

**MACCRAY ISD 2180**  
**Clara City, MN 56222**  
**MACCRAY Board Room**  
**Monday, March 11, 2024**  
**6:00 pm**

TENTATIVE AGENDA

Policy 206 – Individual speakers will have three minutes to speak to the board and may do so only during the public comment portion of the meeting. Comments involving data privacy, personal attacks on others, or that may be considered libelous or slanderous, or are initiated after the public comment period, are unacceptable. The board will take no action at the same meeting on an item raised by the public at that meeting to allow for further investigation.

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Approval of the Agenda/Additions/Deletions
- 4.0 Public Comment -none
- 5.0 Consent Agenda – Action Required
  - 5.1 Adoption of Minutes
  - 5.2 Approve payment of bills and financial reports.
  - 5.3 Approve Employment Agreement with Housekeeper/Cleaner - M. Tello
  - 5.4 Accept Teacher Resignation - L. Ford
  - 5.5 Accept Teacher Resignation - A. Luoma
  - 5.6 Accept Teacher Resignation - C. Thoen
- 6.0 Communication Report
  - 6.1 Administrative Reports
    - 6.1.1 Denise Smith, CER
    - 6.1.2 Jim Trulock, Activities Director
    - 6.1.3 Mitchell Kent, Elem. Principal
    - 6.1.4 Judd Wheatley, MS/HS Principal
    - 6.1.5 Josh Austad, Superintendent
  - 6.2 Committee Reports
  - 6.3 Board Discussion
- 7.0 Business items – Action Required
  - 7.1 Approve EA Master Agreement
- 8.0 Upcoming Meetings
  - 8.1 Regular Board Meeting, Monday, March 11, MACCRAY Board Room, 6pm
  - 8.2 Regular Board Meeting, Monday, April 8, MACCRAY Board Room, 6pm
  - 8.3 Regular Board Meeting, Monday, May 13, MACCRAY Board Room, 6pm
- 9.0 Adjournment

**Minutes of the Board of Education  
Independent School District #2180  
Regular Meeting #8  
Monday, February 12, 2024, 6:00 PM  
MACCRAY Board Room**

Members Present: Julie Alsum, Debi Brandt, Mark Kasella, John Hagemeyer, Carmel Thein, Scott Ruitter  
Others Present: Josh Austad, Superintendent; Judd Wheatley, MS/HS Principal; Mitchell Kent, Elementary Principal; Kim Sandry, Business Manager; Jesse Westbrook, Tech Director; Jim Trulock, Activities Director; Billie Jo Rassat, Clara City Herald .

Chair Julie Alsum called the meeting to order at 6:00 pm.  
Pledge of Allegiance

Motion by Brandt, second by Thein, to approve the agenda as presented.  
Motion carried by unanimous vote.

Public Comment: Malinda Klaassen

Approval of Consent Agenda:

Motion by Ruitter, second by Hagemeyer, to approve the consent agenda.  
Motion carried by unanimous vote.

Adoption of Minutes

Approve payment of bills and financial records.

Approve employment of Paraprofessional – K. Dalle.

Approve employment of Paraprofessional – A. Lee

Approve employment of Paraprofessional – M. Lindblom

Approve employment of Paraprofessional – D. Torres

Approve Contract with Director of Buildings and Grounds – N. Emkes

Approve FMLA Leave – M. Mertens

Approve FMLS Leave – M. Mankenberg

Approval of Spring coaches.

**Baseball**

Nate Hebrink	Varsity
Tyler Wrede	Asst. Varsity
Brandon Grund	Junior High
Jesse Westbrook	Junior High
Trent Carlson	Volunteer

**Boys & Girls Track**

Cole Christopher	Assistant
Aaron Enger	Assistant
Alexa Yeager	JH
Michaela Mankenberg	Volunteer
Greta Johnson	Volunteer

**Softball**

Nancy Thoma	Varsity
Brian Brandt	Asst/Volunteer?
Emily Torkelson	JV or JH

**Golf B/G**

Christian Thoen	Head Coach
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**Boys Tennis**

Andrew DuHoux

Varsity

Ashley Trulock

Volunteer

Ben Burner

Volunteer

**Weight Room**

Seth Falk

**Communications Reports:**

Dan Hiemenz – ICS – Bids on Athletic Complex

Shelby McQuay – Ehlers – Bond Sale

Jim Trulock: Update on Winter Activities

Mitchell Kent: Elementary update

Judd Wheatley: MS/HS update

Josh Austad: District update.

Committee Reports: POC – prioritizing plans

Board Discussion: Classroom Visits

**Business Items:**

Motion by Thein, second by Kasella, to approve the Resolution to Accept Bids for the Athletic Complex.

Roll Call Vote: For: Brandt, Thein, Alsum, Hagemeyer, Kasella, Ruitter.

Against: none

Resolution passed and adopted.

Motion by Ruitter, second by Hagemeyer, to approve the first and final reading of Policy 721 – Uniform Grant Guidance Policy Regarding Federal Revenue. Motion carried by unanimous vote.

Motion by Alsum, second by Hagemeyer, to approve the MACCRAY Student Handbook with discussed amendments. Motion carried by unanimous vote.

Motion by Ruitter, second by Thein, to approve the Resolution Awarding the sale of Certificates of Participation, Series 2024B, in the original aggregate principal amount of \$1,975,000, fixing their form and specifications, directing their execution and delivery, and providing for their payment.

Roll Call Vote: In favor: Brandt, Ruitter, Kasella, Thein, Hagemeyer, Alsum.

Against: none

Resolution passed and adopted.

Motion by Hagemeyer, second by Alsum, to approve the Resolution Awarding the sale of General Obligation Facilities Maintenance, Capital Facilities, and Tax Abatement Bonds, series 2024A, in the original aggregate principal amount of \$2,695,000, fixing their form and specification, directing their execution and delivery, and providing for their payment.

Roll Call Vote: In favor: Brandt, Ruitter, Kasella, Thein, Hagemeyer, Alsum.

Against: none

Resolution passed and adopted.

Motion by Brandt, second by Ruitter, to approve the 2023-2024 Seniority List. Motion carried by unanimous vote.

**Meetings and Workshops:**

Regular Board Meeting, Monday, April 8, 6pm, MACCRAY Board Room.

Regular Board Meeting, Monday, May 13, 6pm, MACCRAY Board Room.

Regular Board Meeting, Monday, June 10, MACCRAY Board Room, 6pm

Regular Board Meeting, Monday, July 8, MACCRAY Board Room, 6pm

Adjournment of Meeting

Motion by Thein, second by Alsum, for adjournment. Motion carried by unanimous vote. Meeting adjourned at 7:02pm.

Respectfully submitted,  
Carmel Thein, Clerk  
Kim Sandry, Business Manager

## Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void	Date	Amount
												Date		
BND2		60400		Wire	1	3044	MACCRAY General Fund		No	Yes	No	02/29/2024	15,117.57	
BND2		60243	5553	Check	1	3044	MACCRAY General Fund		Yes	Yes	No	02/08/2024	1,214.00	
BND2		60274	5554	Check	1	4969	H21 Group		Yes	Yes	No	02/13/2024	12,241.40	
BND2		60273	5555	Check	1	4559	ICS Consulting, LLC - 138006	S Corporation	Yes	Yes	No	02/13/2024	27,794.66	
BND2		60272	5556	Check	1	00666	West Central Roofing Cont.	C Corporation	Yes	Yes	No	02/13/2024	32,224.72	
Bank Total:													\$88,592.35	
Pay		60305		Wire	1	00867	PERA		No	Yes	No	02/16/2024	13,482.42	
Pay		60306		Wire	1	00868	MN Teachers Retirement Assoc.		No	Yes	No	02/16/2024	32,090.10	
Pay		60307		Wire	1	2181	Aviben	C Corporation	No	Yes	No	02/16/2024	9,321.44	
Pay		60308		Wire	1	2385	MN Department of Revenue		No	Yes	No	02/16/2024	8,345.20	
Pay		60309		Wire	1	2875	Internal Revenue Service		No	Yes	No	02/16/2024	57,861.24	
Pay		60310		Wire	1	2985	Aviben FLEX		No	Yes	No	02/16/2024	2,637.88	
Pay		60362		Wire	1	00867	PERA		No	No	No	02/29/2024	13,451.49	
Pay		60363		Wire	1	00868	MN Teachers Retirement Assoc.		No	No	No	02/29/2024	31,523.73	
Pay		60364		Wire	1	2181	Aviben	C Corporation	No	No	No	02/29/2024	9,133.46	
Pay		60365		Wire	1	2385	MN Department of Revenue		No	No	No	02/29/2024	8,446.44	
Pay		60366		Wire	1	2875	Internal Revenue Service		No	Yes	No	02/29/2024	58,309.53	
Pay		60367		Wire	1	2985	Aviben FLEX		No	No	No	02/29/2024	2,521.21	
Pay		60401		Wire	1	5025	MACCRAY Bond Account		No	Yes	No	02/29/2024	15,000.00	
Pay		60402		Wire	1	5009	RevTrak		No	Yes	No	02/29/2024	312.79	
Pay		60403		Wire	1	1039	Citizens Alliance Bank		No	Yes	No	02/29/2024	106.13	
Pay		60404		Wire	1	00528	Bremer Bank		No	Yes	No	02/29/2024	98.60	
Pay		60182	59339	Check	1	2181	Aviben	C Corporation	Yes	Yes	No	02/01/2024	133.09	
Pay		60184	59340	Check	1	4852	Schneider, Richard		Yes	Yes	No	02/01/2024	65.00	
Pay		60186	59341	Check	1	5395	Schultz, Ryan	Ind/Sole Proprietor	Yes	Yes	No	02/01/2024	130.00	
Pay		60185	59342	Check	1	5385	Suter, Jacob	Ind/Sole Proprietor	Yes	No	No	02/01/2024	65.00	
Pay		60183	59343	Check	1	3398	Tanner, Tim		Yes	Yes	No	02/01/2024	130.00	
Pay		60189	59344	Check	1	4145	Craigmile, Marc		Yes	Yes	No	02/01/2024	140.00	
Pay		60188	59345	Check	1	3642	Gladis, Jeff		Yes	Yes	No	02/01/2024	140.00	
Pay		60187	59346	Check	1	3035	Norland, Craig		Yes	Yes	No	02/01/2024	140.00	
Pay		60191	59347	Check	1	4553	Nordic Solar HoldCo Phase 2, LLC	LLC - Partnership	Yes	Yes	No	02/01/2024	3,108.57	
Pay		60190	59348	Check	1	2943	Sweep Hardware	Ind/Sole Proprietor	Yes	Yes	No	02/01/2024	481.37	
Pay		60192	59349	Check	1	01432	Chappell Central, Inc.	S Corporation	Yes	Yes	No	02/01/2024	542.29	
Pay		60193	59350	Check	1	5239	Gueningsman, Rachel		Yes	Yes	No	02/01/2024	70.15	
Pay		60195	59351	Check	1	4979	Coordinated Business Systems	S Corporation	Yes	Yes	No	02/02/2024	4,309.02	
Pay		60196	59352	Check	1	00105	Hillyard / Hutchinson	C Corporation	Yes	Yes	No	02/02/2024	1,839.89	
Pay		60198	59353	Check	1	3311	J.W. Pepper & Son, Inc.	C Corporation	Yes	Yes	No	02/02/2024	119.92	
Pay		60197	59354	Check	1	3032	MN Bureau of Criminal Apprehension		Yes	Yes	No	02/02/2024	15.00	

## Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void		Amount
												Date		
Pay		60199	59355	Check	1	00044	City of Clara City		Yes	Yes	No	02/02/2024		1,799.90
Pay		60200	59356	Check	1	00048	Clara City Telephone Company	C Corporation	Yes	Yes	No	02/02/2024		436.39
Pay		60201	59357	Check	1	5398	Holtan, Jennifer		Yes	No	No	02/02/2024		10.00
Pay		60202	59358	Check	1	2359	Amazon Capital Services		Yes	Yes	No	02/02/2024		7,810.34
Pay		60205	59359	Check	1	4016	Almich's Market	S Corporation	Yes	Yes	No	02/05/2024		448.38
Pay		60207	59360	Check	1	5153	Stony Creek Dairy	Ind/Sole Proprietor	Yes	Yes	No	02/05/2024		1,989.02
Pay		60206	59361	Check	1	4834	Wood Machinery Systems		Yes	Yes	No	02/05/2024		49.34
Pay		60208	59362	Check	1	3054	Beekman, Scott	Ind/Sole Proprietor	Yes	Yes	No	02/06/2024		140.00
Pay		60209	59363	Check	1	3614	Petrich, Steve		Yes	Yes	No	02/06/2024		65.00
Pay		60212	59364	Check	1	5385	Suter, Jacob	Ind/Sole Proprietor	Yes	No	No	02/06/2024		65.00
Pay		60211	59365	Check	1	3854	Verkindren, Steve	Ind/Sole Proprietor	Yes	Yes	No	02/06/2024		140.00
Pay		60210	59366	Check	1	3643	Wherry, Brent		Yes	Yes	No	02/06/2024		140.00
Pay		60219	59367	Check	1	2985	Aviben FLEX		Yes	Yes	No	02/06/2024		171.00
Pay		60216	59368	Check	1	00077	Farmers Coop Oil Co.	C Corporation	Yes	Yes	No	02/06/2024		395.51
Pay		60221	59369	Check	1	4697	Farm-Rite Equipment of Willmar	S Corporation	Yes	Yes	No	02/06/2024		5,050.00
Pay		60220	59370	Check	1	3311	J.W. Pepper & Son, Inc.	C Corporation	Yes	Yes	No	02/06/2024		41.99
Pay		60218	59371	Check	1	00701	Southside Lumber	C Corporation	Yes	Yes	No	02/06/2024		425.75
Pay		60217	59372	Check	1	00308	SW & WC Service Cooperative		Yes	Yes	No	02/06/2024		36,738.24
Pay		60223	59373	Check	1	1762	Donners Crossroads Truckstop	S Corporation	Yes	Yes	No	02/07/2024		52.00
Pay		60225	59374	Check	1	3311	J.W. Pepper & Son, Inc.	C Corporation	Yes	Yes	No	02/07/2024		14.99
Pay		60224	59375	Check	1	2853	TechCheck		Yes	Yes	No	02/07/2024		595.00
Pay		60230	59376	Check	1	5018	Daly, Justin	Ind/Sole Proprietor	Yes	Yes	No	02/08/2024		140.00
Pay		60226	59377	Check	1	3280	Guertin, Dave		Yes	Yes	No	02/08/2024		65.00
Pay		60227	59378	Check	1	3426	Jans, Scott		Yes	Yes	No	02/08/2024		65.00
Pay		60228	59379	Check	1	3659	Schmidgall, John		Yes	Yes	No	02/08/2024		140.00
Pay		60229	59380	Check	1	4691	Turnbull, Donald Scott	Ind/Sole Proprietor	Yes	Yes	No	02/08/2024		140.00
Pay		60237	59381	Check	1	5235	Blue Cross Blue Shield of Minnesota		Yes	Yes	No	02/08/2024		76,093.91
Pay		60235	59382	Check	1	3962	Indianhead Foodservice Distributor	S Corporation	Yes	Yes	No	02/08/2024		6,044.67
Pay		60232	59383	Check	1	00763	Pan-O-Gold Baking Company	C Corporation	Yes	Yes	No	02/08/2024		69.30
Pay		60234	59384	Check	1	2616	Roskens Plumbing, Heating		Yes	Yes	No	02/08/2024		1,135.00
Pay		60233	59385	Check	1	2144	Smith, Denise		Yes	Yes	No	02/08/2024		112.23
Pay		60236	59386	Check	1	4898	Southern Minnesota Woodcraft, Inc.		Yes	Yes	No	02/08/2024		3,950.94
Pay		60242	59387	Check	1	5399	Ashburn, Carlee		Yes	No	No	02/08/2024		22.50
Pay		60240	59388	Check	1	3911	Bristle, Laura		Yes	Yes	No	02/08/2024		22.50
Pay		60238	59389	Check	1	00056	DAVE'S PLUMBING REPAIR	Ind/Sole Proprietor	Yes	Yes	No	02/08/2024		3,243.00
Pay		60239	59390	Check	1	1268	Jim's Clothing & Sporting Good	Ind/Sole Proprietor	Yes	Yes	No	02/08/2024		935.40
Pay		60241	59391	Check	1	4887	McNeil, Shelby		Yes	Yes	No	02/08/2024		22.50
Pay		60244	59392	Check	1	5025	MACCRAY Bond Account		Yes	Yes	No	02/08/2024		7,866.68
Pay		60248	59393	Check	1	4686	Brehmer, Aaron		Yes	Yes	No	02/09/2024		140.00

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Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
Pay		60246	59394	Check	1 3280		Guertin, Dave		Yes	Yes	No	02/09/2024	65.00
Pay		60245	59395	Check	1 2766		Shackelford, Rick		Yes	Yes	No	02/09/2024	65.00
Pay		60247	59396	Check	1 3887		Snow, Greg	Ind/Sole Proprietor	Yes	No	No	02/09/2024	140.00
Pay		60249	59397	Check	1 5052		SNOW, RYAN	Ind/Sole Proprietor	Yes	Yes	No	02/09/2024	140.00
Pay		60254	59398	Check	1 5400		Benson Bakery & Coffee Shop	S Corporation	Yes	Yes	No	02/09/2024	105.00
Pay		60253	59399	Check	1 5208		Citizens Alliance Agency		Yes	Yes	No	02/09/2024	125.00
Pay		60251	59400	Check	1 00046		Clara City Herald	S Corporation	Yes	Yes	No	02/09/2024	671.75
Pay		60252	59401	Check	1 1936		Palmer Bus Service, Inc	C Corporation	Yes	Yes	No	02/09/2024	99,306.69
Pay		60255	59402	Check	1 00844		West Central Sanitation, Inc.	C Corporation	Yes	Yes	No	02/09/2024	1,326.32
Pay		60256	59403	Check	1 2512		Decker Equipment		Yes	Yes	No	02/09/2024	146.90
Pay		60257	59404	Check	1 5025		MACCRAY Bond Account		Yes	Yes	No	02/09/2024	7,425.00
Pay		60261	59405	Check	1 5401		Atherton, Greg		Yes	Yes	Yes	02/12/2024	0.00
Pay		60258	59406	Check	1 2126		Menards - Willmar	S Corporation	Yes	Yes	No	02/12/2024	76.70
Pay		60259	59407	Check	1 5014		Sanow, Brett	Ind/Sole Proprietor	Yes	Yes	No	02/12/2024	140.00
Pay		60260	59408	Check	1 5016		Zalme, Mark	Ind/Sole Proprietor	Yes	Yes	No	02/12/2024	140.00
Pay		60262	59409	Check	1 5402		Ten Napel, Jeff	Ind/Sole Proprietor	Yes	Yes	No	02/12/2024	140.00
Pay		60263	59410	Check	1 5403		Bourne, Annie		Yes	No	No	02/12/2024	63.00
Pay		60267	59411	Check	1 4686		Brehmer, Aaron		Yes	Yes	No	02/13/2024	140.00
Pay		60265	59412	Check	1 3680		MCLAIN, RICK	Ind/Sole Proprietor	Yes	No	No	02/13/2024	140.00
Pay		60264	59413	Check	1 3614		Petrich, Steve		Yes	Yes	No	02/13/2024	65.00
Pay		60268	59414	Check	1 4852		Schneider, Richard		Yes	Yes	No	02/13/2024	65.00
Pay		60266	59415	Check	1 4305		Stotesbery, Ryan		Yes	Yes	No	02/13/2024	140.00
Pay		60271	59416	Check	1 3311		J.W. Pepper & Son, Inc.	C Corporation	Yes	Yes	No	02/13/2024	27.85
Pay		60270	59417	Check	1 1989		Robert Brooke & Associates		Yes	No	No	02/13/2024	193.01
Pay		60277	59418	Check	1 3592		Dooley's Natural Gas	C Corporation	Yes	Yes	No	02/13/2024	3,580.19
Pay		60276	59419	Check	1 2877		Matheson Tri Gas	C Corporation	Yes	Yes	No	02/13/2024	122.50
Pay		60275	59420	Check	1 2126		Menards - Willmar	S Corporation	Yes	Yes	No	02/13/2024	200.34
Pay		60278	59421	Check	1 3987		Sarlettes Music	Ind/Sole Proprietor	Yes	Yes	No	02/13/2024	318.50
Pay		60279	59422	Check	1 3557		MDE - MCIS: Acct 621892		Yes	Yes	No	02/13/2024	725.00
Pay		60281	59423	Check	1 3646		Herman, Mark		Yes	Yes	No	02/15/2024	140.00
Pay		60283	59424	Check	1 5404		Schmiesing, Chad	Ind/Sole Proprietor	Yes	Yes	No	02/15/2024	140.00
Pay		60284	59425	Check	1 5405		Schroeder, Vern	Ind/Sole Proprietor	Yes	Yes	No	02/15/2024	140.00
Pay		60282	59426	Check	1 5378		Tanner, Landon	Ind/Sole Proprietor	Yes	Yes	No	02/15/2024	130.00
Pay		60280	59427	Check	1 3398		Tanner, Tim		Yes	Yes	No	02/15/2024	130.00
Pay		60294	59428	Check	1 5406		Block, Haylea		Yes	No	No	02/15/2024	5.00
Pay		60288	59429	Check	1 3592		Dooley's Natural Gas	C Corporation	Yes	Yes	No	02/15/2024	20,841.01
Pay		60289	59430	Check	1 3962		Indianhead Foodservice Distributor	S Corporation	Yes	Yes	No	02/15/2024	5,542.49
Pay		60287	59431	Check	1 2882		MN BPA		Yes	Yes	No	02/15/2024	2,480.00
Pay		60292	59432	Check	1 4983		MNSota School Bus Technologies, LLC	Partnership	Yes	No	No	02/15/2024	17,133.00

## Ind. School District #2180 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	
Pay		60286	59433	Check	1 00763		Pan-O-Gold Baking Company	C Corporation	Yes	Yes	No	02/15/2024	106.40
Pay		60291	59434	Check	1 4935		St. Cloud Acoustics		Yes	Yes	No	02/15/2024	1,242.04
Pay		60293	59435	Check	1 5197		Warne, Robyn		Yes	Yes	No	02/15/2024	10.00
Pay		60290	59436	Check	1 4245		Wheatley, Judd		Yes	Yes	No	02/15/2024	46.10
Pay		60295	59437	Check	1 5166		GreatAmerica Financial Svcs.		Yes	Yes	No	02/15/2024	269.48
Pay		60297	59438	Check	1 00528		Bremer Bank		Yes	Yes	No	02/16/2024	270.00
Pay		60300	59439	Check	1 1039		Citizens Alliance Bank		Yes	Yes	No	02/16/2024	1,580.82
Pay		60304	59440	Check	1 4802		Colonial Life		Yes	No	No	02/16/2024	1,395.58
Pay		60303	59441	Check	1 4594		Kensington Bank		Yes	Yes	No	02/16/2024	247.00
Pay		60301	59442	Check	1 3402		Lake Region Bank		Yes	Yes	No	02/16/2024	100.00
Pay		60298	59443	Check	1 00880		MACCRAY Education Association		Yes	Yes	No	02/16/2024	3,007.52
Pay		60302	59444	Check	1 4043		MN Child Support Center		Yes	Yes	No	02/16/2024	58.00
Pay		60299	59445	Check	1 00881		NCPERS Group Life Ins.		Yes	No	No	02/16/2024	20.00
Pay		60296	59446	Check	1 00023		UNUM Life Insurance Company		Yes	No	No	02/16/2024	187.74
Pay		60312	59447	Check	1 3785		Floor to Ceiling Store		Yes	Yes	No	02/19/2024	13,772.00
Pay		60311	59448	Check	1 00105		Hillyard / Hutchinson	C Corporation	Yes	No	No	02/19/2024	384.00
Pay		60315	59449	Check	1 5407		Aalderks, Jane	Ind/Sole Proprietor	Yes	No	No	02/20/2024	20.00
Pay		60314	59450	Check	1 5399		Ashburn, Carlee		Yes	No	No	02/20/2024	15.00
Pay		60316	59451	Check	1 5408		Leese, Donna		Yes	No	No	02/20/2024	20.00
Pay		60313	59452	Check	1 4861		Regal Contractors, Inc		Yes	Yes	No	02/20/2024	30,000.00
Pay		60317	59453	Check	1 2512		Decker Equipment		Yes	No	No	02/20/2024	48.90
Pay		60319	59454	Check	1 5238		Ellingson Plumbing & Heating	C Corporation	Yes	Yes	No	02/20/2024	3,341.25
Pay		60318	59455	Check	1 00763		Pan-O-Gold Baking Company	C Corporation	Yes	Yes	No	02/20/2024	108.90
Pay		60321	59456	Check	1 5171		Follett Content Solutions, LLC	Partnership	Yes	Yes	No	02/20/2024	533.94
Pay		60320	59457	Check	1 00457		Torkelson's Lock Service	LLC - Partnership	Yes	No	No	02/20/2024	52.95
Pay		60322	59458	Check	1 4505		Minnesota West		Yes	Yes	No	02/21/2024	945.20
Pay		60323	59459	Check	1 5409		Jack Attack Booster Club	C Corporation	Yes	No	No	02/21/2024	125.00
Pay		60324	59460	Check	1 3032		MN Bureau of Criminal Apprehension		Yes	No	No	02/22/2024	15.00
Pay		60326	59461	Check	1 3962		Indianhead Foodservice Distributor	S Corporation	Yes	Yes	No	02/22/2024	5,051.21
Pay		60327	59462	Check	1 2253		Ridgewater College		Yes	Yes	No	02/22/2024	4,600.00
Pay		60328	59463	Check	1 2126		Menards - Willmar	S Corporation	Yes	Yes	No	02/23/2024	33.96
Pay		60330	59464	Check	1 00105		Hillyard / Hutchinson	C Corporation	Yes	No	No	02/23/2024	8.40
Pay		60331	59465	Check	1 3554		TRIO Supply Co	S Corporation	Yes	No	No	02/23/2024	490.92
Pay		60333	59466	Check	1 1578		Chippewa CARE		Yes	No	No	02/26/2024	300.00
Pay		60337	59467	Check	1 5340		Feldhaus Education Consulting, Inc		Yes	No	No	02/26/2024	1,600.00
Pay		60335	59468	Check	1 4310		MACCRAY Prom		Yes	Yes	No	02/26/2024	25.00
Pay		60336	59469	Check	1 4957		Stark, Sonja		Yes	Yes	No	02/26/2024	109.88
Pay		60334	59470	Check	1 2923		VISA - CABank		Yes	Yes	No	02/26/2024	2,894.25
Pay		60338	59471	Check	1 4326		Kennedy & Graven, Chartered	C Corporation	Yes	No	No	02/26/2024	73.50

## Ind. School District #2180 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void	Date	Amount
												Date		
Pay		60340	59472	Check	1	2450	Brothers Fire & Security	C Corporation	Yes	No	No		02/26/2024	404.00
Pay		60339	59473	Check	1	01432	Chappell Central, Inc.	S Corporation	Yes	No	No		02/26/2024	2,370.93
Pay		60341	59474	Check	1	2541	Haug-Kubota LLC	S Corporation	Yes	No	No		02/26/2024	74.46
Pay		60342	59475	Check	1	4310	MACCRAY Prom		Yes	Yes	No		02/27/2024	40.00
Pay		60344	59476	Check	1	00763	Pan-O-Gold Baking Company	C Corporation	Yes	No	No		02/27/2024	108.90
Pay		60348	59477	Check	1	2347	Rochester Telecom Systems	S Corporation	Yes	No	No		02/28/2024	99.34
Pay		60349	59478	Check	1	1762	Donners Crossroads Truckstop	S Corporation	Yes	No	No		02/28/2024	124.12
Pay		60350	59479	Check	1	2496	SHI International Corp	C Corporation	Yes	No	No		02/28/2024	2,126.38
Pay		60351	59480	Check	1	5410	Bauer, Stacy		Yes	No	No		02/29/2024	431.00
Pay		60352	59481	Check	1	3962	Indianhead Foodservice Distributor	S Corporation	Yes	No	No		02/29/2024	5,946.81
Pay		60354	59482	Check	1	00528	Bremer Bank		Yes	No	No		02/29/2024	270.00
Pay		60357	59483	Check	1	1039	Citizens Alliance Bank		Yes	No	No		02/29/2024	1,580.82
Pay		60361	59484	Check	1	4802	Colonial Life		Yes	No	No		02/29/2024	1,395.58
Pay		60360	59485	Check	1	4594	Kensington Bank		Yes	No	No		02/29/2024	247.00
Pay		60358	59486	Check	1	3402	Lake Region Bank		Yes	No	No		02/29/2024	100.00
Pay		60355	59487	Check	1	00880	MACCRAY Education Association		Yes	No	No		02/29/2024	3,007.52
Pay		60359	59488	Check	1	4043	MN Child Support Center		Yes	No	No		02/29/2024	58.00
Pay		60356	59489	Check	1	00881	NCBERS Group Life Ins.		Yes	No	No		02/29/2024	20.00
Pay		60353	59490	Check	1	00023	UNUM Life Insurance Company		Yes	No	No		02/29/2024	161.28
Bank Total:													\$685,008.77	
SA		60389		Wire	1	1039	Citizens Alliance Bank		No	Yes	No		02/29/2024	106.13
SA		60194	22590	Check	1	3621	Minnesota FFA Association		Yes	Yes	No		02/02/2024	500.00
SA		60203	22591	Check	1	4016	Almich's Market	S Corporation	Yes	Yes	No		02/05/2024	280.39
SA		60204	22592	Check	1	5153	Stony Creek Dairy	Ind/Sole Proprietor	Yes	Yes	No		02/05/2024	299.94
SA		60215	22593	Check	1	5069	Jimmys Pizza Granite Falls	Ind/Sole Proprietor	Yes	Yes	No		02/06/2024	1,746.00
SA		60214	22594	Check	1	3625	Olson, Bryce		Yes	Yes	No		02/06/2024	77.09
SA		60213	22595	Check	1	3354	Regents of the University of Minnesota	Other	Yes	Yes	No		02/06/2024	85.00
SA		60222	22596	Check	1	4280	Viking Coca-Cola	S Corporation	Yes	Yes	No		02/07/2024	746.25
SA		60231	22597	Check	1	3962	Indianhead Foodservice Distributor	S Corporation	Yes	Yes	No		02/08/2024	7.72
SA		60250	22598	Check	1	4280	Viking Coca-Cola	S Corporation	Yes	Yes	No		02/09/2024	1,166.00
SA		60269	22599	Check	1	00863	Monte Candy Company	Ind/Sole Proprietor	Yes	Yes	No		02/13/2024	71.00
SA		60285	22600	Check	1	4282	First Choice Food & Beverage		Yes	No	No		02/15/2024	192.47
SA		60325	22601	Check	1	4531	Carlson, Trent		Yes	Yes	No		02/22/2024	217.57
SA		60329	22602	Check	1	2928	Borch's Sporting Goods, Inc		Yes	No	No		02/23/2024	750.00
SA		60332	22603	Check	1	2923	VISA - CABank		Yes	Yes	No		02/26/2024	2,030.10
SA		60343	22604	Check	1	2884	Pastures A Plenty Co		Yes	No	No		02/27/2024	373.93
SA		60345	22605	Check	1	2126	Menards - Willmar	S Corporation	Yes	No	No		02/27/2024	55.91
SA		60346	22606	Check	1	5069	Jimmys Pizza Granite Falls	Ind/Sole Proprietor	Yes	No	No		02/28/2024	241.00

# Ind. School District #2180

## 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		
SA		60347	22607	Check	1 2126		Menards - Willmar	S Corporation	Yes	No	No	02/28/2024	33.37	
										Bank Total:				\$8,979.87
										Report Total:				\$782,580.99

**Ind. School District #2180**  
**Exp Summary - Fd, Pro Series**  
**Period Ending February 29, 2024**

Sequence: Fd, Pro

Description		24ORIG				Encumbrances	% YTD + Enc	Remaining Balance
		Annual Budget	Period 202408	Year To Date	% YTD			
01	General							
	000 Administration	744,703.00	72,657.11	464,401.19	62%	0.00	62%	280,301.81
	100 District Support Services	329,278.00	29,341.70	237,282.76	72%	0.00	72%	91,995.24
	200 Elem & Secondary Regular Instr	4,183,324.00	356,187.76	2,454,182.59	59%	775.54	59%	1,728,365.87
	300 Vocational Education Instr	273,224.00	19,918.79	137,109.39	50%	0.00	50%	136,114.61
	400 Special Education Instr	1,808,720.00	195,586.11	1,005,702.50	56%	306.74	56%	802,710.76
	600 Instructional Support Services	562,956.00	31,439.02	307,611.76	55%	122.96	55%	255,221.28
	700 Pupil Support Services	1,314,976.00	139,179.95	818,184.88	62%	0.00	62%	496,791.12
	800 Sites & Buildings	915,305.00	122,096.31	594,277.86	65%	1,392.27	65%	319,634.87
	900 Fiscal & Other Fixed Costs	489,426.00	0.00	(1,849.00)	(0%)	0.00	(0%)	491,275.00
01	General	10,621,912.00	966,406.75	6,016,903.93	57%	2,597.51	57%	4,602,410.56
02	Food Service							
	700 Pupil Support Services	463,200.00	54,787.87	301,038.64	65%	0.00	65%	162,161.36
02	Food Service	463,200.00	54,787.87	301,038.64	65%	0.00	65%	162,161.36
04	Community Service							
	500 Community Ed & Services	515,237.00	44,935.41	326,581.09	63%	58.06	63%	188,597.85
04	Community Service	515,237.00	44,935.41	326,581.09	63%	58.06	63%	188,597.85
05	Capital Outlay							
	000 Administration	0.00	0.00	16,094.22	0%	0.00	0%	(16,094.22)
	200 Elem & Secondary Regular Instr	25,000.00	0.00	5,396.85	22%	0.00	22%	19,603.15
	800 Sites & Buildings	337,122.00	19,273.56	766,714.32	227%	0.00	227%	(429,592.32)
05	Capital Outlay	362,122.00	19,273.56	788,205.39	218%	0.00	218%	(426,083.39)
07	Debt Redemption							
	900 Fiscal & Other Fixed Costs	2,707,248.00	0.00	2,262,505.76	84%	0.00	84%	444,742.24
07	Debt Redemption	2,707,248.00	0.00	2,262,505.76	84%	0.00	84%	444,742.24
21	Student Activity							
	200 Elem & Secondary Regular Instr	0.00	8,979.87	133,798.54	0%	0.00	0%	(133,798.54)
21	Student Activity	0.00	8,979.87	133,798.54	0%	0.00	0%	(133,798.54)
<b>Report Totals:</b>		<b>14,669,719.00</b>	<b>1,094,383.46</b>	<b>9,829,033.35</b>	<b>67%</b>	<b>2,655.57</b>	<b>67%</b>	<b>4,838,030.08</b>

## INVESTMENTS OUTSTANDING

June 30, 2023

### MSDMAX Fund – MSDLAF

MSDMAX Fund Balance as of June 30, 2023	\$2,359.94
Interest - July 31, 2023	\$10.30
Interest – August 31, 2023	\$10.75
Interest – Sept. 30, 2023	\$10.48
Interest -Oct. 31, 2023	\$10.93
Interest – Nov. 30, 2023	\$10.63
Interest – Dec. 31, 2023	\$11.03
Interest – Jan. 31, 2024	\$11.03
Interest – Feb. 29, 2024	\$10.25
<b>BALANCE</b>	<b><u>\$2,445.34</u></b>

### LIQUID ASSET FUND

Money Market Balance as of June 30, 2023	\$1,602.84
Interest – July 31, 2023	\$6.86
Interest – August 31, 2023	\$7.16
Interest – Sept. 30, 2023	\$6.99
Interest – Oct. 31, 2023	\$7.27
Interest – Nov. 30, 2023	\$7.10
Interest – Dec. 31, 2023	\$7.36
Interest – Jan. 31, 2024	\$7.36
Interest – Feb. 29, 2024	\$6.83
<b>BALANCE</b>	<b><u>\$1,659.77</u></b>

### Citizens Alliance Bank

#### Special Money Market Savings

Balance as of June 30, 2023	\$3,947,502.17
Interest – July 31, 2023 (Transfer out \$1,100,000)	\$2,105.60
Interest – August 31, 2023	\$1,815.16
Interest – Sept. 30, 2023 (Transfer in \$800,000)	\$2,110.09
Interest -Oct. 31, 2023 (Transfer in \$500,000)	\$2,525.61
Interest – Nov. 30, 2023 (Transfer out \$300,000)	\$2,549.63
Interest – Dec. 31, 2023 (Transfer in \$850,000)	\$2,749.31
Interest – Jan. 31, 2024 (Transfer out \$2,000,000)	\$1,961.81
Interest – Feb. 29, 2024	\$1,616.84
<b>BALANCE</b>	<b><u>\$2,714,936.22</u></b>

MACCRAY Schools Enrollment 23-24

	<b>EOY</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>EOY</b>
Pre-K	71	64	65	65	65	64	64	64			
K	58	45	45	45	46	46	46	46			
1	61	60	59	60	58	58	59	59			
2	50	60	60	60	58	58	59	59			
3	59	50	50	50	50	49	49	49			
4	62	60	60	60	60	59	60	60			
5	67	65	64	64	63	62	62	62			
K-5 Subtotal	357	340	338	339	335	332	335	335	0	0	0
Pre-K-5 Subtotal	428	404	403	404	400	396	399	399	0	0	0
6	60	67	68	67	66	67	67	67			
7	54	63	62	63	63	62	63	64			
8	49	57	57	55	56	56	55	55			
9	57	56	54	54	54	55	55	54			
10	52	60	60	60	60	59	60	59			
11	52	54	52	50	50	50	50	50			
12	43	51	51	50	51	50	50	50			
Subtotal	367	408	404	399	400	399	400	399	0	0	0
K-12 Total	724	748	742	738	735	731	735	734	0	0	0
P-12 Total	795	812	807	803	800	795	799	798	0	0	0



**MACCRAY Community Ed & Rec**  
**Denise Smith, Director**

\*\*\*\*\*

***March 2024 School Board Report***

**Highlights**

1. Review – Winter 2023-24
  - ECFE Classes – 36 Kids
  - Elementary Youth Sports
    - \* Basketball – 108 Players
      - \* 3<sup>rd</sup> – 7<sup>th</sup> Traveling Teams
      - \* Added 7<sup>th</sup> Grade Boys
    - \* Saturday Hoops – 28 Kids
    - \* MACCRAY Hoops Tournaments
      - \* Boys – January 22<sup>nd</sup>
      - \* Girls – February 10<sup>th</sup>
  - \* Wrestling – 36 Kids
    - \* Coaches: Andy Bristle and Mike Bristle
    - \* Partner with Quad County - Tournaments
  - Youth Enrichment – 108 Kids
  - Adult – 262 Participants
    - \* Community Health Challenge – 11 Teams/44 People
    - \* Ends March 27<sup>th</sup> w/Celebration April 3<sup>rd</sup>
    - \* Donations – Hanson Communications & Citizens Alliance Bank
    - \* Pickleball
  - Family - Open Gym – Average 50
2. Spring, 2024 Booklet
  - Junior Players “The Elves and the Shoemaker” Musical – Performance March 22<sup>nd</sup>
  - Received a \$2,500 Southwest MN Arts Council Grant
3. ECFE/Preschool Registration Night – Thursday, March 14<sup>th</sup>
  - Parent Informational Booths/Tables
4. Kids Cooking Club
  - Goal: Teach kids life skills and academic connections through cooking.
  - Disadvantage Kids/Referred by Social Workers
  - CARE Collaborative Grant \$1,000
  - Teachers – Rachel Gueningsman & Jill Canatsey

5. Adult Basic Education Program @ MACCRAY
  - New Teacher – Jennifer VanEps
  - Thanks to Sonja Stark
  - Tuesdays – 5:00 – 8:00
  - Part of MRVED ABE Program
6. Community Garden – Open Plots
  - Security Camera & Signage
7. Youth Scholarship Fund
  - Current Balance: \$4,388.82
8. Facility Use
  - March 25<sup>th</sup>: Lions Senior Banquet
  - March 26<sup>th</sup>: Farmers Coop Annual Meeting
  - April 20<sup>th</sup>: Briggs Motley Spring Craft Show
  - May 10<sup>th</sup>: After-Prom
9. MACCRAY Performing Arts Auditorium
  - Internal/High Use – Presentations, Classroom, Assemblies, Spelling Bee, etc.
  - Spring Play
  - West Central Singers – April 13<sup>th</sup>
  - Willmar Area Symphonic Orchestra – Part of Prairie Fest – July 11<sup>th</sup>

***Other: MACCRAY 2180 Foundation***

- \* Spring Granting Cycle: March 15<sup>th</sup> – April 5<sup>th</sup>
- \* Spring Online Auction – Collecting Donations
- \* Drive-Through Cheeseburger Meal – Friday, May 3rd (free-will)



***MACCRAY Elementary Cheer Team***

## **March 2024 Activities Director Report**

1. Most winter activities have concluded their seasons.
  - a. Quad County wrestling lost in the first round of the team section tournament to BOLD. Quad County had one wrestler, Jasen Jansen from RCW qualify. He lost in the 1st round to the eventual State Runner-Up 3-1 in sudden victory overtime. He then lost 2-1 in his wrestle-back.
  - b. Boys basketball won their quarterfinal game vs RCW but lost in the subsection semis to CMCS causing an end to their season.
  - c. Girls basketball won their quarterfinal game vs Canby but lost in the semifinal game to CMCS bringing their season to a close.
  - d. The dance team season ended at the section meet in Montevideo on Saturday, 2/10/24 against some very tough competition. MACCRAY/RCW got 8th in Jazz & 9th in High Kick. From our section, YME and LQPV ended up getting 2nd and 3rd in state in both Jazz and High Kick.
2. BPA will compete at the state competition in Minneapolis on March 14-16.
3. Math League concluded their season at ACGC on 2/12/24. Mr. Olson said we ended with 4th place finish out of 6 in our Division. Ella Hultgren and Callie Macht placed 16th and 17th out of approximately 100 participants.
4. The Knowledge Bowl season ended at GSL. We did not qualify to compete at the section meet.
5. Congratulations to Cassandra Harms who was selected for the All State Jazz & High Kick Team.
6. Please try to attend one of the Spring Play performances which will be held on April 5th & 6th. They will be performing "Alice in Wonderland".
7. The MACCRAY band will be competing in the large group competition on Monday, 3/11/23 at KMS. The choir will not be attending.
8. The band & choir will both be attending the sole ensemble competition in Benson on April 6th.
9. Please approve Bryce Olson as a golf volunteer coach.
10. Please approve Tori Grates as the boys & girls assistant golf coach.
11. ***Spring sports start dates:***
  - a. ***Track & Softball - March 11***
  - b. ***Baseball arm conditioning - March 11, Official practice - March 18***
  - c. ***Golf - March 18***
  - d. ***Boys Tennis - March 25***
12. See our winter participation numbers which are attached.

## **2023-24 Winter Athletic Participation**

Dance	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	1	2	0	1	0	1	Total = 5 (+8 RCW)
Boys BB	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	14	9	4	5	6	7	Total = 45 incl 1 JH mgr
Girls BB	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	11	12	8	4	2	6	Total = 43 incl 2 mgrs
Wrestling	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	3	0	4	3	0	1	Total = 11 incl 1 mgr

In Grades 7-12, there are 104 of 333 students out for a winter sport (31%).

## **WINTER ATHLETIC PARTICIPATION, By Grade**

<u>2023-24</u>	<u>2022-23</u>	<u>2021-22</u>	<u>2020-21</u>
7th - 29/63-46%	7th - 29/53-55%	7th - 19/49-39%	7th - 14/54-26%
8th - 23/55-42%	8th - 17/49-35%	8th - 15/55-27%	8th - 11/58-19%
9th - 16/55-29%	9th - 12/61-20%	9th - 11/53-21%	9th - 23/58-40%
10th - 13/60-22%	10th - 8/50-16%	10th - 19/57-33%	10th-15/48-31%
11th - 8/50-16%	11th - 18/53-34%	11th - 8/43-19%	11th-15/51-29%
12th - 15/50-30%	12th - 10/43-23%	12th - 15/48-31%	12th-13/45-29%

<u>2019-20</u>	<u>2018-19</u>	<u>2017-18</u>
7th - 24/60 - 40%	7th - 31/63 - 49%	7th - 10/56 - Incomplete
8th - 28/62 - 45%	8th - 15/59 - 25%	8th - 27/64 - Incomplete
9th - 15/57 - 26%	9th - 21/60 - 35%	9th - 21/55 - 38%
10th - 21/59 - 36%	10th - 19/50 - 38%	10th - 18/43 - 42%
11th - 13/49 - 27%	11th - 9/37 - 24%	11th - 11/35 - 31%
12th - 10/38 - 26%	12th - 9/29 - 31%	12th - 9/44 - 20%

## **2023-24 Winter Activity Participation**

BPA		<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>		
		7	5	8	16	Total = 36	
Knowledge Bowl		<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>		
		0	1	0	4	Total = 5	
Math League		<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>		
		0	2	4	5	Total = 11	
One Act	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	0	0	0	1	2	3	Total = 6

MACCRAY Elementary School  
Board Report  
March 11, 2024

- READ Act
- Classroom Updates - Painting
- Openings
  - Elementary Music Teacher
- Elementary school schedule and staff placements are currently taking place for the 24-25 school year
- Elementary classes being split when needed
- 4th Grade Ag in the Classroom @ MN West on 3/5
- Upcoming Events
  - PK Registration - 3/14
  - Title Engagement Night - 3/26
  - Kindergarten Registration - 3/27
  - MCA's begin - 4/3

Mitchell Kent  
Elementary School Principal

## Board Report – March 11, 2024 MACCRAY Senior High School

The first half of the year has come and gone, and planning for next year has begun!

- February 14<sup>th</sup> saw the 9-11 grade students gather for a registration fair. We had representative of each department and three outside individuals in to speak with interested students about their respective offerings for 24-25.
- We are completing the third and final year of our participation in a federal grant with the SWSC which has focused on the sense of belonging that our middle school students have in their classes and in school. This has included several classroom walk-throughs, student surveys, and a hefty number of trainings. Special thanks to Janelle Field from the service cooperative for her guidance through this process.
- FFW week was held the week of February 20<sup>th</sup>. We had dress-up days, FFA hosted a cornhole tournament, and there was a FFA coronation and pancake breakfast.
- Mrs. Bristle hosted a family Financial Aid and FAFSA Night with the assistance of Ridgewater College, on Feb. 22.
- Conferences were held 2/29 and 3/8. This registration will drive the schedule for next school year.
- The Senior Class Officers and I have had our initial meeting to start the preparation for Commencement the evening of May 31<sup>st</sup>.

### Calendar Happenings:

- State BPA will be taking place March 14-16.
- On March 20<sup>th</sup>, our 9<sup>th</sup> graders will get to take part in experiencing the Big Ideas Mobile STEAM Lab.
- The Lion's Senior Banquet will be March 25<sup>th</sup>.
- Our long Easter weekend begins on March 29<sup>th</sup> (Good Friday).

Respectfully Submitted,

Judd K. Wheatley  
MACCRAY Sr. High School Principal

## Board Report: March 11th, 2024

### Elementary reconstruction project:

- Please to announce that all classroom and student-use space is now being used
- Relationship with insurance company still continues to go well... communication has been very clear and prompt
- Painting continued over this last weekend

### Negotiations Update (MACCRAY Teacher's Master Contract):

- Tentative agreement voted upon March 8th (70% approval)
- 57 members voted (42 yes, 15 no) Contract ratified

### Calendar 2024-2025:

- Mr. Wheatley has led a group of staff in multiple conversations as they develop the 2024-2025 School Year
- Read Act responsibilities having an impact in finalizing professional development days (PD)
- Positive staff conversations centering on parent teacher conferences and meeting the needs of our families in the future

### Read Act:

- Legislative action to improve reading abilities across the state
- Multiple Phases over the course of the next 3-5 years

### Legislative Update:

- The House Education Policy Committee heard many bills this last week. The first, referred to as Read Act 2.0, passed out of committee and will be heard next in the House Education Finance Committee. The bill makes changes, including adding a mid-year screener, expanding the use of literacy incentive aid, providing some flexibility to the hours of instruction requirement for professional development during the school year, and appropriating \$100 million for implementation. MASA will continue to communicate with the authors about the need for flexible funding so districts can implement the READ Act based on local district needs.
- The committee also heard legislation establishing a special education licensure reciprocity working group, a bill to reduce special education paperwork by allowing a stand-alone developmental adapted physical education assessment, and a PELSB bill regarding teacher licensure.
- The committee also heard several bills the education organizations weighed in on with concerns. They include a bill to add performance measures to WBWF, one to require districts to report specific data on student attendance, and legislation to encourage a 250:1 student-counselor ratio.
- This last legislative session has close to 9,000 bills introduced in the House and Senate combined

### SWWC Contracting 2024-2025:

- Southwest West Central Co-op is one of largest contractors we use during the school year
- Currently working with their administration and directors selecting the best programming and services to meet the needs of MACCRAY

HuddLup visiting MACCRAY on Tuesday, March 12th:

- The Huddlup Classroom Model puts mental wellness front and center by promoting play, self-awareness, and relationship building.
- Founders of Huddlup will be in attendance (Jim Meyer/Jerry Sparby)

# MACCRAY PUBLIC SCHOOLS

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## 2023-24 EMPLOYMENT AGREEMENT NOTICE of ASSIGNMENT

With  
**Miriam Tello**

**JOB TITLE:** Housekeeping/Cleaner  
**DEPARTMENT:** Building and Grounds  
**REPORTS TO:** Building and Grounds Supervisor, Principal, Superintendent

### JOB SUMMARY

Works to keep buildings and grounds clean and safe.

### TERMS OF EMPLOYMENT

8 Hours – Weekdays  
Probation Period: 6 months  
Wage: \$15.75 per hour  
Pay Dates: 15th and 30th of each month  
Other fringe benefits per the MACCRAY School Custodian Terms and Conditions of Employment.

### EVALUATION

Performance of this job will be evaluated by the Building and Grounds Supervisor and/or Superintendent.

The provisions of the Terms and Conditions of Employment shall be severable, and if any such provision or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of the Terms and Conditions of Employment or the application of any provision thereof.

IN WITNESS WHEREOF, I have subscribed  
My signature this 29 day of Feb, 2024.

  
\_\_\_\_\_  
Housekeeping/Cleaner

IN WITNESS WHEREOF, we have subscribed  
My signature this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
School Board Clerk



# The MACCRAY 2180 Foundation

*“Improving the World One Student at a Time”*

**Drive-Through Cheeseburger w/Sides Meal**  
**MACCRAY Elementary Entrance**

**Friday, May 3rd**

**5:00 - 6:30 p.m.**

**Tax Deductible Free Will Offering**



\*\*\*\*\*

## Online Auction Fundraiser

**Auction will be live April 19<sup>th</sup> – April 29<sup>th</sup>.**

**Many great items to bid on! All proceeds will be used to enhance the learning opportunities of our students.**

*Items available for pickup at MACCRAY HS on Friday, May 3rd, from 5 - 7:00 p.m.  
Use door #46 for entrance to the school - southeast corner of the High School.*

**Online Bidding @ [www.zielsdorfauctions.com](http://www.zielsdorfauctions.com)**



**Questions – Contact Mark Kasella at 320-223-3694  
or Nate Bourne at 507-531-1135**

**Auctioneers & Clerk**  
**Zielsdorf Auction & Real Estate Service**  
**119 3<sup>rd</sup> St. N. Benson, MN 56215**



# MACCRAY COMMUNITY

## ED & REC

SPRING 2024

MARCH - MAY



*If you want a hard copy of the Community Ed booklets/newsletters through the mail, please contact Denise at 320-847-2154, Ext. 1106 or email her at [smithd@maccray.k12.mn.us](mailto:smithd@maccray.k12.mn.us). We will no longer be doing bulk mailings to all box holders in our school district.*

*Spring 2024*

*March – April – May*

*Programs & Classes*

Table of Contents

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**Page 10-11:**        **Family Classes**

**Page 12-15:**       **Youth Classes & Activities**

**Page 16-22:**       **Adult Classes**

**Page 23-24:**       **MACCRAY 2180 Foundation Auction/Meal Fundraiser**

**Page 25:**            **Registration Form**

Call Denise at 320-847-2154, Ext. 1106 or email [smithd@maccray.k12.mn.us](mailto:smithd@maccray.k12.mn.us) if you would like to teach a class or coach an activity **AND/OR** you have an idea for a class or activity.

*Together we can build the best Community Ed and Rec Department that serves all members of our communities!*



"Like" us at MACCRAY Community Ed & Rec.

## Registration

Preregistration is required for all classes. Participants must be registered and fees paid prior to the first class/activity. Options are:

1. Mail registration form and payment to Box 690; Clara City, MN 56222.
2. Online Option: Go to <http://maccray.k12.mn.us/communityed>. Click on "Register and Pay" to find the class and registration for it.

Register early so you don't miss out. Often classes reach the maximum enrollment early. Also, the classes depend on minimum enrollments to hold them, and classes may be cancelled due to low numbers. **Late registrations may be subject to a late registration fee.**

**Confirmation:** You will either receive an email or text confirmation of your registration for a class/activity.

**Inclement Weather & School Closings:** If MACCRAY classes and activities are cancelled, Community Education & Recreation classes/activities may be cancelled as well. Tune to Q102/102.5 FM for notification of cancellations or check on the school's website and the CER Facebook page for updates.

## Cancellation & Refund Policy

We reserve the right to cancel any class due to low enrollment and a full refund will be given to those that signed up for the class. If the class is postponed due to weather, another date will be selected for the class. If a person is unable to attend the new date, a full refund will be given out.

**If you are not able to attend a class and want a refund, cancellations must be requested two days prior to the starting date of the class or activity. A \$5.00 processing fee will be charged. Forfeiture of your registration fee will occur if not done within this timeframe. No refunds will be given once class starts.**

## Pictures



We may take pictures during activities of groups or individuals and used for the promotion of CER. If you object to your or your child's photo being used, please notify Denise at 320-847-2154, Ext. 1106.



"Like" us at MACCRAY Community Ed & Rec.

## Community Ed Staff

Denise R. Smith, Director  
320-847-2154, Ext. 1106  
smithd@maccray.k12.mn.us

Edith Tensen, Administrative Assistant  
320-847-2154, Ext. 1111  
tensene@maccray.k12.mn.us

Kristine Klosterboer  
Early Childhood Coordinator, ECFE,  
Early Childhood Screening & Preschool  
320-847-2154, Ext. 1320  
klosterboerk@maccray.k12.mn.us

Heather Shamla  
Preschool Secretary & Billing  
320-847-2154, Ext. 1306  
shamlah@maccray.k12.mn.us

## CER Advisory Council

Debi Brandt  
Laura Bristle  
Jovita Harguth  
Kristine Klosterboer  
Sarah Macht  
Kendra Peterson  
Dave Plagge  
Laine Rieger  
Meghan Sunderland  
Nancy Winter



Thank  
You!

MACCRAY Community  
Education

## Vision Statement

*To create comprehensive  
educational, recreational, and  
wellness programs for  
community members of all ages  
– birth to golden ages.*

## Summer Rec Employment



Need a summer job? Love working with kids? We have the perfect job for you!

We are currently hiring our summer rec staff for this coming summer. You need to be at least finishing up 7<sup>th</sup> grade this year to apply for a position. If interested or have questions, contact Denise Smith at [smithd@maccray.k12.mn.us](mailto:smithd@maccray.k12.mn.us) or visit her in the high school office.

\*Also, night baseball umping jobs available.

*Community Ed & Rec is always looking for people who are willing to share a skill, talent, expertise, hobby or career experience with others. Classes can be as flexible as you need them to be – plus earn some extra income!*

Contact Denise at 320-847-2154, Ext. 1106 if you are interested in teaching a class.



## **Bus Drivers Needed**



**Palmer Bus Company is hiring bus drivers for school routes and activities. It will train people interested and donate \$250 to a school activity for anyone who begins and becomes a driver. Palmer's goal is to serve their communities by safely transporting students. If interested, contact John DuHoux at 320-847-3109.**

### COMMUNITY ED & REC POLICY STATEMENT

The MACCRAY Community Ed & Rec Department does not provide accident insurance for the participants in any of its programs/activities. Participants assume all inherent risk of injury resulting from their involvement in programs or activities.



***The summer 2024 youth activities booklet will be coming out late April or early May. It will be sent home with elementary students. It will also be emailed out and on the school's website at that time. Please be watching for that.***

# MACCRAY Early Education Programs

Early Childhood Programs are held in the preschool wing of the elementary school. Early Childhood classes, events, and services are for families with children **ages birth to not yet in kindergarten.**

## *Early Childhood Programs offered include:*



### **(Early Childhood Family Education)**

ECFE is based on the idea that the family provides a child's first and most significant learning environment. Parents are the child's first and most important teachers. ECFE's goal is to enhance the ability of all parents and other family members to provide the best possible environment for their child's learning and growth.

[Register with Denise at CER for all ECFE classes.](#)



### **Early Childhood Screening**



Early Childhood Screening is required for all children before starting kindergarten. Children may be screened beginning at age 3. Look for more information in the next couple of pages.

[Contact Kristine Klosterboer for early childhood screening questions and information.](#)



MACCRAY school readiness/preschool is a program for children 3 to 5 years of age who are not yet enrolled in kindergarten. The goal of our preschool program is to provide children with a fun and enriched preschool experience that will assist parents with the emotional, social, intellectual, and physical development of their child. More information in the next couple of pages.

[Contact Kristine Klosterboer with questions about our school readiness programming.](#)

### **Early Childhood Staff**

#### **Kristine Klosterboer:**

Early Childhood Coordinator  
ECFE, Early Childhood Screening, & School Readiness/ Preschool

[klosterboerk@maccray.k12.mn.us](mailto:klosterboerk@maccray.k12.mn.us)

or 320-847-2154, Ext. 1320

#### **Heather Shamla:**

Preschool Secretary  
Preschool Billing/Questions

[shamlah@maccray.k12.mn.us](mailto:shamlah@maccray.k12.mn.us)

or 320-847-2154, Ext. 1306





# Spring ECFE Classes



Early Childhood Family Education

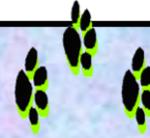


## A Day to Play

Come and join us for a chance to explore and play in the classroom and make new friends. Children and parents will explore activities for the first part of class and then parents will engage with our parent educator while their child continues to play and explore.

- Dates: Tuesday, March 19<sup>th</sup>
- Time: 5:30 – 6:30
- Locations: MACCRAY Elementary
- Ages: 2 & 3 years old
- Cost: \$5.00

*Register Deadline: Tuesday, March 12<sup>th</sup>*



## M-Cubs



This is a free class with a variety of exciting, themed activities planned which include art, games, songs, and more. This is a separating class with together time, parent time, and child time. We will be serving a meal at 5:15, before class starts. Please note how many will be eating and if you need sibling care on your registration.

- Dates: Tuesdays, April 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>
- Time: 5:15 Meal  
5:30-6:30 Class
- Locations: MACCRAY Elementary
- Ages: 3-5 years old (preschool age)
- Cost: Free

*Register Deadline: Tuesday, March 26<sup>th</sup>*

Remember to pre-register for all classes! Each class has a minimum of 5 students needed to run the class and will have a maximum of 12 students. We will decide the day after the deadline if a class will run. You can register with Denise at CER for all ECFE

## **Sliding Fee Scale**

Free: Current family monthly gross income of \$1800 or less

Half Price: If family monthly income is below the following guidelines

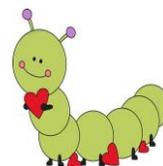
Full Price: If family monthly exceeds the guidelines below

No family will be denied access due to inability to pay

Household Size	2	3	4	5	6	7	8
Monthly Income	2,583	3,204	3,870	4,536	5,202	5,868	6,534

Sibling care is available for all classes. Please let us know when you register so we have someone available. Also let us know if your child has any allergies.

**See CPR/First Aid classes on Page 16. Normally, \$100 for both, but a parent with a child younger than Kindergarten, can take the classes for \$5.00.**





# MACCRAY Preschool

Welcome to MACCRAY Preschool! MACCRAY preschool is a program for children 3 to 5 years of age who are not yet enrolled in kindergarten. The goal of our preschool program is to provide children with a fun and enriched preschool experience that will assist parents with the emotional, social, intellectual, and physical development of their child. Our preschool programs offer fun and meaningful experiences for the children through music, literacy, writing, math, science, technology, as well as fine and gross motor activities. We continue to implement Creative Curriculum for Preschool into the classrooms, along with the Teaching Strategies Gold to assess student progress throughout the school year.

## 2024-2025 Preschool Class Options

### 3-Year-Old Preschool Class

\*Must be 3 by September 1, 2024

2 Full Days (8:00-4:00) (\$160/mo.)

4 Full Days (8:00-4:00) Tuesday-Friday (\$320/month)

### 4-Year-Old Preschool Class

2 Full Days (8:00-4:00) (\$160/mo.)

4 Full Days (8:00-4:00) Tuesday-Friday (\$320/month)



Children who are eligible to participate in MACCRAY preschool programming for the 2024-2025 school year must:

- \*be 3 years old or older on September 1, 2024
- \*be toilet trained
- \*meet current Minnesota immunization requirements

\*Programming will run from September-May.

\*Fees are charged to pay for program costs.

\*Scholarships are available for qualifying families. Information available on the MACCRAY school website or email Heather at [shamlah@maccray.k12.mn.us](mailto:shamlah@maccray.k12.mn.us) with questions.

\*We are a four-star Parent Aware rated school readiness program with the goal of preparing all children for kindergarten.

\*Parents interested in preschool classes can find information on the MACCRAY schools website at [www.maccray.k12.mn.us](http://www.maccray.k12.mn.us) or send inquiries to [klosterboerk@maccray.k12.mn.us](mailto:klosterboerk@maccray.k12.mn.us) or [shamlah@maccray.k12.mn.us](mailto:shamlah@maccray.k12.mn.us).

Link to preschool information on the website:

<https://www.maccray.k12.mn.us/page/479>

Link to scholarship information:

<https://www.maccray.k12.mn.us/Page/540>



Is your child 3 years old? Then it's time for screening!  
 2024-2025 Screening dates coming soon!

Did you know that screening is required in the state of Minnesota?

Screening allows health and developmental concerns to be addressed at least one to two years before a child enters kindergarten.

Screening is an early look at a child's development and is conducted by qualified professionals to help identify specific needs a child may have in these areas:

- \*Fine and gross motor skills
- \*Height and weight
- \*Cognitive development
- \*Vision and hearing
- \*Immunizations
- \*Speech/language dev.

The MACCRAY School District offers this service at no cost.

\*\*Please contact Kristine Klosterboer at [klosterboerk@maccray.k12.mn.us](mailto:klosterboerk@maccray.k12.mn.us) or 320-847-2154 to schedule an appointment or if you are new to the district or your child needs to be scheduled for screening.\*\*

### New baby or new to the district?

Being on the census ensures you will receive ECFE, screening, and kindergarten information when your child is eligible. If you are new to the community, recently had a new baby, or moved to a new address, call Heather at 320-847-2154, Ext. 1306 or [shamlah@maccray.k12.mn.us](mailto:shamlah@maccray.k12.mn.us) to ensure that you are on our school census list.



## Early Childhood Development

Milestones to age 5

**help me GROW**

Every child is unique. No two children develop, grow and learn at exactly the same pace. And yet children develop in predictable ways. The milestones indicated here are just some of the indicators that a child is developing typically. Take notes as your little one learns. Babies and toddlers are growing, learning and changing all the time. It's fun to watch! We suggest you keep track of the new things they do and the milestones they reach. If you are concerned about your child's growth, development or learning, we encourage you to contact us at [HelpMeGrowMN.org](http://HelpMeGrowMN.org) or 1-866-693-4769

# Track These Milestones

JOIN US FOR  
**PRESCHOOL**



Registration Night

**THURSDAY, MARCH 14TH**

5:00-6:30 in the Elementary Cafeteria

Main Elementary Entrance  
711 Wolverine Drive  
Clara City, MN

5:00-5:45 Free family meal (optional)

5:45-6:30 online registration and parent informational booths

The \$50 registration fee will be waived if you attend registration night!

Please bring your children, childcare is provided during parent information and registration time.

Please contact me with questions: Kristine at [klosterboerk@maccray.k12.mn.us](mailto:klosterboerk@maccray.k12.mn.us) or 320-847-2154 ext 1320

**Family**

Struggling to find balance in your life between kids, work, and other commitments?

**Career**

Unlock ways to reduce stress and be a happier you!

**Life Balance**

Thursday

May 2<sup>nd</sup>

6:30 - 7:30

p.m.

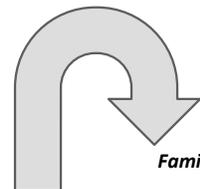
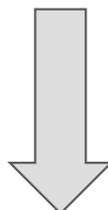
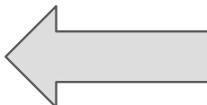
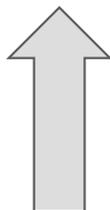
\$5.00

**Health**

Taylor Peters will provide you with healthy ways to balance all of life's demands!

**Friends**

This way - that way - both ways!  
Crazy schedules - crazy life!



**JUST SHOW UP  
WHEN YOU NEED  
A QUIET PLACE  
TO WORK**

# AFTER SCHOOL HOMEWORK CLUB

**STARTING  
OCTOBER  
24**

**TUESDAYS & THURSDAYS  
3:30 - 4:30 IN THE LIBRARY**

**NO TRANSPORTATION PROVIDED**

**6th -  
12th  
Grade**



# MACCRAY Elementary PARENTS' CLUB

MACCRAY Parents Club is a volunteer-based organization that all parents/guardians of MACCRAY Elementary students belong to. We work together with teachers and administration to strengthen, enhance, and encourage the educational environment of the MACCRAY Elementary School.

**We encourage all parents to volunteer and help with events even in a small way. Your impact on students and staff goes a long way.**

Visit our website for more information and see upcoming events we host.



 **View Teachers' Amazon Wishlists on our website under "More.." tab.**

Visit our website: <https://sites.google.com/maccray.k12.mn.us/maccrayparentsclub>  
 E-mail us: [maccrayparentsclub@gmail.com](mailto:maccrayparentsclub@gmail.com)  
 Find us on Facebook: <https://www.facebook.com/maccraywestparentsclub>



## Jewelry Making

Necklaces, bracelets and more with beads! Here's your chance to learn how to make unique and custom pieces to wear or to give to a special person in your life.

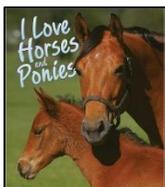
**Grade:** 3<sup>rd</sup> – 6<sup>th</sup>  
**Date:** Wednesday, April 3  
**Time:** After-School 3:30 – 5:00 p.m.  
**Cost:** \$15.00  
**Location:** Elementary Cafeteria  
**Instructor:** Linda Ruschen  
**Deadline to Register:** *March 28<sup>th</sup>*

## Spring Crafts & Snacks

Think SPRING and let's have a great time making spring healthy snacks and making some fun and crazy spring crafts.



**Grades:** 1<sup>st</sup> – 3<sup>rd</sup>  
**Date:** Wednesday, March 27  
**Time:** After-School – 3:30 – 5:00 p.m.  
**Cost:** \$15.00  
**Location:** MS/HS Kitchen  
**Instructor:** Rachel Gueningsman  
**Deadline to Register:** *March 21<sup>st</sup>*



## All Things Horses!

Do you love horses? Do you want to learn more about them? Participants will learn horse facts and the basics of horse grooming and care. They will get a chance to even try out saddles and play some "horse" games!

**Grades:** 2<sup>nd</sup> – 5<sup>th</sup>  
**Date:** Wednesday, May 1  
**Time:** 3:30 – 4:30 p.m.  
**Cost:** \$15.00  
**Location:** Ag Kitchen Classroom  
**Instructor:** Chelsea Sterling  
**Deadline to Register:** *April 26<sup>th</sup>*



## After School Art Club

Let's spring into Art Club and say goodbye to those winter blues. Art club is going to explore all things spring with some fun art projects. We will learn about some famous artists and incorporate what we learn from the greats into our artwork. Bring your creativity and a painting shirt as we might get a little messy.

Projects include:

- Tissue Paper Painting
- Watercolor Monsters
- Cardboard Flowers with String
- Rainy Day Zentangle

**Grade:** 3<sup>rd</sup> – 5<sup>th</sup>  
**Date:** Tuesdays  
April 2, 9, 16, and 23  
**Time:** After-School 3:30 – 4:30 p.m.  
**Fee:** \$25.00  
**Location:** Art Room  
**Instructor:** Jasmine Goblisch  
**Maximum:** 22  
**Deadline to Register:** *March 28<sup>th</sup>*



## Babysitting 101

Learn the tips of the trade! During the 2 sessions, you will learn about infant care, child development, age-appropriate activities and toys, child guidance and discipline, caring for a sick child, safety and accident prevention, first aid, medical care and handling emergencies, setting up and marketing your business as a babysitter.

**Grades:** 6<sup>th</sup> – 12<sup>th</sup>  
**Date:** Mondays, May 13 and 20  
**Time:** 9:00 - Noon  
**Cost:** \$25.00  
**Location:** Ag Kitchen Classroom  
**Instructor:** Kylee Sherod, 4-H Educator  
**Deadline to Register:** *May 7<sup>th</sup>*

# Junior Players Spring Elementary Musical



# *The Elves and the Shoemaker*

Casting call for all girls and boys in grades 1<sup>st</sup> – 6<sup>th</sup>! Are you interested in acting or being center stage? Do you love to get creative and try new things? Have you ever wanted to try acting but haven't had the chance? We will act, sing, dance and learn about all the pieces that go into putting on a play. All interest and ability levels are welcome here and this is a great way to have a super fun theater experience this spring. Don't miss your chance to be a star! Please plan to send a snack/beverage with your child. We will provide the actors and actresses with a meal on March 22nd, the night of the community performance.

*This activity is funded in part with a grant from the Southwest Minnesota Arts Council made possible by the voters of Minnesota, thanks to a legislative appropriation from the arts and cultural heritage fund.*

**Grades:** 1<sup>st</sup> – 6<sup>th</sup>

**Dates/Times:** Tuesday - Thursday, March 12-14: 3:30 – 5:00 p.m.

Friday, March 15: 3:30 – 4:30 p.m.

Monday, March 18: 10:30 – 2:30 p.m. (Pack a Lunch)

Tuesday – Wednesday, March 19-20: 3:30 – 5:00 p.m.

Thursday, March 21: 3:30 – 5:30 (Pack a Snack)

Friday, March 22: Practice 3:30 – 6:00 p.m. (Meal Provided)

- Community Performance at 6:00 p.m.

**Location:** MACCRAY Performing Arts Auditorium

**Cost:** \$35.00

**Instructor:** Nikki Erickson, Theater Director

**Minimum #:** 11

**Maximum #:** 24

**Deadline to Register:** March 7<sup>th</sup>

*Free performance on Friday, March 22<sup>nd</sup>, at 6:00 p.m.  
There will be a free-will donation for our youth scholarship fund.*



## Volleyballerz Camp

Sjea Anderson brings her vast volleyball experience to this camp. She played D1 volleyball at Cal Poly and is ready to inspire our young volleyball athletes!

In this clinic, kids will learn the skills and rules of volleyball through drills and games. The players will be grouped with other kids their age to make sure that they're getting the most out of each of the activities. It's a positive and encouraging environment where the main goal is to have fun while learning more about the sport of volleyball.

Plan to bring a lunch and beverage/water.

**Grades/Time:** 1st – 3rd: 10:00 a.m. – Noon  
4th – 6th: Noon – 2:00 p.m.

**Dates:** Saturdays (Pick Only One)  
March 16 or 23

**Cost:** \$25.00

**Location:** Elementary Double Gym

**Coaches:** Sjea Anderson

**Deadline to Register:** March 8<sup>th</sup>



## Soccer for Beginners

Here's your chance to learn basic soccer skills and the fundamentals of the game.

Have fun while learning "to dribble with your feet"!

**Grade:** 3<sup>rd</sup> – 5<sup>th</sup>

**Date:** Mondays,  
\*March 25, April 15, May 6

**Time:** After-School 3:30 – 4:30 p.m.

**Fee:** \$30.00

**Location:** Elementary Shelter Gym

**Coach:** Aaron Ahrndt

**\*Start date dependent on gym space/spring sports**

**Deadline to Register:** March 19<sup>th</sup>



## Basketball Fundamentals & More

Here is the perfect opportunity for **boys\*** to get that extra basketball practice to sharpen their baseball skills. Players will practice the fundamentals of basketball – dribbling, shooting, and defense. There will even be some 3 on 3 games, too!

**\*NOTE:** *There will be a similar session for girls in the fall.*

**Grades:** 3<sup>rd</sup> – 4<sup>th</sup> Wednesdays & Fridays  
5<sup>th</sup> – 6<sup>th</sup> Tuesdays & Thursdays

**Date:** \*Starts on April 9 and  
Ends on May 17

**Time:** After-School 3:30 – 4:30 p.m.

**Fee:** \$55.00

**Location:** Elementary Gym

**Coach:** Aaron Ahrndt

**\*Start date dependent on gym space/spring sports**

**Deadline to Register:** March 19<sup>th</sup>

## Introduction to Gymnastics



Welcome to the world of gymnastics where kids will learn the proper way to tumble, leap, and do other acrobatic moves.

**Grade:** 2<sup>nd</sup> – 5<sup>th</sup>

**Date:** \*Thursdays, April 4, 11, 18, 25

**Time:** After-School 3:30 – 4:30 p.m.

**Fee:** \$25.00

**Location:** Elementary Shelter Gym

**Coach:** Greta Johnson

**\*Start date dependent on gym space/spring sports**

**Deadline to Register:** March 28<sup>th</sup>





## Youth Baseball Camp

Catching, fielding, throwing, and batting....you will learn all the fundamentals at this baseball camp. Get ready for the summer baseball season! Two campers will be randomly selected to be bat boys at a varsity baseball game!

**Date:** Saturday, May 11  
**Grade/Times:** 1<sup>st</sup> – 3<sup>rd</sup> at 1:00 – 2:00 p.m.  
4<sup>th</sup> – 6<sup>th</sup> at 2:00 – 3:00 p.m.  
**Cost:** \$15.00  
**Location:** JV Baseball Field/Raymond  
**Coaches:** Nate Hebrink and Tyler Wrede  
**Deadline to Register:** May 7<sup>th</sup>



## Youth Softball Camp

Learn all the fundamentals of softball at this camp – throwing, fielding, catching, and batting. Join the fun and be ready for the summer softball season.

**Date:** Saturday, May 11  
**Grades:** 3<sup>rd</sup> - 6<sup>th</sup>  
**Time:** 10:00 a.m. to 12:30 p.m.  
**Cost:** \$15.00  
**Location:** Varsity Softball Field/Raymond  
**Coaches:** Nancy Thoma  
**Deadline to Register:** May 7<sup>th</sup>



Want some family fun time? Come to open gym for some fun and exercise! **No registration required. FREE!**

**Sundays:** March 3, 10, 17, and 24  
**Time:** 2:00 – 4:00 p.m.  
**Location:** Elementary Double Gym

Scholarships are available for all youth programming. Contact Denise at 320-847-2154, Ext. 1106 or email her at [smithd@maccray.k12.mn.us](mailto:smithd@maccray.k12.mn.us) to apply for one.

## MOPED Safety Class



**CALL US:**  
320-564-5020

**Wednesday, March 20th**  
5:00pm-9:00pm  
Marshall Merit Center  
1001 W Erie Rd  
Marshall, MN 56258

**Register Today**  
**HERE**

[www.mnwest.edu/customized-training](http://www.mnwest.edu/customized-training)

**ONLY \$100**

## ATV Safety Classes

<https://www.dnr.state.mn.us/safety/vehicle/atv/index.html>

**engaging** minds **enriching** lives  
**ensuring** opportunity

## CPR & First Aid Classes

(Classes meet the requirements for childcare providers and life guards.)



### CPR Class

If you are looking to learn or re-certify in CPR, how to use an Automated External Defibrillator (AED) and how to help someone who is choking, this hands on class is for you. Upon successful course completion, participants will be certified through the American Heart Association in adult/child and infant CPR. You will receive a certificate of attendance and certification card. Don't wait . . . learning CPR today could save a life tomorrow.



### First Aid Class

With the basic first aid you will learn in this course, you could make a difference in the lives of others. This First Aid course uses the Chain of Survival to teach the basics of first aid, including injury prevention and when to get help. Upon successful course completion, participants will receive First Aid certification through the American Heart Association.

**Date:** Saturday, April 13  
**Time:** **CPR Class:** 9:00 – 11:00 a.m.  
**First Aid:** 11:30 – 1:30 p.m.  
**Cost:** \$65.00 for each or \$100.00 for both  
**\*\$5.00 for parents of 0-5 years old.**  
**Location:** Raymond Community Center  
**Instructor:** Debi Brandt  
**Minimum:** 6  
**Deadline to Register:** April 5<sup>th</sup>

*There will be a light lunch provided at no added fee if attending both classes.*

## 55+ Driver Improvement Class



Want to get a discount on your car insurance? This class is what you need to continue saving money! You first need to attend a starter 8-hour course and then only a 4-hour refresher course every 3 years to keep that discount in place.

**Date:** Wednesday, April 10  
**Time:** 5:00 – 9:00 p.m.  
**Cost:** \$20.00  
**Location:** High School  
**Minimum #:** 10  
**Deadline to Register:** April 4<sup>th</sup>

### Sun Catcher Heirlooms



Have old jewelry laying around that you don't know what to do with? Do you have jewelry from loved ones that have passed away and you are looking for ways to use the jewelry to make family keepsakes? Bring your old earrings, bracelets, or necklaces and get lessons on how to make them into beautiful suncatchers.



**Date:** Tuesday, April 9  
**Time:** 6:00 – 7:30 p.m.  
**Fee:** \$15.00  
**Location:** High School Classroom  
**Instructor:** Jan Beyerl  
**Deadline to Register:** April 4<sup>th</sup>

*We are always looking for people with gifts and talents that would be interested in teaching a class! Call Denise at 320-847-2154, Ext. 1106 to line one up today!*

## Fresh Floral Springtime Centerpiece



Nothing says spring like a beautiful fragrant floral centerpiece. This springtime arrangement will be fashioned with favorite in-season garden blooms with a keepsake container. Explore your creative side designing with fresh flowers! All flowers, ceramic container, fresh foliage, with garden flowers in a variety of spring colors from white, blush, peach, lavenders, and pale yellows. A fun how-to-class on your own or with a group of friends. \*Please bring your own scissor or clipper.

**Date:** Wednesday, April 17  
**Time:** 6:00 – 7:00 p.m.  
**Cost:** \$70.00  
**Location:** Blessings & Blossoms  
2075 150<sup>th</sup> Ave. SE; Raymond  
**Instructor:** Melissa Aker  
**Minimum #:** 8  
**Maximum #:** 35  
**Deadline to Register:** April 3<sup>rd</sup>

## Quick Nutritious Meals Under a Budget



Short on time to make nutritious meals for you and your family? Trying to make meals under a budget? Taylor will have participants make four different recipes that will be perfect and delicious!



**Date:** Tuesday, March 26  
**Time:** 6:30 – 7:30 p.m.  
**Cost:** \$30.00  
**Location:** Ag Kitchen Classroom  
**Instructor:** Taylor Peters  
**Maximum #:** 16  
**Deadline to Register:** March 19<sup>th</sup>



## Chair Yoga – Getting Started

Chair yoga is a gentle form of yoga where participants do yoga while sitting or using a chair for balance. It is a more gentle form of yoga that still focuses on the same core principles of yoga: focusing on your breath, relieving tension, paying attention to your thoughts, and staying in the moment.



**Dates:** Tuesdays & Thursdays  
March 12, 14, 19, 21  
**Time:** 4:00 – 4:30  
**Cost:** \$10.00  
**Location:** HS Classroom  
**Coordinator:** Leanne Carmany



## Zumba Gold®

Zumba Gold is a lower-intensity version of the typical Zumba class. Zumba is a mix of dance moves for an interval-style, calorie-burning dance fitness party! Once the Latin and world rhythms take over, you'll see why this fitness class is often called exercise in disguise. It is a total workout, combining all elements of fitness – cardio, muscle conditioning, balance and flexibility, boosted energy and a serious dose of awesome each time you leave class. **Now you can go twice a week!**



**Dates:** Mondays, March 11 – April 15  
**Time:** 6:30 – 7:30 p.m.  
**Cost:** \$50.00  
**Location:** Elementary Gym  
**Instructor:** Sara Toov  
**Minimum #:** 10  
**Deadline to Register:** March 6<sup>th</sup>





SAIL is a fitness class that is evidence-based and focuses on exercises that improve strength, balance, and flexibility. SAIL stands for Staying Active and Independent for Life. It is designed for individuals 55+. It is proven to improve health, maintain independence and improve quality of life.

SAIL is fun! SAIL works! You'll be stronger, have better balance, and feel better! This will help you stay active! SAIL is safe! Come join us!

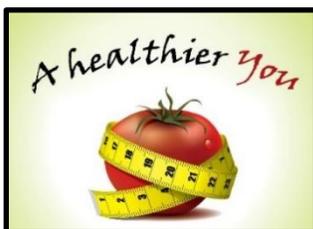
**Dates:** Tuesdays and Thursdays  
**Continuous Registrations**  
**Time:** 8:30 – 9:30 a.m.  
**Cost:** \$20.00  
**Location:** Bethany Reformed Church  
**Instructor:** Eileen Brouwer

### Fitness & Weightlifting for Women



Feel more comfortable lifting weights and working out with only women in the Fitness Center? Here's your chance to sign up for time in the Fitness Center just for women!

**Date:** Thursdays  
 March 7 – April 25   
 ■ **No Class on March 28**  
**Time:** 6:00 – 7:00 p.m.  
**Cost:** \$50.00  
**Location:** Fitness Center  
**Supervisor:** Seth Falk  
**Maximum #:** 12  
**Deadline to Register:** March 4<sup>th</sup>



### **Strength & Conditioning Fitness Center**



Check out our brand-new Fitness Center! From weightlifting to treadmills to step machines, the opportunities are endless to find a workout that helps you achieve your goal of getting stronger and living a healthier YOU!

**Dates:** Sundays – 2:00 – 4:00 p.m.  
 • March 3, 10, 17, 24  
 • April 7, 14, 21, 28  
 Tuesdays 6:30 – 7:30 p.m.  
 • March 19, 26  
 • April 2, 9, 16, 23, 30  
**Cost:** \$60.00  
**Location:** Fitness Center  
**Instructor:** Fitness Room Staff  
**Minimum #:** 10  
**Deadline to Register:** March 1<sup>st</sup>



### Wolverine Walkers



Join the *Wolverine Walkers* and walk the hallways of our schools during the school year. The building will be open on Mondays, Wednesdays, and Fridays 6:00 – 7:15 a.m. and Mondays and Wednesdays 6:00 – 8:00 p.m. Enter the building through the elementary doors. ***There is no fee, but registration is required.***



Getting cabin fever? Want some family fun time? Come to open gym for some fun and exercise! ***No registration required. FREE!***

**Sundays:** March 3, 10, 17, 24   
**Time:** 2:00 – 4:00 p.m.  
**Location:** Elementary Gym

# Beautiful

## The Carole King Musical

*At Chanhassen Dinner Theatre*

Chanhassen Dinner Theatres promises you will “Feel the Earth Move” when you visit for Beautiful: The Carol King Musical, and we couldn’t be more excited to bring it to you! For six years, Beautiful, the Tony and Grammy Award-winning Carole King musical, thrilled Broadway audiences with the inspiring true story of Carole King’s remarkable journey from teenage songwriter to the Rock & Roll Hall of Fame music legend!

Experience the captivating journey of Carole King in Beautiful. King wrote a string of pop classics for singers from Aretha Franklin to James Taylor, as well as her own beloved chart-busting solo successes. Beautiful takes you back to when it all began — on the joy-filled and emotional ride of a lifetime! Featuring over two dozen hits including “One Fine Day,” “Will You Still Love Me Tomorrow,” “The Locomotion,” “So Far Away,” “Natural Woman,” and “You’ve Lost That Lovin’ Feelin’”. This Broadway celebration is filled with the songs you remember and a story you’ll never forget!

Your fee includes chartered coach ride, lunch, and reserved ticket.

**Date:** Wednesday, April 17  
**Time:** 9:00 a.m. – 6:00 p.m.  
 Meet @ Donners Crossroads  
 (Lunch @ 11:00 am - Show @ 1pm)  
**Fee:** \$105.00  
**Maximum:** 54  
**Deadline to Register:** March 13<sup>th</sup>

## Munsinger Clemens Gardens & More!



Immerse yourself in a truly unique amazing botanical experience. Delving in the natural beauty located along the Mississippi River, we will stroll the winding paths and brick pathways as you experience this dazzling St. Cloud treasure.

We will also be exploring Grasshopper Church by Cold Spring. Throughout the 1800s, Minnesota was ravaged by repeated Rocky Mountain locusts. In 1873, they descended with a vengeance upon much of the upper Midwest. Find out why the church was built in response to this plague.



We will make a stop at The Grand Depot with two breathtaking shops. An ideal destination for an eclectic blend of high-quality gourmet foods, culinary gadgets, home décor and more!

We will also make a stop at the infamous Cold Spring Bakery for a treat and lunch at Marnanteli’s Pizza & Grill in Cold Spring. Purchases are not included in the fee.

Plan to dress for the weather and wear good walking shoes.

**Date:** Wednesday, May 15  
**Time:** 8:00 a.m. to 5:00 p.m.  
 Meet at Donners Crossroads  
**Fee:** \$40.00  
**Maximum:** 27  
**Deadline to Register:** May 1<sup>st</sup>





## 'Til Beth Do Us Part

'Til Beth Do Us Part is a comedy from the creators of The Dixie Swim Club and Always a Bridesmaid.

This side-splitting romp about marriage and careers introduces us to the Haydens - Suzannah and her husband Gibby, a local TV weatherman. They are a couple who both work and have decided an assistant is needed to help put the house in order. So they hire a highly motivated, gregarious southerner named Beth. Little do they know, Beth is after Suzannah's job! Throw in a couple of wise-cracking best friends and a British boss lady, and you discover the hazards of hiring an assistant can be hilarious!

**Date:** Wednesday, May 22nd  
**Time:** 9:45 a.m. – 6:30 p.m.  
Meet @ Donners Crossroads  
(Lunch @ 12:15 - Show @ 1:15pm)  
**Theatre:** Plymouth Playhouse  
**Fee:** \$85.00  
**Maximum:** 54  
**Deadline to Register:** *May 1<sup>st</sup>*

### MACCRAY Community Garden Clara City



Interested in having a garden and growing your own vegetables and flowers, but you don't have the space for one at your home? We have full and partial plots available in our community garden next to the storage shed by the High School.

If you are interested in having a plot for the 2024 growing year, please contact Denise at 320-847-2154, Ext. 1106 or email her at [smithd@maccray.k12.mn.us](mailto:smithd@maccray.k12.mn.us)

## Lake Minnetonka Cruise & Arboretum



Enjoy this narrated tour on one of America's most popular lakes! Learn about the lake's history past and present as you enjoy a relaxing cruise. Lunch will also be served on the boat.

After the boat cruise, you'll head to the Minnesota Landscape Arboretum. The Arboretum features more than 1,215 acres of magnificent gardens, model landscapes, and natural areas - from woodlands and wetlands to prairie - with extensive collections of northern-hardy plants. We'll be taking a tour on the Arboretum Trumpet Creeper Tram for a narrated tour of the 1,200+ acres of gardens and woodlands. There will also be time to meander on your own. Your fee includes chartered coach ride, cruise, lunch, admission to the Arboretum, and the tram tour.



**Date:** Wednesday, June 12  
**Time:** 9:15 a.m. to 7:30 p.m.  
Meet at Donners Crossroads  
**Fee:** \$100.00  
**Maximum:** 54  
**Deadline to Register:** *May 22<sup>nd</sup>*

## Willmar Area Symphonic Orchestra Pops on the Prairie

**Mark Your Calendars!** The Willmar Area Symphonic Orchestra will have a concert on **Thursday, July 11<sup>th</sup>** in the MACCRAY Performing Arts Auditorium as part of Prairie Fest. Be watching for more details on this spectacular night of music!





# SOMETHING'S PHISHY: SPOTTING FRAUD VICTIMIZATION

**FREE!**  
**FRAUD AWARENESS TRAINING  
FOR PEOPLE WHO WORK  
WITH OLDER ADULTS**



## BE A COMMUNITY CONNECTOR

Learn about resources that can help people who may be victims of fraud and how you can help them reach those services.

## HELP YOUR CUSTOMERS/CLIENTS

Learn how to recognize "red flags" for fraud and how to express concern and refer customers or clients to help with fraudulent situations.

### Join us at these sessions:

#### New London Senior Center

2nd Ave & Norwood St  
New London, MN  
Thursday, March 21, 2024  
8:15 a.m. - 9:45 a.m.

#### Hutchinson Event Center

3M Room, 1005 Hwy 15 S  
Hutchinson, MN  
Monday, March 25, 2024  
8:15 a.m. - 9:45 a.m.

#### Meeker County Courthouse

325 N Sibley Avenue  
Litchfield, MN  
Wednesday, March 27, 2024  
8:15 a.m. - 9:45 a.m.

#### Jefferson Learning Center

1234 Kandiyohi Avenue SW  
Willmar, MN  
Thursday, March 21, 2024  
12:15 p.m. - 1:45 p.m.

#### Winsted American Legion

161 1st Street N  
Winsted, MN  
Tuesday, March 26, 2024  
12:15 p.m. - 1:45 p.m.

#### Trinity Lutheran Church

54384 Hwy 12  
Grove City, MN  
Wednesday, March 27, 2024  
12:15 p.m. - 1:45 p.m.

#### Max's Grill

2425 W Lincoln Ave  
Olivia, MN  
Thursday, March 28, 2024  
8:15 a.m. - 9:45 a.m.

#### Renville Community Center

221 N Main St  
Renville, MN  
Thursday, March 28, 2024  
12:15 p.m. - 1:45 p.m.



*Additional funding provided by:  
Southwest Initiative Foundation*

Visit [www.mmrhc.org](http://www.mmrhc.org) to register today!

# DON'T BE A VICTIM!



HELP PROTECT YOURSELF AND YOUR LOVED ONES FROM SCAMMERS, SWINDLERS, CHEATS, CROOKS, AND OTHER NO-GOOD, DIRTY, ROTTEN PEOPLE WHO ARE AFTER YOUR HARD-EARNED MONEY!

JOIN US AT ONE OF THE **FREE** SESSIONS BELOW TO LEARN ABOUT THE LATEST SCAMS AND HOW TO PROTECT YOURSELF AND YOUR LOVED ONES.

#### Jefferson Learning Center

1234 Kandiyohi Avenue SW  
Willmar, MN

Wednesday, April 3, 2024  
9:15 a.m. - 10:45 a.m.

#### Hutchinson Event Center

3M Room, 1005 Hwy 15 S  
Hutchinson, MN

Thursday, April 4, 2024  
9:15 a.m. - 10:45 a.m.

#### Trinity Lutheran Church

54384 Hwy 12  
Grove City, MN

Monday, April 8, 2024  
9:15 a.m. - 10:45 a.m.

#### New London Senior Center

2nd Ave & Norwood St  
New London, MN

Wednesday, April 3, 2024  
2:15 p.m. - 3:45 p.m.

#### Winsted American Legion

161 1st Street N  
Winsted, MN

Thursday, April 4, 2024  
2:15 p.m. - 3:45 p.m.

#### Meeker County Courthouse

325 N Sibley Avenue  
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Thursday, April 11, 2024  
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#### Renville Community Center

221 N Main St  
Renville, MN

Thursday, April 11, 2024  
2:15 p.m. - 3:45 p.m.



Visit [www.mmrdc.org](http://www.mmrdc.org)  
to register today!

ADDITIONAL FUNDING PROVIDED BY:  
SOUTHWEST INITIATIVE FOUNDATION

*Registration is limited for each class, don't delay!*



**MACCRAY 2180 Foundation**  
*"Improving the World One Student at a Time"*  
Box 690; Clara City, MN 56222

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March, 2024

Greetings!

The MACCRAY 2180 Foundation's mission is to enhance and promote educational learning experiences for all students. We annually grant close to \$10,000 in teacher/coach requests for things like youth scholarships, classroom and curriculum enrichments, field trips, library books, sports equipment, technology updates, and more. Since our inception, we have granted close to \$200,000 to teachers, advisors, and coaches.

To raise money for our mission of helping students, we are planning to hold a spring online auction. Please see the below two options for you to consider for this. ***100% of the proceeds raised goes towards helping our students.***

**Option #1:** Donating an item for our online auction. Suggestions for items include gift certificates, merchandise from your business, homemade items, theme baskets, etc. Please let us know the approximate value of your donation so that we know where to start the bidding. Items for the auction can be dropped off at any of the schools no later than **March 29<sup>th</sup>**. If you need someone to pick up the donation, please contact either Nathan Bourne or Linsey Saue at the phone numbers listed at the bottom of this letter.

**Option #2:** A cash donation. Donations can be mailed to the address listed above.

Thank you so much for your consideration and support of the 2180 Foundation and its goal of "***improving the world one student at a time***".

Sincerely yours,

Nathan Bourne

Linsey Saue

Nathan Bourne  
507-531-1135

Linsey Saue  
320-979-0210



# The MACCRAY 2180 Foundation

*“Improving the World One Student at a Time”*

**Drive-Through Cheeseburger w/Sides Meal**  
**MACCRAY Elementary Entrance**

**Friday, May 3rd**

**5:00 - 6:30 p.m.**

**Tax Deductible Free Will Offering**



\*\*\*\*\*

## Online Auction Fundraiser

**Auction will be live April 19<sup>th</sup> – April 29<sup>th</sup>.**

**Many great items to bid on! All proceeds will be used to enhance the learning opportunities of our students.**

*Items available for pickup at MACCRAY HS on Friday, May 3rd, from 5 - 7:00 p.m.  
Use door #46 for entrance to the school - southeast corner of the High School*

**Online Bidding @ [www.zielsdorfauctions.com](http://www.zielsdorfauctions.com)**



**Questions – Contact Mark Kasella at 320-223-3694  
or Nate Bourne at 507-531-1135**

**Auctioneers & Clerk  
Zielsdorf Auction & Real Estate Service  
119 3<sup>rd</sup> St. N. Benson, MN 56215**



## MACCRAY Community Ed & Rec

*Denise R. Smith, Director*

MACCRAY School District

P.O. Box 690; Clara City, MN 56222

320-847-2154, Ext. 1106; smithd@maccray.k12.mn.us

Facebook: Maccray Community Ed & Rec

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### COURSE REGISTRATION (*One form per person*)

To register, complete the below requested information and mail to the address listed above along with your payment. Make checks payable to MACCRAY Community Ed & Rec. Or, another option is to register and pay online through the school's website - <http://maccray.k12.mn.us/communityed>. See page 3 for instructions on this.

Participant Name: \_\_\_\_\_ Grade/Age (if applicable): \_\_\_\_\_

Parent's Name (if applicable): \_\_\_\_\_

Address & City/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Preferred Phone Number: \_\_\_\_\_

Class Name: \_\_\_\_\_ Fee: \_\_\_\_\_

Class Name: \_\_\_\_\_ Fee: \_\_\_\_\_

*ECFE Classes – Please list allergies:* \_\_\_\_\_

*ECFE Classes Sibling Care Needed: Names/Ages:* \_\_\_\_\_

*ECFE M-Cubs Meal – Number:* \_\_\_\_\_

 **Note: A 25% discount on classes with this red heart if Community Health Challenge Participant. Need paper registration and payment if using this discount.**

In consideration of participation in the MACCRAY Community Education and Recreation activities, I hereby acknowledge and do enter this program at my own risk, assuming all known and unknown risks. I also agree to indemnify and hold harmless the MACCRAY School District #2180, Community Education, and its employees from any and all injuries I may incur. All persons under the age of 18 years old must have a parent/guardian signature to participate in this activity.

Adult Participant Signature: \_\_\_\_\_

Parent/Guardian Signature (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_



MASTER AGREEMENT

July 1, 2023 through June 30, 2025

by & between

MACCRAY PUBLIC SCHOOLS  
ISD 2180

and the

MACCRAY EDUCATION ASSOCIATION

# Master Agreement - MACCRAY Public Schools

## Article I Purpose

**Section 1. Parties:** This Agreement is entered into between Independent School District #2180 ( MACCRAY Public Schools), hereafter referred to as the School District, & the MACCRAY Education Association, employees, hereafter referred to as the exclusive representative pursuant to & in compliance with the Public Employment Labor Relations Act of 1971, as amended, hereafter referred to as PELRA, to provide the terms and conditions of employment for Teachers during the duration of this Agreement.

## Article II Recognition of Exclusive Representative

**Section 1. Recognition:** In accordance with PELRA, the School District recognizes the MACCRAY Education Association as the exclusive representative of Teachers employed by the School District, which exclusive representative shall have those rights and duties as prescribed by PELRA and as described in this Agreement.

**Section 2. Appropriate Units:** The exclusive representative shall represent all the Teachers of this School District as defined in this Agreement and in said act.

## Article III Definitions

### Section 1. Appropriate Unit

In accordance with the results of the certification order issued by the Director of the Bureau of Mediation Services, State of Minnesota, the Board recognizes the Union as the exclusive representative of all teachers in the appropriate unit as defined herein.

The appropriate unit shall consist of all teachers of Independent School District No. 2180, MACCRAY Minnesota, as defined in this section, employed in a position for which the person must be licensed by the Minnesota Professional Educator Licensing and Standards Board (PELSB), including those on leave of absence who are guaranteed a position upon their return, excluding the following employees: supervisory employees, confidential employees, superintendents, principals and assistant principals who devote more than 50% of their time to administrative and supervisory duties; any paraprofessional educational assistant or teaching assistant positions whether or not they are required to hold a certificate of license issued by the Minnesota Department of Education, and all other employees.

**Section 2. School District:** For purposes of administering this Agreement, the term "School District," shall mean the School Board or its designated representative.

**Section 3. Bureau** "Bureau" means the Minnesota Bureau of Mediation Services.

**Section 4. Commissioner.** "Commissioner of the Minnesota Bureau of Mediation Services" or "Commissioner" means the Commissioner of the Bureau of Mediation Services.

**Section 5. Exclusive representative.** "Exclusive representative" means the employee organization or union which has been certified by the commissioner to meet and negotiate with the District on behalf of all employees in the appropriate unit.

**Section 6. Teacher.** The term "teacher" includes every person regularly employed, as a teacher, or to give instruction in a classroom, or to superintend or supervise classroom instruction, or as placement teacher and visiting teacher. Any individual in position for which the school district or Board of Teaching requires a license shall also be covered by these sections as teachers if licensed as teachers or as school librarians. The term "teacher" shall also include a person employed as a licensed school nurse, physical therapist, occupational therapist, art therapist, music therapist, or audiologist.

**Section 7. Terms and Conditions of Employment:** The words, "terms and conditions of employment" mean the hours of employment, the compensation, therefore, including fringe benefits except retirement contributions or benefits other than employer payment of, or contributions to, premiums for group insurance coverage of retired employees or severance pay, and the employer's personnel policies affecting the working conditions of the employees.

## Article IV School District Rights

**Section 1. Inherent Managerial Rights:** The exclusive representative recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel.

**Section 2. Management Responsibilities:** The exclusive representative recognizes the right and obligation of the School Board to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

**Section 3. Effect of Laws, Rules and Regulations:** The exclusive representative recognizes that all employees covered by this Agreement shall perform the teaching and non-teachings services prescribed by the School District and shall be governed by the Laws of the State of Minnesota and by School District rules, regulations, directives and orders, issued by properly designated officials of the School District. The exclusive representative also recognizes the right, obligation and duty of the School District and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the School District insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this Agreement, and recognizes that the School District, all employees covered by this Agreement, and all provisions of this Agreement are subject to the Laws of the State of Minnesota, Federal Laws, rules and regulations of the State Board of Education, and valid rules, regulations and orders of the State and Federal governmental agencies. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

**Section 4. Reservation of Managerial Rights:** The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this Agreement are reserved to the School District.

**Section 5. School Management Rights:** Effective with the 2001-2002 school year, all full-time or part-time Teachers are required to maintain license(s) in the area(s) in which they are currently licensed. Area(s) may only be dropped with School Board approval. Violation of this provision may be grounds for termination of the Teacher's individual contract.

## **Article V Teacher Rights**

**Section 1. Expressions of Views:** Teachers and the exclusive representative have the right to express or communicate a view, grievance, complaint, or opinion on any matter related to the conditions or compensation of employment or their betterment, so long as this is not designed to and does not interfere with the full faithful and proper performance of the duties of employment or circumvent the rights of the exclusive representative. Nothing herein shall require any teacher to perform labor or services against his or her will.

**Section 2. Right to Join:** Teachers shall have the right to form and join labor or employee organizations and shall have the right not to form and join such organizations. Teachers in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiations, grievance procedures, and terms and conditions of employment for such Teachers.

**Section 3. Request for Dues Check off:** Pursuant to PELRA, the exclusive representative shall be allowed dues checkoff. Upon receipt of a properly executed authorization card of the teacher involved, payroll clerk will deduct from the teacher's paycheck the dues that the teacher has agreed to pay to the teacher organization and/or exclusive representation in 18 equal installments, beginning in September.

The exclusive representative hereby warrants and covenants that it will defend, indemnify, and save the School District harmless from any and all actions, suits, claims, damages, judgements, and executions or other forms of liability, liquidated or unliquidated, that any person may have or claim to have, now or in the future, arising out of or by reason of the dues deduction specified by the exclusive representative as provided in this agreement.

**Section 4. Personnel Files:** Pursuant to MS 122A.40, Subd. 19, as amended, all evaluations and files relating to each individual Teacher shall be available during regular School District business hours to each individual Teacher upon written request. The Teacher shall have the right to reproduce any of the contents of the files at the Teacher's expense and to submit for inclusion in the file written information in response to any material contained herein. No materials shall be placed in the Teacher's personnel file without prior notification given to the Teacher, and only one official file shall be kept per Teacher by the School District for use in official school district proceedings. However, the School District may destroy such files as provided by law.

**Section 5: Part-Time Personnel:** Part-time certified personnel are defined as those certified employees covered under this Master Agreement who work less than the full-time contracted time specified in this Master Agreement, and they shall receive a prorated portion of all bargained salaries, fringe benefits, and all other benefits as set forth in the Master Agreement based on the proportion of time they are employed as compared to full-time certified personnel.

## **Article VI Basic Schedule and Rate of Pay**

### **Section 1. Basic Compensation:**

**Subd. 1. 2023-24 Rates of Pay:** The wages & salaries reflected in Schedule A, attached, shall be effective only for the 2023-24 school yr.

**Subd. 2. 2024-25 Rates of Pay:** The wages & salaries reflected in Schedule B, attached, shall be effective only for the 2024-25 school yr.

**Subd. 3. Method of Payment:** Teachers will be paid in twenty-four (24) equal, bi-monthly installments. The payment date will be the last weekday nearest the 15<sup>th</sup> & 30<sup>th</sup> of each month. A Teacher may elect, by written request, to receive all unpaid salary for the previous school yr. on the June 15<sup>th</sup> payday. If the Teacher contract year ends after June 15<sup>th</sup>, the payday would be the last day of the contract.

**Section 2: Status of Salary Schedules:** A Teacher's current pay will be increased by the amount negotiated and listed in the Tiered Fixed Dollar Increase, Schedules A and B. A lane change may occur even though a successor Agreement has not been executed. A Teacher's advancement is subject to the right of the School District to withhold increments, lane changes, or other salary increases for good and sufficient grounds which shall be stated in writing to the Teacher involved prior to March 1. An action withholding a salary increase shall be subject to the grievance procedure.

**Section 3. Placement on Salary Schedule:** The following rules shall be applicable in determining placement of a Teacher on the appropriate salary schedule.

**Subd. 1. Germane:** Credits to be considered for applications on any lane of the salary schedule must be credits germane to the Teacher's contractual duties or to the Teacher's license area in which they have taught or are currently teaching as determined by the School District or its designated representative. Teachers may also bank credits for other license areas which will be accepted if the Teacher is assigned to those areas. Only banked credits earned within the last five years will apply. All credits must carry a B or higher or pass on the Pass/Fail system, but only when it is the only option available.

**Subd. 2. Grade and Credits:** All credits in the master's ~~or fifth (5<sup>th</sup>) year~~ program will apply on the salary schedule and must carry a grade average of B or higher or pass on the Pass/Fail system, but only when it is the only option available.

**Subd. 3 Prior Approval:** All credits, in order to be considered for application on the salary schedule, must be germane according to subdivision 1 as approved in writing by the School District or its designated representative prior to taking the course.

**Subd. 4 Effective Date:** Individual contracts will be modified to reflect qualified lane changes bi-annually effective September 15 and March 15 provided a transcript of qualified credits is submitted to the Superintendent's office by September 15 and March 15. Credits submitted by transcript after these dates, even though otherwise qualifying, shall not be considered until the following qualifying date. If a transcript is not available by the above dates, other satisfactory evidence of successful completion of the course will be accepted pending receipt of the official transcript; however, any pay adjustment shall not be made until the official transcript is received. Salary for a lane change effective March 15 shall be prorated as follows: The number of Teacher duty days from March 15 through the last Teacher duty day of the year divided by the total yearly number of Teacher duty days as outlined in this master agreement (currently 159.4 days). Salary for a lane change effective September 15 shall be changed effective for the total year. The salary adjustment will not be prorated for this date but shall apply for the total yearly Teacher duty days as outlined in this master agreement (currently 159.4 days) during the school year of the effective date.

**Subd. 5. Advanced Degree Program:** A Teacher shall be paid on the master's degree lane or higher if the degree program is germane to the Teacher's contractual duties or to the Teacher's license area in which they have taught or are currently teaching, within the School District, as determined by the School District or its designated representatives. If the School District moves a Teacher being paid on the master's lane to another area of teaching, the Teacher will continue to be paid on the master's lane. Banked credits earned during the time period allowed by the Graduate Institution will be allowed on the salary schedule. Credits allowed by the Graduate Institution will be allowed on the salary schedule. Teachers entering a master's program must have their program approved by the School District.

**Subd. 6 Applications:** Credits to apply to lanes beyond a particular lane must be earned subsequent to the earnings of the degree, must be offered through an accredited college, university, institution, or technical college. All credits must be earned at the graduate level.

**Subd. 7. Prior Experience:** A new Teacher with previous teaching experience shall be placed in the appropriate lane and compensated as agreed upon between the school district and the Teacher. This subdivision is not grievable.

**Section 4. Pay Deduction:** Whenever a pay deduction is made for a Teacher's absence, the annual salary divided by the number of Teacher duty days shall be deducted for each day's absence.

## **Article VII Extra Compensation**

**Section 1. Extra-Curricular Schedule:** The wages and salaries reflected in Schedule C, attached hereto, shall be effective only for the 2023-24 school year; Schedule D, attached hereto, shall be effective only for the 2024-25 school year.

**Section 2. Extra-Curricular Assignments:** A Teacher who has had experience in other school systems in an assigned extra-curricular duty shall be placed on the extra-curricular salary schedule as agreed between the District & the Teacher. This subdivision is not grievable.

**Section 3. Compensation for Substituting:** By mutual agreement between the principal and the Teacher, a Teacher, may fill in a classroom period for another Teacher or paraprofessional who is absent for a sum of \$30.00 per class period at the secondary level. Elementary Teachers who agree to fill a classroom period of another elementary Teacher or paraprofessional will be reimbursed \$20.00 per class period, \$30 for double class periods = 2 class periods in elementary = specials that are 2 class periods. (Clarification: Past practice is that payment is only allowed for a teacher's prep time.)

**Section 4. Summer School, Monday School, and Homebound Pay:** Teachers who are teaching summer school, Monday School, or homebound shall be paid at the teachers' hourly rate of pay for prep time and for teaching time. They will be allowed one (1) hour of prep time per four (4) hours of teaching time.

**Section 5. Curriculum Writing:** Teachers writing district curriculum shall be paid the teachers' hourly rate of pay if the curriculum is approved by the district. **The curriculum is property of the district.**

**Section 6. Overload:** Any Teacher directed by the School District to teach an overload will be compensated at the rate of 1/7 of Teacher basic pay if the overload requires no extra preparation or at the rate of 1/6 of their basic pay if the overload requires an extra preparation. An overload will be defined as more than 6 class periods per day at the secondary level or a duty assignment allowing for less than 50 minutes per day of prep time at the elementary level.

**Section 7: Extended Contract:** The Vocational Agriculture Instructors shall receive a total of 60 days collectively at the instructor's daily rate of pay for Ag extended contract time. The total of 60 days may be divided differently if agreed upon by both teachers and the Superintendent.

**Section 8: Special Education Services:** Teachers that perform duties required by a student's IEP during the summer or special education evaluations for Birth to 3 years required by law, will be paid at their regularly hourly wage.

**Section 9:** The School District will reimburse teachers up to \$8500 for tuition, books, mileage and supplies for certification by the Higher Learning Commission required by the School District and agreed upon by the Superintendent for up to 18 credits. The teacher will submit all receipts to prove expenses up to \$8500. The teacher will agree to work for the School District for at least 5 years. Commencing at the end of the 18 credits earned necessary to teach College Now or College in the High School coursework, the District will pay 40% of the submitted receipts, then 20% each year for the next 3 years. If said teacher leaves employment at the School District the payments toward the HLC coursework will cease. Payment will be made in June.

**Section 10:** Bonus for those retiring/leave District and declaring early. If a letter of retirement/resignation is received by January 5<sup>th</sup>, the teacher will receive \$1800. If the letter is received by March 5<sup>th</sup>, the teacher will receive \$500. Both are payable on the last paycheck or June 30.

## **Article VIII    Group Insurance**

**Section 1. Selection:** The selection of the insurance carrier and policy shall be made by the School District as provided by law.

**Section 2. Claims against School District:** It is understood that the School District's only obligation is to purchase an insurance policy and pay such amount as agreed to herein, and no claim shall be made against the School District as a result of a denial of insurance benefits to any individual by an insurance carrier.

**Section 3. Duration of Insurance Contribution:** A Teacher is eligible for School District contributions as provided in this article as long as the Teacher is employed by the School District. Upon termination of employment by either party, all School District contributions shall cease. The Teacher may remain in the plan for eighteen (18) months by paying his/her own premium by the 20<sup>th</sup> day of each month preceding the month for which it applies. Failure to make such a payment will result in cancellation of the policy. Pursuant to MS 62A.17.

**Section 4. Sub-Group Retirees:** Staff members under this agreement are eligible to participate in the group health insurance plan indefinitely provided they are receiving a disability benefit or are receiving an annuity from a MN Public Pension Plan or have met age & service requirements necessary to receive an annuity from such a plan. The policy must be maintained & there shall be no lapse in coverage from the group policy. The retiree must contribute fully to the monthly premiums by paying the school district by the 20<sup>th</sup> of each month preceding the month for which it applies. Failure to make a payment will result in cancellation of this policy. Pursuant to MS 471.61.

**Section 5. Eligibility:** The School District contribution will be provided to all full-time Teachers and provided on a pro-rata basis for those Teachers employed on a part-time basis. All Teachers ~~must~~ **may** participate in core benefits. Employees of the School District who are married to each other may be covered under one family health policy or two single health policies.

**Section 6. Benefits:** The School District will contribute **\$8400** toward health insurance to each full-time Teacher for **2023-2024 and \$9300 the 2024-2025** school year. **Teachers may decline insurance, but they receive no money if they do so.** The School District contributions can be used for the following:

**Core Benefits**    1. Health and Hospitalization Insurance

2. Any money left after premiums are paid will be put into the Teacher's HSA account in June.

## **Article IX    ECFE**

**Section 1. Recognition:** The School District recognizes that the Early Childhood Family Education Teachers are exclusively represented by the MACCRAY Education Association.

**Section 2. Insurance:** Early Childhood Family Education Teachers shall be eligible for group insurance on the same basis as K-12 Teachers covered by the existing Master Agreement.

**Section 3. Scheduling:** Recognizing the unique, changing and variable nature of the ECFE program, hours of service, duty day, duty week, and duty year shall be assigned by mutual agreement between the School District, Coordinator, and ECFE Teachers and may be modified from time to time based upon the needs of the programs. One hour of prep/set up time will be allowed for each hour of teaching.

**Section 4. Hours of Service:** The hours and days of Early Childhood Family Education Teachers will be compared to a **159.4** day (**1355 hours**) contract of K-12 Teachers to determine the proportional employment of ECFE Teachers in determining benefits or prorated benefits.

**Section 5. Seniority:** The seniority with the ECFE program will only count within the ECFE program. There is nothing in this Agreement that suggests that the ECFE Teachers will earn seniority towards any positions in the Early Childhood Special Education pre-school program, K-12 program, nor will Teachers in those programs have any seniority within the ECFE program. Nothing in this Agreement shall imply any present or future tenure status for ECFE.

**Section 6. Compensation:** The hourly rate shall be determined by the BA0 base pay.

**Section 7. Layoff and Recall:** Placement on unrequested leave of absence shall be based on seniority, starting with the least senior. Reinstatement of ECFE teachers from layoff shall be in reverse order of their placement on unrequested leave of absence. Non-probationary ECFE teachers on unrequested leave of absence shall have full reinstatement rights for a period of five (5) years from their date of layoff.

## **Article X Pre-school**

**Section 1. Recognition:** The School District recognizes that the Pre-school Teachers are exclusively represented by the MACCRAY Education Association.

**Section 2. Insurance:** Pre-school Teachers shall be eligible for group insurance on the same basis as K-12 Teachers covered by the existing Master Agreement.

**Section 3. Prep Time:** The pre-school teachers will receive the same prep time as other K-6 teachers according to the Master Contract.

**Section 4. Hours of Service:** The hours and days of Pre-school Teachers will be compared to a **159.4** day (**1355 hours**) contract of K-12 Teachers to determine the proportional employment of Pre-school Teachers in determining benefits or prorated benefits.

## **Article XI Leaves of Absence**

### **Section 1. Sick Leave:**

**Subd. 1.** All full-time Teachers shall earn sick leave at the rate of **120** hours (**Sick leave and ESST will combine for 120 hours**) for each year of service in the employment of the School Dist. All Teachers will be credited with one year of sick leave/**ESST** allowance of **120** hours upon completion of their first day of full teaching service. Deductions for absences will be made on the same basis as granted. Part-time Teachers will accrue & be charged sick leave on a pro-rata basis.

**Subd. 2.** Unused sick leave days may accumulate to a maximum credit of 1080 hours of sick leave per Teacher.

**Subd. 3.** Sick leave with pay shall be allowed when a Teacher's absence is due to illness which prevented his/her attendance at school & performance of duties on that day or days. Accrued sick leave shall be allowed for the illness of the Teacher's spouse & parent.

**Subd. 4.** Teacher's sick leave may be allowed for absences due to illness of the Teacher's child as covered by MS 191.9413, on the same terms the Teacher is able to use sick leave benefits for the Teacher's own illness as stated in Article IX, Sec. 1 of the Master Agreement.

**Subd. 5.** The School District may require a Teacher to furnish a medical certificate from the school health officer or from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay.

**Subd. 6.** In the event that a medical certificate will be required, the Teacher will be advised within two (2) teaching days of return to work.

**Subd. 7.** Sick leave allowed shall be deducted from the accrued sick leave ~~days~~ **hours** earned by the Teacher.

**Subd. 8.** Sick leave pay shall be approved only upon submission of a ~~signed sick leave pay request form available at the office~~ an electronic leave request that is approved by the supervisor.

**Section 2: Earned Safe and Sick Time (ESST):**

**Subd. 1.** Each teacher shall receive 48 hours of ESST time each year.

**Subd. 2.** ESST hours may accumulate to a maximum of eighty (80) hours. Accrued unused sick and ESST leave may be carried over to the next school year but remains subject to the maximum accruals.

**Subd. 3.** ESST shall be allowed whenever a teacher's absence is found to have been due to reasons set forth in Minnesota Statutes, section 181.9447.

**Subd. 4.** Leave will be deducted from accumulated ESST until ESST is exhausted.

**Subd. 5. Concurrent Usage.** To the extent permissible by law and School District policy, all paid and unpaid leave provided pursuant to this Master Agreement (including accrued sick leave and ESST) shall be used concurrently with any other paid or unpaid leave provided by law (i.e., FMLA leave, ADA leave, etc.). Sick leave accrued and retained pursuant to Subd. 1. shall not be deemed to be paid leave provided in addition to ESST.

**Subd. 6. Separation.** A teacher shall not be paid for unused accumulated sick leave/ESST upon termination, resignation, retirement, or other separation from employment. If a teacher is rehired within 180 days of separation from employment, only ESST accrued after January 1, 2024, and unused at the time of said separation shall be reinstated upon rehire.

**Section 2. Disability Bank Leave:**

**Subd. 1.** At the beginning of the school year, ~~each Teacher shall contribute one day of sick leave~~ lost sick leave will be transferred to the bank until a bank of at least 765 hours is accumulated. This disability leave bank may be used by any Teacher to bridge the gap between accumulated sick days and the qualifying time period for long term disability. To qualify for disability leave bank days, the following conditions have to be met:

1. A Teacher must be physically incapable of performing his or her duties due to accident or illness.
2. A Teacher must have used all of his/her personally accumulated sick leave.
3. The Teacher will be required to take up to 85 hours of unpaid leave before starting to use the disability bank, with the understanding that these days will be paid retroactively upon qualifying for LTD.
4. The request for the number of days is approved by the exclusive representative.
5. Under no circumstances may the days approved exceed the number of days needed to complete the LTD qualification

period.

**Subd. 2.** The disability bank is not intended to be used in conjunction with any other leave provided for in other sections of this contract.

~~**Subd. 3.** Disability bank leave days will be deducted for each eligible Teacher as described in Section 1 only when the number of banked days is below 85 hours. (412 hours were used in School year 19-20 so there are 353 hours remaining in the bank.)~~

**Section 3. Bereavement Leave:** 42.5 hours of bereavement leave per death in the immediate family will be granted. Immediate family is to be defined as follows: wife or husband, mother or father, son or daughter, son-in-law or daughter-in-law, mother-in-law or father-in-law, grandparents, grandchildren, brother, sister, brother-in-law or sister-in-law. Up to two 17 additional hours may be granted for the death of friends and/or relatives. Days used will not be deducted from sick leave.

**Section 4. Emergency Leave:** Emergency leave may be granted at the discretion of the Superintendent. All emergency leave will be deducted from sick leave.

**Section 5. Personal Leave:**

**Subd. 1.** At the beginning of the school year, each Teacher in service years 0-14 shall be granted (17) hours of personal leave non-restrictive. Personal hours refer to hours not covered by any other provision of this Agreement. Teacher may bank up to (17) hours of unused personal leave to be used the following school year. Teachers in service years 15+ shall be granted 34 hours of personal leave non-restrictive each year (17 hours moved from sick time to personal time). Personal leave hours shall not exceed thirty-four (34) in any given year.

**Subd. 2.** Requests for personal leave must be submitted using the District electronic leave request system to the building principal at least one (1) day in advance, except in the event of emergencies. **All personal leave must have prior approval. Do not book vacation plans before receiving approval.**

**Subd. 3.** A personal day shall not be granted for the day preceding or the day following holidays or vacations and the first and last days of the school year. At no time shall there be more than seven (7) personal leaves granted on the same day. Personal leave will be granted in 15-minute increments. During the months of April and May, no more than five (5) personal days will be granted in any one day.

**Subd. 4.** Up to 2 unused personal days may be requested to be paid back to the teacher for the Substitute Teacher rate of pay. The teacher is responsible for requesting this via claim form by June 5 of each year to be paid in June. No claims after June 5 will be paid.

### **Section 6. Family Medical Care Leave**

**Subd. 1.** Upon request of an employee, a Family Medical Care Leave (as provided by the Federal "Family and Medical Leave Act") of up to 12 weeks of unpaid leave with continued payment of benefits, shall be granted by the School District.

### **Section 7. Child Care Leave**

**Subd. 1.** A childcare leave may be granted by the School District, subject to the provisions of this section to one (1) parent, provided such parent is caring for the child on a full-time basis.

**Subd. 2.** A Teacher making application for childcare leave shall inform the Supt. in writing of intent to take the leave at least two (2) months before commencement of the intended leave. In case of adoptions, the two (2) calendar month notification shall be waived.

**Subd. 3.** If the reason for the child care leave is occasioned by a pregnancy, a Teacher may qualify for up to twelve (12) calendar weeks of maternity leave, which is a paid leave charged to accumulated sick leave. ~~Additional time may be granted for maternity leave with two (2) days per month remaining in the school year must remain in the teacher's accumulated sick leave if sick leave and personal leave time are exhausted, the remainder of the leave is unpaid.~~ A pregnant Teacher will also provide, at the time of the leave application, a statement from her physician indicating the date of delivery. Said Teacher making application and receiving approval for childcare leave under the terms of this Agreement may also qualify for sick leave under this Agreement provided the sick leave shall not be used between the starting and ending dates of the child care leaves.

**Subd. 4.** If the leave exceeds the amount of accumulated sick leave, unpaid leave will be divided equally among the remaining pay periods.

**Subd. 5.** If occasioned by pregnancy or adoptions, Family Medical Care Leave may be used in combination with the child care leave (Section 7, Subd. 3). The combination shall not exceed 12 weeks, but shall include prior notice of two (2) calendar months before commencement of the leave if occasioned by pregnancy.

**Subd. 6.** One fifth (1/5) of yearly accrued sick leave (maximum of 3 days) may be allowed for an adoption of a child by a person covered under this master agreement. Pay shall be allowed for this leave and the days of absence shall be deducted from the Teacher's sick leave.

**Subd. 7.** The School District may adjust the proposed beginning or ending date of a child care leave so that the dates of the leave coincide with some natural break in the school year – i.e. Winter vacation, spring vacation, semester break, end of a grading period, end of the school year, or the like. The availability of a substitute Teacher may also be considered by the School Board in the granting of a child care leave or the duration thereof.

**Subd. 8.** In making a determination concerning the commencement and duration of a childcare leave, the School Board shall not in any event, be required to:

1. Grant any leave more than twelve (12) months duration.
2. Permit the Teacher to return to his or her employment prior to the date designated in the request for child care leave.

**Subd. 9.** A Teacher returning from child care leave shall be re-employed in a position for which he or she is licensed unless previously discharged or placed on unrequested leave of absence.

**Subd. 10.** Failure of the Teacher to return pursuant to the date determined under this section shall constitute grounds for termination unless the School District and the Teacher mutually agree to an extension of the leave.

**Subd. 11.** A Teacher who returns from child care leave within the provisions of this section shall retain all previous experience credit for pay purposes, seniority and any unused leave time accumulated under the provisions of this Agreement at the commencement of the beginning of the leave. The Teacher shall not accrue additional experience credit for pay purposes or leave time during the period of absence for child care leave.

**Subd. 12.** A Teacher on child care leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions, but shall pay the entire premium for such programs as the Teacher wishes to retain, commencing with the beginning of the child care leave. The right to continue participation in such group insurance programs, however, will terminate if the Teacher does not return to the School District pursuant to this section.

### **Section 8. Association Leave**

**Subd. 1. Officers:** At the beginning of each school year the School District shall grant three (3) days of Association leave, non-accumulative, should the occasion arise that elected officers or appointed representatives of the exclusive representative must be absent from their position to conduct business of the exclusive representative. The association agrees to notify the School District through the Superintendent no less than 48 hours prior to the date for intended use of said leave. The association agrees to pay the substitute's salary. No loss of salary will result from a Teacher taking association leave. Union leave by Union members for negotiations and/or mediation sessions with the Districts shall not be deducted from the three (3) total Union leave days.

**Subd. 2. Teachers:** A Teacher engaged during the school day in negotiating on behalf of the association with any representative of the School District or participating in any professional grievance negotiation, mediation or arbitration, shall be released from regular duties without loss of salary. If such meetings are requested during school hours, the MACCRAY Education Association will pay the substitute's salary for that Teacher.

**Section 9. Professional Leave:** Professional leave may be granted subject to the Superintendent's approval. The leave must be germane to the Teacher's contracted area of assignment. The Teacher shall submit proof of attendance. The Teacher will not be responsible for paying a substitute for those days. No loss of salary will result from a Teacher taking professional leave.

**Section 10. Unrequested Leave of Absence:** The board may place on unrequested leave of absence, without pay or fringe benefits, as many teachers as may be necessary because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of districts. The unrequested leave is effective at the close of the school year. In placing teachers on unrequested leave, the board is governed by the following provisions:

Subd. 1. Probationary teachers: A teacher who has acquired continuing contract rights must not be placed on unrequested leave of absence while probationary teachers are retained in positions for which the teacher who has acquired continuing contract rights is licensed.

Subd. 2. Continuing contract teachers: A teacher who has acquired continuing contract rights must not be placed on unrequested leave of absence (ULA) while Tier 1-licensed, Tier 2- licensed, or probationary teachers are retained in positions for which the teacher who has acquired continuing contract rights is licensed. Tier 3 and 4 continuing contract teachers shall be placed on unrequested leave of absence in inverse order of seniority, as calculated by initial date of hire as a licensed teacher.

Subd. 3. Exceptions for licensure: Notwithstanding the provisions above, a teacher is not entitled to exercise any seniority when that exercise results in that teacher being retained by the district in a field for which the teacher holds only a provisional license, as defined by the board of teaching, unless that exercise of seniority results in the placement on unrequested leave of absence of another teacher who also holds a provisional license in the same field. The provisions of this paragraph do not apply to vocational education licenses. A Higher Learning Commission licensed teacher may not be placed on ULA before a person without an HLC license in the same subject area. (Higher Learning Commission is for teaching college credit classes in the high school, College Now, etc.)

Subd. 4. Exceptions for affirmative action: Notwithstanding the provisions above, if the placing of any teacher on unrequested leave before another teacher would place the district in violation of its affirmative action program, the district may retain the teacher, even if the retained teacher is a probationary teacher, the teacher with less seniority, or the provisionally licensed teacher.

Subd. 5. Notice to teachers. Following school board action on discontinued positions and school board action proposing placement of teachers on unrequested leave of absence, each individual teacher proposed for placement on unrequested leave of absence shall receive notice of the proposed placement that:

- a). states the applicable grounds for the proposed placement;
- b.) provides notice to the teacher of their right to request a hearing on the proposed placement within 14 days from the receipt of the notice; and
- c.) provides notice to the teacher that failure to request a hearing will be deemed acquiescence to the school board's proposed placement action.

Subd. 6. Right to a hearing and decision: If the teacher requests a hearing, teachers proposed for placement on unrequested leave of absence pursuant to school board action shall be entitled to a hearing and challenge the proposed placement pursuant to the grievance procedure as provided in this agreement commencing at the arbitration level.

Subd. 7. Final board action. Final school board action to place a teacher on unrequested leave of absence must take place prior to July 1, but not before notice to the teacher as required above and acquiescence or notice to the teacher as required above and the arbitrator decision.

Subd. 8. Reinstatement: A teacher placed on unrequested leave of absence shall have rights to reinstatement for a period of five years or until the teacher is fully reinstated, after which the right to reinstatement shall terminate. Teachers placed on unrequested leave of absence must be reinstated to the positions from which they have been given leaves of absence or, if not available, to other available positions in the school district in fields in which they are licensed. Reinstatement must be in the inverse order of placement on leave of absence. A

teacher must not be reinstated to a position in a field in which the teacher holds only a provisional license, other than a vocational education license, while another teacher who holds a non-provisional license in the same field remains on unrequested leave. A teacher on unrequested leave does not forfeit right to reinstatement when accepting a position for less than the full position they were placed on leave from, or when they refuse an offered position.

Subd. 9. Vacancies and notification: No new teacher shall be employed by the district while there is available, on unrequested leave, a teacher who is properly licensed to fill such vacancy, unless the teacher fails to advise the school board of their desire to accept the position within 30 days of the date of notification that a position is available to that teacher on unrequested leave. The district will not apply for a tier 1 or tier 2 teaching license for any individual while a teacher who has acquired continuing contract rights is on unrequested leave of absence unless the position has been offered to and rejected by the teacher on ULA.

Subd. 10. Seniority: For purposes of ULA means initial date of service with the school district in a position requiring a license.

Subd. 11. Seniority tiebreakers: In the case of equal seniority, the following steps will be followed in order until the tie is broken. "Seniority" applies only to Tier 3 and Tier 4 qualified teachers.

Step A. Years of service in teaching in the District.

Step B. Total number of assignable teaching licensure areas, discounting any licensure area not in the current School District curriculum (such as Latin or Greek) on his/her Minnesota Teaching License.

Step C. Total graduate level credits beyond a bachelor's degree

Step D. If there is still a tie, then the lowest file folder number registered with PELSB.

Subd. 12. Benefits while on leave. Teachers placed on unrequested leave of absence shall remain eligible for participation in the school district's group insurance programs at their own expense for the duration of their reinstatement period.

Subd. 13 Employment rights during leave: A teacher placed on unrequested leave of absence may engage in teaching or any other occupation during the period of this leave.

Subd. 14. Continuing contract rights and service credits: The unrequested leave of absence must not impair the continuing contract rights of a teacher or result in a loss of credit for previous years of service. A teacher's continuing contract must remain in full force and effect, except as modified by mutual consent of the board and the teacher. Any agreement to mutually modify continuing contract rights must be in writing and can only occur after the teacher is provided with an explanation of their rights under the continuing contract statute and an opportunity to consult with the exclusive representative. The School District agrees to provide notice to the exclusive representative of all mutual modifications of continuing contracts prior to the modifications being finalized.

Subd. 15. Unemployment benefits while on ULA: Nothing in this subdivision shall be construed to impair the rights of teachers placed on unrequested leave of absence to receive unemployment benefits if otherwise eligible.

Subd. 16. Terminations: The same provisions applicable to terminations of probationary or continuing contracts in Minnesota Statutes 122A.40 subdivisions 5 and 7 must apply to placement on unrequested leave of absence.

## Section 11. Filing Licenses and Preparation of Seniority Lists

Subd.1. Filing of licenses: In any year in which the School District is placing teachers on unrequested leave of absence, only those teaching licenses actually received by the Superintendent's office as of January 1 of that year are considered for purposes of determining layoff within areas of licensure. A licensed filed after January 1 will be considered for purposes of recall, but not for layoff.

Subd. 2. Preparation and posting of seniority and licensure lists: By January 15 of each school year, the School District shall create and post a seniority and licensure list. The list will include the name of every teacher, their seniority date, continuing contract or probationary status, and licensure area by tier. The list will be posted at all school buildings in the district and email notification will be provided to teachers when the list is initially posted.

Subd. 3. Request for change: Any teacher with a correction or omission with the seniority and licensure list shall have twenty business days from the date of posting to provide a written request for a change to the seniority and licensure list.

Subd. 4. Final list: Within ten business days after the request for change period has ended, the School District will prepare and post a final seniority and licensure list. The list will be posted at all school buildings in the district and email notification will be provided to teachers. The final seniority and licensure list shall be binding on the School District and any teacher, subject to the grievance procedure.

Section 12. Vacancies and posting process: Whenever a teaching or extra-curricular position becomes available for assignment, the District shall post notice of that available position. All postings shall be made to the District website and sent via e-mail to all licensed

staff's district e-mail on the day the position is posted. The District shall also post the position to at least one statewide online teacher job posting site.

~~Subd. 1. Posting: The posting shall be made in each building, with a copy to the Union.~~

Subd. 2. Dates: Each posting shall indicate the date such notice is posted and the date the posting expires.

Subd. 3. Application: Teachers may apply for transfer, assignment, or reassignment to an available position provided they:

1. make written application prior to the expiration date of the notice, and;
2. possess a valid license to teach in the subject area or grade level that requires such licensure.

Subd. 5: Exceptions: Posting requirements shall not apply in cases where teachers on unrequested leave of absence have a right to positions that become vacant.

**Section 17. Sabbatical Leave**: Sabbatical leave may be granted at the discretion of the School District. A Teacher who returns from sabbatical leave within the provisions of this section shall retain all previous experience credit, seniority, and any unused leave time accumulated under the provisions of the Agreement at the commencement of the beginning of the leave. The Teacher shall not accrue additional experience credit or leave time during the period of absence for sabbatical leave. Sabbatical leave represents an unpaid leave.

### **Section 18. Worker's Compensation**

**Subd. 1.** Pursuant to MS 176, a Teacher injured on the job in the service of the School District and collecting workers' compensation insurance may use enough sick leave in combination with the workers comp to receive full salary. (Workers Comp pays 2/3, school district pays 1/3). The Teacher's salary will be reduced by an amount equal to the workers comp insurance payments. Only that fraction of the days not covered by WC insurance will be deducted from accrued sick leave. Another option is Continuing Wages where the District continues paying the full salary and benefits while using 1/3 sick leave, but Workers Comp insurance does not pay. This streamlines the benefits issues (TRA, Health Insurance, 403B etc.) and the District does not reimburse Workers Comp Insurance. Note: Workers Comp Insurance will still pay any approved medical bills. (This is a clarification to help everyone understand WC.)

**Section 19. Extended Leave of Absence**: The School District may grant an extended leave of absence as provided by MS 122A.46.

## **Article XII Hours of Service**

**Section 1. Basic Day/Year**: The specific hours at any building may vary according to the need of the educational programs of the School District. The Teacher's duty day will be 8.5 working hours. Teachers must receive prior approval at least one day in advance from the respective building principal or administrative designee if they are planning to arrive late or leave early. Teachers shall have a duty-free lunch period of at least 30 minutes. Each Teacher shall receive a minimum of 200 minutes per typical week of preparation time with a minimum of two (2) uninterrupted 25 minute periods in a normal basic student day. Prep time is non-student contact time occurring after the start of the 1<sup>st</sup> period of the day and before the end of the last period of the day, not including lunch.

**Section 2. Assignment of Extra-Curricular Duties**: The School District or its designated representatives may assign the Teacher to extra-curricular, co-curricular or other assignments subject to established compensation for such services. An assignment shall not be made without agreement of the Teacher except where no qualified person on staff is willing to assume the assignment. In such case, the assignment shall be on a year-to-year basis by letter of assignment until a qualified person is available to accept the assignment.

~~**Section 3. Duties Between Communities**: Teachers having teaching assignments involving travel between communities will be reimbursed \$30.00/day if travel between communities occurs during prep time as defined by Article X, Section 1.~~

~~**Section 4. Travel Between Schools**: A Teacher having an assignment involving travel between schools within the School District using his/her own vehicle will be reimbursed at the allowable federal business mileage rate. **This ends June 30, 2022.**~~

**Section 5. Supervision During Teacher Lunch Hour**. Teachers who supervise during their lunch period will be paid at a rate of \$13.00 per lunch period.

## **Article XIII Length of the School Year**

**Section 1. Teacher Duty Days**: Pursuant to MS 120A.40, the School District shall, prior to April 1 each school year, establish the number of school days and Teacher duty days for the next school year, and the Teacher shall perform services on those days as determined by the School District, including those legal holidays on which the School District is authorized to conduct school, and, pursuant to such authority has been determined to conduct school. The school year shall consist of 159.4 duty days (1355 hours).

**Section 2. Modification of Calendar, Length of School Day**: In the event of energy shortage, severe weather, or other exigency, the School District reserves the right to modify the school calendar, and, if school is closed on a normal duty day(s), the Teacher shall perform duties on such other day(s) in lieu thereof as the School District or its designated representative shall determine, if any. The Teachers will be consulted when establishing or changing the school calendar.

**Section 3. E-Learning Language:** Teachers must fulfill their contracted days. As such, e-Learning is an opportunity for the district to meet the requirements of hours in a year of student instruction and at the same time allow teachers to meet their contractual requirements for days. Since MACCRAY will offer e-Learning days with the following expectations for the teachers to make up the weather days up to 5 (five) days.

1. Teachers will be available by email or phone to students during the regular school hours to assist students in their learning.
2. Teachers will have lessons prepared that are both paper/pencil and broadband based to meet the needs of all students.
3. If a student needs paper/pencil work it will be provided in advance (if possible) and if not possible, accommodations will be made that students have 2 (two) days after returning to school to turn in the work .
4. Lessons must be of enrichment or reinforcement in nature and not new learning or final assessments.
5. Attendance must be taken for the classes in the case of high school teachers and for the day in the case of elementary teachers.
6. If a child cannot complete the work due to attendance in a daycare or having to attend to a younger sibling, the child shall not be negatively impacted. They will have 2 (two) days after returning to school to turn in the work.
7. Accommodations will be made and IEP’s will reflect the needs of special education students.

**Article XIV Inter-School District Sharing**

**Section 1. Inter-School District Sharing Agreement:** The exclusive representative recognizes School District rights to enter into sharing agreements with other school districts, and the School District recognizes the exclusive representative’s right to negotiate the terms and conditions of employment for those Teachers affected by such a sharing agreement. The School District agrees to actively involve the exclusive representative in the planning stages of the potential agreement.

**Article XV Teacher Retirement**

**Section 1. 403(b) Plan:**

The School District shall match contributions made by the Teacher into the plan up to the limits set in the following schedule:

<u>Years of service in the School District</u>	<u>2021-2023 Dollar Limit</u>
0-4	\$600
5-9	\$816
10-14	\$1008
15-19	\$1200
20+	\$1800

**Article XVI Exchange Teachers**

**Section 1. Definition:** A person holding a license and contract to teach in a Minnesota Public School and assigned by the School District to teach elsewhere is an exchange Teacher.

**Section 2. Teacher Benefits:** The exchange Teacher shall retain all rights and benefits of the School District as though teaching exclusively in the School District.

**Section 3. Extra-Curricular Assignments:** Teachers on an exchange assignment shall not be required to accept an extracurricular or co-curricular assignment outside the School District, unless the assignment is being co-sponsored by the School District.

**Section 4. Calendar Variations and School Closings:** Teachers on an exchange assignment will be responsible to report for duty on the days the school to whom he/she is under contract is in session.

**Section 5. Travel:** Teachers on exchange assignments who drives his/her own vehicle will be reimbursed at the allowable federal business mileage rate. The exchange Teacher will not be responsible for transporting any students on a daily basis.

**Section 6. Lunch and Preparation Time:** Any Teacher on an exchange assignment will have a travel free/duty free lunch period of an equal length to the lunch period of the School District. Any Teacher on an exchange assignment should be provided with a travel-free preparation period / day. Teachers assigned outside the School District, however, will be reimbursed \$30.00 per day if prep time is lost.

**Section 7. Work Space:** Teachers on exchange assignment will be provided individual storage space for instructional materials.

**Section 8. Personnel Files:** The School District will be responsible for the maintenance of the personnel file for any Teacher assigned to another school district. No material emanating from the other school district shall be placed in the Teacher’s personnel file without prior notification given to the Teacher.

**Article XVII Job Sharing**

**Section 1. Definition:** When two Teachers share one position, it shall be considered job sharing.

**Section 2. Job Sharing Benefits:** For the purpose of this Agreement, a job share Teacher shall be considered a part-time Teacher except as follows: compensation for the Teachers shall not exceed the prorated portion of each Teacher's contract.

**Section 3. Initializing a Job Share Position:** Teachers wishing to job share are to notify the Superintendent by March 1 of the preceding year. In order for the application to be approved, the requests are to be made by two Teachers who are currently employed as Teachers. The School District or its representative shall have final approval of job sharing positions.

**Section 4. Termination of Job Share Position:**

**Subd. 1.** The job share Teachers are to notify the Superintendent of their desire to terminate the job share position by March 1 of the preceding year.

**Subd. 2.** Upon evaluation the Superintendent may recommend discontinuance of the job share teaching position by April 1 of the preceding year.

**Article XVIII Grievance Procedure**

**Section 1. Grievance Definition:** A "grievance" will mean an allegation by the exclusive representative or a Teacher resulting in a dispute or disagreement between the Teacher/association and the School District as to the interpretation or application of terms and condition contained in the Agreement.

**Section 2. Representative:** The Teacher/association, administrator, or School District may be represented during any step of the procedure by any person or agent designated by such party to act in this behalf.

**Section 3. Definitions and Interpretations:**

**Subd. 1. Extension:** Time limits specified in this Agreement may be extended by mutual agreement.

**Subd. 2. Days:** Reference to days regarding time periods in this procedure will refer to working days. A working day is defined as all Teacher duty days. During the summer break period, a working day is defined as any weekday not designated as a holiday by the School District.

**Subd. 3. Computation of Time:** In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run will not be included. The last day of the period so computed will be counted, unless it is a Saturday, or a Sunday, a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, Sunday or a legal holiday.

**Subd. 4. Filing and Postmark:** The filing or service of any notice or document herein will be considered timely if it is personally served within the time period or if it bears a certified postmark of the U.S. Postal Service within the time period.

**Subd. 5. Decisions:** All decisions rendered, with the exception of decisions rendered at Level I of this grievance procedure, will be in writing setting forth the decisions and will be transmitted to all parties of interest and to the Union

**Section 4. Time Limitation and Waiver:** Grievances will not be valid unless the grievance is submitted in writing to the Teacher's immediate supervisor (principal or athletic director) setting forth the facts & the specific provision of the Agreement allegedly violated & the particular relief sought within 20 days after the date the event giving rise to the grievance occurred. Failure to file any grievance within such a period will be deemed a waiver thereof. Failure to appeal a grievance from 1 level to another within the time periods hereafter provided shall constitute a waiver of the grievance. An effort shall be made to resolve an alleged grievance informally between the Teacher & the Teacher's immediate supervisor.

**Section 5. Resolution of Grievance:** Any written grievance submitted will be with the consent of the Union. A teacher filing a written grievance without the consent of the Union will bear all costs of the grievance. Any decision on any grievance at any level without the presence of the Union will have no bearing on this Agreement nor will it set any precedent on this Agreement, or on any future grievance so filed with the consent of the Union. The School Board, the teacher, and the Union representative will attempt to adjust grievances that may arise during the course of employment of any teacher within the School District in the following manner.

**Subd. 1. Informal Discussions:** Before a written grievance is submitted, informal discussions will take place between the aggrieved party, the principal or supervisor and the Union representative. Through these discussions the parties will attempt to resolve the problem.

**Subd. 2 – Level I:** If the grievance is not resolved through informal discussions, the School District designee shall give a written decision on the grievance to the parties involved within five days after receipt of written grievance.

**Subd. 3 – Level II:** In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the Superintendent, provided such an appeal is made in writing within ten days after receipt of the decision in Level I. If a grievance is properly appealed to the Superintendent, the Superintendent or his/her designee shall set a time to meet regarding the grievance within ten days after receipt of the appeal. Within five days after the meeting, the Superintendent or his/her designee shall issue a decision in writing to the parties involved.

**Subd. 4 – Level III:** In the event the grievance is not resolved in Level II, the decision rendered may be appealed to the School District, provided such appeal is made in writing within five (5) days after receipt of the decision in Level II. If a grievance is properly appealed to the School District, the School District shall set a time to hear the grievance within fifteen (15) days after receipt of the appeal. Within fifteen days after the meeting, the School District will issue its decision in writing to the parties involved. At the option of the School District, a committee or representative of the board may be designated by the Board to hear the appeal at this level and report its findings and recommendations to the School District. The School District will then render its decision.

**Section 6. School District Review:** The School District reserves the right to review any decision issued under Level I or Level II of this procedure provided the School District or its representative notify the parties of its intention to review within ten days after the decision has been rendered. In the event the School District reviews a grievance under this section, the School District reserves the right to reserve or modify such decision.

**Section 7. Denial of Grievance:** Failure by the School District or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance, and the Teacher or exclusive representative may appeal it to the next level.

**Section 8. Arbitration Procedures:** In the event that the Teacher or exclusive representative and the School District are unable to resolve any grievance, the grievance may be submitted to arbitration as defined herein:

**Subd. 1. Request:** A request to submit a grievance to arbitration must be in writing signed by the aggrieved party, and such request must be filed in the Office of the Superintendent within ten days following the decision in Level III of the grievance procedure.

**Subd. 2. Selection of Arbitrator:** Upon the proper submission of a grievance under the terms of this procedure, the parties will, within ten (10) days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement is reached, either party may request, within twenty (20) days, a list of five neutral arbitrators from the Bureau of Mediation Services. The request will ask that the appointment be made within thirty (30) days after receipt of the request. Failure to agree upon the arbitrator or the failure to request an arbitrator from the Bureau of Mediation Services within the time periods provided herein will constitute a waiver of the grievance.

**Subd. 3. Hearing:** The grievance will be heard by a single arbitrator, & both parties may be represented by such person or persons as they may choose and designate, and the parties will have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator will be a hearing de novo. (De novo means: afresh, anew. Considering the matter anew, the same as if it had not been heard before and as if no decisions previously had been rendered.)

**Subd. 4. Decision:** The decision by the arbitrator shall be rendered within a time scheduled mutually agreed to. Decisions by the arbitrator in cases properly before him/her will be final and binding upon the parties.

**Subd. 5. Expense:** Each party will bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording will be made of the hearing at the request of either party. The parties will share equally fees and expenses of the arbitrator, the cost of the transcript or recording if requested by either or both parties, and other expenses which the parties mutually agree are necessary for the conduct of the arbitration.

**Subd. 6. Jurisdiction:** The arbitrator will have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator will not extend to proposed changes in terms and conditions of employment as defined herein and contained in this Agreement; nor will an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor will the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which will include but are not limited to such areas of discretion or policy as the functions and programs of the District, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, in its order, the arbitrator will give due consideration to the statutory rights and obligations of the School Board to manage efficiently and conduct its operation within the legal limitations surrounding the financing of such operations.

**Subd. 7 Duplication:** A party shall not institute a grievance action & a court action at the same time on the same action.

**Section 9. General:**

**Subd. 1. Reprisals:** No reprisals of any kind will be taken by the School Board or by any member of the administration against any aggrieved person, any representative of an aggrieved person, or any other participants in the grievance procedure by reason of such participation.

**Subd. 2. Teacher Rights:** Nothing herein will be construed to limit, impair or affect the right of any teacher, or group of teachers, as provided in state statutes.

## **Article XIX Staff Development**

**Section 1. Committee Selection:** The exclusive representative will be consulted in establishing the MACCRAY Staff Development Committee.

**Section 2. Training Reimbursement:** All expenses incurred for staff development training which is suggested/approved by the School District shall be paid by the School District. When the training is required by the School District, Teachers will be paid at a teacher's regular hourly rate of pay for training incurred during non-contract days and at a rate of teacher's regular hourly rate of pay for evening training commencing 6:00 p.m. or later. Payment will be made only for the scheduled hours of training.

**Section 3. Compensation for Professional Service:** Teachers who are presenting staff development training shall be paid at teacher's regular hourly rate of pay per hour for preparation and teacher's regular hourly rate of pay per hour per presentation. All preparations and presentation time shall be pre-approved by the staff development leader. Presentations which are part of required/normal job duties are excluded from professional service pay.

**Section 4. Peer Review:** Before any peer review is implemented in the School District, the criteria and procedure shall be by mutual agreement between the School District and the exclusive representative. Peer review shall include peer mentoring for probationary Teachers and peer coaching for tenured Teachers.

**Subd. 1. Definitions:** For the purpose of this Agreement, reviewer is a Teacher who is reviewing another. The reviewee is a Teacher being reviewed by another Teacher. Consult (from the State Law) shall be defined as; the reviewer shall state yes or no as to whether a peer review was completed. No judgments or opinions of a probationary or tenured Teacher shall be made by a reviewer to any administrator. The reviewer shall not use the reviewer's narrative in opposition to a disciplinary action taken by the School District.

**Section 5. Mentoring:** Teachers who serve as a mentor teacher facilitating first or second year teacher (as needed).; The mentoring teacher shall provide the principal with a compilation of activities and growth with the mentee and a claim form on or before June 5. The compilation of activities and growth must be approved by the building principal. Once approved, and in a June payroll, the mentor teacher shall receive a one-time stipend of \$500 per mentee. Mentor/Mentee pairing will be selected through principal/teacher decision making. Grade level and department will be considered in the pairing. This shall not be evaluative in nature.

## **Article XX Duration**

**Section 1. Terms and Reopening Negotiations:** This Agreement will remain in full force and effect for a period commencing upon the date of its execution through June 30, 2025, and thereafter until modifications are made. If the exclusive representative desires to modify or amend this Agreement commencing on July 1, 2023, it will give written notice of such intent no later than April 30, 2025.

**Section 2. Effect:** This Agreement constitutes the full and complete Agreement between the School District and the exclusive representative. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, School District polices, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

**Section 3. Finality:** Any matter relating to the current contract term, whether or not referred to in this Agreement, shall not be open for negotiations during the term of this Agreement. This contract is the final expression between the union and district and is not to be reopened during the term of the contract as per PELRA and MS 179A.20 Subdivision 3.

**Section 4. Severability:** The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstance is held invalid, it shall not affect any other provision of the Agreement or the application of any provision thereof.

## **Article XXI Extra-Curricular**

### **Section 1. Schedule of Salary Payments;**

**Subd. 1. Extra Curricular Duties with Two Pay Periods:** The first period for extra curricular duties shall be as follows:

Cross Country, Football, Girls Tennis Volleyball	½ Paid – September 15
BBB, GBB, Wrestling Cheerleader/Dance Team/Comp. squad	½ Paid – December 15

**Subd. 2. Final Payment for all Extra Curricular Activities:** The final payment for all extra-curricular activities will be paid after the end of the session or activity provided all assigned duties relative to the activity are completed and approved by the Activities Director. This will include extra-curricular assignments with one or two payments.

**Subd. 3. Extra-Curricular Duties with One Payment:** JH Athletics, Business Professionals of Am. Advisor, Class Advisors, Knowledge Bowl, ~~Letter Club~~, Math League, Mock Trial, 1 Act Play, Pep Band, Yearbook Club, Prom Advisor, Speech, Spelling Bee. 3 Act Play/Musical Advisors, Spring Play and any other extracurricular not listed in the 2 payment category.

**Subd. 4 Extra-curricular Sick Leave:** ~~Pay for extra-curricular duties may be deducted on a pro-rata basis from a teacher's extra-curricular contract if the teacher has an extended absence from duty (defined as missing six (6) or more consecutive duty assignments) and a substitute is hired. Deductions shall begin on the seventh day of the extended absence.~~

## **Article XXII Teacher on Special Assignment (TOSA):**

**Section 1. Definition:** The term “Teacher On Special Assignment” (TOSA) will be used to describe the reassignment of a currently employed teacher or the hiring of a licensed teacher applicant into a non-classroom assignment. Special assignment positions may exist in order to provide leadership or coordination for an educational program of the District. The District will require a current Minnesota teaching license in order to be employed under a TOSA agreement. Teachers in a TOSA position may be required to substitute, model or co-teach as needed by the District.

**Section 2. Posting:** The District will post TOSA positions on the District website and notify staff by email five (5) work days during the school year and at least fourteen (14) calendar days when school is not in session before closing the position.

**Section 3: Assignment.** The District shall have the sole authority to determine what teachers are hired for the TOSA positions.

**Section 4: Compensation.** A TOSA under this section shall continue to receive all compensations, fringe benefits and other contractual benefits. Due to the nature of the special assignment, additional time and/or compensation may be required at the staff development rate.

**Section 5: Seniority.** A TOSA shall continue to earn experience credit (seniority) as if he/she were regularly employed as a teacher in the District.

**Section 6: Reinstatement.** An individual returning to their teaching duty from a TOSA under this section shall be reinstated to the teaching assignment he/she held prior to the special assignment unless that position is no longer available. In that case, the teacher will be reassigned to a comparable position consistent with the teacher's licensure unless he/she was previously discharged or placed on unrequested leave of absence.

## **Article XXIII Meet and Confer**

The District has the obligation to meet and confer with staff to discuss policies and those matters relating to their employment not explicitly referenced in the master agreement. The District shall provide the facilities and set the time for such conferences to take place, and the meetings shall be held on the first Monday of each month. The agenda will be prepared and distributed one (1) week in advance by the Superintendent and will include all items submitted by the Union. The agenda shall also include all items submitted by the District.

The District shall not meet and negotiate or meet and confer with any staff member or group of staff members who are at the time designated as a member or part of an appropriate bargaining unit except through the Union.

## **Article XXIV Retirement Pay**

**Section 1. Terms:** Teachers who have completed at least 15 years of allowable service with the School District and who are at least fifty-five (55) years of age shall be eligible for retirement pay pursuant to the provisions of this article upon submission of a written resignation accepted by the school district.

**Section 2. Accumulated Sick Leave:** Eligible teachers, upon retirement, shall receive pay in the amount obtained by multiplying ten percent (10%) of the unused number of sick leave days, but in no event to exceed one hundred (100) days (850 hours), times the teacher's daily rate of pay in effect on the first date of the school year they retire.

**Section 3. Exclusions:** In applying these provisions, a teacher's daily rate of pay shall be the basic daily rate in effect on the first date of eligibility pursuant to Section 1 as provided in the basic salary schedule for the basic school year and shall not include any additional compensation for extracurricular activities, extended employment, or other extra compensation.



**Schedule A  
2023-2024 Base Pay**

BA	BA +15	BA +30	BA +45	MA/BA +60	MA + 15	MA +30
<b>42,250</b>	<b>43,690</b>	<b>45,130</b>	<b>46,570</b>	<b>48,010</b>	<b>49,450</b>	<b>50,890</b>

1. The above line would be the minimum starting rate for a person hired for the 2023-2024 school year.
2. The Salary increase for all certified staff in **23-24 is Years 1-2, \$2400, Years 3-5 \$2600, Year 6-9 \$2800, Year 10-14 \$3400, Year 15-18 \$4200, Year 19-24 \$5100, Year 25+ \$5400**
3. Lane changes will be figured by adding an additional \$1,440 to the teacher's base salary per lane change.
4. Certified staff that are newly hired (during the 2023-24 school year) will have a salary adjustment up to match the new base pay.( \$0)

**Schedule B  
2024-2025 Base Pay**

BA	BA +15	BA +30	BA +45	MA/BA +60	MA + 15	MA +30
<b>43,000</b>	<b>44,440</b>	<b>45,880</b>	<b>47,320</b>	<b>48,760</b>	<b>50,200</b>	<b>51,640</b>

1. The above line would be the minimum starting rate for a person hired for the 2024-2025 school year.
2. The Salary increase for all certified staff in **24-25 is Years 1-2, \$1800, Years 3-5 \$1900, Year 6-9 \$2100, Year 10-14 \$2500 Year 15-18 \$3100, Year 19-24 \$3900, Year 25+ \$4150**
3. Lane changes will be figured by adding an additional \$1,440 to the teacher's base salary per lane change.

**Schedules C and D**

Extra Curricular Schedules	2023-2024						2024-2025					
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Head Coach: FB, VB, WR, BBB, GBB, Dance Team	5261	5395	5532	5673	5817	5967	5419	5557	5698	5843	5992	6146
Head Coach: Softball, Track, Baseball	4694	4814	4937	5063	5191	5324	4835	4958	5085	5215	5347	5484
Head Coach: Tennis, Golf, Cross Country, Asst/JV/9th Coach: FB, VB, WR, BBB, GBB, Dance Team, Head Coach Musical (2)	4133	4238	4346	4456	4571	4687	4257	4365	4476	4590	4708	4828
Assistant Coach: Softball, Track, Baseball	3380	3464	3554	3644	3738	3831	3481	3568	3661	3753	3850	3946
Assistant Coach: Tennis, Cross Country, Golf	2817	2889	2963	3039	3115	3196	2902	2976	3052	3130	3208	3292
Jr. High Coaches: FB, VB, GBB, BBB, Baseball, Softball, Track, Tennis, Golf, Wrestling	2256	2313	2372	2434	2495	2558	2324	2382	2443	2507	2570	2635
Pepband	2630	2697	2766	2836	2910	2983	2709	2778	2849	2921	2997	3072
Knowledge Bowl, One Act Director, Spring Play Director, Assistant Musical*	2071	2124	2179	2234	2291	2349	2133	2188	2244	2301	2360	2419
Prom, Math League, Marching Band/Drumline (1)	1503	1540	1579	1620	1660	1703	1548	1586	1626	1669	1710	1754
Jazz Band, JR/SR Class Supervisors**, NHS, BPA, <b>Yearbook</b>	940	964	989	1013	1040	1067	968	993	1019	1043	1071	1099
HS Student Council, MS Student Council	563	576	589	605	621	637	580	593	607	623	640	656
Spelling Bee, <b>Middle School Student Council</b>	273	279	286	294	301	309	281	287	295	303	310	318

Supervision of Events (unless extended event): **\$75** per event

Compensation for Music Teacher directly involved with Graduation or Coronation events - **\$35** per event.

Attending Director at MSHSL music/arts contests - compensated **\$100/day**.

Behind the Wheel Drivers Ed @ **\$27/hr**

College level class teacher: \$500 per semester

Concession Supervisor **\$85** per event

Weight Training Coach: Fall Season \$750, Winter Season \$1500, Spring Season \$750.

\* Musical assistants like props coordinator, vocal coach, etc

\*\* These supervisors split the pay equally.