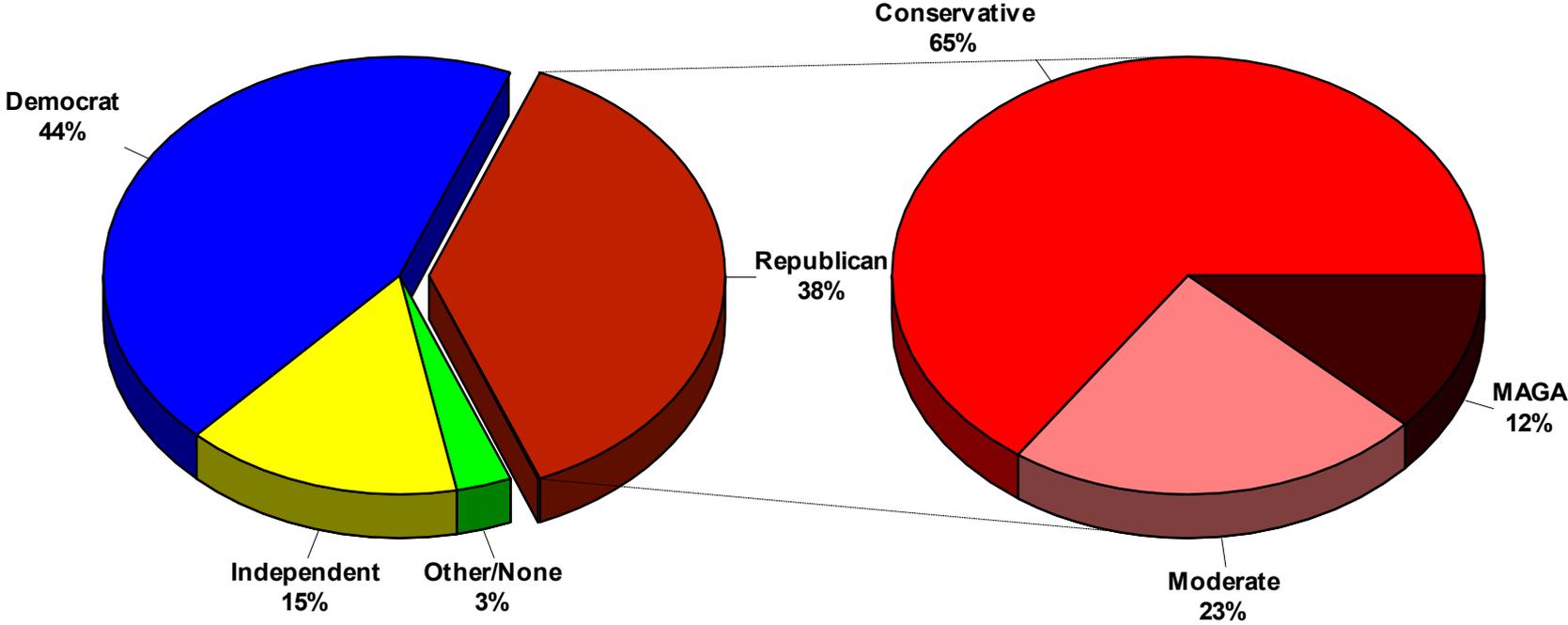
Party Identification

2025 August Statewide Survey



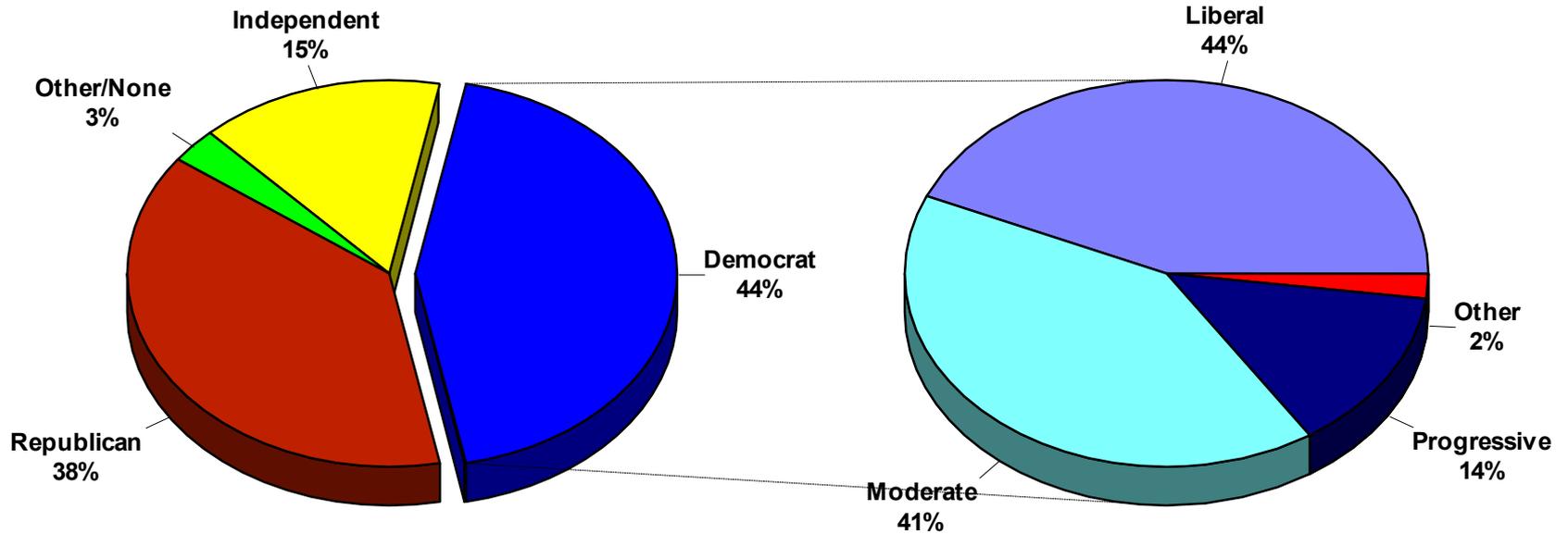
Republican Political Ideology

2025 August Statewide Survey



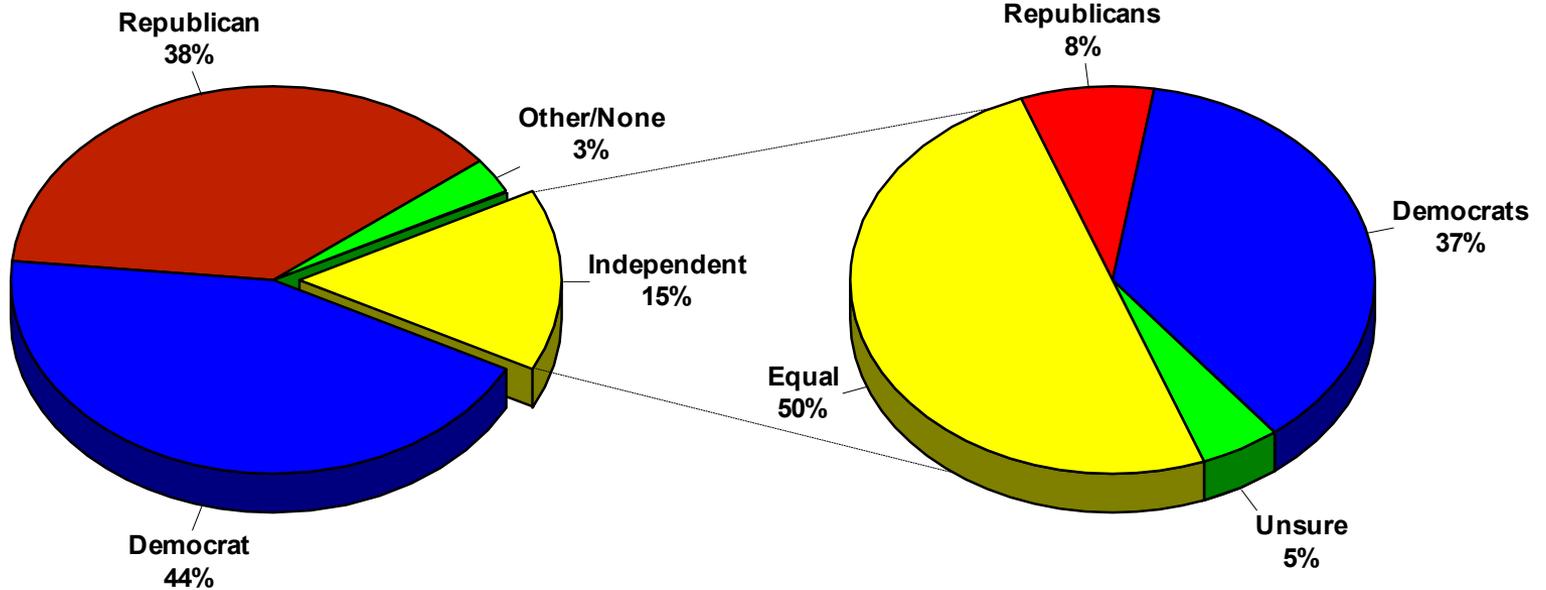
Democratic Political Ideology

2025 August Statewide Survey



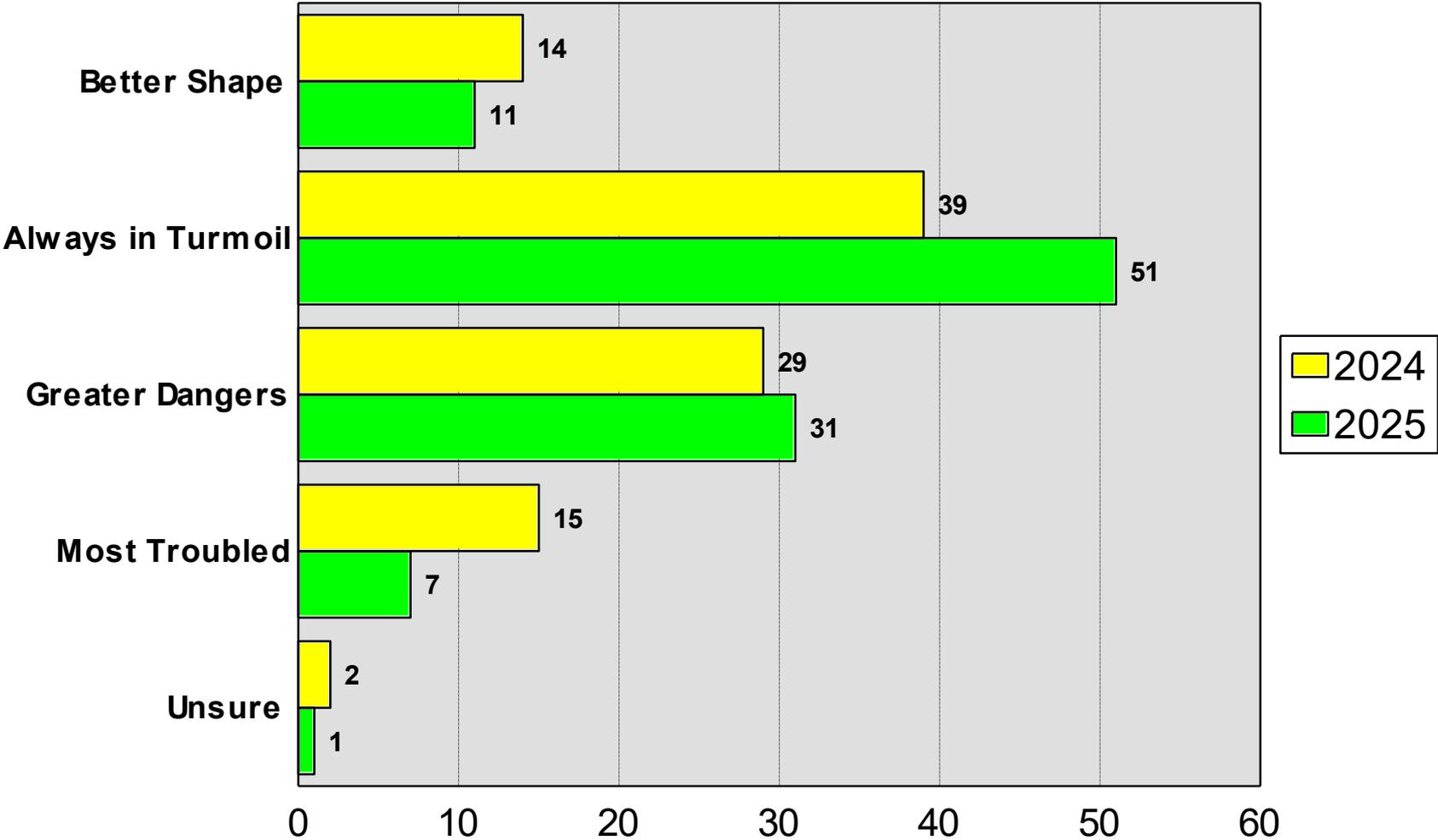
Independent Political Ideology

2025 August Statewide Survey



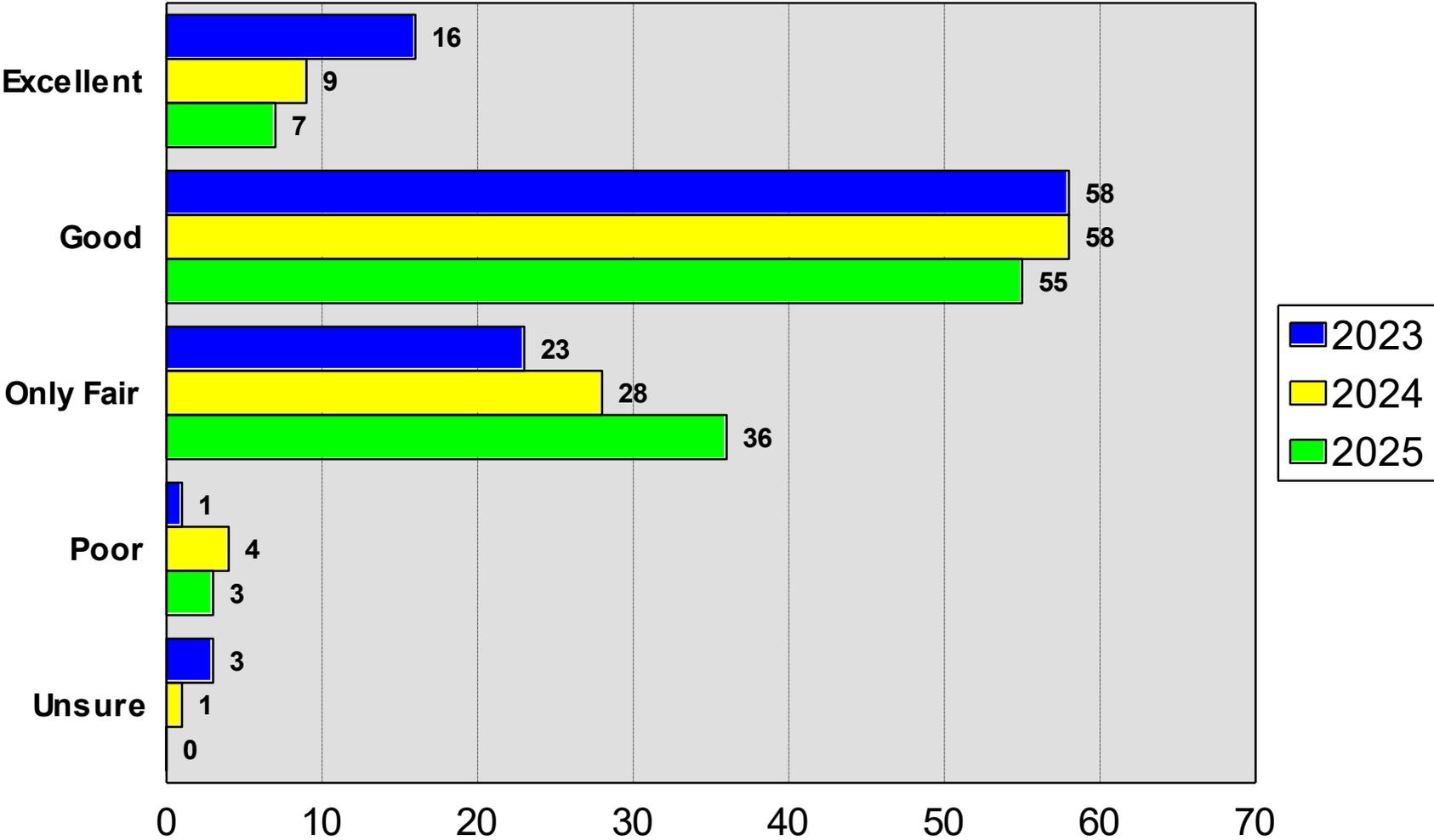
State of the World Today

2025 August Statewide Survey



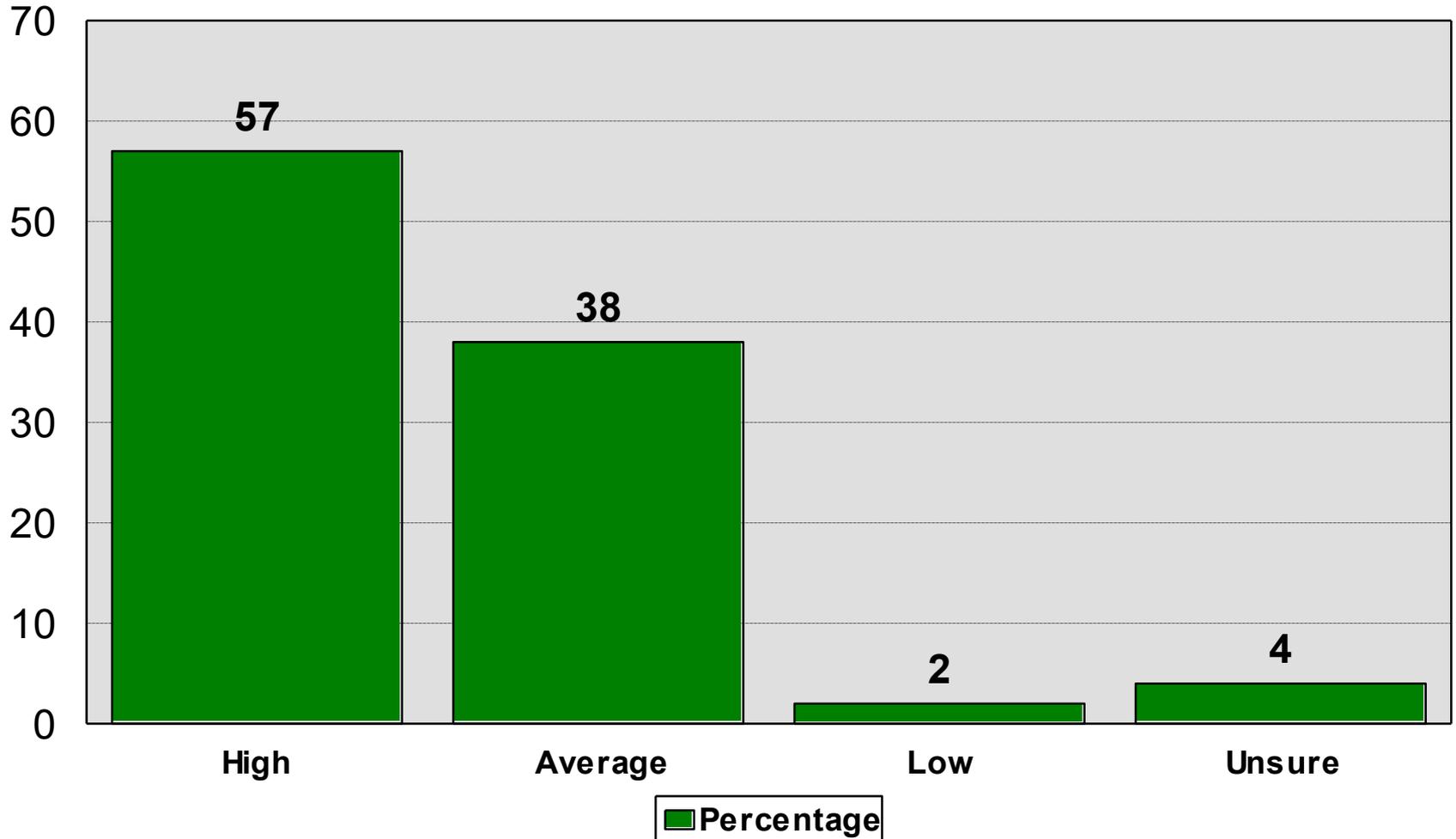
Value of Services for Taxes Paid

2025 August Statewide Survey



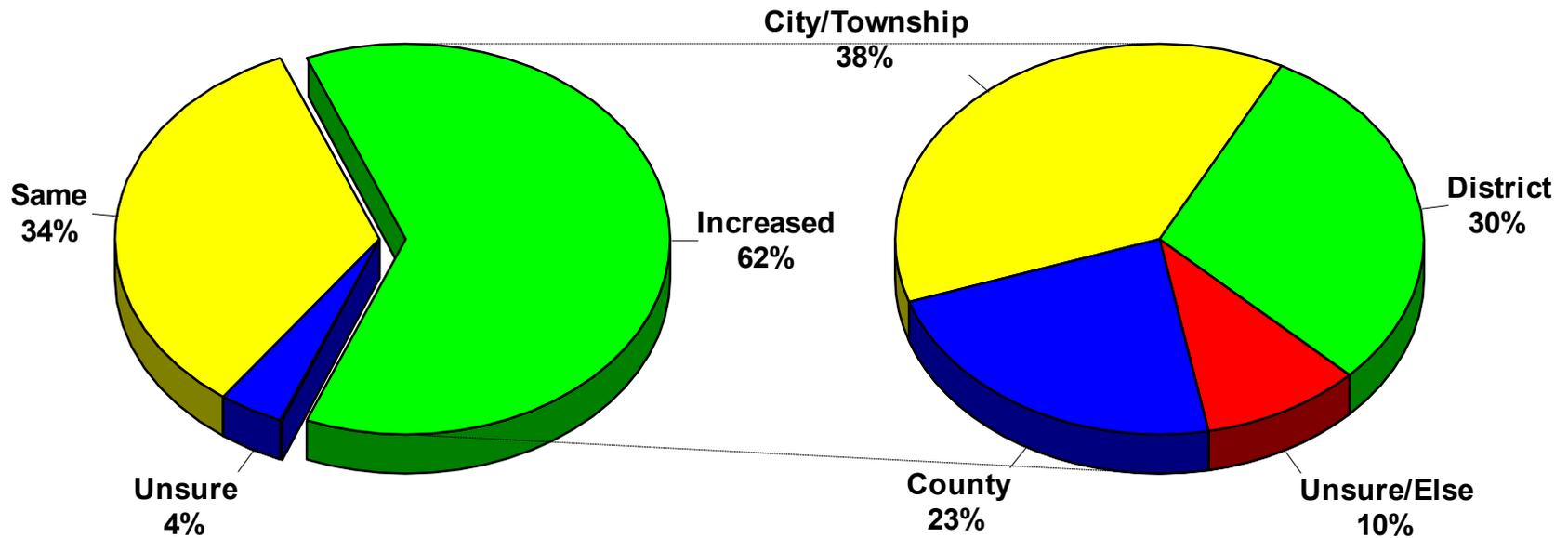
Perception of Property Taxes

2025 August Statewide Survey



Property Taxes Over Past Couple of Years

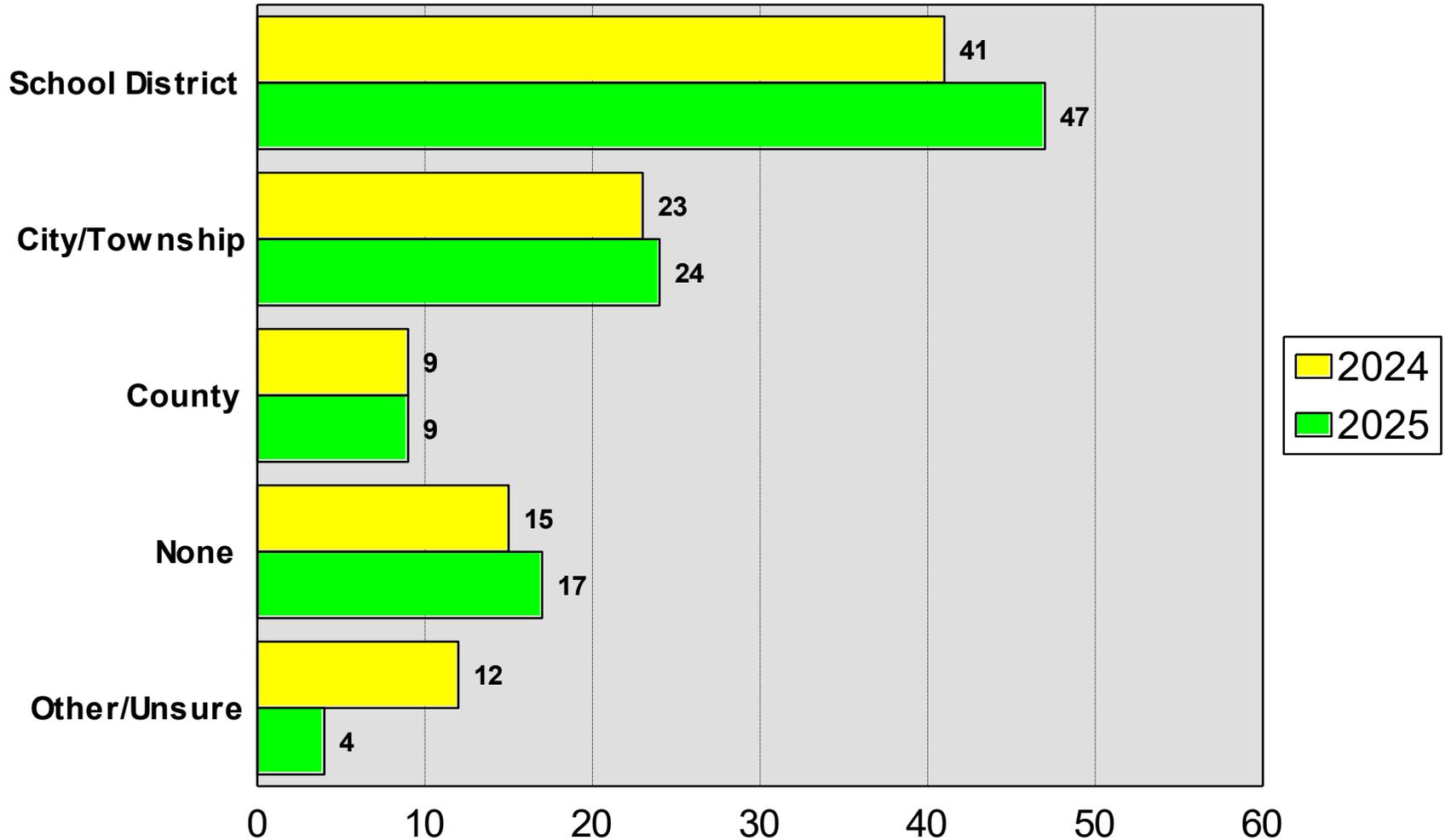
2025 August Statewide Survey



Primary Cause of Increase in Property Taxes

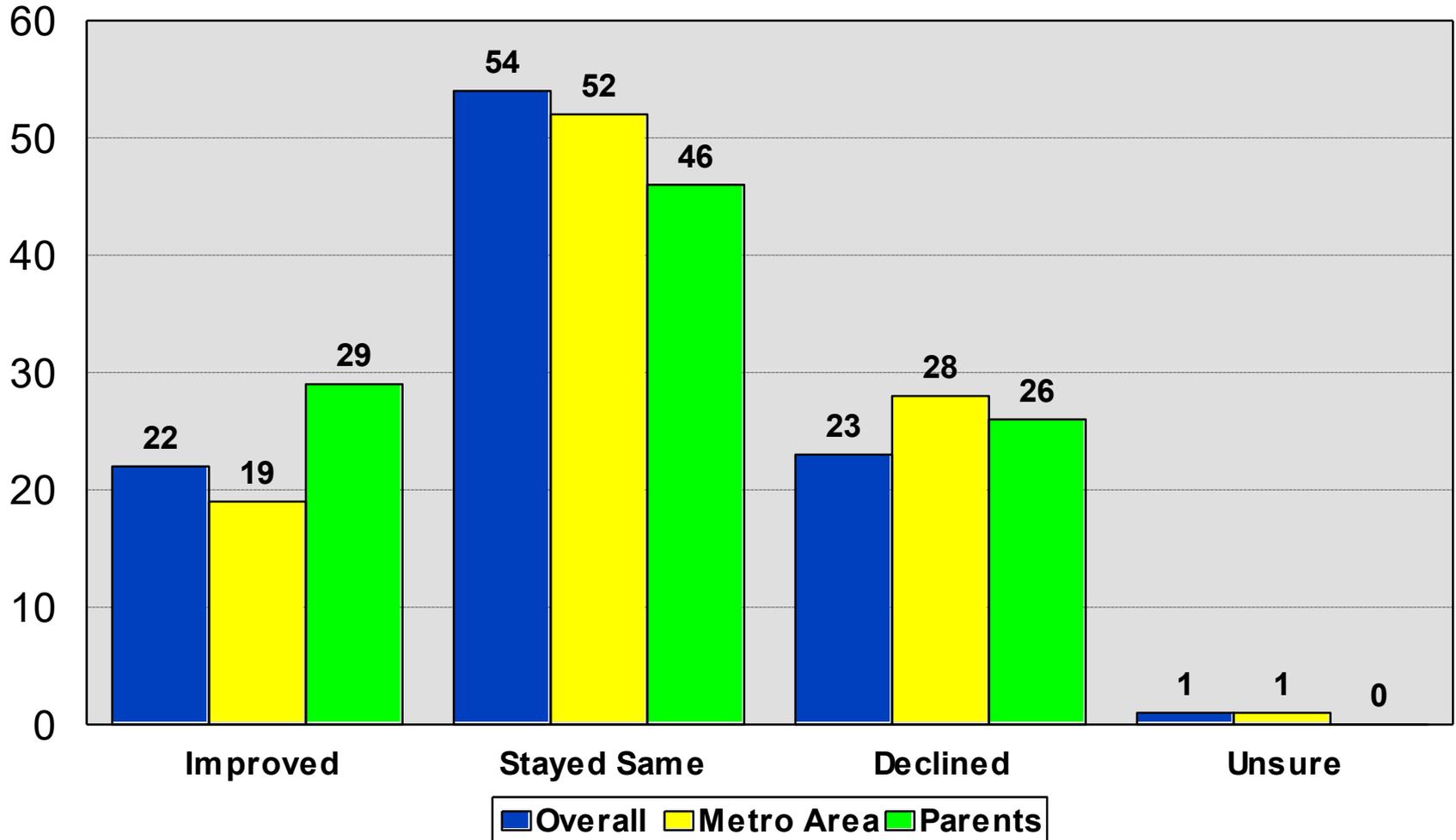
\$100 Tax Increase Go To....

2025 August Statewide Survey



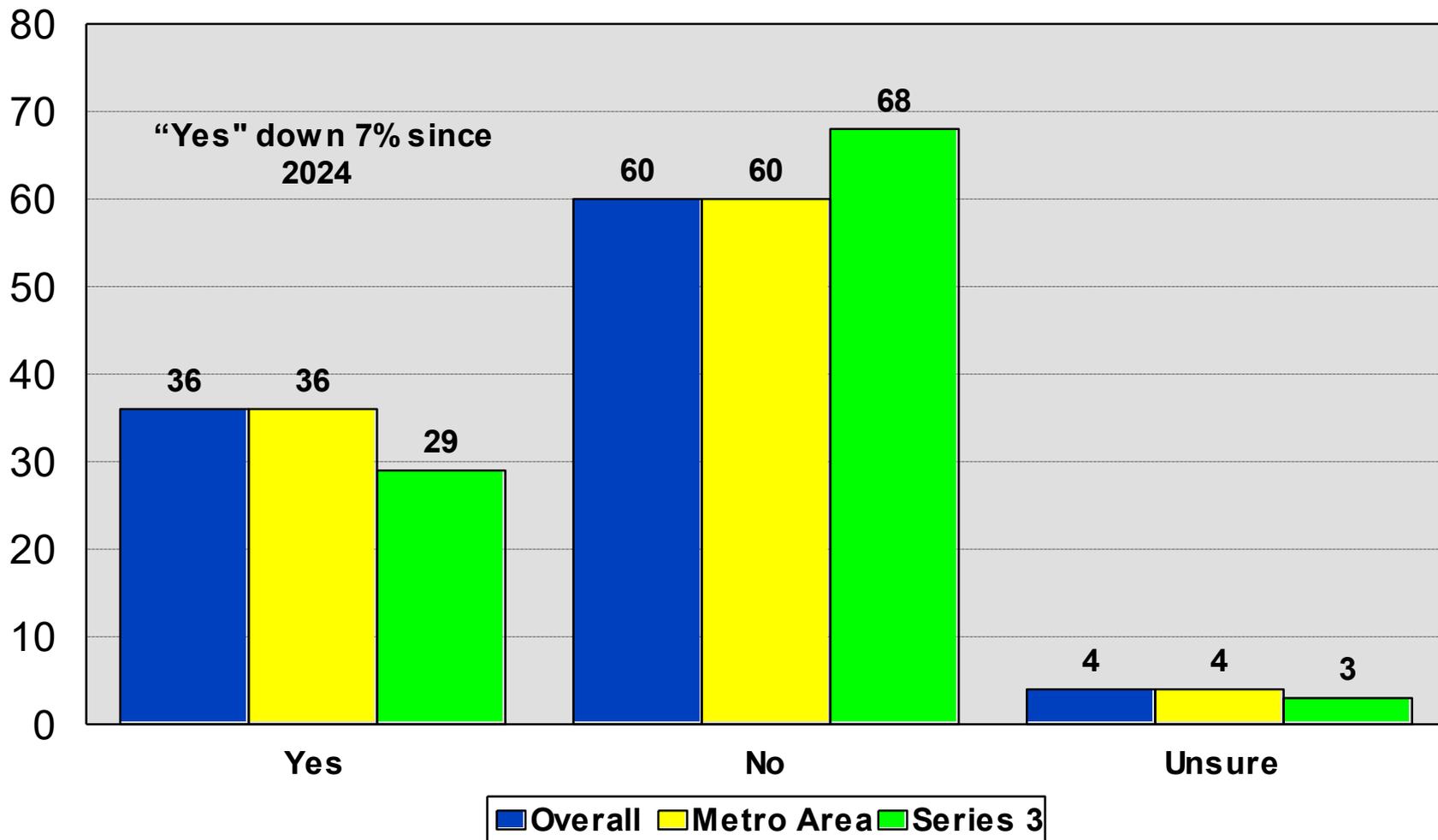
Quality of K-12 Education over past three years

2025 August Statewide Survey



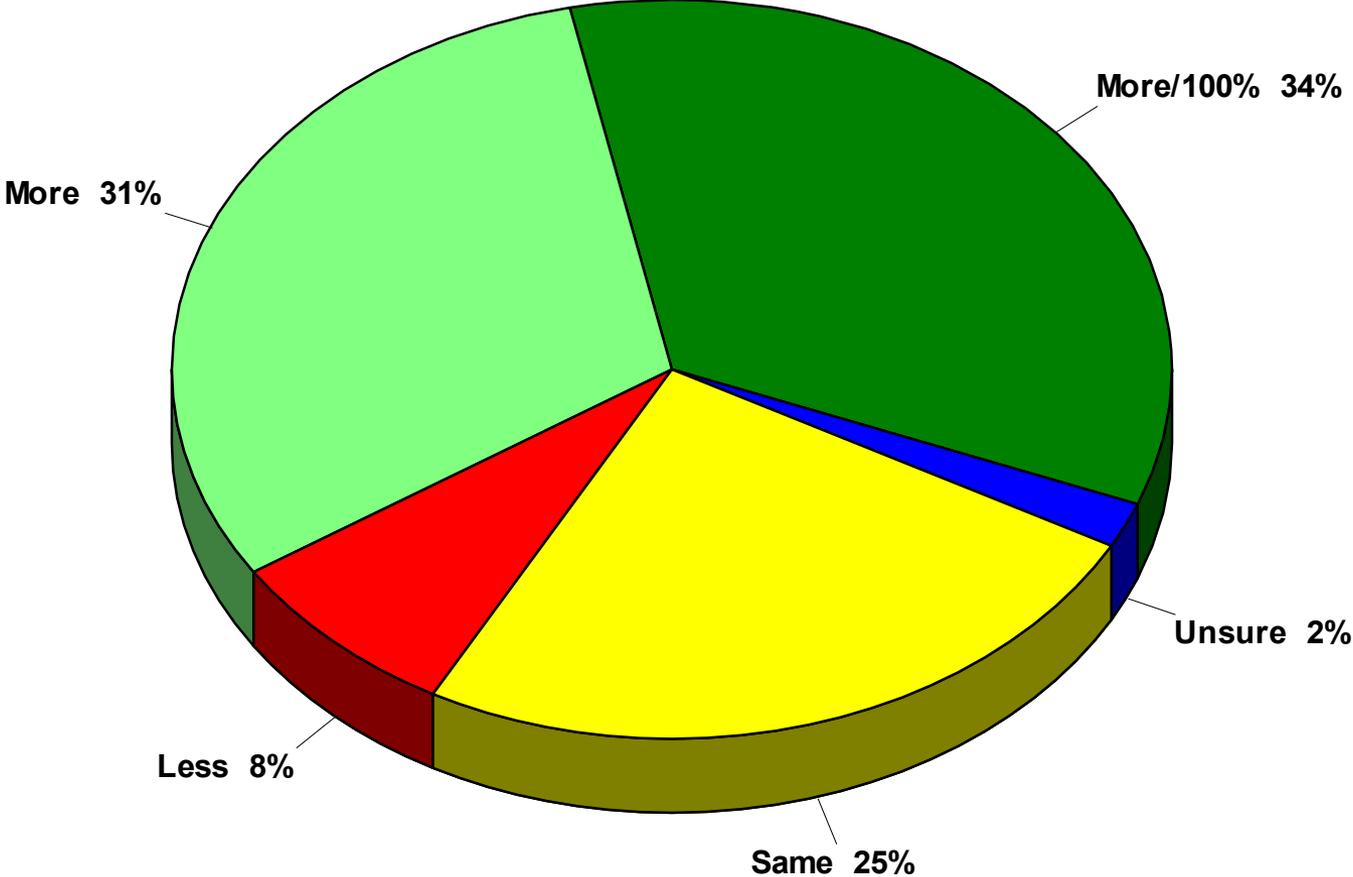
Adequacy of Funding of Local Schools

2025 August Statewide Survey



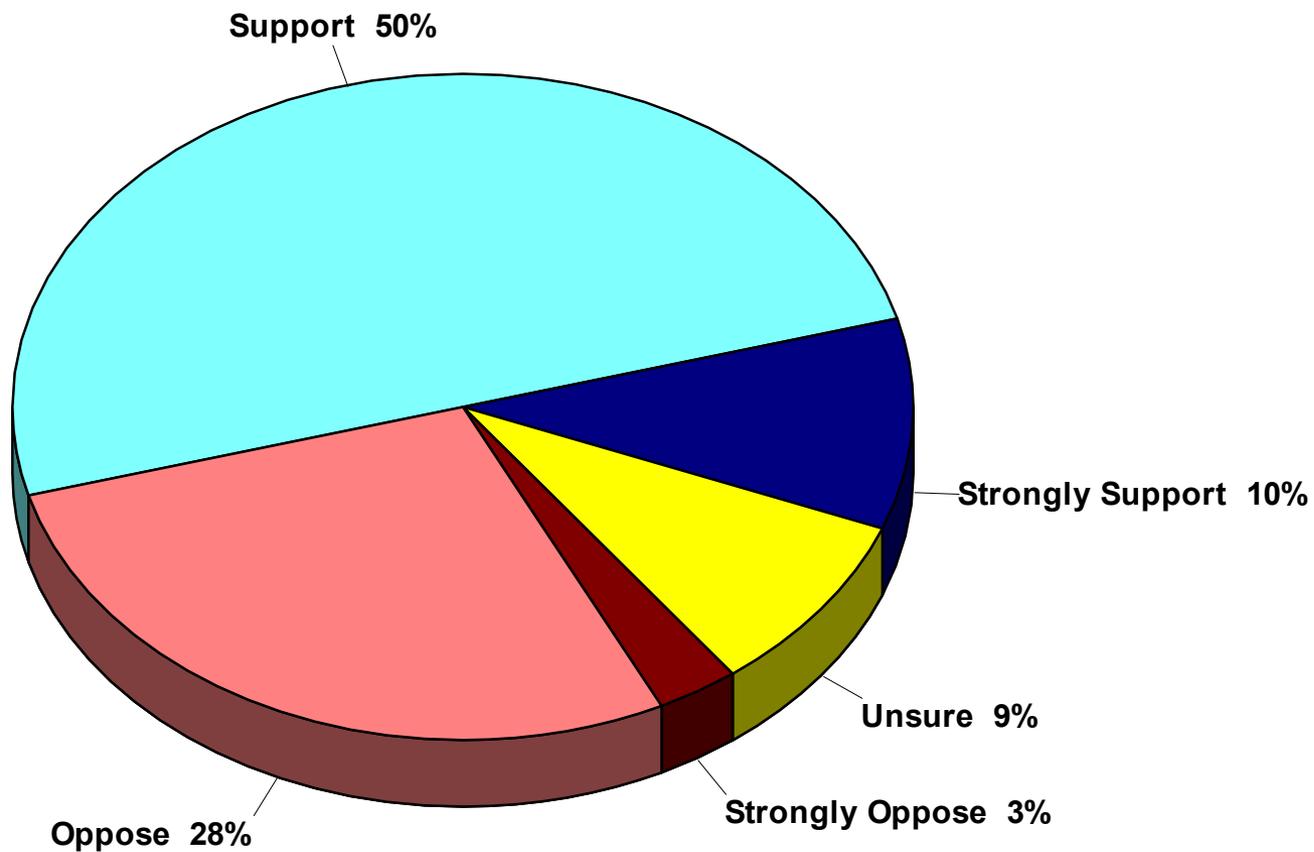
State of Minnesota K-12 Funding

2025 August Statewide Survey



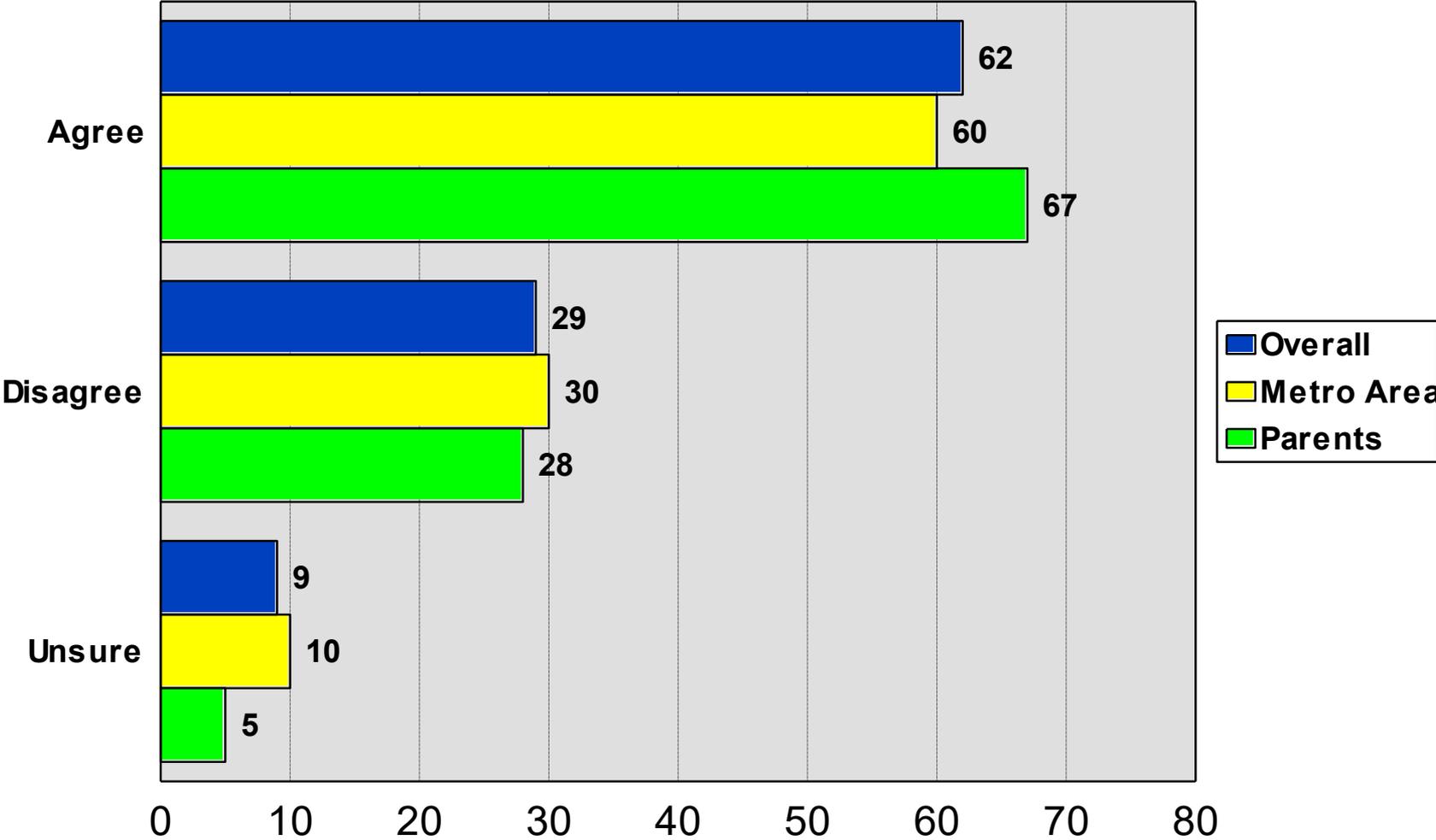
1% Income Tax Increase to Cut School Property Taxes by 50%

2025 August Statewide Survey



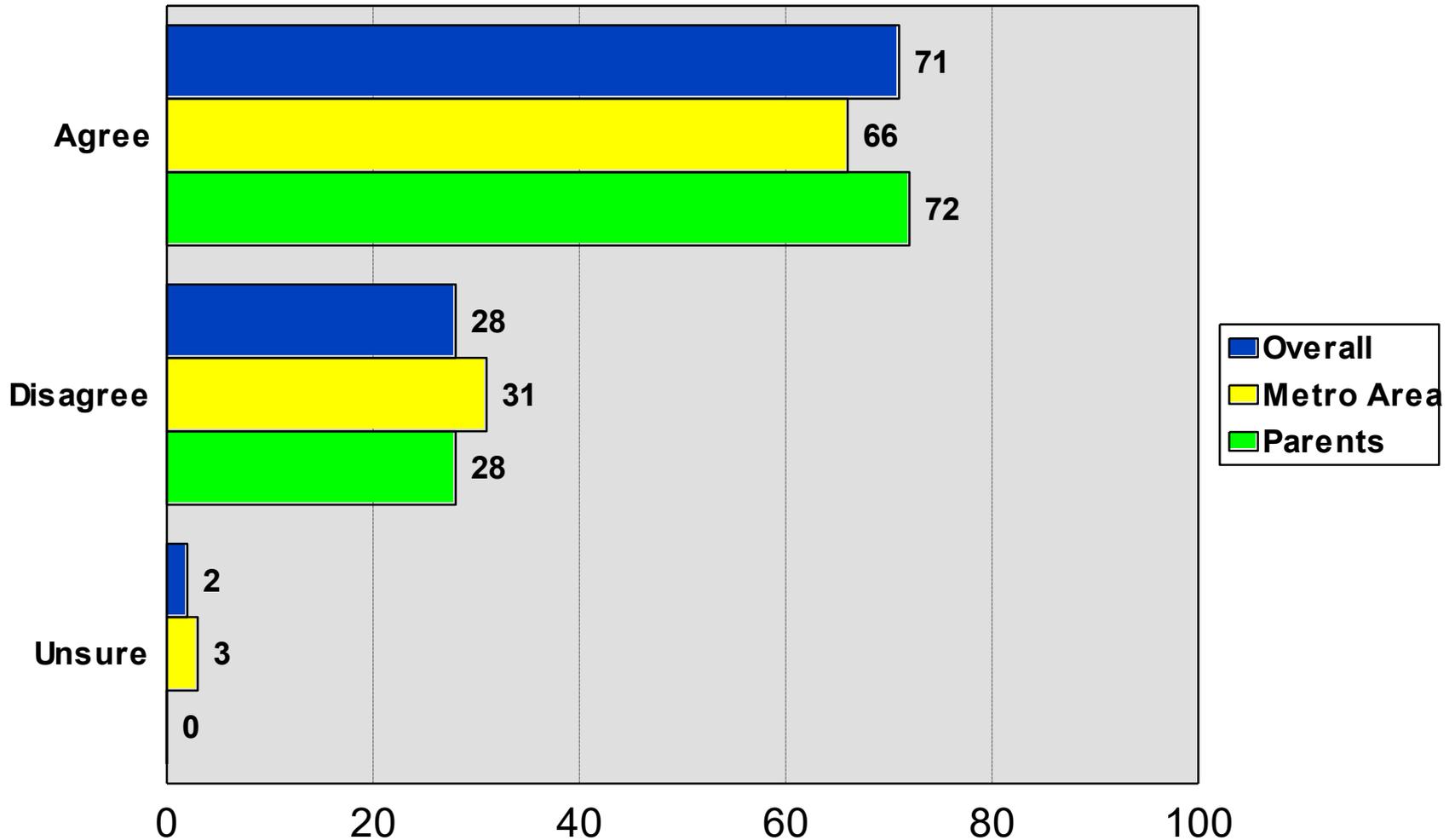
Budget Effectively & Efficiently

2025 August Statewide Survey



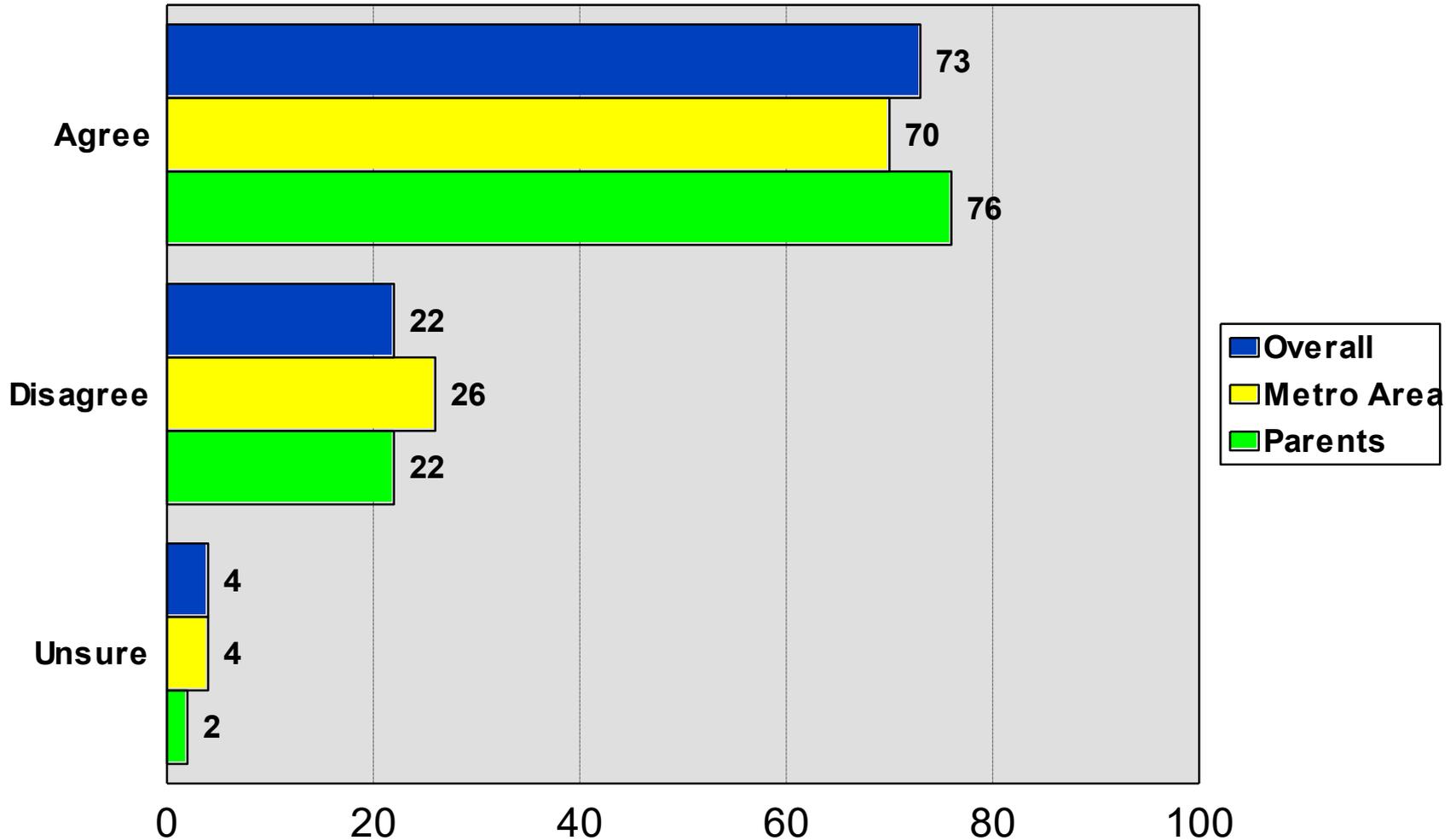
Good Job Involving Community

2025 August Statewide Survey



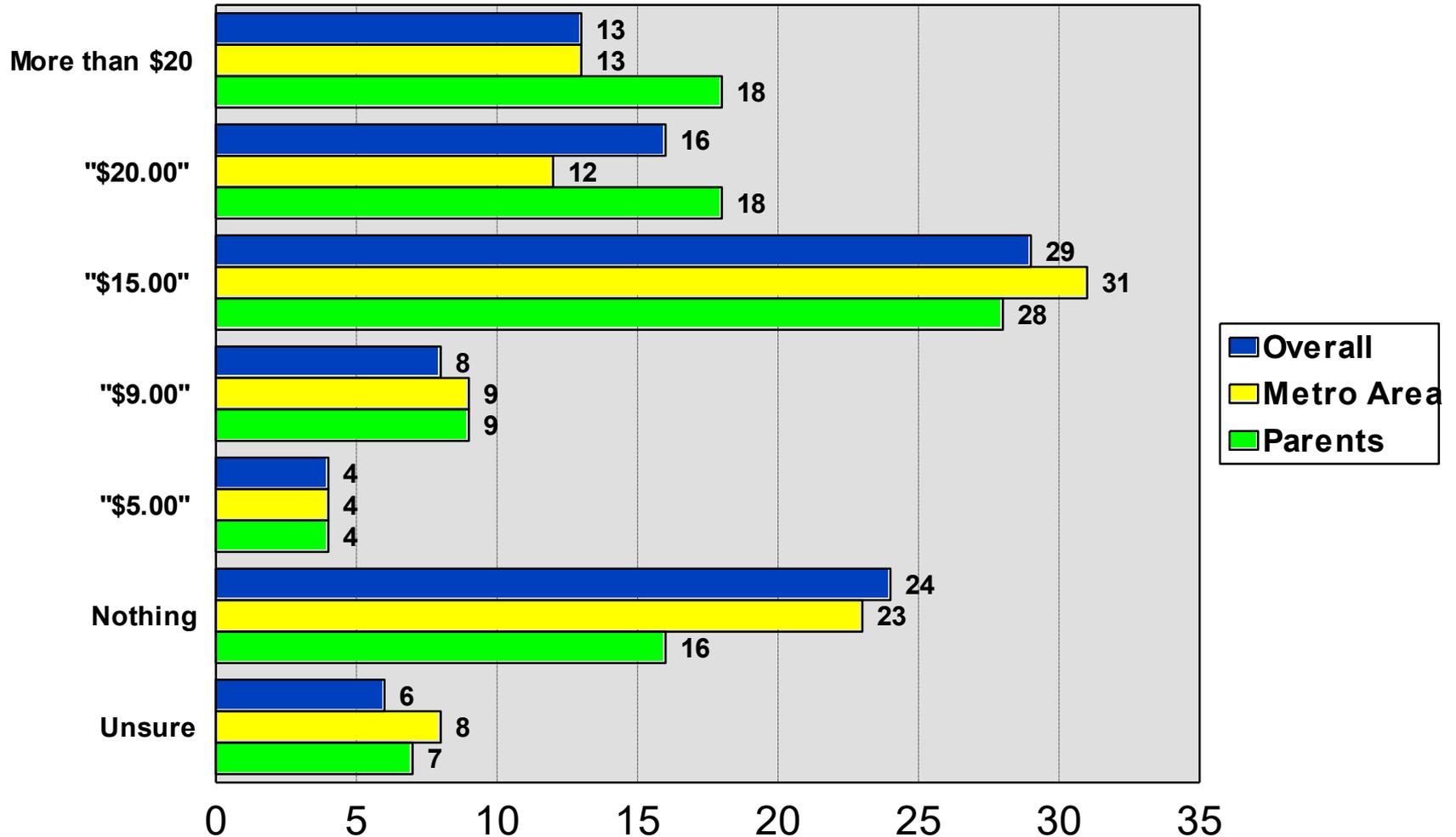
Trust to Do Right for Children

2025 August Statewide Survey



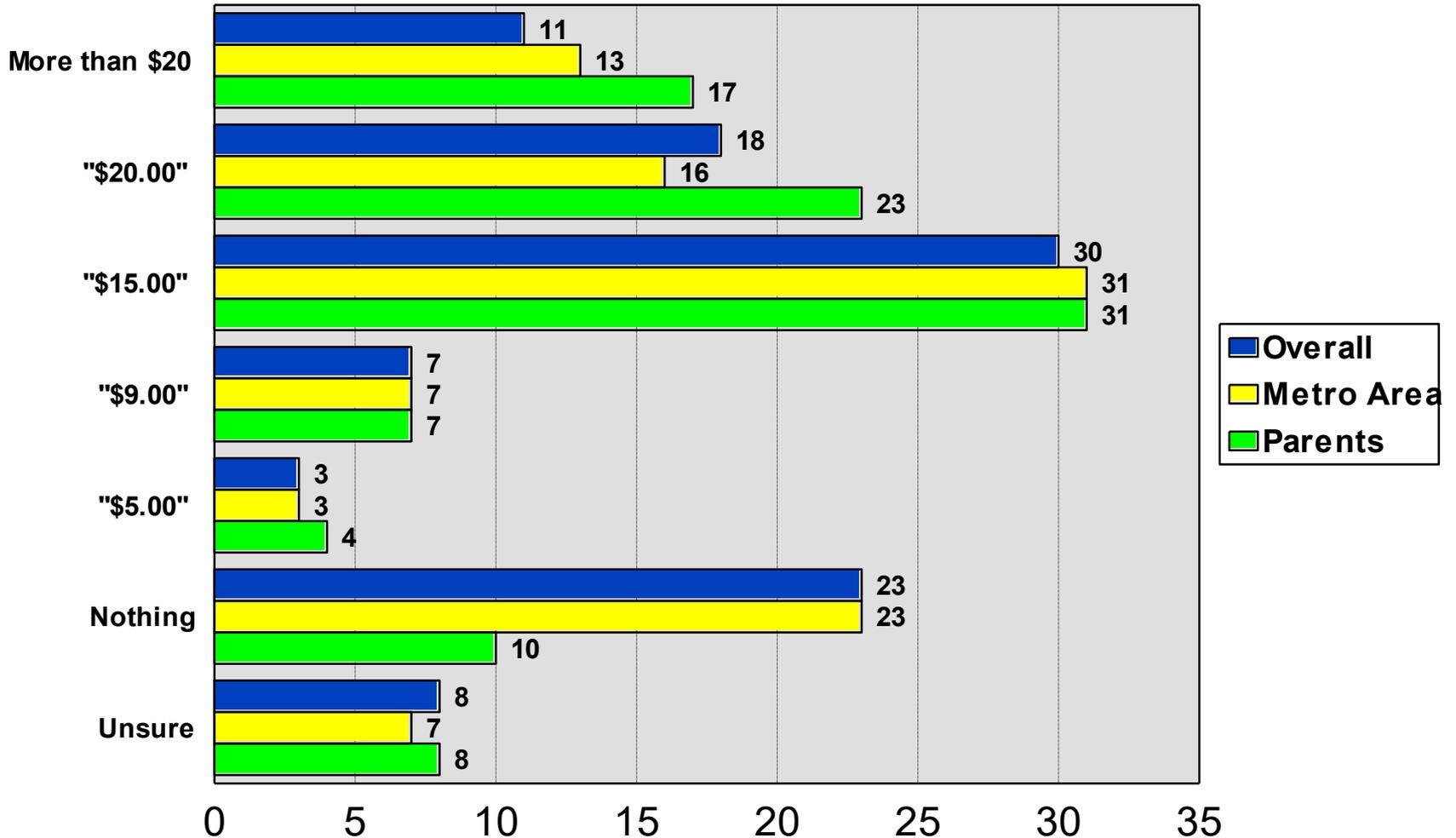
Support Monthly Property Tax Increase for Bond Referendum

2025 August Statewide Survey



Support Monthly Property Tax Increase for Operating Levy

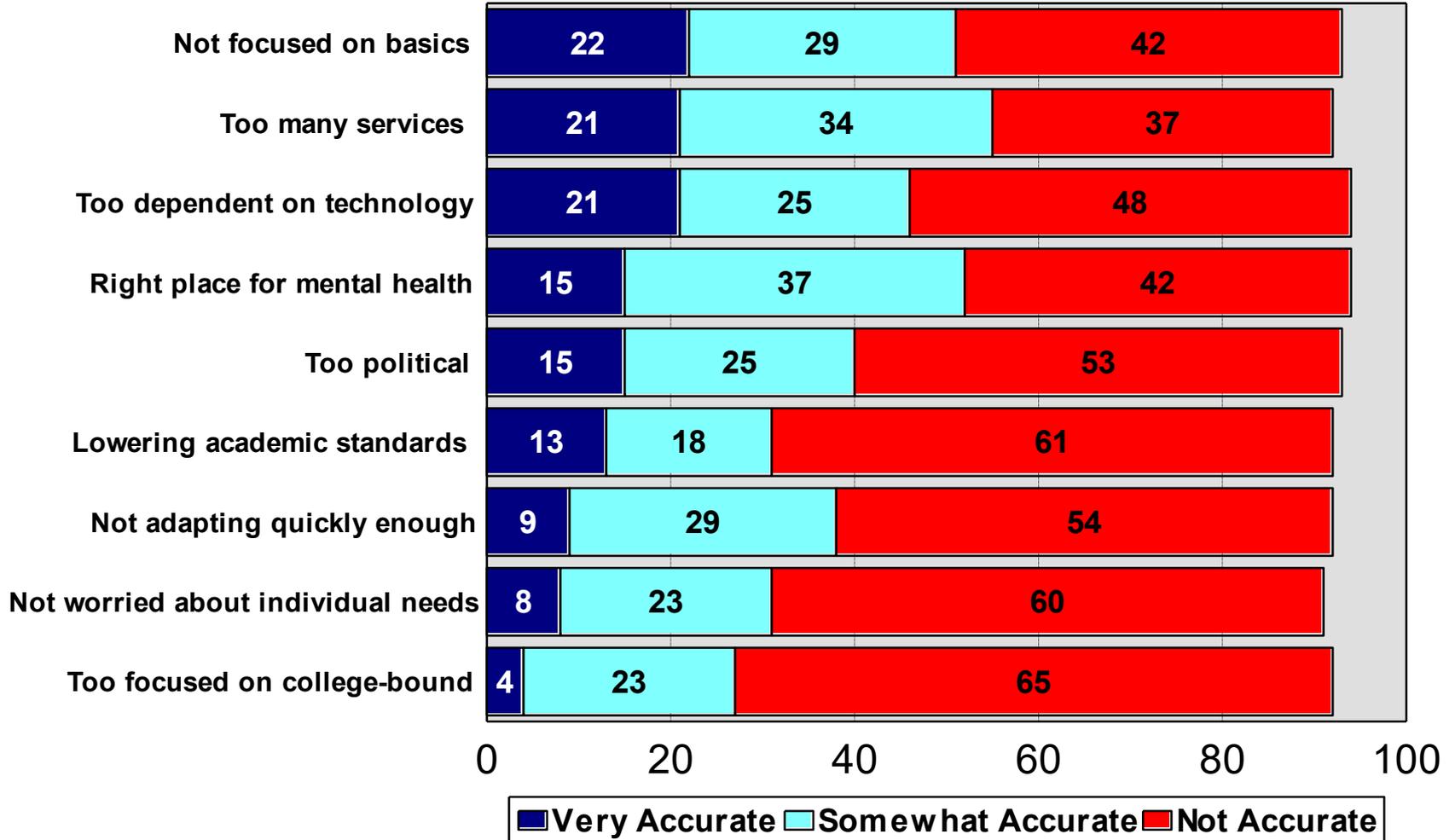
2025 August Statewide Survey



Accuracy of Statements about K-12 Public Schools

(Overall)

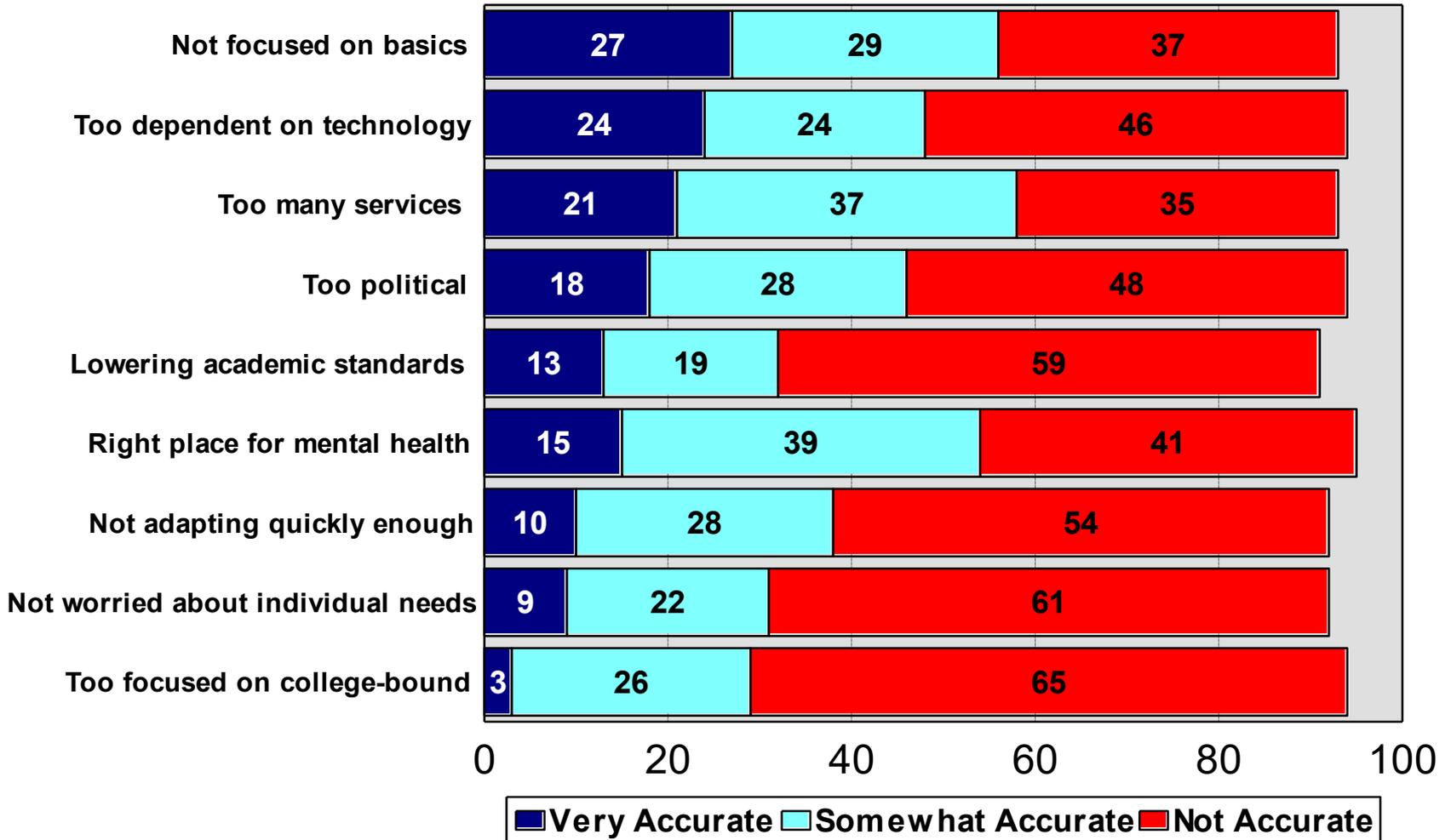
2025 August Statewide Survey



Accuracy of Statements about K-12 Public Schools

(Metro Area)

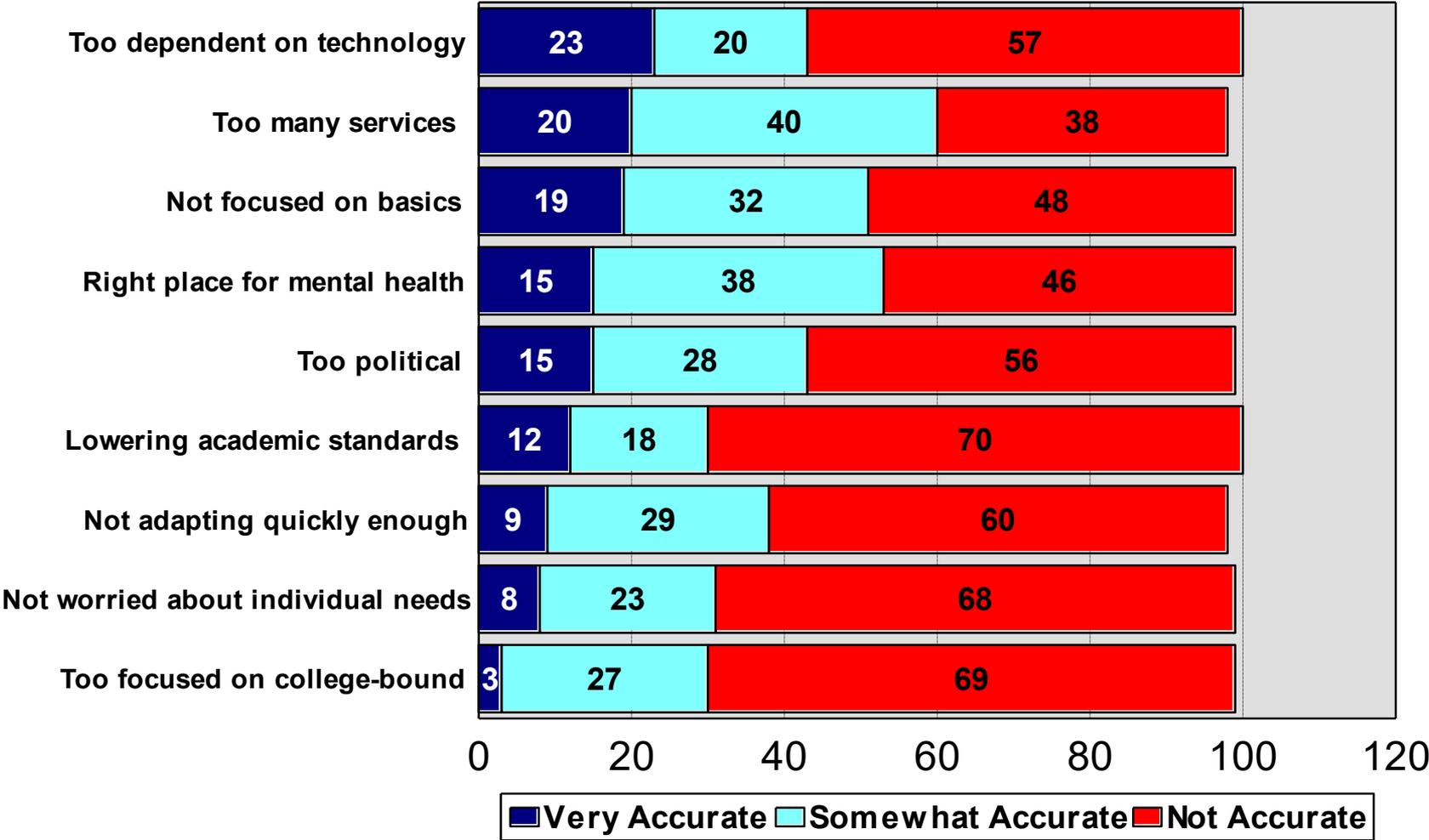
2025 August Statewide Survey



Accuracy of Statements about K-12 Public Schools

(Parents)

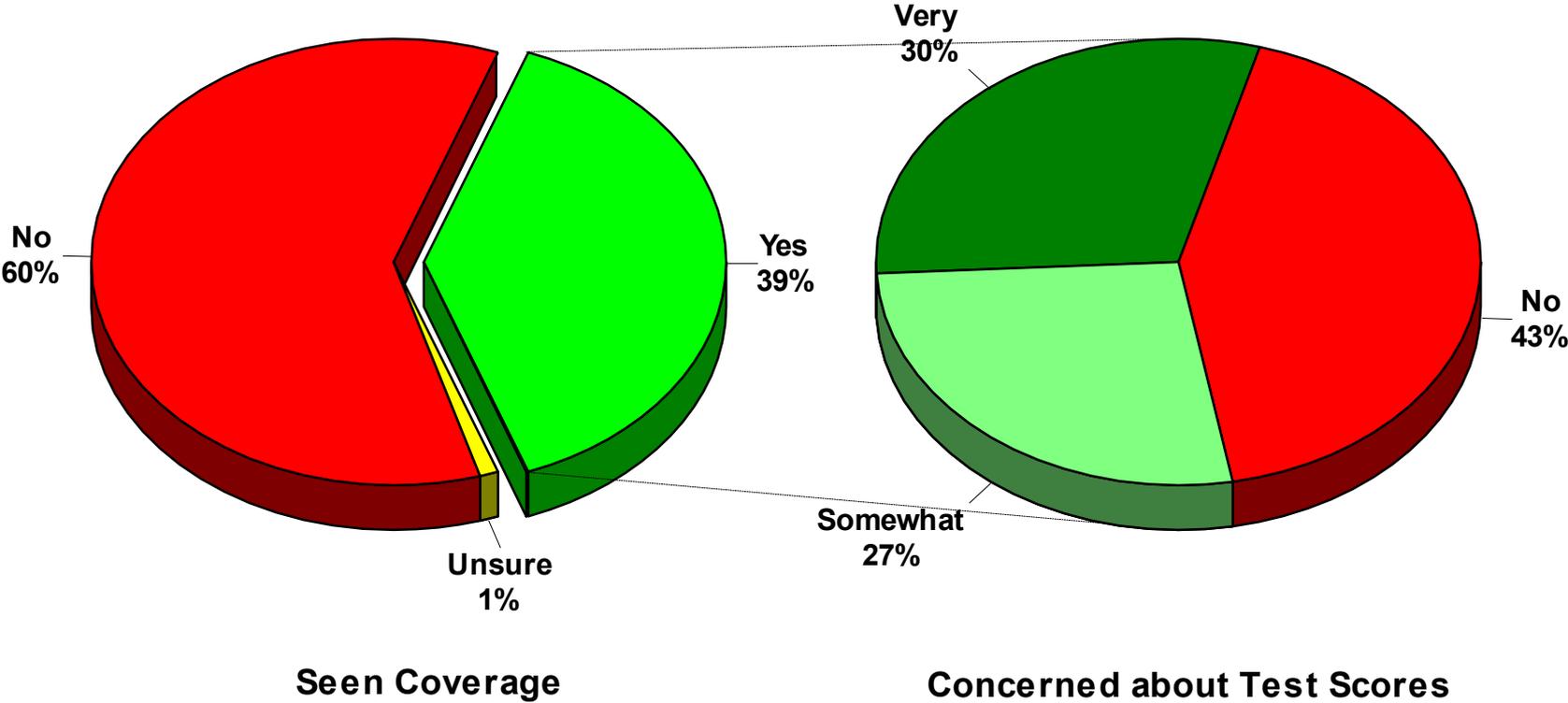
2025 August Statewide Survey



MCA Test Scores

(Overall)

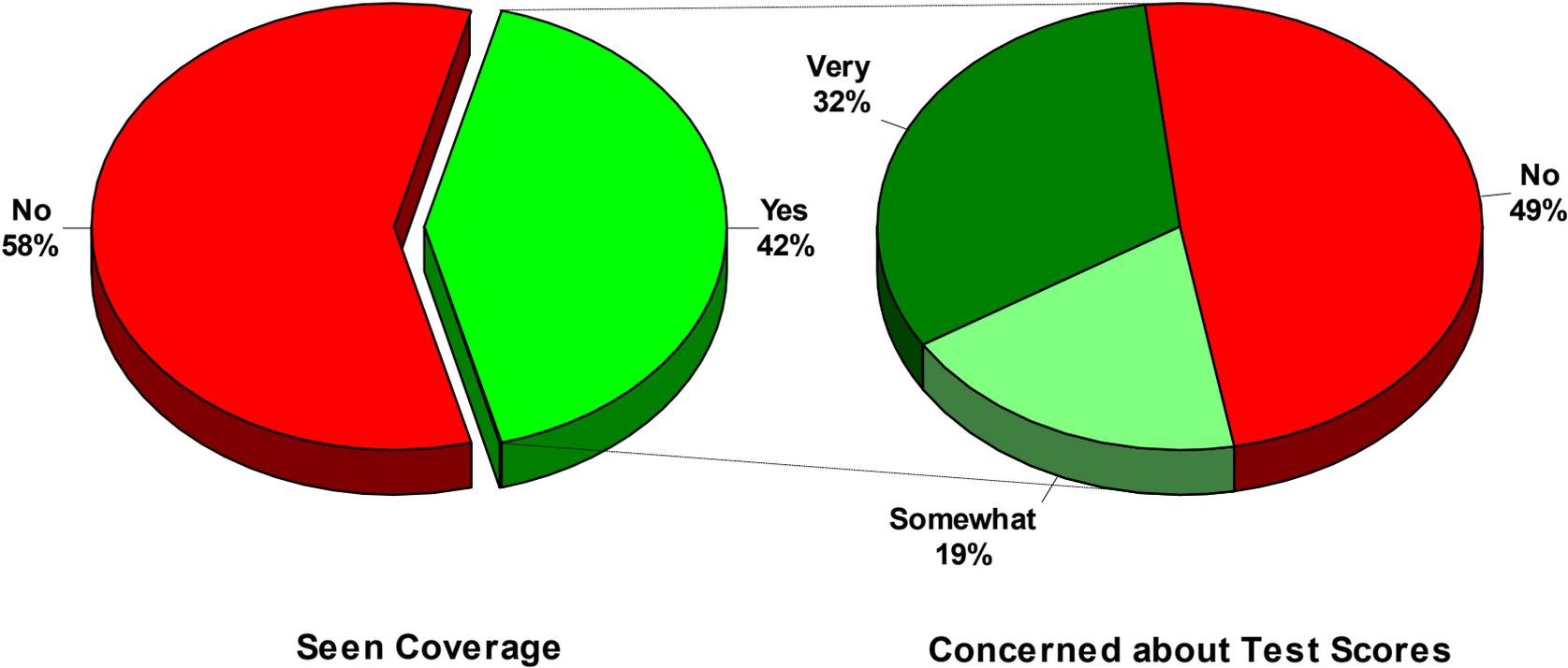
2025 August Statewide Survey



MCA Test Scores

(Metro Area)

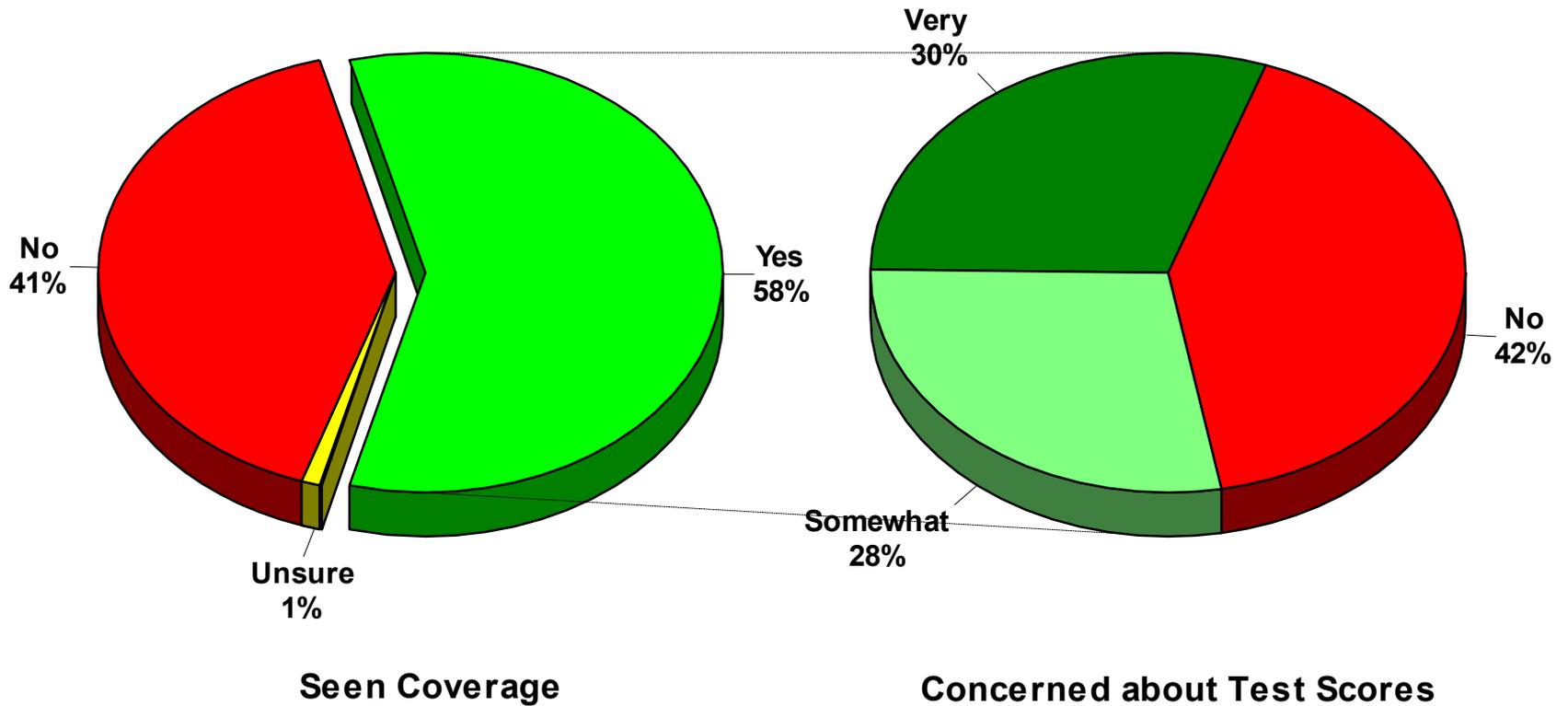
2025 August Statewide Survey



MCA Test Scores

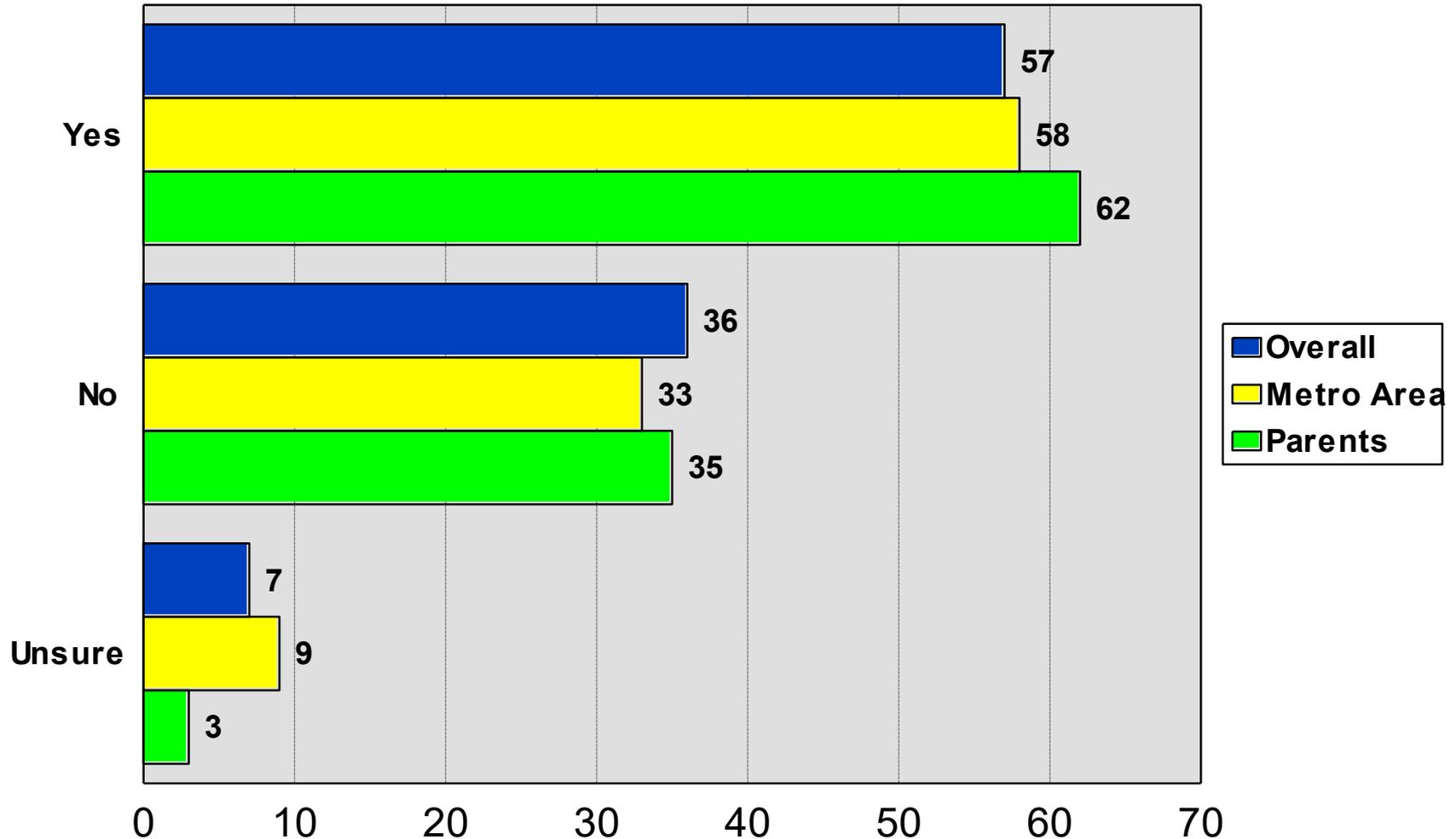
(Parents)

2025 August Statewide Survey



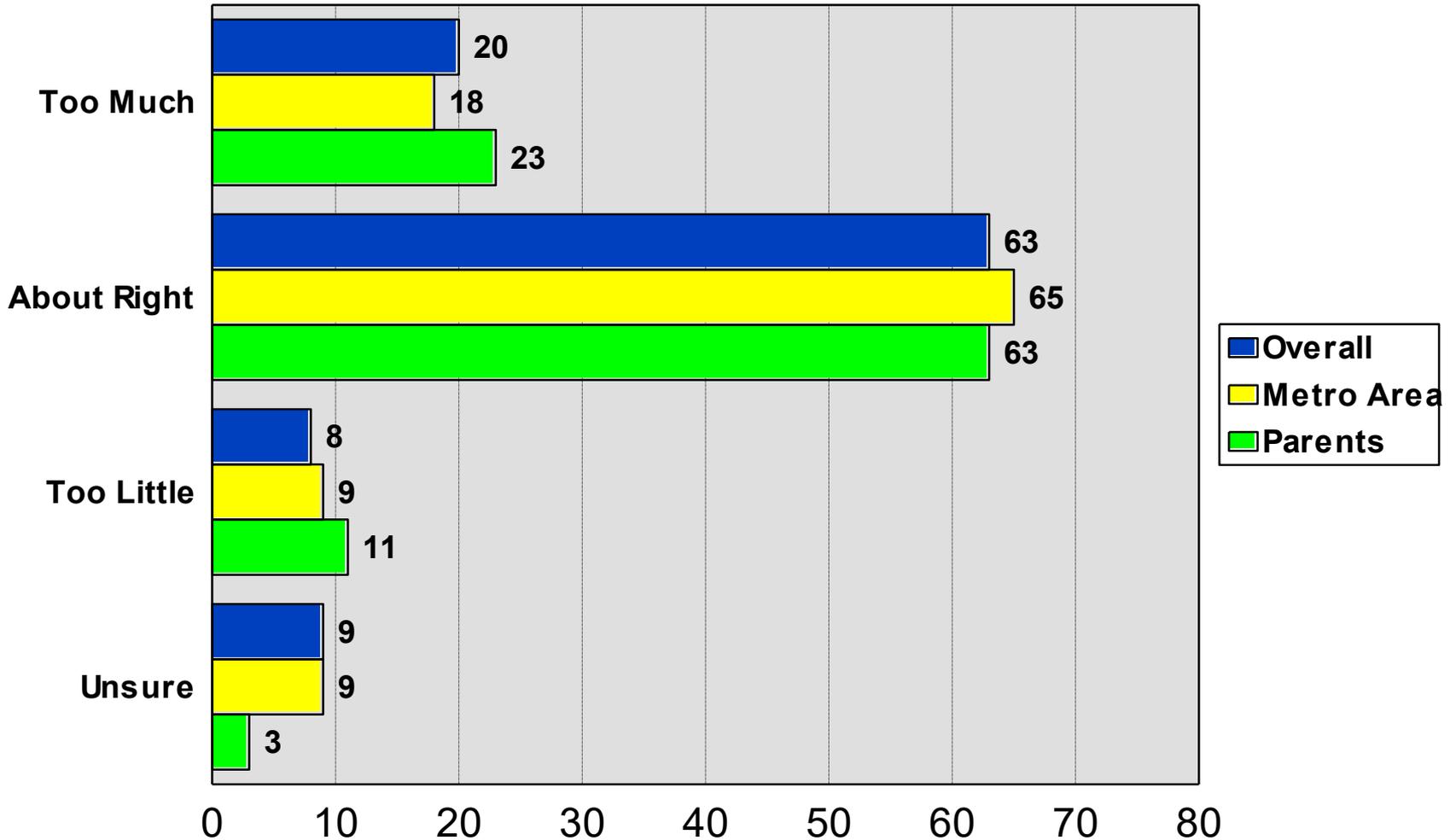
Test Accurately Represent Achievement

2025 August Statewide Survey



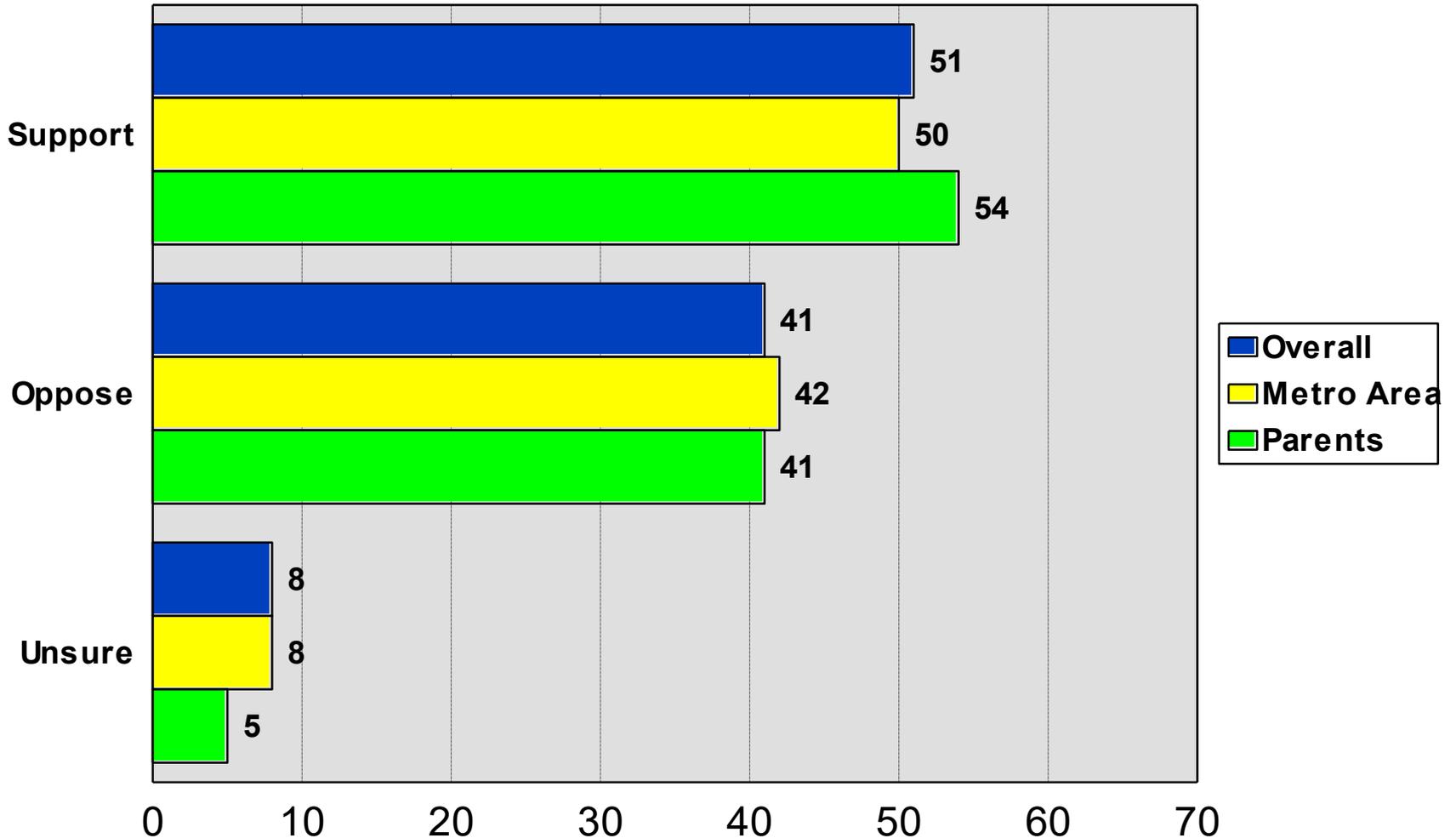
Amount of Testing

2025 August Statewide Survey



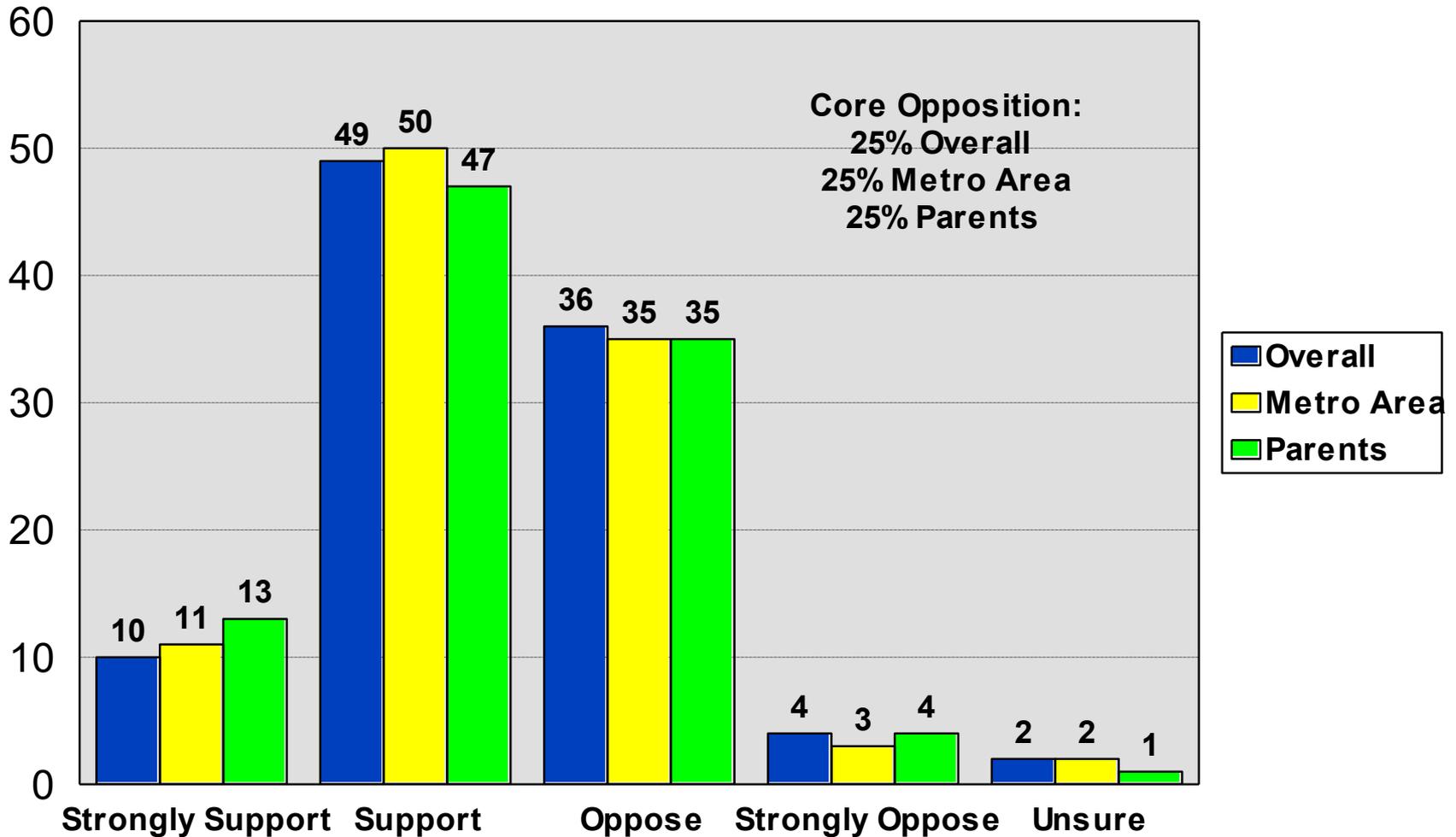
Replace High School MCAs with ACT

2025 August Statewide Survey



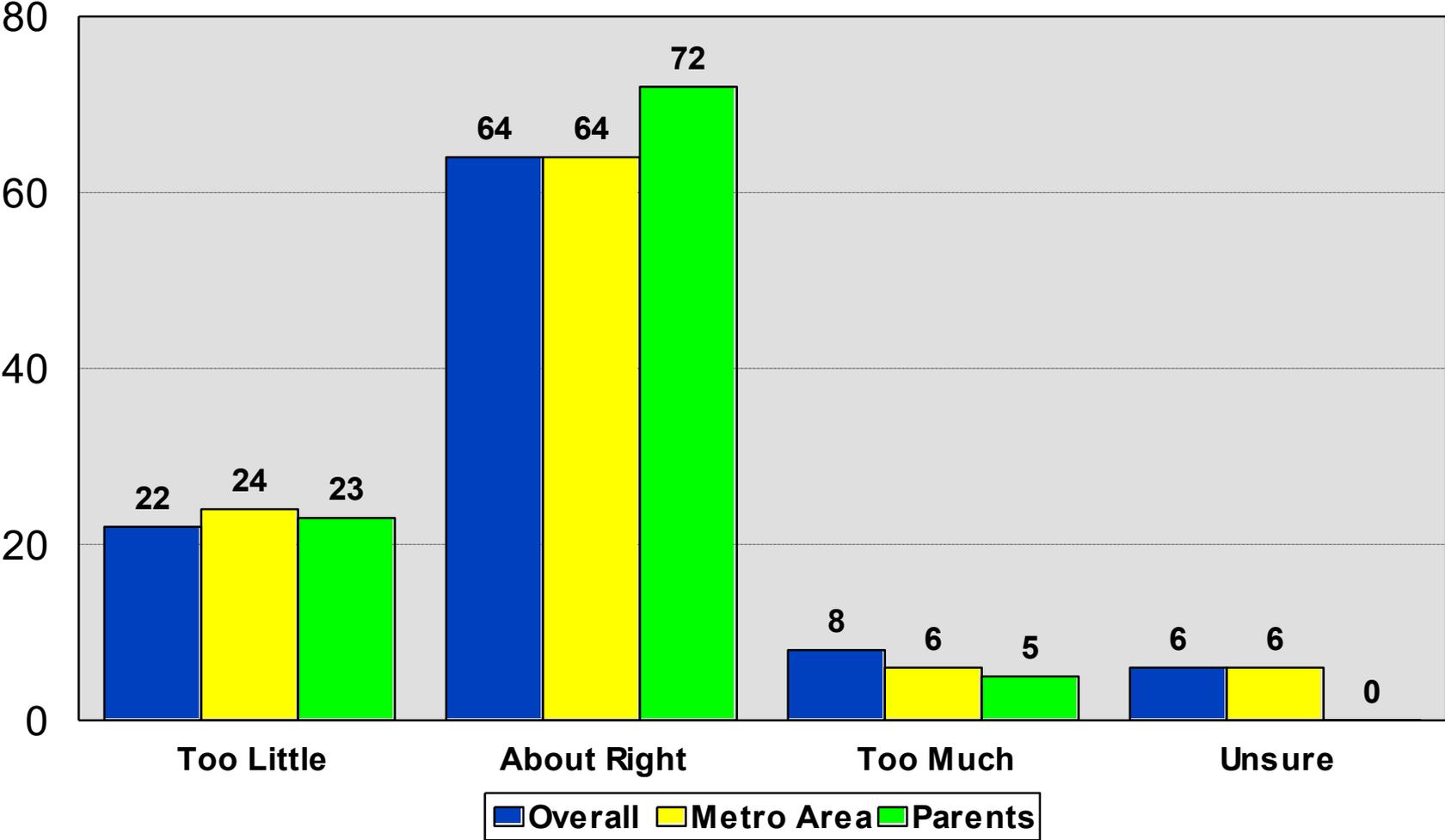
Parents be able to choose to send their child to a private or parochial school instead of their local public school and shift their student's share of state funding for tuition and transportation for use at these private schools

2025 August Statewide Survey



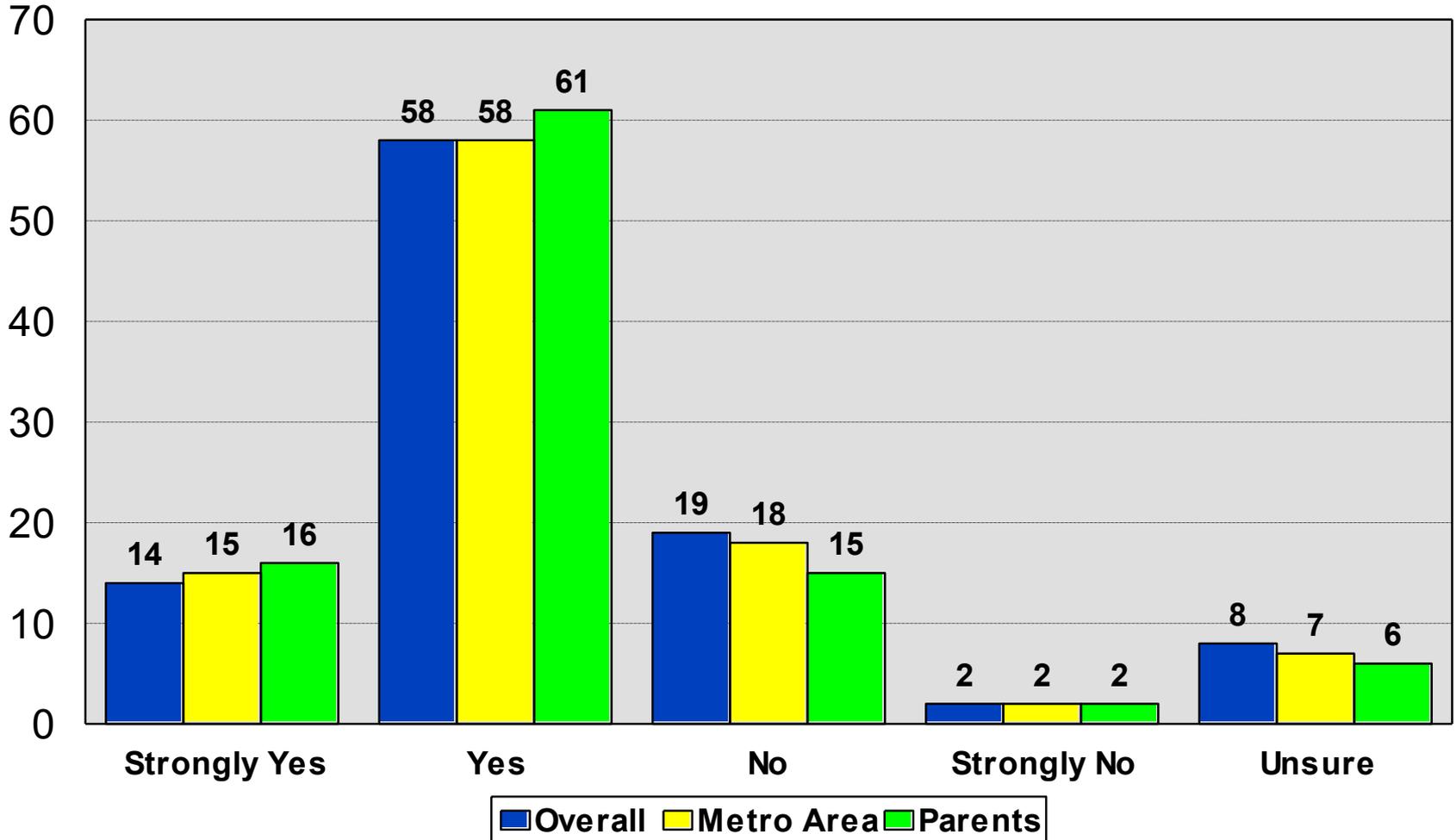
Amount of Say by Parents in Child's Education

2025 August Statewide Survey



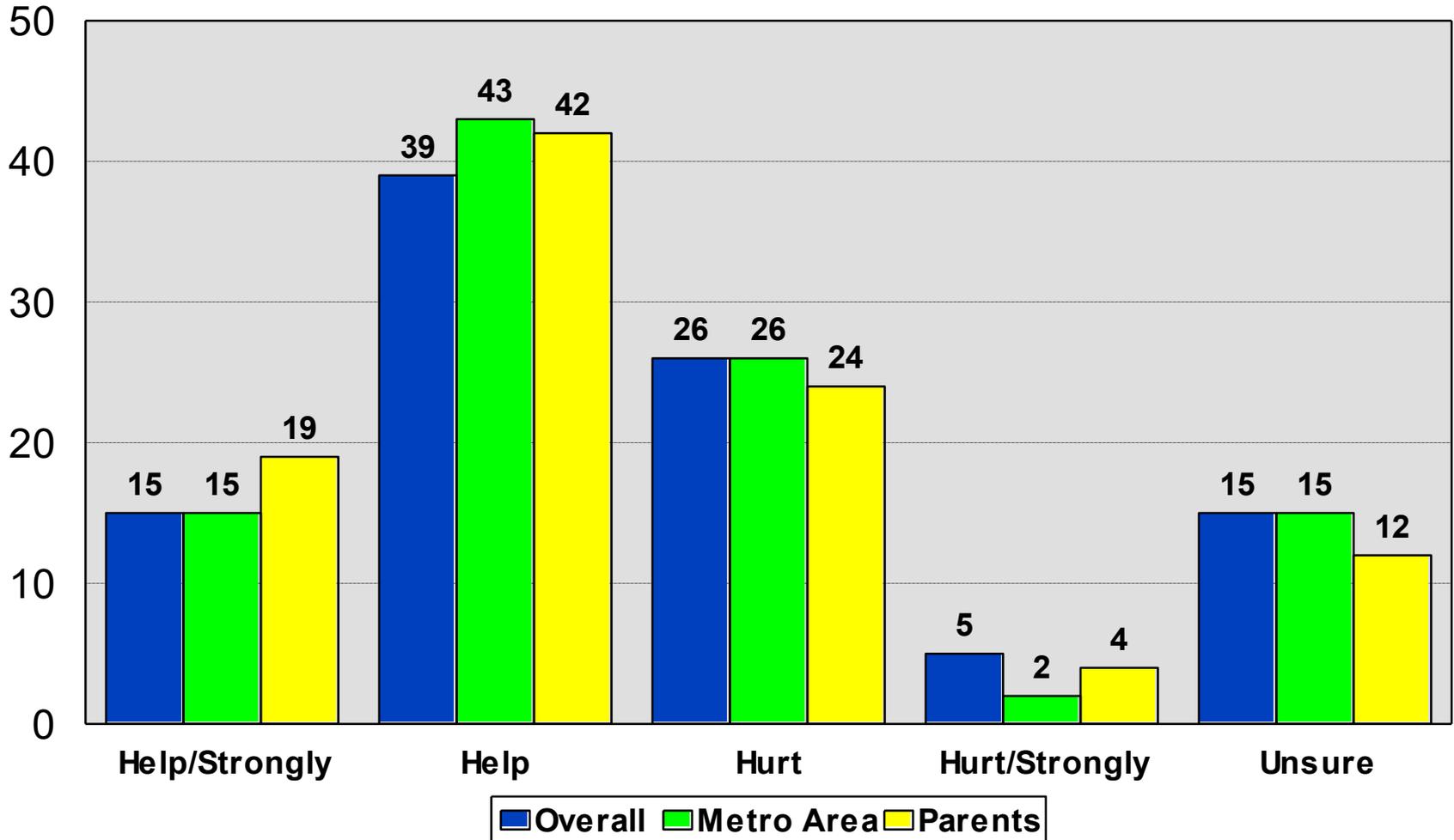
Trust Teachers Unions to Do What is Right for Children

2025 August Statewide Survey



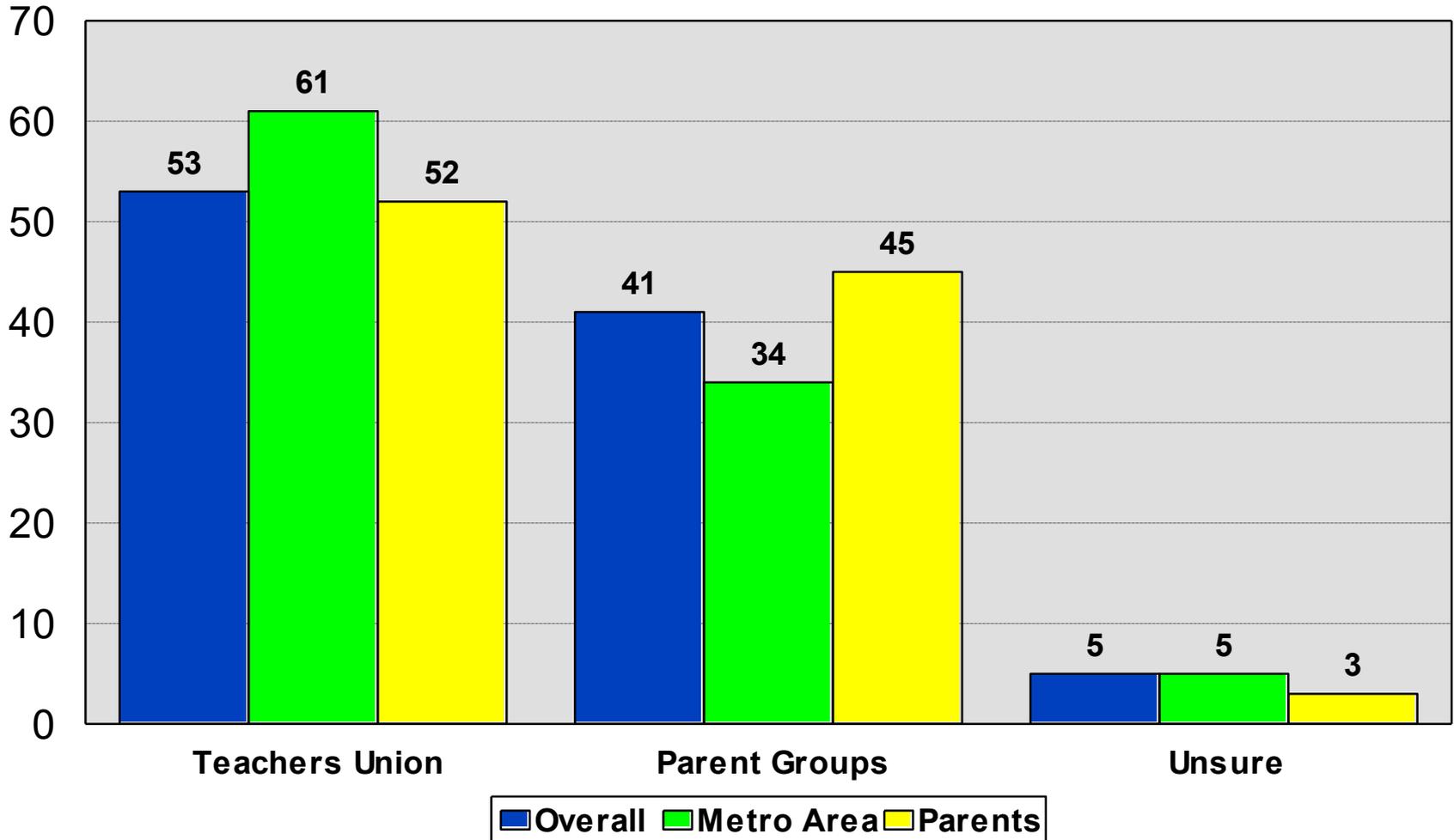
School Board Endorsements Help or Hurt the Quality of Education

2025 August Statewide Survey



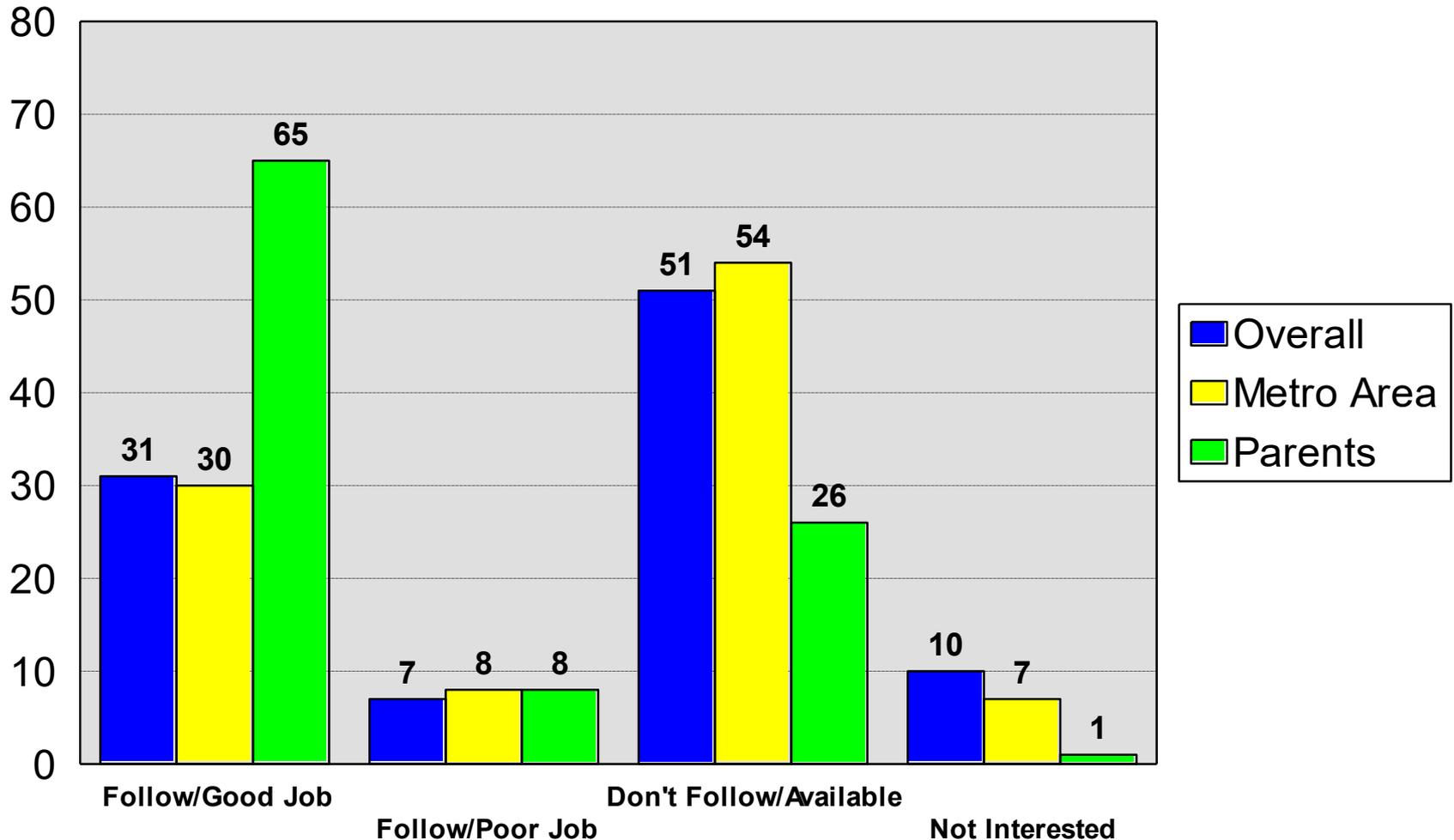
Endorsement Most Likely to Trust

2025 August Statewide Survey



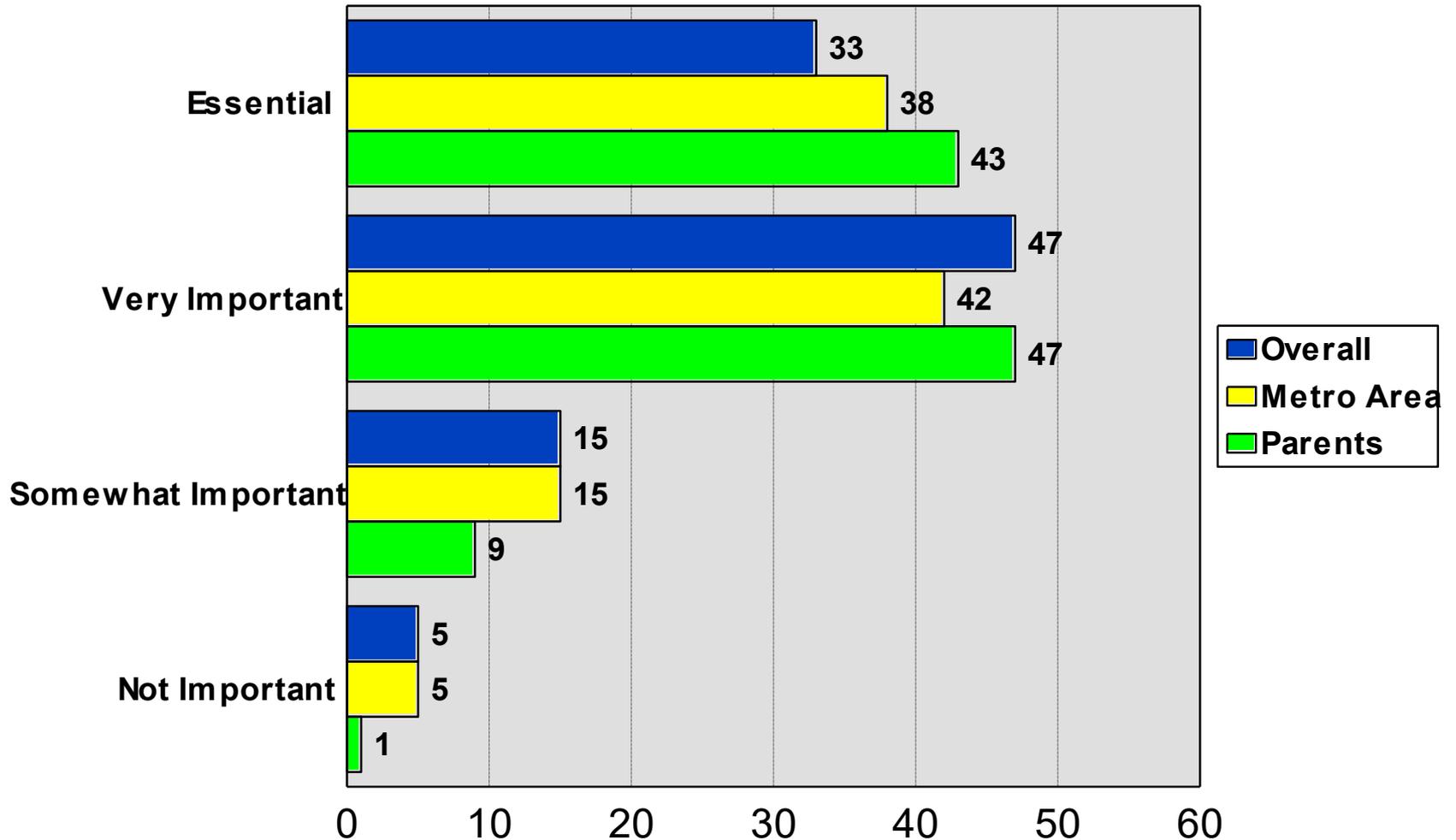
Following District & Getting Information

2025 August Statewide Survey



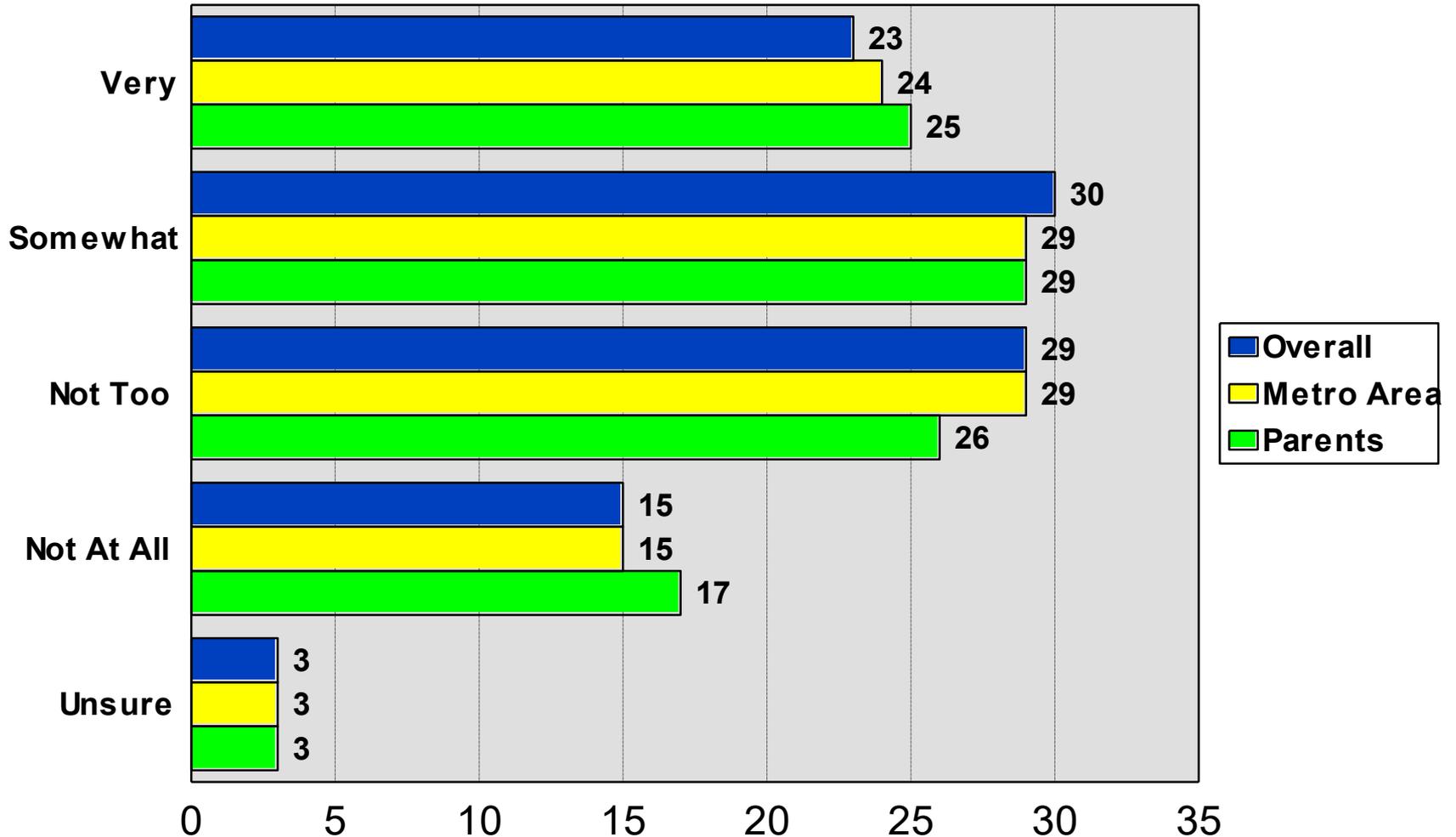
Importance of Technology

2025 August Statewide Survey



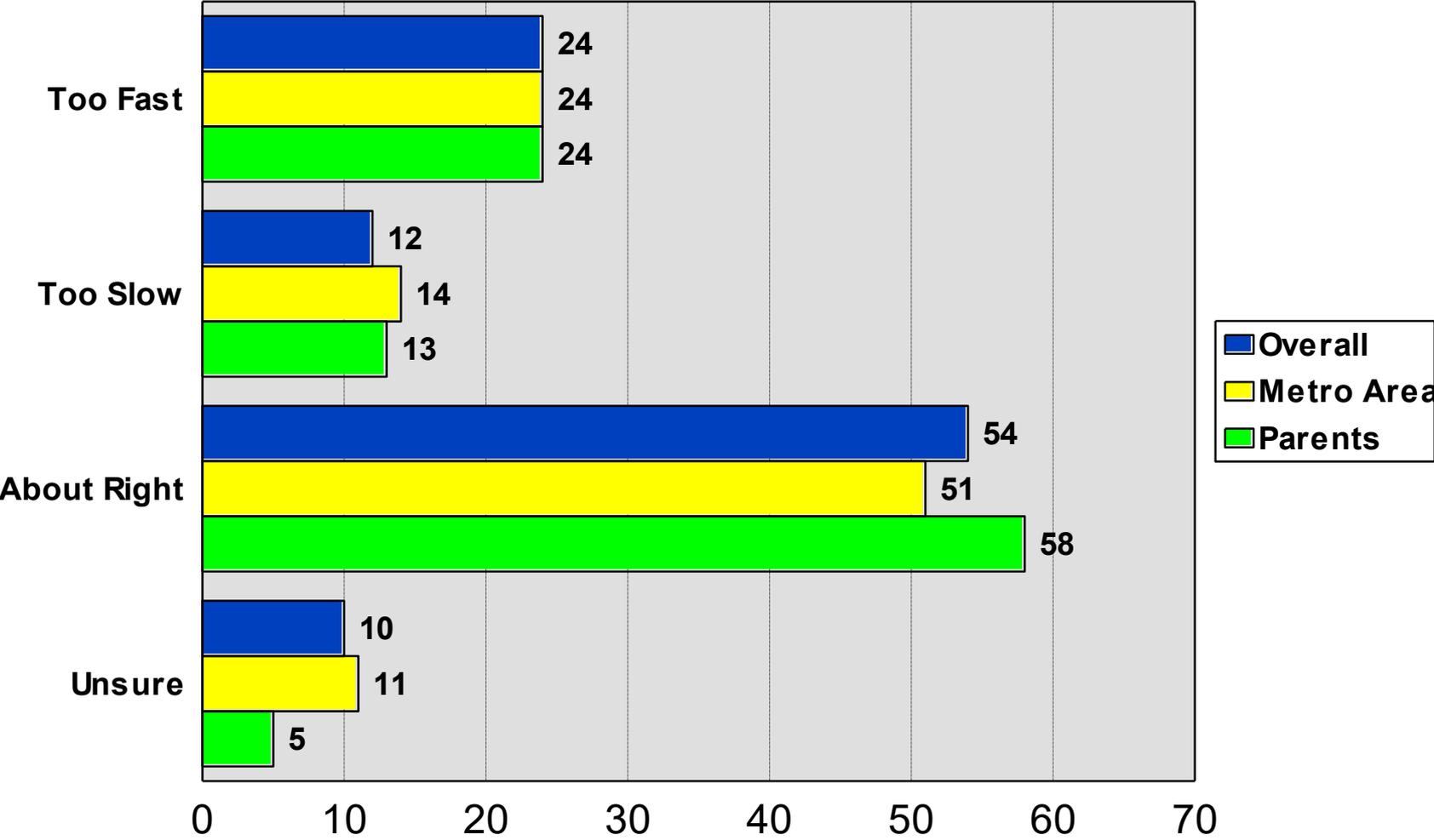
Concern about Screen Time in Schools

2025 August Statewide Survey



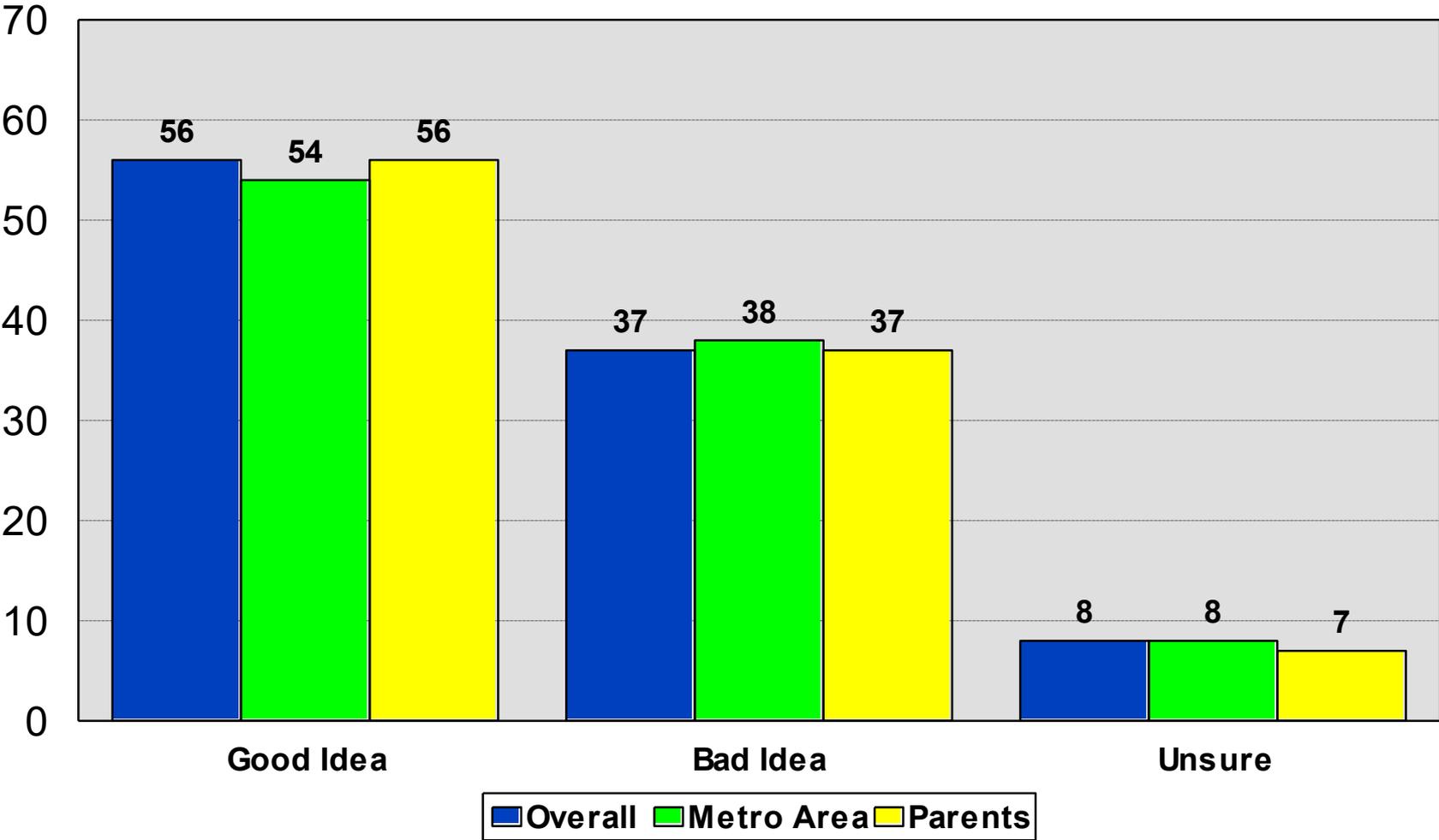
Artificial Intelligence in K-12 Public Schools

2025 August Statewide Survey



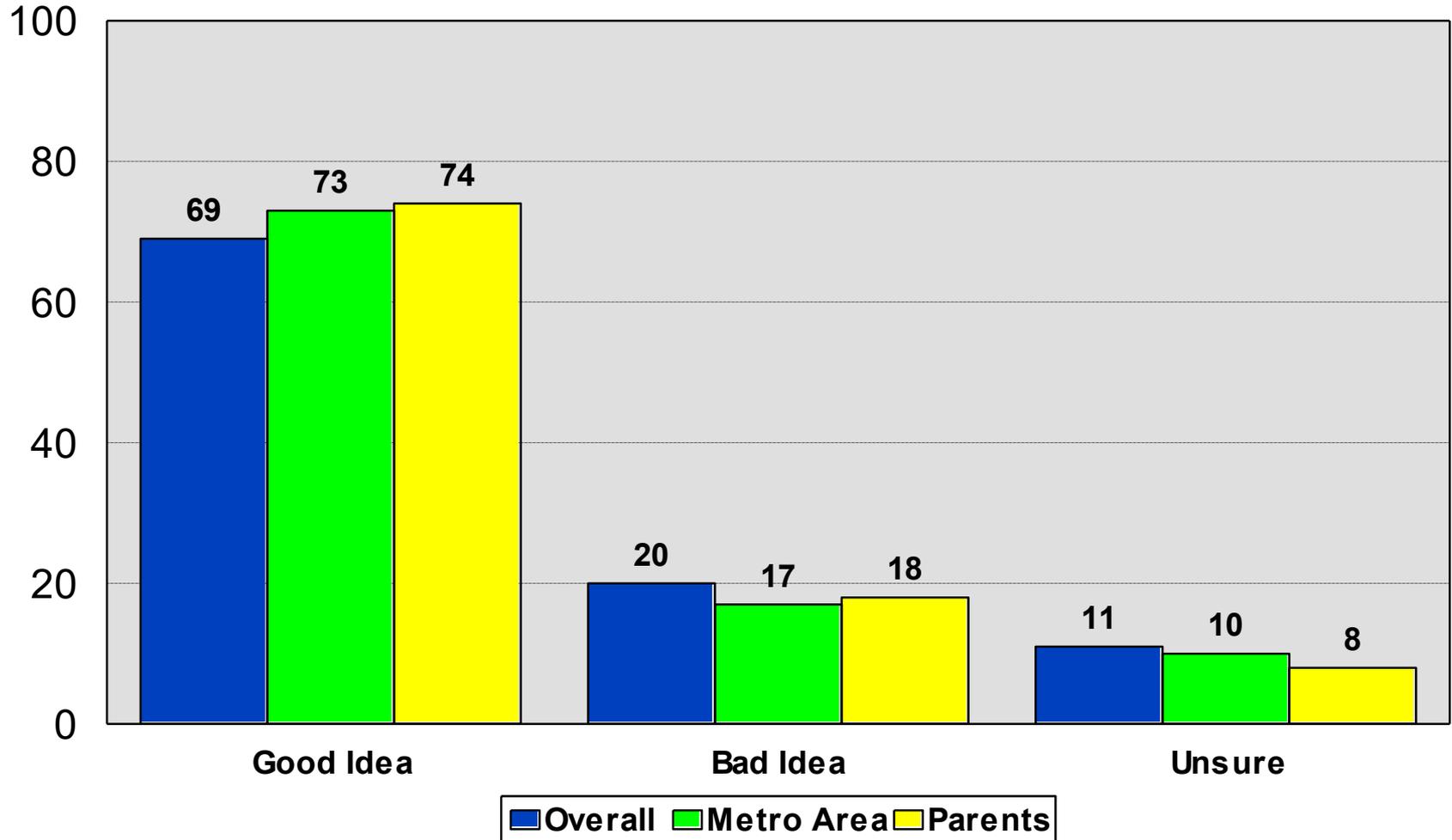
Prohibit the suspension of Kindergarten through 3rd grade students

2025 August Statewide Survey



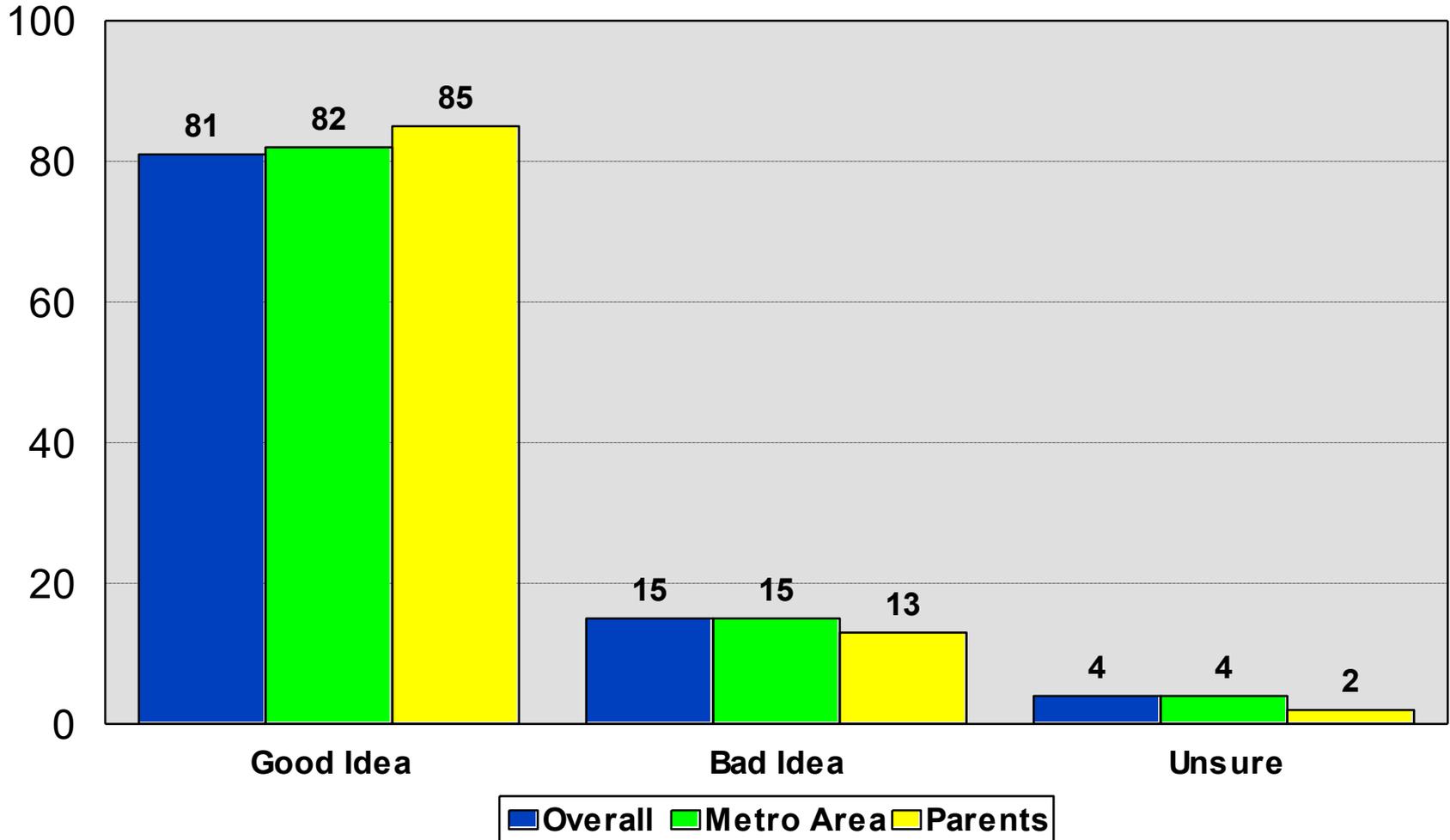
Allow non-licensed school district employees to collect unemployment benefits during summer months

2025 August Statewide Survey



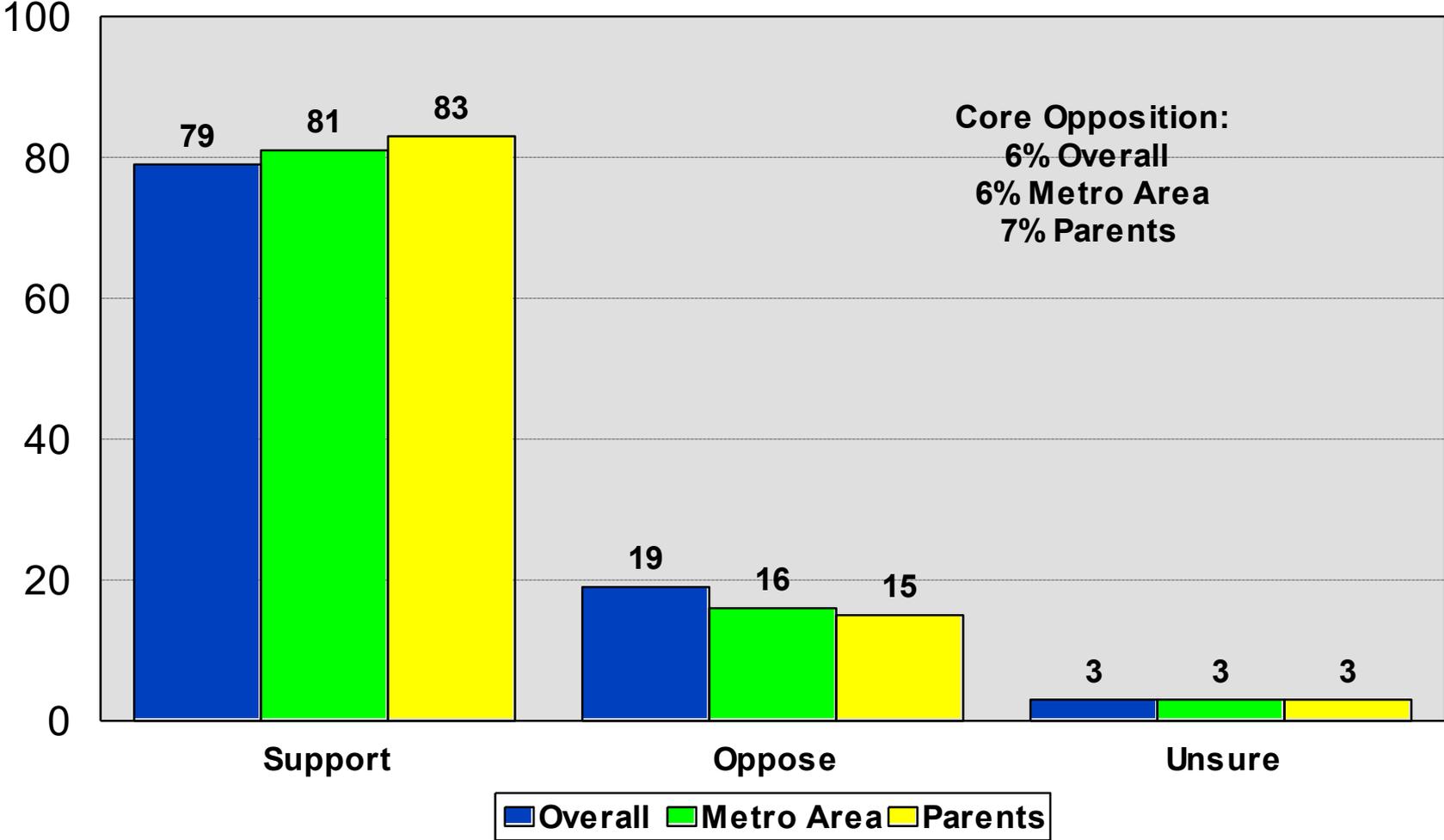
Provide free lunch and breakfast to all students

2025 August Statewide Survey



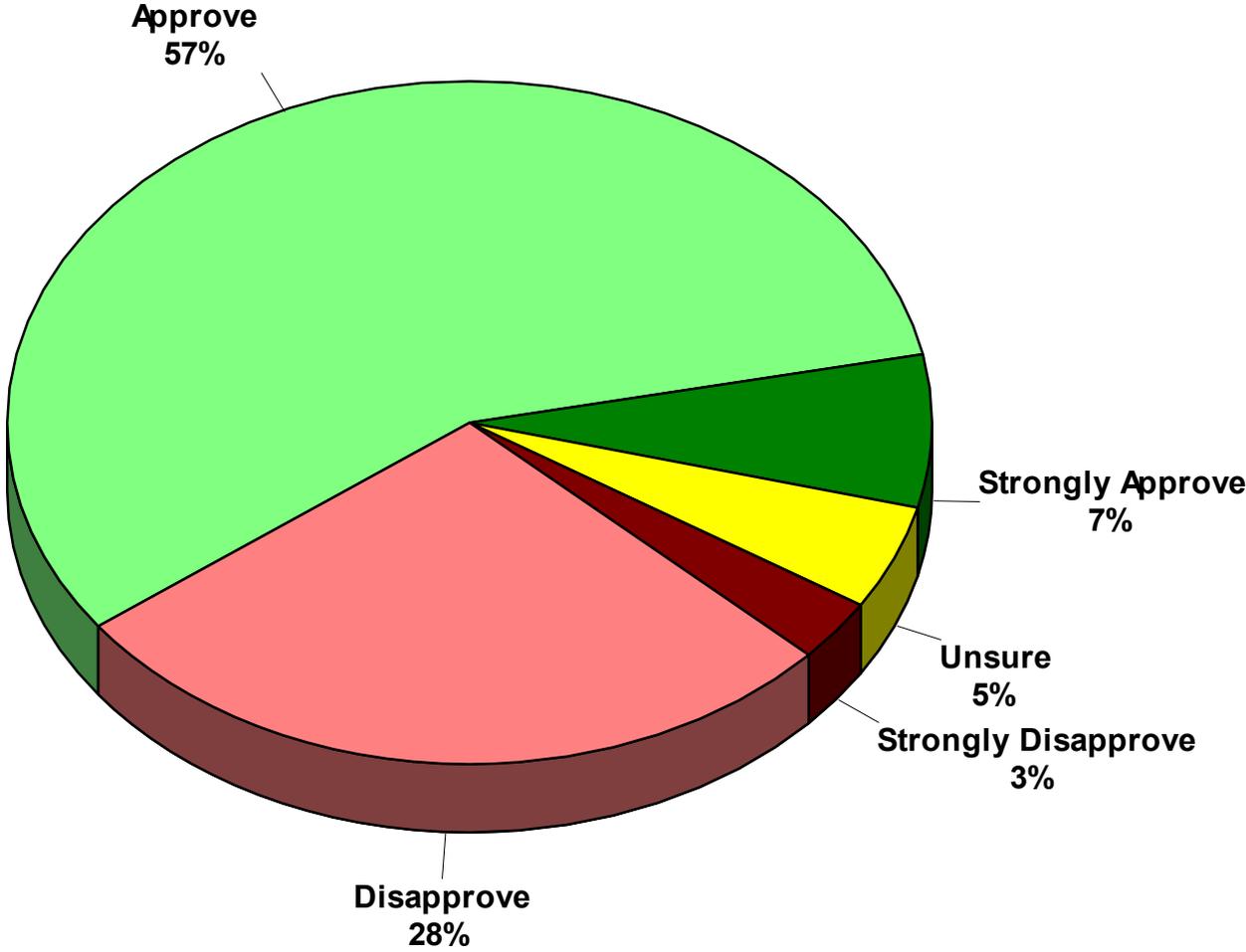
Breakfast to continue at no cost to all students, but free lunch would be restricted to students whose families are at below 500% of the federal poverty guidelines, which is \$156,000 for a family of four

2025 August Statewide Survey



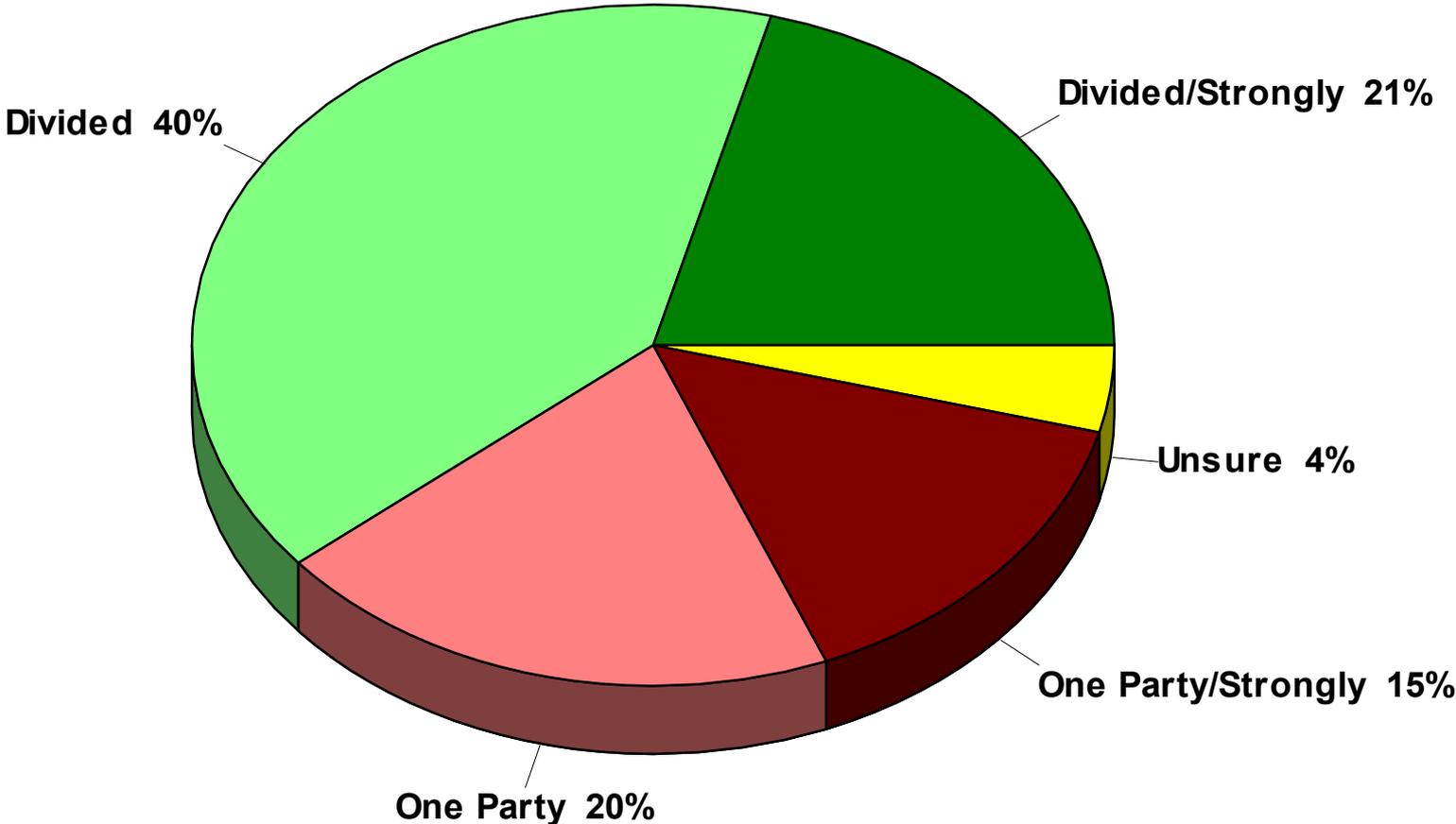
Job Performance of State Legislature

2025 August Statewide Survey



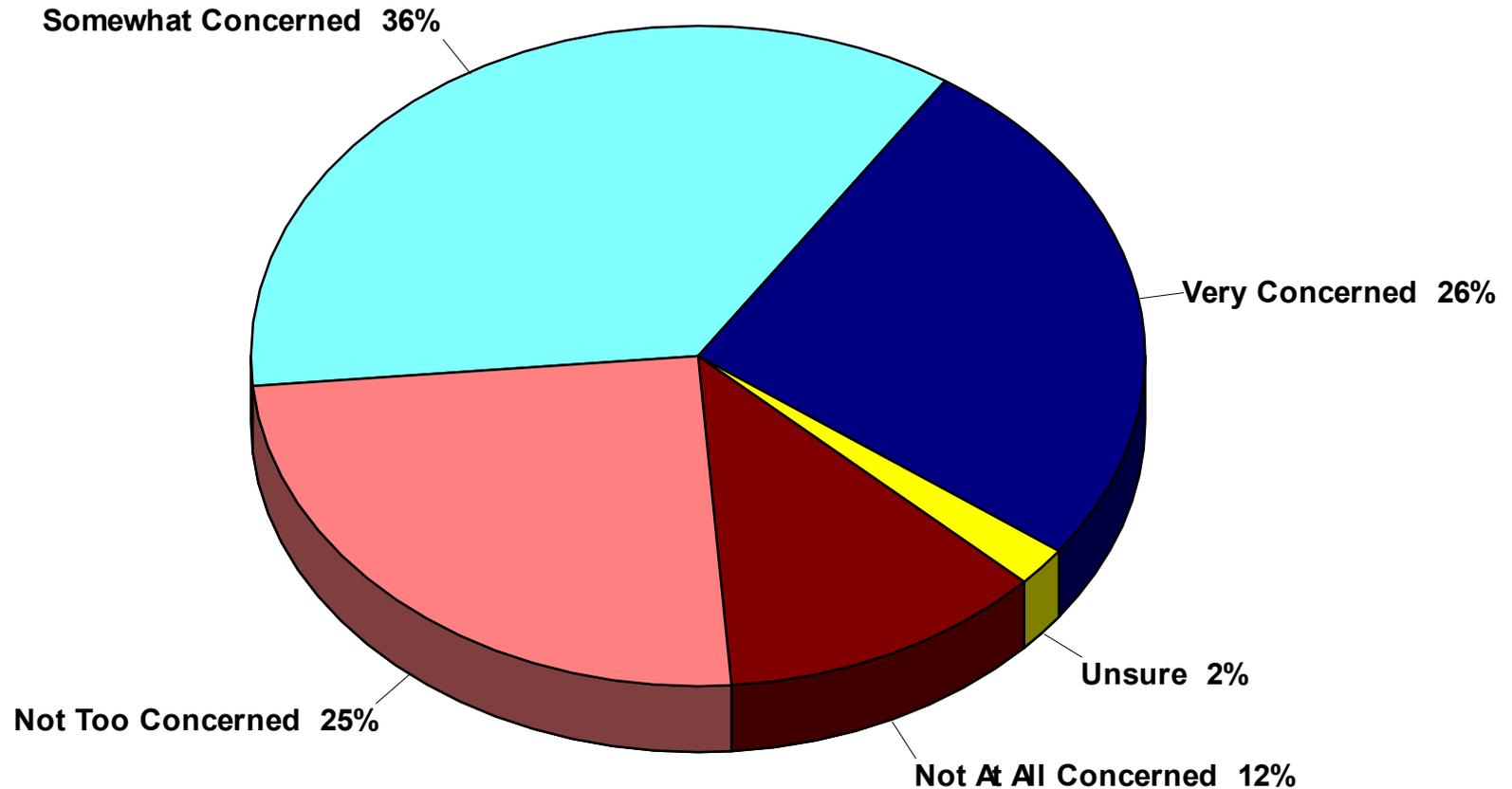
Divided Government vs. One Party

2025 August Statewide Survey



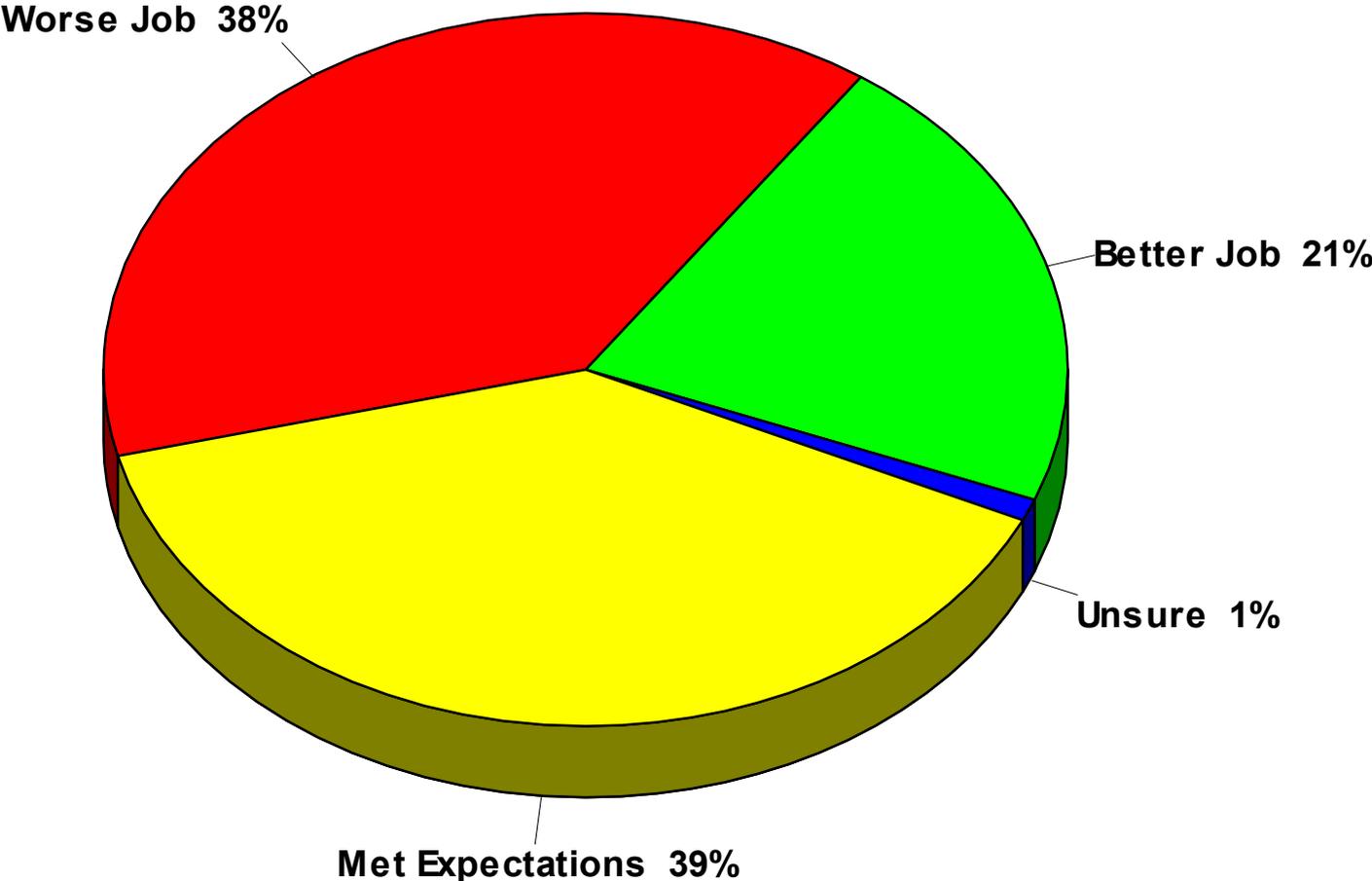
Fraud with Public Tax Dollars

2025 August Statewide Survey



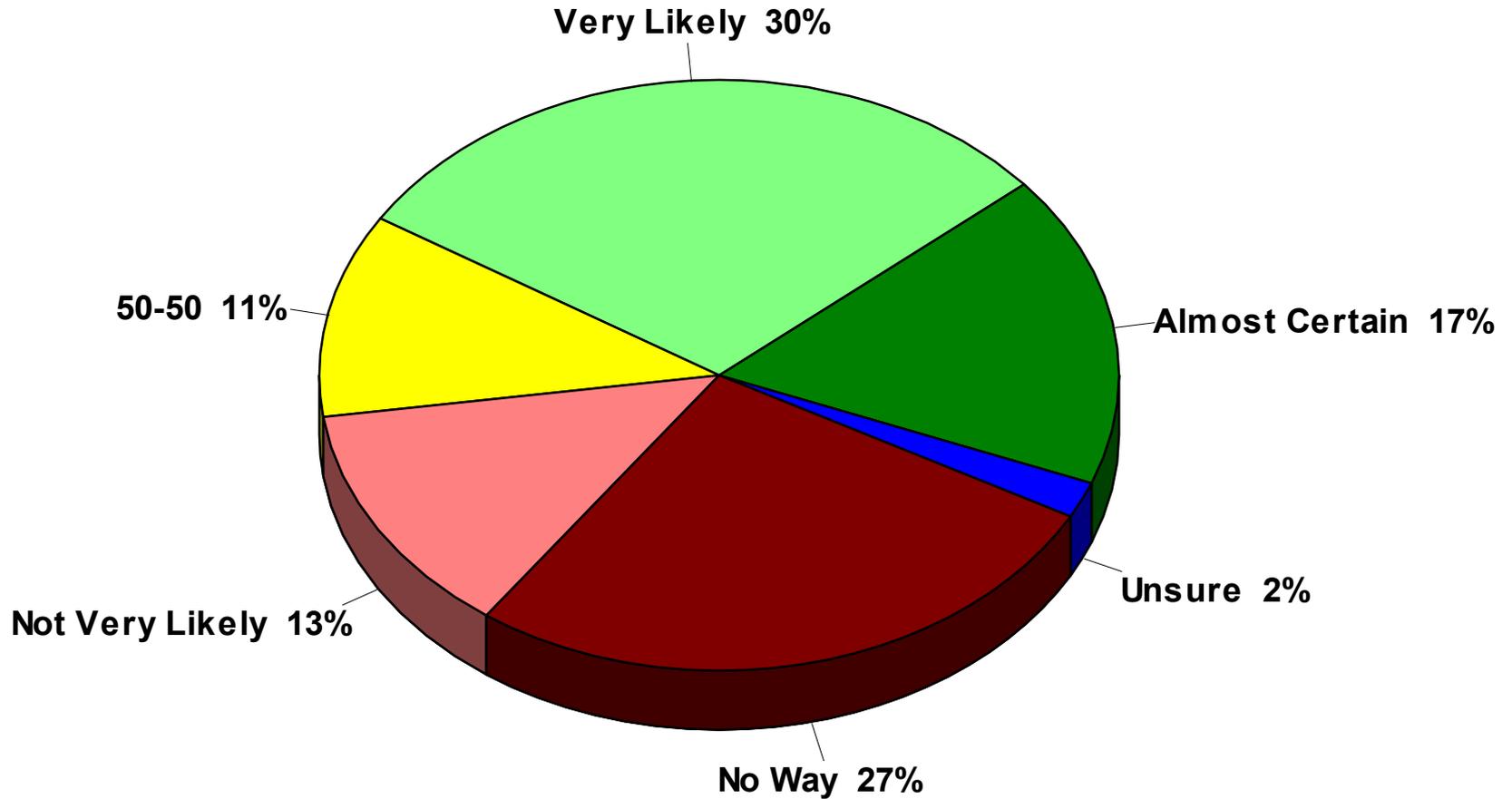
Governor Walz Meeting Expectations

2025 August Statewide Survey



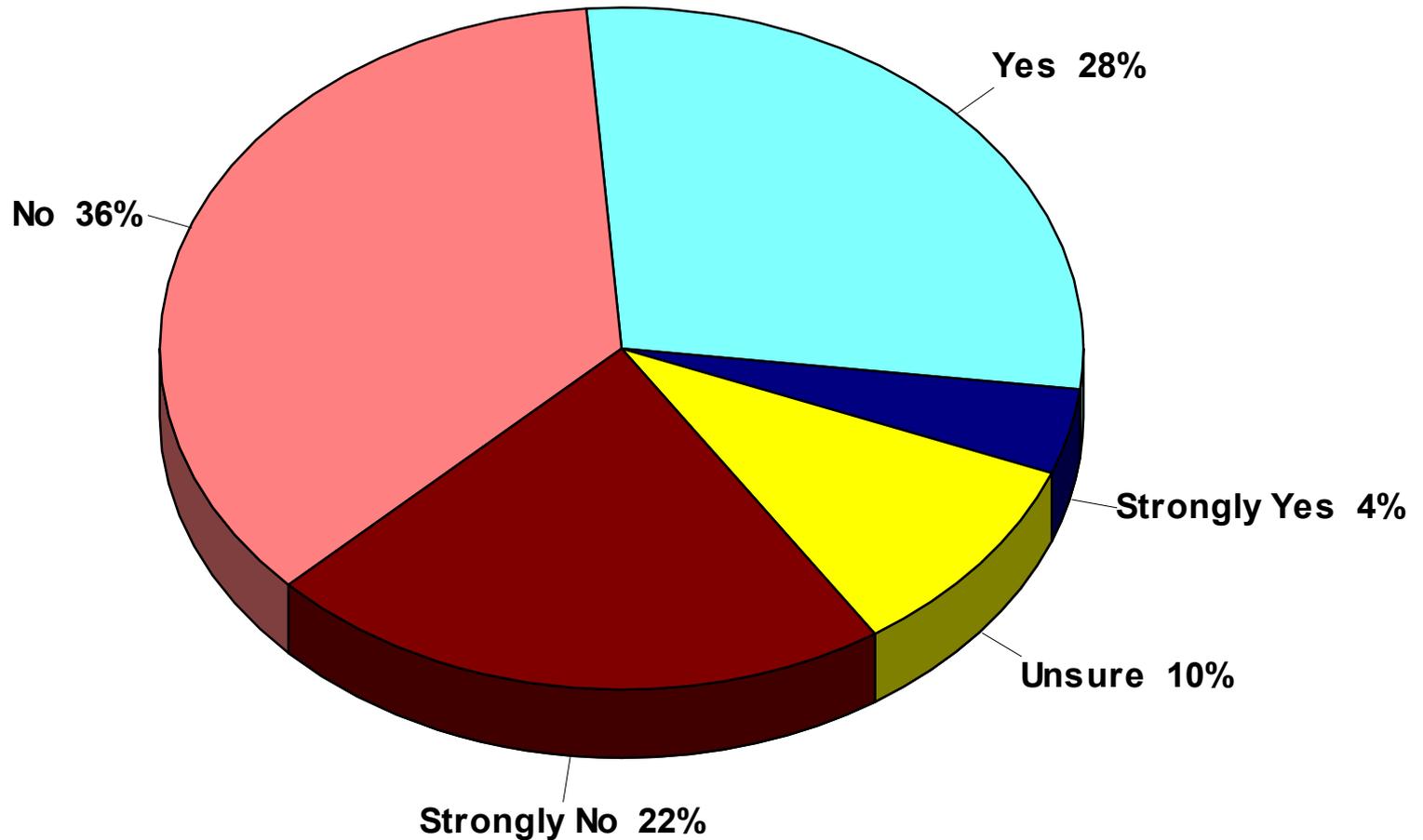
Vote for Governor Walz

2025 August Statewide Survey



Governor Walz be a Good President

2025 August Statewide Survey





PERPICH

What Perpich Can Do For You

<https://bit.ly/amspdperpich>



Executive Director Allegra Smisek

AMSD September 5, 2025



Excerpt from **Our Shared Axis** by Nadia Oian Vust (Literary Arts 2025)

So tell me again how you aren't a writer and I'll tell you the truth

Every single person who has held a breath on this earth

Is the poet

And the poem

And the truth

Is that all poets share a piece of the same sun

In Minneapolis, and it's suburbs, I can't see the stars

But I'm looking at you all, and I swear I can see the milky way

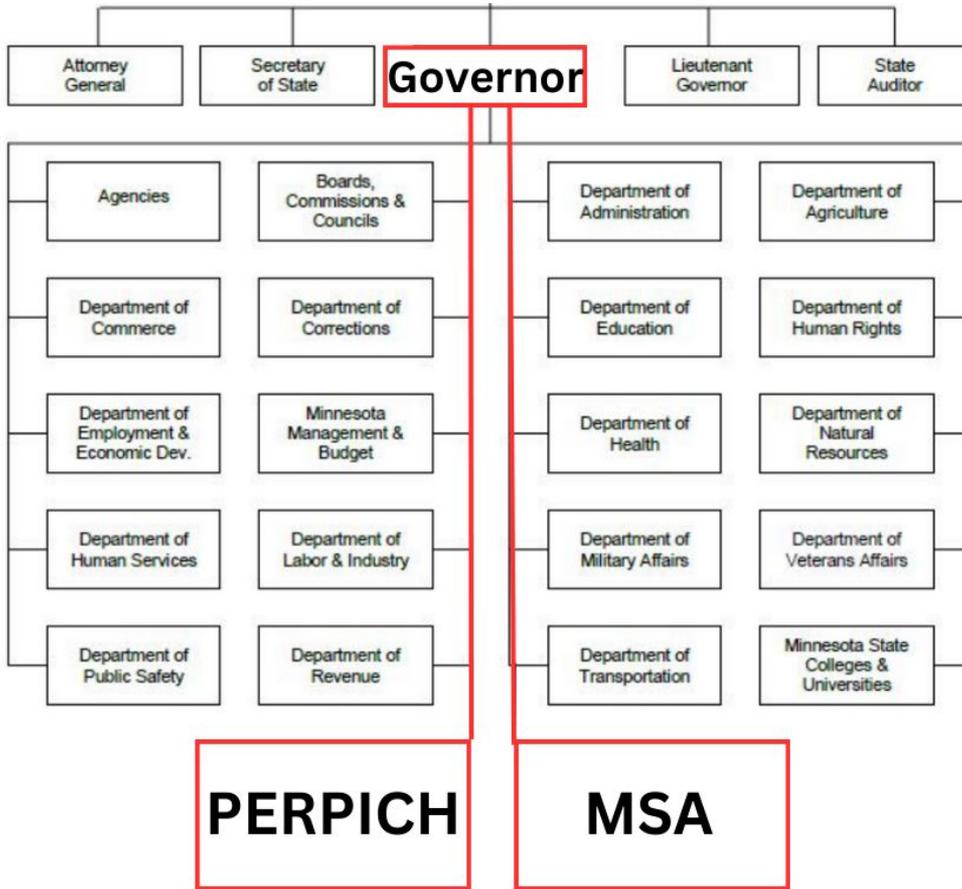


PERPICH

In the next 10 Minutes, you will learn what...

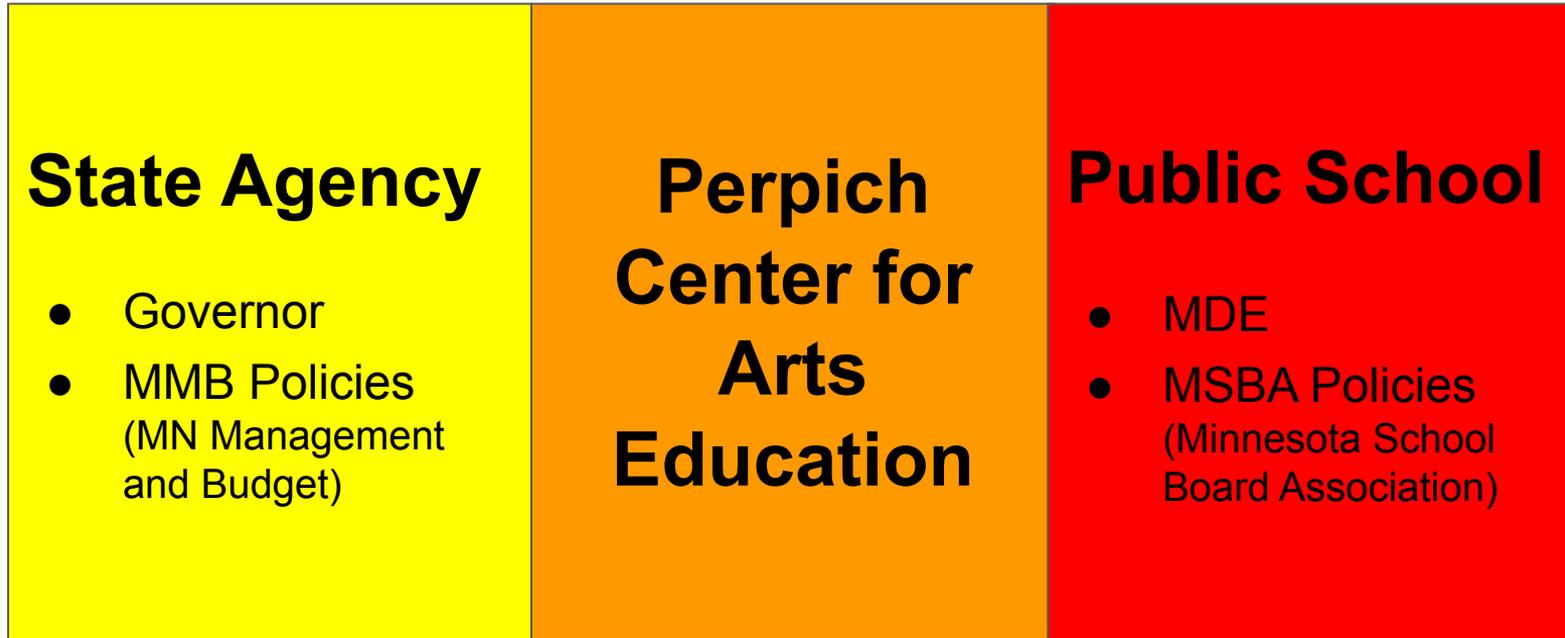
1. Perpich IS CURRENTLY Doing For You
2. Perpich COULD Do For You
3. Perpich PROVIDES for the State of MN





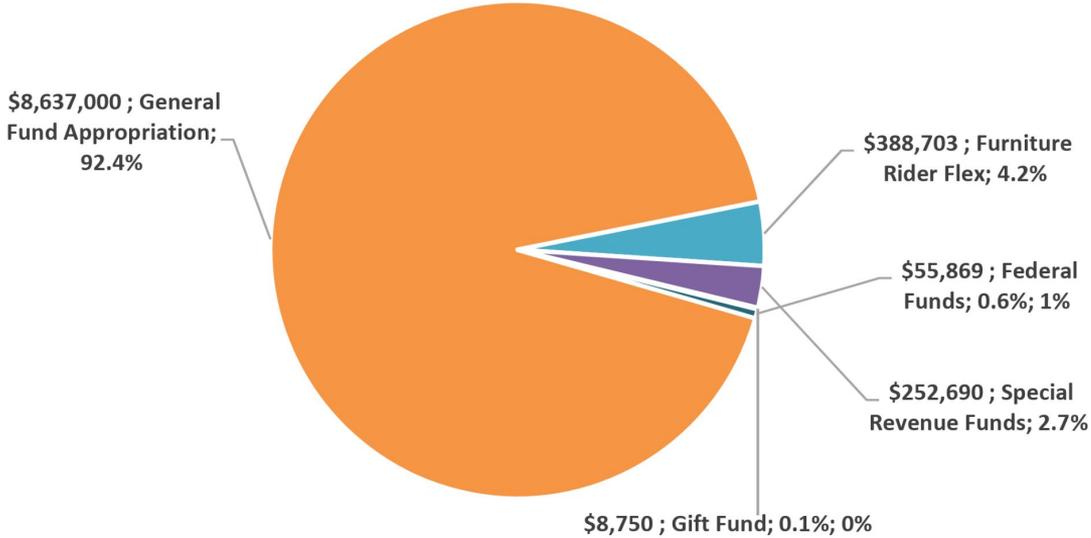
Perpich is a state agency.

Perpich is unique.



How is Perpich Center for Arts Education Funded?

FY2026 Projected Funding Sources
Total Revenue Budget = \$9,343,012



PERPICH



Arts High School

[Click to Enter Site](#)



Library

[Click to Enter Site](#)



Professional Development

[Click to Enter Site](#)



What Perpich is Currently Doing for You

<https://bit.ly/amspdperpich>



AMSD School Members + Perpich Data .XLSX

File Edit View Insert Format Data Tools Help

100% \$ % .0 .00 123 Arial

| | A | B | C | D |
|----|--|---|---|--|
| 1 | FY 24 & FY 25 Data | 3-2024 Points of Contact | 2023-2024 Unique Points of Contact | In-District, Customized Development by Request |
| 2 | Statewide | 498 | 1,571 | |
| 3 | Anoka-Hennepin Schools | 44 | 16 | |
| 4 | Bloomington Public Schools | 2 | 2 | |
| 5 | Brooklyn Center Community Schools | 3 | 2 | |
| 6 | Buffalo-Hanover-Montrose Schools | 23 | 15 | 15 Music (Oct 2023) |
| 7 | Burnsville-Eagan-Savage School District | 20 | 7 | |
| 8 | Centennial School District | 1 | 1 | |
| 9 | Columbia Heights Public Schools | 8 | 3 | |
| 10 | Duluth Public Schools | 61 | 13 | |
| 11 | Eastern Carver County Schools | 2 | 2 | |

+ ≡ PDR Arts High School



Perpich Center for Arts Education
Professional Development and Resource Programs (PDR)
Opportunities to Support Minnesota Educators – AT NO COST

SCHOOL DISTRICTS/CHARTER SCHOOLS, EDUCATORS/ADMINISTRATORS SERVED

| Fiscal year | Total Events | School Districts/Charter Schools | Total Points of Contact | Distinct Points of Contact | | |
|-------------|--------------|----------------------------------|-------------------------|----------------------------|--------------------|----------------|
| | | | | Arts Educators | Non-Arts Educators | Administrators |
| FY25 | 313 | 275 | 2,755 | 1,467 | 400 | 107 |
| FY24 | 373 | 256 | 2,498 | 1,105 | 329 | 137 |
| FY23 | 352 | 211 | 1,578 | 739 | 140 | 83 |



Personalized PD & Support (Columns D-E & J-K)

- Customized for your district
 - Dance (PE)
 - Theater
 - Music
 - Visual and Media Arts



**ELY TEACHERS
WORK WITH
DANCE EDUCATION
SPECIALIST MARY
HARDING**

Multi-Session Cohorts (Columns F & L)



- Theater
- Elementary Art
- Media Arts
- Regional Arts Teacher Leader (RATL)
- Comprehensive Arts Planning Program (CAPP) 27-29

Workshops open to Teachers Statewide (Columns G & L)



**EDUCATORS
GATHER FOR ARTS
INTEGRATION
WORK DAY**



**PERPICH HOSTS
NATIVE AUTHORS
BOOK FAIR**



**SUMMER MUSIC
PROFESSIONAL
DEVELOPMENT
WORKSHOPS 2025**



**BACKSTAGE
CENTER STAGE
2025: TECH/DESIGN
WORKSHOP – TAKE
A BOW!**

[Click here to read full news stories](#)

Beyond the Metro

Perpich PDR consistently provides free PD to educators in EVERY one of MN's 67 Senate Districts.

FY25

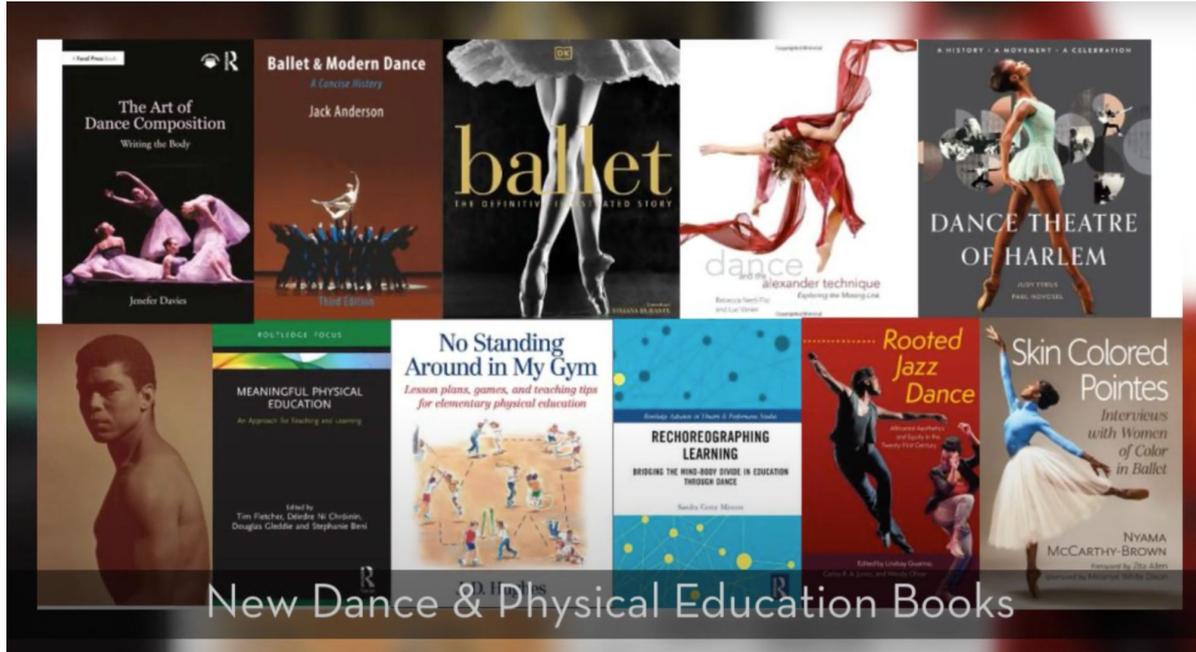
- Lowest - SD 5 – 16 educators
(Grand Rapids area)

| Senate District | Total Points of Contact | Unique Points of Contacts |
|-----------------|-------------------------|---------------------------|
| 1 | 167 | 109 |
| 2 | 103 | 64 |
| 3 | 96 | 53 |
| 4 | 56 | 37 |
| 5 | 34 | 16 |
| 6 | 140 | 56 |
| 7 | 71 | 34 |
| 8 | 46 | 29 |
| 9 | 63 | 40 |
| 10 | 104 | 60 |

[Click here for full data set](#)



Resource Library



**LGBTQ+ INCLUSIVE
PICTURE BOOKS
FROM PERPICH
LIBRARY**

Perpich Arts High School

AMSD School Members + Perpich Data .XLSX

File Edit View Insert Format Data Tools Help

100% 123 Arial

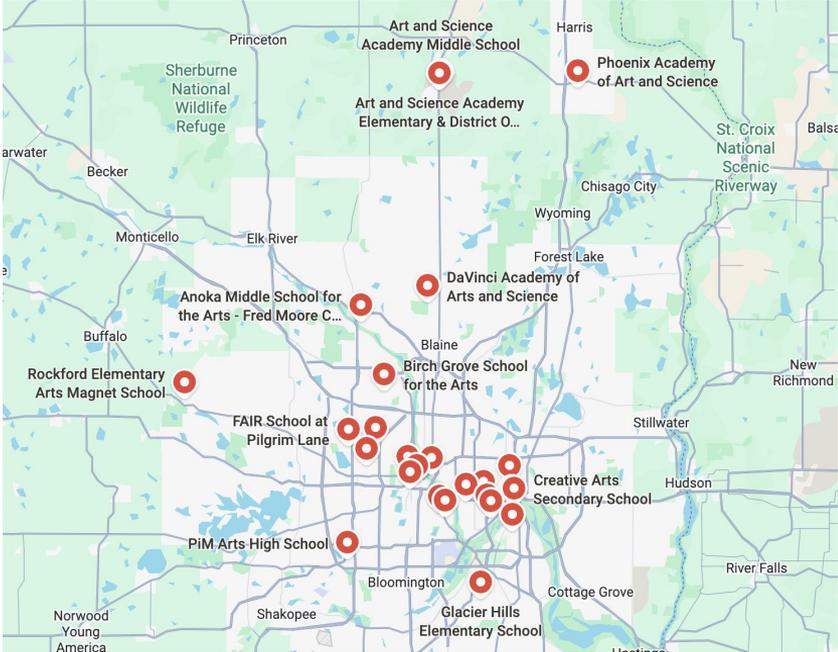
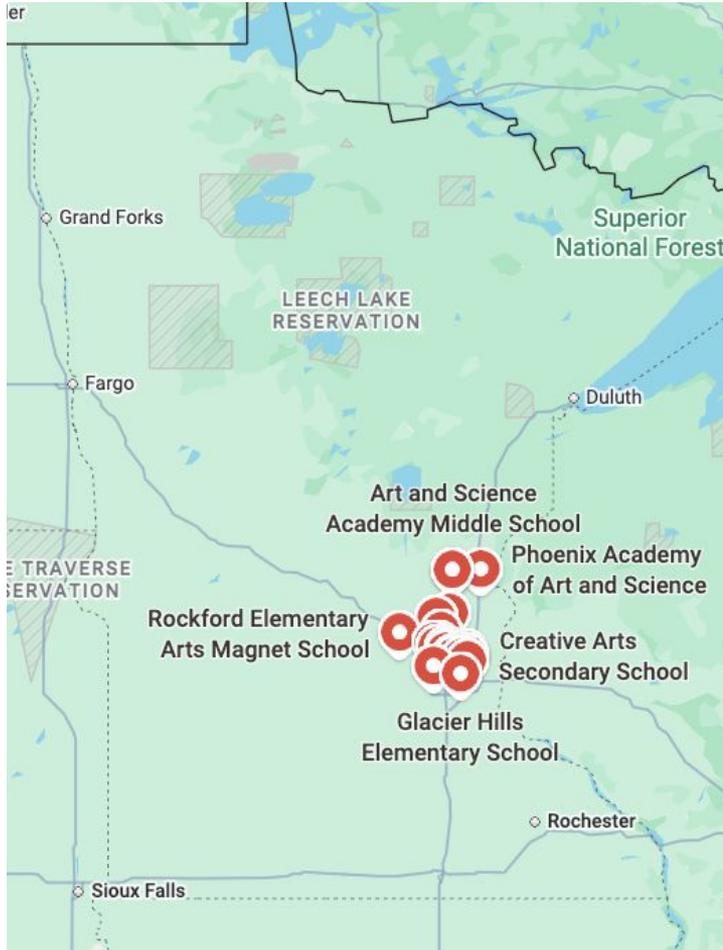
C55

| | A | B | C |
|----|---|--|---|
| 1 | School Districts | # of students attending Perpich from an actual school in the district 25-26 | # of students that live in resident dist attending Perpich 25-26 |
| 2 | Anoka-Hennepin Schools | 3 | 8 |
| 3 | Bloomington Public Schools | | 1 |
| 4 | Brooklyn Center Community Schools | | |
| 5 | Buffalo-Hanover-Montrose Schools | 2 | 5 |
| 6 | Burnsville-Eagan-Savage School District | | |
| 7 | Centennial School District | | 1 |
| 8 | Columbia Heights Public Schools | | 3 |
| 9 | Duluth Public Schools | 2 | 2 |
| 10 | Eastern Carver County Schools | | |
| 11 | Eden Prairie Schools | | 2 |
| 12 | Edina Public Schools | 1 | 1 |
| 13 | Elk River School District | 2 | 2 |
| 14 | Farmington Area Public Schools | | |
| 15 | Fridley Public Schools | | |
| 16 | Hastings Public Schools | | |

+ ≡ PDR ▾ Arts High School ▾

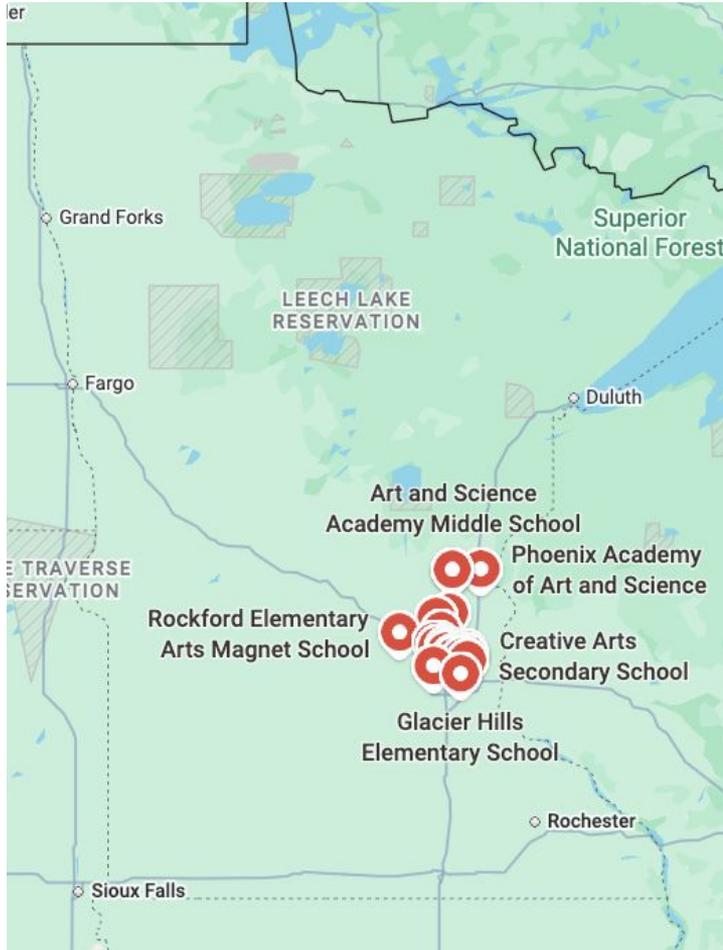


Art Schools in MN



PERPICH

Student Demographics



Know What Perpich is CURRENTLY Doing for You

Find your district on both tabs of the shared spreadsheet!

<https://bit.ly/amspdpetch>



Breathing Air

Learn More About What Perpich Could Do For You

Follow us on social media



Sign up for our newsletter(s) - email me or [click on this Google Form](#)

Check us out at your next conference – MREA, AMSD, MSBA, MASA



Star

Breathing Air



PERPICH

“I’m awesome. I want to help your statewide work!”

Connect – reach out for a tour of Perpich and/ or a cup of coffee

Celebrate our 40th Anniversary - Sept 13, 1- 4pm

Say something nice about us to your State Reps

Milky Way 

 **Star**

Breathing Air



PERPICH

Thank you!

Contact:

allegra.smisek@pcae.k12.mn.us

(612) 271-1698

“In Minneapolis, and it’s suburbs, I can’t see the stars
But I’m looking at you all, and I swear I can see the milky way”

– Nadia Oian Vust



CONNECTIONS



News from the Association of Metropolitan School Districts

September 2025
Volume 22
Number 11

Career Pathways, Partnerships Pave the Way

September 5, 2025

Board of Directors
Meeting

7 a.m. - 9 a.m.
Quora Education Center
NE Metro 916
Little Canada

September 26, 2025

Executive/Legislative
Committee Meeting

7:30 a.m. - 9 a.m.
Anderson Center
Bethel University
Arden Hills

October 3, 2025

Board of Directors
Meeting

7 a.m. - 9 a.m.
Quora Education Center
NE Metro 916
Little Canada

October 31, 2025

Executive/Legislative
Committee Meeting

7:30 a.m. - 9 a.m.
Anderson Center
Bethel University
Arden Hills

Operating a forklift, piloting a flight simulator and administering CPR are not skills that most people possess. High schoolers in Saint Paul Public Schools (SPPS) can not only learn these skills but earn industry certifications in them during the school day, thanks to a unique set of programs made possible through a wide array of community and business partnerships.

The SPPS Career Pathways program allows students to explore high-wage and in-demand careers through college and career curriculum, personal learning plans, stackable credentials, certifications and work experiences. Organized into four career fields — science and medical, human services, innovative and emerging technologies, and business and communications — these pathways are open to students at any of the district's seven comprehensive high schools, with specific offerings at smaller magnet and alternative schools.



New this fall, the **operating engineers pathway** is a partnership with the International Union of Operating Engineers Local 49 for students interested in learning how to operate heavy equipment. A new "sandbox" is being built adjacent to the union hall to allow for hands-on learning. High school seniors can enroll in four rigorous courses and receive high school, articulated college and apprenticeship credits.

At Johnson Senior High School on St. Paul's East Side, a new-and-improved aerospace lab debuted this summer with support from 3M and Heart of America. Eleven state-of-the-art flight simulators and industry-standard equipment allow students to learn on tools that mirror those used by professionals. From coding and robotics to welding and drone operation, students in the **aerospace and engineering magnet program** develop technical skills that translate directly to modern careers.

"Aviation opens up a world of exciting jobs beyond just flying planes. It takes effort and heart, but our classes and field trips help you find that passion within you," Johnson aerospace students Romeo and Touvue said.

Continued on page 2

There are many important elections on the ballot this fall. In addition to three special elections to fill legislative vacancies, fifteen AMSD member school districts have 21 important referendum questions on the ballot. This month's research article provides an overview of the ballot questions. In addition, 21 AMSD member districts have school board elections. You can find a listing of the school districts with board elections and the candidates who filed [here](#). Let's all encourage voters to engage in the electoral process, do their homework, and get out and vote! Finally, I hope you all have a great start to the school year!

From the AMSD Chair, Jim DeMay, Mounds View Board Member



Students Receive Technical Training, College Credits, and Certifications

Continued from page 1

SPPS students interested in the medical field have multiple exciting options. In partnership with the Saint Paul Fire Department and Century College, students can receive real-world training and nine college credits on their way to becoming a state-certified **Emergency Medical Technician (EMT)**. Another partnership with St. Catherine's University prepares students to become a **Certified Nursing Assistant (CNA)**, encompassing 75 hours of state-approved training, five college credits and preparation for the required competency exam.



Julius, a 2025 SPPS graduate, earned his Certified Nursing Assistant and Emergency Medical Technician certifications as a high school senior.



3M and Heart of America provided funding and support to build a new, state-of-the-art aerospace lab at Johnson Senior High School this summer.

"There's not many high school students that can experience giving CPR to a mannequin in class or giving ventilation with the proper [bag-valve-masks]. Or doing ride-alongs with the St. Paul Fire Department. I think it's pretty cool that I can leave high school and find a good paying job and help my family in case of a medical emergency," said Julius, a 2025 graduate who completed both the EMT and CNA programs his senior year.

But that's not all. Other trades, including **automotive maintenance, welding, construction, and finishing trades** such as painting and drywall are all at students' fingertips. Some courses take place at SPPS schools, with others being offered at local job sites.

In addition to earning high school and college credits and professional certifications, SPPS students can also earn income while gaining real-life work experience. The district's homegrown **Earn As You Learn** program allows 9-12th grade students to earn a \$100 stipend for completing online certification courses in Microsoft Office, Occupational Safety and Health Administration (OSHA), first aid/CPR, FAA remote pilot certificate, and many more. Since launching the program five years ago, students have earned over 2,100 industry-recognized certifications.

"I have come out of this program with an official business certification for Microsoft Excel, which handles spreadsheets and other data. This is certainly a very strong piece for a high school student to have on a resume, and this might allow me to get a job that I otherwise could not have gotten," one student shared.

A partnership with the City of Saint Paul's Right Track program gives students access to paid internships during the spring semester. Since starting the program in 2021, over 620 SPPS students have completed work experiences with more than 100 employers in fields including business, human services, technology, science and medical. The 3M STEP internship with Right Track allows upwards of 20 students to work with researchers and scientists each spring and summer to experience STEM in action and explore STEM careers.

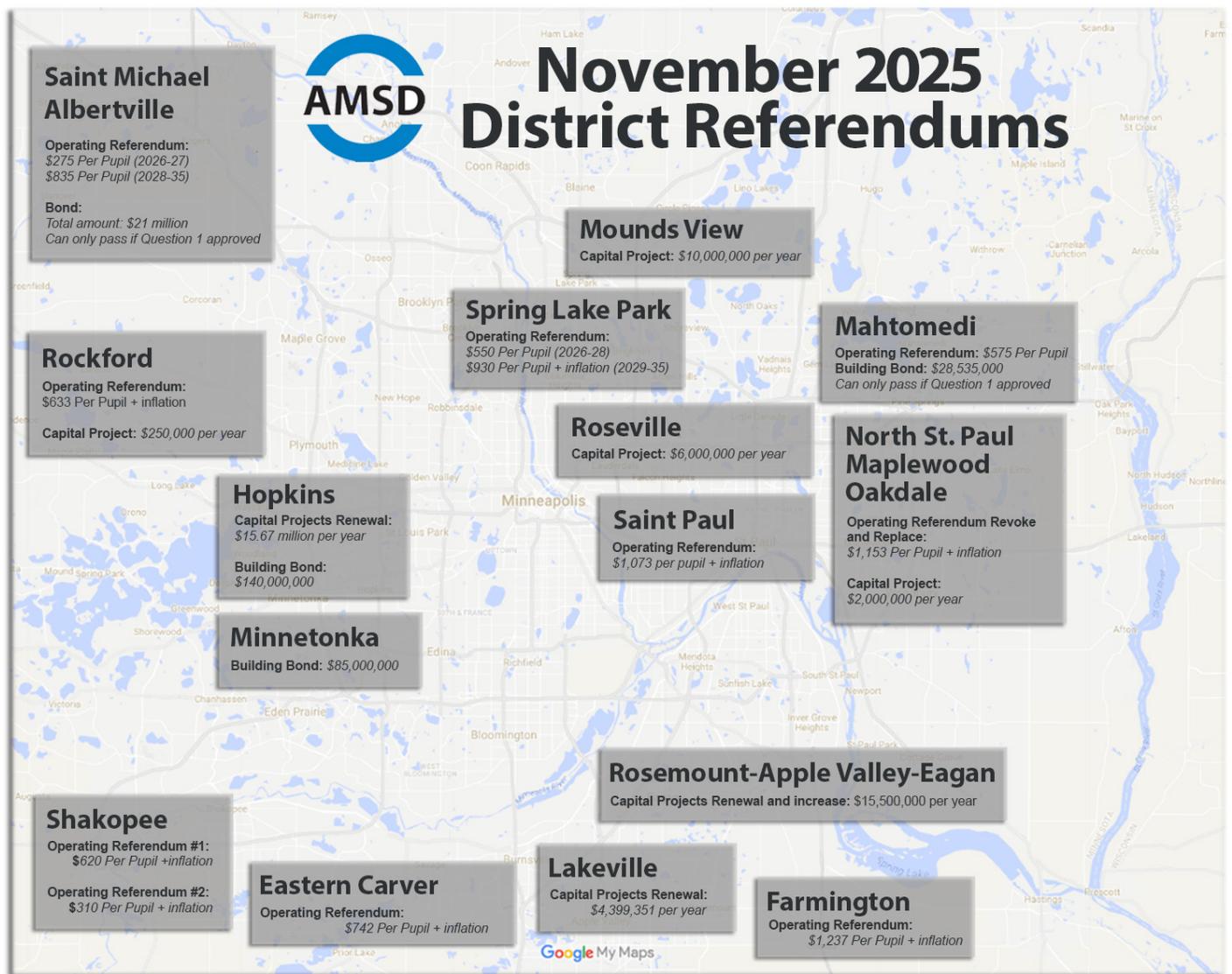
No matter what pathway a student chooses to pursue, one thing is clear: With dedicated teachers, motivated employers and generous partners paving the way, Saint Paul Public Schools students have the support they need to pursue their dreams and change the world. Learn more at spps.org/careerpathways.

This month's member feature was submitted by Saint Paul Public Schools Career Pathways Staff.

Fifteen AMSD Districts on the November Ballot with Referendums

Fifteen AMSD school districts will have 21 referendum questions on the ballot on Nov. 4 — a significant number that speaks to the financial challenges Minnesota school districts face as costs continue to outpace funding provided by the state.

This year's ballot questions include operating referendum requests, capital project levy renewals or increases, and bond questions. A [chart](#) on the AMSD website outlines the AMSD member district referendum questions and includes links to the school district websites where detailed information about the referendum questions can be found. Voters are encouraged to contact their local school officials if they have questions about their school district's referendum.



Why referendums are necessary

The most important source of financial support for school districts comes through the General Education Program. There are several components to the General Education Program with the vast majority provided by basic revenue — often referred to as the basic formula. Basic revenue accounted

Education Funding: A State and Local Partnership

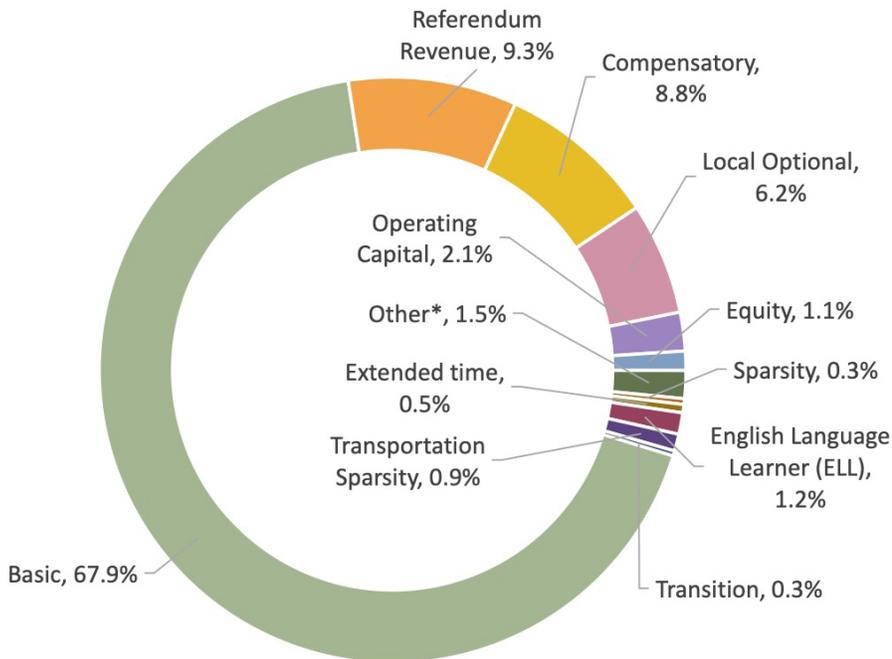
Continued from page 3

for 67.9 percent of general education revenue in FY25 and is used to pay for employee salaries and benefits, supply costs and other operational costs. The basic formula has been badly eroded by inflation over the last two decades. Had it kept pace with inflation since 2003 it would have been \$1,364 per pupil higher in the 2024-25 school year.

The federal government provides a very modest share of education funding and even that level could drop following adoption of the federal budget this fall. Falling federal revenue and state funding that fails to keep pace with rising costs elevates the importance of local operating referendums in providing the resources school districts need to serve their students.

Education funding in Minnesota has long been a State and local partnership. As illustrated in the graph below, two key local levies, voter approved referendum revenue (9.3 percent) and local optional revenue (6.2 percent), provide more than 15 percent of general education revenue. Local optional revenue, like the basic formula, has lost considerable ground to inflation since it went into effect in 2014. If it had simply kept pace with inflation since 2014, it would be \$250 per pupil higher in FY25.

General Education Program Components (FY 2025)



Seven of the AMSD districts going to voters this fall are seeking Capital Projects referendums, which are commonly used to ensure safe and secure school buildings and to provide the technology students need to succeed in our digital economy. The State does not provide a dedicated funding stream for technology.

Major building projects are also funded primarily at the local level, and four districts are going to their local voters for building bonds. The State provides limited funding for deferred maintenance and equipment purchases but new construction, additions to existing buildings, and major renovations are generally financed by the sale of bonds following the approval of a bond referendum by the voters.

By law each district going out for referendums of any type are required to provide detailed information about the referendums and projects, as well as provide an estimate of costs and the impact on homeowners in the district. The ballot language for the 2025 election is available on the [MN Secretary of State's website](#). Voters can access their sample ballots by entering their address and zip code. Voters are also encouraged to visit their school district website and talk to their local school officials for more specific details and information about their proposed referendums.



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

Community Collaboration Committee Purpose Statement:

The Community Collaboration Committee is a link between the Hastings School District and the ISD200 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.

Attendees:

Melissa Millner, Matt Bruns, Phil Biermaier, Dr. Kristine Wehrkamp Herman

Summary:

The first Community Collaboration meeting with Dr. Kristine Wehrkamp Herman was held September 16 at 5:00 PM.

Upcoming Community Collaboration Events:

October 2, January 12, and either March 30 or April 1.

The entire board is welcome to attend!

The October 2 event held at 6 pm in the High School lecture Hall will feature a meet-and-greet with the Superintendent as well as a demonstration of the new Anatomage Table. This is a great opportunity for both the Board and the community to see this innovative educational tool in action.

The January 12 event will be centered around the legislative updates and school finance.

The March/April event will be centered around our student achievements and setting the foundation for the 2026/27 school year.

The committee will also meet on October 22 to plan the next event and discuss outcomes of the October 2nd event.



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Native American Parent Advisory Council: Summary of September 11, 2025

I. Call to Order

II. Old Business

- A. Election Process: October 2, 2025 at Pleasant Hill Library
- B. Craft Night Series
 1. Begins September 17, 2025
 2. Second date, September 24, 2025
- C. Hastings NAPAC Logo Development
 1. Approached Prairie Island Artist
 2. Same that produced the Minnesota Twins Native American Heritage Bats
 3. Initial quote was approximately \$1,000
 4. Due date is October 1, 2025

III. New Business

A. District Updates

1. School Board
 - a) School Perceptions Survey rolling out this Fall
 - b) Community Collaboration Event: Meet the Superintendent
 - (1) October 2, 2025
 - (2) 6 PM
 - (3) Hastings High School Lecture Hall
 - c) Approval of Superintendent Goals
 - d) Approval of Board 3-Year Work Plan
2. Superintendent/Principals: Administrative Update
3. Andrew Hodges: Teaching + Learning
 - a) What are the desired outcomes in working with building administrators?
 - b) Actively working to recruit candidates for the open Native American Education Liaison position
 - c) Through work done last year, increase in 30 students correctly identified by race + ethnicity
 - d) Curriculum Committee
 - (1) Communication coming
 - (2) Looking for representation
 - (3) Meet 4 times per year

4. Indian Education

a) Indigenous Peoples' Day

(1) Last year felt like a 'one-off'

(2) Infuse throughout the day using lessons published by MDE

B. NAPAC Updates

1. PD for Districts offered by TNEC

a) October 27-28, 2025

b) Focus on Strategic Plan re: Indigenous Students

c) Breakout sessions provided by districts that are doing well

(1) Robbinsdale

(2) St. Paul

(3) Rosemount-Apple Valley-Eagan (ISD 196)

2. Changes at MDE

a) Office of Indian Education

(1) New Director

(2) Annie Huberty

3. Arts + Culture Commission have grants available for cultural programming

IV. Future Events

A. September 17 + 24, 2025 @ District Curriculum Center

B. October 2, 2025: October Meeting - NAPAC Elections

C. October 13, 2025: Indigenous Peoples' Day



Student School Board Committee



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 students to serve on the school board.

08.28.2025 SSBC Meeting Agenda

1. Expectations for student reports:
 - a. The board expect all 7 schools to be represented in each report
 - b. We expect students to provide the report in a consistent format
 - c. We expect students to provide reports verbally at the board meetings
2. Review tentative procedures
 - a. Updated [220.1PR Student School Board Committee \(SSBC\) Procedure](#)
 - b. I am thinking this becomes onboarding/ training information instead of a procedure
 - i. [TENTATIVE 220.2PR STUDENT REPRESENTATIVE PROCEDURES](#)

3. Onboarding/ Training

- A. District website navigation
 1. Upcoming meetings document
 2. Agendas & minutes (including past or archived)
 3. Live stream link and past board meeting videos
 4. Policies & Procedures
 5. School Board Member Handbook
- B. Meeting Operations
 1. Regular Board Meetings
 2. Working Sessions
 3. Agendas

- a) All meetings follow an agenda
- b) How agenda topics are determined, and prepared
- c) How to access agendas on BoardBook
- d) Process for asking questions or providing feedback regarding upcoming agenda items

C. Student Report Expectations and guardrails

- 1. All schools will be represented
- 2. Each student will be expected to provide a portion of the report verbally during meeting
- 3. Reports must be approved by building principal or administrator
- 4. Reports must be submitted to board chair 3 days prior to a meeting

D. Point of contact/ approver for each school building

| School | Contact | Email |
|-----------------------------|----------------|--|
| Tilden Preschool | Kari Gorr | kgorr@isd200.org |
| Kennedy | Kyle Latch | klatch@isd200.org |
| McAulliffe | Matt Esterby | mesterby@isd200.org |
| Pinecrest | Paul Baker | pbakker@isd200.org |
| HMS | Ryann Wynn | rwynn@isd200.org |
| HHS | Scott Doran | sdoran@isd200.org |
| Alternative Learning Center | Todd Levos | tlevos@isd200.org |

E. Student Representatives meetings

- 1. Are not public meetings;

2. May take place at a time determined by the representatives- Ideas: during advisory, before or after school
3. Location:Hastings High School; this for the convenience of all student representatives

F. Videos of student reports-

1. [Farmington SSBR- Student Reports](#)
2. [Richfield SSBR-Student Questions](#)
3. [South St.Paul SSBR report](#)

G. Board Approved Calendar

1. [2025 Board Approved Calendar](#)

H. [Google Slides Onboarding](#)

Notes:

1. Student representatives will meet during the first two weeks of school to equitably divide the representation of sites:
 - a. Hastings High School,
 - b. Hastings Middle School,
 - c. Hastings Alternative Learning Center,
 - d. Tilden Community Center,
 - e. McAuliffe Elementary School
 - f. Pinecrest Elementary School
 - g. Kennedy Elementary School
2. Student representatives should meet at the High School during Advisory, or another agreed upon time.
3. Mentors will reach out to assigned student representatives and complete one-on-one, or two-on-one in the case of Senior representatives, onboarding.
 - a. Must meet by September 12, 2025
 - b. Will be completed through a virtual platform
4. Mentors will continue to touch base with mentees prior to each board work session and regular board meeting.



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

October 3, 2025 at 12:00pm

October 31, 2025 at 12:00pm

September 5, 12, & 19, 2025 Policy Committee Summary

[Review Cycle Tracker](#)

1st Readings

205 Open Meetings and Closed Meetings

Recent changes to Minnesota's Open Meeting Law (section 13D.02) give school board members more flexibility to participate in meetings using interactive technology (such as video conferencing).

- Under the new law, board members may attend by interactive technology if the following conditions are met:
 - The notice of the regular meeting location must also state that members may participate through interactive technology;
 - At least one board member must be physically present at the regular meeting location;
 - All members, regardless of location, must be able to see and hear one another throughout the meeting; and
 - All votes must be conducted by roll call.
- Committee Discussion: Section IV(A)(1): add “(a) *Remote participation by board members at meetings will be in compliance with Minnesota Statutes, section 13D.02.*”
 - Committee Recommendation: **1st Reading**

515 Protection and Privacy of Pupil Records

- Committee Discussion: The previous version of this policy was heavily saturated with language taken directly from Minnesota Statutes, U.S. Code, and Federal Regulations. The proposed update is written in plain language while still maintaining all statutory and regulatory requirements
 - Committee Recommendation: **1st Reading**

613 Graduation Requirements

- Annual Review Policy
- Committee Discussion:
- Section III: Updated definitions to reflect policy language
- Section IV: Revised to reflect current procedures
- Removed “Assessment Graduation Requirements” because this is no longer a state requirement for graduation
- Section V(A): Updated to reflect district graduation credit requirements
- Section V(B): Removed ever changing credit equivalencies language and referenced Minnesota Statutes, section 120B.024
- Section VI: Reflects state requirements in plain language
 - Committee Recommendation: **1st Reading**

In adherence to the district's three-year policy review cycle, the Policy Committee has begun reviewing the 700 Series

Policies, which address Non-Instructional Operations and Business Services. As part of this process, the committee is recommending three new policies for first reading: MSBA Model Policies 701, 702, and 703. These policies contain provisions that substantially reflect the requirements of Minnesota Statutes, Chapter 123B, ensuring our district's policies are aligned with state law and best practices

701 Establishment, Adoption, and Modification of School District Budget

- Committee Discussion: This is a new ISD 200 Policy. A combination of MSBA model policies 701(Establishment and Adoption of School District Budget) & 701.1(Modification of School District Budget)
 - Committee Recommendation: **1st Reading**

702 Accounting

- Committee Discussion: This is a new ISD 200 Policy. Matches MSBA Model Policy.
 - Committee Recommendation: **1st Reading**

703 Annual Audit

- Committee Discussion: This is a new ISD 200 Policy. Matches MSBA Model Policy.
 - Committee Recommendation: **1st Reading**

706 Acceptance of Gifts

- Committee Discussion: No revisions are recommended.
 - Committee Recommendation: **1st Reading**

2nd Reading Update

Policies 602 and 602.1PR are included for board awareness. A more robust discussion will take place during the October work session, when each principal will provide details of their building's e-learning plan as part of their reports.

602 Organization of School Calendar and School Day

- Committee Discussion: Updated language
 - Section III(A): *"The school calendar shall be adopted annually by the school board. It will meet all provisions of Minnesota Statutes, section 120A.41, and all other provisions of law pertaining to minimum number of school days. The school calendar shall establish a minimum of 167 days of instruction for students in grades 1 through 11, a minimum of 1028 hours of instruction for students in grade 12, workshop days for staff, provide for emergency closings and include other information relevant to students, staff and parents."*
 - Section V(A)(1-4):
 - *1st inclement weather/snow day= a snow day for all staff/students, it will not be rescheduled or require the use of an e-learning day;*
 - *2nd inclement weather/snow day= a snow day for students and a professional development day for staff;*
 - *3rd inclement weather/snow day= an E-Learning day for all students and staff; and*
 - *ISD 200 may designate up to five e-learning days in one school year*
 - Committee Recommendation: **2nd Reading**

602.1PR Inclement Weather & E-Learning Plans

- Committee Discussion:
 - Committee Recommendation: ***Consent Agenda in October***

4th Readings Updates

601 School District Curriculum, and Instructional Goals *

- Committee Discussion: There is one additional revision in Section V(C). Because this new language is substantive, we are recommending a 4th reading. Following that, the policy will be included on next month's

consent agenda for adoption.

- Committee Recommendation: *4th Reading*

September 24, 2025 Board Meeting

1st Readings:

205 Open Meetings and Closed Meetings

515 Protection and Privacy of Pupil Records(New)

613 Graduation Requirements

701 Establishment and Adoption of School District Budget

702 Accounting

703 Annual Audit

706 Acceptance of Gifts

2nd Readings:

506 Student Discipline

602 Organization of School Calendar and School Day

722 Public Data Requests

903 Visitors to School District Buildings and Site

3rd Readings:

No policies

4th Reading:

601 School District Curriculum, and Instructional Goals *



205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

- A. The school board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under the presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

“Meeting” means a gathering of at least a quorum of school board members - or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering or the use of social media by members of a public body so long as the social media use is limited to exchanges with all members of the general public. For purposes of the Open Meeting Law, social media does not include email.

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at the school district office. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its regular meeting schedule, it shall give the

same notice of the meeting as for a special meeting.

- a. Remote participation by board members at regular meetings will be in compliance with Minnesota Statutes, section 13D.02.

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings. This notice shall be posted and mailed or delivered at least three days before the date of the meeting.
- c. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the school board, require immediate consideration.
- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by telephone or any other method

used to notify the members of the school board.

- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least 24 hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Health Pandemic or Declared Emergency

In the event of a health pandemic or an emergency declared under Minn. Stat. Ch. 12, a meeting may be conducted by telephone or other electronic means in compliance with Minn. Stat. § 13D.021.

8. Meetings Conducted by Interactive Technology

A meeting may be conducted by interactive technology, Zoom, Skype, or other similar electronic means in compliance with Minn. Stat. § 13D.02.

B. Votes

The votes of school board members shall be recorded in a journal or minutes kept for that purpose. The journal or any minutes used to record votes of a meeting must be open to the public during all normal business hours at the school district's administrative offices.

C. Written Materials

1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Open Meetings and Data

1. Meetings may not be closed to discuss data that are not public data, except as provided under Minnesota law.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota's Public Employment Labor Relations Act (PELRA).
- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings of a closed meeting to discuss negotiation strategies shall be recorded, and the recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings. These meetings may

be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods is prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Allegations or Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Privilege Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, for example, regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested

leave of absence shall be public.

- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

- a. If the school board has declined to renew the coaching contract of a licensed or non-licensed head varsity coach, it must notify the coach within 14 days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the school board must give the coach the reasons in writing within 10 days of receiving the request. The existence of parent complaints must not be the sole reason for the school board not to renew a coaching contract.
- c. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a regular school board meeting.
- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, to discuss educational or certain other nonpublic data.
- e. A meeting closed for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

- a. Data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. Active investigative data collected or created by a law enforcement agency;
- c. Educational data, health data, medical data, welfare data, or mental health data that are not public data; or
- d. An individual's personal medical records.

- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

- a. The school board may close a meeting:
 - (1) To determine the asking price for real or personal property to be sold by the school district;
 - (2) To review confidential or nonpublic appraisal data; and
 - (3) To develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
- c. The closed meeting must be recorded at the expense of the school district. The recording must be preserved for eight years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the recording. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.
- d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.

- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be recorded at the expense of the school district and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References: *Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)*
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Expulsion Procedures)
Minn. Stat. § 122A.33, Subd. 3 (License and Degree Exemption for Head Coach)
Minn. Stat. § 122A.40, Subd. 14 (Employment; Contracts; Termination)
Minn. Stat. § 179A.14, Subd. 3 (Negotiation Procedures)
Minn. Rules Part 5510.2810 (Petition for Mediation)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993)
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), rev. denied. (Minn. 1993)
Dept. of Admin. Advisory Op. No. 21-003 (April 19, 2021)
Dept. of Admin. Advisory Op. No. 21-002 (January 13, 2021)
Dept. of Admin. Advisory Op. No. 19-012 (October 24, 2019)
Dept. of Admin. Advisory Op. No. 19-008 (May 22, 2019)
Dept. of Admin. Advisory Op. No. 19-006 (April 9, 2019)
Dept. of Admin. Advisory Op. No. 18-019 (December 28, 2018)

Dept. of Admin. Advisory Op. No. 17-005 (June 22, 2017)
Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010) *Dept. of*
Admin. Advisory Op. No. 09-020 (September 8, 2009) *Dept. of Admin.*
Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006) *Dept. of*
Admin. Advisory Op. No. 04-004 (February 3, 2004)
Cross References: *ISD 200 Policy 204 (School Board Meeting Minutes)*
ISD 200 Policy 206 (Public Participation in School Board
Meetings/Complaints about Persons at School Board Meetings and Data
Privacy Considerations)
ISD 200 Policy 207 (Public Hearings)
ISD 200 Policy 406 (Public and Private Personnel Data)
ISD 200 Policy 515 (Protection and Privacy of Pupil Records)
MSBA Law Bulletin “C” (Minnesota’s Open Meeting Law)

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515 PROTECTION AND PRIVACY OF PUPIL RECORDS

I. PURPOSE

The school district recognizes its legal and ethical responsibility to protect the privacy rights of students and parents/guardians. This policy establishes requirements for the collection, maintenance, use, and disclosure of student education records in compliance with:

- A. United States Code, Title 20, Section 1232g (Family Educational Rights and Privacy Act FERPA);
- B. Code of Federal Regulations, Title 34, Part 99;
- C. Minnesota Statutes, Chapter 13 (Government Data Practices Act); and
- D. Minnesota Rules, Parts 1205.0100–1205.2000.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall maintain student records in a manner that ensures accuracy, security, and confidentiality.
- B. Parents/guardians and eligible students (age 18 or enrolled in postsecondary education) have the rights guaranteed under federal and state law, including the right to:
 - 1. Inspect and review education records;
 - 2. Request amendment of inaccurate or misleading records;
 - 3. Consent (with limited exceptions) to disclosures of personally identifiable information; and
 - 4. File a complaint with the U.S. Department of Education or the Minnesota Commissioner of Administration for violations.
- C. The district will provide annual notification of rights under FERPA and the Minnesota Government Data Practices Act.

III. DEFINITIONS

- A. “Authorized Representative” means any entity or individual designated by the district, the U.S. Department of Education, or state/local educational authorities to audit, evaluate, or enforce education programs.
- B. “Biometric Record” means a record of measurable biological or behavioral characteristics

used for automated identification (e.g., fingerprints, retina scans, voiceprints, DNA).

C. “Dates of Attendance” means the period during which a student is enrolled in the district, including participation in classroom and alternative instructional formats. Does not include daily attendance logs.

D. “Directory Information” means information that is not generally considered harmful or invasive if disclosed.

1. For Hastings Public School, directory information includes:

- a) Student/Parent/Guardian name;
- b) Photograph, video, or electronic image;
- c) Date and place of birth;
- d) Grade level and enrollment status (full/part time);
- e) Major field of study;
- f) Dates of attendance;
- g) Participation in officially recognized activities and sports;
- h) Weight and height of athletic team members;
- i) Degrees, honors, and awards received; and
- j) The most recent educational agency attended.

2. Directory information does not include:

- a) Social security numbers;
- b) Student identification numbers or credentials used for system access;
- c) A student or parent/guardian’s personal contact information (home address, telephone number, email address) as restricted by Minnesota law;
- d) Data referencing religion, race, color, social position, or nationality; or
- e) Data on nonpublic school students, except as permitted with written consent.

E. “Education Records” means records directly related to a student and maintained by the district or a party acting for the district. Exclusions include:

1. Personal notes of instructional personnel not shared with others;

2. Law enforcement records maintained solely for law enforcement purposes;
 3. Employee records not related to student status;
 4. Treatment records made by health professionals used only for treatment purposes;
 5. Records created after a student is no longer enrolled and unrelated to prior attendance;
or
 6. Peer-graded papers before collection by a teacher kept in the sole possession of the maker of the record; used as a personal memory aid; not accessible or revealed to any other individual except a substitute teacher; and destroyed at the end of the school year.
- F. “Education Support Services Data” means private data on individuals relating to programs designed to reduce disparities in student achievement. Disclosure is restricted to state law or court order.
- G. “Eligible Student” means a student who has reached 18 years of age or attends a postsecondary institution.
- H. Juvenile Justice System “includes criminal justice agencies and the judiciary when involved in juvenile justice activities.
- I. “Legitimate Educational Interest” means A school official’s need to access education records for purposes directly related to instruction, student achievement, safety, or administration.
- J. “Parent” means a natural parent, guardian, or individual acting as a parent in the absence of a guardian, unless restricted by court order or law.
- K. “Personally Identifiable Information (PII)” includes, but is not limited to:
1. Student’s name;
 2. Parent or family member’s name;
 3. Address of the student or family;
 4. Personal identifiers such as Social Security number, student ID, or biometric record;
 5. Indirect identifiers such as date of birth, place of birth, or mother’s maiden name;
 6. Any other information that, alone or combined, could reasonably identify the student; or
 7. Information requested by someone the district reasonably believes knows the student’s identity.

- L. "Record" means any information recorded in any form, including handwriting, print, computer files, video or audio recordings, film, microfilm, or microfiche.
- M. "Responsible Authority" means Superintendent or designee.
- N. "Student" includes any individual who is or has been in attendance, enrolled, or registered at the school district and regarding whom the school district maintains education records. Student also includes applicants for enrollment or registration at the school district and individuals who receive shared time educational services from the school district.
- O. "School Official" includes: (a) a person duly elected to the school board; (b) a person employed by the school board in an administrative, supervisory, instructional, or other professional position; (c) a person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, a public information officer or data practices compliance official, an attorney, or an auditor for the period of his or her performance as an employee or contractor.
- P. "Summary Data" means statistical records and reports derived from individuals in which no student can be identified.
- Q. "Other Terms and Phrases" means all other terms shall carry the definitions provided by state and federal law or their ordinary meaning in common usage.

IV. GENERAL CLASSIFICATION

Under state law, all data collected, created, received, or maintained by the school district are public unless classified by state or federal law as private or confidential. Student data are classified as private and may not be disclosed without parent/guardian or eligible student consent, except as permitted by FERPA, state law, or court order .

V. STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

Parents and eligible students have the rights to:

1. Inspect and review the student's education records;
2. Request amendment of records believed to be inaccurate, misleading, or a violation of privacy rights;
3. Consent to the disclosures of personally identifiable information, except where

disclosure is permitted by law without consent;

4. Refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers or postsecondary institutions;
5. File a complaint with the U.S. Department of Education for violations of FERPA;
6. Be informed annually of their rights under the federal law; and
7. Obtain a copy of this policy from the location set forth in Section XXI.

B. Eligible Students

1. When a student turns 18 or enrolls in a postsecondary institution, all rights under this policy transfer from the parent to the student (“eligible student”);
2. Parents of a dependent eligible student may still access the student’s education records without consent; and
3. Parents may also access records without consent in a health or safety emergency if permitted under Code of Federal Regulations, Title 34, section 99.31(a).

C. Students with a Disability

For students with disabilities, the district complies with Code of Federal Regulations, Title 34, sections 300.610-300.617, which govern privacy, notice, access, recordkeeping, and accuracy of special education records.

VI. DISCLOSURE OF EDUCATION RECORDS

A. Consent Required

The school district must obtain signed and dated written consent from a parent or eligible student before releasing personally identifiable information from education records, except where disclosure without consent is authorized by law.

1. Required Elements of Consent

The written consent must:

- a) Specify the records to be disclosed;
- b) State the purpose(s) of the disclosure;
- c) Identify the party or class of parties to whom disclosure may be made;
- d) Explain the consequences of giving consent; and

- e) Include a termination date, if appropriate.
2. Upon disclosure:
- a) A copy of the disclosed records must be provided to the parent or eligible student upon request; and
 - b) If the student is not an eligible student, a copy must also be provided to the student upon the parent's request.
3. Electronic Consent:
- a) Identifies and authenticates the individual providing consent; and
 - b) Confirms approval of the information contained in the consent.
4. Special Rule: Consent for Insurers:
- a) Written in plain language and dated;
 - b) Specific about the individuals or agencies authorized to disclose information;
 - c) Specific about the nature of the information to be disclosed;
 - d) Specific about the recipients of the disclosure;
 - e) Specific about the purposes of the disclosure, both current and future; and
 - f) Limited by a clear expiration date:
 - (1) Generally no more than one year;
 - (2) Up to two years for life insurance or non-cancellable/guaranteed renewable health insurance; and
 - (3) Ongoing for Medical Assistance (Minnesota Statutes, chapter 256B) or MinnesotaCare (Minnesota Statutes, Chapter 256L) when related to IEP health services eligible for third-party reimbursement.
5. Eligible Student Consent

Whenever a student turns eighteen (18) or enrolls in a post-secondary institution, all rights under this policy transfer from the parent to the student. At that point, only the eligible student's consent is required, except as otherwise provided in Section V of this policy.

B. Prior Consent for Disclosure Not Required

The school district may disclose personally identifiable information (PII) from a student's education record without written consent of the parent or eligible student when permitted by federal or state law, including but not limited to:

1. School Purposes

- a) To school officials, including teachers, with a legitimate educational interest;
- b) To contractors, consultants, volunteers, or other parties performing institutional services under direct control of the district, with restrictions on use and re-disclosure; and
- c) To officials of another school or institution where the student seeks or intends to enroll, including discipline and safety records as required by law.

2. Government and Oversight

- a) To authorized representatives of the U.S. Comptroller General, Attorney General, U.S. Department of Education, or Minnesota Department of Education;
- b) To state and local officials in the juvenile justice system, as authorized by statute, with written certification that the data will remain confidential;
- c) To accrediting organizations carrying out accreditation functions; or
- d) To the Secretary of Agriculture and representatives of the Food and Nutrition Service for program evaluation, subject to confidentiality protections.

3. Financial Aid and Benefits

- a) To determine eligibility, amount, or enforcement of financial aid; and
- b) To agencies conducting studies to improve instruction, administer student aid, or validate testing subject to strict agreements on confidentiality and data destruction.

4. Legal Requirements

- a) To comply with a judicial order or subpoena, with advance notice to parents/eligible students unless prohibited by law (e.g., grand jury subpoena, terrorism investigations, or child abuse proceedings); and
- b) When the district or a parent/eligible student initiates legal action involving the school district, relevant records may be disclosed to the court.

5. Health and Safety

- a) To appropriate parties, including parents, in an emergency where disclosure is

necessary to protect the health or safety of the student or others; and

- b) To juvenile justice authorities if necessary to protect safety or respond to a student posing a risk of harm;

6. Directory and Contact Information

- a) Information designated as “directory information” under this policy;
- b) Names, addresses, and phone numbers of students in grades 11–12 to military recruiters or postsecondary institutions (unless parents/students opt out); and
- c) Parent or student contact information for transition planning for students with disabilities, as permitted under Minnesota law.

7. Parents and Students

- a) To parents of a dependent student (for tax purposes), even if the student is an eligible student; and
- b) To the parent of a non-eligible student or to the student directly.

8. Special Disclosures under Minnesota Law

- a) Certain student data must be disclosed to the juvenile justice system (e.g., student’s name, contact information, attendance, photographs, and parent contact information);
- b) Specific behavioral information (e.g., drug/alcohol use, assaults, weapons, theft, vandalism) may be disclosed if requested on the statutory form and no objection is received from the parent/guardian within required timelines; and
- c) Information from disposition orders or peace officer records must be shared with principals, counselors, and supervising staff as needed for safety, but may not be further disseminated except as allowed by law.

9. Child Welfare

- a) To a caseworker or representative of a state, local, or tribal child welfare agency legally responsible for the care and protection of the student, subject to confidentiality protections.

Note: Every disclosure without consent must comply with FERPA (United States Code, Title 20, Section 1232g; Code of Federal Regulations, Title 34, Part 99), the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13), and applicable

Minnesota Rules.

C. Nonpublic School Students

The school district may disclose personally identifiable information from the education records of a nonpublic school student (other than a student who receives shared time educational services) without the written consent only when:

1. Required by a valid court order;
2. Authorized by statute; or
3. Provided to appropriate health authorities as necessary for immunization programs or epidemiological investigations determined by the commissioner of health to be needed for disease or disability prevention.

VII. RELEASE OF DIRECTORY INFORMATION

A. Educational Data

1. Educational data designated as directory information is public data to the extent required under federal law. Directory information must be designated pursuant to:
 - a) Minnesota Statutes, section 13.32, subdivision 5; and
 - b) United States Code, Title 20, section 1232g, and Code of Federal Regulations, Title 34, Part 99.37 (which were in effect on January 3, 2012).
2. The school district may not designate a student's home address, telephone number, email address, or other personal contact information as directory information. A parent's/guardian's personal contact information must always be treated as private data, regardless of whether it was previously designated as directory information under Minnesota Statutes, section 13.32, subdivision 2.
3. When requested, the school district must share personal contact information and directory information, whether public or private, with the Minnesota Department of Education, as required for federal reporting purposes.

B. Former Students

Unless a former student opted out of directory information disclosure while enrolled (and has not rescinded that request), the school district may release directory information from records created while the individual was a student. Records created after the individual is no longer enrolled and not directly related to attendance (e.g., alumni activities) are not considered education records and may be released without restriction.

C. Present Students and Parents

The school district may disclose records, and information regarding parents, without prior written consent, except as limited by this policy.

1. As required by federal law, the district will provide annual notice to parents and eligible students that includes:
 - a) The types of information designated as directory information;
 - b) The right to refuse disclosure of any or all of these types of information; and
 - c) The timeframe for submitting written notice to withhold directory information.
2. Parents and eligible students must be allowed a reasonable period after notice to submit a written request that some or all directory information not be disclosed without prior written consent. Opt-outs may not be used to:
 - a) Prevent disclosure of a student's name, ID number, or school district email address in a class in which the student is enrolled; or
 - b) Prevent use or display of student ID cards or badges containing information designated as directory information.
3. Directory information will not be disclosed or confirmed without written consent if the student's Social Security number or other non-directory information is used alone or in combination with other elements to identify the student.

D. Procedure for Nondisclosure of Directory Information

A written request to withhold directory information must be directed to the responsible authority and must include:

1. The student and/or parents name;
2. Home address;
3. Current school of attendance;
4. Parent's legal relationship to the student, (if applicable); and
5. Specific categories of directory information to be withheld.

Such requests apply only for the school year in which they are submitted

E. Duration

Directory information designations remain in effect for the school year unless the parent or eligible student submits a written opt-out request as described above.

VIII. DISCLOSURE OF PRIVATE RECORDS

A. Private Records

For the purposes of this policy, education records are records classified as private data on individuals under state law and accessible only to the student who is the subject of the data and if the student is not an eligible student, to the student's parent. The school district may not disclose private records or their contents except as summary data, or as otherwise provided in Section VI of this policy, , without the prior written consent of the parent or the eligible student. The school district will use reasonable methods to verify and authenticate the identity of parents, students, school officials, and any other party prior to disclosing personally identifiable information from education records.

B. Private Records Not Accessible to Parent

Certain education record information is intended by state law to be accessible to the student alone, and to a parent only under special circumstances, if at all.

1. A minor student may submit a written request to the responsible authority to deny parental access to specified private data. The request must state the reasons for denial and be signed by the minor student.
2. Upon receiving such a request, the responsible authority will determine whether honoring the request is in the best interest of the minor. In making this determination, the responsible authority shall consider:
 - a) whether the minor is of sufficient age and maturity to understand the request and its consequences;
 - b) Whether denying parental access may protect the minor from physical or emotional harm;
 - c) Whether the minor's stated reasons are reasonably accurate;
 - d) Whether disclosure to the parent may lead to physical or emotional harm; and
 - e) Whether the data concerns medical, dental or other health services provided pursuant to Minnesota Statutes, sections 144.341-144.347, in which case, release to a parent may occur only if failure to inform the parent would seriously jeopardize the minor's health.

C. Private Records Not Accessible to Student

A student does not have the right to access private data concerning:

1. Financial records and statements of the student's parent; or
2. Any information contained within those records.

D. Military-Connected Youth Identifier

When a school district updates its enrollment forms in the ordinary course of business, it must include a checkbox allowing students to self-identify as a military-connected youth. A military-connected youth is defined as a student with an immediate family member (parent or sibling) who is:

1. Currently serving in the armed forces, either as a reservist or on active duty; or
2. Recently retired from the armed forces.

Data collected under this provision is classified as private data on individuals. However, the Minnesota Department of Education may publish such data in summary form.

IX. DISCLOSURE OF CONFIDENTIAL RECORDS

A. Confidential Records

Confidential records are records classified as not public under state or federal law. These records are inaccessible to the student, the student's parents, and to an eligible student, except as expressly authorized by law.

B. Reports Under the Maltreatment of Minors Reporting Act

Pursuant to Minnesota Statutes, Chapter 260E written copies of reports pertaining to a neglected and/or physically and/or sexually abused child shall be accessible only to the appropriate welfare and law enforcement agencies. For all other parties, such data is confidential and will not be disclosed by the school district to the parent or the subject individual.

1. The subject individual may obtain a copy of the report directly from the local welfare agency, county sheriff, or local police department, subject to the provisions of Minnesota Statutes, Chapter 260E;
2. Regardless of whether a written report is filed, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of

the child that:

- a) an incident occurred that may constitute maltreatment;
- b) the date of the incident; and
- c) the nature of the conduct that may contribute to maltreatment.

C. Investigative Data

1. Data collected by the school district as part of an active investigation for the purpose of commencing or defending a pending civil legal action, or retained in anticipation of such action, are classified as:
 - a) Protected nonpublic data if the data is not on individuals; or
 - b) Confidential data if the data is on individuals.
2. The school district may release such data if it determines that disclosure will:
 - a) Aid the law enforcement process;
 - b) Promote public health or safety; or
 - c) Dispel widespread rumor or unrest.
3. Additional provisions regarding investigative data:
 - a) A complainant has access to the statement(s) he or she provided to the school district;
 - b) Parents or eligible students may have access to investigative data of which the student is the subject, but only to the extent such data is not inextricably intertwined with data about other students, employees, or attorney data under Minnesota Statutes, section 13.393;
 - c) Once a civil investigation becomes inactive, civil investigative data becomes public, unless its release would jeopardize another pending civil action, except for those portions classified as not public under state or federal law; and
 - d) Civil investigative data introduced as evidence in court or made part of a court record shall be public.
4. For purposes of this provision, a civil investigation becomes inactive upon:
 - a) A decision by the school district, or its attorney not to pursue civil legal action (with

the possibility of reactivation if the action is renewed);

- b) Expiration of the statute of limitations or applicable agreement period to file a complaint; or
- c) Exhaustion or expiration of appeal rights by either party.

A “pending civil legal action” including, but not limited to, judicial, administrative, or arbitration proceedings.

D. Chemical Abuse Records

Any records maintained by the school district that identify, diagnose, provide prognosis, or treatment information of a student in connection with a drug abuse prevention function conducted, regulated, or assisted (directly or indirectly) by a United States department or agency are classified as confidential. Such records may only be disclosed for purposes and under the circumstances expressly authorized by law.

X. DISCLOSURE OF SCHOOL RECORDS PRIOR TO EXCLUSION OR EXPULSION HEARING

At a reasonable time before any exclusion or expulsion hearing, the student and the student’s parent/guardian, or representative shall be granted access to all school district records pertaining to the student. This includes any tests, reports, or other materials upon which the proposed action may be based, in accordance with the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, section 121A.40, *et seq.*

XI. DISCLOSURE OF DATA TO MILITARY RECRUITING OFFICERS AND POST-SECONDARY EDUCATIONAL INSTITUTIONS

A. The school district will provide the names, addresses, school-provided email addresses (if available, released only to military recruiters), and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions within 60 days of the request unless a parent or eligible student has opted out in writing.

B. Data released to military recruiters:

1. May only be used to inform students about military service, state and federal veterans’ education benefits, and other career and educational opportunities;
2. May not be shared with anyone outside military recruiting personnel; and
3. Will be provided at no cost.

C. Right to Refuse Disclosure

1. A parent or eligible student may refuse the release of the above information by submitting a written request to the responsible authority by the first day of school each year. The request must include:
 - a) Name of student and parent (if applicable);
 - b) Home address;
 - c) Student's grade level;
 - d) School presently attended by student;
 - e) Parent's legal relationship to student (if applicable);
 - f) Specific category or categories of information which are not to be released to military recruiting officers and post-secondary educational institutions; and
 - g) Specific category or categories of information which are not to be released to the public, including military recruiting officers and post-secondary educational institutions.

D. The school district will provide annual public notice of the right to refuse release.

E. Refusal to release this information does not affect the release of other directory information. To make directory information private, the procedures in Section VII must be followed. Unless such a request is made, designated directory information, including name, address, phone number, and grade level, remains public and accessible to military recruiting officers and post-secondary educational institutions.

XII. LIMITS ON REDISCLOSURE

A. Redisclosure Restrictions

The school district may only share personally identifiable information from a student's education records on the condition that the receiving party will not disclose the information without the prior written consent from the parent or the eligible student. Officers, employees, and agents of any party receiving may use the information, but only for the purposes for which it was provided.

B. Permitted Redislosure

1. This restriction does not prevent the school district from allowing a party to make further disclosures on its behalf, provided:

- a) The redisclosures comply with Section VI; and
- b) The school district meets the record-keeping requirements of Section XIII.

2. Exceptions

The restriction does not apply to:

- a) Disclosures under court orders, lawfully issued subpoenas, or litigation;
- b) Disclosure of directory information (Section VII);
- c) Disclosures to the parent, eligible student, or parents of dependent students;
- d) Disclosures concerning sex offenders or others required to register under federal law (42 U.S.C. § 14071); and
- e) For redisclosures based on a court order or subpoena, the school district must provide the notification required under Section XII(D).

C. Classification

Information retains the same classification in the hands of the receiving party as it had when held by the school district.

D. Notification

The school district must inform the receiving party of these redisclosure requirements, except in cases of court-ordered disclosures, directory information, or disclosures to parents or eligible students. If the Family Policy Compliance Office finds that a third party improperly discloses personally identifiable information or fails to receive required notification, the school district may deny that party access to education records for at least five (5) years.

XIII. RESPONSIBLE AUTHORITY; RECORD SECURITY; AND RECORDKEEPING

A. Responsible Authority

The responsible authority is charged with the overall maintenance and security of student records.

B. Record Security

The principal of each school, under the supervision of the responsible authority, serves as the school's records manager, and is responsible for maintaining the privacy and confidentiality of student records.

C. Plan for Securing Student Records

By September 1 each school year, each building principal must submit a written plan to the responsible authority detailing:

1. Records maintained;
2. Names and titles of staff responsible for record security;
3. Location of student records, by category;
4. Method of securing records; and
5. Procedures for access and disclosure.

D. Review of Security Plans

The responsible authority shall review submitted plans for compliance with law, this policy, and district administrative policies. A consolidated chart summarizing all plans shall be attached to this policy.

E. Record Keeping

1. For every request for or disclosure of personally identifiable information from a student's education records, the principal must maintain a record including:
 - a) The parties who requested or received information;
 - b) the legitimate interests these parties had; and
 - c) Names of the state and local, and federal authorities permitted further disclosure under Section VI(B)(4).
2. If information is disclosed under Section XII(B), the record must also include:
 - a) Names of the additional parties to whom the information may be further disclosed;
 - b) the legitimate interests of these additional parties; and
 - c) Copies of any record of further disclosures maintained by authorities receiving the information.
3. Exceptions
Recordkeeping is not required for:
 - a) Requests or disclosures to a parent or eligible student;

- b) Disclosures with parent/student consent;
- c) Other school officials under Section VI(B)(1);
- d) Directory information under Section VII; or
- e) Disclosures under court orders, subpoenas, or ex parte orders for law enforcement or terrorism investigations.

4. Inspection of Records

Records of requests and disclosures may be inspected by:

- a) The student's parent or eligible student;
- b) School official responsible for records e custody; and
- c) Parties authorized by law to audit the district's recordkeeping procedures.

5. Health and Safety Emergency Disclosures

For disclosures made under a health or safety emergency, the record must include:

- a) The articulable and significant threat that justified the disclosure; and
- b) The parties to whom information was disclosed.

6. Retention

All records of requests and disclosures must be maintained with the student's education records for as long as those records are retained by the school district.

XIV. RIGHT TO INSPECT AND REVIEW EDUCATION RECORDS

A. Eligible Individuals

The school district shall permit the following individuals to inspect or review a student's education records, except for records made confidential by state or federal law or as restricted in Section VIII of this policy.

- 1. The parent of a student;
- 2. An eligible student; or
- 3. The parent of an eligible student who is also a dependent student.

B. Response to Request

The school district shall respond to any request to inspect or review records immediately if

possible, or within ten (10) days, excluding Saturdays, Sundays, and legal holidays.

C. Scope of Inspection and Review

The right to inspect and review education records includes:

1. The right to receive explanations and interpretations of the records upon reasonable request;
2. If circumstances prevent inspection in person, the school district shall provide a copy of the records or make other arrangements for review; and
3. This policy does not limit the frequency of inspection for parents or guardians of students with disabilities or for eligible students who have reached the age of majority.

D. Form of Request

Requests to inspect records must be submitted in writing and should identify as precisely as possible the record or records requested.

E. Collection of Records

If a student's records are maintained at multiple locations, the responsible authority may collect the records for inspection at one site. If the parent or eligible student wishes to inspect records where they are maintained, the school district shall attempt to accommodate this request and notify them of the time and place for inspection.

F. Records Containing Information on Multiple Students

If the education records contain information about more than one student, the parent or eligible student may inspect only the specific information which pertains to their child or themselves.

G. Authority to Inspect or Review

The school district may presume that either parent has authority to inspect or review the student's education records unless provided evidence (e.g., court orders, state laws, marriage dissolution or custody arrangements) indicating otherwise.

H. Fees for Copies

1. The school district may charge a reasonable fee for photocopies or printed copies of records unless printing is the only means to allow inspection. Factors in determining a reasonable fee include:
 - a) The cost of materials (e.g. paper);

- b) Labor to prepare the copies;
 - c) Standard copying charges;
 - d) Special costs for machine-based record systems; and
 - e) Mailing costs.
2. For 100 or fewer pages of black-and-white letter or legal size copies, the charge shall not exceed \$0.25 per page.
 3. Costs are the responsibility of the parent or eligible student.
 4. No fee may be charged if it would effectively prevent, or in the case of a student with a disability, impair the right to inspect or review the records.

XV. REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA

A. Request to Amend Education Records

1. A parent of a student or an eligible student who believes that information in the student's education records is inaccurate, misleading, or in violation of the student's privacy rights may request an amendment.
2. The request must:
 - a) Be in writing, signed, and dated;
 - b) Identify the specific item in question;
 - c) State the reason it is believed to be inaccurate, misleading, or a violation of rights; and
 - d) Specify the correction sought.
3. The school district shall decide within thirty (30) days whether to amend the record.
4. If the request is denied, the district shall provide written notice of refusal and inform the parent or eligible student of the right to a hearing.

B. Right to a Hearing

If the school district refuses to amend the education records of a student, the school district, on request, shall provide an opportunity for a hearing in order to challenge the content of the student's education records to ensure that information in the education records of the student is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student. A hearing shall be conducted in accordance with Subdivision C. of this

section.

1. Upon request, the district shall provide a hearing to challenge the content of a student's education records to ensure the records are not inaccurate, misleading, or otherwise in violation of privacy rights.
2. If the hearing results in a decision to amend the record, the district shall do so and provide written notice to the parent or eligible student.
3. If the district upholds the accuracy of the record, the parent or eligible student has the right to place a written statement in the record:
 - a) Commenting on the contested information; and/or
 - b) Stating disagreement with the district's decision.
4. Any such statement will be maintained with the student's education record for as long as the record is retained. If the record or contested portion is disclosed to a third party, the statement must also be disclosed.

C. Conduct of Hearing

1. The hearing shall be held within a reasonable period of time after the district receives the request. Written notice of the date, place, and time shall be provided in advance.
2. The hearing may be conducted by an individual, including a district official, who does not have a direct interest in the outcome.
3. The school board attorney shall attend to present the district's position and advise the hearing officer on legal and evidentiary matters.
4. The parent or eligible student shall be given a full and fair opportunity to present evidence and may be represented, at their own expense, by an individual of their choice, including an attorney.
5. A written decision shall be issued within a reasonable period of time following the hearing. The decision shall:
 - a) Be based solely on evidence presented at the hearing;
 - b) Include a summary of the evidence; and
 - c) State the reasons for the decision.

D. Appeal

The final decision of the designated hearing officer may be appealed in accordance with

Minnesota Statutes, Chapter 14, relating to contested cases.

XVI. PROBLEMS ACCESSING DATA

A. Data Practices Compliance Official

The data practices compliance official shall be the designated employee to whom individuals may direct questions or concerns regarding difficulties in obtaining access to data or other data practices issues. The data practices compliance official shall be the Superintendent or designee.

B. Requests for Reasonable Modifications

Any individual with a disability who requires reasonable modifications of the school district's policies or procedures in order to access education records shall submit such a request to the data practices compliance official.

XVII. COMPLAINTS FOR NON COMPLIANCE WITH FERPA

A. Where to File Complaints

Complaints regarding alleged violations of the rights accorded to parents and eligible students under FERPA, and the regulations promulgated thereunder, shall be submitted in writing to:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue S.W.
Washington, D.C. 20202.

B. Content of Complaint

A complaint filed pursuant to this section must include specific factual allegations providing reasonable cause to believe that a violation of FERPA or its implementing regulations has occurred.

XVIII. WAIVER

A parent or an eligible student may waive any rights provided under FERPA. A waiver is valid only if it is in writing and signed by the parent or eligible student. The school district may not require or condition services upon the execution of such a waiver.

XIX. ANNUAL NOTIFICATION OF RIGHTS

A. Contents of Notice

The school district shall annually notify parents of students currently in attendance and eligible students currently in attendance, by means reasonably likely to inform them, of the following rights:

1. The right to inspect and review the student's education records, and the procedure for exercising this right.
2. The right to seek amendment of the student's education records to ensure that the records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights, and the procedure for requesting amendment.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law authorize disclosure without consent.
4. The right to file a complaint with the U.S. Department of Education concerning an alleged failure by the school district to comply with FERPA and its implementing regulations.
5. The criteria for determining who constitutes a "school official" and what constitutes a "legitimate educational interest" for purposes of disclosing education records to other school officials identified by the school district as having such interests.

B. Notification to Parents of Students with a Primary Home Language Other Than English

The school district shall take appropriate measures to effectively notify parents of students identified as having a primary or home language other than English.

C. Notification to Parents or Eligible Students Who Have a Disability

The school district shall take appropriate measures to effectively notify parents or eligible students identified as having a disability.

XX. DESTRUCTION AND RETENTION OF RECORDS

The destruction and retention of student records shall be governed by applicable state and federal law, including but not limited to the Minnesota Records Retention Schedule for School Districts and the Family Educational Rights and Privacy Act (FERPA).

The school district shall not destroy any education records if there is an outstanding request by a parent or eligible student to inspect and review such records. Personally identifiable information contained in education records shall be destroyed when no longer needed to provide educational services to the student, except when law requires maintenance of the

records.

XXI. COPIES OF POLICY

Copies of this policy shall be available to parents and eligible students upon request at the district office and shall also be accessible on the school district's official website.

- Legal References:** *Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)*
Minn. Stat. § 13.32, Subd. 5 (Directory Information)
Minn. Stat. § 13.393 (Attorneys)
Minn. Stat. Ch. 14 (Administrative Procedures Act)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.75 (Receipt of Records; Sharing)
Minn. Stat. § 127A.852 (Military-Connected Youth Identifier)
Minn. Stat. § 144.341-144.347 (Consent of Minors for Health Services)
Minn. Stat. Ch. 256B (Medical Assistance for Needy Persons)
Minn. Stat. Ch. 256L (MinnesotaCare)
Minn. Stat. § 260B.171, Subds. 3 and 5 (Disposition Order and Peace Officer Records of Children)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. § 363A.42 (Public Records; Accessibility)
Minn. Stat. § 480.40 (Personal Information, Dissemination)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)
10 U.S.C. § 503(b) and (c) (Enlistments: Recruiting Campaigns; Compilation of Directory Information)
18 U.S.C. § 2331 (Definitions)
18 U.S.C. § 2332b (Acts of Terrorism Transcending National Boundaries)
20 U.S.C. § 1232g et seq. (Family Educational Rights and Privacy Act)
20 U.S.C. § 6301 et seq. (Every Student Succeeds Act)
20 U.S.C. § 7908 (Armed Forces Recruiting Information)
20 U.S.C. § 7917 (Transfer of School Disciplinary Records)
25 U.S.C. § 5304 (Definitions – Tribal Organization)
26 U.S.C. §§ 151 and 152 (Internal Revenue Code)
42 U.S.C. § 1711 et seq. (Child Nutrition Act)
42 U.S.C. § 1751 et seq. (Richard B. Russell National School Lunch Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)
34 C.F.R. § 300.610-300.627 (Confidentiality of Information)
42 C.F.R. § 2.1 et seq. (Confidentiality of Drug Abuse Patient Records)
Gonzaga University v. Doe, 536 U.S. 273 309 (2002)
Dept. of Admin. Advisory Op. No. 21-008 (December 8, 2021)
- Cross References:** *ISD 200 Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)*
ISD 200 Policy 417 (Chemical Use and Abuse)
ISD 200 Policy 506 (Student Discipline)

ISD 200 Policy 515.1FRM (Directory Information Opt Out Form)
ISD 200 Policy 515.2FRM (Consent to Release Private Data)
ISD 200 Policy 519 (Interviews of Students by Outside Agencies)
ISD 200 Policy 520 (Student Surveys)
ISD 200 Policy 722 (Public Data Requests)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)

Policy Reviewed: 09.19.2025

Policy Adopted:

Policy Revised:



613 GRADUATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that all students must demonstrate, as determined by the school district, their satisfactory completion of the credit requirements and their understanding of academic standards. The school district must adopt graduation requirements that meet or exceed state graduation requirements established in law or rule.

III. DEFINITIONS

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

B. “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;

C. “Credit” means a student’s successful completion of one semester of study or a student’s mastery of the applicable subject matter, as determined by the school district. (Two semester credits equals one academic year.)

~~“English language learners” or “ELL” student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.~~

D. “Ethnic studies” as defined in Minnesota Statutes, section 120B.25, has the same meaning for purposes of this section. Ethnic studies curriculum may be integrated in existing curricular opportunities or provided through additional curricular offerings.

E. “Individualized Education Program” or “IEP” means a written statement developed for a student eligible by law for special education and services.

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.

~~“Required standard” mean a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, health and the arts, and locally developed academic standards in health apply until statewide rules implementing statewide health standards under Minnesota Statutes, section 120B.021,~~

~~subdivision 3, are required to be implemented in the classroom.~~

~~“Section 504 Accommodation” means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.~~

IV. DISTRICT ASSESSMENT COORDINATOR

The Director of Teaching and Learning or delegate shall be named the school district test administrator. Said person shall be in charge of all test procedures. ~~and shall bring recommendations to the school board annually for approval.~~

~~ASSESSMENT GRADUATION REQUIREMENTS~~

A. ~~Graduation Requirements~~ ¶

~~Students’ state graduation requirements, based on a longitudinal, systematic approach to student education and career planning, assessment, instructional support, and evaluation, include the following: ¶~~

- ~~1. Achievement and career and college readiness in mathematics, reading, and writing, consistent with paragraph (k) and to the extent available, to monitor students' continuous development of and growth in requisite knowledge and skills; analyze students' progress and performance levels, identifying students' academic strengths and diagnosing areas where students require curriculum or instructional adjustments, targeted interventions, or remediation; and, based on analysis of students' progress and performance data, determine students' learning and instructional needs and the instructional tools and best practices that support academic rigor for the student; and ¶~~
- ~~2. Consistent with this paragraph and Minnesota Statutes section 120B.125, age-appropriate exploration and planning activities and career assessments to encourage students to identify personally relevant career interests and aptitudes and help students and their families develop a regularly reexamined transition plan for postsecondary education or employment without need for postsecondary remediation. ¶~~

~~B. Based on appropriate state guidelines, students with an IEP may satisfy state graduation requirements by achieving an individual score on the state-identified alternative assessments.~~

C. ~~Targeted Instruction Plan~~ ¶

- ~~1. A student must receive targeted, relevant, academically rigorous, and resourced instruction which may include a targeted instruction and intervention plan focused on improving the student’s knowledge and skills in core subjects so that the student has a~~

~~reasonable chance to succeed in a career or college without need for postsecondary remediation.¶~~

- ~~2. Consistent with Minnesota Statutes, sections 120B.13, 124D.09, 124D.091, 124F.08D.49, and related sections, an enrolling school or district must actively encourage a student in grade 11 or 12 who is identified as academically ready for a career or college to participate in courses and programs awarding college credit to high school students. Students are not required to achieve a specified score or level of proficiency on an assessment under this subdivision to graduate from high school.¶~~

~~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.~~

~~A student's progress toward career and college readiness must be recorded on the student's high school transcript.~~

V. GRADUATION CREDIT REQUIREMENTS

To meet graduation requirements and receive a diploma from ISD 200, students must successfully earn 44 high school level credits as outlined below. ~~Students must successfully complete 44 credits, as determined by the school district, the following high school level credits for graduation:~~

A. Credit Requirements

1. Eight credits of language arts sufficient to satisfy all academic standards in English language arts;
2. Six credits of mathematics, sufficient to satisfy all of the academic standards in mathematics;
3. Six credits of science, including two credits ~~into satisfy all the~~ earth and space science standards for grades 9 through 12, two credits ~~into satisfy all the~~ life science standards for grades 9 through 12, and two credits ~~in either to satisfy all the~~ chemistry or physics are sufficient to satisfy all of the standards in science for grades 9 through 12;
4. Eight credits of social studies, including credit for a course in government and citizenship, (in either grade 11 or 12, beginning with the class of 2029) ~~for students beginning in grade 9 in the 2025-2026 school year and later~~ or an advanced placement, ~~international baccalaureate~~, or other rigorous course on government and citizenship under Minnesota Statutes, section 120B.21, subdivision 1a, and a combination of other credits encompassing at least United States history, geography, ~~government and citizenship~~, world history, and economics are sufficient to satisfy all of the academic standards in social studies.;

- a) Beginning with the Class of 2029, seven credits of social studies will be required.
5. Two credits in the arts satisfy all of the academic standards in the arts;
 6. Two credits of health;
 7. One credit of physical education or human performance; and
 8. A minimum of eleven elective credits.
 9. Beginning with the Class of 2029, ~~Students who begin grade 9 in the 2024-2025 school year~~ and later students must successfully complete a course for credit in personal finance in grade 10, 11, or 12. A teacher of a personal finance course that satisfies the graduation requirement must have a field license or out-of-field permission in agricultural education, business, family and consumer science, social studies, or math.

B. Credit Equivalencies:

Credit equivalencies will be determined in accordance with Minnesota Statutes section 120B.024, subdivision 2, and approved by the Director of Teaching and Learning.

1. ~~One credit of economics taught in a school's agricultural, food, and natural resources education or business education program or department may fulfill one credit in social studies under Paragraph (A)(4), above, if the credit is sufficient to satisfy all of the academic standards in economics. ¶¶~~
2. ~~Two agricultural science or career and technical education credits may fulfill the elective science credit required under Paragraph (A)(3), above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under Paragraph (A)(3), above, if the credit meets the state chemistry academic standards or all of the physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under Paragraph (A)(3), above. ¶¶~~
3. ~~Two career and technical education credits may fulfill a mathematics or arts credit requirement under Paragraph (A)(2) or Paragraph (A)(5), above. ¶¶~~
4. ~~Two computer science credits may fulfill a mathematics credit requirement under Paragraph (A)(2), above, if the credit meets state academic standards in mathematics. ¶¶~~
5. ~~Two Project Lead the Way credit may fulfill a mathematics or science credit requirement under Paragraph (A)(2). or Paragraph(A)(3), above, if the credit meets the~~

~~state academic standards in mathematics or science.¶~~

- ~~6. An ethnic studies course may fulfill a social studies, language arts, arts, math, or science credit if the course meets the applicable state academic standards. An ethnic studies course may fulfill an elective credit if the course meets applicable local standards or other requirements.~~

VI. GRADUATION STANDARDS REQUIREMENTS

A. Minnesota Academic Standards

All students must demonstrate achievement of the Minnesota K–12 Academic Standards in the following areas:

1. Language Arts;
2. Mathematics;
3. Science;
4. Social Studies;
5. Arts; and
6. Personal Finance (grades 9-12);

B. Local Academic Standards

In addition, ISD 200 requires all students to meet locally developed academic standards in:

1. Health K-12;
2. Physical Education or Human Performance K-12;
3. Career and Technical Education (as defined by district programming)

~~All students must demonstrate their understanding of the following academic standards: ¶~~

- ~~4. School District Standards, Health (K-12); ¶~~
- ~~5. School District Standards, Career and Technical Education (K-12); and ¶~~
- ~~6. School District Standards, World Languages (K-12). ¶~~

~~Academic standards in health, world languages, and career and technical education will be reviewed on an annual basis. A school district must use the current world languages standards developed by the American Council on the Teaching of Foreign Languages. ¶~~

~~* Reviews are required to be conducted on a periodic basis. Therefore, this time period may~~

~~be changed to accommodate individual school district needs.~~

~~All students must satisfactorily complete the following required Graduation Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):¶~~

~~7. Minnesota Academic Standards, English Language Arts K-12;¶~~

~~8. Minnesota Academic Standards, Mathematics K-12;¶~~

~~9. Minnesota Academic Standards, Science K-12;¶~~

~~10. Minnesota Academic Standards, Social Studies K-12; ¶~~

~~11. Minnesota Academic Standards, Physical Education K-12; and ¶~~

~~Minnesota Academic Standards, Arts K-12.~~

- C. The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

VII. EARLY GRADUATION

Students may be considered for early graduation, as provided for within Minnesota Statutes section 120B.07, upon meeting the following conditions:

- A. All course of standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

VIII. NOTICE

The school district will notify students and their parents of the school district's graduation requirements within 30 working days of a student's entry into ninth grade.

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.023 (Benchmarks)
Minn. Stat. § 120B.024 (Credits)
Minn. Stat. § 120B.07 (Early Graduation)
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.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
Minn. Stat. § 120B.30 (General Requirements; Statewide Assessments)
Minn. Stat. § 120B.303 (Assessment Graduation Requirements)
Minn. Stat. § 120B.307 (College and Career Readiness)
Minn. Rules Part 3501.0660 (Academic Standards For Kindergarten through Grade 12)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Part 3501.0820 (Academic Arts Standards for Kindergarten through Grade 12)
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
Minn. Rules Parts 3501.1200-1210 (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)
20 U.S.C. § 6301, et seq. (Every Child Succeeds Act)t)

Cross References: *ISD 200 Policy 601 (School District Curriculum and Instruction Goals)*
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)

Policy Reviewed: 09.19.2025
Policy Adopted: 12.18.2024
Policy Revised: 07.01.2024



701 ESTABLISHMENT, ADOPTION AND MODIFICATION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

The purpose of this policy is to establish lines of authority and procedures for the establishment, adoption and modifications of the school district's revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral part of program planning so that the annual budget will effectively express and implement school board goals and the priorities of the school district.

III. REQUIREMENT

- A. The superintendent or director of finance and operations, or such other school officials as designated by the superintendent or the school board will prepare preliminary revenue and expenditure budgets each year for review by the school board or the Finance Committee. The preliminary budgets will be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board will review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected. When projected expenditures exceed projected revenues, the school board may consider use of an available fund balance, in accordance with ISD 200 Policy 714 Fund Balance.
- B. The school district must maintain separate accounts to identify revenues and expenditures for each building. Expenditures will be reported in compliance with Minnesota Statutes, section 123B.76.
- C. Prior to July 1 of each year, the school board will approve and adopt its initial revenue and expenditure budgets for the next school year. The adopted expenditure budget document will be considered the school board's expenditure authorization for that school year. No funds may be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year.
- D. Each year, the school district will publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures, and fund balances for the prior year, and

the projected fund balances for the current year in the form prescribed by the Commissioner of the Minnesota Department of Education (Commissioner) within one week of the acceptance of the final audit by the school board, or November 30, whichever is earlier. A statement will be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon request to the District Office. A summary of this information and the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district. At the same time as this publication, the school district will publish the other information required by Minnesota Statutes section, 123B.10.

- E. At the public hearing on the adoption of the school district's proposed property tax levy, the school board will review its current budget and the proposed property taxes payable in the following calendar year.
- F. The school district must also post the materials specified in Section III (D) above on the school district's official website, including a link to the school district's school report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

IV. IMPLEMENTATION

- A. The school board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but the superintendent maintains the ultimate responsibility for this function.
- B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).
- C. The superintendent or the superintendent's designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to school board approval.
- D. Supplies and capital equipment can be ordered prior to budget adoption only by authority of the school board. If additional personnel are provided in the proposed budget, actual hiring may not occur until the budget is adopted unless otherwise approved by the school board. Other funds to be expended in a subsequent school year may not be encumbered prior to budget adoption unless specifically approved by the school board.
- E. The school district will make such reports to the Commissioner as required relating to initial allocations of revenue, reallocations of revenue, and expenditures of funds.

V. MODIFICATION

The school district's revenue budget may be amended from time to time during a fiscal year to reflect updated or revised revenue estimates. In such case, the superintendent will make recommendations to the school board for appropriate revisions. If necessary, the school board may also make necessary revisions in the expenditure budget if it appears that expenditures would otherwise exceed revenues and fund balances in a fund.

Legal References: *Minn. Stat. § 123B.10 (Publication of Financial Information)*
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirements)

Cross References: *ISD 200 Policy 701.1 (Modification of School District Budget)*
ISD 200 Policy 702 (Accounting)

Policy Reviewed: 09.19.2025

Policy Adopted:

Policy Revised:



702 ACCOUNTING

I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in guidelines adopted by the Minnesota Department of Education.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in the guidelines adopted by the Minnesota Department of Education and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to Minnesota Statutes section 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with Minnesota Statutes section 123B.79, as amended, or other applicable statute.

V. REPORTING

The school board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in Minnesota Statutes section 123B.10 in the manner specified therein.

Legal References: *Minn. Stat. § 123B.02 (General Powers of Independent School Districts)*
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)
Minn. Stat. § 123B.75 (Revenue; Reporting)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 123B.78 (Cash Flow; School District Revenues; Borrowing for Current Operating Costs; Capital Expenditure Deficits)

Minn. Stat. § 123B.79 (Permanent Fund Transfers)
Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

Cross References: *ISD 200 Policy 703 (Annual Audit)*

Policy Reviewed: 09.19.2025

Policy Adopted:

Policy Revised:



703 ANNUAL AUDIT

I. PURPOSE

The purpose of this policy is to provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all laws relating to the annual audit of the books and records of the school district.

III. REQUIREMENT

- A. The school board will appoint independent certified public accountants to audit, examine, and report upon the books and records of the school district annually during the January Organizational Meeting. The school board may enter into a contract with a person or firm to provide the agreed upon services.
- B. After the close of each fiscal year, the books, records, and accounts of the school district will be audited by said independent certified public accountants in accordance with applicable standards and legal requirements. The superintendent and members of the administration will cooperate with the auditors.
- C. The school district will, prior to September 15 of each year, submit unaudited financial data for the preceding year to the Minnesota Commissioner of Education (Commissioner) on forms prescribed by the Commissioner. The report will also include those items required by Minnesota Statutes section 123B.14, subdivision 7.
- D. The school district will, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district will, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with and correction of material differences in the unaudited data. The audited financial statement must also provide a statement of assurance pertaining to compliance with uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.
- E. The audit must be conducted in compliance with generally accepted governmental auditing standards, the Federal Single Audit Act, and the Minnesota Legal Compliance Audit Guide for School Districts issued by the Office of the State Auditor.

- F. The school board must approve the audit report by resolution or require a further or amended report.
- G. The administration will report to the school board regarding any actions necessary to correct any deficiencies or exceptions noted in the audit.
- H. The accounts and records of the school district will also be subject to audit and inspection by the State Auditor to the extent provided in Minnesota Statutes chapter 6.

Legal References: *Minn. Stat. Ch. 6 (State Auditor)*
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)
Minn. Stat. § 123B.77, Subds. 2 and 3 (Accounting, Budgeting, and Reporting Requirement)

Cross References: *ISD 200 Policy 702 (Accounting)*

Policy Reviewed: 09.19.2025
Policy Adopted:
Policy Revised:



706 ACCEPTANCE OF GIFTS

I. PURPOSE

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to accept gifts only in compliance with state law.

III. ACCEPTANCE OF GIFTS GENERALLY

The school board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected.

IV. GIFTS OF REAL OR PERSONAL PROPERTY

The school board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members. The resolution must fully describe any conditions placed on the gift. The real or personal property so accepted may not be used for religious or sectarian purposes.

V. ADMINISTRATION IN ACCORDANCE WITH TERMS

If the school board agrees to accept a bequest, donation, gift, grant or device which contains preconditions, conditions or limitations on use, the school board shall administer it in accordance with those terms. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

Legal References: *Minn. Stat. § 123B.02, Subd. 6 (General Powers of Independent School Boards) Minn. Stat. § 465.03 (Gifts to Municipalities)*

Cross References: *None*

Policy Reviewed: *09.19.2025 ~~08.11.2022~~*

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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
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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 ~~will~~ ^{shall} meet all provisions of Minnesota ~~S~~statutes, section 120A.41, and all other provisions of law pertaining to minimum number of school days. ~~and other provisions of law.~~ The school calendar shall establish a minimum of 167 days of instruction for students in grades 1 through 11, 1,020 hours of instruction for students in grade 12 ~~student days~~, workshop days for staff, provide for emergency closings and include other information relevant ~~elated~~ 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 sections 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.

For the 2026-2027 and 2027-2028 school years only, a school board may vote to begin the school year on September 1 or later.

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 ~~1st first~~ inclement weather/~~snow~~ day is a non-instructional ~~snow~~ day for all students and staff, which will not be rescheduled or require the use of an e-learning day; ~~The first and second emergency or snow inclement weather day will not be rescheduled. MN Statute requires 165 days of instruction and 1,020 hours~~
 - 2. The ~~second~~^{2nd} inclement weather/~~snow~~ day is a non-instructional ~~days~~^{snow} day for students and a professional development day for staff; ~~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. The ~~3rd~~^{third} and subsequent inclement weather days ~~and after~~ are e-learning days (~~not to exceed five~~) for all students and staff; and ~~After the second~~^{third} emergency or snow inclement weather 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.~~
 - 4. A school district may designate up to five e-learning days in one school year.
- B. An e-learning day is counted as a day of instruction and included in the hours of instruction pursuant to Section III(A), above.
- C. 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.

- D. The school district must notify parents and students of its e-learning day plan at the beginning of each school year.
- E. 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.
- F. 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.
- G. 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.

The school district 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)*

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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 and ~~Instructionally sound and outcomes-focused curriculum shall be~~ will be supported with ongoing professional development to ensure it is implemented ~~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.
- C. The district is committed to ensuring that instruction is delivered consistently and in alignment with the curriculum adopted by the school board. A guaranteed and viable curriculum is essential to ensuring student success. Classroom instruction and instructional speech are carried out on behalf of the school district. Personal opinions and viewpoints of staff shall not supplant, omit, or modify established curriculum content or instructional delivery. Implementation of the adopted curriculum with integrity is a professional obligation and ensures consistency in student learning across the district. If a teacher believes that modifications are necessary, prior approval must be obtained from the director of teaching and learning through the curriculum modification review process.

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)
Garcetti v. Ceballos, 547 U.S. 410 (2006)

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: 09.19.2025

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: August 2025

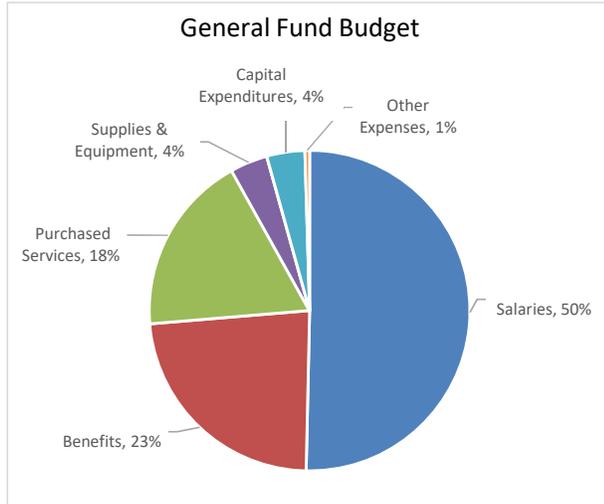
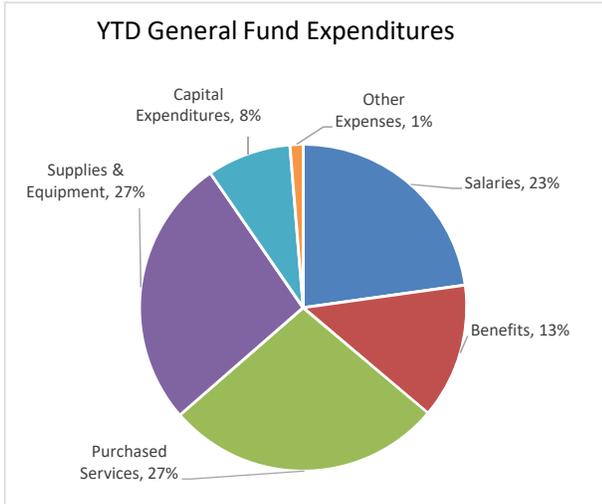
EXPENDITURE TOTALS

| | FY 2026 Budget (ADP) | **Monthly Expenditures | Year-to-Date Expenditures | Remaining Balance | % Spent |
|--|---------------------------------|-----------------------------------|--------------------------------------|------------------------------|----------------|
| General Fund (01) | | | | | |
| 100 Salaries | 35,078,973 | 556,062 | 902,957 | 34,176,016 | 3% |
| 200 Benefits | 16,255,863 | 232,578 | 528,781 | 15,727,082 | 3% |
| 300 Purchased Services | 12,706,883 | 326,396 | 1,085,917 | 11,620,966 | 9% |
| 400 Supplies & Equipment | 2,627,034 | 451,234 | 1,060,472 | 1,566,561 | 40% |
| 500 Capital Expenditures | 2,670,675 | 277,026 | 329,939 | 2,340,736 | 12% |
| 800 Other Expenses | 331,918 | 17,815 | 50,867 | 281,051 | 15% |
| | 69,671,346 | 1,861,111 | 3,958,933 | 65,712,412 | 6% |
| Food Service Fund (02) | 3,457,120 | 107,257 | 230,586 | 3,226,535 | 7% |
| Community Service Fund (04) | 2,852,671 | 222,473 | 316,786 | 2,535,884 | 11% |
| Building Construction Fund (06) | 650,000 | 45,417 | (4,000) | 654,000 | -1% |
| Debt Service Fund (07) | 4,686,325 | 0 | 7,600 | 4,678,725 | 0% |
| Student Activities Fund (10) | 250,000 | 1,617 | 23,477 | 226,523 | 9% |
| Deferred Accounts- Donations/Misc Fund (11) | 640,619 | 65,533 | 74,971 | 565,648 | 12% |
| Scholarships Fund (12) | 120,000 | 0 | 0 | 120,000 | 0% |
| Totals | \$82,328,081 | \$2,303,409 | \$4,608,353 | \$77,719,728 | |

** 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 | 8/1/2025 | 8/31/2025 | 1,470,952 | Pay dates 8/5 and 8/20 |
| Liability Checks & Wires | 8/1/2025 | 8/31/2025 | 1,082,650 | Bd. Share \$288,798 |
| Total | | | \$2,553,602 | |

FINANCE DISBURSEMENTS

| | | | |
|----------------|----------|-----------|--------------------|
| Checks & Wires | 8/1/2025 | 8/31/2025 | 1,647,795 |
| Total | | | \$1,647,795 |

SELF-FUNDED INSURANCE

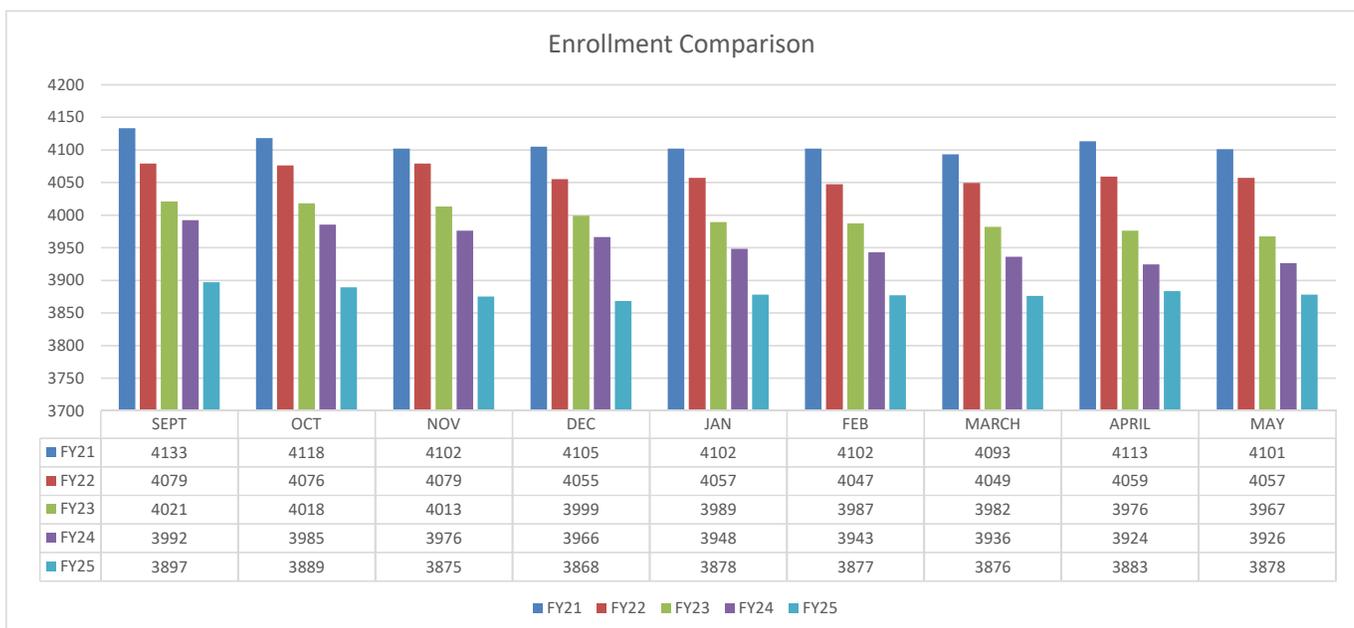
| | Revenue YTD | Expenses YTD | YTD Balance |
|--------|--------------------|---------------------|--------------------|
| Dental | 116,252 | 162,139 | (\$45,887) |
| Health | 1,487,412 | 1,074,502 | \$412,910 |

ELECTRONIC FUND TRANSFERS

| <u>Date</u> | <u>From</u> | <u>To</u> | <u>Amount</u> | <u>Description</u> |
|-------------|----------------|---------------------------|----------------|--------------------|
| 8/1/2025 | Merchants Bank | MSDLAF General | 25,000.00 | Local Receipts |
| 8/1/2025 | MSDLAF General | MSDLAF AP | 731,348.86 | Accounts Payable |
| 8/4/2025 | MSDLAF General | MSDLAF Health Self Funded | 184,703.10 | Health Insurance |
| 8/4/2025 | MSDLAF General | MSDLAF Payroll | 3,726.68 | Payroll |
| 8/5/2025 | MSDLAF General | MSDLAF Payroll | 1,256,856.91 | Payroll |
| 8/11/2025 | MSDLAF General | MSDLAF AP | 199,566.64 | Accounts Payable |
| 8/12/2025 | Merchants Bank | MSDLAF General | 75,000.00 | Local Receipts |
| 8/14/2025 | MSDLAF General | MSDLAF Payroll | 1,492.92 | Payroll |
| 8/15/2025 | MSDLAF General | MSDLAF AP | 9,597.71 | Accounts Payable |
| 8/15/2025 | MSDLAF General | Vermillion Bank | 3,551.35 | Local Receipts |
| 8/15/2025 | MSDLAF General | MSDLAF Payroll | 6,272.66 | Payroll |
| 8/15/2025 | MSDLAF General | MSDLAF AP | 336,107.63 | Accounts Payable |
| 8/19/2025 | MSDLAF General | MSDLAF Health Self Funded | 4,350.00 | Health Insurance |
| 8/20/2025 | MSDLAF General | MSDLAF Payroll | 1,279,431.84 | Payroll |
| 8/20/2025 | MSDLAF General | MSDLAF Flex | 2,896.13 | Payroll |
| 8/22/2025 | MSDLAF General | MSDLAF AP | 422,367.61 | Accounts Payable |
| 8/25/2025 | MSDLAF General | MSDLAF AP | 21,987.19 | Accounts Payable |
| 8/26/2025 | Merchants Bank | MSDLAF General | 75,000.00 | Local Receipts |
| 8/27/2025 | MSDLAF General | MSDLAF Dental Self Funded | 22,358.36 | Dental Insurance |
| 8/27/2025 | MSDLAF General | MSDLAF AP | 17,038.16 | Accounts Payable |
| 8/28/2025 | MSDLAF General | MSDLAF Scholarship | 4,556.00 | Local Receipts |
| 8/28/2025 | MSDLAF General | MSDLAF Payroll | 4,760.55 | Payroll |
| 8/29/2025 | MSDLAF General | MSDLAF AP | 632,391.56 | Accounts Payable |
| | | | <hr/> | |
| | | | \$5,320,361.86 | |

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 8/31/2025

| Crs Code | Activity Account | Balance 7/1/2025 | Receipts | Disbursements | Subtotal (Less Interest) | Interest Earned | Balance 8/31/2025 |
|-----------------|-------------------------------------|-------------------------|------------------|----------------------|---------------------------------|------------------------|--------------------------|
| 601 | Art Club | 342.61 | 0.00 | 0.00 | 342.61 | 1.8754 | 344.49 |
| 608 | AVID | 2,309.08 | 0.00 | 0.00 | 2,309.08 | 12.6396 | 2,321.72 |
| 602 | Band | 1,852.94 | 0.00 | 0.00 | 1,852.94 | 10.1428 | 1,863.08 |
| 605 | Basketball - Boys | 5,276.27 | 0.00 | 0.00 | 5,276.27 | 28.8817 | 5,305.15 |
| 609 | Choir Tour | 1,769.44 | 0.00 | 0.00 | 1,769.44 | 9.6857 | 1,779.13 |
| 610 | Cross Country Running | 549.60 | 0.00 | 0.00 | 549.60 | 3.0084 | 552.61 |
| 613 | Fellowship Christian Athletes (FCA) | 3,481.12 | 0.00 | 0.00 | 3,481.12 | 19.0552 | 3,500.18 |
| 615 | Gymnastics | 4,213.33 | 0.00 | 0.00 | 4,213.33 | 23.0633 | 4,236.39 |
| 616 | French Honor Society (FHS) | 1,548.07 | 0.00 | 0.00 | 1,548.07 | 8.4740 | 1,556.54 |
| 622 | Marching Band | 47,025.43 | 21,400.38 | 10,277.35 | 58,148.46 | 312.9477 | 58,461.41 |
| 675 | INTEREST EARNED | 0.00 | 1,017.72 | 0.00 | 1,017.72 | - | 0.00 |
| 623 | National Honor Society (NHS) | 2,842.95 | 0.00 | 0.00 | 2,842.95 | 15.5620 | 2,858.51 |
| 625 | Nordic Skiing | 360.57 | 0.00 | 0.00 | 360.57 | 1.9737 | 362.54 |
| 626 | Orchestra | 213.16 | 0.00 | 0.00 | 213.16 | 1.1668 | 214.33 |
| 618 | Peer Helpers | 103.33 | 0.00 | 0.00 | 103.33 | 0.5656 | 103.90 |
| 632 | Show Choir | 44,492.93 | 0.00 | 12,124.79 | 32,368.14 | 182.2848 | 32,550.42 |
| 647 | Spanish Club | 5,489.94 | 0.00 | 17.04 | 5,472.90 | 29.9652 | 5,502.87 |
| 650 | Student Council | 43,929.25 | 0.00 | 0.00 | 43,929.25 | 240.4636 | 44,169.71 |
| 652 | Tennis - Boys | 3,213.88 | 0.00 | 228.10 | 2,985.78 | 16.4757 | 3,002.26 |
| 653 | Tennis - Girls | 1,321.76 | 0.00 | 0.00 | 1,321.76 | 7.2352 | 1,329.00 |
| 655 | Thespians | 141.67 | 0.00 | 0.00 | 141.67 | 0.7755 | 142.45 |
| 656 | Track | 10,643.97 | 0.00 | 830.00 | 9,813.97 | 54.0700 | 9,868.04 |
| 654 | Ultimate Frisbee | 646.90 | 0.00 | 0.00 | 646.90 | 3.5411 | 650.44 |
| 665 | Middle School Yearbook | 14.47 | 0.00 | 0.00 | 14.47 | 0.0792 | 14.55 |
| 666 | Middle School Student Council | 6,172.55 | 0.00 | 0.00 | 6,172.55 | 33.7878 | 6,206.34 |
| | | 187,955.22 | 22,418.10 | 23,477.28 | 186,896.04 | 1,017.7200 | 186,896.04 |

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

August 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 | 0.00 | 0.00 | 488,000.00 |
| HEALTH SELF FUNDED - 21 | 2,000,000.00 | 0.00 | 0.00 | 2,000,000.00 |
| TOTALS | 13,498,000.00 | 3,000,000.00 | 3,000,000.00 | <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

August 2025 Bank Reconciliation

| FUNDS | BALANCE BEGINNING OF MONTH | RECEIPTS | DISBURSEMENTS | JOURNAL ENTRIES | BALANCE END OF MONTH |
|----------------------------|----------------------------------|---------------------|-----------------------|-----------------------|----------------------------|
| GENERAL FUND- 01 | 25,392,584.35 | 6,693,010.27 | (2,342,011.33) | (1,371,746.60) | 28,371,836.69 |
| FOOD SERVICE FUND - 02 | 589,995.36 | 5,588.50 | (51,308.62) | (17,671.94) | 526,603.30 |
| COMMUNITY ED - 04 | 638,613.22 | 163,971.77 | (28,273.88) | (216,852.91) | 557,458.20 |
| BUILDING CONSTRUCTION - 06 | 600,283.40 | 2,080.65 | (45,416.65) | 0.00 | 556,947.40 |
| DEBT REDEMPTION - 07 | 4,601,361.23 | 71,336.61 | 0.00 | 0.00 | 4,672,697.84 |
| STUDENT ACTIVITY FUND -10 | 184,888.38 | 3,635.57 | (1,617.18) | (10.73) | 186,896.04 |
| DEFERRED ACCOUNTS - 11 | 512,273.88 | 17,546.42 | (43,822.77) | (9,254.82) | 476,742.71 |
| SCHOLARSHIP - 12 | 290,718.27 | 5,607.19 | 0.00 | 0.00 | 296,325.46 |
| DENTAL SELF FUNDED - 20 | 968,141.52 | 3,347.88 | (76,154.30) | 22,358.36 | 917,693.46 |
| HEALTH SELF FUNDED -21 | 3,770,963.45 | 119,772.96 | (544,535.74) | 189,034.96 | 3,535,235.63 |
| OPEB PERA/CE TRUST - 45 | 6,965,073.45 | 0.00 | (327,932.00) | 24,370.54 | 6,661,511.99 |
| TOTALS | 44,514,896.51 | 7,085,897.82 | (3,461,072.47) | (1,379,773.14) | 46,759,948.72 |

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 | 73,449.47 | 0.00 | 0.00 | 76.45 | 73,525.92 |
| MSDLAF AP | 934,266.99 | (831,880.62) | 0.00 | 0.00 | 102,386.37 |
| MSDLAF Payroll | 110,986.19 | (10,582.10) | 0.00 | 0.00 | 100,404.09 |
| MSDLAF Scholarship | 297,325.46 | (1,000.00) | 0.00 | 0.00 | 296,325.46 |
| MSDLAF General | 34,127,036.57 | 0.00 | 42,209.89 | 0.00 | 34,169,246.46 |
| MSDLAF Flex | 21,343.82 | (4,073.72) | 0.00 | 0.00 | 17,270.10 |
| MSDLAF Dental Self Funded | 929,601.92 | (11,908.46) | 0.00 | 0.00 | 917,693.46 |
| MSDLAF Health Self Funded | 3,352,218.46 | (3,912.30) | 0.00 | 0.00 | 3,348,306.16 |
| MSDLAF Bond Proceeds | 577,693.35 | (37,222.50) | 0.00 | 0.00 | 540,470.85 |
| Vermillion Bank | 186,239.96 | (739.70) | 0.00 | 0.00 | 185,500.26 |
| OPEB PERA/CE Trust Account | 7,008,819.59 | 0.00 | 0.00 | 0.00 | 7,008,819.59 |
| TREASURER'S BALANCE | 47,618,981.78 | (901,319.40) | 42,209.89 | 76.45 | 46,759,948.72 |

HASTINGS PUBLIC SCHOOLS

Payment Reg by Bank and Check

| | | | | | | | | | | | Pay/Void | | | |
|------|--------|--------|----------|----------|----------|-------|-----------------------------------|-----------|-------|-------|----------|-------------|------------|--|
| Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Tax Class | Print | Recon | Void | Date | Amount | |
| MB | P601MB | 111893 | | Wire | 1 | 10229 | MERCHANTS BANK FEES | | No | Yes | No | 08/18/2025 | 24.78 | |
| | | | | | | | | | | | | Bank Total: | \$24.78 | |
| USAP | P601A | 111829 | | Wire | 1 | 11387 | AMAZON CAPITAL SERVICES, INC | | No | No | No | 08/12/2025 | 5,154.00 | |
| USAP | P60215 | 111888 | | Wire | 1 | 10920 | AFFINETY - MERCH BANK FEES (WIRE) | | No | Yes | No | 08/15/2025 | 4,268.62 | |
| USAP | P60215 | 111889 | | Wire | 1 | 9935 | ELEYO FEES | | No | Yes | No | 08/15/2025 | 917.13 | |
| USAP | P601B | 111908 | | Wire | 1 | 9557 | BMO HARRIS BANK NA | | No | Yes | No | 08/22/2025 | 21,294.82 | |
| USAP | P60202 | 111940 | | Wire | 1 | 11575 | ARBITERSPORTS LLC - WIRE | | No | No | No | 08/22/2025 | 30,000.00 | |
| USAP | P60230 | 112009 | | Wire | 1 | 2976 | SALES TAX (MN DEPT REVENUE) | | No | Yes | No | 08/28/2025 | 25.00 | |
| USAP | P60230 | 112010 | | Wire | 1 | 3167 | MSDLAF BANK FEES | | No | Yes | No | 08/28/2025 | 210.45 | |
| USAP | P60230 | 112011 | | Wire | 1 | 9860 | MINNESOTA STATE RETIREMENT SYST | | No | No | No | 08/28/2025 | 327,932.00 | |
| USAP | P51002 | 110504 | 837519 | Check | 1 | 8741 | CLARK, JAMIE | | Yes | No | Yes | 08/15/2025 | (89.77) | |
| USAP | P60201 | 111794 | 838542 | Check | 1 | 11380 | A TOUCH OF MAGIC | | Yes | No | No | 08/08/2025 | 270.50 | |
| USAP | P60201 | 111791 | 838543 | Check | 1 | 10919 | R1 ARVIG | | Yes | No | No | 08/08/2025 | 1,255.95 | |
| USAP | P60201 | 111790 | 838544 | Check | 1 | 10641 | BAYCOM INC | | Yes | No | No | 08/08/2025 | 2,589.51 | |
| USAP | P60201 | 111793 | 838545 | Check | 1 | 1118 | BEATTIE, JOE | | Yes | No | No | 08/08/2025 | 23.94 | |
| USAP | P60201 | 111800 | 838546 | Check | 1 | 12097 | CADY BUSINESS TECHNOLOGIES, INC | | Yes | No | No | 08/08/2025 | 17,087.45 | |
| USAP | P60201 | 111805 | 838547 | Check | 1 | 12194 | CESO TECHNOLOGY LLC | | Yes | No | No | 08/08/2025 | 7,680.60 | |
| USAP | P60201 | 111799 | 838548 | Check | 1 | 11978 | CHARPENTIER ENTERPRISES LLC | | Yes | No | No | 08/08/2025 | 477.75 | |
| USAP | P60201 | 111806 | 838549 | Check | 1 | 1235 | CITY OF HASTINGS | | Yes | No | No | 08/08/2025 | 1,695.26 | |
| USAP | P60201 | 111818 | 838550 | Check | 1 | 6745 | CULLIGAN OF STILLWATER | | Yes | No | No | 08/08/2025 | 466.70 | |
| USAP | P60201 | 111795 | 838551 | Check | 1 | 11555 | CUSTOM COMMUNICATIONS INC | | Yes | No | No | 08/08/2025 | 9,394.50 | |
| USAP | P60201 | 111822 | 838552 | Check | 1 | 9863 | R2 GENUINE PARTS COMPANY | | Yes | No | No | 08/08/2025 | 51.99 | |
| USAP | P60201 | 111815 | 838553 | Check | 1 | 4980 | HANSON, TRENT | | Yes | No | No | 08/08/2025 | 176.42 | |
| USAP | P60201 | 111813 | 838554 | Check | 1 | 3718 | HASTINGS PARKS & RECREATION | | Yes | No | No | 08/08/2025 | 261.20 | |
| USAP | P60201 | 111808 | 838555 | Check | 1 | 1845 | HORIZON COMMERCIAL POOL SUPPLY | | Yes | No | No | 08/08/2025 | 1,364.92 | |
| USAP | P60201 | 111816 | 838556 | Check | 1 | 5254 | HORIZON SOFTWARE INTERNATIONAL | | Yes | No | No | 08/08/2025 | 7,134.47 | |
| USAP | P60201 | 111819 | 838557 | Check | 1 | 7323 | R1 HOUGHTON MIFFLIN HARCOURT | | Yes | No | No | 08/08/2025 | 24,250.38 | |
| USAP | P60201 | 111798 | 838558 | Check | 1 | 11943 | IMPERIAL DADE | | Yes | No | No | 08/08/2025 | 582.06 | |
| USAP | P60201 | 111787 | 838559 | Check | 1 | 9319 | IND SCHOOL DIST 622 | | Yes | No | No | 08/08/2025 | 17,748.41 | |
| USAP | P60201 | 111786 | 838560 | Check | 1 | 1665 | INTERMEDIATE SCHOOL DIST 917 | | Yes | No | No | 08/08/2025 | 73,126.01 | |
| USAP | P60201 | 111801 | 838561 | Check | 1 | 12174 | JJ LAWNSCAPE UNDERGROUND SPRI | | Yes | No | No | 08/08/2025 | 2,998.07 | |
| USAP | P60201 | 111820 | 838562 | Check | 1 | 9616 | LATCH, CURTIS | | Yes | No | No | 08/08/2025 | 40.00 | |
| USAP | P60201 | 111789 | 838563 | Check | 1 | 9776 | R1 LOFFLER COMPANIES | | Yes | No | No | 08/08/2025 | 13,827.98 | |
| USAP | P60201 | 111821 | 838564 | Check | 1 | 9776 | R1 LOFFLER COMPANIES | | Yes | No | No | 08/08/2025 | 2,311.25 | |
| USAP | P60201 | 111809 | 838565 | Check | 1 | 1942 | MENARDS | | Yes | No | No | 08/08/2025 | 122.69 | |
| USAP | P60201 | 111802 | 838566 | Check | 1 | 12186 | MINNESOTA WIND CHILL FOUNDATION | | Yes | No | No | 08/08/2025 | 500.00 | |
| USAP | P60201 | 111814 | 838567 | Check | 1 | 4163 | MN DEPT OF LABOR & INDUSTRY | | Yes | No | No | 08/08/2025 | 290.00 | |

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 | P60201 | 111796 | 838568 | Check | 1 | 11732 | MY LIFE IGNITED LLC | | Yes | No | No | 08/08/2025 | | 156.00 |
| USAP | P60201 | 111792 | 838569 | Check | 1 | 10928 | NOTABLE, INC. (KAMI) | R1 | Yes | No | No | 08/08/2025 | | 4,986.00 |
| USAP | P60201 | 111797 | 838570 | Check | 1 | 11776 | REARDON, JOSEPH | | Yes | No | No | 08/08/2025 | | 43.96 |
| USAP | P60201 | 111785 | 838571 | Check | 1 | 11960 | RENAISSANCE | R1 | Yes | No | No | 08/08/2025 | | 232.50 |
| USAP | P60201 | 111812 | 838572 | Check | 1 | 2819 | REPUBLIC SERVICES #923 | | Yes | No | No | 08/08/2025 | | 228.01 |
| USAP | P60201 | 111811 | 838573 | Check | 1 | 2704 | SCHOLASTIC MAGAZINES | R2 | Yes | No | No | 08/08/2025 | | 126.50 |
| USAP | P60201 | 111810 | 838574 | Check | 1 | 2352 | SCHOOL HEALTH CORPORATION | R2 | Yes | No | No | 08/08/2025 | | 1,977.28 |
| USAP | P60201 | 111788 | 838575 | Check | 1 | 9423 | SMILEY, MICHAEL | | Yes | No | No | 08/08/2025 | | 82.76 |
| USAP | P60201 | 111817 | 838576 | Check | 1 | 5557 | ULINE SHIPPING SUPPLIES | R1 | Yes | No | No | 08/08/2025 | | 322.54 |
| USAP | P60201 | 111803 | 838577 | Check | 1 | 12191 | URDAHL, TROY | | Yes | No | No | 08/08/2025 | | 420.00 |
| USAP | P60201 | 111807 | 838578 | Check | 1 | 1586 | VALLEY PROMOTIONS-FLEET FEET | | Yes | No | No | 08/08/2025 | | 2,174.50 |
| USAP | P60201 | 111804 | 838579 | Check | 1 | 12192 | WW GOETSCH ASSOCIATES INC | | Yes | No | No | 08/08/2025 | | 3,265.00 |
| USAP | P60215 | 111875 | 838580 | Check | 1 | 5510 | ACCELERATED TECHNOLOGIES | | Yes | No | No | 08/15/2025 | | 373.75 |
| USAP | P60215 | 111878 | 838581 | Check | 1 | 7110 | APPLE EDUCATION INC | | Yes | No | No | 08/15/2025 | | 1,099.00 |
| USAP | P60215 | 111854 | 838582 | Check | 1 | 12165 | ASHLEY WAGNER | R2 | Yes | No | No | 08/15/2025 | | 48.00 |
| USAP | P60215 | 111876 | 838583 | Check | 1 | 6190 | AVIBEN LLC | R3 | Yes | No | No | 08/15/2025 | | 566.86 |
| USAP | P60215 | 111877 | 838584 | Check | 1 | 7092 | BECK PHOTOGRAPHY | | Yes | No | No | 08/15/2025 | | 1,100.00 |
| USAP | P60215 | 111857 | 838585 | Check | 1 | 12176 | CENTRAL PRO SUPPLY | R1 | Yes | No | No | 08/15/2025 | | 232.67 |
| USAP | P60215 | 111882 | 838586 | Check | 1 | 7911 | CENTURYLINK | | Yes | No | No | 08/15/2025 | | 80.52 |
| USAP | P60215 | 111852 | 838587 | Check | 1 | 11978 | CHARPENTIER ENTERPRISES LLC | | Yes | No | No | 08/15/2025 | | 222.95 |
| USAP | P60215 | 111859 | 838588 | Check | 1 | 1235 | CITY OF HASTINGS | | Yes | No | No | 08/15/2025 | | 1,246.42 |
| USAP | P60215 | 111860 | 838589 | Check | 1 | 1257 | COMPUTER INTEGRATION TECHNOLO | | Yes | No | No | 08/15/2025 | | 138,304.95 |
| USAP | P60215 | 111845 | 838590 | Check | 1 | 11584 | DASH SPORTS LLC | | Yes | No | No | 08/15/2025 | | 1,523.00 |
| USAP | P60215 | 111883 | 838591 | Check | 1 | 8840 | DEFINITIVE TECHNOLOGY SOLUTIONS | | Yes | No | No | 08/15/2025 | | 924.20 |
| USAP | P60215 | 111884 | 838592 | Check | 1 | 8840 | DEFINITIVE TECHNOLOGY SOLUTIONS | R2 | Yes | No | No | 08/15/2025 | | 216.99 |
| USAP | P60215 | 111841 | 838593 | Check | 1 | 10860 | DEPARTMENT OF TRANSPORTATION | | Yes | No | No | 08/15/2025 | | 743.25 |
| USAP | P60215 | 111873 | 838594 | Check | 1 | 4994 | DISCOVERY EDUCATION | R1 | Yes | No | No | 08/15/2025 | | 14,918.00 |
| USAP | P60215 | 111887 | 838595 | Check | 1 | 9863 | GENUINE PARTS COMPANY | R2 | Yes | No | No | 08/15/2025 | | 19.99 |
| USAP | P60215 | 111861 | 838596 | Check | 1 | 1482 | GRAINGER, W.W.. | | Yes | No | No | 08/15/2025 | | 1,326.03 |
| USAP | P60215 | 111872 | 838597 | Check | 1 | 3718 | HASTINGS PARKS & RECREATION | | Yes | No | No | 08/15/2025 | | 267.73 |
| USAP | P60215 | 111862 | 838598 | Check | 1 | 1555 | HAWKINS, INC. | R1 | Yes | No | No | 08/15/2025 | | 1,157.80 |
| USAP | P60215 | 111850 | 838599 | Check | 1 | 11900 | HENRY SCHEIN, INC | | Yes | No | No | 08/15/2025 | | 3,497.24 |
| USAP | P60215 | 111863 | 838600 | Check | 1 | 1582 | HILLYARD INC-MINNEAPOLIS | | Yes | No | No | 08/15/2025 | | 1,767.67 |
| USAP | P60215 | 111886 | 838601 | Check | 1 | 9329 | HOMETOWN ACE HARDWARE | | Yes | No | No | 08/15/2025 | | 1,420.82 |
| USAP | P60215 | 111864 | 838602 | Check | 1 | 1845 | HORIZON COMMERCIAL POOL SUPPLY | | Yes | No | No | 08/15/2025 | | 4,037.63 |
| USAP | P60215 | 111851 | 838603 | Check | 1 | 11943 | IMPERIAL DADE | | Yes | No | No | 08/15/2025 | | 5,981.99 |
| USAP | P60215 | 111880 | 838604 | Check | 1 | 7721 | INNOVATIVE OFFICE SOLUTIONS | R3 | Yes | No | No | 08/15/2025 | | 1,969.28 |
| USAP | P60215 | 111840 | 838605 | Check | 1 | 1665 | INTERMEDIATE SCHOOL DIST 917 | | Yes | No | No | 08/15/2025 | | 49,476.75 |

HASTINGS PUBLIC SCHOOLS
Payment Reg by Bank and Check

| | | | | | | | | | | | | | Pay/Void | |
|------|--------|--------|----------|----------|----------|-------|---------------------------------------|-----------|-------|-------|------|------------|------------|--|
| Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Tax Class | Print | Recon | Void | Date | Amount | |
| USAP | P60215 | 111856 | 838606 | Check | 1 | 12174 | JJ LAWNSCAPE UNDERGROUND SPRI | | Yes | No | No | 08/15/2025 | 977.50 | |
| USAP | P60215 | 111847 | 838607 | Check | 1 | 11689 | JOHNSON, PAM | | Yes | No | No | 08/15/2025 | 42.84 | |
| USAP | P60215 | 111848 | 838608 | Check | 1 | 11755 | KJ BRANDING | | Yes | No | No | 08/15/2025 | 26,569.00 | |
| USAP | P60215 | 111849 | 838609 | Check | 1 | 11895 | KRUSEMARK, GRINNELL & ASSOCIATE | | Yes | No | No | 08/15/2025 | 25.00 | |
| USAP | P60215 | 111844 | 838610 | Check | 1 | 11261 | R2 LAFORCE LLC | | Yes | No | No | 08/15/2025 | 510.00 | |
| USAP | P60215 | 111865 | 838611 | Check | 1 | 1891 | MASBO | | Yes | No | No | 08/15/2025 | 25.00 | |
| USAP | P60215 | 111866 | 838612 | Check | 1 | 1942 | MENARDS | | Yes | No | No | 08/15/2025 | 295.69 | |
| USAP | P60215 | 111885 | 838613 | Check | 1 | 9051 | MERIDIAN CONSULTING GROUP | | Yes | No | No | 08/15/2025 | 1,195.00 | |
| USAP | P60215 | 111867 | 838614 | Check | 1 | 2093 | METRO EAST CONFERENCE | | Yes | No | No | 08/15/2025 | 7,000.00 | |
| USAP | P60215 | 111855 | 838615 | Check | 1 | 12165 | R3 MINDY STORLIE | | Yes | No | No | 08/15/2025 | 139.00 | |
| USAP | P60215 | 111871 | 838616 | Check | 1 | 2795 | MTI DISTRIBUTING, INC. | | Yes | No | No | 08/15/2025 | 676.37 | |
| USAP | P60215 | 111881 | 838617 | Check | 1 | 7883 | R1 NAC MECHANICAL & ELECRICAL SERV | | Yes | No | No | 08/15/2025 | 2,258.41 | |
| USAP | P60215 | 111839 | 838618 | Check | 1 | 11456 | PRETTYMAN, ANNA | | Yes | No | No | 08/15/2025 | 1,100.00 | |
| USAP | P60215 | 111846 | 838619 | Check | 1 | 11602 | PRO-TEC DESIGN, INC. | | Yes | No | No | 08/15/2025 | 14,760.75 | |
| USAP | P60215 | 111879 | 838620 | Check | 1 | 7210 | REINDERS INC | | Yes | No | No | 08/15/2025 | 458.06 | |
| USAP | P60215 | 111868 | 838621 | Check | 1 | 2387 | SHERWIN WILLIAMS CO | | Yes | No | No | 08/15/2025 | 1,139.60 | |
| USAP | P60215 | 111843 | 838622 | Check | 1 | 11196 | R1 SHRED IT USA - C/O STERICYCLE INC. | | Yes | No | No | 08/15/2025 | 103.17 | |
| USAP | P60215 | 111858 | 838623 | Check | 1 | 12196 | SIEBENALER SERVICES LLC | | Yes | No | No | 08/15/2025 | 1,100.00 | |
| USAP | P60215 | 111874 | 838624 | Check | 1 | 5445 | r2 SUMMIT FIRE PROTECTION | | Yes | No | No | 08/15/2025 | 315.00 | |
| USAP | P60215 | 111842 | 838625 | Check | 1 | 10898 | R1 SYMMETRY ENERGY SOLUTIONS | | Yes | No | No | 08/15/2025 | 3,222.92 | |
| USAP | P60215 | 111869 | 838626 | Check | 1 | 2519 | TEAM SPORTING GOODS | | Yes | No | No | 08/15/2025 | 12,396.66 | |
| USAP | P60215 | 111870 | 838627 | Check | 1 | 2522 | TERRY'S HARDWARE | | Yes | No | No | 08/15/2025 | 637.43 | |
| USAP | P60215 | 111853 | 838628 | Check | 1 | 12111 | R1 UNITED REFRIGERATION INC | | Yes | No | No | 08/15/2025 | 37,128.48 | |
| USAP | P60202 | 111912 | 838629 | Check | 1 | 10164 | ADDYMAN, SCOTT D | | Yes | No | No | 08/22/2025 | 46.90 | |
| USAP | P60202 | 111913 | 838630 | Check | 1 | 1029 | AIM ELECTRONICS, INC. | | Yes | No | No | 08/22/2025 | 55,335.00 | |
| USAP | P60202 | 111938 | 838631 | Check | 1 | 9488 | ALLIED BLACKTOP COMPANY | | Yes | No | No | 08/22/2025 | 137,485.00 | |
| USAP | P60202 | 111916 | 838632 | Check | 1 | 10912 | ASSOC OF METROPOLITAN SCHOOL D | | Yes | No | No | 08/22/2025 | 8,996.00 | |
| USAP | P60202 | 111932 | 838633 | Check | 1 | 3748 | CENTERPOINT ENERGY | | Yes | No | No | 08/22/2025 | 5,663.93 | |
| USAP | P60202 | 111909 | 838634 | Check | 1 | 12002 | COLUMN SOFTWARE PBC | | Yes | No | No | 08/22/2025 | 121.04 | |
| USAP | P60202 | 111919 | 838635 | Check | 1 | 12002 | COLUMN SOFTWARE PBC | | Yes | No | No | 08/22/2025 | 249.17 | |
| USAP | P60202 | 111935 | 838636 | Check | 1 | 8840 | DEFINITIVE TECHNOLOGY SOLUTIONS | | Yes | No | No | 08/22/2025 | 174.62 | |
| USAP | P60202 | 111930 | 838637 | Check | 1 | 3131 | DIST OFFICE PETTY CASH FUND | | Yes | No | No | 08/22/2025 | 13.14 | |
| USAP | P60202 | 111918 | 838638 | Check | 1 | 11765 | FLOURISH CONSULTING LLC | | Yes | No | No | 08/22/2025 | 2,000.00 | |
| USAP | P60202 | 111934 | 838639 | Check | 1 | 8718 | FOOD SERVICE PETTY CASH ACCOUN | | Yes | No | No | 08/22/2025 | 1,360.00 | |
| USAP | P60202 | 111939 | 838640 | Check | 1 | 9863 | R2 GENUINE PARTS COMPANY | | Yes | No | No | 08/22/2025 | 305.48 | |
| USAP | P60202 | 111911 | 838641 | Check | 1 | 9123 | GOODHUE COUNTY ED DISTRICT 6051 | | Yes | No | No | 08/22/2025 | 12,401.26 | |
| USAP | P60202 | 111917 | 838642 | Check | 1 | 11193 | HIRSCHAUER, BRITTNEY | | Yes | No | No | 08/22/2025 | 293.06 | |
| USAP | P60202 | 111910 | 838643 | Check | 1 | 1664 | INTERMEDIATE DIST 287 | | Yes | No | No | 08/22/2025 | 16,860.84 | |

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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 | P60202 | 111936 | 838644 | Check | 1 9459 | R1 | KONICA MINOLTA/LOFFLER | | Yes | No | No | 08/22/2025 | | 2,054.00 |
| USAP | P60202 | 111931 | 838645 | Check | 1 3537 | | LIKES LANDSCAPING | | Yes | No | No | 08/22/2025 | | 3,200.00 |
| USAP | P60202 | 111924 | 838646 | Check | 1 1890 | R2 | MASA (MN ASSN OF SCHOOL ADMIN) | | Yes | No | No | 08/22/2025 | | 639.00 |
| USAP | P60202 | 111925 | 838647 | Check | 1 1977 | | MINNESOTA COACHES INC | | Yes | No | No | 08/22/2025 | | 117,370.50 |
| USAP | P60202 | 111922 | 838648 | Check | 1 12181 | R1 | MUSEUM OF SCIENCE | | Yes | No | No | 08/22/2025 | | 6,233.70 |
| USAP | P60202 | 111923 | 838649 | Check | 1 12197 | | NATIONAL FLOORING CONTRACTORS | | Yes | No | No | 08/22/2025 | | 1,329.48 |
| USAP | P60202 | 111921 | 838650 | Check | 1 12175 | R1 | PEARSON EDUCATION INC | | Yes | No | No | 08/22/2025 | | 825.00 |
| USAP | P60202 | 111914 | 838651 | Check | 1 10357 | | PETTY CASH - SPECIAL SERVICES | | Yes | No | No | 08/22/2025 | | 100.00 |
| USAP | P60202 | 111915 | 838652 | Check | 1 10879 | R1 | POWERSCHOOL GROUP LLC | | Yes | No | No | 08/22/2025 | | 12,698.99 |
| USAP | P60202 | 111937 | 838653 | Check | 1 9479 | R1 | SAF-GARD SAFETY SHOE CO | | Yes | No | No | 08/22/2025 | | 3,284.64 |
| USAP | P60202 | 111920 | 838654 | Check | 1 12167 | R38 | SHARI BYRD | | Yes | No | No | 08/22/2025 | | 27.55 |
| USAP | P60202 | 111926 | 838655 | Check | 1 2476 | | STERNAU & ASSOCIATES | | Yes | No | No | 08/22/2025 | | 1,755.00 |
| USAP | P60202 | 111927 | 838656 | Check | 1 2548 | R1 | T-MOBILE | | Yes | No | No | 08/22/2025 | | 247.90 |
| USAP | P60202 | 111928 | 838657 | Check | 1 2548 | R1 | T-MOBILE | | Yes | No | No | 08/22/2025 | | 60.00 |
| USAP | P60202 | 111933 | 838658 | Check | 1 7490 | | UNIVERSITY LANGUAGE CTR INC | | Yes | No | No | 08/22/2025 | | 236.41 |
| USAP | P60202 | 111929 | 838659 | Check | 1 2597 | | VERTICAL ENDEAVORS INC | | Yes | No | No | 08/22/2025 | | 1,000.00 |
| USAP | P60230 | 111942 | 838660 | Check | 1 1665 | | INTERMEDIATE SCHOOL DIST 917 | | Yes | No | No | 08/27/2025 | | 14,066.65 |
| USAP | P60230 | 111941 | 838661 | Check | 1 11602 | | PRO-TEC DESIGN, INC. | | Yes | No | No | 08/27/2025 | | 2,971.51 |
| USAP | P60230 | 111946 | 838662 | Check | 1 6123 | | ANOKA-HENNEPIN ISD #11 | | Yes | No | No | 08/28/2025 | | 298.48 |
| USAP | P60230 | 111958 | 838663 | Check | 1 11847 | | ABILITY 2 BELIEVE | | Yes | No | No | 08/28/2025 | | 720.00 |
| USAP | P60230 | 111990 | 838664 | Check | 1 5098 | | ADVANCED SPORTSWEAR | | Yes | No | No | 08/28/2025 | | 4,571.50 |
| USAP | P60230 | 111963 | 838665 | Check | 1 12158 | R1 | AMPLIFY EDUCATION INC | | Yes | No | No | 08/28/2025 | | 13,388.78 |
| USAP | P60230 | 111948 | 838666 | Check | 1 10143 | R1 | AVID CENTER | | Yes | No | No | 08/28/2025 | | 10,275.00 |
| USAP | P60230 | 111956 | 838667 | Check | 1 1169 | R1 | BRAUN INTERTEC CORPORATION | | Yes | No | No | 08/28/2025 | | 876.00 |
| USAP | P60230 | 111996 | 838668 | Check | 1 7120 | R2 | BSN SPORTS LLC | | Yes | No | No | 08/28/2025 | | 4,903.44 |
| USAP | P60230 | 111962 | 838669 | Check | 1 1214 | | CDW GOVERNMENT | | Yes | No | No | 08/28/2025 | | 35,781.75 |
| USAP | P60230 | 111997 | 838670 | Check | 1 7295 | | CENTURYLINK | | Yes | No | No | 08/28/2025 | | 171.96 |
| USAP | P60230 | 111998 | 838671 | Check | 1 7332 | | CENTURYLINK | | Yes | No | No | 08/28/2025 | | 3,769.15 |
| USAP | P60230 | 111968 | 838672 | Check | 1 12202 | | CESO FINANCE LLC | | Yes | No | No | 08/28/2025 | | 2,500.00 |
| USAP | P60230 | 111969 | 838673 | Check | 1 1235 | | CITY OF HASTINGS | | Yes | No | No | 08/28/2025 | | 5,957.71 |
| USAP | P60230 | 111970 | 838674 | Check | 1 1251 | | COMMERCIAL KITCHEN SERVICES | | Yes | No | No | 08/28/2025 | | 1,049.19 |
| USAP | P60230 | 111971 | 838675 | Check | 1 1257 | | COMPUTER INTEGRATION TECHNOLO | | Yes | No | No | 08/28/2025 | | 74,702.65 |
| USAP | P60230 | 111957 | 838676 | Check | 1 11846 | | CONQUER NINJA GYMS-ROSEMOUNT | | Yes | No | No | 08/28/2025 | | 700.00 |
| USAP | P60230 | 111966 | 838677 | Check | 1 12169 | | COR ROBOTICS LLC | | Yes | No | No | 08/28/2025 | | 1,200.00 |
| USAP | P60230 | 111953 | 838678 | Check | 1 11555 | | CUSTOM COMMUNICATIONS INC | | Yes | No | No | 08/28/2025 | | 585.00 |
| USAP | P60230 | 111954 | 838679 | Check | 1 11584 | | DASH SPORTS LLC | | Yes | No | No | 08/28/2025 | | 3,220.00 |
| USAP | P60230 | 112003 | 838680 | Check | 1 8840 | | DEFINITIVE TECHNOLOGY SOLUTIONS | | Yes | No | No | 08/28/2025 | | 722.49 |
| USAP | P60230 | 112004 | 838681 | Check | 1 9593 | | DREAMSCAPES BY KRISTI | | Yes | No | No | 08/28/2025 | | 245.00 |

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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 | P60230 | 111961 | 838682 | Check | 1 | 12046 | EVERYDAY SPEECH LLC | | Yes | No | No | 08/28/2025 | | 499.99 |
| USAP | P60230 | 111965 | 838683 | Check | 1 | 12165 | R5 GERALDINE SMITH | | Yes | No | No | 08/28/2025 | | 95.00 |
| USAP | P60230 | 111972 | 838684 | Check | 1 | 1482 | GRAINGER, W.W.. | | Yes | No | No | 08/28/2025 | | 2,380.56 |
| USAP | P60230 | 111973 | 838685 | Check | 1 | 1483 | GRAPHIC DESIGN INC | | Yes | No | No | 08/28/2025 | | 150.00 |
| USAP | P60230 | 111987 | 838686 | Check | 1 | 3030 | GROTH MUSIC | | Yes | No | No | 08/28/2025 | | 281.00 |
| USAP | P60230 | 111994 | 838687 | Check | 1 | 6602 | HEINEMANN | | Yes | No | No | 08/28/2025 | | 4,558.12 |
| USAP | P60230 | 111974 | 838688 | Check | 1 | 1582 | HILLYARD INC-MINNEAPOLIS | | Yes | No | No | 08/28/2025 | | 467.91 |
| USAP | P60230 | 111967 | 838689 | Check | 1 | 12200 | HOMERUN LEADERSHIP LLC | | Yes | No | No | 08/28/2025 | | 3,600.00 |
| USAP | P60230 | 111960 | 838690 | Check | 1 | 11943 | IMPERIAL DADE | | Yes | No | No | 08/28/2025 | | 5,094.45 |
| USAP | P60230 | 111999 | 838691 | Check | 1 | 7721 | R3 INNOVATIVE OFFICE SOLUTIONS | | Yes | No | No | 08/28/2025 | | 7,011.42 |
| USAP | P60230 | 111975 | 838692 | Check | 1 | 1660 | INSTITUTE FOR ENVIRONMENTAL ASS | | Yes | No | No | 08/28/2025 | | 3,103.24 |
| USAP | P60230 | 112002 | 838693 | Check | 1 | 8801 | IXL LEARNING, INC | | Yes | No | No | 08/28/2025 | | 52,031.25 |
| USAP | P60230 | 111976 | 838694 | Check | 1 | 1679 | R1 J.W. PEPPER & SON INC | | Yes | No | No | 08/28/2025 | | 70.19 |
| USAP | P60230 | 111995 | 838695 | Check | 1 | 6681 | KENNEDY & GRAVEN, CHARTERD | | Yes | No | No | 08/28/2025 | | 2,305.50 |
| USAP | P60230 | 111952 | 838696 | Check | 1 | 11261 | R2 LAFORCE LLC | | Yes | No | No | 08/28/2025 | | 1,790.00 |
| USAP | P60230 | 111977 | 838697 | Check | 1 | 1799 | R1 LAKESHORE LEARNING MATERIALS | | Yes | No | No | 08/28/2025 | | 545.00 |
| USAP | P60230 | 112005 | 838698 | Check | 1 | 9776 | R1 LOFFLER COMPANIES | | Yes | No | No | 08/28/2025 | | 1,724.25 |
| USAP | P60230 | 111978 | 838699 | Check | 1 | 1890 | R2 MASA (MN ASSN OF SCHOOL ADMIN) | | Yes | No | No | 08/28/2025 | | 350.00 |
| USAP | P60230 | 112007 | 838700 | Check | 1 | 9885 | MATT HENNING TECH | | Yes | No | No | 08/28/2025 | | 4,445.00 |
| USAP | P60230 | 111964 | 838701 | Check | 1 | 12165 | R4 MCKENZIE SHAFER | | Yes | No | No | 08/28/2025 | | 24.00 |
| USAP | P60230 | 111979 | 838702 | Check | 1 | 1942 | MENARDS | | Yes | No | No | 08/28/2025 | | 254.89 |
| USAP | P60230 | 111992 | 838703 | Check | 1 | 5475 | R1 MHS (MULTI-HEALTH SYSTEM) | | Yes | No | No | 08/28/2025 | | 375.00 |
| USAP | P60230 | 111986 | 838704 | Check | 1 | 2795 | MTI DISTRIBUTING, INC. | | Yes | No | No | 08/28/2025 | | 1,134.05 |
| USAP | P60230 | 112000 | 838705 | Check | 1 | 7883 | R1 NAC MECHANICAL & ELECRICAL SERV | | Yes | No | No | 08/28/2025 | | 8,948.18 |
| USAP | P60230 | 111981 | 838706 | Check | 1 | 2094 | NINE EAGLES PROMOTIONS | | Yes | No | No | 08/28/2025 | | 2,940.00 |
| USAP | P60230 | 111988 | 838707 | Check | 1 | 3070 | PINECREST PETTY CASH ACCOUNT | | Yes | No | No | 08/28/2025 | | 500.00 |
| USAP | P60230 | 112001 | 838708 | Check | 1 | 8796 | PIONEER ATHLETICS | | Yes | No | No | 08/28/2025 | | 368.50 |
| USAP | P60230 | 111959 | 838709 | Check | 1 | 11850 | RIGHT-WAY CAULKING, INC | | Yes | No | No | 08/28/2025 | | 9,502.00 |
| USAP | P60230 | 111982 | 838710 | Check | 1 | 2314 | RYAN MECHANICAL | | Yes | No | No | 08/28/2025 | | 7,613.16 |
| USAP | P60230 | 111980 | 838711 | Check | 1 | 2039 | SCHOOL NUTRITION DIR. OF MN. | | Yes | No | No | 08/28/2025 | | 100.00 |
| USAP | P60230 | 111950 | 838712 | Check | 1 | 10918 | R1 SCREENCASTIFY, LLC | | Yes | No | No | 08/28/2025 | | 7,899.55 |
| USAP | P60230 | 111983 | 838713 | Check | 1 | 2387 | SHERWIN WILLIAMS CO | | Yes | No | No | 08/28/2025 | | 288.06 |
| USAP | P60230 | 111984 | 838714 | Check | 1 | 2423 | SOUTH WASHINGTON COUNTY SCHO | | Yes | No | No | 08/28/2025 | | 1,010.00 |
| USAP | P60230 | 111955 | 838715 | Check | 1 | 11622 | R2 SPECIAL OLYMPICS MINNESOTA | | Yes | No | No | 08/28/2025 | | 1,070.00 |
| USAP | P60230 | 112008 | 838716 | Check | 1 | 9886 | R2 STERICYCLE INC | | Yes | No | No | 08/28/2025 | | 239.89 |
| USAP | P60230 | 111991 | 838717 | Check | 1 | 5445 | r2 SUMMIT FIRE PROTECTION | | Yes | No | No | 08/28/2025 | | 2,030.00 |
| USAP | P60230 | 111989 | 838718 | Check | 1 | 4836 | R1 TEACHING STRATEGIES LLC | | Yes | No | No | 08/28/2025 | | 1,792.50 |
| USAP | P60230 | 111951 | 838719 | Check | 1 | 11169 | TECH ACADEMY/THOMSEN SYSTEMS | | Yes | No | No | 08/28/2025 | | 600.00 |

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| Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Tax Class | Pay/Void | | | Amount | |
|---------------|--------|--------|----------|----------|----------|-----|--------------------------------|-----------|----------|-------|------|----------------|--------|
| | | | | | | | | | Print | Recon | Void | | Date |
| USAP | P60230 | 112006 | 838720 | Check | 1 9819 | | THOME, COLLEEN | | Yes | No | No | 08/28/2025 | 60.00 |
| USAP | P60230 | 111949 | 838721 | Check | 1 10648 | | TWIN CITIES DOTS AND POP LLC | | Yes | No | No | 08/28/2025 | 528.00 |
| USAP | P60230 | 111993 | 838722 | Check | 1 5557 | R1 | ULINE SHIPPING SUPPLIES | | Yes | No | No | 08/28/2025 | 598.56 |
| USAP | P60230 | 111985 | 838723 | Check | 1 2641 | | WESTERN PSYCHOLOGICAL SERVICE: | | Yes | No | No | 08/28/2025 | 292.00 |
| Bank Total: | | | | | | | | | | | | \$1,647,769.77 | |
| Report Total: | | | | | | | | | | | | \$1,647,794.55 | |

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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 | | |
| USPR | p262p1 | 111774 | | Wire | 1 | 10929 | AVIBEN LLC | | No | Yes | No | 08/05/2025 | | 56,914.28 |
| USPR | p262p1 | 111775 | | Wire | 1 | 1984 | MINNESOTA DEPT. OF REVENUE | | No | Yes | No | 08/05/2025 | | 41,409.73 |
| USPR | p262p1 | 111776 | | Wire | 1 | 2016 | MN TRA | | No | Yes | No | 08/05/2025 | | 158,276.80 |
| USPR | p262p1 | 111777 | | Wire | 1 | 2705 | EFTPS - TAX PAYMENT | | No | Yes | No | 08/05/2025 | | 244,856.16 |
| USPR | p262p1 | 111778 | | Wire | 1 | 3880 | MII LIFE | | No | Yes | No | 08/05/2025 | | 0.00 |
| USPR | p262p1 | 111779 | | Wire | 1 | 7771 | MINNESOTA PERA (WIRE TRANSFER) | | No | Yes | No | 08/05/2025 | | 27,485.22 |
| USPR | p262p1 | 111823 | | Wire | 1 | 1984 | MINNESOTA DEPT. OF REVENUE | | No | Yes | No | 08/11/2025 | | 15.51 |
| USPR | p262p1 | 111824 | | Wire | 1 | 2016 | MN TRA | | No | Yes | No | 08/11/2025 | | 226.37 |
| USPR | p262p1 | 111825 | | Wire | 1 | 2705 | EFTPS - TAX PAYMENT | | No | Yes | No | 08/11/2025 | | 223.16 |
| USPR | p262p1 | 111890 | | Wire | 1 | 1984 | MINNESOTA DEPT. OF REVENUE | | No | Yes | No | 08/18/2025 | | 250.06 |
| USPR | p262p1 | 111891 | | Wire | 1 | 2016 | MN TRA | | No | Yes | No | 08/18/2025 | | 951.10 |
| USPR | p262p1 | 111892 | | Wire | 1 | 2705 | EFTPS - TAX PAYMENT | | No | Yes | No | 08/18/2025 | | 1,548.53 |
| USPR | p262p2 | 111900 | | Wire | 1 | 10929 | AVIBEN LLC | | No | Yes | No | 08/20/2025 | | 57,088.57 |
| USPR | p262p2 | 111901 | | Wire | 1 | 1984 | MINNESOTA DEPT. OF REVENUE | | No | Yes | No | 08/20/2025 | | 42,485.02 |
| USPR | p262p2 | 111902 | | Wire | 1 | 2016 | MN TRA | | No | Yes | No | 08/20/2025 | | 157,487.49 |
| USPR | p262p2 | 111903 | | Wire | 1 | 2705 | EFTPS - TAX PAYMENT | | No | Yes | No | 08/20/2025 | | 248,810.29 |
| USPR | p262p2 | 111904 | | Wire | 1 | 3283 | MINNESOTA DEPT. OF REVENUE | | No | Yes | No | 08/20/2025 | | 248.41 |
| USPR | p262p2 | 111905 | | Wire | 1 | 3880 | MII LIFE | | No | Yes | No | 08/20/2025 | | 0.00 |
| USPR | p262p2 | 111906 | | Wire | 1 | 7771 | MINNESOTA PERA (WIRE TRANSFER) | | No | Yes | No | 08/20/2025 | | 31,061.18 |
| USPR | p262p3 | 111943 | | Wire | 1 | 3166 | BREMER BANK FEES | | No | Yes | No | 08/27/2025 | | 414.00 |
| USPR | p262p1 | 111780 | 105928 | Check | 1 | 1974 | MINNESOTA CHILD SUPPORT PYMT C | | Yes | Yes | No | 08/05/2025 | | 11.00 |
| USPR | p262p2 | 111899 | 105929 | Check | 1 | 7384 | HIGH SCHOOL FACULTY SCHOLARSHII | | Yes | Yes | No | 08/20/2025 | | 56.00 |
| USPR | p262p2 | 111896 | 105930 | Check | 1 | 1974 | MINNESOTA CHILD SUPPORT PYMT C | | Yes | Yes | No | 08/20/2025 | | 11.00 |
| USPR | p262p2 | 111897 | 105931 | Check | 1 | 2002 | MINNESOTA TEAMSTERS LOCAL 320 | | Yes | Yes | No | 08/20/2025 | | 2,158.00 |
| USPR | p262p2 | 111895 | 105932 | Check | 1 | 12079 | NATIONAL D.R.I.V.E. | | Yes | No | No | 08/20/2025 | | 12.00 |
| USPR | p262p2 | 111898 | 105933 | Check | 1 | 2010 | NCPERS GROUP LIFE INS -157410 | | Yes | No | No | 08/20/2025 | | 32.00 |
| USPR | p262p2 | 111894 | 105934 | Check | 1 | 11741 | ST. CROIX VALLEY FOUNDATION | | Yes | Yes | No | 08/20/2025 | | 80.00 |
| USPR | p262p3 | 111944 | 105935 | Check | 1 | 11734 | THE HARTFORD | | Yes | No | No | 08/27/2025 | | 9,855.38 |
| USPR | p262p3 | 111945 | 105936 | Check | 1 | 12152 | VISION SERVICE PLAN | | Yes | No | No | 08/27/2025 | | 682.72 |

Bank Total: \$1,082,649.98

Report Total: \$1,082,649.98

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 | |
| USBP | P602B1 | 111782 | 1361 | Check | 1 | 10641 | BAYCOM INC | | Yes | Yes | No | 08/07/2025 | 2,823.49 |
| USBP | P602B1 | 111784 | 1362 | Check | 1 | 4015 | R1 VIRCO | | Yes | Yes | No | 08/07/2025 | 5,278.26 |
| USBP | P602B1 | 111783 | 1363 | Check | 1 | 2663 | WOLD ARCHITECTS AND ENGNRS INC | | Yes | Yes | No | 08/07/2025 | 92.40 |
| USBP | P602B2 | 112013 | 1364 | Check | 1 | 8342 | M JUDGE ELECTRIC LLC | | Yes | No | No | 08/28/2025 | 1,645.00 |
| USBP | P602B2 | 112012 | 1365 | Check | 1 | 11745 | SCHREIBER MULLANEY CONSTRUCTIC | | Yes | No | No | 08/28/2025 | 35,577.50 |
| | | | | | | | | | | | | Bank Total: | \$45,416.65 |
| | | | | | | | | | | | | Report Total: | \$45,416.65 |

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 | P01ASA | 111781 | | Wire | 1 | 11387 | AMAZON CAPITAL SERVICES, INC | | No | No | No | 08/07/2025 | 74.52 |
| ACTV | P01ASB | 111826 | | Wire | 1 | 9557 | BMO HARRIS BANK NA | | No | Yes | No | 08/12/2025 | 149.96 |
| ACTV | P02AS3 | 111827 | 38384 | Check | 1 | 11497 | EDEN PRAIRIE BANDS | | Yes | No | No | 08/12/2025 | 200.00 |
| ACTV | P02AS3 | 111828 | 38385 | Check | 1 | 1483 | GRAPHIC DESIGN INC | | Yes | Yes | No | 08/12/2025 | 653.00 |
| ACTV | P02AS4 | 111907 | 38386 | Check | 1 | 12201 | GROOVE INC | | Yes | No | No | 08/22/2025 | 400.00 |
| ACTV | P02AS5 | 111947 | 38387 | Check | 1 | 3030 | GROTH MUSIC | | Yes | No | No | 08/28/2025 | 139.70 |
| | | | | | | | | | | | | Bank Total: | \$1,617.18 |
| | | | | | | | | | | | | Report Total: | \$1,617.18 |

HASTINGS PUBLIC SCHOOLS

Dental Self-Funded Summary

Period Ending August 31, 2025

Sequence: Crs, Org, Fd

| | | | | | | | | | | 26ADP | | | | % YTD | | Remaining |
|-------------------------|----|-----|-----|-----|-----|-----|-----|-----|------------------------------|--------------------|------------------|------------------|--------------|--------------|--------------|---------------------|
| Description | | | | | | | | | | Annual Budget | Period 202602 | Year To Date | % YTD | Encumbrances | + Enc | 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) | (3,347.88) | (7,255.34) | 16% | 0.00 | 16% | (37,744.66) |
| R | 20 | 000 | 000 | 000 | 095 | 000 | 422 | 000 | Employer Share/Premiums | (495,073.00) | (6,955.71) | (75,352.87) | 15% | 0.00 | 15% | (419,720.13) |
| R | 20 | 000 | 000 | 000 | 097 | 000 | 422 | 000 | Employee Share/Premiums | (101,400.00) | (2,255.04) | (11,126.60) | 11% | 0.00 | 11% | (90,273.40) |
| R | 20 | 000 | 000 | 000 | 098 | 000 | 422 | 000 | Retiree-Cobra Share/Premiurr | (125,609.00) | (13,147.61) | (22,517.01) | 18% | 0.00 | 18% | (103,091.99) |
| E | 20 | 005 | 105 | 000 | 236 | 000 | 422 | 000 | Dental Insurance Claims | 633,533.00 | 72,985.50 | 155,829.56 | 25% | 0.00 | 25% | 477,703.44 |
| E | 20 | 005 | 105 | 000 | 301 | 000 | 422 | 000 | Fees-Carrier & Consultant | 36,774.00 | 3,168.80 | 6,309.40 | 17% | 0.00 | 17% | 30,464.60 |
| 000 Districtwide | | | | | | | | | | (96,775.00) | 50,448.06 | 45,887.14 | (47%) | 0.00 | (47%) | (142,662.14) |
| Report Totals: | | | | | | | | | | (96,775.00) | 50,448.06 | 45,887.14 | (47%) | 0.00 | (47%) | (142,662.14) |

HASTINGS PUBLIC SCHOOLS

Health Self-Funded Summary

Period Ending August 31, 2025

Sequence: Crs, Org, Fd

| | | | | | | | | | | 26ADP | | | % YTD | | | Remaining |
|------------------------------------|----|-----|-----|-----|-----|-----|-----|-----|-------------------------------|-------------------|-------------------|---------------------|--------------|--------------|--------------|-------------------|
| | | | | | | | | | | Annual Budget | Period 202602 | 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) | (127,293.30) | (1,074,159.12) | 14% | 0.00 | 14% | (6,382,582.88) |
| R | 21 | 000 | 000 | 000 | 097 | 000 | 422 | 000 | Employee Share/Premiums | (1,864,186.00) | (9,757.00) | (269,377.72) | 14% | 0.00 | 14% | (1,594,808.28) |
| R | 21 | 000 | 000 | 000 | 098 | 000 | 422 | 000 | Retiree-Cobra Share/Premiurr | (475,030.00) | (38,757.60) | (83,303.20) | 18% | 0.00 | 18% | (391,726.80) |
| R | 21 | 000 | 000 | 000 | 099 | 000 | 422 | 000 | ER/Trust Share for Retirees | (90,482.00) | (4,910.40) | (12,639.00) | 14% | 0.00 | 14% | (77,843.00) |
| R | 21 | 000 | 000 | 000 | 092 | 000 | 422 | 000 | Interest -Health | (165,000.00) | (12,742.37) | (27,670.83) | 17% | 0.00 | 17% | (137,329.17) |
| E | 21 | 005 | 105 | 000 | 314 | 000 | 422 | 000 | Springbuk Fee \$1/pm/pm | 4,968.00 | 0.00 | 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 | 500.00 | 25% | 0.00 | 25% | 1,500.00 |
| 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 | 364,080.00 | 723,994.63 | 9% | 0.00 | 9% | 7,548,826.37 |
| E | 21 | 005 | 105 | 000 | 224 | 000 | 422 | 000 | Pharmacy Claims | 1,459,910.00 | 190,629.18 | 328,688.31 | 23% | 0.00 | 23% | 1,131,221.69 |
| E | 21 | 005 | 105 | 000 | 300 | 000 | 422 | 000 | Pharmacy Rebates/Admin Fex | 0.00 | (43,796.48) | (87,382.41) | 0% | 0.00 | 0% | 87,382.41 |
| E | 21 | 005 | 105 | 000 | 301 | 000 | 422 | 000 | Veba/Flex/Health | 263,829.00 | 1,453.00 | 23,000.22 | 9% | 0.00 | 9% | 240,828.78 |
| 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 | 0.00 | 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 | 20,600.00 | 20,600.00 | 50% | 0.00 | 50% | 20,600.00 |
| 000 Districtwide | | | | | | | | | | 532,888.00 | 339,755.03 | (412,910.32) | (77%) | 0.00 | (77%) | 945,798.32 |
| R | 21 | 000 | 000 | 000 | 094 | 326 | 422 | 000 | Employer-VEBA Trust Rev | (591,600.00) | (8,316.66) | (16,350.00) | 3% | 0.00 | 3% | (575,250.00) |
| R | 21 | 000 | 000 | 000 | 089 | 326 | 422 | 000 | Employer-PCORI-ACA | (3,321.00) | 0.00 | (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 | 8,316.66 | 16,350.00 | 3% | 0.00 | 3% | 575,250.00 |
| E | 21 | 005 | 105 | 000 | 313 | 326 | 422 | 000 | Employer-PCORI- ACA | 3,321.00 | 0.00 | 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 | 339,755.03 | (412,910.32) | (77%) | 0.00 | (77%) | 945,798.32 |



AIA®

Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Hastings Middle School Door
Replacements (232137)
1000 West 11th Street
Hastings, Minnesota 55033

CONTRACT INFORMATION:
Contract For: General Construction

Date: December 4, 2023

CHANGE ORDER INFORMATION:
Change Order Number: Three (3)

Date: September 3, 2025

OWNER: *(Name and address)*
Independent School District #200
1000 West 11th Street
Hastings, Minnesota 55033

ARCHITECT: *(Name and address)*
Wold Architects and Engineers
50 South Sixth Street, Suite 2250
Minneapolis, Minnesota 55402

CONTRACTOR: *(Name and address)*
Huot Construction & Services, Inc.
120 Bridgepoint Way, Suite A
South Saint Paul, Minnesota 55075

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Added brackets at each transom for additional support and safety Add \$12,894.75

TOTAL CHANGE ORDER NO. 3 ADD \$12,894.75

| | |
|--|---------------|
| The original Contract Sum was | \$ 449,098.00 |
| The net change by previously authorized Change Orders | \$ 78,159.65 |
| The Contract Sum prior to this Change Order was | \$ 527,257.65 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 12,894.75 |
| The new Contract Sum including this Change Order will be | \$ 540,152.40 |

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be August 9, 2024

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

| | | |
|---|---|--|
|  | | |
| _____ ARCHITECT <i>(Signature)</i> | _____ CONTRACTOR <i>(Signature)</i> | _____ OWNER <i>(Signature)</i> |
| Tyler Ertl AIA, Associate | | |
| _____ <i>(Printed name, title, and license number if required)</i> | _____ <i>(Printed name and title)</i> | _____ <i>(Printed name and title)</i> |
| September 3, 2025 | | |
| _____ <i>Date</i> | _____ <i>Date</i> | _____ <i>Date</i> |



Customer

Huot Construction and Services, Inc.
120 Bridgepoint Way Suite A
South Saint Paul, MN
55075, US
(651) 888-4900

Hastings Public Schools ISD 200
1000 West 11th St
Hastings
55033, US

Prepared By:
Shannon Huot
(651) 888-4900
shannon@huotcs.com

Project: **Hastings Middle School Door Rep**

Scope of Work

PR 04

4.3 Transom Brackets

| | Quantity | Total Cost |
|--|----------|-------------|
| 05-5000 Metal Fabrications * | 75 ea | \$12,894.75 |
| Description: Provide and Install custom transom brackets | | |

* Tax not applied to part or subcomponent

Notes

Summary

| | | |
|----------|--------|-------------|
| Subtotal | \$0.00 | \$12,894.75 |
|----------|--------|-------------|

| |
|--|
| <p>\$12,894.75 \$0.00 / sq ft</p> |
|--|

Accepted By

Date

.....

.....

HR PERSONNEL REPORT

Board Meeting Date:

9.24.25

RETIREMENT/RESIGNATION/TERMINATION

| NAME | STATUS | ASSIGNMENT | EMPLOYEE GROUP | EFFECTIVE DATE |
|---------------------|---------------|--|-----------------------|-----------------------|
| Bauer, Elena | Resignation | Paraprofessional; 6.25 Hours / Day Kennedy Elementary | ED MN - ESP | June 5, 2025 |
| Boudreau, Mia | Resignation | SAC Assistant; 4.25 Hours / Day Tilden Community Center | Comm Ed Para | August 18, 2025 |
| Halbach, Nicole | Resignation | Paraprofessional; 6.25 Hours / Day Hastings High School | ED MN - ESP | August 28, 2025 |
| Story-Green, Cammie | Resignation | Paraprofessional; 2.5 Hours / Day McAuliffe Elementary | ED MN - ESP | June 5, 2025 |

NEW HIRES

| NAME | ASSIGNMENT | SALARY PLACEMENT/HOURLY RATE | EMPLOYEE GROUP | EFFECTIVE DATE |
|--------------------|---|-------------------------------------|-----------------------|--------------------------------|
| Anderson, Micah | Paraprofessional; 2.5 Hours / Day Pinecrest Elementary | \$16.37 / Hour | ED MN - ESP | September 9, 2025 |
| Auby, Emma | Guitar Instructor; 7 Hours Total Community Education | \$34.00 / Hour | N/A | November 11, 2025 |
| Barndollar, Ashley | Food Service Substitute; Hours Vary District Wide | \$17.50 / Hour | N/A | September 15, 2025 |
| Bloom, Sierra | Paraprofessional Substitute; Hour Vary District Wide | \$19.40 / Hour | N/A | September 16, 2025 |
| Brown, Alisha | Kids Campus Lead Staff; 6.5 Hours / Day McAuliffe Elementary | \$21.77 / Hour | Comm Ed Para | August 25, 2025 |
| Brown, Alisha | Paraprofessional Substitute; Hours Vary District Wide | \$19.40 / Hour | N/A | September 15, 2025 |
| Cutrone, Mary | Paraprofessional; 6.25 Hours / Day Kennedy Elementary | \$21.45 / Hour | ED MN - ESP | August 25, 2025 |
| Flower, Tristin | Paraprofessional; 6.25 Hours / Day Hastings High School | \$20.96 / Hour | ED MN - ESP | October 1, 2025 |
| Gergen, Megan | Paraprofessional; 2.5 Hours / Day Pinecrest Elementary | \$20.56 / Hour | ED MN - ESP | September 2, 2025 |
| Greiskalns, Dina | Special Education Teacher; 1.0 FTE Kennedy Elementary | \$70,484 Annually | ED MN - Teachers | August 28, 2025 |
| Havard, Miranda | Support Staff Substitute; Hours Vary District Wide | \$17.84 / Hour | N/A | September 4, 2025 |
| Hayes, Sophia | Kids Campus Substitute; Hours Vary Kennedy Elementary | \$15.30 / Hour | N/A | August 28, 2025 |
| Jenkins, Abigail | Paraprofessional; 6.25 Hours / Day Kennedy Elementary | \$21.45 / Hour | ED MN - ESP | August 27, 2025 |
| Kirchner, Cheryl | Title One Teacher; 3.25 Hours / Day Nonpublic - Pine Harbor | \$32.46 / Hour | N/A | October 2, 2025 - May 26, 2026 |
| McCoy, Roxanne | Food Service Substitute; Hours Vary District Wide | \$17.50 / Hour | N/A | September 2, 2025 |

| | | | | |
|---------------------|---|----------------|--------------|--------------------|
| Meyer, Malory | Paraprofessional; 2.5 Hours / Day Pinecrest Elementary | \$16.37 / Hour | ED MN - ESP | September 8, 2025 |
| Paanenen, Breonna | Food Service Substitute; Hours Vary District Wide | \$19.40 / Hour | N/A | August 1, 2025 |
| Peine, Ana | SAC Assistant; 4.5 Hours / Day Pinecrest Elementary | \$18.80 / Hour | Comm Ed Para | September 16, 2025 |
| Perez, Jhenny | Paraprofessional Substitute; Hour Vary District Wide | \$19.40 / Hour | N/A | September 3, 2025 |
| Poncelet, Lisa | Guitar Instructor; 7 Hours Total Community Education | \$34.00 / Hour | N/A | November 11, 2025 |
| Ruud, Sierra | Paraprofessional Substitute; Hour Vary District Wide | \$19.40 / Hour | N/A | September 15, 2025 |
| Seibert, Jack | Computer Tech II; 8 Hours / Day Hastings Middle School | \$28.64 / Hour | Tech | September 2, 2025 |
| Shofner, Natalie | Admin Assistant II; 8 Hours / Day Hastings Middle School | \$23.44 / Hour | HESA | August 18, 2025 |
| Story-Green, Cammie | Paraprofessional; 6.25 Hours / Day Hastings High School | \$20.96 / Hour | ED MN - ESP | August 27, 2025 |
| VanGuilder, Abigail | SAC Assistant; 5.5 Hours / Day Pinecrest Elementary | \$18.80 / Hour | Comm Ed Para | September 4, 2025 |
| Winkler, Dana | Paraprofessional; 6.25 Hours / Day Pinecrest Elementary | \$19.40 / Hour | ED MN - ESP | September 4, 2025 |

ASSIGNMENT CHANGES

| FROM | | TO | | EFFECTIVE DATE(S) |
|---------------------|---|---|------------------|--------------------------------------|
| NAME | EMPLOYEE GROUP | | | |
| Heitman, Cheryl | SAC Assistant; Hours Vary Tilden Community Center | SAC Assistant Substitute; Hours Vary District Wide | N/A | August 25, 2025 |
| Kitt, Deb | Early Childhood Para; 5 Hours / Day Tilden Community Center | Early Childhood Substitute; Hours Vary District Wide | N/A | August 18, 2025 |
| Jaeger, Kari | English Teacher; 1.0 FTE Hastings High School | English Teacher; 1.14 FTE Hastings High School | ED MN - Teachers | September 2, 2025 - October 15, 2025 |
| Letourneau, Anthony | English/French Teacher; 1.0 FTE Hastings High School | English/French Teacher; 1.14 FTE Hastings High School | ED MN - Teachers | September 2, 2025 - October 15, 2025 |
| Levos, Todd | ALP Admin & Teacher; 1.0 FTE Hastings High School | ALP Admin & Teacher; 1.14 FTE Hastings High School | ED MN - Teachers | September 2, 2025 - June 5, 2026 |
| Robertson, Sam | School Age Care Coordinator; 8 Hours / Day Tilden Community Center | Kids Campus Lead Staff; 6.5 Hours / Day Kennedy Elementary | Comm Ed Para | September 22, 2025 |
| Schmitz, Brian | Business Ed Teacher; .5 FTE Hastings High School | Business Ed Teacher; .6 FTE Hastings High School | ED MN - Teachers | September 2, 2025 - June 5, 2026 |
| Shelhamer, Jodi | English/AVID Teacher; 1.0 FTE Hastings High School | English/AVID Teacher; 1.14 FTE Hastings High School | ED MN - Teachers | September 2, 2025 - October 15, 2025 |

| | | | | |
|-------------------|--|--|-------------|-----------------|
| St John, Samantha | SAC Assistant; 4.5 Hours / Day McAuliffe Elementary | Paraprofessional; 6.25 Hours / Day McAuliffe Elementary | ED MN - ESP | August 18, 2025 |
|-------------------|--|--|-------------|-----------------|

MISCELLANEOUS

| NAME | STATUS | ASSIGNMENT | EMPLOYEE GROUP | EFFECTIVE DATE(S) |
|-------------------|---|---|-----------------------|--------------------------------|
| Anderson, Collin | Approval TRA Part Time Teacher Program | Business Ed Teacher; .8 FTE Hastings High School | ED MN - Teachers | August 25, 2025 - June 5, 2026 |
| Nielsen, Rochelle | Approval TRA Part Time Teacher Program | Spanish Teacher; .8 FTE Hastings High School | ED MN - Teachers | August 25, 2025 - June 5, 2026 |
| Schmitz, Brian | Approval TRA Part Time Teacher Program | Business Ed Teacher; .6 FTE Hastings High School | ED MN - Teachers | August 25, 2025 - June 5, 2026 |

**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, August 27, 2025 at the Hastings Middle School Media Center.

The meeting was called to order at 7:00 PM by Chairperson Carrie Tate.

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

A motion to approve the agenda was made by Elaine Mikel-Mulder and seconded by Philip Biermaier. With 6 ayes, 0 nays, the motion carried.

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

Superintendent Wehrkamp Herman provided the Board with the Superintendent Report.

A Brightworks membership presentation was provided by Andrew Hodges, Director of Teaching & Learning.

A Pathways Update presentation was provided by Scott Doran, HHS Principal and Andrew Hodges, Director of Teaching & Learning.

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 School Perceptions Survey Timeline.

The ISD 917 update was provided by Carrie Tate.

The AMSD update was provided by Matt Bruns.

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 Carrie Tate.

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 Elaine Mikel-Mulder and seconded by Melissa Millner. With a vote of 6 ayes, and 0 nays, the motion carried unanimously. The following items were approved under the consent agenda:

- Meeting Minutes from 7/23/2025 Regular Meeting
- July Bills Payable
- Personnel Report
- Policies for Approval after Third Reading: 540, 603, 618, 620
- Policies for Approval after Second Reading to Sunset/Remove: 616, 623
- Policy Forms/Procedures for Approval: 7221.FRM, 903.1PR
- Identified Official with Authority (IOwA) by proxy
- 2025-2026 Amy Brown Consulting Services Contract

A motion was made by Jessica Dressely to approve the July 2025 Donations Acceptance Resolution with an amendment to remove the \$542 donation from the HMS PTA to the Marching Band and waive the reading. The motion was seconded by Philip Biermaier. Roll call vote was taken by Melissa Millner. With a vote of 6 ayes and 0 nays, the motion carries.

A motion was made by Jessica Dressely to approve the 2025-2026 Superintendent Goals and waive the reading and was seconded by Philip Biermaier. With a vote of 6 ayes and 0 nays, the motion carries.

A motion was made by Philip Biermaier to approve the School Board 3-Year Work Plan and was seconded by Jessica Dressely. With a vote of 6 ayes and 0 nays, the motion carries.

A request was made by Chair Tate to have a discussion about the SRO Contract prior to the vote.

A motion was made by Carrie Tate to approve the amended SRO Contract with the addition of "calendar days" and seconded by Jessica Dressely. With a vote of 6 ayes and 0 nays, the motion carries.

A motion was made by Jessica Dressely for the HCTV Designation 2025 for MSHSL and seconded by Melissa Millner. With a vote of 6 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 Jessica Dressely and seconded by Melissa Millner. With a vote of 6 ayes and 0 nays, the motion carried.

The meeting was adjourned at 8:20 PM.

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

This is a summary of the Hastings Public School Board Meeting on Wednesday, August 27, 2025, with full text available for the 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 7:00 PM by Chairperson Carrie Tate. Directors Biermaier, Bruns, Dressely, Mikel-Mulder, Millner, and Tate were present. Director Zuzek was absent. Superintendent Wehrkamp Herman was also present.

Consent agenda items approved: Meeting Minutes from 7/23/2025 Regular Meeting; July Bills Payable; Personnel Report; Policies for Approval after Third Reading: 540, 603, 618, 620; Policies for Approval after Second Reading to Sunset/Remove: 616, 623; Policy Forms/Procedures for Approval: 7221.FRM, 903.1PR; Identified Official with Authority (IOwA) by proxy; 2025-2026 Amy Brown Consulting Services Contract.

Action items approved: agenda; July 2025 Donations Acceptance Resolution with amendment; 2025-2026 Superintendent Goals; School Board 3-Year Work Plan; Amended SRO Contract; and HCTV Designation 2025 for MSHSL.

All motions were carried unanimously.

The meeting was adjourned at 8:20 PM.

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

This is a summary of the Hastings Public School Board Special Meeting on Wednesday, September 10, 2025, with full text available for the 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 7:41 PM by Chairperson Carrie Tate. Directors Biermaier, Bruns, Dressely, Mikel-Mulder, Millner, Tate, and Zuzek were present. Superintendent Wehrkamp Herman was also present.

Action items approved: agenda; 2025 MSBA Proposed Resolution-Mandates; 2025 MSBA Proposed Resolution - Personal Information on Campaign Materials; 2025 MSBA Proposed Resolution - Repeal Q-Comp Program; 2025 MSBA Proposed Resolution - Timing of Legislative Changes to Budget and Operations; 2025 MSBA Proposed Resolution - Equitable Technology Access; 2025 MSBA Proposed Resolution - Hands on Career Pathways; Emerging Status School Commitment Form for Girls Team Dual Wrestling.

Action items failed: 2025 MSBA Proposed Resolution - Restorative Practices; 2025 MSBA Proposed Resolution - School Based Mental Health; 2025 MSBA Proposed Resolution - Teacher Mentorship.

The meeting was adjourned at 7:55 PM.

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

A Special Meeting of the School Board of Independent School District No. 200, Hastings, Minnesota, was held on Wednesday, September 10, 2025 at the Hastings Middle School Media Center.

The meeting was called to order at 7:41 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 approve the agenda was made by Elaine Mikel-Mulder and seconded by Philip Biermaier. With 7 ayes, 0 nays, the motion carries.

A motion was made by Elaine Mikel-Mulder to approve the 2025 MSBA Proposed Resolution - Mandates and waive the reading and was seconded by Jessica Dressely. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Mark Zuzek to approve the 2025 MSBA Proposed Resolution - Personal Information on Campaign Materials and waive the reading and was seconded by Philip Biermaier. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Elaine Mikel-Mulder to approve the 2025 MSBA Proposed Resolution - Repeal Q-Comp Program and waive the reading and was seconded by Jessica Dressely. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Mark Zuzek to approve the 2025 MSBA Proposed Resolution - Timing of Legislative Changes to Budget and Operations and waive the reading and was seconded by Jessica Dressely. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Mark Zuzek to approve the 2025 MSBA Proposed Resolution - Equitable Technology Access and waive the reading and was seconded by Elaine Mikel-Mulder. With a vote of 6 ayes and 1 nays, the motion carries. Voting against was Carrie Tate.

A motion was made by Mark Zuzek to approve the 2025 MSBA Proposed Resolution - Hands on Career Pathways and waive the reading and was seconded by Jessica Dressely. After discussion, a motion was made by Jessica Dressely and seconded by Mark Zuzek to table the vote until the 09/24/2025 Regular School Board Meeting. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Mark Zuzek to approve the 2025 MSBA Proposed Resolution - Restorative Practices and waive the reading and was seconded by Matt Bruns. With a vote of 3 ayes and 4 nays, the motion fails. Voting in favor were Philip Biermaier, Matt Bruns, and Mark Zuzek. Voting against were Jessica Dressely, Elaine Mikel-Mulder, Melissa Millner, and Carrie Tate.

A motion was made by Matt Bruns to approve the 2025 MSBA Proposed Resolution - School Based Mental Health and waive the reading and was seconded by Mark Zuzek. With a vote of 2

ayes and 5 nays, the motion fails. Voting in favor were Matt Bruns and Mark Zuzek. Voting against were Philip Biermaier, Jessica Dressely, Elaine Mikel-Mulder, Melissa Millner and Carrie Tate.

A motion was made by Jessica Dressely to approve the 2025 MSBA Proposed Resolution - Teacher Mentorship and waive the reading and was seconded by Mark Zuzek. With a vote of 1 aye and 6 nays, the motion fails. Voting in favor was Matt Bruns. Voting against were Philip Biermaier, Jessica Dressely, Elaine Mikel-Mulder, Melissa Millner, Carrie Tate and Mark Zuzek.

A motion was made by Elaine Mikel-Mulder to approve the Emerging Status School Commitment Form for Girls Team Dual Wrestling and was seconded by Philip Biermaier. With a vote of 7 ayes and 0 nays, the motion carries.

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

The meeting was adjourned at 7:55 PM.

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

| <u>Date</u> | <u>Donor</u> | <u>Building</u> | <u>Description</u> | <u>Amount</u> |
|--------------------------------|---|-----------------|---|---------------------------|
| 08/05/25 | Charities Aid Foundation America-Employee Giving Campaign | Middle School | Middle School Donation-Appropriate Expenditures | \$30.00 |
| 08/05/25 | Charities Aid Foundation America-Employee Giving Campaign | Middle School | Middle School Donation-Appropriate Expenditures | \$30.00 |
| 08/06/25 | High School Parents | District Wide | Food Service-Angel Fund Donations | \$107.22 |
| 08/07/25 | Hastings Band Boosters | High School | Marching Band Car Wash Fundraiser Proceeds | \$860.32 |
| 08/13/25 | High School Parents | District Wide | Food Service-Angel Fund Donations | \$1,316.50 |
| 08/18/25 | Joseph Brochman | Kennedy | Donation for Supplies | \$1,000.00 |
| 08/18/25 | Hastings Softball Booster Club | High School | Softball Field Improvements | \$3,200.00 |
| 08/21/25 | Charities Aid Foundation America-Employee Giving Campaign | Middle School | Middle School Donation-Appropriate Expenditures | \$30.00 |
| 08/21/25 | High School Staff | High School | High School Faculty Scholarship | \$56.00 |
| 08/21/25 | Dana Pettit | High School | Penny Pettit Memorial Scholarship | \$2,000.00 |
| 08/21/25 | Polka Dot Dairy, Inc. | High School | Wally Pettit Memorial Scholarship | \$2,500.00 |
| 08/26/25 | Peter R. Marsh Foundation | Middle School | Music Program: Instrument purchase & repair, event transportation | \$1,650.00 |
| Total Monthly Donations | | | | <u>\$12,780.04</u> |

In-Kind Donations - values are approximate per information available

| | | | | |
|----------|------------------------------------|-------------|---|------------|
| 08/25/25 | St. Paul Regional Labor Federation | High School | TI Graphing Calculators for student use | \$2,000.00 |
|----------|------------------------------------|-------------|---|------------|

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 August 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.

Minnesota Department of Education
Levy Limitation and Certification Report
2025 Payable 2026

District Number-Type: 0200-01
District Name: Hastings Public School District
Home County: Dakota County

Date Printed: 9/24/25
Limits Updated: 9/24/25
Proposed Submitted: 9/24/25

LIMIT

PROPOSED

SUBTOTALS BY LEVY CATEGORY

- GENERAL - RMV VOTER
- GENERAL - RMV OTHER
- GENERAL - NTC VOTER
- GENERAL - NTC OTHER
- COMMUNITY SERVICE - NTC OTHER
- GENERAL DEBT - NTC VOTER
- GENERAL DEBT - NTC OTHER
- OPEB DEBT - NTC VOTER
- OPEB DEBT - NTC OTHER

The School Board has voted to certify the MAXIMUM levy authority.

After October 1st, the county auditor should consult the Minnesota Department of Education (MDE) website for the district's current levy limitation and use this amount for the Truth in Taxation notices.

SUBTOTALS BY FUND

- GENERAL FUND
- COMMUNITY SERVICES FUND
- GENERAL DEBT SERVICE FUND
- OPEB/PENSION DEBT SERVICE FUND

If there is a change to the district's levy limitation after October 1st, the county will be notified by MDE via email. Before finalizing tax computations for the Truth in Taxation notices, counties should double check the MDE website to be sure no changes have been made to the district's levy limitation that the county is not already aware of through this email process.

SUBTOTALS BY TAX BASE

- REFERENDUM MARKET VALUE
- NET TAX CAPACITY

SUBTOTALS BY TRUTH IN TAXATION CATEGORY

- VOTER APPROVED
- OTHER

TOTAL LEVY

- TOTAL LEVY

The school district must submit the completed original of this form to the home county auditor by September 30, 2025. A duplicate form must be submitted to Minnesota Department of Education, School Finance Division, 400 NE Stinson Blvd., Minneapolis, MN 55413, by October 7, 2025.

The certified levy listed above is the levy voted by the school board for taxes payable in 2026.

Signature of School Board Clerk

Date of Certification

School Sanctioned Trips Approval Form Hastings ISD 200

| | | | | | | |
|---|--|--|-------------------------------------|--|-------------------|-------------------------------------|
| Department/Staff Coordinating | | Mark Cernohous - 8th Grade | | | | |
| Fund 10 & Account Name | | R 11 130 211 000 050 556 (Eagle Bluff Budget) | | | | |
| Fund 11 & Account Name | | E 01 130 291 733 360 000 422 000 (HMS Transportation Budget) | | | | |
| Purpose | | Provide 8th grade students with an overnight, outdoor educational and team building experience. | | | | |
| Destination | | Eagle Bluff Environmental Learning Center | | | | |
| Type(s) of Transportation | | Minnesota Coaches | | | | |
| Dates | | Depart: | Date 11/17/25 11/19/25 | Time 8:30 am | Return: | Date 11/19/25 11/21/25 |
| Cost per student | | \$ 95 - \$150 | | Attach copy of payment schedule for inclusion in Online Payment System | | |
| ? Student drops out after paying | | Department decision due to cost already incurred | | | | |
| ? Payment was fundraised \$'s | | Required to stay in activity account because was earned as tax-exempt | | | | |
| # Students participating | | 307 8th grade students (85% participation estimate = 260) | | | | |
| # Chaperones needed | | 14 per half | | | | |
| All chaperone fees are the responsibility of the chaperone (not including activity affiliated staff members) | | | | | | |
| How are you ensuring equitable access for students of need? | | Families will have the ability to request financial aid via a full or partial scholarship. This year we also have a Butter Braid fundraiser that was approved in the July board meeting. | | | | |
| Are there any additional pre-trips or other unique arrangements? | | No. | | | | |
| It is the advisor's responsibility to communicate how funding for pre-trips is incorporated into trip fees | | | | | | |
| P-Card-Other Expenses | | \$ N/A | | Purpose | | |
| All receipts must be obtained and returned at the end of the trip | | | | | | |
| Principal Approved | | Signature  | | | Date 9/17/2025 | |
| Superintendent Reviewed | | Signature | | | Date | |
| Board Reviewed | | Signature | | | Date | |



Proposed Resolution Form

Full name of School District

Independent School District 200; Hastings Public Schools

Full name of individual submitting for the school board Matt Bruns & Jessica Dressely

Title/Position of individual submitting for the school board School Board Members

Phone number 651-226-5697 and 651-366-7130

Email address mbruns@isd200.org & jdressely@isd200.org

This resolution is submitted with approval by the school board.

Please provide the date on which the authoring school board approved submission of this resolution. 09/24/2025

BE IT RESOLVED, MSBA URGES THE LEGISLATURE TO (please clearly and concisely state the action you would like the legislature to take):

Allocate targeted funds to fully implement Minnesota Statutes, section 127A.70, subdivision 2a. Strategic investment would:

- **Strengthen career pathways** by ensuring consistent access for students in all regions, not just those with local resources.
- **Expand technical education** aligned with workforce needs, giving students valuable skills and credentials before graduation.
- **Build stronger partnerships** between K–12, postsecondary institutions, and employers, resulting in seamless transitions into higher education and high-demand careers.
- **Advance equity** by ensuring all students, including those from rural, and urban communities, can access high-quality career-connected learning opportunities.

DESCRIBE THE PROBLEM:

Many students leave high school without clear, practical pathways to employment or further training. Minnesota law establishes a clear framework for a comprehensive career pathway program that integrates academic learning with hands-on, project-based experiences in trades, technology, healthcare, and other high-demand fields. Under Minnesota Statutes, section

127A.70, (Minnesota P-20 Education Partnership) Subdivision 2a the state calls for collaboration among K–12 schools, higher education, employers, and community partners to prepare students for both college and careers. This subdivision outlines the state’s intent to align education with workforce needs and includes key elements for early and ongoing career exposure, and integrated academic and technical instruction. Yet, without dedicated and sustained funding, implementation of the state’s framework to prepare students for college and careers remains underdeveloped.

EXPLAIN WHY THIS IS A PROBLEM:

This particularly impacts students with disabilities, students from rural districts, and first-generation college-bound students. As a result, too many students face underemployment, limited options, and disengagement after high school. Meanwhile, data from DEED and MDE highlight urgent workforce shortages in skilled trades and healthcare, and show the need for earlier career exposure to address these gaps.

The framework to expand resources for career pathway programs, already exists in Minnesota Statutes, section 127A.70, subdivision 2a. What is needed now is the legislature’s commitment of targeted funding to turn law into practice. By fully funding this mandate, Minnesota can position itself as a leader in preparing students for both postsecondary education and meaningful careers, while also strengthening our state’s economy and addressing critical workforce shortages.

PROVIDE SUPPORTING DOCUMENTATION:

[Minnesota Statutes 2024, Section 127A.70](#)

Hastings

Participation Data for the 2024-2025 School Year



MESSAGE FROM EXECUTIVE DIRECTOR JOHN SCHULTZ

I want to thank all of you for your support of BrightWorks and the participation of your students and staff in our programs. A noteworthy addition to BrightWorks and SparkPath programming this year is Minnesota's first Braille Challenge, with 4 of the 12 participating students, moving on to the Braille challenge finals. For the 2025-2026 school year BrightWorks is partnering with the Minnesota Department of Education in supporting teachers and school leaders in best practices in Literacy, Math, MnMTSS, and School Climate and Culture. We are expecting your teachers and leaders to participate in our professional development to help you meet school improvement goals. We have a committed team of educators who have planned and are prepared to collaborate with school district staff. We continually look to you and other partners in education to explore new ways to support student learning, professional development, and school-based services. Thank you for your participation this year and we look forward to your engagement next year.

PROFESSIONAL DEVELOPMENT WORKSHOPS AND SEMINARS

E-12 Professional Development BrightWorks provides a variety of in-person, virtual, and hybrid professional development opportunities for staff in districts and other government agencies. These opportunities include best practices for supporting educators through COMPASS (Collaborative Minnesota Partnerships to Advance Student Success) in the following areas: Minnesota Multi-Tiered Systems and Supports, Science of Reading, Culturally Responsive, Instructional Leadership, Continuous Improvement, Evidence-based practices in Literacy and Math instruction, Supporting a healthy and robust School Culture and Climate

We provide working sessions using research-based strategies and methods as we work alongside the Minnesota Department of Education and school and district partners in implementation and assessing the impact on instruction and learning.

| | |
|-------------------------------|---|
| E-12 Professional Development | 5 |
|-------------------------------|---|

Professional Networks BrightWorks learning facilitators supported collaborative networks that provided the opportunity to meet with leaders in various fields. These include Metro Area Equity Leaders and Home School Liaisons Network.

| | |
|-----------------------|---|
| Professional Networks | 0 |
|-----------------------|---|

BrightWorks also offers several Communities of Practice (CoP) for leaders in the area of Special Education that are disability specific. The data for these CoPs is included with numbers for Special Education Programs.

SPARKPATH STUDENT PROGRAMS

BrightWorks collaborated with SparkPath in the planning and coordination of four student conferences and four academic competitions. Whether strengthening their writing skills, exploring STEM careers, problem-solving through creative thinking, designing future cities, or competing in Knowledge Bowl meets, students had unique opportunities to engage in hands-on learning activities with local professionals, teachers, and fellow students.

CreativeCon CreativeCon is an event for 5th-8th graders to expand and apply critical thinking, engage in creative and alternative problem solving, and take part in conversations on where and how creativity, arts, and STEM meet. Students attend an opening performance and three interactive breakout sessions led by professionals from the arts and sciences.

CreativeCon 0

Creativity Festival Creativity Festival is an event for 3rd-5th graders to explore and hone their creative potential. Students learn first-hand the importance of flexible thinking, risk-taking, and effective communication. Students attend an opening performance and three hands-on sessions led by visual and performing artists and STEM professionals.

Creativity Festival 0

Future City Competition (FCC) is a national project-based STEM program. The Minnesota FCC is open to 6th-8th graders throughout the state. Under the guidance of an educator and a volunteer engineer mentor, students who participate in Future City are challenged to think like engineers in order to design a futuristic city. This semester-long program runs from September to January. Competing teams are judged by panels of volunteers from the engineering community on four program deliverables: project plan, city essay, city model, team presentation and Q&A.

Future City Competition 0

Knowledge Bowl Knowledge Bowl for grades 6-8 (Middle Grades KB) and grades 9-12 (High School KB) is an academic team competition that promotes academic achievement and rewards excellence. The program requires students to use their powers of recall, critical thinking, and teamwork to answer questions on a wide variety of topics related to middle school and secondary curriculum

Knowledge Bowl 30

Minnesota Braille Challenge The Region 11 Low Incidence Project at BrightWorks and SparkPath worked together to coordinate the first MN Braille Challenge. Braille Challenge is the only academic competition of its kind for students in grades 1-12 who are blind or visually impaired.

Minnesota Braille Challenge 0

STEMLink At STEMLink fifth and sixth grade students learn the practical applications of science, technology, engineering, and math and how these skills can lead to a career that is stimulating and meaningful. Students attend a keynote address and participate in three sessions led by local STEM professionals and college faculty.

STEMLink 0

Twin Cities Regional Spelling Bee At the Twin Cities Regional Spelling Bee, the top 50 spellers in grades 4-8 from Metro area schools compete against each other. Students increase their vocabulary, improve their spelling, and develop useful language skills for life. The Twin Cities Regional Spelling Bee champion attends the Scripps National Spelling Bee in National Harbor, Maryland.

Regional Spelling Bee 0

Young Authors Conference At the Young Authors Conference students in grades 4-8 attend a keynote address and three interactive writing sessions led by established Minnesota authors, illustrators, playwrights, poets, journalists, storytellers and more. Students learn the power of the well-written word and the way it can inform, inspire and transform.

PUBLICATIONS

Annual Class Size Study BrightWorks collects school district data for an Annual Class Size Study which describes class size statistics in public schools in the Twin Cities metro area. The study provides administrators and other interested parties with class size data useful for planning and budgeting. The study is available to area school districts upon request.

Composite Calendar The Composite Calendar lists first/last days for students, teacher inservice days, and planned school closings for metro districts to assist administrators in event scheduling. The calendar is available to member districts upon request.

edNews edNews provides information about our workshops and services to all metro district staff. edNews also includes articles that cover timely topics, examples of successful practice, and techniques that assist educators. edNews is published electronically four times per year.

SERVICES

Pre-Service Teacher Education Brightworks serves as a multi-employer sponsor for teacher apprenticeship programs, and is implementing the first teacher apprenticeship program in the state. In 2024-2025 apprentices finished their first year of two, where they will complete their bachelor's degrees in teaching, leading to a dual licensure in Autism Spectrum Disorders and Emotional Behavioral Disorders. Through this work, Brightworks also provides technical assistance to districts and university partners who are developing apprenticeship programs. BrightWorks works directly with the Department of Labor & Industry and Apprenticeship Minnesota, the state agency that oversees all apprenticeships in the state. BrightWorks has partnered with local districts and unions participating in teacher apprenticeships to incorporate the Minnesota Teacher Joint Apprenticeship Training Committee, which functions as a 501(c)3. and can be thought of as the school board for teacher apprenticeship.

| | |
|-----------------------------------|---|
| Registered Teacher Apprenticeship | 0 |
|-----------------------------------|---|

Praxis ParaPro Assessment Exam & ParaEducator Courses & Assessment

BrightWorks serves as an administration site for both the Praxis ParaPro Assessment Exam and the ParaEducator Courses & Assessment. Taking these assessments provides individuals aspiring to work as paraprofessionals the ability to display the skills and knowledge they possess in the core exam areas of reading, writing, and math. This value-added service from BrightWorks ensures that schools and school districts are better able to effectively screen potential paraprofessional candidates to meet the mandates of ESSA.

| | |
|--------------------------------|---|
| Praxis ParaPro Assessment Exam | 0 |
|--------------------------------|---|

| | |
|-----------------------------------|---|
| ParaEducator Courses & Assessment | 8 |
|-----------------------------------|---|

Cooperative Purchasing Our Cooperative Purchasing Connection program offers members an opportunity to purchase products and services at discounted pricing. Vendor contracts are established through a formal bid process conducted by the Minnesota Service Cooperatives (MSC). Purchasing from our partnered vendors satisfies Minnesota competitive bidding requirements to save members time, money, and resources. Vendor partners provide a huge variety of products and services, from office supplies, furniture, classroom supplies, and playground equipment to roofing, flooring, heating/cooling components, and many other solutions.

Your district has taken advantage of discounted pricing through this program: No

Environmental Health & Safety Program This program provides members with information on OSHA and other mandated regulations, finances, and other concerns in the area of health and safety, as well as Chemical Hygiene, and Registered Unlicensed Electrical training. In 2025-2026 we are launching a new program to support leadership in school facilities, which will focus on Long Term Facilities Management.

Health & Safety

6

GRANT FUNDED PROGRAMS (STATE AND FEDERAL)

BrightWorks is the fiscal agent for a number of state and federally funded programs offering technical assistance, resources and other services to districts.

Special Education Programs Special Education programs that supported services for students with disabilities, including "low incidence" disabilities, in 2024-2025 are listed below. Paraprofessional training included workshops, sub-awards to districts and a conference in the spring. Workshops and conferences were offered in the following areas:

| | |
|---|-----|
| ASL Interpreter/Cued Trainings | 0 |
| Assistive Technology | 118 |
| Autism Spectrum Disorders | 1 |
| Blind/Visual Impairment | 0 |
| Centers of Excellence in Early Childhood | 4 |
| Charting the C's | 0 |
| Deaf/HH | 0 |
| DeafBlind | 0 |
| Developmental Adapted Physical Education | 0 |
| Developmental Cognitive Disability/Severe Multiple Impairment | 0 |
| Early Hearing Detection & Intervention | 0 |
| Literacy | 0 |
| Minnesota Mentor Program | 0 |
| OT/PT | 3 |
| Paraprofessional Professional Development | 1 |
| PI/OHD/TBI | 0 |
| Speech/Language | 5 |

Positive Behavioral Interventions & Supports (PBIS) School-wide PBIS provides an operational framework for ensuring all students have access to the most effective and accurately implemented instructional and behavioral practices and interventions.

Positive Behavioral Interventions & Supports

48

July 25, 2025

Dear Educational Partners,

Thank you for your continued support of BrightWorks and your participation in our programs. Your partnership drives us to develop innovative ways to enhance student learning, professional development, and school-based services.

Exciting Growth for 2025-2026

We've doubled our staff to better serve you! Most of our new professionals will support the Minnesota COMPASS (Collaborative Minnesota Partnerships to Advance Student Success) system. Through our partnership with the Minnesota Department of Education (MDE), our new COMPASS team will provide evidence-based support aligned with the Minnesota Multi-Tiered System of Supports (MnMTSS) framework for continuous improvement. We're eager to collaborate with your leaders on relevant, effective professional development opportunities.

New Teacher Apprenticeship Program

BrightWorks is proud to sponsor teacher apprenticeship programs statewide in partnership with multiple Minnesota districts, the Department of Labor and Industry, Minnesota State University-Mankato, University of Minnesota, Southwest State, PELSB, and the MDE. Together, we're supporting approximately 70 teacher apprentices this year, strengthening our educator pipeline.

Comprehensive Services (We Continue to Offer...)

- **Mental Health Support** – Licensed providers in schools for staff support, with planned expansion
- **Facilities Planning** –Monthly Professional Development, including LTFM, health and safety, and MDE presentations (Now included with your membership)
- **Networks** – Homeschool Liaison and Equity Leaders
- **Cooperative Purchasing** – Cost-saving opportunities
- **Special Education Support** – Early Childhood and Low Incidence (ASD, DeafBlindness, TBI, Physical Impairment)
- **ParaPro & ParaEducator** – Courses and testing
- **Student Enrichment Programs** – Young Authors Conference, Knowledge Bowl, Creativity Festival, CreativeCon, STEMLink, Future City Competition, Spelling Bee, and Minnesota Braille Challenge
- **Professional Development** – Regional in-person and virtual for teaching and administrative staff
- **Special Education Resource Libraries**

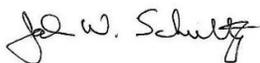
Membership Investment

To maintain quality services in today's challenging environment, we're implementing a modest fee increase: \$1,200 base plus \$2.00 per pupil (maximum \$16,000). Your membership reduces service costs by approximately 45% while ensuring availability when you need us most. Your 2025-2026 invoice and 2024-2025 participation data are enclosed. We welcome your input to ensure we're meeting your needs effectively.

We're dedicated to serving your district, schools, staff, and students. Together, let's create another outstanding year of cost-effective collaboration among metro area educators!

encs.

Sincerely,



Executive Director

John.schultz@brightworksmn.org

612-638-1525

Professional Development

The BrightWorks Collaborative Minnesota Partnerships to Advance Student Success (COMPASS) team provides professional learning and implementation support in the following areas:

- Culturally Responsive Instruction Leadership
- Literacy Instruction & READ Act Support
- Math Instruction
- Minnesota Multi-Tiered Systems of Support (MnMTSS)
- School Culture & Climate

State-wide COMPASS Pathways are also available to support professional learning and implementation in the areas of:

- American Indian Education Supports
- Attendance
- Data and Assessment
- Early Childhood
- Equitable Access for Multilingual Learners
- Equitable Access for Students with Disabilities
- Tier 1 Instruction

Additional professional learning opportunities include:

- Leadership Development
- Strengths-Finder Coaching
- Education Policy Fellowship

Student Programs

- CreativeCon
- Creativity Festival
- Future City Competition
- Knowledge Bowl
- Minnesota Braille Challenge
- Spelling Bee
- STEMLink
- Young Authors Conference

Administrative Services & Publications

- Annual Class Size Study
- Composite Calendar
- Cooperative Purchasing (satisfies Minnesota competing bidding requirements)
- Mental Health Services for School Staff
- ParaPro and ParaEducator Testing
- E-12 Professional Development
- Teacher Apprenticeship

Special Education

State-Initiated, Federally Funded Programs

- Early intervention strategies for children with disabilities
- Greater MN Launch PAD
- Minnesota School-Wide Positive Behavior Interventions & Supports
- Network developing, conferences, and cutting-edge staff training
- Professional development and technical assistance for staff in the low incidence areas of Special Education
- Special Education libraries (Judy Wolff Library, Zot Artz Library, DeafBlind Toy Lending Library)



Facilities Planning

- Professional development
- Building management assistance services

SparkPath

OUR VISION:

Expand curiosity, confidence, and creativity in students.

SparkPath is a 501(c)(3) non-profit organization created by BrightWorks, a Minnesota Service Cooperative, to provide student enrichment programs. BrightWorks member districts/schools save 30%-50% on SparkPath registration fees.

Detailed pricing, Minnesota K-12 Academic Standards alignment, and registration information is available at www.sparkpath.org

Engaging Field Trips

Spend a day learning from and with Minnesota professionals in our local visual and performance arts, writing, and STEM communities

CreativeCon - Grades 5-8 | January 15, 2026

Creativity Festival - Grades 3-5 | January 13-14, 2026

STEMLink - Grades 5-6 | Spring 2026

Young Authors Conference - Grades 4-8 | March 20, May 26-28, 2026



Exciting Academic Competitions

Challenging experiences that emphasize academic excellence, leadership, healthy competition, good sportsmanship, and effective communication

Future City Competition - Grades 6-8 | January 24, 2026

Middle Grades Knowledge Bowl - Grades 6-8 | Nov. 2025 - Feb. 2026

Minnesota Braille Challenge - Grades 1-12 | February 14, 2026

Senior High Knowledge Bowl - Grades 9-12 | Dec. 2025 - Feb. 2026

Twin Cities Regional Spelling Bee - Grades 4-8 | March 2026

2025 Program Impact

99% of Future City Competition participants strengthened their project management skills while working on their cities

95% of students at CreativeCon learned that creativity is a skill that can be practiced and strengthened

94% of students said the Young Authors Conference encouraged and challenged them to be better writers

- "I have much more creativity than I thought I did!" -7th grader at CreativeCon
- "Just have fun with it. This is a super fun activity, and I recommend going all in, not just halfway." -11th grade Knowledge Bowl player
- "One of my 5th graders asked if she could just eat her lunch on the bus ride home because she'd rather finish the story she started than eat." -Teacher at the Young Authors Conference



2 Pine Tree Drive, Suite 101
Arden Hills, MN 55112
www.sparkpath.org
612-638-1500

BrightWorks
A Minnesota Service
Cooperative



2024-2025

ANNUAL REPORT

FROM THE DIRECTOR

The SparkPath team is proud to have served over 10,000 students in grades 3-12 in the Twin Cities metro area and throughout Minnesota during the 2024-2025 academic year. We are especially proud of our partnership with the Region 11 Low Incidence Project at BrightWorks to coordinate the first Minnesota Braille Challenge.

Our impact is reflected in comments from teachers and students who attended our programs:

- "This day is so well-organized and the presenters are knowledgeable and fun!"
- "Keep doing this... It was a magical day."
- "I HAVE to come back."
- "I learned we should express and be proud of our ideas and creativity."
- "The confidence students get when presenting, the knowledge they get throughout the competition, and the opportunity to learn about STEAM are super valuable."
- "I felt comfortable to express myself."
- "It was empowering, creative, and very fun."

Looking ahead, we plan to expand STEMLink by adding more days of programming and we continue to seek new collaborations and program opportunities.

We are grateful for our volunteers, donors, and as always, our growing board of directors. Our board's commitment plays a vital role in advancing SparkPath's mission and shaping the futures of our students.

SparkPath

612-638-1500 | sparkpath@brightworksmn.org
2 Pine Tree Drive, Suite 101 | Arden Hills, MN 55112

SparkPath is a 501(c)(3) non-profit that presents its programs in collaboration with BrightWorks, a Minnesota Service Cooperative.



STAFF

Madi Ericksen, Lead Coordinator
Colleen Feller, Director
Betsy Narr, Program Coordinator
Sydney Navoichick, Program Associate
Katie Wenzel, Lead Coordinator

BOARD

Andrew Blake | VAST Data
Nancy Diekmann, Chair | Xcel Energy
Holly Fistler | Thrivent
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Ashley Perala | Xcel Energy
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Denise Ratzlaff | Wells Fargo
Maija Sedzielarz | Science Museum of MN Retiree
Jonathan Wiese | 3.2.1, Inc.





2024-2025

CROSS-PROGRAM SUMMARY

11,193

Participants

1,142

Volunteer hours

720

Volunteers

\$90,089

Raised

\$15,177

Scholarships Awarded



PROGRAMS

National Programs

Braille Challenge

Future City Competition

Spelling Bee

HIGHLIGHTS

National competitions were hosted on both coasts: Washington, D.C. (Future City Competition and Spelling Bee) and Los Angeles (Braille Challenge)

STUDENTS

6,383

Young Authors Conference

This year's theme was *Adventure in Every Draft*

2,322

CreativeCon & Creativity Festival

Our Creatives celebrated their 30th anniversary in 2025

1,167

Knowledge Bowl

98 Senior High teams & 100 Middle Grades teams

970

STEMLink

STEMLink looks to expand locations in 2025-2026

351

→ "I loved seeing the excitement of the braille readers!"
- Braille Challenge Teacher

→ "This is my favorite thing and I appreciate all the work you put in to make it happen!"
- Middle Grades Knowledge Bowl Coach

→ "Love, love, love youth leadership and the diversity of sessions!"
- Creativity Festival Teacher



2024-2025

FIELD TRIP EVALUATION REPORT

111 3rd Graders
 642 4th Graders
 891 5th Graders
 738 6th Graders
 433 7th Graders
 322 8th Graders

**not every student indicated a grade, but 3,000+ student evaluations were collected at SparkPath field trips*



94%

of students let us know they're now curious about STEM careers after attending STEMLink

96%

of students learned that creativity and problem solving are important skills at the Creativity Festival and CreativeCon

97%

of students garnered new strategies to become stronger writers at the Young Authors Conference

77%

attended a SparkPath field trip for the first time



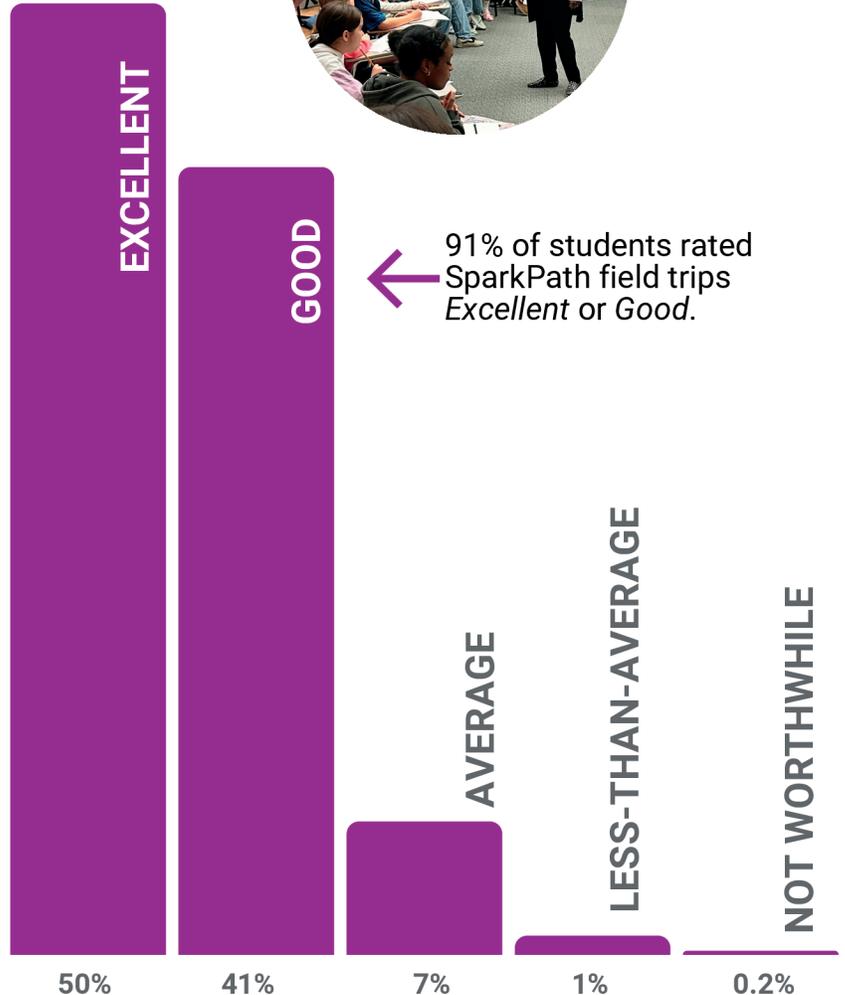
"It was so fun seeing the students take ownership of their day!"
- Young Authors Conference Teacher



"I loved everything I saw— I visited every session!"
- Creativity Festival Teacher



"I really liked how all the sessions were very hands-on and engaging."
- STEMLink Teacher





2024-2025

ACADEMIC COMPETITION EVALUATION REPORT

KNOWLEDGE BOWL (GRADES 6-12)

90%

of players strengthened their teamwork skills by participating in Knowledge Bowl

85%

are planning to participate in Knowledge Bowl again

39%

were first-time Knowledge Bowl participants

FUTURE CITY COMPETITION (GRADES 6-8)

99%

of competitors learned how engineering can be used to solve real problems

99%

strengthened their project management skills while working on their cities

84%

are interested in exploring engineering and/or other STEM careers

SPELLING BEE (GRADES 4-8)

86%

of spellers participated in the Bee for the first time

76%

of educators said their Bee students increased their vocabulary

73%

of spellers felt that the Bee deepened their understanding of words and language

BRAILLE CHALLENGE (GRADES 1-12)

13

students registered, with 4 qualifying for nationals

100%

of all adults and kids rated the program *excellent* or *good*

19

organizations came together to make the program happen





2024-2025 VOLUNTEER & COMMUNITY PARTNERS REPORT

SparkPath achieves program goals and carries out its mission thanks to our invaluable volunteers and community partners. Each of our programs require different support— from being team leads at STEMLink to being engineering mentors for the Future City Competition to helping with special scoring at Middle Grades Knowledge Bowl to stuffing thousands of folders for Young Authors Conference. On behalf of the staff and board, we offer a sincere thank you to our partners.

SPARKPATH VOLUNTEERS REPRESENT:

38 Companies and Organizations, including:

3M
Andersen Corporation
Boston Science Corporation
Burns & McDonnell
Cassia
Collins Aerospace
Douglas Animal Hospital
Dunham
Eaton
Ecolab
Emerson
Engineering Education Foundation of America
HDR
HGA, Inc.
Jamf
Kimley-Horn & Associates
M.A. Mortenson
Medtronic
Polaris Inc
Rani Engineering
SRF Consulting
Target
TKDA
Wells Fargo
WSB

17 Public Agencies, Municipalities, Utilities, and Post-Secondary Schools, including:

CenterPoint Energy
City of Eagan
City of Robbinsdale
City of Roseville
Hennepin County
Hennepin Technical College
Metropolitan Airports Commission
Metropolitan Council
Minnesota Department of Education
Minnesota Department of Transportation
Minnesota Pollution Control Agency
Minnesota Service Co-ops
Minnesota State Centers of Excellence
State Services for the Blind
Xcel Energy

12 Professional Societies, including:

American Public Works Association - Minnesota Chapter
American Society of Civil Engineers - Minnesota Section
American Water Works Association - Minnesota Section
Association for Facilities Engineering (AFE 13 Twin Cities)
Engineering Education Foundation of America
Minnesota Association of County Surveyors
Minnesota Society of Professional Engineers and Foundation
Society of American Military Engineers



"I was really impressed with what the students were able to accomplish in their sessions!"

- STEMLink Volunteer



"I loved seeing kids minds light up when asked about something they are passionate about."

- Future City Competition Mentor



2 PINE TREE DR, STE 101
 ARDEN HILLS, MN 55112-384
 612-638-1500

INVOICE: INV0002697
Date: Jul 01, 2025

Page 1
of 1

Service: INVOICE
Customer PO:
Customer Ph:
Terms: NET 30 DAYS

Due Date: Jul 31, 2025

Customer Number: 0200-0

Service Address:

HASTINGS PUBLIC SCHOOLS ISD 200
 ATTN: ACCOUNTS PAYABLE
 1000 11TH ST W
 HASTINGS, MN 55033-2597

HASTINGS PUBLIC SCHOOLS ISD 200
 ATTN: ACCOUNTS PAYABLE
 1000 11TH ST W
 HASTINGS, MN 55033-2597

| Description | Qty | Unit Price | Total Price | Tax |
|-------------|-----|------------|-------------|-----|
|-------------|-----|------------|-------------|-----|

GENERAL SERVICE FEE OF THE
 BRIGHTWORKS BASED OFF A FLAT RATE
 \$1,200.00 MBRSHIP + \$2.00/ PERSON
 ENROLLMENT COUNT W/ MAX \$16,000

| | | | | |
|-----------------------------------|----------|----------|----------|---|
| FY2026 MDE STUDENT COUNT @ 4,033 | | | | |
| MEMBERSHIP FLAT RATE FEE FY25-26 | 1.00 | 1,200.00 | 1,200.00 | N |
| MEMBERSHIP PER STUDENT FEE FY2026 | 4,033.00 | 2.00 | 8,066.00 | N |

CONTACT: ANGELA SKRADE
 ANGELA.SKRADE@BRIGHTWORKSMN.ORG
 (612) 638 -1528

REMIT TO:
 BrightWorks
 2 PINE TREE DRIVE, STE 101
 ARDEN HILLS, MN 55112-3840

| | | |
|-----------------------|----|----------|
| Total Charges: | \$ | 9,266.00 |
| Total Tax: | \$ | 0.00 |
| | | ----- |
| Total Invoice: | \$ | 9,266.00 |
| Payments: | \$ | 0.00 |
| Adjustments: | \$ | 0.00 |
| Total Due: | \$ | 9,266.00 |

Member _____, introduced the following resolution and moved for its adoption:

**A RESOLUTION APPOINTING ELECTION JUDGES FOR THE
NOVEMBER 4, 2025 SCHOOL DISTRICT SPECIAL ELECTION.**

BE IT RESOLVED by the School Board of Independent School District No. 200, State of Minnesota, as follows:

1. The individuals specified on EXHIBIT A attached hereto, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the school district's general election on November 4, 2025 to act as such at the combined polling places listed on said exhibit.
2. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvas in the manner provided for the other school district elections.

EXHIBIT A

COMBINED POLLING PLACE

Hope Lutheran Church
Our Saviour's Lutheran Church
United Methodist Church
St. Phillips Lutheran Church
St. John's Lutheran Church

HEAD ELECTION JUDGES

Caitlin Klein and TBD
Debbie Croker and Gloria Berg
Tom Corbin and Caroline Spurgeon
Theresa Auge` and Jennie Thomas
Mary Wright and TBD

ELECTION JUDGES

| | | | |
|---------------------|-------------------------------|-------------------------|------------------------------|
| Caitlin Klein | Hope Lutheran Church | Tom Corbin | United Methodist Church |
| TBD | Hope Lutheran Church | Caroline Spurgeon | United Methodist Church |
| Tara Maher-Angerman | Hope Lutheran Church | Elizabeth Wright | United Methodist Church |
| Crystal Anderson | Hope Lutheran Church | Clarice Poncin | United Methodist Church |
| Richard Most | Hope Lutheran Church | Constance Housker | United Methodist Church |
| Pamela Osendorf | Hope Lutheran Church | Nicole DePalma | United Methodist Church |
| Mary Nehring | Hope Lutheran Church | Cherise Skeba | United Methodist Church |
| Brenda Bader | Hope Lutheran Church | Catherine Ziemer-Patton | United Methodist Church |
| Theodora Tri | Hope Lutheran Church | Kelly Carter | United Methodist Church |
| David Morse | Hope Lutheran Church | Wesley Lund | United Methodist Church |
| Bonnie McNary | Hope Lutheran Church | | |
| Debbie Croker | Our Saviour's Lutheran Church | Theresa Auge | St. Phillips Lutheran Church |
| Gloria Berg | Our Saviour's Lutheran Church | Jennie Thomas | St. Phillips Lutheran Church |
| Peggy Schoeppner | Our Saviour's Lutheran Church | Lu Amundson | St. Phillips Lutheran Church |
| Mary Marshall | Our Saviour's Lutheran Church | Betty Hockinson | St. Phillips Lutheran Church |
| Donna | | | |
| Kusske-Thorkelson | Our Saviour's Lutheran Church | Dale Franzen | St. Phillips Lutheran Church |
| Joyce Mwangi | Our Saviour's Lutheran Church | Rita Haugen-Humbert | St. Phillips Lutheran Church |
| Jacklyn Baird | Our Saviour's Lutheran Church | Lisa M Hedin | St. Phillips Lutheran Church |
| Peggy Grundman | Our Saviour's Lutheran Church | Karin Grossman | St. Phillips Lutheran Church |
| Anne Anderson | Our Saviour's Lutheran Church | Allen Todnem | St. Phillips Lutheran Church |

| | |
|---------------------|----------------------------|
| Mary Wright | St. John's Lutheran Church |
| TBD | St. John's Lutheran Church |
| Dennis Rickert | St. John's Lutheran Church |
| Pamela Kochendorfer | St. John's Lutheran Church |
| Amy Clark | St. John's Lutheran Church |
| Jenny McGoon | St. John's Lutheran Church |
| Anita Moline | St. John's Lutheran Church |
| Jessica Dressely | St. John's Lutheran Church |
| Steven Anderson | St. John's Lutheran Church |
| James Bishop | St. John's Lutheran Church |
| Susan Gesch | St. John's Lutheran Church |
| Ralph Kromarek | St. John's Lutheran Church |

The motion of the foregoing resolution was duly seconded by _____.

On a roll call vote, the following voted in favor:

The following voted against the same:

WHEREUPON said resolution was declared duly passed and adopted.

Dated: 09/24/2025

BY ORDER OF THE SCHOOL BOARD

/s/ _____
School District Board Chair
Independent School District No. 200
(Hastings Public Schools)
State of Minnesota