

Hastings Area Public Schools - ISD 200

School Board Meeting Agenda

Wednesday, October 22, 2025
Regular Meeting
Middle School Media Center

- I. **Call Meeting to Order**
 - a. Attendance
- II. **Pledge of Allegiance**
- III. **Motion to Approve the Agenda/Table File**
- IV. **Recognition of Visitors**
- V. **Raider Spotlight**
 - September Rotary Student of the Month - Sebastian Strauss
 - Emily Chandler, Hastings Marching Band
 - National Custodian Day, October 2
- VI. **Public Comment Session**
- VII. **Reports and Discussions**
 - a. Superintendent Report
 - b. Pathways Update
 - c. Student School Board Representative Updates
 - d. Building Construction Fund Project Update
 - e. Legal: Data Request Update
 - f. School Board Representatives/Committees
 - i. ISD 917 School Board Representative Update
 - ii. AMSD Update
 - iii. Community Collaboration Committee Update
 - iv. Facilities, Finance and Joint Powers Committee Update
 - No meetings held since last update
 - v. NAPAC Committee Update
 - No meetings held since last update.
 - vi. Student School Board Committee Update
 - No meetings held since last update
 - vii. Policy Committee Update
 - g. Policies
 - i. First Readings
 - 612 Development of Parent and Family Engagement Procedure for Title 1 Programs
 - 710 Extracurricular Transportation
 - 715 Crowdfunding - Employee Fundraising for School Purpose
 - ii. Second Readings
 - 205 Open Meetings and Closed Meetings
 - 515 Protection and Privacy of Pupil Records
 - 613 Graduation Requirements
 - 701 Establishment, Adoption, and Modification of School District Budget
 - 702 Accounting
 - 703 Annual Audit
 - 706 Acceptance of Gifts
 - h. MSBA Resolution Discussion
- VIII. **Action Items**

- a. Consent Agenda
 - i. Change Order #3 - DW Door Hardware Replacements
Derau - \$6,823
 - ii. Bills Payable
 - iii. Personnel Report
 - iv. Approval of the Minutes from the:
 - 9/24/2025 Regular Board Meeting
 - v. Policies for Approval after Third Reading
 - 506 Student Discipline
 - 602 Organization of School Calendar and School Day
 - 722 Public Data Requests
 - 903 Visitors to School District Buildings and Sites
 - vi. Policies for Approval
 - 601 School District Curriculum and Instructional Goals
 - 602.1PR Inclement Weather & E-Learning Plans
 - 710.1FRM Co-Curricular and Extracurricular Participation and Alternative Transportation Permission Form
 - 715.1FRM Crowdfunding Project Request Form
 - vii. Recommendation to Approve New Position - Culinary Specialist
 - viii. Quarterly Fundraising Approvals
 - b. Items for Individual Action
 - i. Donations
 - ii. Ice Time Rental Agreement
 - iii. Dakota County Public Health - Joint Powers Agreement
 - iv. Resolution Appointing Substitute Election Judges
- IX. **Future Meetings**
- X. **Adjournment**



**Hastings
Public Schools**

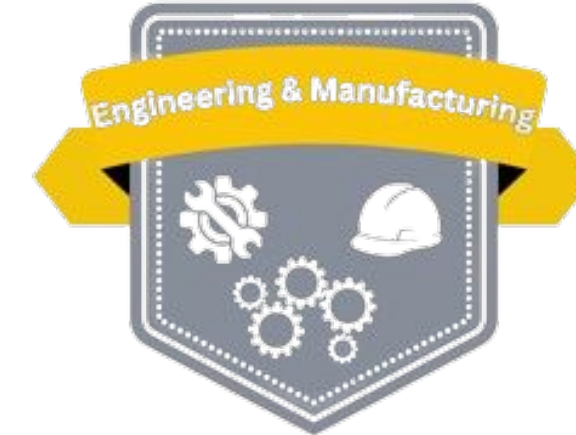
HHS Pathways Update

10/22/25

Prepared by: Scott Doran

Students are the heart  *of all we do*

Pathways Update



Recent Progress

- The Career Pathway Team met on Thursday, October 9th
- Focus: Analyzing department feedback about pathway structure and design
- New Developments: Identified industry partners, community connections, and employability skills
- Course Description Work: Team members tasked with developing/updating course information and descriptions

Pathways Update



Next Steps

- Next Meetings
 - Thursday, October 23
 - Thursday, November 6
- Completion of course descriptions
 - Streamlining to appeal to students and families
 - Ease of understanding
 - Registration guide design including development of supplemental pathway information

Pathways Update



Industry Partnerships

- Held meeting with **iDEAL Solar on 10/13**
 - Requested to work with their leadership on developing partnership
 - Attendees: Superintendent, Director of Teaching & Learning, High School Principal
 - Purpose: Explore partnership opportunities that align with Career Pathway initiatives
- Held meeting with the **Future Workforce Alliance on 10/13**
 - Industry presence at our November 7th College and Career Fair
 - Planning for our Raider Connect Days



Questions?





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

October 21, 2025 Student Representative Reports

Aidan Suarez Garcia

Hastings High School

Transitioning into the school year the High School kicked it off with homecoming. The Raiders faced Two Rivers in our homecoming game, with the raiders taking “home” the win with a score of 29-19. The game was not the only event with the crowning of our king and queen, Matthew Jelks and Maddie Elliot. Over the MEA break there was a trip to Boston and New York. On this trip students visited historical landmarks and tourist spots. In Boston they visited the Freedom Trail, Lexington and Concord, and the Luisa May Alcott house. In New York, they visited the Statue of Liberty, Broadway, Ellis Island, an observatory called the Edge which is at 11,000 ft from the ground, Wall Street, and the 9/11 memorial. But for upcoming events, there is a Student School Board Representative Event where other student representatives can collaborate with our peers and learn how to better use our student voice. Last year, this was a very eye opening event that helped me understand the issues that come without a second perspective from the students.









ALC

Hastings Alternative High School has seen a significant enrollment increase from about 32 to 50 students this year. To accommodate this growth, Ms. Butler joined as a full-time teacher, Mr. Waage's teaching time expanded to cover 3rd and 4th periods, and Mr. Pottinger was added part-time for 1st and 2nd periods. With these staffing changes, the school now offers three different courses each period.

The first quarter ends on October 31. Mr. Waage's Physics class will finish the term with a student-built rocket launch. The annual fall photo contest winners are Nataly Alvarez Marroquin, Brady Williams, and Lillie Schnaith; their photos will be displayed on canvas at HAHS.

Jen Behnke

Hastings Middle School

Hastings Middle has had a very eventful start to their year! Let's catch up on what they've been up to:

October's Theme: Safety

Fall Musical!

- The fall musical this year is Annie!
- Rehearsal is underway and we are excited for the show!

5/6th Grade Halloween Dance

- A Halloween dance party was held on October 9th!!
- Students were encouraged to wear costumes to add to the atmosphere.

Sports

- HMS fall sports (Volleyball, Soccer, XC, Girls Tennis) have all wrapped up this month with many successes!

November Upcoming:

Depression Awareness & Suicide Prevention Program for 6th Grade Students - Hastings Middle School will partner with UWRF Psychology students to hear about the SOS (Signs of Suicide) Program!

- The program will help students to:
 - Understand depression
 - Recognize warning signs
 - Learn how to seek help
- Students will view videos, discuss with staff, and undergo screenings

Coffee With the Counselors

- The Counseling team is hosting a coffee and chat event to discuss mental health with students

Shyla Henson

Kennedy Elementary

- Students eagerly participated in the annual PTA Fun Run
 - Students K-4 ran alongside the Cougar mascot
 - Encouraged teamwork and team support



- Students participated in the annual Bus Safety lesson
 - Learned expectations for bus riding and how to respond in an emergency situation





- Students learned about nature during an activity outside in STEM class
 - Students make connections between nature and science



Tilden

- Preschool is off to a very exciting start with fun activities
 - Balancing and stacking owls- teamwork skills



- Self-portraits - connecting art to a real-life figure, noticing details about themselves



- Learning about music through tempo and rhythm



- Hastings Fire Department, along with a fire truck, visited the preschoolers



Avery Durfee

McAuliffe Elementary

McAuliffe Elementary has had a super fun jam packed October for both students and teachers.

- October 1st and 2nd: To kick off the spooky season, members of the Hastings *Climb Theatre* visited students in K-4th grade to teach them the importance of empathy, whilst also making the lesson fun and engaging!
- October 6th and 7th: The following week, the Firefighters of the Hastings Fire Department came to give a very important and very necessary briefing on fire safety to all of the students at McAuliffe. Big thank you to the Hastings Fire Department!
- October 8th: Although the weather was that of a true MN fall day, the Kindergarteners braved the chill and took a very exciting, well-worth-it field trip up to Carpenter Nature Center.
- October 13th, 14th, and 15th: Even though the students did not have class on the 15th due to morning conferences, the Scholastic book fair ran all 3 days during evening conferences.

Coming up in October:

- October 31st: The 3rd graders get to have fun during their afternoon Halloween Celebration. Lucky Ducks!

Pinecrest Elementary

- September 26th - October 6th: The Pinecrest PTA kicked off the month with their successful yearly Read-a-Thon in an effort to raise money for upcoming student field trips. They raised over \$9,000!



- October 1st: Pinecrest also had its K-4th grade fire safety lessons with the Hastings Fire Department.

- October 3rd: Later that week, local author Zora Zee kindly visited Pinecrest to read her newly published children's book, *Lino the Lizard*, to all grades!



- October 8th & 9th: The 2nd graders got to take a walk down to and tour the Hastings Fire Department, they also got to see a video on fire safety, see a fire boat, see what the firefighters wear, and walk through the cab of a firetruck! Another big thank you to the HFD.



- October 13th-15th: Pinecrest held their Scholastic Bookfair during teacher conferences, which is always a student favorite.
- October 20th: The kindergarteners took a very fun field trip to Afton Apple Orchard just this past Monday!
- October 22: Today was Picture Makeup Day for all students.

Building Construction Fund Projects as of 9/30/2025

	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		-	-	-	-	2,644,814	Interest Earnings
Subtotal	47,847,918	42,316,814	42,312,815	3,239,633	4,539,525	400,760	
<i>Remaining funds from complete projects are available for excess costs on other identified projects or reallocation for new projects.</i>							
	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	
<i>Remaining funds from in process projects are <u>not</u> available for excess costs on other identified projects or reallocation for new projects.</i>							
	A	B	C	D	E	A-B-D-E	
	-	-	-	-	-	-	In Design
Subtotal	-	-	-	-	-	-	
<i>Remaining funds from in design projects are <u>not</u> available for excess costs on other identified projects or reallocation for new projects.</i>							
Other District Projects	A	B	C	D	E	A-B-E	
Flexible Learning Furniture	600,000	-	-	-	582,905	17,095	Not Completed
Subtotal	600,000	-	-	-	582,905	17,095	
<i>Remaining funds from not completed projects are <u>not</u> available for excess costs on other identified projects or reallocation for new projects.</i>							
Total	49,367,304	42,980,994	42,860,632	3,313,424	5,279,221	558,842	

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

OCTOBER 7, 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 and October 1 Enrollment Report
- Updates from Member Districts
- Introduction of ITRAC teachers

COLLABORATION

- Review Assurance of Compliance

INNOVATION

- Request for staff and students to attend **MAPP/STARS** Leadership Conference and DCALS update from Frank Herman

EQUITY

- Review Lead Teachers for 2025-2026

INTEGRITY

- Policies - Consent
 - 516.5 - Overdose Medication
 - 534 - Student Meal Charges
- Review Employee Separation Agreement

STEWARDSHIP

- Review Bills, Wire Transfers, and Investments
- Review AR Aged Report & Health Insurance Increase for 2026



ISD 917 BOARD NOTES

OCTOBER 7, 2025 BOARD MEETING

REGULAR BOARD MEETING

COMMUNICATIONS

- **Approved Consent Items**
 - 9/2/25 Minutes
 - **POLICIES - Approved**
 - 516.5 - Overdose Medication
 - 534 - Student Meal Charges
 - **PERSONNEL**
 - **NEW HIRES:**
 - Shawn Alexander, Education Support Professional, effective September 2, 2025.
 - Bailey Bahnsen, Intervener Support Professional, effective September 10, 2025.
 - Irene Bueno, Teacher, effective September 22, 2025.
 - Kecia Crosby, Education Support Professional, effective September 11, 2025
 - Jean De Los Santos, Teacher, effective September 22, 2025.
 - Tatiyanna Gatewood, Education Support Professional, effective September 11, 2025
 - Erik Herman, Teacher, August 29, 2025.
 - Katleene Lico, Teacher, effective September 22, 2025.
 - Estela Malabanan, Teacher, effective September 22, 2025.
 - Aysia Meyers, Sign Language Interpreter, effective August 28, 2025.
 - AnnMarie Otto, Education Support Professional, effective September 2, 2025.
 - Kimberly Pederson, Education Support Professional, effective September 2, 2025.
 - Chasity Rodriguez, Education Support Professional, effective August 27, 2025.
 - Emily Ryan, Sign Language Interpreter, effective August 28, 2025.
 - Ally Stallings, Education Support Professional, effective September 9, 2025.
 - Jama Sundus, Education Support Professional, effective August 27, 2025.
 - **RE-HIRES:**
 - Martin Cameron, Education Support Professional, effective September 22, 2025.
 - Faiza Hassan, Education Support Professional, effective September 29, 2025.
 - **CHANGE IN STATUS:**
 - Julie Illa, Senior Administrative Assistant to Special Education Finance Specialist, effective September 8, 2025.
 - Rebecca Hennessey, Education Support Professional to Teacher, effective September 9, 2025.
 - **LEAVES OF ABSENCE:**
 - **RESIGNATION & TERMINATIONS:**
 - Asha Abdurahman, Education Support Professional, August 26, 2025.
 - Jurana Aziz, Education Support Professional, September 30, 2025.
 - Amarie English, Education Support Professional, August 26, 2025.
 - Jennifer Hanson, Education Support Professional, August 15, 2025.
 - Nasjah Johnson, Education Support Professional, September 16, 2025.
 - Azure Lambert, Education Support Professional, September 19, 2025.
 - Jessica Uehling, Education Support Professional, August 26, 2025.
 - **RETIREMENT:**



ISD 917 BOARD NOTES

OCTOBER 7, 2025 BOARD MEETING

REGULAR BOARD MEETING, CONTINUED

STEWARDSHIP

- Approved Payment Register, wire transfers, and investment reports
- Approved the Aged Accounts Receivable Report
- Approved Healthcare Benefits for 2026

COLLABORATION

- Approved Assurance of Compliance

INTEGRITY

- Approved Employee Separation Agreement

PERSONALIZATION

- Donations Accepted for Alliance SUN/IDEA high school classes as well as at LEC and Cedar Schools

INNOVATION

- Approved the MAAP/STARS DCALS Leadership Retreat



Association of Metropolitan School Districts

September 26, 2025

To: AMSD Board of Directors

From: Scott Croonquist, Executive Director

RE: Board of Directors Meeting
7 – 9 a.m., October 3, 2025
Quora Education Center
70 County Road B2 W
Little Canada, MN
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 September 5 Meeting | DeMay |
| III. | Executive Committee Report | DeMay |
| | ○ Approval of Membership for Forest Lake Area Schools | |
| | ○ Report on AMSD FY25 Financial Review | |
| IV. | Legislative Committee Report | DeMay |
| | ○ Approval of Updated Position Papers | |
| V. | Executive Director's Report | Croonquist |
| VI. | Guest Speaker | DeMay |
| | ○ Susan Brower, Ph.D., MN State Demographer | |
| | <i>Demographic Update for Metropolitan and Regional Center School Districts</i> | |
| VII. | Upcoming Meetings | DeMay |

Executive/Legislative Committee Meeting
7:30 – 9 a.m., Friday, Oct. 31, 2025
2 Pine Tree Dr., Room 301
Arden Hills

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

October 2025

Volume 23

Number 1

Experiential Learning Personalizes Education for Minnetonka Students

October 31, 2025 Executive/Legislative Committee Meeting

7:30 a.m. - 9 a.m.

Anderson Center
Bethel University
Arden Hills

November 7, 2025 Board of Directors Meeting

7 a.m. - 9 a.m.

Quora Education Center
NE Metro 916
Little Canada

November 11, 2025 Annual Conference

7:30 a.m. - 1:30 p.m.
Minneapolis Marriott
Northwest

Register here:

[2025 Conference](#)

November 21, 2025 Executive/Legislative Committee Meeting

7:30 a.m. - 9 a.m.

Anderson Center
Bethel University
Arden Hills



Preschoolers participate in daily discovery walks as part of the Nature Adventure class. The walks provide rich opportunities for students to experience the curricular topics they are exploring, from colors and shapes to life cycles.



"Discovery!" The call echoed through the wood, repeated and answered by a chorus of tiny voices: "Discovery!" "Discovery!"

A preschooler gestured excitedly to an upturned log on the side of the walking trail. At first, the discovery was not easily visible, but as the teacher and rest of the class approached (and then crouched, as needed, to the perfect three-foot-high vantage point that four-year-olds hold effortlessly), it came into view—two June bugs. A hush came over the group as they watched. Then, a river of questions began to flow. "Are they burying themselves?" "Are they making a home in the log?" "Why are they called June bugs?"

Each of the questions, and the well of curiosity they represent, provides a bridge for teacher Kendra Johnson to connect what students are experiencing to curriculum topics and skills. Because of that, announcing when there is a "discovery!"—like the June bugs—is an integral part of "Nature Adventure," the class for four-year-olds that Johnson teaches at [Minnetonka Preschool](#).

"When I find something, I announce that I have a discovery, and students come over to see what it is. I also encourage the students to share when they have one," said Johnson. "Some of the best things we've found have been from preschoolers—a family of mice living in a log, mushrooms, ants and eggs, a baby bunny, and so much more!"

Now in its fourth year, the preschool class takes place three afternoons each week in the Minnetonka

Continued on page 2

Registration is now open for the annual AMSD/BrightWorks conference on Nov. 11. The theme of the conference is *Sharper Focus, Stronger Outcomes*. The keynote address will be delivered by internationally renowned education researcher Dr. Dylan Wiliam. The agenda also includes compelling breakout sessions from AMSD members and a timely presentation by Dr. Alyssa Parr and Dr. Mengchen Su from the University of Minnesota's Center for Applied Research and Educational Improvement who will examine mental health challenges among K-12 students. Further details, including registration information, can be found [here](#). I hope to see you there!

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

Experiential Learning: Where the Lesson Meets Real Life

Continued from page 1

Community Education Outdoor Learning Center (OLC). Weather permitting, students stay outside for the entire three-hour class period, moving between the OLC, the playground and the nature trails that wind through the Deephaven woods along the shore of Lake Minnetonka.

"The materials in these areas are different from what would be used in a traditional classroom, but children are still learning the same essential skills," Johnson explained. This encompasses authentic literacy and math skills to fine motor skills to how to interact with their peers and solve problems. "Instead of reading about life cycles in a book first, we might find ants and eggs and discover this naturally. We can then read books to expand this knowledge in a way in which students are leading their learning and inquiring about the things they find."

Experiential learning is not limited to one class, one age level or one subject area. Across the school district, Minnetonka Public Schools' students engage with their learning in hands-on ways, guided and supported by expert educators who are skilled in helping them to draw the connections between their experiences and the curricular goals they represent.

"When we say something is 'experiential learning,' we mean that it is where the lesson meets real life," said Minnetonka Schools Superintendent David Law. "Students connect what they learn in the classroom with real-world contexts, whether that is through a research project, a field trip, a visit with an industry professional, or working collaboratively with community leaders to address a challenge related to an academic subject area. It is a key component of how our District provides an engaging and personalized educational journey for each student."

This shows up in many forms and is offered both within specific programs—such as the [District's K-12 Language Immersion](#) program (offered in Spanish and Mandarin Chinese), Minnetonka High School's [VANTAGE Advanced Professional Studies](#) program, [MOMENTUM Design and Skilled Trades](#) program, and the [Minnetonka Research](#) program, among others—and as an integrated extension of core curriculum.

"Minnetonka's signature programs are experiences that enrich our students' academic journeys," said Dr. Amy LaDue, Associate Superintendent for Minnetonka Schools. "Each one offers engaging pathways that empower students to pursue learning and skill development according to their individual interests, plans and passions. These courses connect students with opportunities and inspire future goals, creating possibilities."

Registration for the Nature Adventure preschool class has consistently filled up within minutes of opening. Across the District, the Language Immersion program is growing, and at the High School, the VANTAGE, MOMENTUM and Minnetonka Research programs continually expand their offerings to engage an ever-widening array of both student interests and industry needs, so that graduates will be prepared to make an impact in the dynamic world they will enter.

"When students can make that connection and truly understand how a concept like civics or physics fits into and impacts their lives—when they can see how knowledge is a key that opens a door, or propels an idea—that's when the magic happens," Superintendent Law said. "We see excitement build and engagement bloom."

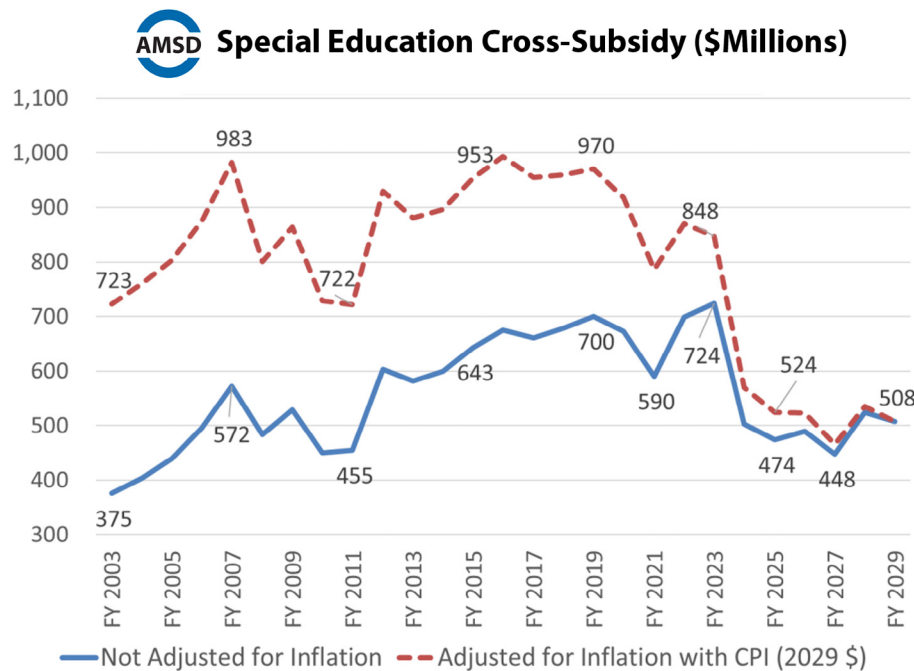
Learn more about Minnetonka Schools and its focus on experiential learning at www.minnetonkaschools.org

This month's member feature was submitted by Mary Cornelius, Communications Specialist, Minnetonka Public Schools.

Despite Progress, Special Education Cross-Subsidy Continues to Strain School District Budgets

The 2023 Legislature made significant progress toward addressing the overwhelming special education shortfalls faced by school districts. Specifically, the 2023 Education Bill increased special education cross-subsidy reduction aid from 6.43 percent to 44 percent for FY24, FY25, and FY26 and further increased cross-subsidy reduction aid to 50 percent beginning in FY27.

The recently released [FY24 Special Education Cross-Subsidies report](#) shows the impact of the investments included in the 2023 education bill. The Minnesota Department of Education is required to annually submit a cross-subsidy report to the legislative committees having jurisdiction over K-12 Education. The report shows the total statewide cross-subsidy, as well as the amount each district is subsidizing special education costs with general education revenue.



As the graph shows, following the passage of the 2023 education bill, the FY24 cross-subsidy declined from \$724.4 million to \$502.6 million. Specifically for AMSD districts, the FY24 cross-subsidy is a combined \$368.2 million — making up nearly 75 percent of the state's total. The total cross-subsidy is projected to further decrease to \$474.1 million in FY25 before climbing to nearly \$490 million in FY26, but then drop to \$448.1 million in FY27 when cross-subsidy reduction aid increases to 50 percent.

Source: Minnesota Department of Education, July 2025

However, legislation approved in the 2025 legislative session will likely result in the cross-subsidy rising significantly again. The 2025 education bill created a Blue-Ribbon Commission on Special Education charged with identifying \$250 million in cost savings in the 2028-29 biennium. If the commission fails to identify \$250 million in savings, the cross-subsidy reimbursement percentage will be reduced proportionately to reach the \$250 million target. In addition, special education transportation aid was cut in the 2025 education bill. The bill lowered the reimbursement of special education pupil transportation expenditures from 100 percent of eligible costs to 95 percent of eligible costs for FY26 and to 90 percent of eligible costs for FY27 and later.

Insufficient special education funding has a tremendous financial impact on AMSD member school districts, ranging from \$628 per pupil in outer-ring metro suburbs to more than \$1,240 per pupil in Minneapolis and Saint Paul.

Further complicating the challenge for school districts is the issue of “tuition billing,” whereby a serving school district or charter school is allowed to bill back significant portions of special education costs to a student’s resident school district. For charter schools, the average per pupil cross-subsidy for charter schools is just \$255. In FY24-25, AMSD districts spent more than \$76.4 million of their general education

Continued on page 4

Blue-Ribbon Commission Charged with Identifying \$250 Million in Savings

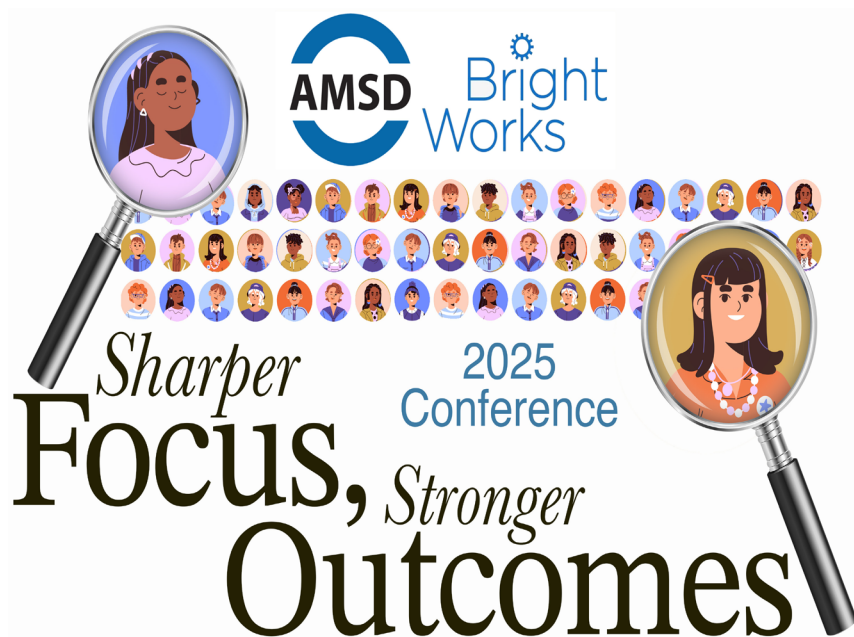
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revenue on special education costs for resident students attending charter schools.

AMSD members are hopeful the Blue-Ribbon Commission on Special Education will examine this and other important issues. The Commission will hold its first meeting on Oct. 8. Several appointees to the commission represent AMSD districts, including Anoka-Hennepin Supt. Cory McIntyre; John Carlson, Chief Administrator, Rochester Public Schools; Saint Paul Public Schools Supt. Stacie Stanley; and Intermediate District 287 Supt. Marcy Doud.

- [LINK: View the FY24 Special Education Cross-Subsidy Report](#)
- [LINK: View the AMSD FY24 Special Education Cross Subsidies](#)

Annual AMSD/BrightWorks Conference



Registration is open for: “Sharper Focus, Stronger Outcomes,” a conference co-sponsored by AMSD and BrightWorks on Tuesday, Nov. 11. The keynote speaker will be **Dr. Dylan Wiliam**, an international education expert. Dr. Wiliam stresses that we need to prepare young people for a world we cannot imagine and that students will need higher levels of achievement. To attain that goal, we need to ensure that investments focus on the things with the greatest benefit for students. Right now, the available evidence suggests that this is helping teachers develop their practice of classroom formative assessment, which is not only the most cost-effective way to improve student achievement, but is also a key element in promoting equity in education.

In addition, **Dr. Alyssa Parr** and **Dr. Mengchen Su** from the University of Minnesota’s Center for Applied Research and Educational Improvement will examine mental health challenges among K-12 students. Their presentation will cover (a) the current state of student mental health, (b) strategies for building comprehensive school mental health systems, and (c) next steps in a [statewide study](#) informing improvements in the availability, accessibility, and effectiveness of mental health care provided through schools.

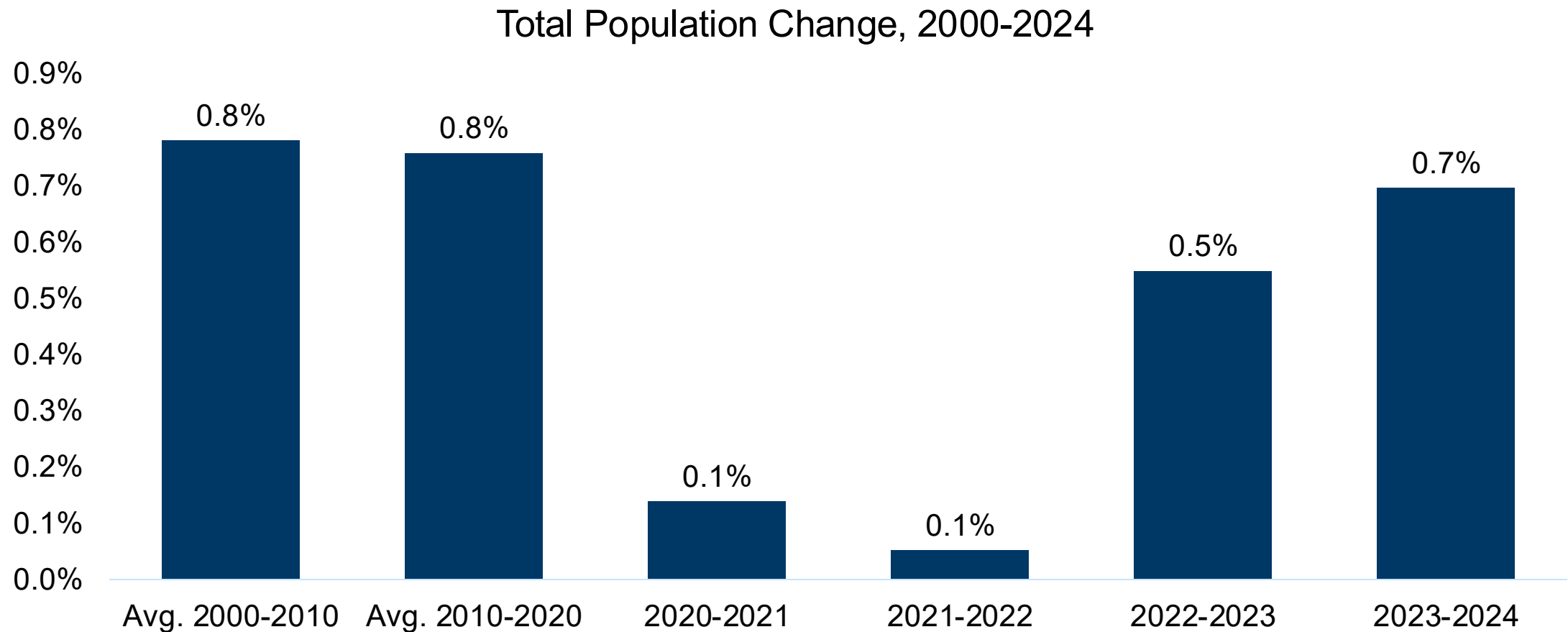
- [LINK: Registration is now open](#)
- [LINK: View the Conference Webpage](#)



Demographic Update for Metropolitan School Districts

Susan Brower | Minnesota State Demographer
October 3, 2025

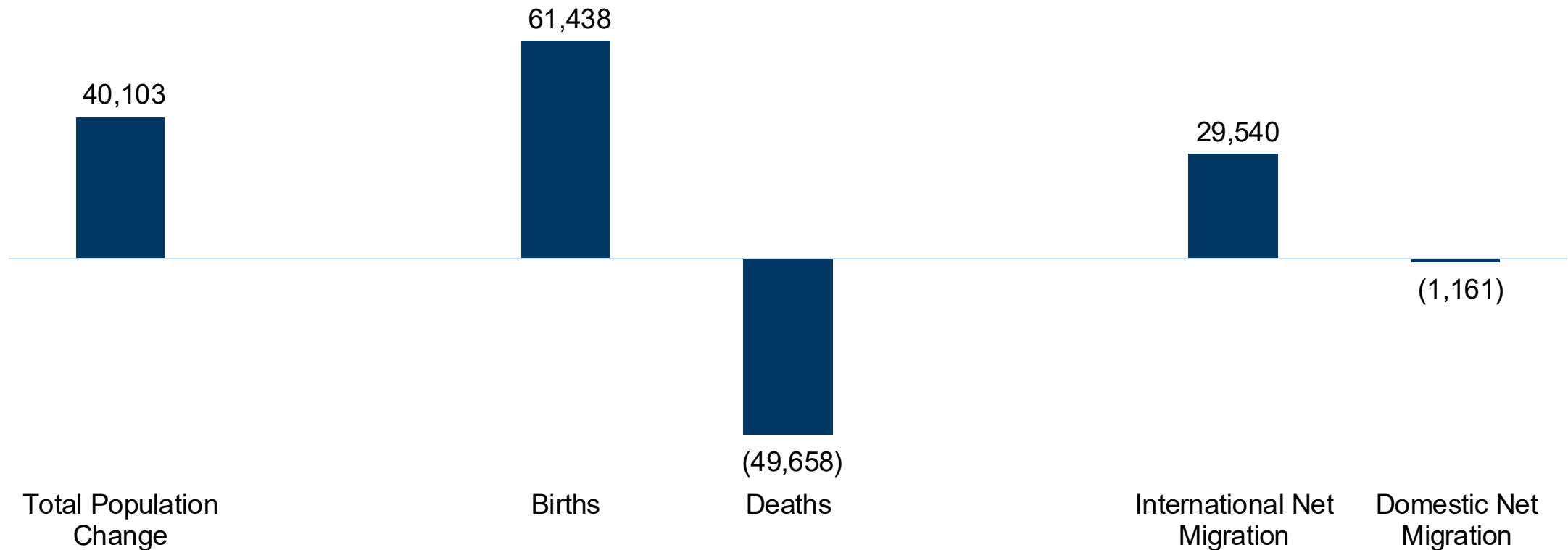
Population trends stabilize following COVID-19 disruptions.



Source: U.S. Census Bureau, Decennial Censuses and Population Estimates Program

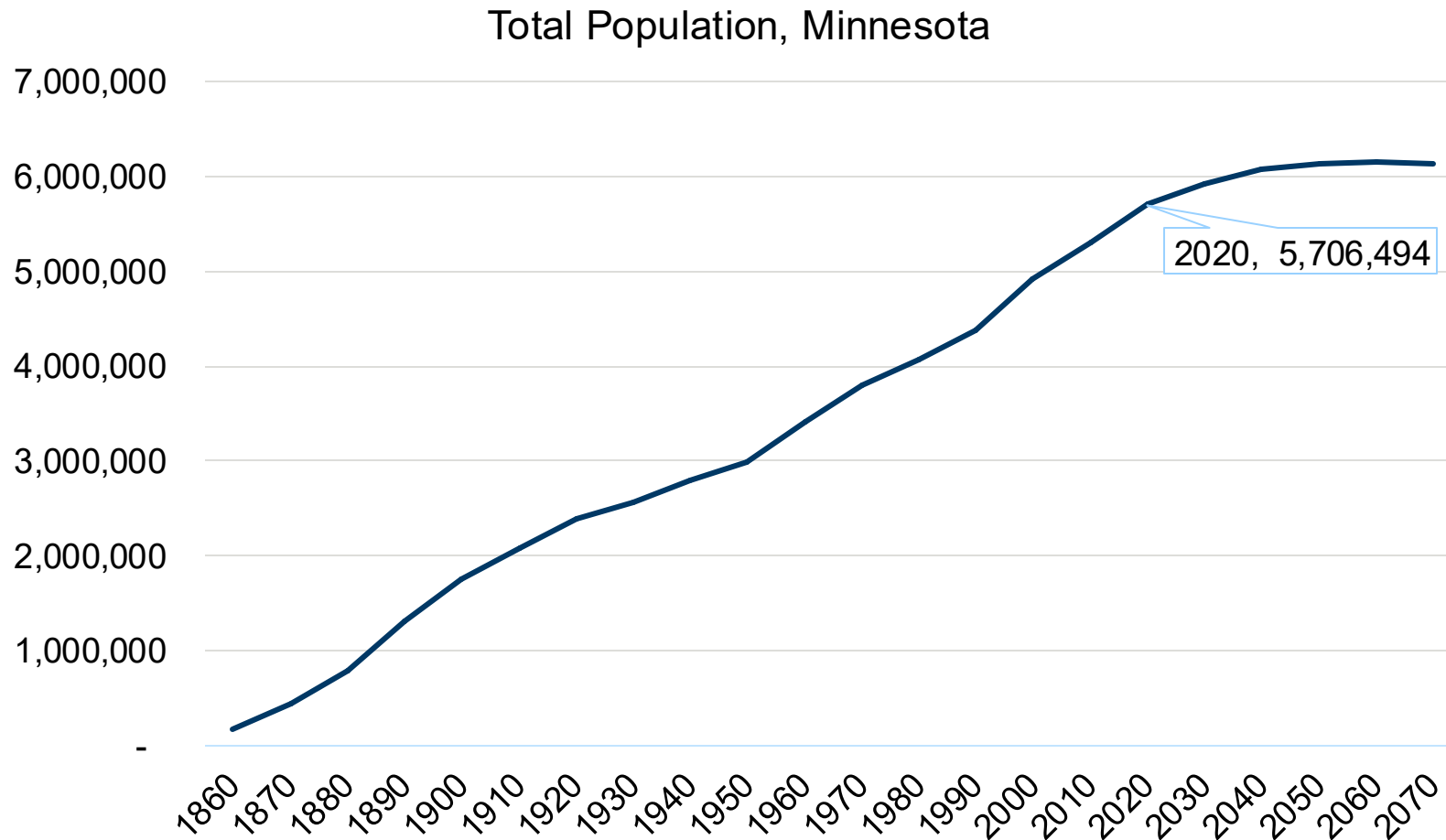
International migration has been a significant source of growth in recent years

Minnesota's Population Change and Components of Growth, 2023-2024



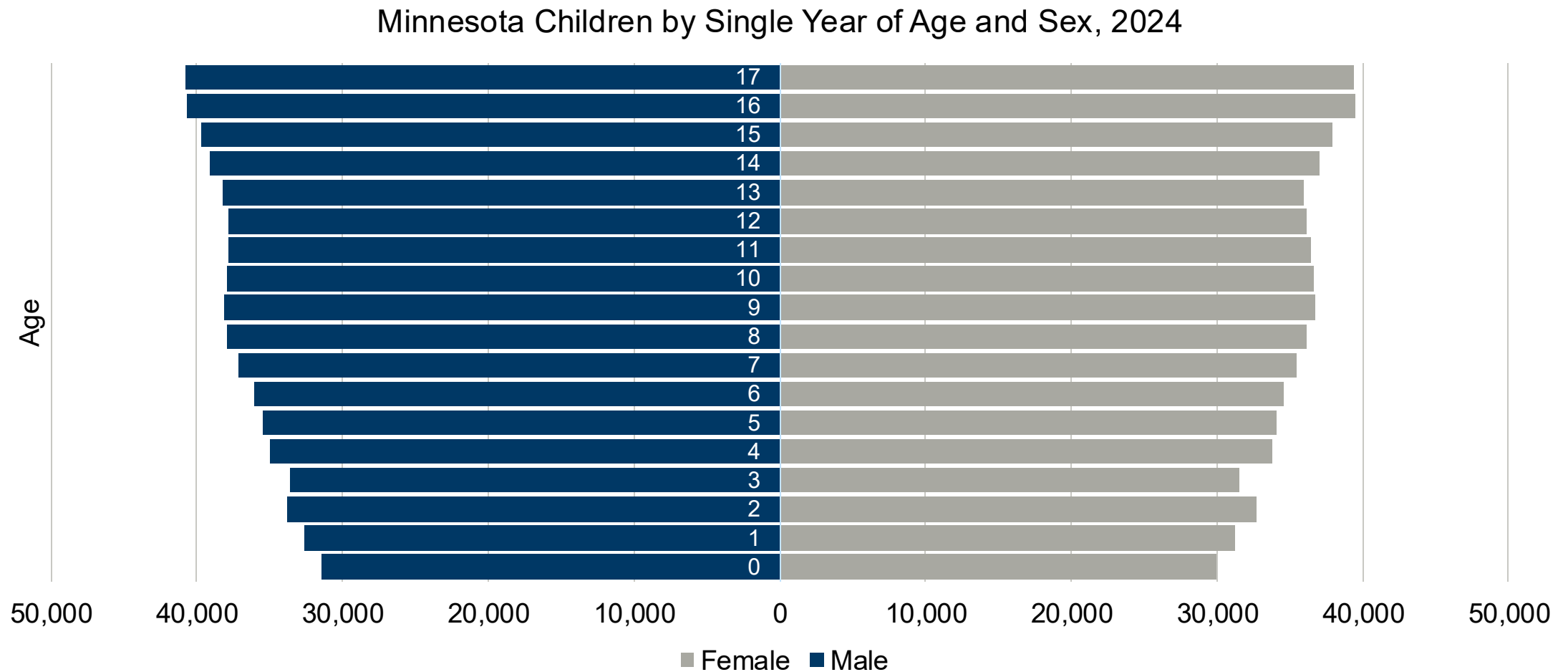
Source: U.S. Census Bureau, Population Estimates Program

Minnesota's long-term population growth is decelerating.



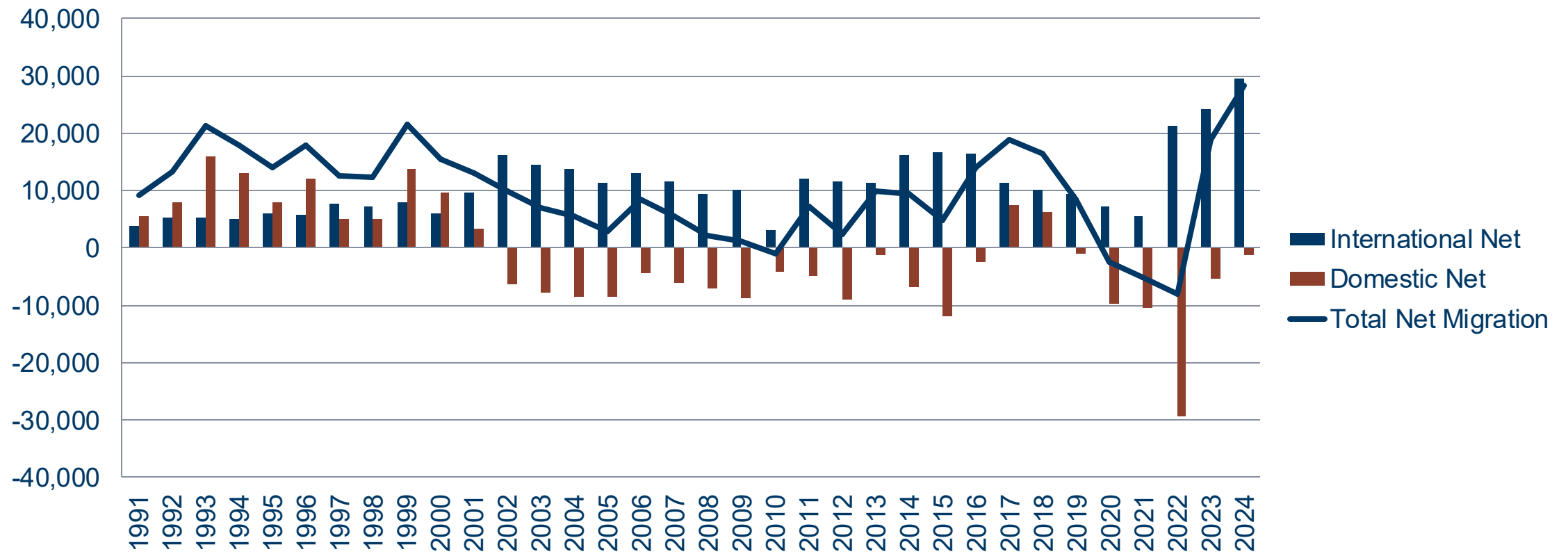
Source: U.S. Census Bureau, Decennial Censuses and Minnesota State Demographic Center Population Projections

Births have been declining statewide, creating successively smaller cohorts of school-age children.

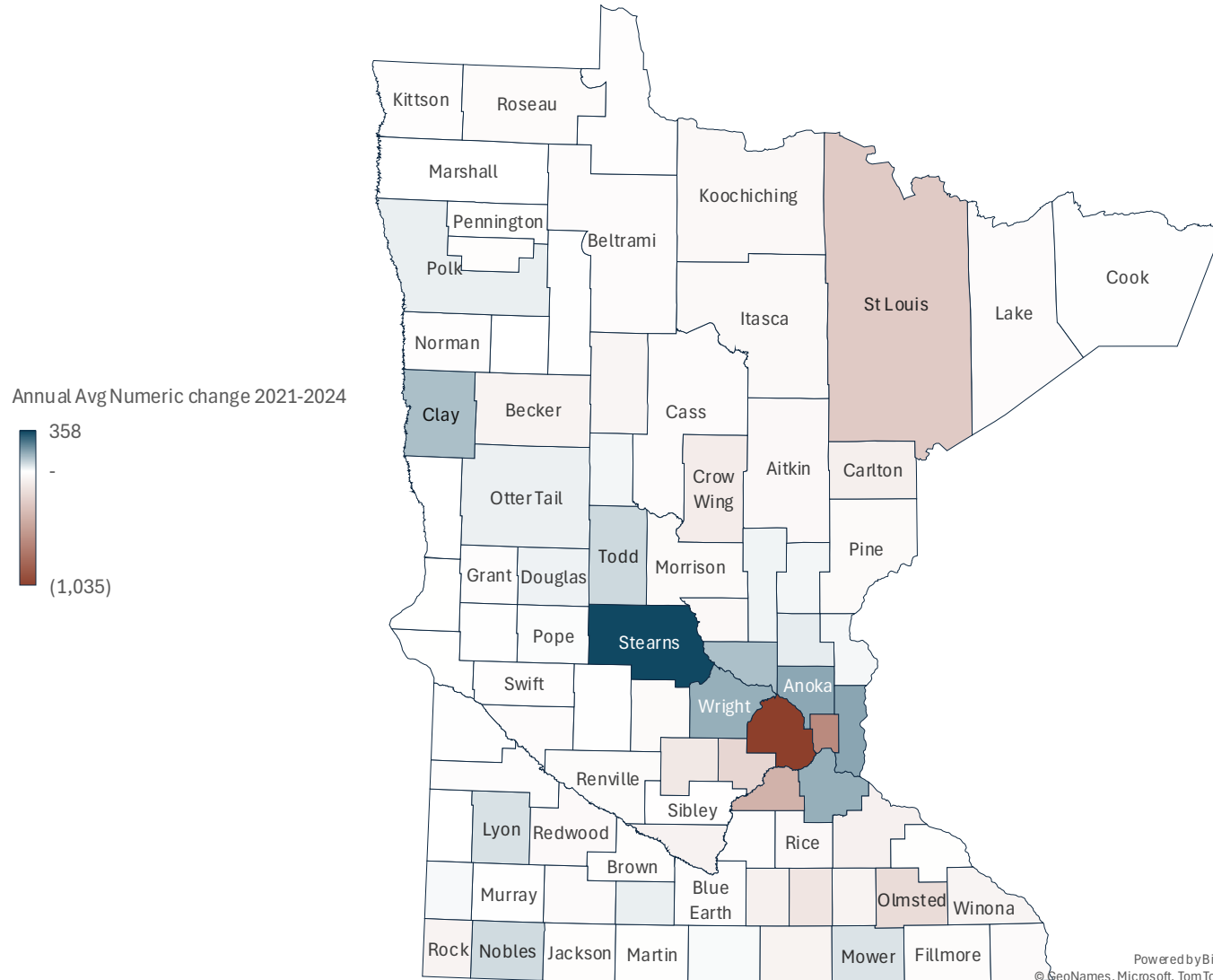


Minnesota loses residents to other states but gains residents from abroad.

Domestic and International Net Migration
Minnesota 1991-2024



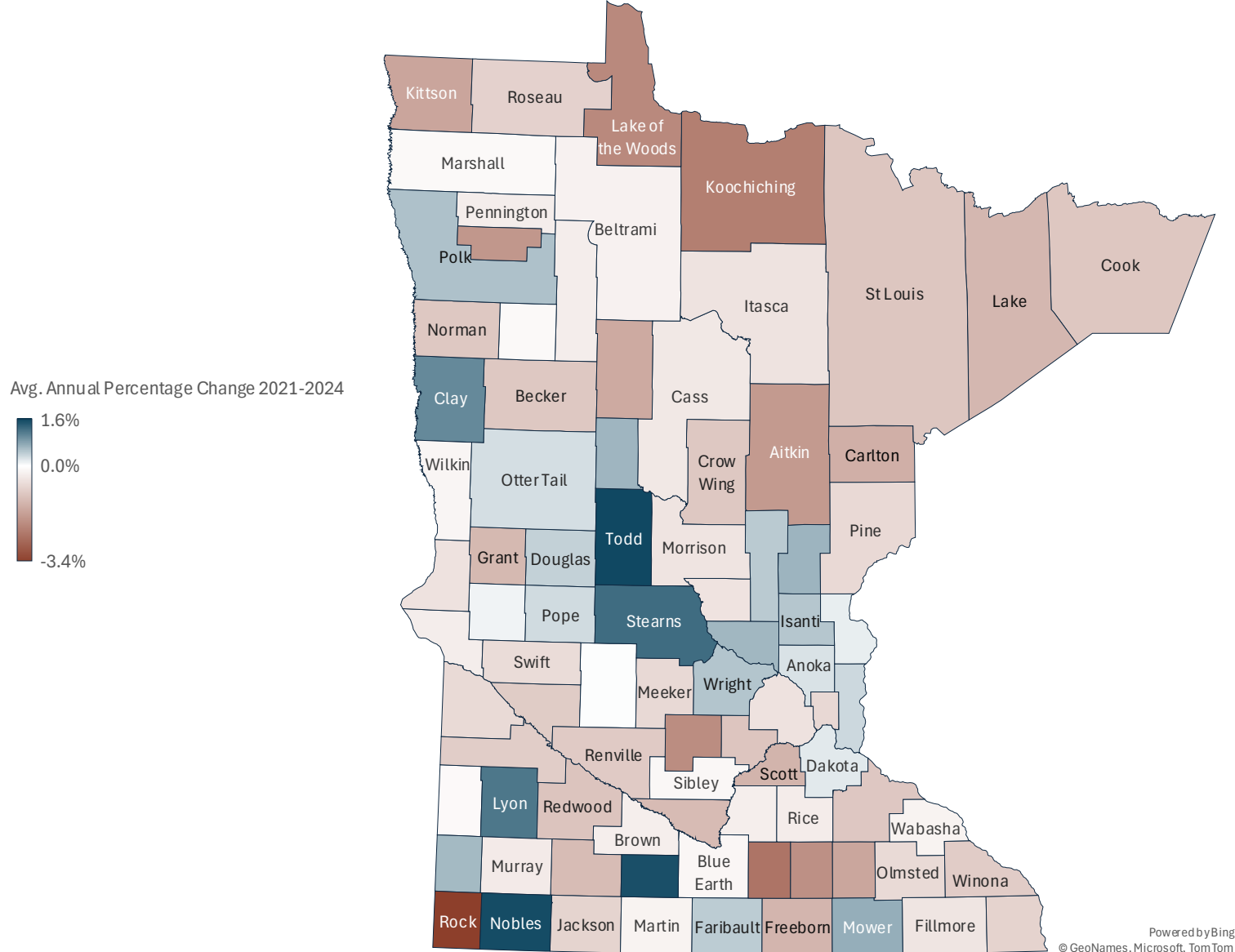
Average Annual Numeric Change in Population 5 to 17 Years by County 2021-2024



Largest annual gains:
Stearns (+358)
Washington (+175)
Anoka (+172)

Largest annual losses:
Hennepin (-1,035)
Ramsey (-629)
Scott (-415)

Average Annual Numeric Change in Population 5 to 17 Years by County 2021-2024



Largest annual gains:
Todd (+1.6%)
Nobles (+1.6%)
Watsonwan (+1.6%)

Largest annual losses:
Rock (-3.4%)
Waseca (-2.5%)
Koochiching (-2.3%)

School districts with the largest numeric gains in resident population (Age 5 to 17 years)

School District	Population added 2020-2023	Percent change 2020-2023
Wayzata	2,586	20.5%
St. Cloud	2,024	14.4%
Rosemount-Apple Valley-Eagan	1,894	6.4%
South Washington County	1,777	8.6%
Anoka-Hennepin	1,693	3.8%
Elk River	1,690	11.2%
Moorhead	977	12.8%
Mounds View	972	7.9%
Spring Lake Park Public Schools	949	18.1%
Osseo	794	2.9%
Mankato	760	8.1%
Lakeville	685	5.4%
Prior Lake-Savage Area Schools	656	7.3%
Columbia Heights	602	16.0%
Rochester	539	2.4%

Note that population changes shown are attributable to school district boundary changes between 2020 and 2023 in addition to changes that are attributable to demographic changes (births and migration of families).

Source: U.S. Census Bureau, Small Area Income and Poverty Estimates Program

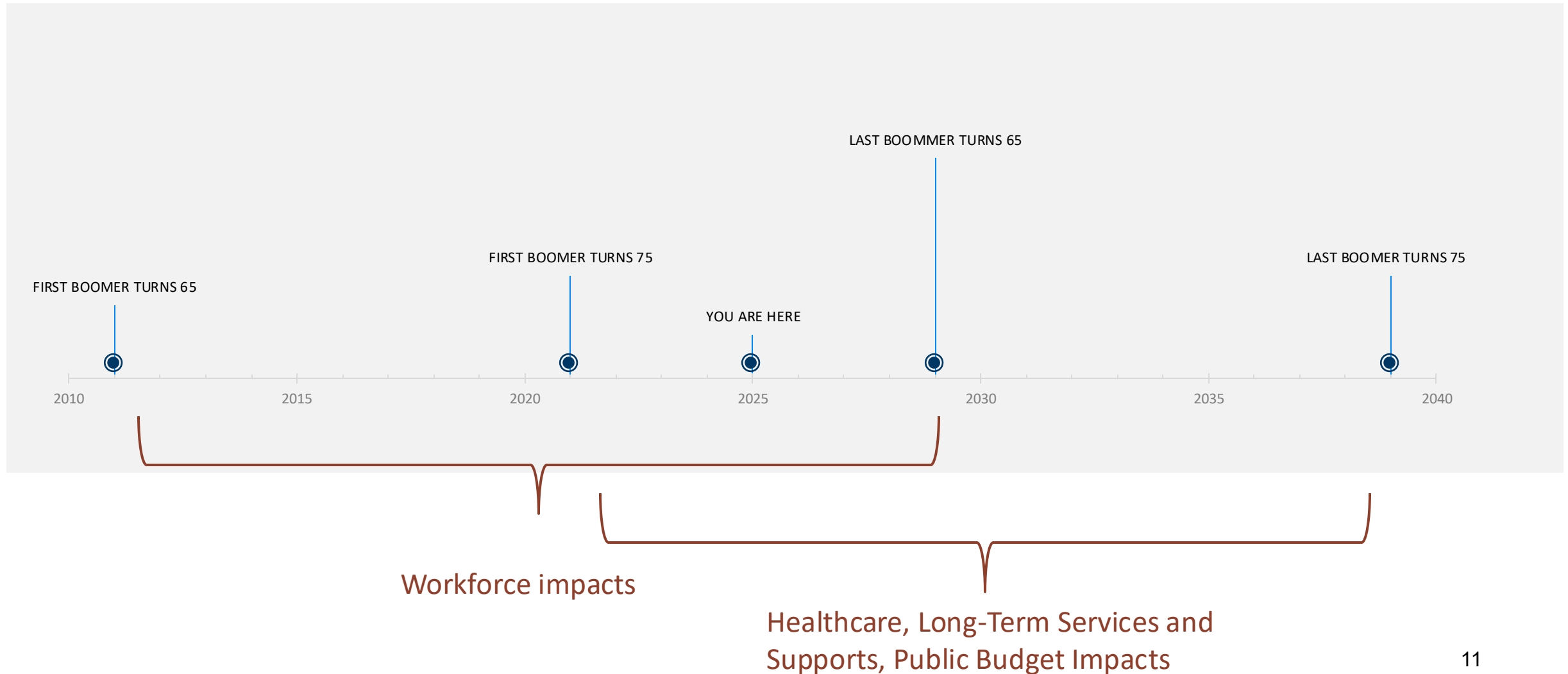
School districts with the largest numeric declines in resident population (Age 5 to 17 years)

District	Population decline 2020-2023	Percent change 2020-2023
St. Paul	(1,470)	-2.7%
Eden Prairie	(1,218)	-10.1%
Robbinsdale	(852)	-5.3%
White Bear Lake	(620)	-5.7%
Minnetonka	(602)	-6.6%
Inver Grove Heights Schools	(399)	-8.3%
Hastings	(393)	-6.8%
Rocori	(350)	-12.8%
Hopkins	(341)	-3.7%
St. Francis	(311)	-4.8%
Dilworth-Glyndon-Felton	(260)	-16.1%
Maple River	(238)	-19.4%
Burnsville	(234)	-2.0%
Melrose	(204)	-11.0%
New Prague Area Schools	(202)	-4.6%

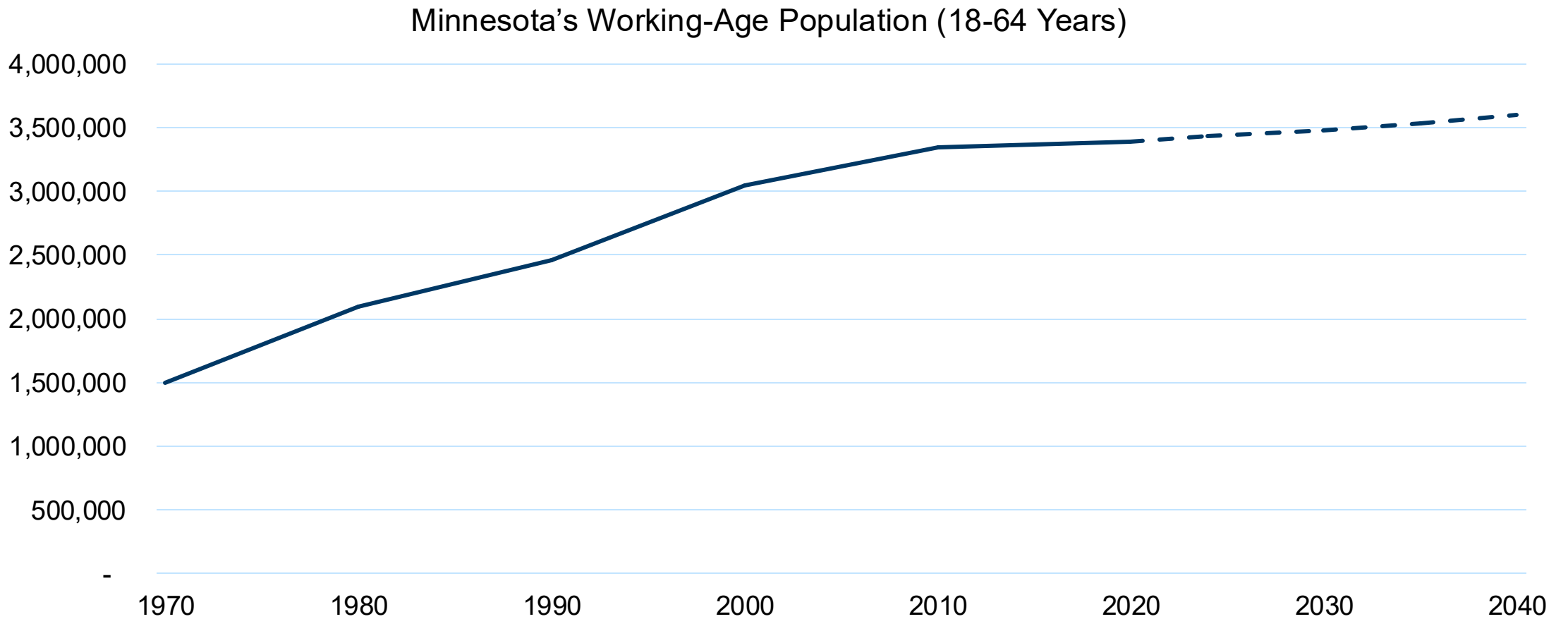
Note that population changes shown are attributable to school district boundary changes between 2020 and 2023 in addition to changes that are attributable to demographic changes (births and migration of families).

Source: U.S. Census Bureau, Small Area Income and Poverty Estimates Program

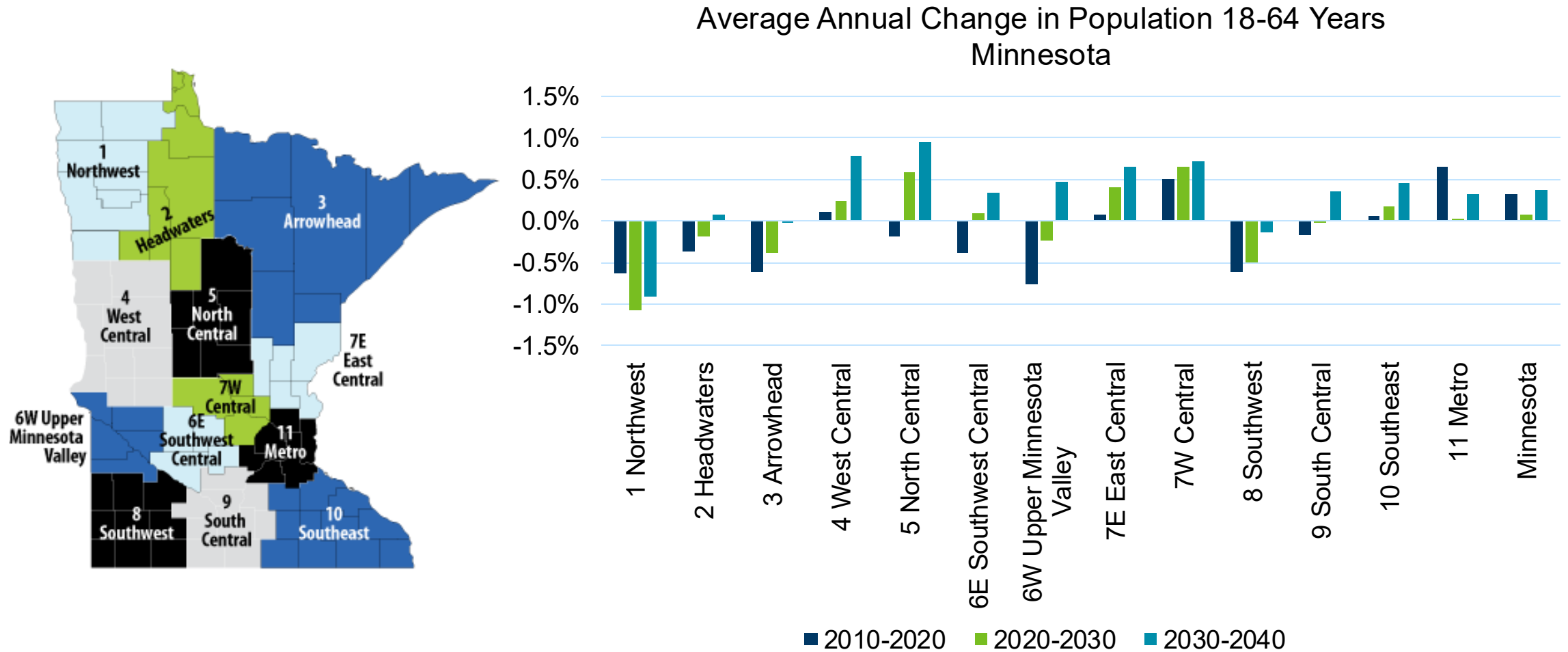
When will we feel the impact of population aging?



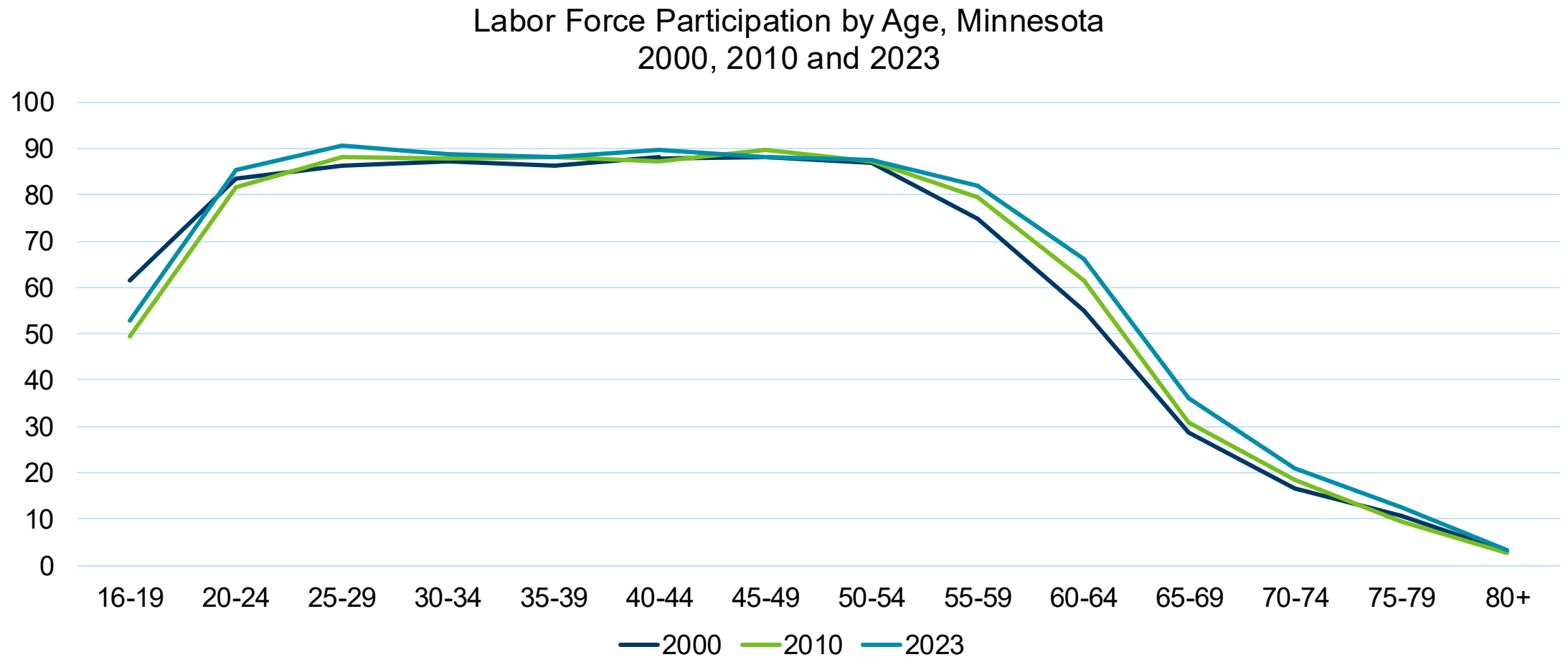
Minimal growth expected in the working-age population.



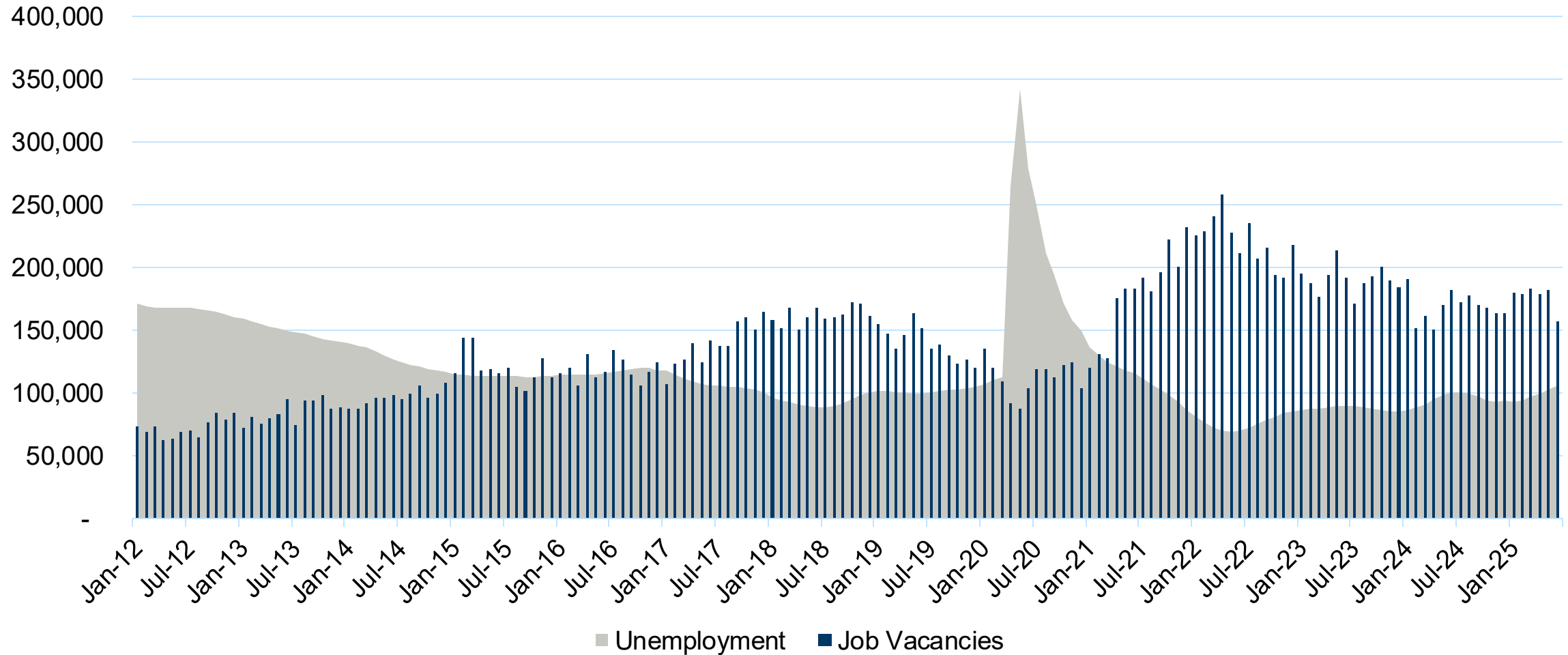
Northern and southwestern regions will experience declines in working-age populations.



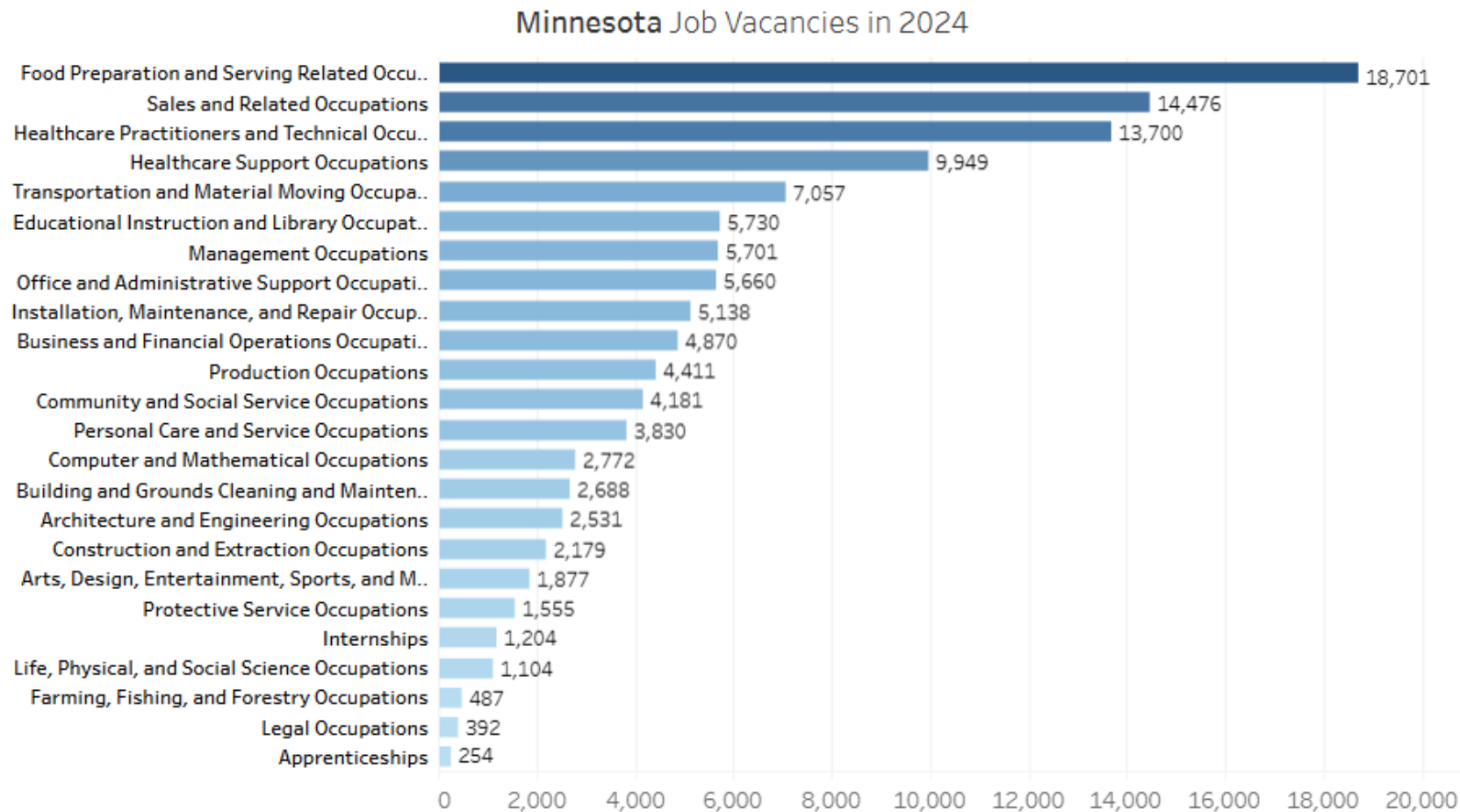
Labor force participation remains among the highest in the nation



Q2 2025—Average monthly job openings: 173,000 Average unemployed: 103,000



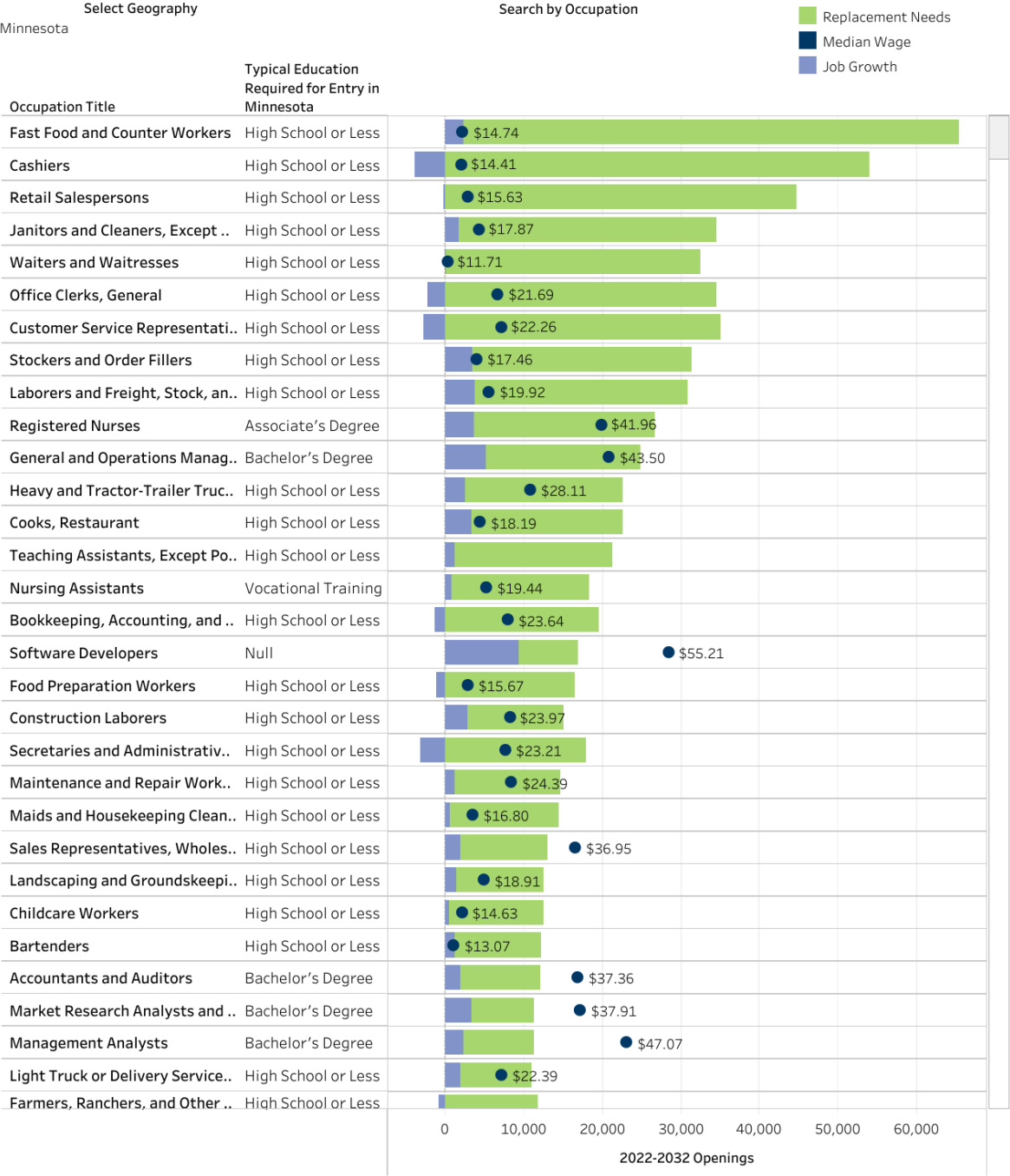
While vacancies are concentrated in lower-wage sectors, openings exist across all occupational categories.



<https://mn.gov/deed/data/data-tools/job-vacancy/>

Source: U.S. Bureau of Labor Statistics, Job Openings and Labor Turnover Survey

2022-2032 Projected Occupational Openings in Minnesota



DEED projects that Minnesota will have 3,280,273 jobs by 2033, up **144,592** jobs from 2023.

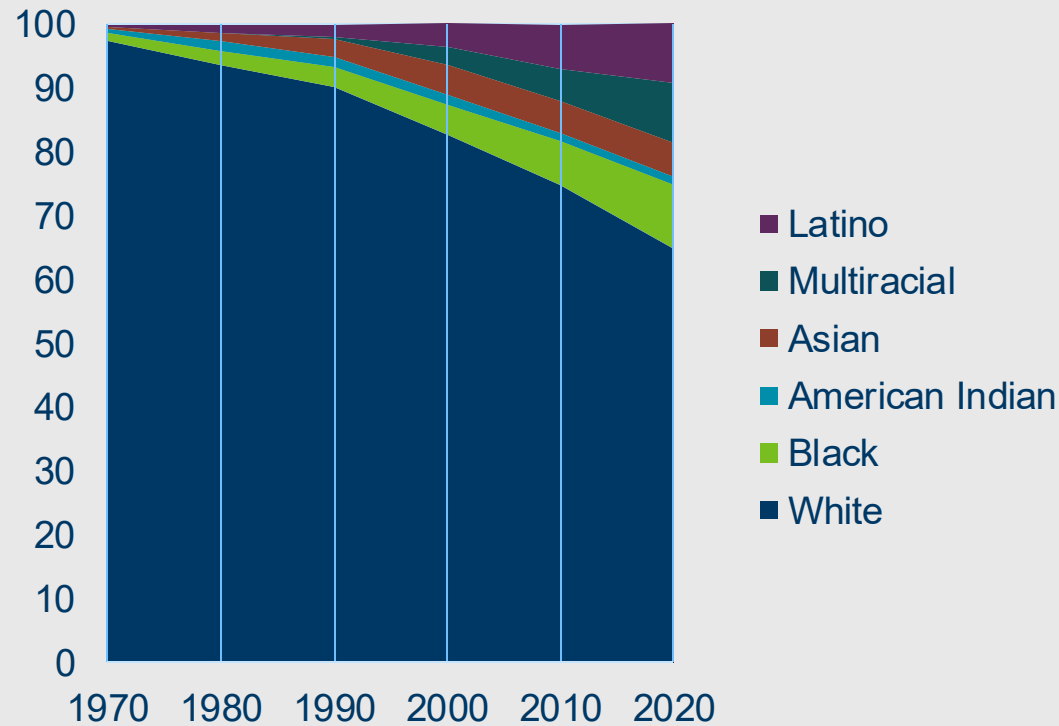
My office projects **97,620** more people of working age over the same period, not all of whom will be in the labor force.

Most of the hiring that occurs over the next 10 years will be to replace workers rather than openings due to job growth.

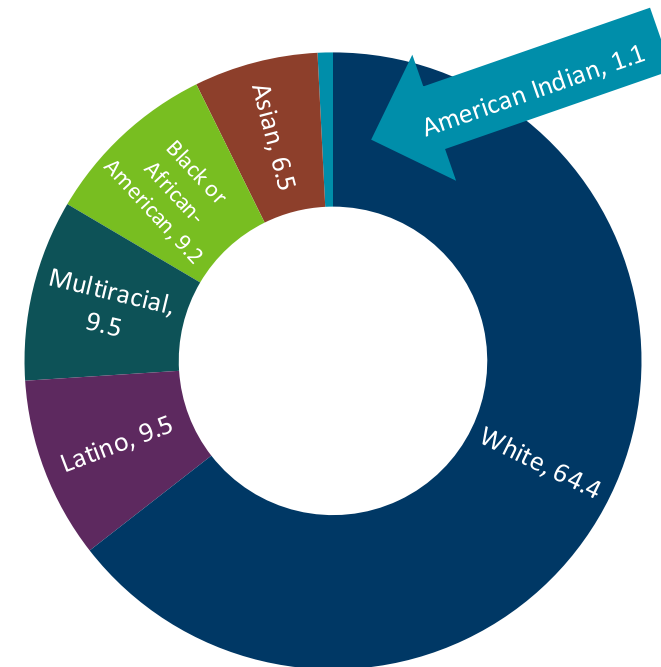
3,590,115 total job openings are projected over 10 years.

The racial and ethnic diversity of Minnesota's school-age population continues to increase.

Racial and Ethnic Composition of Minnesota's School-Age Population 1970-2020



Population Ages 5 to 17 Years by Race Minnesota, 2023



Detailed Race of Minnesota's Children (Ages 0 to 17), 2020

American Indian and Alaska Native			White	
Chippewa	8,907		German	431,183
American Indian, not specified	7,094		Irish	198,339
American Indian and Alaska Native, not specified	9,962		Norwegian	166,308
Asian			English	148,258
Hmong	36,943		Swedish	99,370
Asian Indian	15,669		Polish	63,033
Chinese, except Taiwanese	11,097		French	52,979
Vietnamese	9,415		Italian	41,640
Korean	9,393		Scandinavian	34,548
Filipino	7,877		Scottish	30,228
Burmese (including Karen)	7,594		Dutch	28,040
Black or African American			Finnish	26,101
African American	68,831		Czech	23,909
Somali	42,112		Danish	18,112
Ethiopian	9,322		Russian	10,789
Other Black or African American, not specified	43,956		French Canadian	8,424
Latino			Welsh	8,056
Mexican	82,176		Swiss	5,936
Puerto Rican	6,001		Other White, not specified	314,397
Guatemalan	5,289		Other	
			Other Some Other Race, not specified	9,273

Source: 2020 Census, DHC-A. Because these groups include children with multiple racial, ethnic, or cultural identities, some children will be counted in more than one group and the categories will not sum to the total number of children in Minnesota. Only groups with 5,000 or more children are shown.

In Minnesota, 20% of children have a foreign-born parent.

Minnesota Children (0-17 Years) by Nativity of Parent(s) and Presence of Parent(s) in the Household, 2018-2022

	Two Parents Present	One Parent Present	No parent present	All living arrangements	Percent of all children
All parents in household are U.S.-born	813,163	199,432		1,012,595	78%
All parents in household are foreign-born	135,650	49,474		185,124	14%
One parent foreign-born, One parent U.S.-born	73,332			73,332	6%
All Children Ages 0 to 17 Years	1,022,145	248,906	35,094	1,306,145	100%

Source: ipums.org from 2018-2022 U.S. Census Bureau data

Note: Includes only children living in households, not those living in group quarters.

Key Takeaways

- Population and workforce growth will be slow into the foreseeable future.
- International migration is most realistic mechanism for future growth. An increase in the birth rate is unlikely, and domestic migration tends to flow out of Minnesota.
- Most job openings over the next 10 years will be in lower-paid occupations.
- Supporting jobs in essential industries (like healthcare) will be essential, especially given the competition from employers for workers.
- Supporting educational opportunities for working adults aligns with a slow growth, high-competition context.

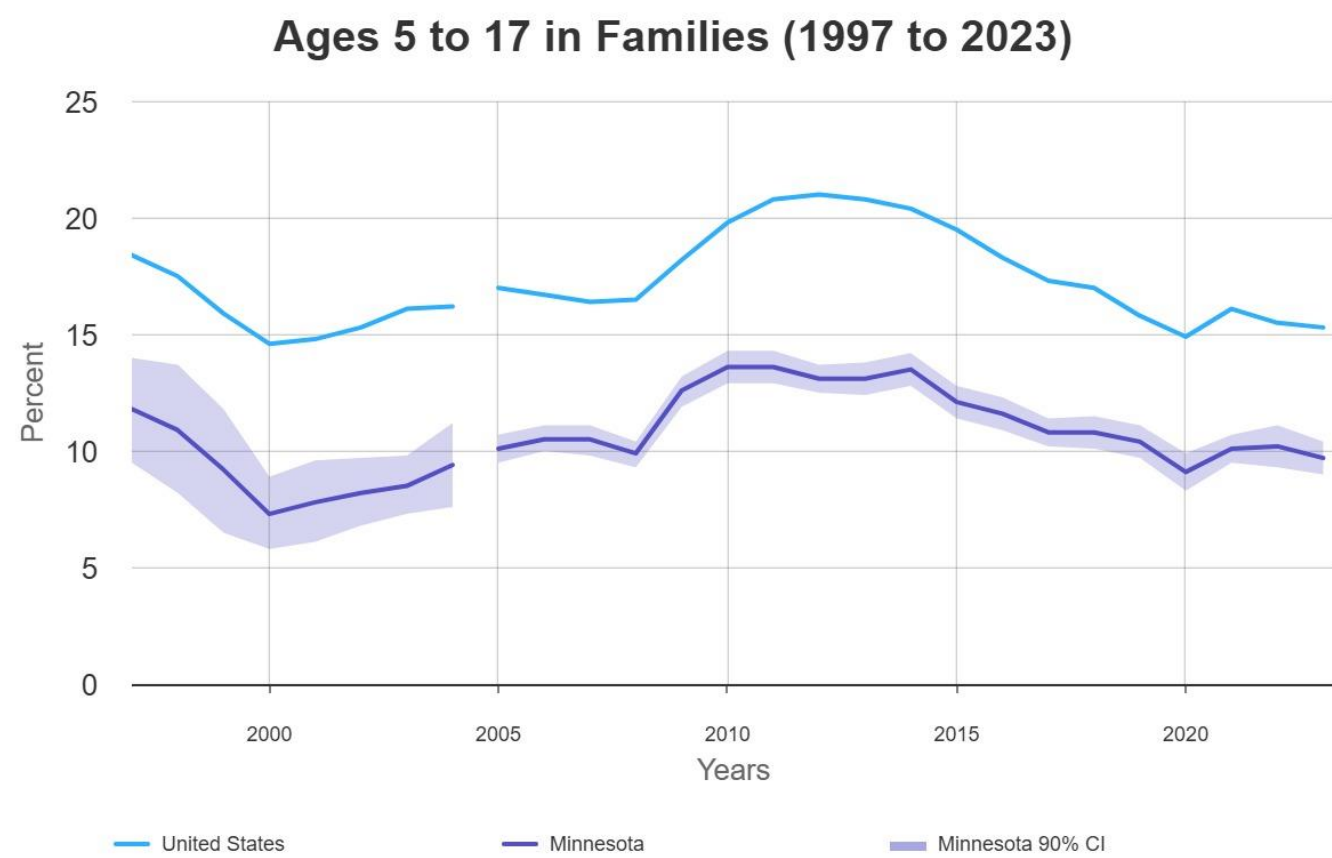
What questions do you have?

Email: demography.helpline@state.mn.us

Website: mn.gov/demography

The following slides will not be presented unless they help answer questions that the audience has.

Poverty among school-age children declined in 2023, declined in 2023, after several consecutive increases during the pandemic years



In 2023, 9.7% of Minnesota school-age children live in poverty, compared to 15.3% of school-age children nationally.

Source: U.S. Census Bureau, Small Area Income and Poverty Estimates.

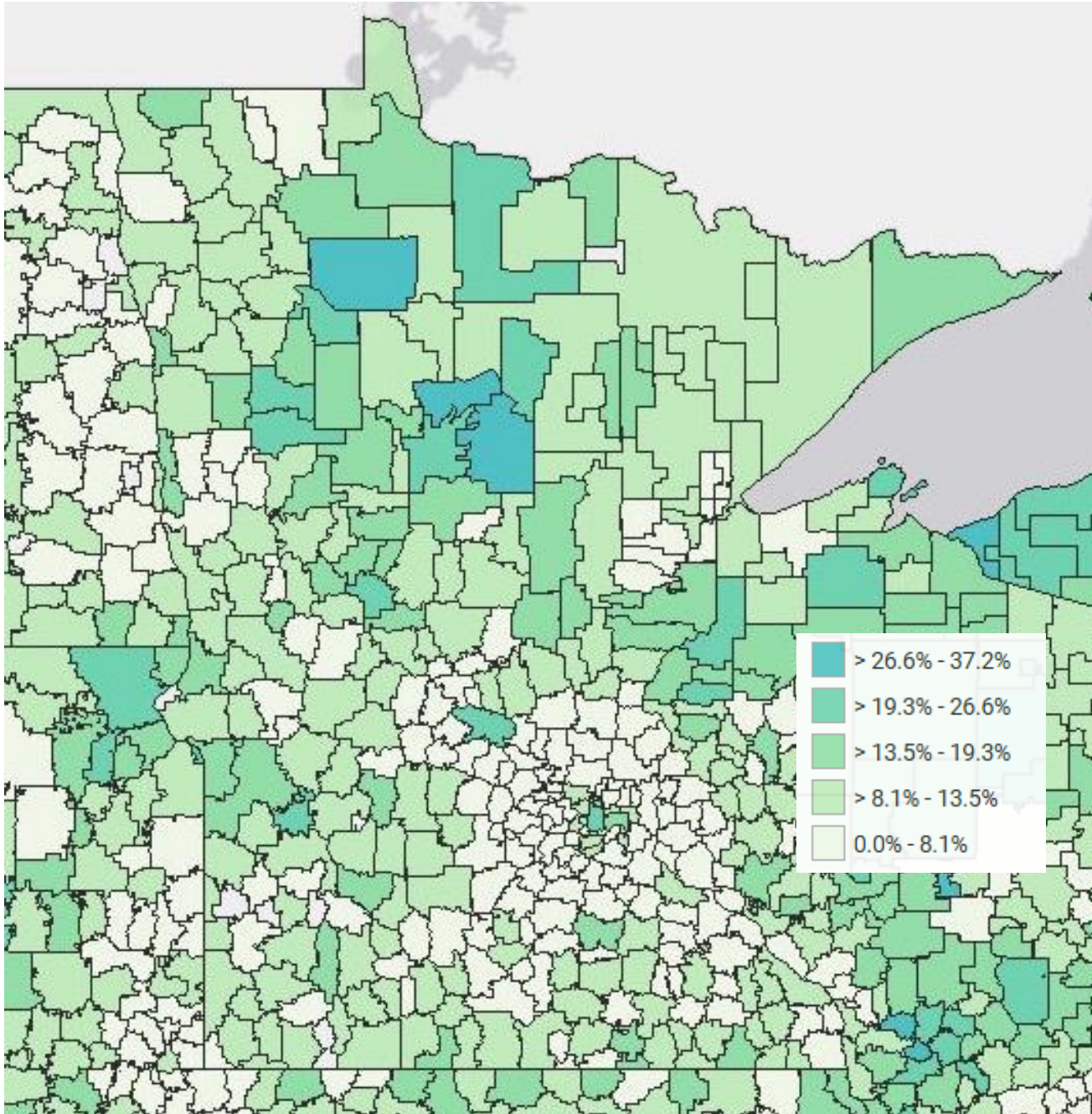
Poverty rate by school district, 2023

Districts with highest rates of poverty

- Red Lake Public School District, 34.5%
- Cass Lake-Bena Public Schools, 30.7%
- Northland Community Schools, 26.9%

For data on individual school districts, see:

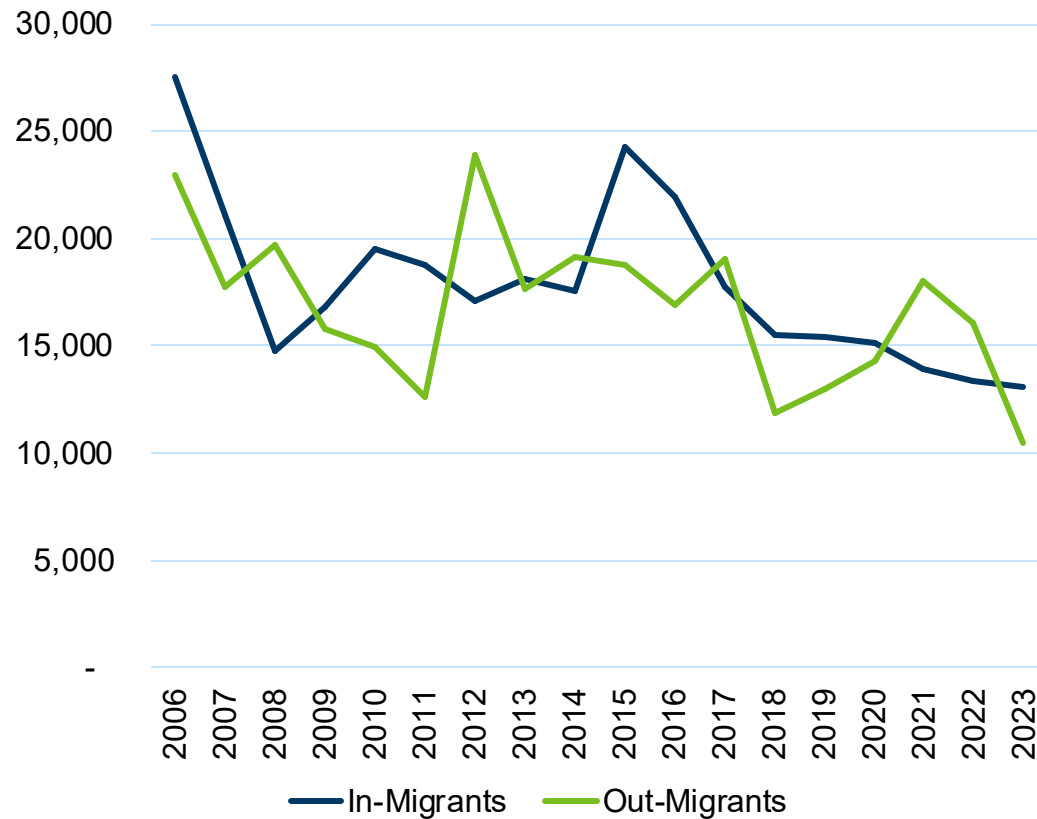
<https://www.census.gov/data-tools/demo/saipe/#/>



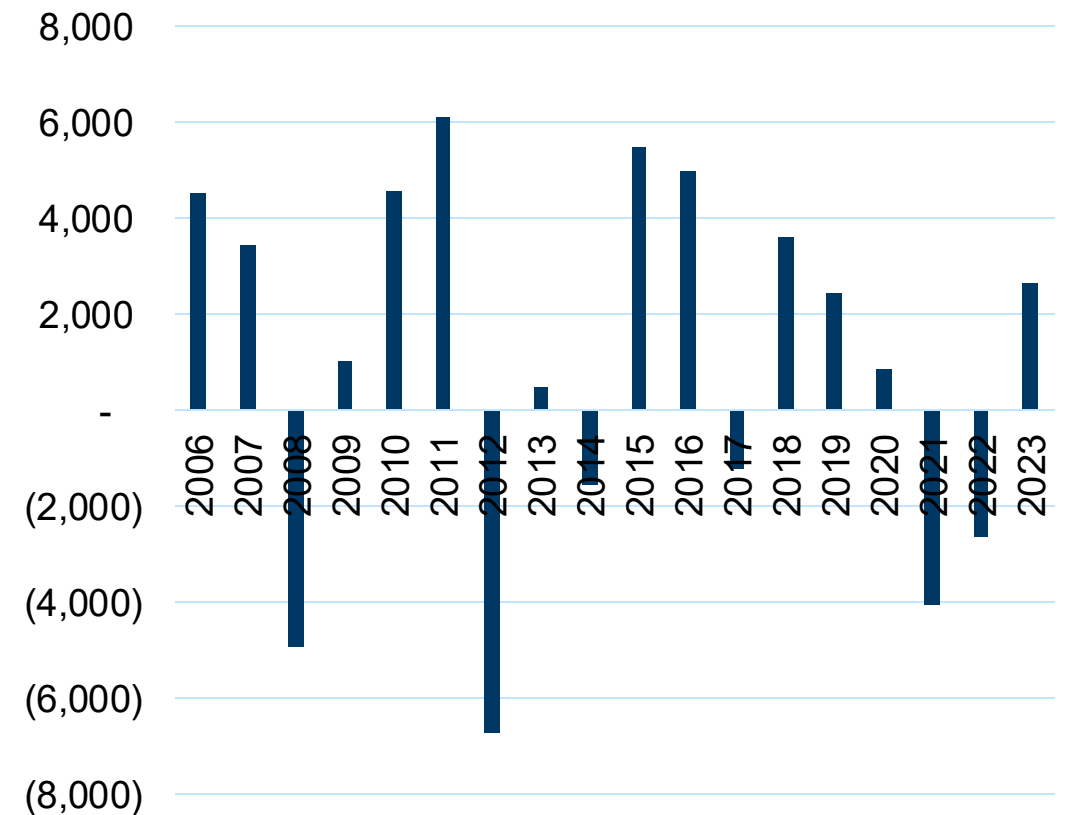
Source: 2024 U.S. Census Bureau, Small Area Income and Poverty Estimates

Generally, the domestic migration of families with children has slowed over time, but this has not resulted in large net gains or losses of children for Minnesota.

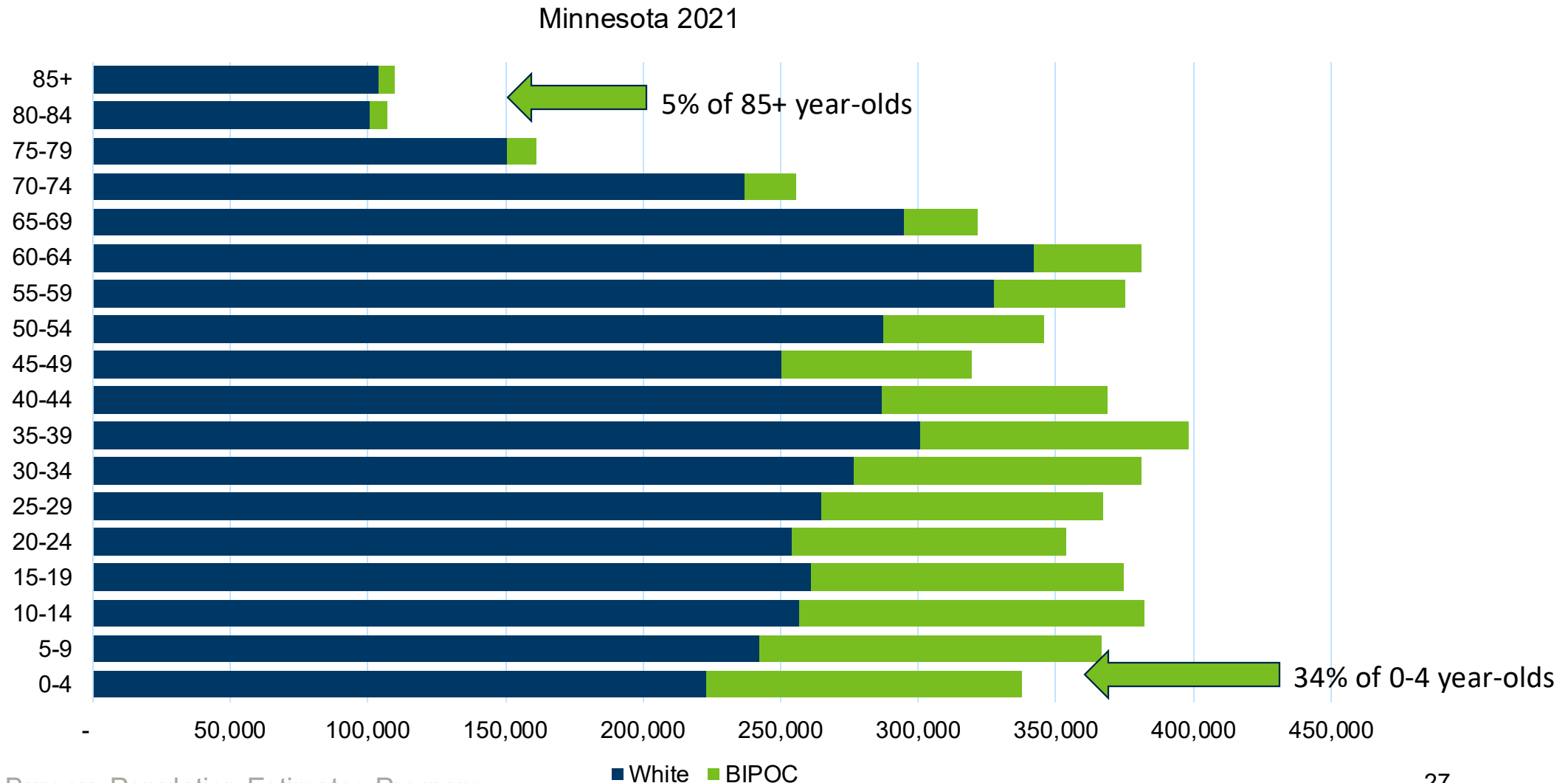
Number of In- and Out-Migrants in the Past Year
(Ages 1-17)



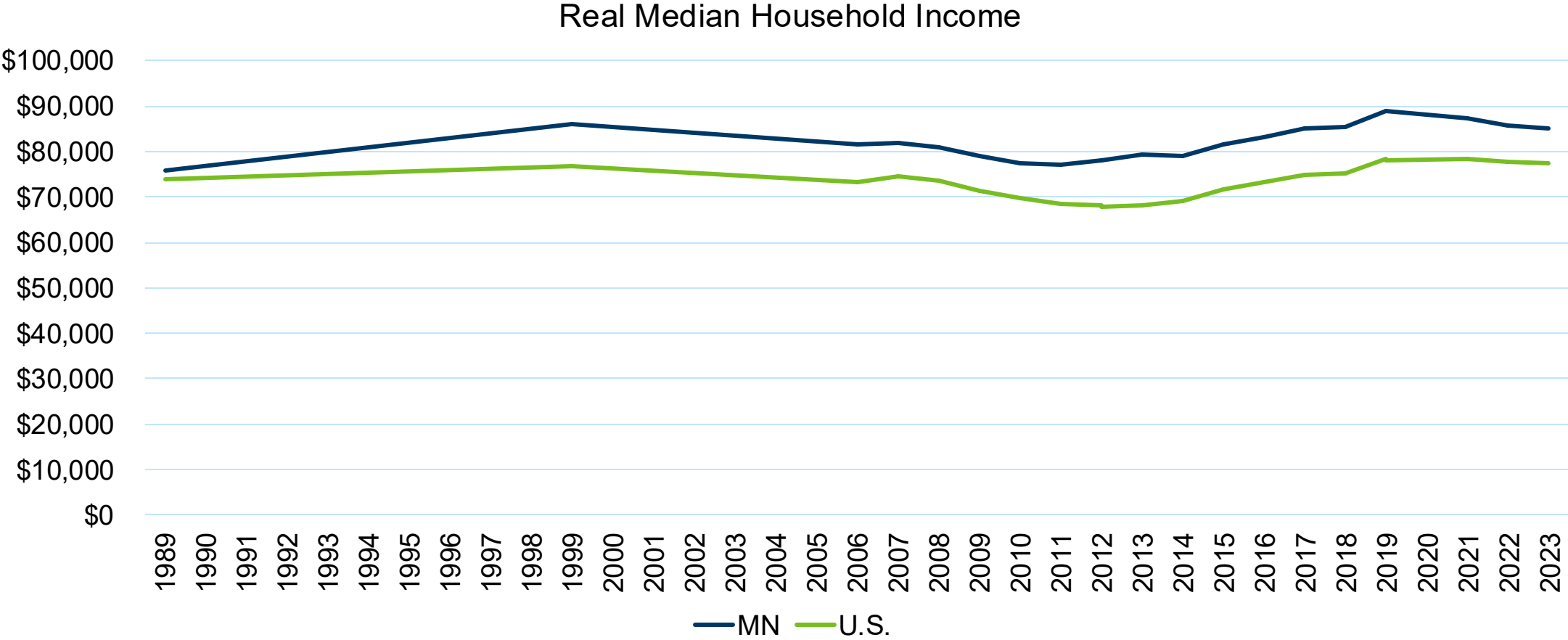
Domestic Net Migration in the Past Year
(1-17 Years)



Minnesota's population will continue to grow more racially and culturally diverse.



Real median household income has declined in recent years.



Source: U.S. Census Bureau, Decennial Census and American Community Survey

Job Openings & Labor Turnover Survey (JOLTS)

U.S. Bureau of Labor Statistics (<https://www.bls.gov/jlt/>)



Select an Element:

Unemployed persons per job openin..

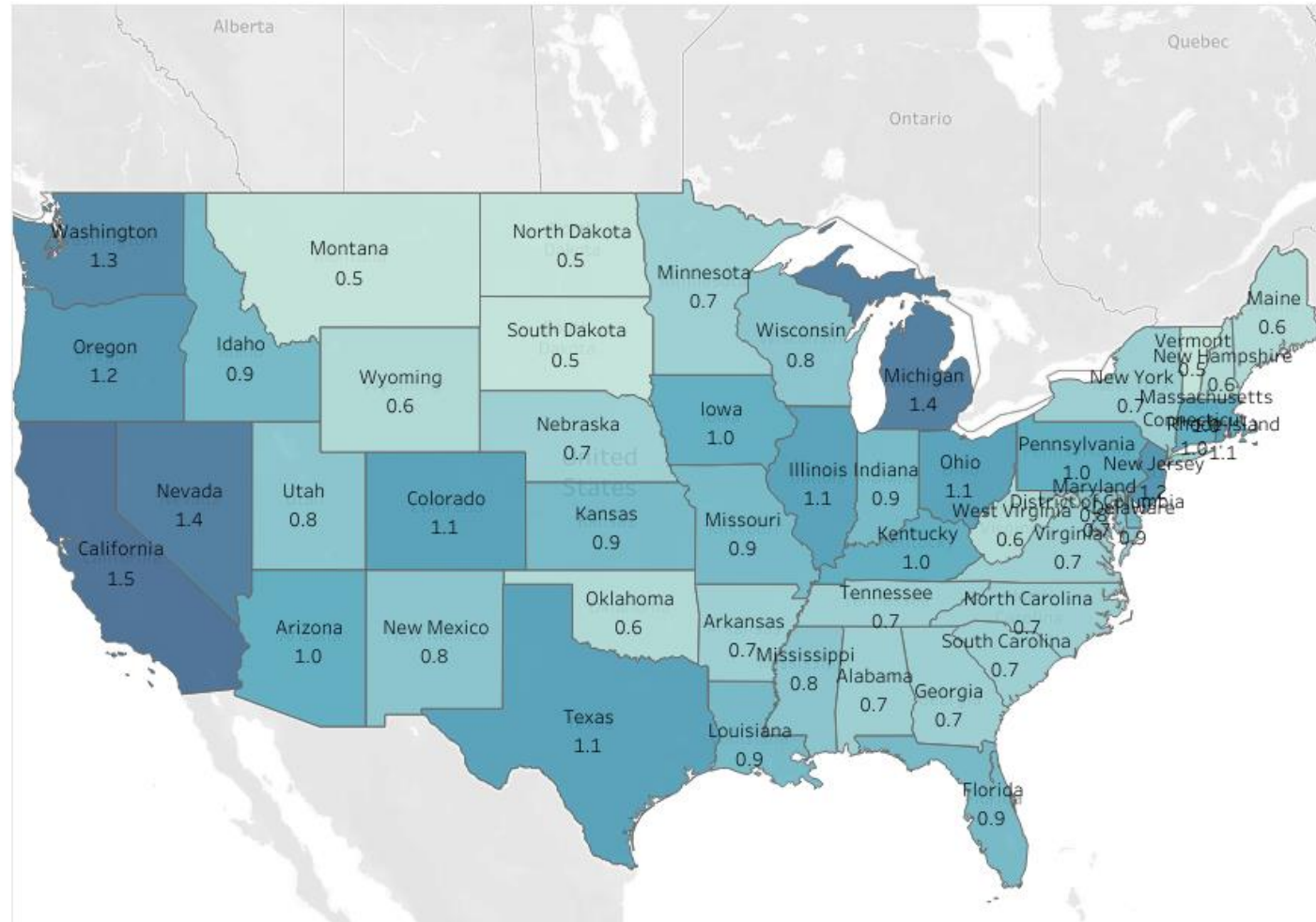
Select Level or Rate:

Rate

Select Adjustment:

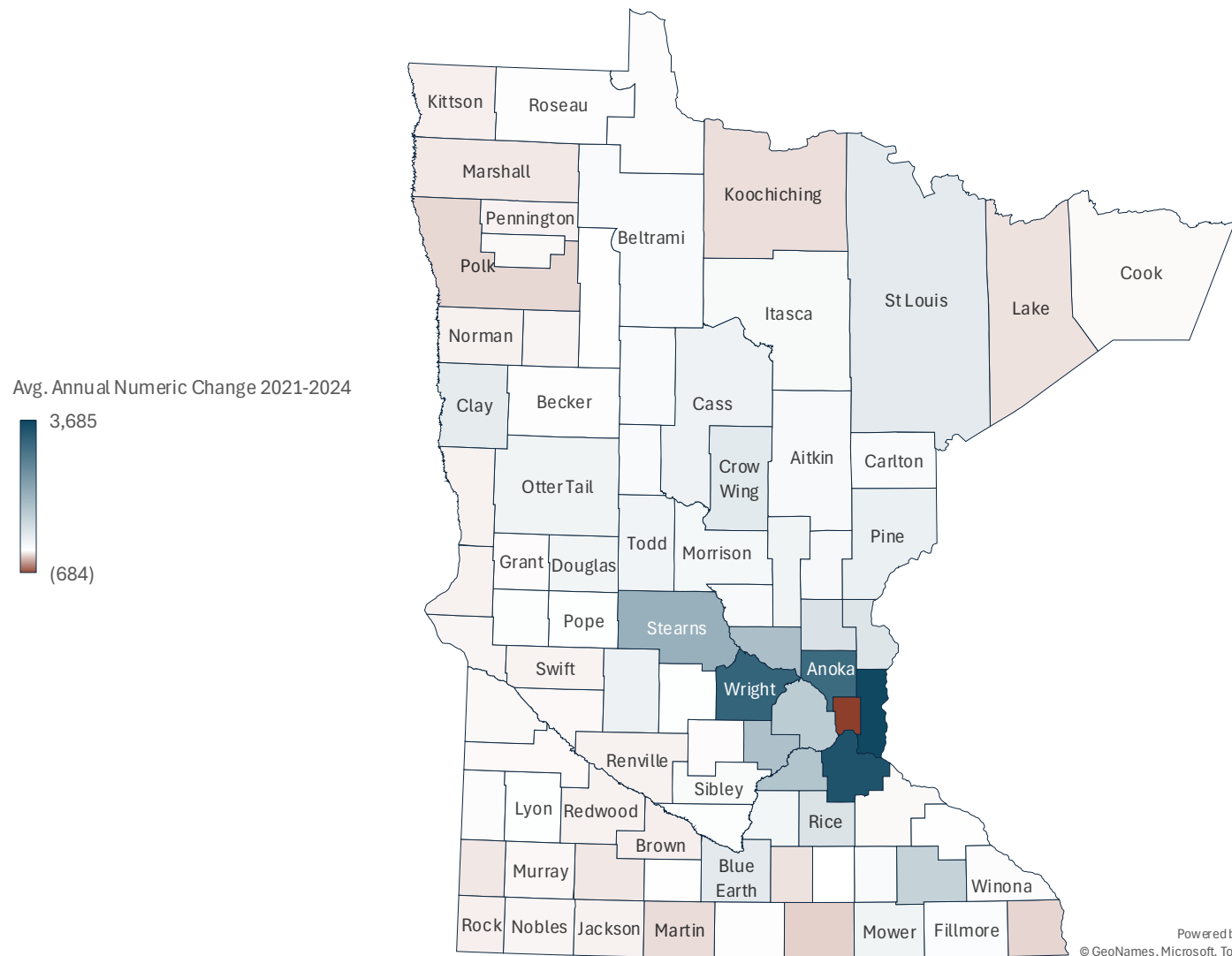
Seasonally Adjusted

June 2025 Unemployed persons per job opening ratio, Rate, Seasonally Adjusted



Source: U.S. Bureau of Labor Statistics, Job Openings and Labor Turnover Survey

Avg. Annual Numeric Change in Population, 2021-2024



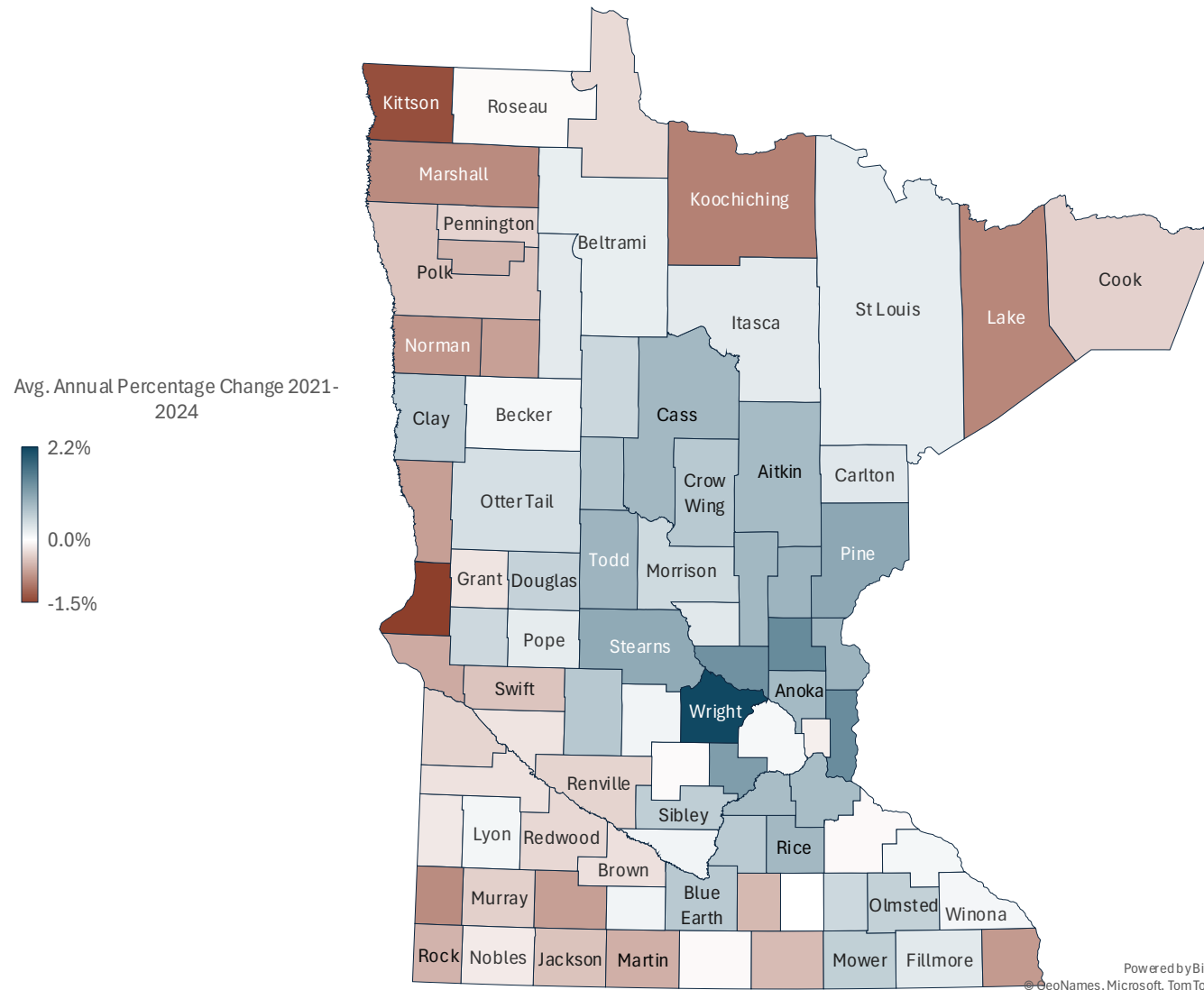
Largest annual gains:

Washington (+3,685)
Dakota (+3,457)
Wright (+3,128)

Largest annual losses:
Ramsey (-684)

Freeborn (-163)
Houston (-148)

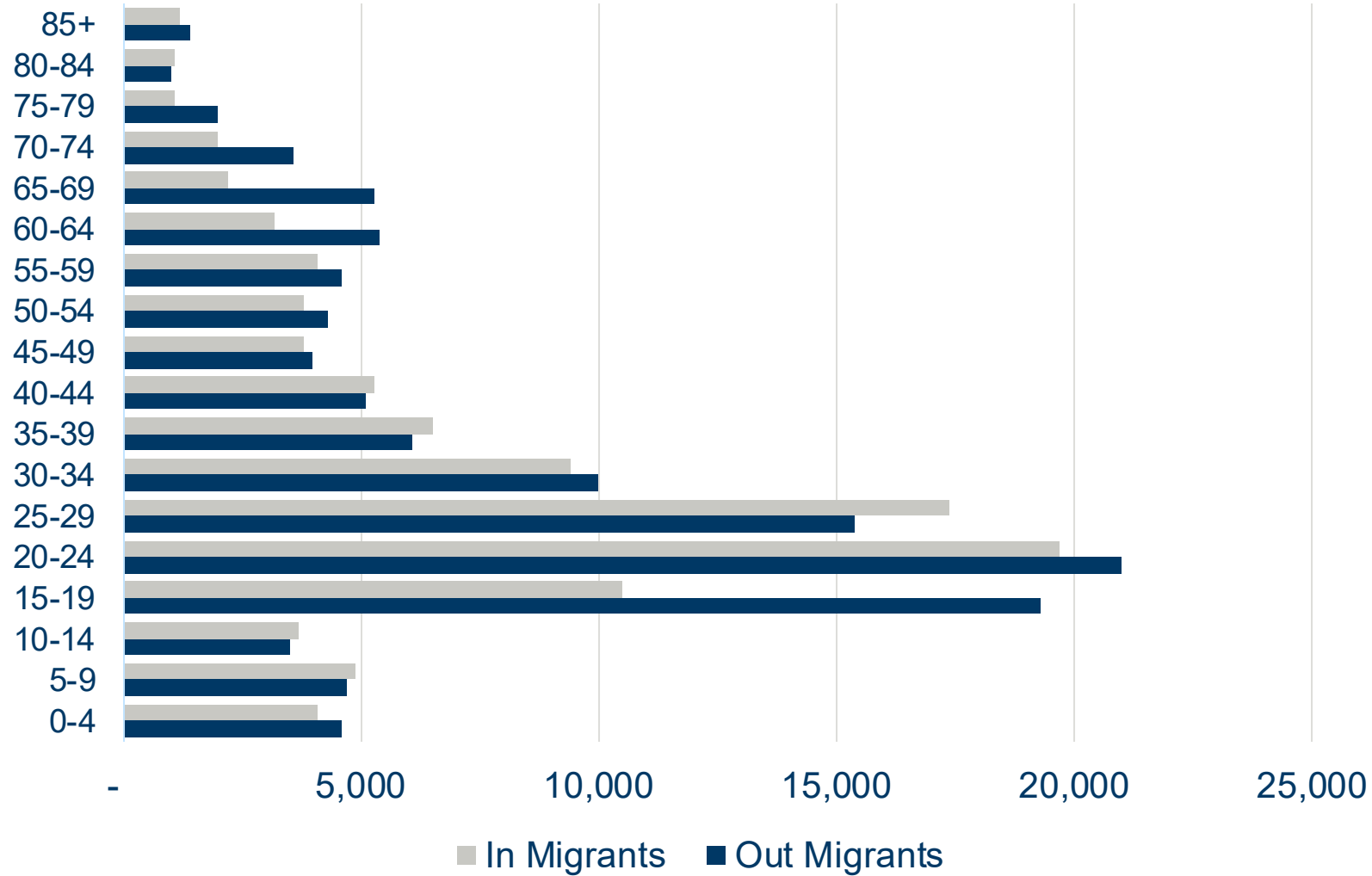
Avg. Annual Percentage Change in Population, 2021-2024



Largest annual gains:
Wright (2.2%)
Isanti (1.4%)
Washington (1.4%)

Largest annual losses:
Traverse (-1.5%)
Kittson (-1.4%)
Koochiching (-1.0%)

In- and Out-Migrants by Age Minnesota, 2018-2022



Younger adults are the most mobile, with the largest net losses seen among college-age residents.

How do I find data for my district?

- <https://data.census.gov/advanced>
 - Choose “All Geographies” under the Geographies filter on the left navigation
 - Choose “State Legislative District (Lower Chamber)” for House districts > Minnesota>State House District X
 - 2,582 tables will appear. Choose the one you’re interested in by scrolling or filtering by topic on the left navigation or search field.
 - Data will be in 5-year groups with the most recent 2019-2023. Change the data in the table to a different year by clicking on the “2023: ACS-5 Year Estimates” drop down under the table title.
- Need something different? Email: susan.brower@state.mn.us



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, Elaine Mikel Mulder, Jessica Dressely, Mark Zuzek, Dr. Kristine Wehrkamp Herman

Summary:

The first Community Collaboration Event was held October 2 at 6:00 PM.

The night included an address from Dr. Kristine Wehrkamp Herman and a presentation of our new Anatmage table by Ellie Gullicks and Principal Doran.

A video has been created by Hastings Community TV to explain the benefits and opportunities for our students created by this cutting edge technology. Please check that out HERE.

One more moment of thanks for the **Ruth and George Doffing Charitable Fund** for helping to make this a reality for our students!

Future Committee Meetings:

11-5-2025 5 pm District Office Conference Room A

Future Community Collaboration Events:

1-12-2026 at 6 pm Hastings High School Lecture Hall, room F253

4-1-2026 at 6 pm Hastings High School Lecture Hall, room F253



Hastings Public Schools

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

BRIDGE TO SUCCESS

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 31, 2025 at 1:00pm

October 3, 2025 Policy Committee Summary

[Review Cycle Tracker](#)

1st Readings

612 Development of Parent and Family Engagement Policies for Title I Programs

- Committee Discussion: ISD 200 specific revisions: Replaced “policy” with “procedure” and replaced “parent” with “parent/guardian” throughout
- Added Section “IV Development of School Level Procedure”
- Replaced language in Section IV(A): “Address the importance of communication between teachers and parents on an on-going basis through th...” with “The procedure will describe the means by which each school with a Title I program will:” and added 1-5.

■ Committee Recommendation: **1st Reading**

710 Extracurricular Transportation

- Committee Discussion: Adopting MSBA Model Policy 710 ensures that all extracurricular activities transportation is directed and approved by district administration.
- Committee Recommendation: **1st Reading**

710.1FRM Co-Curricular and Extracurricular Participation & Alternative Transportation Permission Form

- Committee Discussion: This form was retitled to match content. Restructured to ensure all paragraphs pertaining to participation are grouped together and all paragraphs pertaining to transportation are grouped together. Fixed formatting errors/ Added “Reviewed date”

■ Committee Recommendation: **Consent Agenda**

715 Crowdfunding/Employee Fundraising for School Purposes

- Committee Discussion: Replaced “District Business Office” with “the district’s department of finance & operations” throughout

■ Committee Recommendation: **1st Reading**

715.1FRM Crowdfunding Project Request Form

- Committee Discussion: Add language ensuring that all requests for donated classroom resources shall be evaluated, accepted, or rejected using the same criteria established in the instructional materials selection process outlined in ISD 200 Policy 603 (Curriculum Development), Section V(B).

■ Committee Recommendation: **Consent Agenda**

2nd, 3rd, and 5th Readings

No revisions since last reading

Discussion during October work session

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*

602.1PR Inclement Weather & E-Learning Plans

- Committee Discussion: Presentation from principals during October Work Session

October 22, 2025 Board Meeting

1st Readings:

612 Development of Parent and Family Engagement Policies for Title I Programs

710 Extracurricular Transportation (Tentative)

715 Crowdfunding/Employee Fundraising for School Purposes

2nd Readings:

205 Open Meetings and Closed Meetings

515 Protection and Privacy of Pupil Records

613 Graduation Requirements

701 Establishment and Adoption of School District Budget

702 Accounting

703 Annual Audit

706 Acceptance of Gifts

Consent Agenda:

602.1PR Inclement Weather & E-Learning Plans

710.1FRM Co-Curricular and Extracurricular Participation and Alternative Transportation Permission Form

715.1FRM Crowdfunding Project Request Form

3rd Readings/Consent:

506 Student Discipline

602 Organization of School Calendar and School Day

722 Public Data Requests

903 Visitors to School District Buildings and Site

5th Reading/Consent:

601 School District Curriculum, and Instructional Goals *



612 **DEVELOPMENT OF AND FAMILY ENGAGEMENT ~~POLICY~~ PROCEDURE** **~~POLICIES~~ FOR TITLE I PROGRAMS**

I. PURPOSE

The purpose of this policy is to encourage and facilitate involvement by **parents/guardians** of students participating in Title I in the educational programs and experiences of students. The **procedure~~policy~~** shall provide the framework for organized, systematic, ongoing, informed, and timely parental involvement in relation to decisions about the Title I services within the school district. The involvement of **parents/guardians** by the school district shall be directed toward both public and private school children whose **parents/guardians** are school district residents or whose children attend school within the boundaries of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The ~~policy of the~~ school district **shall ~~is to~~** plan and implement, with meaningful consultation with **parents/guardians** of participating children, programs, activities, and procedures for the engagement of **parents/guardians** and families in its Title I programs.
- B. The ~~policy of the~~ school district **shall ~~is to~~** fully comply with 20 United States Code section 6318 which requires the school district to develop jointly with, agree upon with, and distribute to **parents/guardians**~~parents~~ of children participating in Title I programs written **parent/guardian** and family engagement policies.

III. DEVELOPMENT OF DISTRICT LEVEL ~~POLICY~~ PROCEDURE

The ~~school board will direct the~~ administration **shall ~~to~~** develop jointly with, agree upon with, and distribute to **parents/guardians** and family members of participating children a written **parent/guardian** and family engagement **procedures ~~policy~~** that will be incorporated into the school district's Title I plan. The **procedure is located as an addendum to this policy and ~~policy~~** will establish the expectations for meaningful **parent/guardian** and family involvement and describe how the school district will:

- A. Involve **parents/guardians** and family members in the joint development of the school district's Title I plan and the development of support and improvement plans;
- B. Provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the school district in planning and implementing effective **parent/guardian** and family involvement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or

individuals with expertise in effectively engaging parents/guardians and family members in education;

- C. Coordinate and integrate parent/guardian and family engagement strategies with similar strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs;
- D. Conduct, with the meaningful involvement of parents/guardians and family members, an annual evaluation of the content and effectiveness of the parent/guardian and family engagement procedure ~~policy~~ in improving the academic quality of the schools served, including identifying barriers to greater participation by parents/guardians in parental involvement activities (with particular attention to parents/guardians ~~parents~~ who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or who are of a racial or ethnic minority background); the needs of parents/guardians and family members to assist with the learning of their children, including engaging with school personnel and teachers; and strategies to support successful school and family interactions;
- E. Use the findings of such evaluations to design evidence-based strategies for more effective parental involvement and to revise, if necessary, the district-level and school-level parent/guardian and family engagement policies; and
- F. Involve parents/guardians ~~parents~~ in the activities of the schools, which may include establishing a parent/guardian advisory board comprised of a sufficient number and representative group of parents/guardians or family members served by the school district to adequately represent the needs of the population served by the school district for the purposes of developing, revising, and reviewing the parent/guardian and family engagement procedure ~~policy~~.

IV. DEVELOPMENT OF SCHOOL LEVEL PROCEDURE

The school board will direct the administration of each school to develop (or amend an existing parental involvement procedure) jointly with, and distribute to, parents/guardians and family members of participating children a written parent/guardian and family engagement procedure, agreed upon by such parents/guardians and families, that shall describe the means for carrying out the federal requirements of parent/guardian and family engagement. Parents/guardians shall be notified of the procedure in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. Such procedures shall be made available to the local community and updated periodically to meet the changing needs of parents/guardians and the school.

- A. The procedure will describe the means by which each school with a Title I program will:

1. Convene an annual meeting, at a convenient time, to which all parents/guardians of participating children shall be invited and encouraged to attend, to inform parents/guardians of their school's participation in Title I programs, and to explain to parents/guardians of participating children the program, its requirements, and their right to be involved;
 2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds transportation, child care, or home visits, as such services relate to parental involvement;
 3. Involve parents/guardians in an organized, ongoing, and timely way in the planning, review, and improvement of the parental involvement programs, including the planning, review, and improvement of the school parent and family engagement **procedurepolicy** and the joint development of the school-wide program plan, except that if a school has in place a process for involving parents/guardians in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents/guardians of participating children;
 4. Provide parents/guardians of participating children with: timely information about Title I programs; a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards; if requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and to respond to any such suggestions as soon as practicably possible; and
 5. If the school-wide program plan is not satisfactory to the parents/guardians of participating children, submit any parent's/guardian's comments on the plan when it is submitted to the school district.
- B. ~~Address the importance of communication between teachers and parents on an on-going basis through the use of:~~
1. ~~Annual parent-teacher conferences to discuss the compact and the child's achievement;~~
 2. ~~Frequent progress reports to the parents, and~~
 3. ~~Reasonable access to staff, opportunities to volunteer, participate in the child's class, and observe in the child's classroom.~~
 4. ~~Ensuring regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand.~~

- C. As a component of this ~~procedure~~policy, each ~~qualifying~~ school shall jointly develop with parents/guardians a school/parent/guardian compact and will be posted on the district website. The compact shall ~~which~~ outlines how parents/guardians, staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents/guardians will build and develop a partnership to help children achieve the state's high standards. The compact shall:
1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to meet state student academic achievement standards;
 2. Describe the ways each parent/guardian will be responsible for supporting their child's learning by volunteering in their child's classroom and participating, as appropriate, in decisions relating to their child's education and use of extracurricular time.
 3. Address the importance of communication between teachers and parents/guardians~~parents/guardians~~ on an ongoing basis through the use of:
 - a) Annual parent-teacher conferences to discuss the compact and the child's achievement;
 - b) Frequent progress reports to the parents/guardians~~parents/guardians~~;
 - c) Reasonable access to staff, opportunities to volunteer, participate in the child's class, and observe in the child's classroom; and
 - d) Regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand.
- D. To ensure effective involvement of parents/guardians and to support a partnership among the school, parents/guardians~~parents~~, and community to improve student academic achievement, the ~~procedure~~policy will describe how each school and the school district will:
1. Provide assistance to participating parents/guardians in understanding such topics as the state's academic content standards and state academic achievement standards, state and local academic assessments, Title I requirements, and how to monitor a child's progress and work with educators to improve the achievement of their children;
 2. Provide materials and training to assist parents/guardians~~parents~~ in working with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement;

3. Educate school staff, with the assistance of **parents/guardians**, in the value and utility of contributions of **parents/guardians** and in how to reach out to, communicate with, and work with **parents/guardians** as equal partners, implement and coordinate parent/**guardian** programs, and build ties between **parents/guardians** and school;
 4. Coordinate and integrate parental involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent/**guardian** resource centers, that encourage and support **parents/guardians** in more fully participating in the education of their children to the extent feasible and appropriate;
 5. Ensure, to the extent practicable, that information about school and parent/**guardian** meetings, programs, and activities is sent to the **parents/guardians** of participating children in a format and, to the extent practicable, in a language the **parents/guardians** can understand; and
 6. Provide such other reasonable support for parental involvement activities as requested by **parents/guardians**~~parents~~.
- E. The ~~procedure~~**policy** will also describe the process to be taken if the school district and school choose to:
1. Involve **parents/guardians**~~parents~~ in the development of training for school staff to improve the effectiveness of such training;
 2. Provide necessary literacy training with funds received under Title I programs if all other funding has been exhausted;
 3. Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable **parents/guardians**~~parents~~ to participate in school-related meetings and training sessions;
 4. Train **parents/guardians**~~parents~~ to enhance the involvement of other **parents/guardians**~~parents~~;
 5. Arrange meetings at a variety of times or conduct in-home conferences between teachers or other educators, who work directly with participating children, and **parents/guardians**~~parents~~ who are unable to attend such conferences at school in order to maximize parental involvement and participation in school- related activities;
 6. Adopt and implement model approaches to improving parental involvement;
 7. Develop appropriate roles for community-based organizations and business in parental involvement activities; and

8. Establish a district-wide parent/guardian advisory council to provide advice on all matters related to parental involvement in Title I programs.
- F. To carry out the requirements of parent/guardian and family engagement, the school district and schools, to the extent practicable, will provide opportunities for the informed participation of parents/guardiansparents and family members (including parents/guardiansparents and family members who have limited English proficiency, parents/guardiansparents and family members with disabilities, and parents/guardiansparents and family members of migratory children), including providing information and school reports in a format and, to the extent practicable, in a language that is understandable by the parents/guardiansparents.
- G. The school district and each school shall inform parents/guardiansparents and parent /guardian organizations of the existence of family engagement in education programs.

The procedureolicies will be updated periodically to meet the changing needs of parents/guardiansparents and the school.

Legal References: 20 U.S.C. § 6318 (Parent and Family Engagement)

Cross References: None

Policy Reviewed: 10.03.2025 ~~06.24.2020~~

Policy Adopted: 07.22.2020

Policy Revised: 10.26.2022



710 EXTRACURRICULAR TRANSPORTATION

I. PURPOSE

The purpose of this policy is to make clear to students, parents, and staff the school district's policy regarding extracurricular transportation.

II. GENERAL STATEMENT OF POLICY

The determination as to whether to provide transportation for students, spectators, or participants to and from extracurricular activities shall be made solely by the school district administration. This determination shall include, but is not limited to, the decision to provide transportation, the persons to be transported, the type or method to be utilized, all transportation scheduling and coordination, and any other transportation arrangements or decisions. Employees who are involved in extracurricular activities shall be advised by the administration as to the transportation arrangements made, if any.

III. ARRANGEMENT OF EXTRACURRICULAR TRANSPORTATION

School district employees shall not undertake independent arrangement, scheduling, or coordination of transportation for extracurricular activities unless specifically directed or approved by the school district administration. All transportation arrangements made by a school district employee must be approved by a building administrator. If the school district makes no arrangements for extracurricular transportation, students who wish to participate are responsible for arranging for or providing their own transportation.

IV. NO EMPLOYEE TRANSPORTATION OF STUDENTS WITH PERSONAL VEHICLES

An employee must not use a personal vehicle to transport one or more students except as provided herein. However, employees may make appropriate transportation arrangements for students as necessary in an emergency or other unforeseeable circumstance.

In a nonemergency situation, an employee must get prior, written approval from the administration which must come from the parent/guardian before transporting a student in a personal vehicle. If a school vehicle is available, the employee will use the school vehicle. The administration has the sole discretion to make a final determination as to the appropriate use of a personal vehicle to transport one or more students.

If any emergency transportation arrangements are made by employees pursuant to this section, the relevant facts and circumstances shall be reported to the administration as soon thereafter as practicable.

All vehicles used to transport students shall be properly registered and insured.

V. FEES

At its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional.

Legal References: *Minn. Stat. § 123B.36 (Authorized Fees)*
Minn. Stat. § 169.011, Subd. 71(a) (Definitions)
Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards)

Cross References: *ISD 200 Policy 610 (Field Trips)*
ISD 200 Policy 709 (Student Transportation Safety Policy)
ISD710.1FRM Co-Curricular and Extracurricular Participation and Alternative Transportation Permission Form

Policy Reviewed: 10.03.2025

Policy Adopted:

Policy Revised:



715 CROWDFUNDING/EMPLOYEE FUNDRAISING FOR SCHOOL PURPOSES

I. PURPOSE

Hastings Public Schools recognizes that desired enhancements to educational programming, have always, and will always, exceed school resources. One modern manifestation of employee fundraising for school purposes is commonly referred to as “crowdfunding,” or the placement of needs on various websites in order to secure donations to meet those needs. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on the general public. With advance approval and adherence to the procedures, as set forth ~~in this policy~~ *herein*, employee fundraising for school purposes is permissible within the Hastings Public School District.

II. GENERAL STATEMENT OF POLICY

School District employees wishing to engage in any fundraising for school purposes, including “crowdfunding,” must comply with the following:

- A. All fundraising campaigns must support educational and instructional-based initiatives;
- B. All fundraising campaigns must be pre-approved by the *building principal and the district’s department of Finance & Operations* ~~District Business Office~~ using the Crowdfunding Project Request Form (*Policy 715.1FRM*). Participation in non-approved fundraising activities ~~will~~ *shall* be considered a violation of school district policy.
- C. Fundraising must be conducted in a professional manner that will not result in confusion by the public or embarrassment to employees or the school. When making requests for fundraising/crowdfunding support, teachers/employees must comply with ~~ISD 200 school district~~ *ISD 200* policies, including *ISD 200 Policy 515 Protection and Privacy of Pupil Records*.
- D. Immediately upon completion of the fundraising campaign, the total amount of funds raised must be reported to the *district’s department of Finance & Operations* ~~District Business Office~~. All monies or items secured through the employee fundraising will become the property of the Hastings Public Schools *ISD 200* ~~District~~. All such funds must be accounted for through the *district’s department of Finance & Operations* ~~District Business Office~~. If the fundraising/crowdfunding site requires that it collect the dollars, purchase the described items, and send them to the teacher/employee, then a simple record of the acquisition should be sent to the building principal and *Director of Finance & Operations* ~~District Business Office~~.

Legal References: *Minn. Stat. § 123B.09, Subd. 8 (Duties)*
Minn. Stat. § 123B.36 (Authorized Fees)
Family Educational Rights and Privacy Act

Cross References: *ISD 200 Policy 515 (Protection and Privacy of Pupil Records)*
ISD 200 Policy 713 (Student Activity Accounting)
ISD 200 Policy 715.1FRM (Crowdfunding Project Request Form)

Policy Reviewed: 10.03.2025

Policy Adopted: 12.11.2019

Policy Revised:



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 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 Redisclosure

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 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 MultipleStudents

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~~ to satisfy all the earth and space science standards for grades 9 through 12, two credits ~~into~~ to 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: ~~08.11.2022~~ 09.19.2025

Policy Adopted: 10.23.2019

Policy Revised: 09.28.2022



AIA® Document G701® – 2017

Change Order

PROJECT: <i>(Name and address)</i> District-Wide Door Hardware Replacements Multiple Locations Hastings, Minnesota 55033	CONTRACT INFORMATION: Contract For: General Construction Date: November 28, 2022	CHANGE ORDER INFORMATION: Change Order Number: Three (3) Date: September 30, 2025
OWNER: <i>(Name and address)</i> Independent School District #200 1000 West Eleventh Street Hastings, Minnesota 55033	ARCHITECT: <i>(Name and address)</i> Wold Architects and Engineers 332 Minnesota Street, Suite W2000 Saint Paul, Minnesota 55101	CONTRACTOR: <i>(Name and address)</i> Derau Construction 1407 East Cliff Road Burnsville, Minnesota 55337

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.)

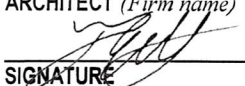
GCPR #09: Material and labor price increase. Add \$6,823.00

TOTAL CHANGE ORDER NO. 3 ADD \$6,823.00

The original Contract Sum was	\$ 237,800.00
The net change by previously authorized Change Orders	\$ 141,819.00
The Contract Sum prior to this Change Order was	\$ 379,619.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 6,823.00
The new Contract Sum including this Change Order will be	\$ 386,442.00
The Contract Time will be unchanged by Zero (0) days.	
The date of Substantial Completion will be June 30, 2023.	

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.

Wold Architects and Engineers	Derau Construction	Independent School District #200
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
		
SIGNATURE	SIGNATURE	SIGNATURE
Tyler Ertl AIA, Associate	Rakim M. Cahill	
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
September 30, 2025	10.02.2025	
DATE	DATE	DATE

Change proposal pricing worksheet

Date: 06.03.2025
 Contractor: Derau Construction, LLC.
 Project: Hastings District Hardware
 Location: Hastings, MN

Work Description: **Material and labor price increase to complete work in new 2025 calendar year due to inflation and wage increase.**

GCPR #: **9 REVISED**

Description	Quantity	Labor Rate	Labor Sub-total	Taxes 8.25%	Support & Burden 28%	OH & P 10%	Total
Labor							
Derau Construction Labor	200 hrs.	\$10.00	\$2,000.00	\$165.00	\$0.00	\$216.50	\$2,382

	Quantity	Unit	Price	M/ E/ S Sub-total	8.250% Sales Tax	Equipment	OH & P 10%	Total
Materials/ Equipment/ Sub								
Bredemus material price increase	1	ls	\$4,038.00	\$4,038	\$0.00	\$0.00	\$403.80	\$4,442

Add days of construction due to added item.
 30 days

Sub Total \$6,823

Grand Total \$6,823

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

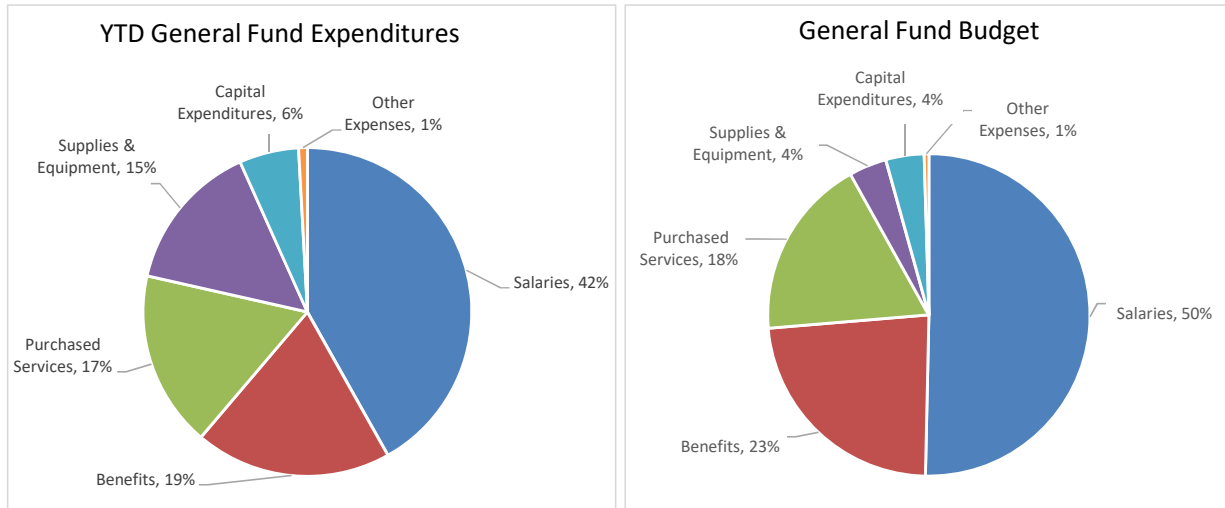
EXPENDITURE TOTALS

	<u>FY 2026 Budget (ADP)</u>	<u>**Monthly Expenditures</u>	<u>Year-to-Date Expenditures</u>	<u>Remaining Balance</u>	<u>% Spent</u>
General Fund (01)					
100 Salaries	35,078,973	2,604,466	3,507,424	31,571,550	10%
200 Benefits	16,255,863	1,093,441	1,622,221	14,633,642	10%
300 Purchased Services	12,706,883	418,698	1,450,895	11,255,988	11%
400 Supplies & Equipment	2,627,034	219,273	1,237,898	1,389,135	47%
500 Capital Expenditures	2,670,675	180,111	491,276	2,179,398	18%
800 Other Expenses	331,918	20,868	71,091	260,827	21%
	<u>69,671,346</u>	<u>4,536,858</u>	<u>8,380,805</u>	<u>61,290,541</u>	<u>12%</u>
Food Service Fund (02)	3,457,120	317,044	506,610	2,950,510	15%
Community Service Fund (04)	2,852,671	285,219	593,066	2,259,605	21%
Building Construction Fund (06)	650,000	0	(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	47,108	70,585	179,415	28%
Deferred Accounts- Donations/Misc Fund (11)	640,619	56,542	120,395	520,224	19%
Scholarships Fund (12)	120,000	0	0	120,000	0%
Totals	\$82,328,081	\$5,242,770	\$9,675,061	\$72,653,019	

** 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	9/1/2025	9/30/2025	1,811,940	Pay dates 9/5 and 9/19
Liability Checks & Wires	9/1/2025	9/30/2025	1,330,122	Bd. Share \$360,732
Total			\$3,142,062	

FINANCE DISBURSEMENTS

Checks & Wires	9/1/2025	9/30/2025	1,056,408
Total			\$1,056,408

SELF-FUNDED INSURANCE

	<u>Revenue YTD</u>	<u>Expenses YTD</u>	<u>YTD Balance</u>
Dental	172,823	178,829	(\$6,007)
Health	2,274,238	1,335,034	\$939,204

10/14/2025

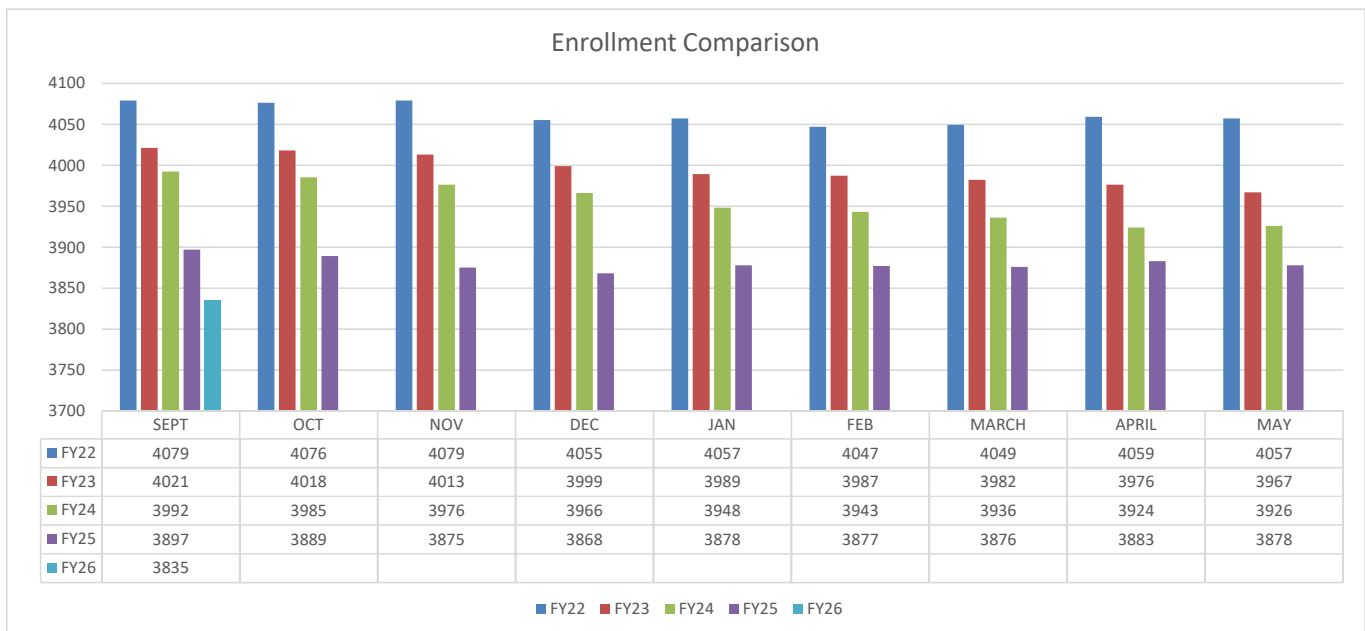
ELECTRONIC FUND TRANSFERS

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
9/4/2025	MSDLAF General	MSDLAF Health Self Funded	27,434.50	Health Insurance
9/4/2025	MSDLAF General	MSDLAF Health Self Funded	180,718.30	Health Insurance
9/5/2025	MSDLAF General	MSDLAF AP	23,608.39	Accounts Payable
9/5/2025	MSDLAF General	MSDLAF Payroll	1,505,764.40	Payroll
9/5/2025	MSDLAF General	MSDLAF Flex	17,912.15	Payroll
9/8/2025	Merchants Bank	MSDLAF General	75,000.00	Local Receipts
9/8/2025	MSDLAF Flex	MSDLAF General	2,158.53	Payroll
9/8/2025	MSDLAF General	MSDLAF Health Self Funded	6,210.87	Health Insurance
9/12/2025	MSDLAF General	MSDLAF AP	112,725.89	Accounts Payable
9/12/2025	MSDLAF General	Vermillion Bank	1,395.78	Local Receipts
9/15/2025	Merchants Bank	MSDLAF General	50,000.00	Local Receipts
9/15/2025	MSDLAF General	MSDLAF AP	429,545.69	Accounts Payable
9/18/2025	MSDLAF General	MSDLAF AP	18,222.34	Accounts Payable
9/18/2025	MSDLAF General	MSDLAF AP	15,364.55	Accounts Payable
9/19/2025	MSDLAF General	MSDLAF Payroll	1,626,177.30	Payroll
9/19/2025	MSDLAF General	MSDLAF Health Self Funded	27,867.84	Health Insurance
9/19/2025	MSDLAF General	MSDLAF Flex	18,663.35	Payroll
9/19/2025	MSDLAF General	MSDLAF AP	32,817.68	Accounts Payable
9/22/2025	Merchants Bank	MSDLAF General	25,000.00	Local Receipts
9/26/2025	MSDLAF General	MSDLAF Payroll	5,242.25	Payroll
9/26/2025	MSDLAF General	MSDLAF Dental Self Funded	53,472.88	Dental Insurance
9/26/2025	MSDLAF General	MSDLAF AP	73,027.71	Accounts Payable
9/29/2025	Merchants Bank	MSDLAF General	25,000.00	Local Receipts
9/30/2025	MSDLAF General	MSDLAF Scholarship	1,082.00	Local Receipts
9/30/2025	MSDLAF General	MSDLAF AP	315,013.94	Accounts Payable
9/30/2025	MSDLAF General	MSDLAF AP	32,566.29	Accounts Payable

\$4,701,992.63

ENROLLMENT

<u>GRADE</u>	<u>COUNT</u>	<u>SCHOOL</u>	<u>COUNT</u>
K	263	HALC	49
1	260	High School	1266
2	258	Middle School	1180
3	273	Kennedy Elementary	455
4	286	Pinecrest Elementary	409
5	295	McAuliffe Elementary	476
6	280		3835
7	300		
8	305		
9	325		
10	301	Elementary	1340
11	331	Middle School	1180
12	358	High School/HALC	1315
	3835	Total District	3835



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 9/30/2025

Crs Code	Activity Account	Balance 7/1/2025	Receipts	Disbursements	Subtotal (Less Interest)	Interest Earned	Balance 9/30/2025
601	Art Club	342.61	0.00	0.00	342.61	3.2061	345.82
608	AVID	2,309.08	0.00	0.00	2,309.08	21.6078	2,330.69
602	Band	1,852.94	0.00	0.00	1,852.94	17.3393	1,870.28
605	Basketball - Boys	5,276.27	0.00	0.00	5,276.27	49.3740	5,325.64
609	Choir Tour	1,769.44	0.00	0.00	1,769.44	16.5580	1,786.00
610	Cross Country Running	549.60	910.00	0.00	1,459.60	11.6934	1,471.29
613	Fellowship Christian Athletes (FCA)	3,481.12	1,000.00	0.00	4,481.12	39.7737	4,520.89
615	Gymnastics	4,213.33	386.34	0.00	4,599.67	42.2082	4,641.88
616	French Honor Society (FHS)	1,548.07	0.00	0.00	1,548.07	14.4864	1,562.56
622	Marching Band	47,025.43	25,080.95	51,657.68	20,448.70	263.6190	20,712.32
675	INTEREST EARNED	0.00	1,468.98	0.00	1,468.98	-	0.00
623	National Honor Society (NHS)	2,842.95	454.75	0.00	3,297.70	29.8770	3,327.58
625	Nordic Skiing	360.57	0.00	0.00	360.57	3.3741	363.94
626	Orchestra	213.16	0.00	0.00	213.16	1.9947	215.15
618	Peer Helpers	103.33	0.00	0.00	103.33	0.9669	104.30
632	Show Choir	44,492.93	0.00	13,174.79	31,318.14	304.0622	31,622.20
647	Spanish Club	5,489.94	18.90	17.04	5,491.80	51.3623	5,543.16
650	Student Council	43,929.25	3,032.00	3,750.19	43,211.06	405.9088	43,616.97
652	Tennis - Boys	3,213.88	0.00	228.10	2,985.78	28.1655	3,013.95
653	Tennis - Girls	1,321.76	0.00	250.44	1,071.32	10.5660	1,081.89
655	Thespians	141.67	0.00	0.00	141.67	1.3257	143.00
656	Track	10,643.97	0.00	1,507.00	9,136.97	87.5608	9,224.53
654	Ultimate Frisbee	646.90	0.00	0.00	646.90	6.0535	652.95
665	Middle School Yearbook	14.47	0.00	0.00	14.47	0.1354	14.61
666	Middle School Student Council	6,172.55	0.00	0.00	6,172.55	57.7611	6,230.31
		187,955.22	32,351.92	70,585.24	149,721.90	1,468.9800	149,721.90

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

September 2025 Investment Reconciliation - %-104-%

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	BALANCE END OF MONTH
GENERAL FUND - 01	11,000,000.00	0.00	0.00	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	0.00	0.00	<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

September 2025 Bank Reconciliation

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	JOURNAL ENTRIES	BALANCE END OF MONTH
GENERAL FUND- 01	28,371,836.69	5,040,692.05	(2,081,389.06)	(2,423,963.74)	28,907,175.94
FOOD SERVICE FUND - 02	526,603.30	38,144.20	(217,106.60)	(56,491.05)	291,149.85
COMMUNITY ED - 04	557,458.20	304,483.73	(86,633.87)	(190,283.03)	585,025.03
BUILDING CONSTRUCTION - 06	556,947.40	1,894.19	0.00	0.00	558,841.59
DEBT REDEMPTION - 07	4,672,697.84	41,375.10	0.00	38,387.74	4,752,460.68
STUDENT ACTIVITY FUND -10	186,896.04	10,450.49	(47,622.15)	(2.48)	149,721.90
DEFERRED ACCOUNTS - 11	476,742.71	63,722.05	(40,229.34)	(7,558.74)	492,676.68
SCHOLARSHIP - 12	296,325.46	2,104.16	0.00	0.00	298,429.62
DENTAL SELF FUNDED - 20	917,693.46	3,098.24	(39,175.32)	53,472.88	935,089.26
HEALTH SELF FUNDED -21	3,535,235.63	10,724.55	(700,409.30)	776,101.10	3,621,651.98
OPEB PERA/CE TRUST - 45	6,661,511.99	0.00	0.00	23,454.88	6,684,966.87
TOTALS	46,759,948.72	5,516,688.76	(3,212,565.64)	(1,786,882.44)	47,277,189.40

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	83,094.65	0.00	0.00	66.55	83,161.20
MSDLAF AP	462,556.10	(361,332.30)	0.00	984.99	102,208.79
MSDLAF Payroll	125,399.76	(24,909.49)	0.00	0.00	100,490.27
MSDLAF Scholarship	299,429.62	(1,000.00)	0.00	0.00	298,429.62
MSDLAF General	35,087,460.36	0.00	27,832.93	0.00	35,115,293.29
MSDLAF Flex	14,712.84	(1,791.65)	0.00	0.00	12,921.19
MSDLAF Dental Self Funded	935,089.26	0.00	0.00	0.00	935,089.26
MSDLAF Health Self Funded	2,904,765.22	(3,912.30)	0.00	0.00	2,900,852.92
MSDLAF Bond Proceeds	542,365.04	0.00	0.00	0.00	542,365.04
Vermillion Bank	152,672.99	(250.44)	0.00	0.00	152,422.55
OPEB PERA/CE Trust Account	7,033,955.27	0.00	0.00	0.00	7,033,955.27
TREASURER'S BALANCE	47,641,501.11	(393,196.18)	27,832.93	1,051.54	47,277,189.40

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	p603mb	112052		Wire	1	10229	MERCHANTS BANK FEES		No	Yes	No	09/10/2025	26.45
Bank Total:													\$26.45
USAP	P602A	112088		Wire	1	11387	AMAZON CAPITAL SERVICES, INC		No	No	No	09/12/2025	12,353.76
USAP	P60315	112180		Wire	1	10920	AFFINETY - MERCH BANK FEES (WIRE)		No	Yes	No	09/15/2025	6,857.16
USAP	P60315	112181		Wire	1	2976	SALES TAX (MN DEPT REVENUE)		No	Yes	No	09/15/2025	3,780.00
USAP	P602B	112259		Wire	1	9557	BMO HARRIS BANK NA		No	Yes	No	09/29/2025	29,727.67
USAP	P60330	112335		Wire	1	3167	MSDLAF BANK FEES		No	Yes	No	09/30/2025	218.53
USAP	P60215	111880	838604	Check	1	7721	R3 INNOVATIVE OFFICE SOLUTIONS		Yes	No	Yes	09/30/2025	(1,969.28)
USAP	P60301	112050	838724	Check	1	6745	CULLIGAN OF STILLWATER		Yes	No	No	09/05/2025	466.70
USAP	P60301	112039	838725	Check	1	12198	DELLINGER, JULIANA		Yes	No	No	09/05/2025	770.00
USAP	P60301	112040	838726	Check	1	12204	GAME ONE		Yes	No	No	09/05/2025	3,588.00
USAP	P60301	112048	838727	Check	1	4980	HANSON, TRENT		Yes	No	No	09/05/2025	181.70
USAP	P60301	112041	838728	Check	1	1681	JAEGER, KARI		Yes	No	No	09/05/2025	42.98
USAP	P60301	112049	838729	Check	1	5828	JIM CARLSON LEASING CO.		Yes	No	No	09/05/2025	730.00
USAP	P60301	112042	838730	Check	1	1720	JUDGE APPLIANCE		Yes	No	No	09/05/2025	945.00
USAP	P60301	112047	838731	Check	1	3071	KENNEDY PETTY CASH ACCOUNT		Yes	No	No	09/05/2025	500.00
USAP	P60301	112038	838732	Check	1	11755	KJ BRANDING		Yes	No	No	09/05/2025	480.00
USAP	P60301	112043	838733	Check	1	1977	MINNESOTA COACHES INC		Yes	No	No	09/05/2025	11,114.54
USAP	P60301	112037	838734	Check	1	10879	R1 POWERSCHOOL GROUP LLC		Yes	No	No	09/05/2025	270.00
USAP	P60301	112045	838735	Check	1	2704	R2 SCHOLASTIC MAGAZINES		Yes	No	No	09/05/2025	126.50
USAP	P60301	112046	838736	Check	1	3069	SENIOR HIGH PETTY CASH		Yes	No	No	09/05/2025	750.00
USAP	P60301	112036	838737	Check	1	10270	SWANK MOVIE LICENSING USA		Yes	No	No	09/05/2025	3,467.00
USAP	P60301	112044	838738	Check	1	2690	ZABEL, KURT		Yes	No	No	09/05/2025	175.97
USAP	P60302	112079	838739	Check	1	6442	BACHMAN, RACHEL		Yes	No	No	09/12/2025	670.52
USAP	P60302	112085	838740	Check	1	9805	BRAUN, LOUANN		Yes	No	No	09/12/2025	130.08
USAP	P60302	112065	838741	Check	1	1235	CITY OF HASTINGS		Yes	No	No	09/12/2025	6,964.99
USAP	P60302	112081	838742	Check	1	8731	EDEN PRAIRIE HIGH SCHOOL		Yes	No	No	09/12/2025	500.00
USAP	P60302	112062	838743	Check	1	12165	R6 ELAINE FRANDRUP		Yes	No	No	09/12/2025	15.00
USAP	P60302	112059	838744	Check	1	10572	GENESIS TECHNOLOGIES, INC		Yes	No	No	09/12/2025	2,500.00
USAP	P60302	112074	838745	Check	1	3030	GROTH MUSIC		Yes	No	No	09/12/2025	2,000.00
USAP	P60302	112061	838746	Check	1	11512	R2 IMAGINE LEARNING, LLC		Yes	No	No	09/12/2025	38,500.00
USAP	P60302	112068	838747	Check	1	2256	R1 LEARNING A-Z		Yes	No	No	09/12/2025	8,928.00
USAP	P60302	112083	838748	Check	1	9776	R1 LOFFLER COMPANIES		Yes	No	No	09/12/2025	587.00
USAP	P60302	112084	838749	Check	1	9785	MAJCHZRZAK, SANDY		Yes	No	No	09/12/2025	102.31
USAP	P60302	112075	838750	Check	1	3072	MCAULIFFE PETTY CASH ACCOUNT		Yes	No	No	09/12/2025	500.00
USAP	P60302	112076	838751	Check	1	3150	MIDDLE SCHOOL PETTY CASH FUND		Yes	No	No	09/12/2025	300.00
USAP	P60302	112063	838752	Check	1	12205	MIDLAND GLASS CO INC		Yes	No	No	09/12/2025	16,694.56

HASTINGS PUBLIC SCHOOLS

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USAP	P60302	112080	838753	Check	1	7502	MIDWEST EDUCATIONAL CONSULTAN		Yes	No	No	09/12/2025	8,450.00
USAP	P60302	112066	838754	Check	1	1999	MN STATE HIGH SCHOOL LEAGUE		Yes	No	No	09/12/2025	3,160.00
USAP	P60302	112064	838755	Check	1	12206	ORLICH-SULLIVAN, MEGAN		Yes	No	No	09/12/2025	76.68
USAP	P60302	112067	838756	Check	1	2219	POSTMASTER		Yes	No	No	09/12/2025	2,075.04
USAP	P60302	112060	838757	Check	1	10879	POWERSCHOOL GROUP LLC	R1	Yes	No	No	09/12/2025	14,480.31
USAP	P60302	112082	838758	Check	1	9361	PYLE, TRACY		Yes	No	No	09/12/2025	109.23
USAP	P60302	112069	838759	Check	1	2261	RED WING HIGH SCHOOL-ISD 256		Yes	No	No	09/12/2025	200.00
USAP	P60302	112070	838760	Check	1	2275	RENT & SAVE		Yes	No	No	09/12/2025	795.00
USAP	P60302	112072	838761	Check	1	2819	REPUBLIC SERVICES #923		Yes	No	No	09/12/2025	2,742.91
USAP	P60302	112087	838762	Check	1	9923	RUNSEWE, TRACY		Yes	No	No	09/12/2025	196.27
USAP	P60302	112073	838763	Check	1	3023	SAFETY-KLEEN SYSTEMS	R1	Yes	No	No	09/12/2025	1,356.55
USAP	P60302	112077	838764	Check	1	4405	STEP SAVER INC	R1	Yes	No	No	09/12/2025	106.38
USAP	P60302	112086	838765	Check	1	9886	STERICYCLE INC	R2	Yes	No	No	09/12/2025	200.76
USAP	P60302	112071	838766	Check	1	2548	T-MOBILE	R1	Yes	No	No	09/12/2025	60.00
USAP	P60302	112078	838767	Check	1	5557	ULINE SHIPPING SUPPLIES	R1	Yes	No	No	09/12/2025	194.18
USAP	P60302	112058	838768	Check	1	10513	VOGE, BRENDA		Yes	No	No	09/12/2025	130.12
USAP	P60315	112090	838769	Check	1	1012	ACCLAIM SERVICES, INC		Yes	No	No	09/15/2025	698.00
USAP	P60315	112172	838770	Check	1	8685	APPLE VALLEY HS VOLLEYBALL BOOS		Yes	No	No	09/15/2025	325.00
USAP	P60315	112109	838771	Check	1	11499	AQUA NORTH SOLUTIONS LLP		Yes	No	No	09/15/2025	902.00
USAP	P60315	112100	838772	Check	1	10919	ARVIG	R1	Yes	No	No	09/15/2025	1,255.95
USAP	P60315	112104	838773	Check	1	11204	ASLIS	R1	Yes	No	No	09/15/2025	143.00
USAP	P60315	112157	838774	Check	1	6190	AVIBEN LLC	R3	Yes	No	No	09/15/2025	566.86
USAP	P60315	112115	838775	Check	1	11769	BARTKEY, MICHELE		Yes	No	No	09/15/2025	208.73
USAP	P60315	112093	838776	Check	1	10641	BAYCOM INC		Yes	No	No	09/15/2025	229.00
USAP	P60315	112110	838777	Check	1	1156	BIX PRODUCE COMPANY LLC		Yes	No	No	09/15/2025	6,135.33
USAP	P60315	112161	838778	Check	1	7269	BOHLKEN, HEIDI		Yes	No	No	09/15/2025	220.00
USAP	P60315	112153	838779	Check	1	5078	BREDEMUS HARDWARE CO INC		Yes	No	No	09/15/2025	38,287.00
USAP	P60315	112170	838780	Check	1	7937	BROTHERS FIRE & SECURITY		Yes	No	No	09/15/2025	1,927.00
USAP	P60315	112168	838781	Check	1	7911	CENTURYLINK		Yes	No	No	09/15/2025	80.52
USAP	P60315	112106	838782	Check	1	11236	CHORDS AND BOARDS LLC		Yes	No	No	09/15/2025	840.00
USAP	P60315	112158	838783	Check	1	6687	CLARK, DAVID		Yes	No	No	09/15/2025	72.87
USAP	P60315	112173	838784	Check	1	8741	CLARK, JAMIE		Yes	No	No	09/15/2025	13.58
USAP	P60315	112117	838785	Check	1	11856	COFFEE MILL INC.		Yes	No	No	09/15/2025	269.00
USAP	P60315	112125	838786	Check	1	1251	COMMERCIAL KITCHEN SERVICES		Yes	No	No	09/15/2025	1,174.83
USAP	P60315	112126	838787	Check	1	1286	CUB FOODS		Yes	No	No	09/15/2025	78.86
USAP	P60315	112111	838788	Check	1	11584	DASH SPORTS LLC		Yes	No	No	09/15/2025	3,064.75
USAP	P60315	112091	838789	Check	1	10278	DECKER	R1	Yes	No	No	09/15/2025	885.33
USAP	P60315	112174	838790	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	No	No	09/15/2025	1,333.95

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USAP	P60315	112097	838791	Check	1	10860	DEPARTMENT OF TRANSPORTATION		Yes	No	No 09/15/2025	743.25
USAP	P60315	112165	838792	Check	1	7637	EAST RIDGE HIGH SCHOOL		Yes	No	No 09/15/2025	185.00
USAP	P60315	112164	838793	Check	1	7322	FERGUSON ENTERPRISES	R1	Yes	No	No 09/15/2025	874.98
USAP	P60315	112127	838794	Check	1	1483	GRAPHIC DESIGN INC		Yes	No	No 09/15/2025	8,502.00
USAP	P60315	112149	838795	Check	1	3030	GROTH MUSIC		Yes	No	No 09/15/2025	3,275.91
USAP	P60315	112124	838796	Check	1	12207	GROUNDWORKS		Yes	No	No 09/15/2025	8,250.00
USAP	P60315	112128	838797	Check	1	1582	HILLYARD INC-MINNEAPOLIS		Yes	No	No 09/15/2025	290.32
USAP	P60315	112107	838798	Check	1	11239	HLS OUTDOOR	R1	Yes	No	No 09/15/2025	737.76
USAP	P60315	112175	838799	Check	1	9329	HOMETOWN ACE HARDWARE		Yes	No	No 09/15/2025	1,139.68
USAP	P60315	112092	838800	Check	1	10420	HOPE ENGLISH-SPANISH INTERPRETE		Yes	No	No 09/15/2025	2,642.00
USAP	P60315	112130	838801	Check	1	1845	HORIZON COMMERCIAL POOL SUPPLY		Yes	No	No 09/15/2025	2,007.11
USAP	P60315	112119	838802	Check	1	11943	IMPERIAL DADE		Yes	No	No 09/15/2025	3,273.36
USAP	P60315	112105	838803	Check	1	11207	INFINITE HEALTH COLLABORATIVE		Yes	No	No 09/15/2025	35,000.00
USAP	P60315	112166	838804	Check	1	7721	INNOVATIVE OFFICE SOLUTIONS	R3	Yes	No	No 09/15/2025	4,401.20
USAP	P60315	112122	838805	Check	1	12120	KELLY SERVICES		Yes	No	No 09/15/2025	3,177.80
USAP	P60315	112159	838806	Check	1	6786	KOEHLER & DRAMM		Yes	No	No 09/15/2025	199.44
USAP	P60315	112177	838807	Check	1	9459	KONICA MINOLTA/LOFFLER	R1	Yes	No	No 09/15/2025	2,054.00
USAP	P60315	112129	838808	Check	1	1799	LAKESHORE LEARNING MATERIALS	R1	Yes	No	No 09/15/2025	631.35
USAP	P60315	112151	838809	Check	1	4233	LAKEVILLE NORTH HIGH SCHOOL		Yes	No	No 09/15/2025	225.00
USAP	P60315	112121	838810	Check	1	12070	LB CARLSON LLP		Yes	No	No 09/15/2025	3,880.00
USAP	P60315	112179	838811	Check	1	9776	LOFFLER COMPANIES	R1	Yes	No	No 09/15/2025	1,724.25
USAP	P60315	112171	838812	Check	1	8342	M JUDGE ELECTRIC LLC		Yes	No	No 09/15/2025	5,321.00
USAP	P60315	112132	838813	Check	1	1915	MCGINNIS, PETER		Yes	No	No 09/15/2025	23.38
USAP	P60315	112133	838814	Check	1	1919	MCGRAW HILL	R01	Yes	No	No 09/15/2025	14,885.10
USAP	P60315	112160	838815	Check	1	7173	MEDICINE LAKE TOURS		Yes	No	No 09/15/2025	27,490.00
USAP	P60315	112134	838816	Check	1	1942	MENARDS		Yes	No	No 09/15/2025	629.00
USAP	P60315	112101	838817	Check	1	10948	METRO VOLLEYBALL OFFICIAL ASSOC		Yes	No	No 09/15/2025	270.00
USAP	P60315	112162	838818	Check	1	7290	MIDWEST FENCE & MFG.		Yes	No	No 09/15/2025	2,948.00
USAP	P60315	112108	838819	Check	1	11331	MIDWEST MACHINERY CO	R1	Yes	No	No 09/15/2025	107.98
USAP	P60315	112135	838820	Check	1	1977	MINNESOTA COACHES INC		Yes	No	No 09/15/2025	12,420.74
USAP	P60315	112147	838821	Check	1	2795	MTI DISTRIBUTING, INC.		Yes	No	No 09/15/2025	436.64
USAP	P60315	112167	838822	Check	1	7883	NAC MECHANICAL & ELECRICAL SERV	R1	Yes	No	No 09/15/2025	2,484.00
USAP	P60315	112089	838823	Check	1	10019	NCS PEARSON INC	R1	Yes	No	No 09/15/2025	69.60
USAP	P60315	112156	838824	Check	1	5717	NORTHEAST METRO DISTRICT 916		Yes	No	No 09/15/2025	590.29
USAP	P60315	112094	838825	Check	1	10721	NORTHFIELD SOLAR LLC	R4	Yes	No	No 09/15/2025	46,963.59
USAP	P60315	112116	838826	Check	1	11771	NOVA EDUCATION CONSULTANTS		Yes	No	No 09/15/2025	2,520.00
USAP	P60315	112136	838827	Check	1	2146	ORKIN PEST CONTROL INC.		Yes	No	No 09/15/2025	387.25
USAP	P60315	112137	838828	Check	1	2163	PAN-O-GOLD BAKING CO	R1	Yes	No	No 09/15/2025	748.28

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USAP	P60315	112102	838829	Check	1	11186	R2	PERFORMANCE FOOD SERVICE	Yes	No	No	09/15/2025	9,304.38
USAP	P60315	112143	838830	Check	1	2477		PHOENIX SCHOOL COUNSELING	Yes	No	No	09/15/2025	5,022.50
USAP	P60315	112138	838831	Check	1	2219		POSTMASTER	Yes	No	No	09/15/2025	370.00
USAP	P60315	112114	838832	Check	1	11740		PRAIRIE FARMS - WOODBOURY, MN	Yes	No	No	09/15/2025	5,824.47
USAP	P60315	112113	838833	Check	1	11695		PRINT WISCONSIN, LLC	Yes	No	No	09/15/2025	465.00
USAP	P60315	112123	838834	Check	1	12193		PYE-BARKER FIRE & SAFETY LLC	Yes	No	No	09/15/2025	514.00
USAP	P60315	112120	838835	Check	1	12037		RED WING MUSIC LLC	Yes	No	No	09/15/2025	1,930.00
USAP	P60315	112163	838836	Check	1	7314		REGENTS OF UNIVERSITY OF MN	Yes	No	No	09/15/2025	336.00
USAP	P60315	112139	838837	Check	1	2275		RENT & SAVE	Yes	No	No	09/15/2025	795.00
USAP	P60315	112169	838838	Check	1	7918		RIESTER REFRIGERATION	Yes	No	No	09/15/2025	2,057.00
USAP	P60315	112178	838839	Check	1	9521		RITEWAY BUSINESS FORMS	Yes	No	No	09/15/2025	320.55
USAP	P60315	112112	838840	Check	1	11587		SAFEWAY DRIVING SCHOOL	Yes	No	No	09/15/2025	5,140.00
USAP	P60315	112148	838841	Check	1	2850	R1	SCHOOL SPECIALTY	Yes	No	No	09/15/2025	390.90
USAP	P60315	112098	838842	Check	1	10865		SCHOOLMART	Yes	No	No	09/15/2025	104.72
USAP	P60315	112140	838843	Check	1	2387		SHERWIN WILLIAMS CO	Yes	No	No	09/15/2025	384.08
USAP	P60315	112141	838844	Check	1	2387	R1	SHERWIN WILLIAMS CO	Yes	No	No	09/15/2025	70.92
USAP	P60315	112103	838845	Check	1	11196	R1	SHRED IT USA - C/O STERICYCLE INC.	Yes	No	No	09/15/2025	655.90
USAP	P60315	112142	838846	Check	1	2398		SIMLEY HIGH SCHOOL	Yes	No	No	09/15/2025	200.00
USAP	P60315	112176	838847	Check	1	9423		SMILEY, MICHAEL	Yes	No	No	09/15/2025	87.38
USAP	P60315	112155	838848	Check	1	5445	r2	SUMMIT FIRE PROTECTION	Yes	No	No	09/15/2025	20,687.00
USAP	P60315	112131	838849	Check	1	1893		SWCS COMMUNITY EDUCATION	Yes	No	No	09/15/2025	2,145.70
USAP	P60315	112099	838850	Check	1	10898	R1	SYMMETRY ENERGY SOLUTIONS	Yes	No	No	09/15/2025	3,087.03
USAP	P60315	112118	838851	Check	1	1188		TAYLOR MUSIC	Yes	No	No	09/15/2025	1,900.00
USAP	P60315	112154	838852	Check	1	5203	R1	TEACHERS CURRICULUM INSTITUTE	Yes	No	No	09/15/2025	7,170.00
USAP	P60315	112152	838853	Check	1	4836	R2	TEACHING STRATEGIES LLC	Yes	No	No	09/15/2025	3,985.00
USAP	P60315	112144	838854	Check	1	2546		TK ELEVATOR CORPORATION	Yes	No	No	09/15/2025	648.09
USAP	P60315	112145	838855	Check	1	2559		TRIO SUPPLY	Yes	No	No	09/15/2025	3,314.70
USAP	P60315	112150	838856	Check	1	3277		UPPER LAKES FOODS, INC	Yes	No	No	09/15/2025	74,630.98
USAP	P60315	112095	838857	Check	1	10722	R4	WALCOTT SOLAR LLC	Yes	No	No	09/15/2025	9,173.45
USAP	P60315	112096	838858	Check	1	10723	R4	WARSAW SOLAR LLC	Yes	No	No	09/15/2025	24,104.83
USAP	P60315	112146	838859	Check	1	2645		WHISTLING WELL FARM	Yes	No	No	09/15/2025	1,334.00
USAP	P60303	112208	838860	Check	1	5510		ACCELERATED TECHNOLOGIES	Yes	No	No	09/19/2025	670.44
USAP	P60303	112183	838861	Check	1	11213		ANDERSON, ERIN	Yes	No	No	09/19/2025	96.88
USAP	P60303	112186	838862	Check	1	11558		BATAGLIA, KATHERINE	Yes	No	No	09/19/2025	51.10
USAP	P60303	112198	838863	Check	1	1949		BRIGHTWORKS	Yes	No	No	09/19/2025	410.00
USAP	P60303	112209	838864	Check	1	5986	R2	CENGAGE LEARNING	Yes	No	No	09/19/2025	94.50
USAP	P60303	112190	838865	Check	1	12002		COLUMN SOFTWARE PBC	Yes	No	No	09/19/2025	62.50
USAP	P60303	112185	838866	Check	1	11555		CUSTOM COMMUNICATIONS INC	Yes	No	No	09/19/2025	1,715.00

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USAP	P60303	112211	838867	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	No	No	09/19/2025	166.36
USAP	P60303	112205	838868	Check	1	3921	FOLLETT SCHOOL SOLUTIONS LLC		Yes	No	No	09/19/2025	251.38
USAP	P60303	112191	838869	Check	1	12015	FOND DU LAC TRIBAL AND COMMUNIT		Yes	No	No	09/19/2025	40.00
USAP	P60303	112195	838870	Check	1	1456	GEYER INSTRUCTIONAL PRODUCTS		Yes	No	No	09/19/2025	1,004.00
USAP	P60303	112213	838871	Check	1	9880	GUSTAFSON, JILL		Yes	No	No	09/19/2025	26.74
USAP	P60303	112182	838872	Check	1	11180	R1 HUDL		Yes	No	No	09/19/2025	15,000.00
USAP	P60303	112192	838873	Check	1	12174	JJ LAWNSCAPE UNDERGROUND SPRI		Yes	No	No	09/19/2025	170.00
USAP	P60303	112204	838874	Check	1	3071	KENNEDY PETTY CASH ACCOUNT		Yes	No	No	09/19/2025	483.56
USAP	P60303	112196	838875	Check	1	1799	R1 LAKESHORE LEARNING MATERIALS		Yes	No	No	09/19/2025	631.35
USAP	P60303	112210	838876	Check	1	8342	M JUDGE ELECTRIC LLC		Yes	No	No	09/19/2025	2,648.00
USAP	P60303	112197	838877	Check	1	1942	MENARDS		Yes	No	No	09/19/2025	88.48
USAP	P60303	112207	838878	Check	1	5475	R1 MHS (MULTI-HEALTH SYSTEM)		Yes	No	No	09/19/2025	138.41
USAP	P60303	112194	838879	Check	1	12209	MN SCHOOL SOCIAL WORKERS ASSO		Yes	No	No	09/19/2025	1,050.00
USAP	P60303	112187	838880	Check	1	11590	NELSON, TARA		Yes	No	No	09/19/2025	71.96
USAP	P60303	112199	838881	Check	1	2163	R1 PAN-O-GOLD BAKING CO		Yes	No	No	09/19/2025	298.30
USAP	P60303	112184	838882	Check	1	11219	R1 PAUL H BROOKS PUBLISHING CO		Yes	No	No	09/19/2025	499.90
USAP	P60303	112193	838883	Check	1	12203	PEDIATRIC HOME RESPIRTORY SERVI		Yes	No	No	09/19/2025	600.00
USAP	P60303	112206	838884	Check	1	4344	ROWAN, MARY		Yes	No	No	09/19/2025	20.09
USAP	P60303	112200	838885	Check	1	2476	STERNAU & ASSOCIATES		Yes	No	No	09/19/2025	1,710.00
USAP	P60303	112188	838886	Check	1	11996	STOCKDALE, SCOTT		Yes	No	No	09/19/2025	44.17
USAP	P60303	112201	838887	Check	1	2522	TERRY'S HARDWARE		Yes	No	No	09/19/2025	643.13
USAP	P60303	112202	838888	Check	1	2548	R1 T-MOBILE		Yes	No	No	09/19/2025	147.91
USAP	P60303	112203	838889	Check	1	2559	TRIO SUPPLY		Yes	No	No	09/19/2025	3,168.16
USAP	P60303	112212	838890	Check	1	9613	WASHINGTON COUNTY PARKS DIVISIC		Yes	No	No	09/19/2025	730.60
USAP	P60303	112189	838891	Check	1	11997	R1 WELCOME WAGON		Yes	No	No	09/19/2025	84.76
USAP	P60304	112247	838892	Check	1	1949	BRIGHTWORKS		Yes	No	No	09/26/2025	9,266.00
USAP	P60304	112252	838893	Check	1	3748	CENTERPOINT ENERGY		Yes	No	No	09/26/2025	3,524.31
USAP	P60304	112243	838894	Check	1	12081	CHARVAT, PAIGE		Yes	No	No	09/26/2025	176.36
USAP	P60304	112256	838895	Check	1	8840	R2 DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	No	No	09/26/2025	216.99
USAP	P60304	112242	838896	Check	1	11938	R1 GREAT MINDS PBC		Yes	No	No	09/26/2025	3,900.00
USAP	P60304	112245	838897	Check	1	1525	HASTINGS COMMUNITY ED		Yes	No	No	09/26/2025	255.60
USAP	P60304	112241	838898	Check	1	11903	HENDRICKSON'S PAINTING LLC		Yes	No	No	09/26/2025	43,620.00
USAP	P60304	112246	838899	Check	1	1665	INTERMEDIATE SCHOOL DIST 917		Yes	No	No	09/26/2025	1,885.50
USAP	P60304	112254	838900	Check	1	6156	JOSTENS		Yes	No	No	09/26/2025	2,314.41
USAP	P60304	112248	838901	Check	1	1976	MINNESOTA CLAY CO		Yes	No	No	09/26/2025	966.25
USAP	P60304	112258	838902	Check	1	9921	MOEN, LENA		Yes	No	No	09/26/2025	134.22
USAP	P60304	112253	838903	Check	1	5528	MSC INDUSTRIAL SUPPLY INC		Yes	No	No	09/26/2025	3,359.56
USAP	P60304	112249	838904	Check	1	2146	ORKIN PEST CONTROL INC.		Yes	No	No	09/26/2025	387.25

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	
USAP	P60304	112244	838905	Check	1	12206	ORLICH-SULLIVAN, MEGAN		Yes	No	No	09/26/2025	41.30
USAP	P60304	112257	838906	Check	1	9479	SAF-GARD SAFETY SHOE CO		Yes	No	No	09/26/2025	229.97
USAP	P60304	112250	838907	Check	1	2559	TRIO SUPPLY		Yes	No	No	09/26/2025	28.81
USAP	P60304	112255	838908	Check	1	7490	UNIVERSITY LANGUAGE CTR INC		Yes	No	No	09/26/2025	1,081.62
USAP	P60304	112251	838909	Check	1	2683	YMCA CAMP ST. CROIX		Yes	No	No	09/26/2025	1,492.56
USAP	P60304	112240	838910	Check	1	11709	ZEPTIVE, INC.		Yes	No	No	09/26/2025	147.00
USAP	P60330	112320	838911	Check	1	5510	ACCELERATED TECHNOLOGIES		Yes	No	No	09/30/2025	1,254.09
USAP	P60330	112319	838912	Check	1	5432	AMERICAN RED CROSS-TRAINING SEF		Yes	No	No	09/30/2025	272.00
USAP	P60330	112282	838913	Check	1	12168	AMPERSAND THERAPY LLC		Yes	No	No	09/30/2025	12,105.00
USAP	P60330	112267	838914	Check	1	11213	ANDERSON, ERIN		Yes	No	No	09/30/2025	63.28
USAP	P60330	112333	838915	Check	1	8940	ANDERSON, SARAH		Yes	No	No	09/30/2025	26.88
USAP	P60330	112273	838916	Check	1	1156	BIX PRODUCE COMPANY LLC		Yes	No	No	09/30/2025	3,218.23
USAP	P60330	112271	838917	Check	1	11486	BOELTER LLC		Yes	No	No	09/30/2025	3,860.37
USAP	P60330	112325	838918	Check	1	7120	BSN SPORTS LLC		Yes	No	No	09/30/2025	3,133.67
USAP	P60330	112326	838919	Check	1	7295	CENTURYLINK		Yes	No	No	09/30/2025	170.23
USAP	P60330	112327	838920	Check	1	7332	CENTURYLINK		Yes	No	No	09/30/2025	3,769.21
USAP	P60330	112268	838921	Check	1	11236	CHORDS AND BOARDS LLC		Yes	No	No	09/30/2025	315.00
USAP	P60330	112286	838922	Check	1	1251	COMMERCIAL KITCHEN SERVICES		Yes	No	No	09/30/2025	6,648.54
USAP	P60330	112287	838923	Check	1	1281	CRISIS PREVENTION INSTITUTE		Yes	No	No	09/30/2025	2,349.00
USAP	P60330	112288	838924	Check	1	1286	CUB FOODS		Yes	No	No	09/30/2025	22.75
USAP	P60330	112272	838925	Check	1	11555	CUSTOM COMMUNICATIONS INC		Yes	No	No	09/30/2025	7,218.63
USAP	P60330	112332	838926	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS		Yes	No	No	09/30/2025	60.50
USAP	P60330	112296	838927	Check	1	1737	DEPT OF HUMAN SERVICES		Yes	No	No	09/30/2025	686.00
USAP	P60330	112314	838928	Check	1	3336	DISCOUNT SCHOOL SUPPLY		Yes	No	No	09/30/2025	183.44
USAP	P60330	112324	838929	Check	1	6808	ECKROTH MUSIC		Yes	No	No	09/30/2025	100.00
USAP	P60330	112262	838930	Check	1	10582	FENTON, ALYSA		Yes	No	No	09/30/2025	18.40
USAP	P60330	112334	838931	Check	1	9863	GENUINE PARTS COMPANY		Yes	No	No	09/30/2025	1,058.91
USAP	P60330	112311	838932	Check	1	3030	GROTH MUSIC		Yes	No	No	09/30/2025	364.74
USAP	P60330	112284	838933	Check	1	12212	HAMMER SPORTS LLC		Yes	No	No	09/30/2025	1,500.00
USAP	P60330	112289	838934	Check	1	1508	HANSON, ANNETTE		Yes	No	No	09/30/2025	163.20
USAP	P60330	112290	838935	Check	1	1525	HASTINGS COMMUNITY ED		Yes	No	No	09/30/2025	269.80
USAP	P60330	112291	838936	Check	1	1555	HAWKINS, INC.		Yes	No	No	09/30/2025	1,356.56
USAP	P60330	112321	838937	Check	1	5535	HENNING, ANNE		Yes	No	No	09/30/2025	133.32
USAP	P60330	112330	838938	Check	1	8688	HERITAGE EMBROIDERY		Yes	No	No	09/30/2025	329.00
USAP	P60330	112292	838939	Check	1	1582	HILLYARD INC-MINNEAPOLIS		Yes	No	No	09/30/2025	435.48
USAP	P60330	112293	838940	Check	1	1610	HOWD, CAROL		Yes	No	No	09/30/2025	132.06
USAP	P60330	112281	838941	Check	1	11943	IMPERIAL DADE		Yes	No	No	09/30/2025	1,193.41
USAP	P60330	112316	838942	Check	1	3584	INFOPRO LEGAL RESOURCES INC		Yes	No	No	09/30/2025	2,584.00

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	Pay/Void		Amount
											Void	Date	
USAP	P60330	112329	838943	Check	1	7721	R3	INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	09/30/2025	5,690.07
USAP	P60330	112294	838944	Check	1	1660		INSTITUTE FOR ENVIRONMENTAL ASS	Yes	No	No	09/30/2025	1,370.87
USAP	P60330	112322	838945	Check	1	6741		IVY GARTH SEEDS & PLANTS INC	Yes	No	No	09/30/2025	1,583.07
USAP	P60330	112285	838946	Check	1	12213		J.R.'S ADVANCED RECYCLERS	Yes	No	No	09/30/2025	356.25
USAP	P60330	112295	838947	Check	1	1679	R1	J.W. PEPPER & SON INC	Yes	No	No	09/30/2025	65.00
USAP	P60330	112323	838948	Check	1	6786		KOEHLER & DRAMM	Yes	No	No	09/30/2025	1,045.92
USAP	P60330	112270	838949	Check	1	11261	R2	LAFORCE LLC	Yes	No	No	09/30/2025	15,750.00
USAP	P60330	112297	838950	Check	1	1799	R1	LAKESHORE LEARNING MATERIALS	Yes	No	No	09/30/2025	74.74
USAP	P60330	112303	838951	Check	1	2256	R1	LEARNING A-Z	Yes	No	No	09/30/2025	1,653.36
USAP	P60330	112315	838952	Check	1	3537		LIKES LANDSCAPING	Yes	No	No	09/30/2025	500.00
USAP	P60330	112274	838953	Check	1	11566	R2	LIMINEX, INC	Yes	No	No	09/30/2025	840.95
USAP	P60330	112312	838954	Check	1	3072		MCAULIFFE PETTY CASH ACCOUNT	Yes	No	No	09/30/2025	464.87
USAP	P60330	112298	838955	Check	1	1942		MENARDS	Yes	No	No	09/30/2025	31.62
USAP	P60330	112299	838956	Check	1	1944		MERIT ELECTRIC COMPANY INC.	Yes	No	No	09/30/2025	524.52
USAP	P60330	112263	838957	Check	1	10948		METRO VOLLEYBALL OFFICIAL ASSOC	Yes	No	No	09/30/2025	2,110.00
USAP	P60330	112328	838958	Check	1	7494		MIDWEST SPECIAL INSTRUMENTS	Yes	No	No	09/30/2025	110.30
USAP	P60330	112300	838959	Check	1	1977		MINNESOTA COACHES INC	Yes	No	No	09/30/2025	100,270.40
USAP	P60330	112308	838960	Check	1	2795		MTI DISTRIBUTING, INC.	Yes	No	No	09/30/2025	1,053.13
USAP	P60330	112260	838961	Check	1	10019	R1	NCS PEARSON INC	Yes	No	No	09/30/2025	470.64
USAP	P60330	112301	838962	Check	1	2094		NINE EAGLES PROMOTIONS	Yes	No	No	09/30/2025	640.00
USAP	P60330	112278	838963	Check	1	11771		NOVA EDUCATION CONSULTANTS	Yes	No	No	09/30/2025	8,940.00
USAP	P60330	112302	838964	Check	1	2163	R1	PAN-O-GOLD BAKING CO	Yes	No	No	09/30/2025	745.65
USAP	P60330	112265	838965	Check	1	11186	R2	PERFORMANCE FOOD SERVICE	Yes	No	No	09/30/2025	6,472.71
USAP	P60330	112277	838966	Check	1	11740		PRAIRIE FARMS - WOODBOURY, MN	Yes	No	No	09/30/2025	11,543.19
USAP	P60330	112331	838967	Check	1	8834	R1	RAPTOR	Yes	No	No	09/30/2025	12,934.53
USAP	P60330	112283	838968	Check	1	12210		SAFE STEP LLC	Yes	No	No	09/30/2025	7,219.41
USAP	P60330	112304	838969	Check	1	2341		SCHINDLER ELEVATOR CORP.	Yes	No	No	09/30/2025	541.97
USAP	P60330	112310	838970	Check	1	3029		SCHMITT MUSIC	Yes	No	No	09/30/2025	52.00
USAP	P60330	112309	838971	Check	1	2850	R1	SCHOOL SPECIALTY	Yes	No	No	09/30/2025	544.36
USAP	P60330	112279	838972	Check	1	1188		TAYLOR MUSIC	Yes	No	No	09/30/2025	2,292.00
USAP	P60330	112305	838973	Check	1	2559		TRIO SUPPLY	Yes	No	No	09/30/2025	1,938.92
USAP	P60330	112275	838974	Check	1	11668		TWIG EDUCATION INC.	Yes	No	No	09/30/2025	6,835.35
USAP	P60330	112313	838975	Check	1	3277		UPPER LAKES FOODS, INC	Yes	No	No	09/30/2025	52,556.68
USAP	P60330	112280	838976	Check	1	11905	R1	USI CONSULTING GROUP	Yes	No	No	09/30/2025	4,600.00
USAP	P60330	112276	838977	Check	1	11713	R1	VAN METER INC.	Yes	No	No	09/30/2025	573.42
USAP	P60330	112317	838978	Check	1	4015	R1	VIRCO	Yes	No	No	09/30/2025	2,420.25
USAP	P60330	112266	838979	Check	1	11187	R1	VISTAR	Yes	No	No	09/30/2025	3,665.49
USAP	P60330	112264	838980	Check	1	11059		WALL DECOR PLUS MORE	Yes	No	No	09/30/2025	51.42

HASTINGS PUBLIC SCHOOLS
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void				Amount
									Print	Recon	Void	Date	
USAP	P60330	112269	838981	Check	1	11257	WAREHAM, PETE		Yes	No	No	09/30/2025	575.00
USAP	P60330	112306	838982	Check	1	2641	WESTERN PSYCHOLOGICAL SERVICE:		Yes	No	No	09/30/2025	89.10
USAP	P60330	112307	838983	Check	1	2645	WHISTLING WELL FARM		Yes	No	No	09/30/2025	2,392.00
USAP	P60330	112318	838984	Check	1	4844	WHITEHILL, BONNIE		Yes	No	No	09/30/2025	163.99
USAP	P60330	112261	838985	Check	1	10526	ZUZEK, ALEAHA		Yes	No	No	09/30/2025	111.05
Bank Total:												\$1,056,381.81	
Report Total:												\$1,056,408.26	

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	
USPR	p263p1	112028		Wire	1	10929	AVIBEN LLC		No	Yes	No	09/05/2025	68,448.41
USPR	p263p1	112029		Wire	1	1984	MINNESOTA DEPT. OF REVENUE		No	Yes	No	09/05/2025	49,662.86
USPR	p263p1	112030		Wire	1	2016	MN TRA		No	Yes	No	09/05/2025	191,424.06
USPR	p263p1	112031		Wire	1	2705	EFTPS - TAX PAYMENT		No	Yes	No	09/05/2025	292,105.25
USPR	p263p1	112032		Wire	1	3880	MII LIFE		No	Yes	No	09/05/2025	0.00
USPR	p263p1	112033		Wire	1	7771	MINNESOTA PERA (WIRE TRANSFER)		No	Yes	No	09/05/2025	32,285.47
USPR	p263p2	112216		Wire	1	10929	AVIBEN LLC		No	Yes	No	09/19/2025	71,387.49
USPR	p263p2	112217		Wire	1	1984	MINNESOTA DEPT. OF REVENUE		No	Yes	No	09/19/2025	51,672.62
USPR	p263p2	112218		Wire	1	2016	MN TRA		No	Yes	No	09/19/2025	190,797.47
USPR	p263p2	112219		Wire	1	2705	EFTPS - TAX PAYMENT		No	Yes	No	09/19/2025	310,725.28
USPR	p263p2	112220		Wire	1	3880	MII LIFE		No	Yes	No	09/19/2025	0.00
USPR	p263p2	112221		Wire	1	7771	MINNESOTA PERA (WIRE TRANSFER)		No	Yes	No	09/19/2025	50,117.69
USPR	p263p3	112236		Wire	1	3166	BREMER BANK FEES		No	Yes	No	09/25/2025	155.50
USPR	p263p2	112337		Wire	1	2016	MN TRA		No	No	No	09/30/2025	(25.54)
USPR	p263p2	112338		Wire	1	7771	MINNESOTA PERA (WIRE TRANSFER)		No	No	No	09/30/2025	20.07
USPR	p263p1	112034	105937	Check	1	12077	GURSTEL LAW FIRM PC		Yes	No	No	09/05/2025	541.45
USPR	p263p1	112035	105938	Check	1	1974	MINNESOTA CHILD SUPPORT PYMT C		Yes	No	No	09/05/2025	11.00
USPR	p263p1	112051	105939	Check	1	12208	COOPER, JENNIFER		Yes	No	No	09/10/2025	1,904.30
USPR	p263p2	112224	105940	Check	1	12077	GURSTEL LAW FIRM PC		Yes	No	No	09/19/2025	741.85
USPR	p263p2	112230	105941	Check	1	7384	HIGH SCHOOL FACULTY SCHOLARSHII		Yes	No	No	09/19/2025	82.00
USPR	p263p2	112231	105942	Check	1	7606	JACOBSEN, JAMES		Yes	No	No	09/19/2025	2,670.22
USPR	p263p2	112226	105943	Check	1	1974	MINNESOTA CHILD SUPPORT PYMT C		Yes	No	No	09/19/2025	11.00
USPR	p263p2	112227	105944	Check	1	2002	MINNESOTA TEAMSTERS LOCAL 320		Yes	No	No	09/19/2025	2,511.43
USPR	p263p2	112225	105945	Check	1	12079	NATIONAL D.R.I.V.E.		Yes	No	No	09/19/2025	12.00
USPR	p263p2	112228	105946	Check	1	2010	NCPERS GROUP LIFE INS -157410		Yes	No	No	09/19/2025	32.00
USPR	p263p2	112223	105947	Check	1	11853	RIVERVIEW LAW OFFICE, PLLC		Yes	No	No	09/19/2025	92.31
USPR	p263p2	112229	105948	Check	1	6780	SEIU LOCAL 284		Yes	No	No	09/19/2025	658.39
USPR	p263p2	112222	105949	Check	1	11741	ST. CROIX VALLEY FOUNDATION		Yes	No	No	09/19/2025	80.00
USPR	p263p3	112237	105950	Check	1	11734	THE HARTFORD		Yes	No	No	09/25/2025	11,218.02
USPR	p263p3	112238	105951	Check	1	12152	VISION SERVICE PLAN		Yes	No	No	09/25/2025	779.54

Bank Total: \$1,330,122.14

Report Total: \$1,330,122.14

HASTINGS PUBLIC SCHOOLS

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Amount
									Print	Recon	Date	
ACTV	P02ASA	112022		Wire	1	11387	AMAZON CAPITAL SERVICES, INC		No	No	No 09/05/2025	3,010.79
ACTV	P02ASB	112053		Wire	1	9557	BMO HARRIS BANK NA		No	Yes	No 09/12/2025	2,838.62
ACTV	P03AS1	112027	38388	Check	1	5340	GUSTAVUS ADOLPHUS COLLEGE		Yes	Yes	No 09/05/2025	33,634.48
ACTV	P03AS1	112024	38389	Check	1	12089	HASTINGS MIDDLE SCHOOL PTA		Yes	Yes	No 09/05/2025	542.00
ACTV	P03AS1	112025	38390	Check	1	1977	MINNESOTA COACHES INC		Yes	Yes	No 09/05/2025	1,646.44
ACTV	P03AS1	112023	38391	Check	1	11416	RIVERVIEW PROMOTIONS LLC		Yes	Yes	No 09/05/2025	1,541.63
ACTV	P03AS1	112026	38392	Check	1	2306	ROSEMOUNT HIGH SCHOOL BAND	R2	Yes	Yes	No 09/05/2025	250.00
ACTV	P03AS2	112054	38393	Check	1	11227	BMK ARRANGEMENTS		Yes	Yes	No 09/12/2025	600.00
ACTV	P03AS2	112056	38394	Check	1	1531	HASTINGS FAMILY SERVICE		Yes	Yes	No 09/12/2025	626.00
ACTV	P03AS2	112057	38395	Check	1	9223	TRESONA MULTIMEDIA LLC		Yes	Yes	No 09/12/2025	450.00
ACTV	P03AS2	112055	38396	Check	1	11777	VIVA LA FIESTA INC.		Yes	Yes	No 09/12/2025	1,500.00
ACTV	P03AS3	112215	38397	Check	1	6636	FLIGHT DECK ATHLETICS		Yes	Yes	No 09/19/2025	677.00
ACTV	P03AS3	112214	38398	Check	1	12211	SALIENTE, DANZEL		Yes	Yes	No 09/19/2025	54.75
ACTV	P03AS4	112239	38399	Check	1	9481	WELCH, MARISSA		Yes	No	No 09/26/2025	250.44

Bank Total: \$47,622.15Report Total: \$47,622.15

HASTINGS PUBLIC SCHOOLS
Dental Self-Funded Summary
Period Ending September 30, 2025

Sequence: Crs, Org, Fd

										26ADP			% YTD			Remaining
										Annual Budget	Period 202603	Year To Date	% YTD	Encumbrances	+ Enc	Balance
Description																
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)	(3,098.24)	(10,353.58)	23%	0.00	23%	(34,646.42)
R	20	000	000	000	095	000	422	000	Employer Share/Premiums	(495,073.00)	(38,317.64)	(113,670.51)	23%	0.00	23%	(381,402.49)
R	20	000	000	000	097	000	422	000	Employee Share/Premiums	(101,400.00)	(5,657.23)	(16,783.83)	17%	0.00	17%	(84,616.17)
R	20	000	000	000	098	000	422	000	Retiree-Cobra Share/Premium	(125,609.00)	(9,498.01)	(32,015.02)	25%	0.00	25%	(93,593.98)
E	20	005	105	000	236	000	422	000	Dental Insurance Claims	633,533.00	13,674.21	169,503.77	27%	0.00	27%	464,029.23
E	20	005	105	000	301	000	422	000	Fees-Carrier & Consultant	36,774.00	3,016.30	9,325.70	25%	0.00	25%	27,448.30
000 Districtwide										(96,775.00)	(39,880.61)	6,006.53	(6%)	0.00	(6%)	(102,781.53)
Report Totals:										(96,775.00)	(39,880.61)	6,006.53	(6%)	0.00	(6%)	(102,781.53)

HASTINGS PUBLIC SCHOOLS
Health Self-Funded Summary
Period Ending September 30, 2025

Sequence: Crs, Org, Fd

										26ADP				% YTD			Remaining
										Annual Budget	Period 202603	Year To Date	% YTD	Encumbrances	+ Enc		Balance
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)	(545,729.26)	(1,619,888.38)	22%	0.00	22%		(5,836,853.62)
R	21	000	000	000	097	000	422	000	Employee Share/Premiums	(1,864,186.00)	(134,610.20)	(403,987.92)	22%	0.00	22%		(1,460,198.08)
R	21	000	000	000	098	000	422	000	Retiree-Cobra Share/Premium	(475,030.00)	(38,778.50)	(122,081.70)	26%	0.00	26%		(352,948.30)
R	21	000	000	000	099	000	422	000	ER/Trust Share for Retirees	(90,482.00)	(1,680.80)	(14,319.80)	16%	0.00	16%		(76,162.20)
R	21	000	000	000	092	000	422	000	Interest -Health	(165,000.00)	(10,724.55)	(38,395.38)	23%	0.00	23%		(126,604.62)
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	0.00	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	26,997.56	750,992.19	9%	0.00	9%		7,521,828.81
E	21	005	105	000	224	000	422	000	Pharmacy Claims	1,459,910.00	161,244.78	489,933.09	34%	0.00	34%		969,976.91
E	21	005	105	000	300	000	422	000	Pharmacy Rebates/Admin Fee	0.00	(47,994.50)	(135,376.91)	0%	0.00	0%		135,376.91
E	21	005	105	000	301	000	422	000	Veba/Flex/Health	263,829.00	21,401.64	44,401.86	17%	0.00	17%		219,427.14
E	21	005	105	000	307	000	422	000	Health Carrier TPA	0.00	0.00	0.00	0%	0.00	0%		0.00
E	21	005	105	000	308	000	422	000	StopLoss	539,600.00	43,580.34	87,213.14	16%	0.00	16%		452,386.86
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 \$40,000	41,200.00	0.00	20,600.00	50%	0.00	50%		20,600.00
000 Districtwide										532,888.00	(526,293.49)	(939,203.81)	(176%)	0.00	(176%)		1,472,091.81
R	21	000	000	000	094	326	422	000	Employer-VEBA Trust Rev	(591,600.00)	(55,302.34)	(71,652.34)	12%	0.00	12%		(519,947.66)
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	55,302.34	71,652.34	12%	0.00	12%		519,947.66
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	(526,293.49)	(939,203.81)	(176%)	0.00	(176%)		1,472,091.81

HR PERSONNEL REPORT**Board Meeting Date:****10.22.25****RETIREMENT/RESIGNATION/TERMINATION**

NAME	STATUS	ASSIGNMENT	EMPLOYEE GROUP	EFFECTIVE DATE
Hewitt, Lucas	Termination	Lead Custodian; 8 Hours / Day Hastings High School	Custodian	October 20, 2025
Hodorff, Norma	Retirement	Lunch/Recess Aide; 2.5 Hours / Day Kennedy Elementary	ED MN - ESP	October 31, 2025
Hodorff, Norma	Retirement	SAC Assistant Staff; 6 Hours / Day Kennedy Elementary	Comm. Ed Para	September 26, 2025
Kleis, Patty	Retirement	Paraprofessional; 6.25 Hours / Day McAuliffe Elementary	Ed MN - ESP	November 26, 2025
Pasicznyk, Amanda	Resignation	Paraprofessional; 6.25 Hours / Day Pinecrest Elementary	ED MN - ESP	November 26, 2025
Pugh, Melissa	Resignation	Cook; 6.25 Hours / Day Hastings High School	Food Service	October 9, 2025

NEW HIRES

NAME	ASSIGNMENT	SALARY PLACEMENT/HOURLY RATE	EMPLOYEE GROUP	EFFECTIVE DATE
Anderson, Diana	Paraprofessional Substitute; Hour Vary District Wide	\$19.40 / Hour	N/A	September 23, 2025
Appert, Nicole	Lunch/Recess Aide ; 2.5 Hours / Day McAuliffe Elementary	\$20.56 / Hour	Ed MN- ESP	10/07/2025
Barndollar, Ashley	Cook; 6.25 Hours / Day Hastings High School	\$21.69 / Hour	Food Service	September 29, 2025
Boudreau, Janice	Early Childhood Assistant Sub; Hours Vary Tilden Community Center	\$18.00 / Hour	N/A	October 20, 2025
Conway, Jonah	Guitar Instructor; 7 Hours Total Community Education	\$34.00 / Hour	N/A	November 11, 2025
Deutsch, Anne	Lunch/Recess Aide Sub; Hours Vary District Wide	\$16.37 / Hour	N/A	September 16, 2025
Jones, Christine	Paraprofessional-Musical; Hours Vary District Wide	\$21.45 / Hour	N/A	September 15, 2025 - October 7, 2025
Jones, Christine	Paraprofessional -Outdoor Club/ Hours Vary District Wide	\$21.45 / Hour	N/A	September 24, 2025 - October 10, 2025
Meyer, Cassidy	SAC Assistant Sub; Hours Vary District Wide	\$15.30 / Hour	N/A	October 6, 2025
Meyer, Sue	SAC Assistant Sub; Hours Vary District Wide	\$24.78 / Hour	N/A	September 21, 2025
Richards, Tayza	Cook/Long Term Sub; 6.25 Hours / Day Hastings Middle School	\$21.69 / Hour	Food Service	September 29, 2025
Schappa, Teresa	Comm. Ed Admin Assistant; 8 Hours / Day Tilden Community Center	\$24.10 / Hour	HESA	October 13, 2025
Wagner, Hailey	Paraprofessional Substitute; Hour Vary District Wide	\$19.40 / Hour	N/A	October 3, 2025

Werner, Laurel	SAC Assistant Sub; Hours Vary District Wide	\$15.30 / Hour	N/A	September 30, 2025
Willes, Jennifer	Paraprofessional Substitute; Hour Vary District Wide	\$19.40 / Hour	N/A	September 30, 2025
Winkelman, Angela	Paraprofessional-Musical; Hours Vary District Wide	\$22.94 / Hour	N/A	September 15, 2025 - October 7, 2025

ASSIGNMENT CHANGES

NAME	FROM	TO	EMPLOYEE GROUP	EFFECTIVE DATE(S)
Gernes, Kailyn	Paraprofessional; 6.25 Hours / Day Pinecrest Elementary	Paraprofessional Substitute; Hours Vary District Wide	N/A	October 13, 2025
Fenton, Alysa	Comm. Ed Admin Assistant; 8 Hours / Day Tilden Community Center	School Age Care Coordinator; 8 Hours / Day Tilden Community Center	Supervisor	September 29, 2025

LEAVES

NAME	STATUS	ASSIGNMENT	EMPLOYEE GROUP	EFFECTIVE DATE(S)
Smith, Samantha	Approve	Grade 2 Teacher; 1.0 FTE Kennedy Elementary	ED MN - Teachers	October 13, 2025 - January 20, 2026 (Approximate Dates)

**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, September 24, 2025 at the Hastings Middle School Media Center.

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

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

A motion to approve the agenda was made by Mark Zuzek and seconded by Philip Biermaier. With 7 ayes, 0 nays, the motion carried.

Student School Board Representatives Shyla Henson and Avery Durfee were sworn to the board, and took their places at the board table.

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

Superintendent Wehrkamp Herman presented the Raider Spotlight by recognizing Marissa Welch - 2025 Boys Tennis Assistant Coach of the Year and School Board Member Appreciation Month.

Superintendent Wehrkamp Herman provided the Board with the Superintendent Report.

Mr. Willette, HHS English Teacher shared highlights from a recent England & Ireland Trip that was attended by students.

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.

The ISD 917 update was provided by Mark Zuzek.

The AMSD update was provided by Matt Bruns.

The Community Collaboration Committee update was provided by Melissa Millner.

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

The NAPAC Committee update was provided by Matt Bruns.

The Student School Board Committee update was provided by Matt Bruns.

The Policy Committee update was provided by Jessica Dressely.

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

- August Bills Payable
- Change Order #3: \$12,894.75 Hastings Middle School Door Replacements
- Personnel Report
- Meeting Minutes from 8/27/25 Regular Meeting and 9/10/25 Special Board Meeting

A motion was made by Matt Bruns to approve the August 2025 Donations Acceptance Resolution and waive the reading. The motion was seconded by Jessica Dressely. Roll call vote was taken by Melissa Millner. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Mark Zuzek to approve the Max Levy Limitations and was seconded by Elaine Mikel-Mulder. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Mark Zuzek to approve the 2025 Eagle Bluff Trip and was seconded by Matt Bruns. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Philip Biermair to approve the MSBA Proposed Resolution: Investing in Career Pathways and Technical Education; waive the reading and seconded by Elaine Mikel-Mulder. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Jessica Dressely to approve Brightworks Annual Renewal and seconded by Elaine Mikel-Mulder. With a vote of 7 ayes and 0 nays, the motion carries.

A motion was made by Philip Biermaier to approve the 2025 Resolution Appointing Election Judges; waive the reading and was seconded by Elaine Mikel-Mulder. With a vote of 6 ayes, 1 abstention and 0 nays, the motion carries. Jessica Dressely abstained.

Future meetings were presented and discussed by Chair Tate.

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

The meeting was adjourned at 6:49 PM.

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

This is a summary of the Hastings Public Schools Board Meeting on Wednesday, September 24, 2025, with full text available for public inspection on the district's website at www.hastings.k12.mn.us or the district office at 1000 W 11th Street, Hastings, MN 55033.

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

Student School Board Representatives Shyla Henson and Avery Durfee were sworn to the board, and took their places at the board table.

Consent agenda items approved: August Bills Payable; Change Order \$12,894.75; Personnel Report, and Meeting minutes from 8/27/25 Regular Meeting and 9/10/25 Special Board Meeting.

Action items approved: agenda; August Donations Acceptance Resolution; Max Levy Limitations; Eagle Bluff Trip Approval; MSBA Proposed Resolution: Investing in Career Pathways and Technical Education; Brightworks Annual Renewal; 2025 Resolution Appointing Election Judges.

All motions were carried.

The meeting was adjourned at 6:49 PM.



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 \(MN 144.416-45\)](#);
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of [ISD 200 Policy 501 \(School Weapons Policy\)](#)~~the school district's Weapons Policy;~~
14. Violation of [ISD 200 Policy 413 \(Harassment and Violence\)](#)~~the school district's Violence Prevention Policy;~~
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;

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

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

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

origin, or sexual orientation;

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

IX. RECESS AND OTHER BREAKS

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

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

X. DISCIPLINARY ACTION OPTIONS

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

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

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

XI. REMOVAL OF STUDENTS FROM CLASS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

XII. DISMISSAL

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

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

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

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

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

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

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

C. Disciplinary Dismissals Prohibited

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

D. Suspension Procedures

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

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

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

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

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

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

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

E. PreK-3 Discipline

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

F. Expulsion and Exclusion Procedures

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

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

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

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

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

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

XIII. ADMISSION OR READMISSION PLAN

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

XIV. NOTIFICATION OF POLICY VIOLATIONS

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

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

XV. STUDENT DISCIPLINE RECORDS

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

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

XVI. STUDENTS WITH DISABILITIES

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

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

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

XVII. OPEN ENROLLED STUDENTS

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

XVIII. DISCIPLINE COMPLAINT PROCEDURE

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

The Discipline Complaint Procedure must, at a minimum:

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

XIX. DISTRIBUTION OF POLICY

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

XX. REVIEW OF POLICY

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

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

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

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

Policy Reviewed: 08.11.2025

Policy Adopted: 07.31.2024

Policy Revised: 07.29.2024



602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. CALENDAR RESPONSIBILITY

A. The school calendar shall be adopted annually by the school board. It ~~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 first inclement weather day is a non-instructional snow ~~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 inclement weather day is a non-instructional day for students and a professional development day for student facing staff and a regular work day for all other 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 third and subsequent inclement weather days are e-learning days; and ~~(not to exceed five) 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. ISD 200 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)*
ISD 200 Policy 602.1PR (Inclement Weather & E-Learning Plans)

Policy Reviewed: 09.19.2025
Policy Adopted: 10.22.2025
Policy Revised: 07.01.2024



722 PUBLIC DATA REQUESTS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

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

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

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

IV. REQUESTS FOR PUBLIC DATA

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

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

the compliance official 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 requester 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 (6) months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.

E. The responsible authority or designee shall provide copies of the private or public data upon

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

- F. The responsible authority or designee shall comply immediately, if possible, with any request made pursuant to this subdivision, or within ten (10) days of the date of the request, excluding Saturdays, Sundays and legal holidays, if immediate compliance is not possible.
- G. An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within 30 days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (2) notify the individual that the authority believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.
- H. The determination of the responsible authority may be appealed by a data subject pursuant to the provisions of the Administrative Procedure Act relating to contested cases. Upon receipt of an appeal by an individual, the Commissioner of the Minnesota Department of Administrations shall, before issuing the order and notice of a contested case hearing required by Minnesota Statutes chapter 14, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the commissioner may refer the matter to mediation. Following these efforts, the commissioner shall dismiss the appeal or issue the order and notice of hearing.
- I. Data on individuals that have been successfully challenged by an individual must be completed, corrected, or destroyed by a government entity without regard to the requirements of Minnesota Statutes section 138.17.
- J. After completing, correcting, or destroying successfully challenged data, the school district may retain a copy of the Commissioner's ~~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) **One hundred (100)** or fewer pages of black and white, letter or legal sized paper copies will be charged at **twenty-five (25)** cents for a one-sided copy or **fifty (50)** cents for a two-sided copy.
 - b) More than **one hundred (100)** pages or copies 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)

Resources: *MN Department of Administration: [Actual Cost](#)*
MN Department of Administration: [Copy Costs](#)
MN Department of Administration: [Education Data](#)

Policy Review: 08.06.2025
Policy Adopted: 10.22.2025
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 ~~districtboard~~ 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 the 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.



602.1PR INCLEMENT WEATHER & E-LEARNING PLANS

I. PURPOSE

It is important that all students, families, and staff understand the district's plan for days in which school may be closed due to inclement weather.

II. INCLEMENT WEATHER

- A. The first inclement weather 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;
- B. The second inclement weather day is a non-instructional day for students and a professional development day for student facing staff and regular work day for all other staff;
- C. The third and subsequent inclement weather days are e-learning days; and
- D. ISD 200 may designate up to five e-learning days in one school year.

III. E-LEARNING DAYS

An e-learning day is a day when students complete schoolwork online instead of attending school in person. E-learning days are used to provide instruction when school is closed unexpectedly for inclement weather.

- A. E-learning days provide online learning opportunities intended to counter the loss of curriculum momentum resulting from school cancellations due to Minnesota's winter weather.
- B. E-learning days cannot replace the face-to-face time students have with their teachers but it can provide better continuity when school is interrupted.
- C. E-learning days also negate the need for makeup school days in June, helping families more effectively plan summer activities.

IV. E-LEARNING DAY PLANS

Please see addendums 1, 2, and 3 below for site specific e-learning day plans.



602.1PR ADDENDUM 1 ELEMENTARY SCHOOLS

I. E-LEARNING PLAN

- A. To ensure students continue to develop as learners, teachers have developed opportunities for students to independently practice various learning activities. These activities will be shared with families in the students' take-home folders, as well as being posted on the school's webpage. In situations where we can anticipate the need for an e-learning day, students may come home with their school-issued iPad to help connect with their teacher and access activities posted on Seesaw.

II. E-LEARNING DAY EXPECTATIONS

Please read the following chart that outlines the partnership for a successful E-Learning Day

Teachers/Staff	Students	Family/Adults
● Grade-level e-learning information will be posted to the school website and emailed to families ● When possible, prepare a print version of the e-learning plan and have students put it in their take-home folder ● Provide students with feedback about what the student did well and how they can improve ● Send district issued iPad home when the need is anticipated ● Communicate to parents how to contact you whether by email, phone and/or Seesaw	● Try your best each day ● Complete daily assignments as the focus is for you to practice things at an independent level ● Keep any e-learning plans in your take-home folder until you are told to use them ● Connect with school staff when you have questions ● If iPad is sent home: Make sure your iPad is fully charged, cared for, and used appropriately	● If your child is ill and can't participate in their learning day, please contact the school's attendance line ● Have a Seesaw account set-up so you can monitor your child's progress and communicate with school staff ● Communicate with your child's teacher if work is too hard, too easy, or taking too long ● Help your child pick a learning location that reduces distractions ● Students should practice with the least amount of adult assistance necessary (ideally on their own)



602.1PR ADDENDUM 2 HASTINGS MIDDLE SCHOOL

I. E-LEARNING PLAN

- A. When school is canceled for any reason, students and families will be communicated with and the day will be either asynchronous (students checking their Schoology for the day's work as described in section II below) or synchronous (following the schedule in section III below).

II. E-LEARNING ON ASYNCHRONOUS DAYS

- A. Teachers will post learning activities by 9:00 a.m. in Schoology.
B. Students learn asynchronously.
C. Teachers may have live "office hours" via Google Meet and will reply to student questions via email, and/or Schoology messenger from 9 am to 12 pm and 12:30 pm to 3:30 pm,
D. To be counted present for the day, students must respond to the higher-order thinking question or task in each scheduled class. Learning and study time for each class should not exceed 20-30 minutes.
1. Teachers will post at least one higher-order thinking question or task connected to the day's learning target.
 2. Teachers may vary the format of the response (short written reflection, diagram, video/audio recording, or peer discussion post) but must ensure it pushes students to think critically.
 3. Students with an Individualized Education Plan will follow lessons provided by their classroom teachers and/or lessons modified by their case managers online.
 4. Accommodations for students without access to the Internet will be addressed on an individual basis. Students or guardians should report it to the Attendance Line.

III. E-LEARNING ON SYNCHRONOUS DAYS:

- A. Hastings Middle School will use the following schedule
- | | |
|-------------|---|
| 7:30-9:00 | Teacher Planning/Collaboration/Online Preparation |
| 9:00-9:30 | Period 1 |
| 9:45-10:15 | Period 2 |
| 10:30-11:00 | Period 3 |
| 11:00-12:00 | Lunch Break |
| 12:00-12:30 | Period 4 |
| 12:45-1:15 | Period 5 |
| 1:30-2:00 | Period 6 |
| 2:00-2:45 | Teacher Office Hours |
| 2:45-3:30 | Teacher Meetings/Staff Meetings |



*Hastings Public Schools
Independent School District 200*

STAFF/ INSTRUCTORS	STUDENTS	FAMILY/ADULTS
☐ Begin each class on Google Meet following the above schedule. ☐ Each Google Meet format will engage students, review previous content, discuss new content and make plans for when student work on their own time ☐ Communicate to your students when your office hours are and how students can access you for help. ☐ Create a respectful online community ☐ Update gradebook frequently ☐ Communicate with parent/adult about student progress ☐ Provide students with positive/constructive feedback about what the student did well and how they can improve ☐ Pin an update to Schoology with your office hours and how to contact you whether by email, phone and/or Google Meet	☐ Make sure your Chromebook is fully charged and ready for learning each day. ☐ Join each of your classes following the schedule above. If you are sick and unable to attend you must have a parent call the Attendance Office at 651-480-7061 or 651-480-7062 ☐ Follow your regular schedule. (A/B Days will be communicated for the day) ☐ Be present for each Google Meet meeting with your classes according to the schedule above. ☐ Take your lunch break from 11:00-12:00. ☐ Turn in completed assignments ☐ Email, call or Google Meet your teacher when you have a question OR when you feel you are stuck. ☐ Check your grades daily/weekly. ☐ Keep up with school work ☐ Check your emails/Schoology messages and respond appropriately.	☐ Be sure to access your parent Schoology account. If you need assistance with Schoology or Infinite Campus, please see this information. ☐ Check Schoology for student progress and missing work ☐ Check Infinite Campus for attendance ☐ Communicate with teachers if work for your student is too hard, taking too long or too easy ☐ Support and encourage your child to be present for each Google Meet meeting every day of the week. ☐ If you have questions regarding academics, please email the teacher ☐ If you are worried about the social/emotional wellbeing of your child, please email a counselor or principal <u>Counselors by Grade</u> 5th Grade Jade Achman 6th Grade Ellen Rademacher 7th grade Megan Latch 8th Grade Brooke Johnson

Ryan Wynn,, Building Principal rwynn@isd200.org , 651-480-7066 (8th Grade)

Pam Johnson, Assistant Principal pjohnson@isd200.org , 651-480-7068 (7th Grade)

Scott Addyman,, Assistant Principal saddyman@isd200.org , 651-480-7067 (6th & 5th Grade)



602.1PR ADDENDUM 3 HASTINGS HIGH SCHOOL

I. E-LEARNING PLAN

- A. Students and families will be communicated with at least 2 hours prior to the regular start time and the day will be either:
 - 1. asynchronous: students checking their Learning Management System for the day's work as described in section II below; or
 - 2. synchronous: following the schedule in section III below.

II. E-LEARNING ON ASYNCHRONOUS DAYS

- A. Teachers will post learning activities by 9:00 a.m. in Schoology.
- B. Students learn asynchronously
- C. Teachers may have live "office hours" via Google Meet and will reply to student questions via email and/or Schoology messenger from 8:00 a.m.-12:00 p.m. and 12:30pm to 3:30pm.
- D. To be counted present for the day, students must respond to the higher-order thinking question or task in each scheduled class. Learning and study time for each class should not exceed 20-30 minutes.
 - 1. Teachers will post at least one higher-order thinking question or task connected to the day's learning target..
 - 2. Teachers may vary the format of the response (short written reflection, diagram, video/audio recording, or peer discussion post) but must ensure it pushes students to think critically
 - 3. Students with an Individualized Education Plan will follow lessons provided by their classroom teachers and/or lessons modified by their case managers online.
 - 4. Accommodations for students without access to the internet will be addressed on an individual basis. Students or guardians should report it to the Attendance Line.

III. E-LEARNING ON SYNCHRONOUS DAYS

Hastings High School will use the following schedule:

- A. 7:30-7:50 Teacher Planning/Collaboration/Online Preparation
- 7:50-8:36 Period 1
- 8:41-9:27 Period 2
- 9:27-9:52 Break - No Advisory
- 9:52-10:38 Period 3
- 10:43-11:29 Period 4
- 11:34-12:49 Period 5 and Lunch Break **(Join class at 11:34 for instructions)
- 12:54-1:40 Period 6
- 1:45-2:31 Period 7
- 2:31-3:30 Teacher Office Hours/Teacher Meetings/Staff Meetings



*Hastings Public Schools
Independent School District 200*

STAFF/ INSTRUCTORS	STUDENTS	FAMILY/ADULTS
☐ Begin each class on Google Meet following the above schedule. ☐ Each Google Meet format will engage students, review previous content, discuss new content and make plans for when student work on their own time ☐ Communicate to your students when your office hours are and how students can access you for help. ☐ Create a respectful online community ☐ Update gradebook frequently ☐ Communicate with parent/adult about student progress ☐ Provide students with positive/constructive feedback about what the student did well and how they can improve ☐ Pin an update to Schoology with your office hours and how to contact you whether by email, phone and/or Google Meet	☐ Make sure your Chromebook is fully charged and ready for learning each day. ☐ Join each of your classes following the schedule above. If you are sick and unable to attend you must have a parent call the Attendance Office at 651-480-7477 ☐ Follow your regular schedule. ☐ Be present for each Google Meet meeting with your classes according to the schedule above. ☐ Take your lunch break from as instructed by your 5th hour teacher ☐ Turn in completed assignments ☐ Email, call or Google Meet your teacher when you have a question OR when you feel you are stuck. ☐ Check your grades daily/weekly. ☐ Keep up with school work ☐ Check your emails/Schoology messages and respond appropriately.	☐ Be sure to access your parent Schoology account. If you need assistance with Schoology or Infinite Campus, please see this information. ☐ Check Schoology for student progress and missing work ☐ Check Infinite Campus for attendance ☐ Communicate with teachers if work for your student is too hard, taking too long or too easy ☐ Support and encourage your child to be present for each Google Meet meeting every day of the week. ☐ If you have questions regarding academics, please email the teacher ☐ If you are worried about the social/emotional wellbeing of your child, please email a counselor or principal <u>Counselors by Alpha (last name)</u> A-F Kim Hoff G-L Naomi Marietta M-R Drew Cooper S-Z Steve Peterson

Chris Moore, Assistant Principal, cmoore@isd200.org , 651-480-7483 (9th/10th grades)

Mindy Tavernier, Assistant Principal, mtavernier@isd200.org , 651-480-7480 (11th/12th grades)

Scott Doran, Building Principal, sdoran@isd200.org , 651-480-7474



*Hastings Public Schools
Independent School District 200*

**CO-CURRICULAR AND EXTRACURRICULAR PARTICIPATION AND
ALTERNATIVE TRANSPORTATION PERMISSION FORM**

PARENT/GUARDIAN PERMISSION FOR

Student Name: _____

As the parent/guardian of the above-named student of Independent School District #200, Hastings (hereinafter "District"). My child is a member or participant in the co-curricular activity and/or extracurricular activity of the District ~~set forth above~~, which engages in organized activities/practices/games at other off-campus locations.

I, the parent/~~or guardian of the named student~~ ~~on behalf of myself~~, the above-named student of the District, and any personal representatives, heirs, executors, administrators, agents, and assigns of myself or the above-named student, hereby voluntarily and forever release, waive, discharge, and covenant not to sue the District, its board members, administrators, employees, agents, representatives, and volunteers ("the Released Parties"), jointly and/or severally, from any kind of liability, including any and all claims, demands, injuries, damages, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage, or death that any undersigned may suffer as a result of participating in the activity ~~identified below~~, regardless of whether the injury, damage, or death is caused, in whole or in part, by the Released Parties or the Released Parties' negligence, unless the injury, damage, or death arises from the Released Parties' gross negligence, willful misconduct, or claims that cannot be waived under Minnesota law. I represent that my child is capable of safely participating in the activities I have permitted.

I recognize and understand that these activities have inherent risks including the potential loss of personal property and the risk of physical injury or death. Knowing these inherent risks, I am voluntarily assuming such risks and granting permission for my child to participate in the activities identified below.

I further agree to indemnify, and save and hold harmless the Released Parties, jointly and severally, from any and all claims, causes of action, liabilities, damages, costs, and expenses, including attorney's fees, arising from the above-named student's participation in the activity identified.

ACKNOWLEDGMENT AND WAIVER: I understand that the District may provide transportation to co-curricular and/or extracurricular practices, games, and activities of which my child is a participant and for which transportation its employees supervise, control, and arrange. When provided, I understand that my child is expected to ride to and from their activity accordingly. If extenuating circumstances may prevent this, I will follow District protocol with regard to advance, written notice and permission.

I also understand that the District may not provide transportation to co-curricular and extracurricular practices, games or activities for which my child is a participant. In consideration for my child being allowed to use alternative transportation for his/her or our family's convenience or in order to participate in this co-curricular and/or extracurricular activity due to the lack of District transportation, I hereby acknowledge and agree to the following:

I understand that, while District employees will direct students in complying with the permissions provided herein, the District will not participate in arranging such alternative transportation or otherwise supervise or

instruct student behavior while using the alternative transportation I have authorized below. Further, I understand that, with respect to the alternative transportation I have authorized herein, the District makes no representations or assurances regarding the safety or condition of any vehicles used, insurance coverage, the driving skill or licensure of any driver, the legalities of passengers riding with any driver, any driver's compliance with relevant traffic or other laws, or the availability of any insurance for the alternative transportation I have authorized. ~~I represent that my child is capable of safely participating in the activities I have permitted.~~ I understand that the District, despite not supervising or controlling the alternative transportation, may unilaterally revoke the permission granted below if it believes that it is in the best interests of the student(s), driver, passenger, or public. I further understand that this waiver and acknowledgment applies to all co-curricular activities and extracurricular activities in which my child chooses to participate, including any circumstance in which my child chooses to participate in activities of the team/activity for which no District-arranged transportation is provided, including practices, meets, matches, games, or other organized activities at other locations, in consideration for being permitted to participate in said activities, or for which I provide or authorize another family member or participant's parent to provide my child with transportation for purposes of our convenience.

~~I recognize and understand that these activities have inherent risks including the potential loss of personal property and the risk of physical injury or death. Knowing these inherent risks, I am voluntarily assuming such risks and granting permission for my child to participate in the activities identified below.~~

~~I, on behalf of myself, the above-named student of the District, and any personal representatives, heirs, executors, administrators, agents, and assigns of myself or the above-named student, hereby voluntarily and forever release, waive, discharge, and covenant not to sue the District, its board members, administrators, employees, agents, representatives, and volunteers ("the Released Parties"), jointly and/or severally, from any kind of liability, including any and all claims, demands, injuries, damages, causes of action (known or unknown), suits, or judgments of any and every kind (including attorneys' fees), arising from any injury, property damage, or death that any undersigned may suffer as a result of participating in the activity identified below, regardless of whether the injury, damage, or death is caused, in whole or in part, by the Released Parties or the Released Parties' negligence, unless the injury, damage, or death arises from the Released Parties' gross negligence, willful misconduct, or claims that cannot be waived under Minnesota law.~~

~~I further agree to indemnify, and save and hold harmless the Released Parties, jointly and severally, from any and all claims, causes of action, liabilities, damages, costs, and expenses, including attorney's fees, arising from the above-named student's participation in the activity identified.~~

TEMPORARY RIDE AUTHORIZATION PROCESS

When District transportation **IS** provided, a student participating in an activity must travel to and from events via District transportation. Exceptions to this practice may be extended as noted below.

1. The parent/guardian must submit requests at least 24-hours in advance, via a written note or email sent directly to the coach. Requests must identify the full name of the adult driver authorized by the temporary notice. The coach must confirm receipt prior to the team departing for the event.
2. The student will be released to the temporarily authorized adult driver by the coach/advisor when: (a) the authorized adult driver makes face-to-face contact with the coach/advisor and student following the event (b) the temporarily authorized adult driver signs the check-out list provided by the coach. **In no circumstances is a high school student considered as an authorized adult driver, regardless of age.**

3. Students will not be left unsupervised at the site if the driver is not present at the time of departure from the event. If the temporarily authorized adult driver has not arrived by the time the team/group is ready to depart, the student will need to return from the event with the rest of the group on District transportation.

I have read, acknowledge and agree to the Acknowledgement and Waiver ~~set forth in this form.~~

(Signature of Parent/Guardian) (Date)

(Printed Name of Parent/Guardian)



Hastings Public Schools

Crowdfunding Project Request Form (715.1 FRM)

Approved Sites: DonorsChoose.org

Please complete and submit this form to your building level Principal or Supervisor **before** project is put on DonorsChoose.org. You will be notified by district email when project is approved (see Policy 715).

Request Date

Employee Name

Building

Fundraising Goal Amount

Project Start Date

Project End Date (maximum is 4 months from start)

Provide a description of your project (be sure to include what materials and/or experience you are requesting). All requests must be for appropriate expenditures and be consistent with the district's guidelines and educational goals.

Employee Signature

Date

Principal/Supervisor Approval:

Other Approvals (if applicable): Teaching & Learning, Technology

Are all requested materials or experiences above and beyond what the district is required to provide?

Yes

No

Are all requested materials or experiences appropriate expenditures consistent with the district's guidelines?

Have available budgets and/or other grant opportunities been considered?

If there are ongoing expenses related to the project, has funding been determined?

Is the use of resources fair and equitable?

Approved

Not Approved

If NOT approved, Explain Why

Principal/Director/Supervisor Signature

Date

District Finance Supervisor Signature

Date



HASTINGS PUBLIC SCHOOLS

POSITION DESCRIPTION

Job Title: Culinary Specialist

Department: Food Service

FLSA Status: Non-Exempt

Bargaining/Work Unit: Food Service

Reports To: Director of Food and Nutrition Svcs

Band/Grade: TBD

Position Last Updated: 10.13.25

JOB SUMMARY

Under the direction of the Director of Food and Nutrition Services, the Culinary Specialist supports the overall goals of the Food and Nutrition Services Department by enhancing student engagement, menu quality, and program visibility across all district schools. The position prepares, tests, and promotes nutritious and appealing menu items while supporting kitchen staff in implementing scratch cooking techniques and local food initiatives. Traveling among sites, the Culinary Specialist conducts tastings and samplings, gathers student feedback, and uses data to guide menu planning. The role also assists with marketing, promotional efforts, and special events, ensuring menus reflect both student preferences and District nutritional goals.

SUPERVISORY RESPONSIBILITIES

None

ESSENTIAL DUTIES AND RESPONSIBILITIES

Culinary Development and Menu Innovation

Percent of Time: 50%

- Prepares, tests, and evaluates new menu items to improve quality, variety, and participation.
- Conducts food tastings, samplings, and demonstrations with students and staff across district sites.
- Gathers and analyzes feedback from surveys, taste tests, and plate waste studies to identify trends and preferences.
- Collaborates with the Director of Food & Nutrition Services to ensure menu items meet USDA and District nutritional standards.

Kitchen Support and Staff Coaching

Percent of Time: 20%

- Provides on-site coaching and training to food service staff to enhance culinary skills and recipe consistency.
- Supports kitchen teams in preparing and executing scratch-cooked menu items.
- Models and reinforces safe food-handling and production practices.
- Assists in troubleshooting production challenges and implementing standardized recipes across the district.

Marketing, Promotions, and Student Engagement

Percent of Time: 20 %

- Coordinates marketing and communication efforts for featured menu items, special events, and promotions.
- Creates and maintains attractive food displays and themed presentations.
- Leads and promotes Harvest of the Month and other farm-to-school or local food initiatives.
- Serves as an ambassador for the district's nutrition program, fostering enthusiasm and student participation.

Special Projects and Staff Development

Percent of Time: 10%

- Participates in professional development, certifications, and conferences to maintain and expand culinary and technical knowledge.
- Conducts research on emerging food trends, products, and preparation techniques.
- Assists with district-level initiatives, pilot programs, and special assignments supporting program improvement.
- Performs other duties of a comparable level or type as assigned by the Director of Food & Nutrition Services.

KNOWLEDGE, SKILLS AND ABILITIES

Technical Knowledge

- Understanding of USDA Child Nutrition Program requirements.
- Understanding of and ability to interpret and apply health, safety and nutrition standards, codes, regulations and guidelines.
- Knowledge of state and federal guidelines for food preparation and sanitation.
- Knowledge of all applicable health/safety precautions and proper use of production equipment.
- Knowledge of the application, use and proper storage of all chemicals and food items and materials.
- Knowledge of procedures of food production, preparation, baking and the serving of meals for a mass food production facility.
- Demonstrated ability to determine food quantities from determined menus.
- Maintain and improve technical knowledge and skills through certification and meetings/conferences.

Operational Skills

- Knowledge of department administrative, recordkeeping and purchasing procedures and requirements.
- Skilled in preparing and baking food items and ability to taste and evaluate all foods.
- Ability to use and operate food production tools and equipment.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Considerable knowledge of nutrition theory and principles and how large-scale food preparations affect quality.
- Considerable knowledge of computerized recipe costing, sizing and nutrient analysis.
- Understanding of and ability to use a variety of cleaning techniques utilizing appropriate chemicals and cleaning equipment.
- Ability to read, understand, and follow instructions, recipes, and safety procedures.
- Strong mathematical skills.
- Proficient computer skills in spreadsheets, word processing, data processing, graphic design, nutritional analysis software, and other food service related software.

Administrative/Organizational Skills

- Demonstrated skills in planning, prioritizing, and organizing production and serving tasks and functions and ability to manage multiple projects concurrently.
- Ability to adjust and calculate quantities and order products and supplies needed to prepare menu items and requirements.
- Excellent planning, time and workflow management, organizing, and coordinating skills and ability to keep accurate records.
- Excellent oral and written communication skills and ability to present information to individuals and/or groups.
- Ability to prioritize and manage workload with minimal supervision while meeting strict deadlines.
- Ability to clearly communicate technical information and teach areas of expertise to team members.
- Ability to use creativity to create materials for postings, signs, fliers, and other marketing materials.

Interpersonal and Leadership Skills

- Ability to coordinate, delegate, lead and train food service staff in areas of responsibility.
- Ability to establish and maintain effective working relationships with students, building and district personnel, and outside contractors and vendors.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.

EDUCATION/CERTIFICATION REQUIREMENTS*

- High school diploma or equivalent; post-high school training in Culinary Arts, Nutrition, Hospitality Management, or related field preferred.
- Valid Food Protection Manager certification (or ability to obtain within six months).
- Must hold a current MN Driver's License and have the ability to travel between district buildings.

EXPERIENCE REQUIREMENTS*

- Experience in K-12 food service operations.
- Minimum of three years of food service or culinary experience.
- Experience with marketing, promotions, or student engagement initiatives preferred.

* Such alternatives to the above qualifications as the District may find appropriate and acceptable.

PHYSICAL JOB REQUIREMENTS

The physical job requirements described here are representative of those an employee encounters while performing the primary functions of this job.

Physical Job Requirements:

Key: N=Never O=Occasionally (1-33%) F=Frequently (34-66%) C=Consistently (67-100%)					
Demands		Demands		Demands	
<i>Physical</i>		<i>Lifting/Carrying</i>		<i>Exposure to Environ. Conditions</i>	
Standing	F	Up to 10 pounds	C	Possible exposure to blood-borne pathogens through blood and/or body fluids	O
Walking	F	Up to 25 pounds	F		
Sitting	F	Up to 50 pounds	O		
Talking in person/on the phone	O	Up to 75 pounds	N	Toxic chemicals	N
Pushing/Pulling	F	Up to 100 pounds	N	Moving parts	O
Hearing	F	More than 100 pounds	N	Electrical shock risk	O
Feeling, grasping, finger dexterity	C	<i>Noise Levels</i>		Explosives	N
Climbing, balancing	O	Quiet (i.e. private office)	N	Fumes	N
Stooping (bend at waist)	F	Moderate noise (i.e. business office with typewriters/ printers, light traffic)	F	Extreme cold (non-weather)	O
Crouching, crawling, kneeling, squatting	O			Extreme heat (non-weather)	O
Stretching/reaching with hands & arms	F	Loud noise (i.e. many children laughing & playing, large earth moving equipment)	F	Varying weather conditions	N
				<i>Sight</i>	
Distinguishing smell	F	Very loud noise (i.e. jack hammer, front row rock concert)	N	Vision for close work/ability to adjust focus	F
Distinguishing temperature	F			Looking at computer monitor	O
Traveling by automobile	O			Color vision (identify & distinguish colors)	F
				Peripheral, depth perception	O

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The District is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the District will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



RECOMMENDATION FOR APPROVAL

New Position

Culinary Specialist

October 22, 2025

Due to the upcoming vacancy in the district chef position, administration is recommending the addition of a **Culinary Specialist** position within the Food Service contract group. This position will be graded at Level 9, equivalent to a Lead Cook II (High School and Middle School Lead Cook).

The Culinary Specialist will assume many of the responsibilities currently performed by the district's contracted chef, including menu development support, food samplings, scratch cooking initiatives, promotional and marketing activities, and coordination of special menu events.

As the district chef transitions to a new role with Taher, we plan to revise our agreement to retain access to Taher's programs, marketing materials, and periodic chef visits while bringing much of the culinary and promotional work in-house. This change is projected to result in an estimated annual savings of approximately \$57,000 for Fund 2 - Food and Nutrition Services.

A position description for the Culinary Specialist is included.

Administration recommends approval of this position.

Submitted by: Jennifer Seubert, Director of Finance and Operations and Brittney Hirschauer, Director of Food and Nutrition Services



Completed Fundraisers

Fundraisers are approved on a quarterly basis by the School Board in July, October, January and April

Fund	Student Group	Fundraiser Description	Timeframe	Responsible Teacher/ Advisor	Funds Used for	Date Board Approved	Amount Raised
10 - Student Activities	Boys Basketball	Breakdown Basketball Tournament	6/27/25	Chad Feikema, Rick Tavanier	Basketball equipment	4/23/25	\$3,541.36
10 - Student Activities	Cross Country	Car Wash	9/6/25	Joe Rabaey	Banquet	7/23/25	\$910.00



2025-2026 Approved Fundraisers

Fundraisers are approved on a quarterly basis by the School Board in July, October, January and April

Fund	Student Group	Fundraiser Description	Timeframe	Responsible Teacher/ Advisor	Funds Used for
04 - Community Education	Preschool	Butter Braids	10/6/25-10/24/25	Angie McGinnis	ECFE/Preschool
10 - Student Activities	Spanish Honor Society	Pickleball Tournament	10/20/25-11/6/25	Julia Massmann/Ashley Hoffman	Profits to Friends of Guatemala
10 - Student Activities	Peer Helpers	Candy Cane "Candy Grams"	12/1/25-12/23/25	Kim Hoff	Peer Helper supplies
11 - Deferred Accounts	Middle School Wrestling	Livingston Invitational Wrestling Tournament	1/10/26	Mitch Shemon	Wrestling Equipment/Supplies
10 - Student Activities	National Honor Society	Gillette Walk-A-Thon	4/8/26-4/25/26	Bethany Bagwill/Jackie Morrison	Profits to Gillette Children's Hospital

Approval of District 200 Donations
September 2025

<u>Date</u>	<u>Donor</u>	<u>Building</u>	<u>Description</u>	<u>Amount</u>
9/3/25	Hastings Football Connections	High School	Football Helmets	\$1,100.00
9/4/25	Hastings Youth Athletic Association	High School	Practice Mound for High School Baseball	\$3,588.00
9/4/25	Infinite Health Collaborative, P.A.	High School	Athletic Training Room Supplies	\$5,000.00
9/5/25	River City Music and Arts Edu.	Middle School	Hootenanny Donation to HMS Band	\$4,000.00
9/5/25	River City Music and Arts Edu.	Middle School	Hootenanny Donation to HMS Orchestra	\$4,000.00
9/5/25	River City Music and Arts Edu.	Middle School	Hootenanny Donation to HMS Choir	<u>\$2,000.00</u>
				\$10,000.00
9/8/25	Brent & Laura Kleffman	High School	HHS Fellowship of Christian Athletes	\$1,000.00
9/10/25	River City Music and Arts Edu.	Pinecrest	Hootenanny Donation to Pinecrest Music Program	\$1,500.00
9/10/25	Pinecrest Parents	Pinecrest	Classroom Party Money	\$1,354.50
9/12/25	Pinecrest Parents	Pinecrest	Classroom Party Money	\$930.00
9/16/25	Hastings Football Connections	High School	Athletics HUDL Software	\$3,500.00
9/16/25	Hastings Basketball Boosters	High School	Athletics HUDL Software	\$2,350.00
9/16/25	Hastings Boys Soccer Booster Club	High School	Athletics HUDL Software	\$880.00
9/16/25	Hastings Girls Soccer Booster Club	High School	Athletics HUDL Software	\$880.00
9/16/25	Hastings Volleyball Boosters	High School	Athletics HUDL Software	\$1,175.00
9/16/25	Hastings Boys Hockey Club	High School	Athletics HUDL Software	\$1,175.00
9/16/25	Hastings Girls Hockey Club	High School	Athletics HUDL Software	<u>\$1,175.00</u>
				\$11,135.00
9/16/25	Charities Aid Foundation America-Employee Giving Campaign	Middle School	Middle School Donation-Appropriate Expenditures	\$45.00
9/16/25	Kennedy Cougar PTA	Kennedy	Art Clay	\$390.90
9/17/25	The Blackbaud Giving Fund-Employee Giving Campaign	McAuliffe	McAuliffe Donation-Appropriate Expenditures	\$50.00
9/19/25	River City Music and Arts Edu.	McAuliffe	Hootenanny Donation to McAuliffe Music Program	\$1,500.00
9/19/25	Hastings Lacrosse Club	High School	Athletics HUDL Software	\$1,760.00

9/19/25	Pinecrest Parents	Pinecrest	Classroom Party Money	\$300.00
9/19/25	High School Parents	District Wide	Food Service-Angel Fund Donations	\$0.35
9/22/25	Hastings Volleyball Boosters	High School	Volleyball Varsity Assistant Coach	\$1,324.23
9/22/25	High School Staff	High School	High School Faculty Scholarship	\$82.00
9/23/25	Kennedy Parents	Kennedy	Classroom Party Money	\$2,504.00
9/23/25	Kennedy Parents	Kennedy	Classroom Party Money	\$809.40
9/23/25	River City Music and Arts Edu.	Kennedy	Hootenanny Donation to Kennedy Music Program	\$1,500.00
9/25/25	Freewill Donations for Admission to Powder Puff Game	High School	HHS Student Council donates the proceeds to Hastings Family Service	\$307.00
9/25/25	Hastings Band Boosters	High School	Marching Band Cub Bagging Fundraiser Proceeds	\$1,234.00
9/25/25	Hastings Band Boosters	High School	Marching Band Papa Murphy's Fundraiser Proceeds	<u>\$1,890.00</u>
				\$3,124.00
9/26/25	Charities Aid Foundation America-Employee Giving Campaign	Middle School	Middle School Donation-Appropriate Expenditures	\$30.00
9/26/25	Hastings Area Historical Society	High School	Friends of the LeDuc Scholarship	\$1,000.00
9/29/25	McAuliffe Parents	McAuliffe	Classroom Party Money	\$3,025.00
Total Monthly Donations				<u><u>\$53,359.38</u></u>

In-Kind Donations - Values are approximate per information available

9/3/25	Crossroads Church - Hastings	Middle School	School Supplies	\$150.00
9/5/25	USA Football	Tilden	Footballs, pylons & water bottle carrier	\$350.00

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 September 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.

ICE TIME RENTAL AGREEMENT

CONTRACT FOR: Ice Time Rental between Independent School District 200 (“School District”) and the City of Hastings (“City”) (referred collectively as “the Parties”).

Contract Period: October 27, 2025- March 1, 2026, unless terminated earlier as provided herein.

THIS CONTRACT is made and entered into by and between Independent School District 200, a political subdivision under the laws of the State of Minnesota and the City of Hastings, a Minnesota municipal corporation.

WHEREAS, the School District desires to rent ice time from the City; and

WHEREAS, the City owns and operates an indoor ice arena located at 2801 Redwing Blvd, Hastings, MN 55033 (“Arena”).

NOW, THEREFORE, in consideration of the mutual agreements and financial consideration contained herein, the Parties agree as follows:

1. The City shall rent ice time to the School District at the City’s Arena at the rate and schedule set forth in Attachment A. The City shall issue the School District monthly invoices which must be paid within 30 days of receipt.
2. The School District may cancel previously scheduled ice time by providing notice to the City at least 72 hours in advance of the scheduled ice time in situations where the reason for the School District’s cancellation is foreseeable. For cancellations due to reasons that are unforeseeable (i.e., weather) the School District will provide the City notice as soon as practicable. If the School District does not satisfy these notice requirements, it shall be obligated to pay the City for the scheduled time at the hourly rate.
3. The City is responsible for all maintenance and repairs to the Arena, ice sheet, and surrounding property and structures. The City shall keep the ice in good working order and the Arena in a clean, safe and sanitary condition in conformity with all applicable laws, ordinances, regulations and codes. The City shall provide an on-duty manager, ice maintenance personnel, and janitorial services. In the event of a mechanical failure or other occurrence that renders the use of the Arena impossible, the School District waives any claim for damage or compensation. If the impossibility of performance extends beyond one scheduled ice time, the School District reserves the right to immediately terminate this Agreement. For other cause, either party may cancel this Agreement upon 30 days written notice to the other party.
4. The City shall provide personnel for the game announcer, scorekeeper, ticket personnel, and statistician/penalty box supervisors. The School District will provide game officials, a site manager, and ticket/admission technology (card readers and iPads). The School District will be responsible for providing supervision of its students, invitees, coaches and

other personnel retained in conjunction with use of Arena. The School District will also coordinate with the Hastings Police Department for any security personnel at games.

5. The City is responsible for cleaning up the Arena to its pre-event condition at the end of each rental.
6. The School District shall receive 100% of all ticket sales revenue.
7. The City and the School District agree that each Party will defend, indemnify, and hold harmless the other Party, its officers, employees and agents from and against claims, liabilities or damages arising out of the actions or omissions of the indemnifying Party, its officers, employees and agents in performance of this Agreement. Under no circumstances shall a Party's indemnification obligation exceed the statutory limits on liability established in Minnesota Chapter 466, and the limits of liability for the Parties may not be added together to determine the maximum amount of liability for any Party. The City and the School District agree to keep in effect policies of liability insurance to insure against liabilities up to \$1,000,000 for each claimant, \$1,000,000 for each single occurrence, and \$1,500,000 for all claims arising out of a single occurrence. A Certificate of Insurance must be provided to each Party and it must identify the other Party as an additional insured.
8. Neither Party shall assign this Contract or any of the rights, duties or payments arising under this Contract to any third party without the written consent of the other Party.
9. Data created, collected, received, stored, used, maintained or disseminated by the School District and/or the City in the performance of this Contract may be subject to the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, the Family Educational Rights and Privacy Act (FERPA), 20 USC §§ 1232g and rules and regulations promulgated under those laws. Under Minn. Stat. §16C.05, Subd. 5, the School District's and the City's books, records, documents, and accounting procedures and practices relative to this Contract are subject to examination by the State of Minnesota and/or the Minnesota State Auditor or Legislative Auditor, as appropriate for a total of six years.
10. All notices required under this Contract must be in writing and provided to the designated contact person for the other Party. The Parties shall keep each other informed in writing of any change in the designated contact person. At the time of the execution of this Contract, the following persons are the designated contacts:

School District Contact

Trent Hanson
Athletic Director
Hastings Public Schools
200 General Sieben Drive
Hastings, MN 55033
(651) 480-7596

City Contact

Cory Onken
Civic Arena Manager
City of Hastings
920 West 10th Street
Hastings, MN 55033
(651) 480-6195

11. If any portion of this Contract is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected and the rights and obligations of the Parties under this Contract shall be construed and enforced as if the Contract did not contain the particular provision held to be invalid.
12. The School District, its officers, agents, employees and invitees shall follow all non-discriminatory rules and regulations imposed by the City for users of the Arena.

IN WITNESS WHEREOF, the undersigned Parties hereby acknowledge that they have read and understand this Contract and have executed it on the dates recorded below.

INDEPENDENT SCHOOL DISTRICT 200

Date: _____

By: _____
Its: _____

Date: _____

By: _____
Its: _____

Date: 10/06/2025

CITY OF HASTINGS

By: Mary D Fasbender
Mary Fasbender, Its Mayor

By: Kelly Murtough
City Clerk

ATTACHMENT A

1. The ice rental dates shall begin October 27, 2025 and run through March 1, 2026.
2. The schedule of reserved dates and times for games will be submitted to the City by the School District's Athletic Director no later than September 30, 2025. The School District's head coaches will establish a schedule for practices with the City's Arena Manager.
3. Ice rental rates for the term of this Contract are as follows:
 - a. PRIME ICE rental **\$270.00**/per hour
 - b. NON-PRIME ICE rental **\$180.00**/per hour
 - c. Premium Usage Fee: **\$55.00**/per hour
4. Locker room usage fee: **\$15.76** for each hour of ice time.
5. **\$225.00** per event for the City providing: (1) cleaning the Arena to pre-event condition after each rental; (2) the personnel provided by the City, as described in Section 3 and 4 of the Contract.

**JOINT POWERS AGREEMENT FOR SMOKE FREE COHORT SERVICES
BETWEEN THE COUNTY OF DAKOTA AND
INDEPENDENT SCHOOL DISTRICT 200**

This Joint Powers Agreement (“Agreement”) is entered into by and between the County of Dakota, a political subdivision of the State of Minnesota, by and through its Department of Public Health, and Independent School District 200, 1000 West 11th St., Hastings, MN 55033 (“School District” or “Contractor”), by and through their respective governing bodies.

RECITALS

WHEREAS, the County and the School District are governmental units as that term is defined in Minn. Stat. §471.59.

WHEREAS, under Minn. Stat. §471.59, subd.1, two or more governmental units may enter into an agreement to cooperatively exercise any power common to the contracting Parties, and one of the participating governmental units may exercise one of its powers on behalf of the other governmental units.

WHEREAS, the County has received a grant of monies from the Minnesota Department of Health for implementation of the County’s Statewide Health Improvement Program (“SHIP”), including smoke free cohort services.

WHEREAS, the County is permitted to provide services using its SHIP funds and the County has solicited and considered applications from entities for use of such funds.

WHEREAS, the County has agreed to provide School District with smoke free cohort services as provided herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein, the County and School District hereby agree as follows:

1. Effective Date. This Agreement is dependent on the approval and execution of a contract between the County and Tobacco Free Alliance (“TFA”) to provide smoke free cohort services to the School District. To the extent such contract has been executed, the effective date of this Agreement shall be the date the last party executes this Agreement. County will provide a copy of its contract with TFA to School District upon request.
2. Purpose. The purpose of this Agreement is for the County to provide smoke free cohort services at School District locations through its contractor, as more fully described herein.
3. County Obligations. The County, through the TFA, will provide the free cohort services and programs described on the Service Grid attached as Exhibit 2 (the “Services”). The Services will be provided at dates and times agreeable to the parties. Unless otherwise agreed to by the parties, the Services will take place at the locations identified on Exhibit 2.
4. Program Costs. The smoke free cohort services are grant funded and will be provided at no cost to the School District.

5. School District Obligations. School District agrees to do the following:
- (1) designate an area within the Schools where the Services may be provided to students in the School District;
 - (2) work with the County and TFA to determine mutually agreeable dates and times for the Services;
 - (3) determine, according to School District policies, which students may participate in the Services; and
 - (4) determine, according to its own policies, whether parental consent forms are necessary for student participation in the Services and if so, to collect such consent forms from participating students.
6. School District obligations under State Contracts. The Services provided under this Agreement are subject to the terms and conditions contained in the SHIP Grant Project Agreement between the Dakota County Community Health Board and the State of Minnesota dated November 1, 2025, as may be periodically amended. ("State Contracts"). School District agrees to comply with all terms and conditions contained in the State Contract that are applicable to the Services provided under this Agreement. This includes but is not limited to the special conditions identified in Section 19 of this Agreement. County will provide copies of the State Contract to School District upon request.
7. Authorized Representatives. The following named persons are designated as the Authorized Representatives of the parties for purposes of this Agreement. These persons have authority to bind the party they represent and to consent to modifications, except that the Authorized Representatives shall have only authority specifically granted by their respective governing boards. Notice required to be provided pursuant this Agreement shall be provided to the following named persons and addresses unless otherwise stated in this Agreement, or in a modification to this Agreement.

The County's Authorized Representative is:
Marti Fischbach, Community Services Director
Telephone: 651-554-5742
Email: Marti.Fischbach@co.dakota.mn.us

Ryan Wynn, or his/her successor, has the responsibility to monitor the School District's performance pursuant to this Agreement and the authority to approve invoices submitted for reimbursement.

The School District's Authorized Representative is:
Ryan Wynn, 1000 West 11th St., Hastings, MN 55033
Telephone: 651-480-7060
Email: rwynn@isd200.org

The parties shall provide written notification to each other of any change to the Authorized Representative. Such written notification shall be effective to change the designated liaison under this Agreement, without necessitating an amendment of this Agreement.

8. Assignment. The School District may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the County and a fully executed assignment agreement, executed by the County and the School District.
9. Indemnification. If permitted by the law governing the powers of public school districts, School District agrees to indemnify the County, its officers, employees, agents, and others acting on its behalf and to hold them harmless and defend and protect them from and against any and all loss, damage, liability, cost and expense, specifically including reasonable attorneys' fees and other costs and expenses of defense, for any actions, claims or proceedings of any sort which are caused by any act or omission of School District, its officers, employees, agents, subcontractors, invitees, or any other person(s) or entity(ies) for whose acts or omissions School District may be legally responsible. Nothing herein shall be construed as a waiver by School District of any of the immunities or limitations of liability to which it may be entitled pursuant to Minn. Stat. Ch. 466 or any other statute or law.
10. Insurance Terms. In order to protect itself and to protect the County under the indemnity provisions set forth above, School District shall, at its expense, procure and maintain policies of insurance covering the term of this Agreement. All retentions and deductibles under such policies shall be paid by the School District.
11. Audit. The School District shall maintain books, records, documents and other evidence pertaining to the costs or expenses associated with the work performed pursuant to this Agreement. Upon request the School District shall allow the County, Legislative Auditor or the State Auditor to inspect, audit, copy or abstract all of the books, records, papers or other documents relevant to this Agreement. The School District shall use generally accepted accounting principles in the maintenance of such books and records, and shall retain all of such books, records, documents and other evidence for a period of six (6) years from the date of the completion of the activities funded by this Agreement.
12. Data Practices. The parties agree that any information and data received from the other party during the term of this Agreement shall be treated and maintained in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. The parties additionally acknowledge that the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and 34 C.F.R. 99 ("FERPA"), apply to the use and disclosure of education records that are created or maintained under this agreement. The parties anticipate that only public directory information will be provided to or otherwise made available to the County and TFA under this Agreement. The School District will identify any private education record governed by FERPA and provided to the County or TFA under this Agreement and will obtain necessary consent from the data subject before providing such record. The County agrees that it will notify and consult with the School District before responding to any request for data involving private education records identified by the School District.
13. Relationship of the Parties. Nothing contained in this Agreement is intended or should be construed as creating or establishing the relationship of co-partners or joint ventures between the County and the School District, nor shall the County be considered or deemed to be an agent, representative or employee of the School District in the performance of this Agreement. Personnel of the School District or other persons while engaging in the performance of this

Agreement shall not be considered employees of the County and shall not be entitled to any compensation, rights or benefits of any kind whatsoever.

14. Governing Law, Jurisdiction and Venue. Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be with the appropriate state court with competent jurisdiction in Dakota County.
15. Compliance with Law. The School District agrees to conduct its work under this Agreement in compliance with all applicable provisions of federal, state, and local laws, ordinances, or regulations, and further agrees to comply with the Standard Assurances attached as Exhibit 1 except to the extent that select assurances do not otherwise apply to public school districts. The School District is responsible for obtaining and complying with all federal, state, or local permits, licenses, and authorizations necessary for performing the work.
16. Default and Remedies.
 - (a) Events of Default. The following shall, unless waived in writing by the County, constitute an event of default under this Agreement: If the School District fails to fully comply with any material provision, term, or condition contained in this Agreement.
 - (b) Notice of Event of Default and Opportunity to Cure. Upon the County's giving the School District written notice of an event of default, the School District shall have thirty (30) calendar days in which to cure such event of default, or such longer period of time as may be reasonably necessary so long as the School District is using its best efforts to cure and is making reasonable progress in curing such events of default (the "Cure Period"). In no event shall the Cure Period for any event of default exceed two (2) months. Within ten (10) calendar days after receipt of notice of an event of default, the School District shall propose in writing the actions that the School District proposes to take and the schedule required to cure the event of default.
 - (c) Remedies. Upon the School District's failure to cure an event of default within the Cure Period, the County may enforce any or all of the following remedies, as applicable:
 - (1) The County may refrain from disbursing the grant monies; provided, however, the County may make such a disbursement after the occurrence of an event of default without thereby waiving its rights and remedies hereunder.
 - (2) The County may enforce any additional remedies it may have in law or equity.
 - (3) The County may terminate this Agreement and its obligation to provide funds under this Agreement for cause by providing thirty (30) days' written notice to the School District. Such notice to terminate for cause shall specify the circumstances warranting termination of the Agreement. Cause shall be a material breach of this Agreement and any supplemental agreement or modification to this Agreement or an event of default. Notice of Termination shall be made by certified mail or personal delivery to the Authorized Representative of the other Party. For purposes of termination and default, all days are calendar days.
17. Non-Appropriation. Notwithstanding any provision of this Agreement to the contrary, this Agreement may be terminated immediately by either the County or the School District in the

event sufficient funds from the County, School District, State, or Federal sources are not appropriated, obtained and continued at least the level relied on for the funding of this Agreement, and the non-appropriation of funds did not result from any act or bad faith on the part of the party terminating the Agreement.

18. Special Conditions. The School District understands and agrees that it will perform the work contemplated by this Agreement in such a way as to comply with and enable the County to comply with all of the requirements imposed upon the County in the State Contracts, including but not limited to the following:
 - (a) Any publicity given to the activities occurring as a result of this Agreement, including notices, informational pamphlets, press releases, research, reports, signs and similar public notices shall identify that it is "Supported by the Statewide Health Improvement Partnership, Minnesota Department of Health and Dakota County Public Health Department" and shall not be released unless approved in writing by these entities' authorized representatives.
 - (b) If permitted by the law governing the powers of public school districts, the School District shall indemnify, save and hold the Department, its representatives and employees harmless from any and all claims or causes of action, including reasonable attorney fees incurred by the Department, arising from the performance of the activities funded by this Agreement by the School District or its agents or employees.
 - (c) The School District, by executing this Agreement, grants to the Department a perpetual, irrevocable, no-fee right and license to make, have made, reproduce, modify, distribute, perform and otherwise use the Materials provided by TFA for any and all purposes, in all forms and manners that the Department, in its sole discretion, deems appropriate.
 - (d) Any employees or agents of TFA who have contact with School District students must undergo criminal/maltreatment background studies pursuant to Minn. Stat. § 123B.03 and 299C.60 et. seq. The School District will complete the criminal/maltreatment background study through its Human Resources Department. The School District has the right to refuse assigned TFA personnel based upon the results of the criminal/maltreatment background study.
19. Exhibits. The following exhibits are attached to and incorporated within this Subgrant Agreement except insofar as the Standard Assurances contains provisions not otherwise applicable to public school districts.

Exhibit 1: Standard Assurances;
Exhibit 2: Service Grid;
20. Waiver. If the County fails to enforce any provision of this Agreement, that failure shall not result in a waiver of the right to enforce the same or another provision of this Agreement.
21. Complete Agreement. This Agreement and Exhibits contain all negotiations and agreements between the County and the School District. Any amendment to this Agreement must be in writing and executed by the County and the School District. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party. In the event of a

conflict between the terms of any Exhibit and the body of this Agreement, this Agreement shall control.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

COUNTY OF DAKOTA

By: _____

Title: _____

Date: _____

Dakota County Contract _____
Dakota County BR 25- _____

INDEPENDENT SCHOOL DISTRICT 200

School District Board
Resolution number/date: _____

By: _____

Title: _____

Date: _____

EXHIBIT 1 STANDARD ASSURANCES

1. **NON-DISCRIMINATION.** During the performance of this Contract, the Contractor shall not unlawfully discriminate against any employee or applicant for employment because the person is a member of a protected class under, and as defined by, federal law or Minnesota state law including, but not limited to, race, color, creed, religion, sex, gender, gender identity, pregnancy, national origin, disability, sexual orientation, age, familial status, marital status, veteran's status, or public assistance status. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without unlawful discrimination.. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices which set forth the provisions of this nondiscrimination clause.

The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, religion, sex, national origin, disability, sexual orientation, age, marital status, veteran's status, or public assistance status.

No funds received under this Contract shall be used to provide religious or sectarian training or services.

The Contractor shall comply with any applicable federal or state law regarding non-discrimination. The following list includes, but is not meant to limit, laws which may be applicable:

A. The Equal Employment Opportunity Act of 1972, as amended, 42 U.S.C. § 2000e *et seq.* which prohibits discrimination in employment because of race, color, religion, sex, or national origin.

B. Equal Employment Opportunity-Executive Order No.11246, 30 FR 12319, signed September 24, 1965, as amended, which is incorporated herein by reference, and prohibits discrimination by U.S. Government contractors and subcontractors because of race, color, religion, sex, or national origin.

C. The Rehabilitation Act of 1973, as amended, 29 U.S.C. § 701 *et seq.* and 45 C.F.R. 84.3 (J) and (K) implementing Sec. 504 of the Act which prohibits discrimination against qualified handicapped persons in the access to or participation in federally-funded services or employment.

D. The Age Discrimination in Employment Act of 1967, 29 U.S.C. § 621 *et seq.* as amended, and Minn. Stat. § 181.81, which generally prohibit discrimination because of age.

E. The Equal Pay Act of 1963, as amended, 29 U.S.C. § 206(d), which provides that an employer may not discriminate on the basis of sex by paying employees of different sexes differently for the same work.

F. Minn. Stat. Ch. 363A, as amended, which generally prohibits discrimination because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, or age.

G. Minn. Stat. § 181.59 which prohibits discrimination against any person by reason of race, creed, or color in any state or political subdivision contract for materials, supplies, or construction. Violation of this section is a misdemeanor and any second or subsequent violation of these terms may be cause for forfeiture of all sums due under the Contract.

H. Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 through 12213, 47 U.S.C. §§ 225, 611, with regulations at 29 C.F.R. § 1630, which prohibits discrimination against qualified individuals on the basis of a disability in term, condition, or privilege of employment.

I. Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, *et seq.* and including 45 CFR Part 80, prohibits recipients, including their contractors and subcontractors, of federal financial assistance from discriminating on the basis of race, color or national origin which includes not discriminating against those persons with limited English proficiency.

J. The Pregnancy Discrimination Act of 1978, which amended Title VII of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000e *et seq.* which prohibits discrimination on the basis of pregnancy, childbirth, or related medical conditions.

K. Equal Protection of the Laws for Faith-based and Community Organizations-Executive Order No. 13279, signed December 12, 2002 and as amended May 3, 2018. Prohibits discrimination against grant seeking organizations on the basis of religion in the administration or distribution of federal financial assistance under social service programs, including grants and loans.

L. Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, with regulations at 41 C.F.R. Part 60-250, which prohibits discrimination in employment against protected veterans.

2. **DATA PRIVACY.** For purposes of this Contract, all data created, collected, received, stored, used, maintained, or disseminated by Contractor in the performance of this Contract are subject to the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, ("MGDPA") and the Minnesota Rules implementing the MGDPA. Contractor must comply with the MGDPA as if it were a governmental entity. The remedies in Minn. Stat. § 13.08 apply to the Contractor. Contractor does not have a duty to provide access to public data to a data requestor if the public data are available from the County, except as required by the terms of this Contract. If Contractor is a subrecipient of federal grant funds under this Contract, it will comply with the federal requirements for the safeguarding of protected personally identifiable information ("Protected PII") as required in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200, and the County Protected PII procedures, which are available upon request. Additionally, Contractor must comply with any other applicable laws on data privacy. All subcontracts shall contain the same or similar data practices compliance requirements.

3. **RECORDS DISCLOSURE/RETENTION.** Contractor's bonds, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Contract are subject to the examination, duplication, transcription, and audit by the County and either the Legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. The Contractor agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or made or longer if any audit in progress requires a longer retention period.

4. **WORKER HEALTH, SAFETY AND TRAINING.** Contractor shall be solely responsible for the health and safety of its employees in connection with the work performed under this Contract. Contractor shall make arrangements to ensure the health and safety of all subcontractors and other persons who may perform work in connection with this Contract. Contractor shall ensure all personnel of Contractor and subcontractors are properly trained and supervised and, when applicable, duly licensed or certified appropriate to the tasks engaged in under this Contract. Each Contractor shall comply with federal, state, and local occupational safety and health standards, regulations, and rules promulgated pursuant to the Occupational Health and Safety Act which are applicable to the work to be performed by Contractor.

5. **PROHIBITED TELLECOMMUNICATIONS EQUIPMENT/SERVICES.** If Contractor is a subrecipient of federal grant funds under this Contract, Contractor certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018) (the "Act"), and 2 CFR § 200.216, Contractor will not use funding covered by this Contract to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any agreement related to this Contract.

6. **CONTRACTOR GOOD STANDING.** If Contractor is not an individual, Contractor must be registered to do business in Minnesota with the Office of the Minnesota Secretary of State and shall maintain an active/in good standing status with the Office of the Minnesota Secretary of State, and shall notify County of any changes in status within five calendar days of such change. Business entities formed under the laws of a jurisdiction other than Minnesota must maintain a certificate of authority (foreign corporations, limited liability companies, limited partnerships, and limited liability limited partnerships), or a statement of foreign qualification (foreign limited liability partnerships), or a statement of partnership authority (general partnerships). See Minn. Stat. §§ 303.03 (corporations); 322C.0802 (limited liability companies); 321.0902 and 321.0907 (foreign limited partnership); 321.0102(7) (foreign limited liability limited partnerships); 323A.1102(a) (foreign limited liability partnership); 321.0902 and 321.0907 (foreign general partnerships).

7. **CONTRACTOR DEBARMENT, SUSPENSION, AND RESPONSIBILITY CERTIFICATION.** Federal Regulation 45 CFR 92.35 prohibits the State/Agency from purchasing goods or services with federal money from vendors who have been suspended or debarred by the federal government. Similarly, Minn. Stat. § 16C.03, subd. 2 provides the Commissioner of Administration with the authority to debar and suspend vendors who seek to contract with the State/Agency. Vendors may be suspended or debarred when it is determined, through a duly authorized hearing process, that they have abused the public trust in a serious manner.

By signing this Contract, the Contractor certifies that it and its principals* and employees:

A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state, or local governmental department or agency; and

B. Have not within a three (3) year period preceding this Contract: 1) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract; 2) violated any federal or state antitrust statutes; or 3) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

C. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for: 1) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction; 2) violating any federal or state antitrust statutes; or 3) committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

D. Are not aware of any information and possess no knowledge that any subcontractor(s) that will perform work pursuant to this Contract are in violation of any of the certifications set forth above; and

E. Shall immediately give written notice to the Authorized Representative should Contractor come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing a public (federal, state, or local government) transaction; violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

*"Principals" for the purposes of this certification means officers; directors; owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g. general manager; plant manager; head of a subsidiary, division, or business segment and similar positions).

8. **HEALTH DATA PRIVACY.** When applicable to the Contractor's duties under this Contract, the Contractor agrees to comply with the requirements of the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health Act (HITECH), Minnesota Health Records Act, and any other applicable health data laws, rules, standards, and requirements in effect during the term of this Contract.

9. **APPEALS.** The Contractor shall assist the County in complying with the provisions of Minn. Stat. § 256.045, Administrative and Judicial Review of Human Services Matters, if applicable.

10. **REPORTING.** Contractor shall comply with the provisions of the "Child Abuse Reporting Act", Minn. Stat. § 626.556, as amended, and the "Vulnerable Adult Reporting Act", Minn. Stat. § 626.557, as amended, and any rules promulgated by the Minnesota Department of Human Services, implementing such Acts.

11. **PSYCHOTHERAPISTS.** Contractor has and shall continue to comply with the provisions of Minn. Stat. Ch. 604, as amended, with regard to any currently or formerly employed psychotherapists and/or applicants for psychotherapist positions.

12. **EXCLUDED MEDICAL ASSISTANCE PROVIDERS.** By signing this contract, Provider certifies that it is not excluded. 42 U.S.C. § 1397 *et seq.* (subch. XX) of the Social Security Act.

13. **MDHS THIRD-PARTY BENEFICIARY.** The following applies to contracts related to adult mental health services; see Minn. Stat. § 245.466, subd. 2. Contractor acknowledges and agrees that the Minnesota Department of Human Services is a third-party beneficiary and as a third-party beneficiary, is an affected party under this Contract. Contractor specifically acknowledges and agrees that the Minnesota Department of Human Services has standing to and may take any appropriate administrative action or sue Contractor for any appropriate relief in law or equity, including, but not limited to, rescission, damages, or specific performance of all or any part of the Contract between the County Board and Contractor. Contractor specifically acknowledges that the County Board and the Minnesota Department of Human Services are entitled to and may recover from Contractor reasonable attorneys' fees and costs and disbursements associated with any action taken under this

paragraph that is successfully maintained. This provision shall not be construed to limit the rights of any party to the Contract or any other third

14. party beneficiary, nor shall it be construed as a waiver of immunity under the Eleventh Amendment to the United States Constitution or any other waiver of immunity. (Minn. Stat. § 245.466, subd. 3; Minn. R. 9525.1870, subp. 2).

Directions for Online Access to Excluded Providers

To ensure compliance with this regulation, identification of excluded entities and individuals can be found on the Office of Inspector General (OIG) website at https://oig.hhs.gov/exclusions/exclusions_list.asp

Attycv/Exh SA (Rev. 1-23)

EXHIBIT 2 – Service Grid**Dakota County’s Statewide Health Improvement Partnership (SHIP) workplan with Tobacco Free Alliance**

Workplan One: Commercial Tobacco/Vaping Prevention TA		
Time frame	Contractor Activities	Desired Outcome
11/1/25-10/31/26	Schools TA: Collaborate with DCPH staff to support Dakota County school districts in updating their commercial tobacco-related policies to include non-punitive alternatives to suspension and other best practice measures. This may include, but is not limited to, meeting with school staff to educate about best practices, sharing up-to-date resources and data, and communicating with school staff over email. District 200 will consider recommended policy changes, however, it cannot be guaranteed the policy changes will be made.	Dakota County schools will be better equipped to adopt supportive, non-punitive approaches to address commercial tobacco use, fostering healthier school environments that prioritize student well-being and reduce reliance on suspension.

Workplan Two: Vaping Prevention Efforts at Hastings Middle School		
Time frame	Contractor Activities	Desired Outcome
Fall 2025	Vaping Prevention Education: Train all 8th grade students at Hastings Middle School on TFA’s “Unpacking Myths and Facts about Vaping” workshop.	Students will gain accurate, evidence-based knowledge about vaping, be able to distinguish between common myths and facts, and feel empowered to make informed, health-protective choices while confidently addressing misinformation among their peers.
Winter and spring 2026	Peer-to-Peer Education: - A new cohort of 8th grade Peer Educators will be identified by our Hastings Middle School community partner after the 8th grade students participate in the workshop. - Work with Peer Educators and staff to assess needs, exchange ideas, and co-create the project’s direction, timeline, and activities. Youth leaders will participate in issue identification, goal setting, problem solving, and shared decision-making. - Peer Educators, in collaboration with TFA staff, will plan and deliver interactive prevention workshops for 5th–7th grade students, focusing on vaping and nicotine prevention, health impacts, and positive decision-making skills. - Peer educators will evaluate the project through a written survey.	- Peer Educators meet at least monthly with school partner and TFA staff to prepare their workshop presentations and prevention activities. - Dates for tobacco prevention education presentations are confirmed. - Students have conducted at least three prevention education workshops. - Younger students receive relatable, peer-delivered prevention messaging. - Younger students gain knowledge about the risks of vaping and safer decision-making strategies. - Peer Educators strengthen public speaking and facilitation skills. - Stronger youth-adult partnerships that foster trust and shared leadership. - Evaluation is conducted and findings reported.

	TFA staff will create a report of the survey findings.	
Winter and spring 2026	Additional PSE Change Activities: Engage students to conduct PSE change activities as identified by the students. Activities may include: - Identifying and completing tobacco prevention activities geared to an audience of their peers (e.g., creating social media posts, in-school events, videos, etc.) - Implementing additional community education activities focusing on commercial tobacco prevention (e.g., youth e-cigarette epidemic, menthol/flavored tobacco harms, culturally appropriate cessation resources) - Supporting family engagement around this topic - Meeting with decision makers, writing letters to the editor, and writing letters of support on ending the sale of flavored tobacco products, smoke-free parks, and other best practice policy opportunities - Participating in statewide youth tobacco prevention initiatives or events as a school group (e.g., attending Minnesota Smoke-Free Generation Day at the Capitol in spring 2026 tbd)	- Students conduct at least one additional prevention activity. - Greater awareness among peers of vaping risks and commercial tobacco harms. - Increased visibility of prevention messaging within the school environment. - Youth voices are elevated in local policy discussions. - Increased public and policymaker awareness of youth perspectives on tobacco control.
Spring and fall 2026	Program Sustainability: Provide training and resources to school staff as needed for sustained peer-to-peer vaping prevention education programming beyond the grant cycle.	School partners are trained and have resources for sustained vaping prevention education programming.

Contract term: 11/1/2025-10/31/2026

**EXTRACT OF HASTINGS ISD 200
BOARD MEETING MINUTES
FROM THE OCTOBER 22, 2025
REGULAR BOARD MEETING**

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

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

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

1. The School District Election Clerk is, with this resolution, authorized to make any substitutions or additions to the Election Judge list as deemed necessary.
2. Any substitute 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.

WHEREUPON said resolution was declared duly passed and adopted.

Dated: October 22nd, 2025

BY ORDER OF THE SCHOOL BOARD

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



2025 Hastings School Board & Committee Future Meetings

This document is a list of all the dates for work sessions, board meetings, special meetings, and committee meetings.

Committee descriptions and members are listed below the list of meetings.

Any questions or concerns regarding meetings can be directed to LynDee Humble at 651-480-7013 or via email at lhumble@isd200.org.

Color Key	Regular Board Work Session	Regular Board Meeting (Including Closed & Special)	Policy Committee	Facilities, Finance & Joint Powers Committee	Community Collaboration Committee	Student School Board Committee
Future Meeting Dates						
Date	Time	Description	Board or Committee		Location	
10.22.2025	5:00 pm	Closed Board Retreat	School Board		District Office Conference Room A	
10.22.2025	6:00 pm	Regular Board Meeting	School Board		Hastings Middle School Media Center	
10.27.2025	7:30 am	Joint Powers Meeting	Facilities, Finance & Joint Powers Committee		Tilden Community Center, Room 117	
10.31.2025	1:00 pm	Policy Meeting	Policy Committee		District Office Conference Room A	
10.31.2025	2:00 pm	Finance Meeting	Facilities, Finance & Joint Powers Committee		District Office Conference Room A	
11.05.2025	5:00 pm	Community Collaboration Meeting	Community Collaboration Committee		District Office Conference Room A	
11.05.2025	6:00 pm	Work Session	School Board		Hastings Middle School Media Center	
11.12.2025	7:30 am	Special Board Meeting	School Board		District Office Conference Room A	
11.14.2025	12:00 pm	Policy Meeting	Policy Committee		District Office Conference Room A	
11.19.2025	6:00 pm	Regular Board Meeting	School Board		Hastings Middle School Media Center	
12.03.2025	6:00 pm	Work Session	School Board		Hastings Middle School Media Center	

12.12.2025	12:00 pm	Policy Meeting	Policy Committee	District Office Conference Room A
12.12.2025	1:00 pm	Finance Meeting	Facilities, Finance & Joint Powers Committee	District Office Conference Room A
12.17.2025	6:00 pm	Regular Board Meeting + Truth in Taxation	School Board	Hastings Middle School Media Center
01.12.2025	6:00 pm	Community Collaboration Event	Community Collaboration Committee	Hastings High School Lecture Hall, Room F253
04.01.2025	6:00 pm	Community Collaboration Event	Community Collaboration Committee	Hastings High School Lecture Hall, Room F253

Community Collaboration Committee (3)

Purpose Statement: *The Community Collaboration Committee is a link between the Hastings School District and the ISD 200 community. The committee focuses on identifying avenues to continuously improve the district's communication process for increased transparency and to better articulate the district's goals with its stakeholders. The committee seeks opportunities for shared learning, knowledge, awareness, experience, and growth to create a stronger, more united community.*

Committee Members: Melissa Millner (Chair) :: Matt Bruns :: Philip Biermaier :: Dr. Kristine Wehrkamp Herman

Facilities, Finance & Joint Powers Committee (3)

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

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

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

Committee Members: Mark Zuzek (Chair) :: Melissa Millner :: Carrie Tate :: Jen Seubert :: Dr. Kristine Wehrkamp Herman

Policy Committee (3)

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

Committee Members: Jessica Dressely (Chair) :: Mark Zuzek :: Carrie Tate :: Dr. Kristine Wehrkamp Herman :: Guests as determined by policy review

Student School Board Committee (3)

Purpose Statement: *The school board believes that the views, insights, and suggestions of student representatives on the school board can be an advantage to the school board in its decision-making role. The Student School Board Committee will focus on identifying, interviewing, and recommending student representatives to serve on the school board.*

Committee Members: Matt Bruns (Chair) :: Jessica Dressely :: Melissa Millner :: Dr. Kristine Wehrkamp Herman

917 REP (1) - 3 Year Term 2024-2027
Commitment: Typical 1 meeting per month

Mark Zuzek

RELICENSURE COMMITTEE REP

Philip Biermaier
Backup - Mark Zuzek

MSHSL REP (1)

Mark Zuzek

AMSD Liaison (1)

Matt Bruns
Backup - Mark Zuzek

BRIGHTWORKS (1) If appointment is open

Jessica Dressely

Native American Parent Advisory Committee Liaison

Matt Bruns
Backup - Jessica Dressely