

MACCRAY ISD 2180
Clara City, MN 56222
MACCRAY Board Room
Monday, Oct. 14, 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 Accept Donation of \$200 from Off-Center Tavern/Dover Firefighter’s Relief Assn.
 - 5.4 Accept Donation of \$222.56 from Coborn’s Inc. More Rewards Program.
 - 5.5 Approve Employment Agreement with Paraprofessional - J. Eieta.
 - 5.6 Accept Donation of Baby Grand Piano.
 - 5.7 Approve Employment Agreement with Paraprofessional - K. Nilsen
 - 5.8 Accept resignation of paraprofessional - J. Roelofs
 - 5.9 Approve the following coaches/advisors:
 - Boys Basketball: Lucas Post - Head Varsity
 - Trent Carlson - JV
 - Open - C
 - Jesse Westbrook - JH
 - Tyler Anderson - JH
 - Girls Basketball: Shaun Condon - Head Varsity
 - Bryce Olson - JV
 - Dana Johnson - C
 - Undecided - JH
 - Undecided - JH
 - Dance: Janie Albertson - Head Varsity
 - Angelina Morris - Volunteer
 - Wrestling: RJ Hogrefe - MACCRAY Coach
 - Prom: Jasmine Goblish
 - Knowledge Bowl: Seth Falk
 - Math League: Bryce Olson
 - BPA: Rhonda Pieper
 - Winter Weight Room: Cole Christopher/TBD
 - One Act Play: Jennifer Wassenaar & Crystal Donner
 - Spelling Bee: Laura Bristle
 - Musical Assistant: Bonnie Kluver

6.0 Communication Report

6.1 Administrative Reports

- 6.1.1 Jim Trulock, AD
- 6.1.2 Todd Bertram, Elementary Principal
- 6.1.3 Judd Wheatley, MS/HS Principal
- 6.1.4 Josh Austad, Superintendent

6.2 Committee Reports

6.3 Board Discussion

7.0 Business items – Action Required

- 7.1 Adopt Policy 506 - Student Discipline
- 7.2 Adopt Policy 611 - Homeschooling

8.0 Upcoming Meetings

- 8.1 Regular Board Meeting, Tuesday, Nov. 12, MACCRAY Board Room, 6pm.
- 8.2 Truth-in-Taxation, Monday, Dec. 9, MACCRAY Board Room, 6pm.
- 8.3 Regular Board Meeting, Monday, Dec. 9, MACCRAY Board Room, following TNT at 6pm.

9.0 Adjournment

**Minutes of the Board of Education
Independent School District #2180
Regular Meeting #3
Monday, Sept. 9, 2024, 6:00 PM
MACCRAY Board Room**

Members Present: Julie Alsum, Debi Brandt, Mark Kasella, John Hagemeyer, Carmel Thein.

Others Present: Josh Austad, Superintendent; Judd Wheatley, MS/HS Principal; Todd Bertram, Elem. Principal; Kim Sandry, Business Manager; Jesse Westbrook, Tech Director; Denise Smith, CER; Billie Jo Rassat, Clara City Herald .

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

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

Public Comment: none

Approval of Consent Agenda:

Motion by Kasella, second by Hagemeyer, to approve the consent agenda.

Motion carried by unanimous vote.

Adoption of Minutes

Approve payment of bills and financial records.

Approve C-Team Volleyball Coach - C. Orwick

Approve additional JH Football Coach - RJ Hogrefe.

Approve FMLA - H. Blanchette

Communications Reports:

Denise Smith – CER

Judd Wheatley: MS/HS update

Todd Bertram: Elementary update

Josh Austad: District update.

Business Items:

Motion by Thein, second by Alsum, to certify the 24 Payable 25 Levy for the maximum amount. Motion carried by unanimous vote.

Motion by Brant, second by Hagemeyer, to adopt the Resolution for NFHS Grant for AED's.

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

Against: none

Resolution passed and adopted.

Meetings and Workshops:

Regular Board Meeting, Monday, Oct. 14, MACCRAY Board Room, 6pm

Regular Board Meeting, Tuesday, Nov. 12, MACCRAY Board Room, 6pm.

Truth-In-Taxation, Monday Dec. 9, MACCRAY Board Room, 6pm, followed by regular board meeting.

Adjournment of Meeting

Motion by Thein, second by Kasella, for adjournment. Motion carried by unanimous vote. Meeting adjourned at 6:34 pm.

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	Pay/Void		Amount
											Void	Date	
BND2		61474	5589	Check	1	2854	CORY'S HOMETOWN ELECTRIC	Ind/Sole Proprietor	Yes	No	No	09/13/2024	69,937.14
BND2		61476	5590	Check	1	5381	FieldTurf USA, Inc.	C Corporation	Yes	No	No	09/13/2024	90,611.19
BND2		61475	5591	Check	1	4559	ICS Consulting, LLC - 138006	S Corporation	Yes	No	No	09/13/2024	90,614.45
BND2		61477	5592	Check	1	5431	Peterson Companies, Inc.	C Corporation	Yes	No	No	09/13/2024	292,285.12
BND2		61543	5593	Check	1	5381	FieldTurf USA, Inc.	C Corporation	Yes	No	No	09/18/2024	24,653.00
Bank Total:													\$568,100.90
Pay		61531		Wire	1	00867	PERA		No	No	No	09/17/2024	7,522.14
Pay		61532		Wire	1	00868	MN Teachers Retirement Assoc.		No	No	No	09/17/2024	34,805.44
Pay		61533		Wire	1	2181	Aviben	C Corporation	No	No	No	09/17/2024	11,890.24
Pay		61534		Wire	1	2385	MN Department of Revenue		No	No	No	09/17/2024	8,954.72
Pay		61535		Wire	1	2875	Internal Revenue Service		No	No	No	09/17/2024	59,121.78
Pay		61536		Wire	1	2985	Aviben FLEX		No	No	No	09/17/2024	2,521.21
Pay		61384	60249	Check	1	2985	Aviben FLEX		Yes	No	No	09/03/2024	133.09
Pay		61383	60250	Check	1	00105	Hillyard / Hutchinson	C Corporation	Yes	No	No	09/03/2024	182.20
Pay		61387	60251	Check	1	4476	Loe, Daniel	Ind/Sole Proprietor	Yes	No	No	09/03/2024	135.00
Pay		61386	60252	Check	1	4066	University of Oregon		Yes	No	No	09/03/2024	400.00
Pay		61385	60253	Check	1	3425	Wesely, Robert	Ind/Sole Proprietor	Yes	No	No	09/03/2024	135.00
Pay		61397	60254	Check	1	4767	3B Vineyard		Yes	No	No	09/04/2024	412.50
Pay		61388	60255	Check	1	00046	Clara City Herald	S Corporation	Yes	No	No	09/04/2024	264.75
Pay		61389	60256	Check	1	00048	Clara City Telephone Company	C Corporation	Yes	No	No	09/04/2024	437.64
Pay		61392	60257	Check	1	2854	CORY'S HOMETOWN ELECTRIC	Ind/Sole Proprietor	Yes	No	No	09/04/2024	1,245.37
Pay		61391	60258	Check	1	01932	Daktronics, INC	C Corporation	Yes	No	Yes	09/04/2024	0.00
Pay		61399	60259	Check	1	5039	Donner's Garage Inc	S Corporation	Yes	No	No	09/04/2024	456.85
Pay		61400	60260	Check	1	5239	Gueningsman, Rachel		Yes	No	No	09/04/2024	13.56
Pay		61398	60261	Check	1	4831	Huntington Public Capital Corp	C Corporation	Yes	No	No	09/04/2024	52,700.01
Pay		61395	60262	Check	1	4407	Midwest Special Instrument Corp	C Corporation	Yes	No	No	09/04/2024	1,419.00
Pay		61396	60263	Check	1	4553	Nordic Solar HoldCo Phase 2, LLC	LLC - Partnership	Yes	No	No	09/04/2024	11,159.49
Pay		61390	60264	Check	1	00763	Pan-O-Gold Baking Company	C Corporation	Yes	No	No	09/04/2024	284.20
Pay		61393	60265	Check	1	2943	Sweep Hardware	Ind/Sole Proprietor	Yes	No	No	09/04/2024	256.90
Pay		61394	60266	Check	1	3552	West Central Conference		Yes	No	No	09/04/2024	450.00
Pay		61402	60267	Check	1	00044	City of Clara City		Yes	No	No	09/04/2024	723.72
Pay		61403	60268	Check	1	01932	Daktronics, INC	C Corporation	Yes	No	Yes	09/04/2024	0.00
Pay		61404	60269	Check	1	4988	Wassenaar, Jennifer		Yes	No	No	09/04/2024	24.70
Pay		61405	60270	Check	1	5396	Austad, Josh		Yes	No	No	09/04/2024	43.80
Pay		61407	60271	Check	1	01932	Daktronics, INC	C Corporation	Yes	No	No	09/04/2024	16,000.00
Pay		61417	60272	Check	1	4016	Almich's Market	S Corporation	Yes	No	No	09/05/2024	41.52
Pay		61410	60273	Check	1	1680	BSN Sports, LLC	C Corporation	Yes	No	No	09/05/2024	34.99
Pay		61412	60274	Check	1	2512	Decker Equipment		Yes	No	No	09/05/2024	788.21

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		61415	60275	Check	1	3595	Dripps, Jackie	Ind/Sole Proprietor	Yes	No	No	09/05/2024	135.00
Pay		61409	60276	Check	1	00105	Hillyard / Hutchinson	C Corporation	Yes	No	No	09/05/2024	299.71
Pay		61416	60277	Check	1	3614	Petrich, Steve		Yes	No	No	09/05/2024	65.00
Pay		61411	60278	Check	1	1718	SCHILLER, CLINT	Ind/Sole Proprietor	Yes	No	No	09/05/2024	135.00
Pay		61413	60279	Check	1	2766	Shackelford, Rick		Yes	No	No	09/05/2024	65.00
Pay		61414	60280	Check	1	3398	Tanner, Tim		Yes	No	No	09/05/2024	65.00
Pay		61418	60281	Check	1	2359	Amazon Capital Services		Yes	No	No	09/05/2024	4,692.40
Pay		61427	60282	Check	1	5084	BROUWER, EILEEN	Ind/Sole Proprietor	Yes	No	No	09/05/2024	200.00
Pay		61422	60283	Check	1	1680	BSN Sports, LLC	C Corporation	Yes	No	No	09/05/2024	379.98
Pay		61424	60284	Check	1	2795	Creative Details	Ind/Sole Proprietor	Yes	No	No	09/05/2024	400.00
Pay		61421	60285	Check	1	1275	Cronen, Carrie		Yes	No	No	09/05/2024	38.64
Pay		61423	60286	Check	1	1762	Donners Crossroads Truckstop	S Corporation	Yes	No	No	09/05/2024	28.07
Pay		61425	60287	Check	1	3032	MN Bureau of Criminal Apprehension		Yes	No	No	09/05/2024	15.00
Pay		61426	60288	Check	1	3538	MSHSL		Yes	No	No	09/05/2024	1,150.00
Pay		61420	60289	Check	1	00701	Southside Lumber	C Corporation	Yes	No	No	09/05/2024	283.80
Pay		61428	60290	Check	1	5153	Stony Creek Dairy	Ind/Sole Proprietor	Yes	No	No	09/05/2024	639.92
Pay		61433	60291	Check	1	4853	Digi-Key Electronics	S Corporation	Yes	No	No	09/06/2024	96.42
Pay		61431	60292	Check	1	3962	Indianhead Foodservice Distributor	S Corporation	Yes	No	No	09/06/2024	1,019.31
Pay		61432	60293	Check	1	3987	Sarlettes Music	Ind/Sole Proprietor	Yes	No	No	09/06/2024	1,015.75
Pay		61436	60294	Check	1	00650	Prinsburg Farmers Coop	C Corporation	Yes	No	No	09/06/2024	36.57
Pay		61435	60295	Check	1	00308	SW & WC Service Cooperative		Yes	No	No	09/06/2024	2,028.50
Pay		61441	60296	Check	1	5135	CherryRoad Media, Inc		Yes	No	No	09/09/2024	182.50
Pay		61440	60297	Check	1	3886	GRANITE FALLS OFFICIAL ASSOC.	Ind/Sole Proprietor	Yes	No	No	09/09/2024	65.00
Pay		61439	60298	Check	1	3614	Petrich, Steve		Yes	No	No	09/09/2024	65.00
Pay		61442	60299	Check	1	5395	Schultz, Ryan	Ind/Sole Proprietor	Yes	No	No	09/09/2024	65.00
Pay		61438	60300	Check	1	3398	Tanner, Tim		Yes	No	No	09/09/2024	65.00
Pay		61444	60301	Check	1	00077	Farmers Coop Oil Co.	C Corporation	Yes	No	No	09/09/2024	67.42
Pay		61448	60302	Check	1	5171	Follett Content Solutions, LLC	Partnership	Yes	No	No	09/09/2024	2,638.10
Pay		61447	60303	Check	1	4460	Jeffers Foundation		Yes	No	No	09/09/2024	758.80
Pay		61446	60304	Check	1	4233	McGraw-Hill Education	C Corporation	Yes	No	No	09/09/2024	52.92
Pay		61445	60305	Check	1	3961	New Dominion School		Yes	No	No	09/09/2024	1,722.55
Pay		61449	60306	Check	1	00105	Hillyard / Hutchinson	C Corporation	Yes	No	No	09/10/2024	611.09
Pay		61451	60307	Check	1	2767	Marcus, Mary		Yes	No	No	09/10/2024	29.98
Pay		61450	60308	Check	1	00763	Pan-O-Gold Baking Company	C Corporation	Yes	No	No	09/10/2024	108.90
Pay		61452	60309	Check	1	3297	Wohlman, Julie		Yes	No	No	09/10/2024	316.84
Pay		61453	60310	Check	1	4614	Wabasso Public School		Yes	No	No	09/10/2024	150.00
Pay		61456	60311	Check	1	5469	Benton-Stearns Ed District		Yes	No	Yes	09/10/2024	1,352.64
Pay		61456	60311	Check	1	5469	Benton-Stearns Ed District		Yes	No	Yes	09/20/2024	(1,352.64)
Pay		61455	60312	Check	1	3988	Forum Communications Company	C Corporation	Yes	No	No	09/10/2024	708.00

Ind. School District #2180

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Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Amount
									Print	Recon	Void Date	
Pay		61454	60313	Check	1	3266	MN State High School Math League		Yes	No	No 09/10/2024	600.00
Pay		61459	60314	Check	1	4018	Dist. 2904		Yes	No	No 09/10/2024	90.00
Pay		61460	60315	Check	1	5166	GreatAmerica Financial Svcs.		Yes	No	No 09/10/2024	441.45
Pay		61457	60316	Check	1	1936	Palmer Bus Service, Inc	C Corporation	Yes	No	No 09/10/2024	78,332.46
Pay		61458	60317	Check	1	3891	SNDM		Yes	No	No 09/10/2024	100.00
Pay		61463	60318	Check	1	5171	Follett Content Solutions, LLC	Partnership	Yes	No	No 09/11/2024	241.62
Pay		61464	60319	Check	1	5457	Riddell All American Sports		Yes	No	No 09/11/2024	2,629.95
Pay		61471	60320	Check	1	5235	Blue Cross Blue Shield of Minnesota		Yes	No	No 09/12/2024	79,471.48
Pay		61472	60321	Check	1	5354	Brown, Serena	Ind/Sole Proprietor	Yes	No	No 09/12/2024	135.00
Pay		61468	60322	Check	1	3592	Dooley's Natural Gas	C Corporation	Yes	No	No 09/12/2024	5,269.30
Pay		61469	60323	Check	1	3962	Indianhead Foodservice Distributor	S Corporation	Yes	No	No 09/12/2024	3,661.81
Pay		61467	60324	Check	1	2126	Menards - Willmar	S Corporation	Yes	No	No 09/12/2024	90.04
Pay		61470	60325	Check	1	4813	Pennie-Roy, Heather	Ind/Sole Proprietor	Yes	No	No 09/12/2024	135.00
Pay		61473	60326	Check	1	5457	Riddell All American Sports		Yes	No	No 09/12/2024	796.18
Pay		61466	60327	Check	1	00844	West Central Sanitation, Inc.	C Corporation	Yes	No	No 09/12/2024	1,452.87
Pay		61488	60328	Check	1	4794	ANDERSON, JEREMY	Ind/Sole Proprietor	Yes	No	No 09/13/2024	130.00
Pay		61487	60329	Check	1	3805	Belseth, Bruce	Ind/Sole Proprietor	Yes	No	No 09/13/2024	130.00
Pay		61483	60330	Check	1	1680	BSN Sports, LLC	C Corporation	Yes	No	No 09/13/2024	979.82
Pay		61485	60331	Check	1	3311	J.W. Pepper & Son, Inc.	C Corporation	Yes	No	No 09/13/2024	100.99
Pay		61489	60332	Check	1	4796	Johnson, Jesse	Ind/Sole Proprietor	Yes	No	No 09/13/2024	130.00
Pay		61491	60333	Check	1	5472	Larsen, Aaron	Ind/Sole Proprietor	Yes	No	No 09/13/2024	130.00
Pay		61490	60334	Check	1	4944	Lloyd, Michael	Ind/Sole Proprietor	Yes	No	No 09/13/2024	130.00
Pay		61484	60335	Check	1	3033	LQPV Schools		Yes	No	No 09/13/2024	120.00
Pay		61486	60336	Check	1	3498	New London Spicer School		Yes	No	No 09/13/2024	125.00
Pay		61494	60337	Check	1	2930	Condon, Stephanie		Yes	No	No 09/13/2024	18.00
Pay		61495	60338	Check	1	5452	Epic Sports	S Corporation	Yes	No	No 09/13/2024	285.27
Pay		61496	60339	Check	1	4652	3P Learning Inc.	C Corporation	Yes	No	No 09/13/2024	1,600.00
Pay		61505	60340	Check	1	2450	Brothers Fire & Security	C Corporation	Yes	No	No 09/16/2024	804.71
Pay		61501	60341	Check	1	1680	BSN Sports, LLC	C Corporation	Yes	No	No 09/16/2024	905.74
Pay		61506	60342	Check	1	4194	Drex-mart	S Corporation	Yes	No	No 09/16/2024	155.25
Pay		61498	60343	Check	1	00179	Ecolab Pest Elimination Division	C Corporation	Yes	No	No 09/16/2024	475.00
Pay		61510	60344	Check	1	5238	Ellingson Plumbing & Heating	C Corporation	Yes	No	No 09/16/2024	733.75
Pay		61503	60345	Check	1	2164	Innovative Office Solutions	LLC - Partnership	Yes	No	No 09/16/2024	730.80
Pay		61509	60346	Check	1	4756	Kesler Science, LLC	S Corporation	Yes	No	No 09/16/2024	1,047.00
Pay		61508	60347	Check	1	4454	MASC		Yes	No	No 09/16/2024	85.00
Pay		61502	60348	Check	1	2126	Menards - Willmar	S Corporation	Yes	No	No 09/16/2024	331.00
Pay		61504	60349	Check	1	2407	MRVED		Yes	No	No 09/16/2024	13,750.00
Pay		61500	60350	Check	1	01195	RE S & S Worldwide, Inc.		Yes	No	No 09/16/2024	418.51
Pay		61507	60351	Check	1	4222	Sherwin-Williams		Yes	No	No 09/16/2024	53.50

Ind. School District #2180

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void				Amount
									Print	Recon	Void	Date	
Pay		61499	60352	Check	1	00457	Torkelson's Lock Service	LLC - Partnership	Yes	No	No	09/16/2024	222.00
Pay		61511	60353	Check	1	5473	Toutges Masonry, LLC		Yes	No	No	09/16/2024	20,950.00
Pay		61512	60354	Check	1	3280	Guertin, Dave		Yes	No	No	09/17/2024	130.00
Pay		61514	60355	Check	1	3614	Petrich, Steve		Yes	No	No	09/17/2024	130.00
Pay		61513	60356	Check	1	3398	Tanner, Tim		Yes	No	No	09/17/2024	130.00
Pay		61515	60357	Check	1	5470	Wayside Publishing		Yes	No	No	09/17/2024	205.10
Pay		61520	60358	Check	1	1680	BSN Sports, LLC	C Corporation	Yes	No	No	09/17/2024	444.93
Pay		61518	60359	Check	1	01432	Chappell Central, Inc.	S Corporation	Yes	No	No	09/17/2024	2,472.79
Pay		61521	60360	Check	1	5166	GreatAmerica Financial Svcs.		Yes	No	No	09/17/2024	2,850.42
Pay		61519	60361	Check	1	01758	Mittyng Electric & Refrig., Inc	S Corporation	Yes	No	No	09/17/2024	1,139.00
Pay		61517	60362	Check	1	00403	Rustad Bus Service	C Corporation	Yes	No	No	09/17/2024	855.00
Pay		61523	60363	Check	1	00528	Bremer Bank		Yes	No	No	09/17/2024	270.00
Pay		61525	60364	Check	1	1039	Citizens Alliance Bank		Yes	No	No	09/17/2024	1,821.44
Pay		61529	60365	Check	1	4802	Colonial Life		Yes	No	No	09/17/2024	1,057.62
Pay		61528	60366	Check	1	4594	Kensington Bank		Yes	No	No	09/17/2024	300.00
Pay		61526	60367	Check	1	3402	Lake Region Bank		Yes	No	No	09/17/2024	100.00
Pay		61527	60368	Check	1	4043	MN Child Support Center		Yes	No	No	09/17/2024	58.00
Pay		61524	60369	Check	1	00881	NCPERS Group Life Ins. c/o Member Ber		Yes	No	No	09/17/2024	8.00
Pay		61522	60370	Check	1	00023	UNUM Life Insurance Company		Yes	No	No	09/17/2024	187.74
Pay		61538	60371	Check	1	2126	Menards - Willmar	S Corporation	Yes	No	No	09/18/2024	246.57
Pay		61537	60372	Check	1	2052	MESPA		Yes	No	No	09/18/2024	175.00
Pay		61539	60373	Check	1	4245	Wheatley, Judd		Yes	No	No	09/18/2024	24.79
Pay		61542	60374	Check	1	4853	Digi-Key Electronics	S Corporation	Yes	No	No	09/18/2024	51.93
Pay		61541	60375	Check	1	1003	Tensen, Edith		Yes	No	No	09/18/2024	55.22
Pay		61544	60376	Check	1	4233	MCGraw-Hill Education	C Corporation	Yes	No	No	09/18/2024	1,085.37
Pay		61545	60377	Check	1	3032	MN Bureau of Criminal Apprehension		Yes	No	No	09/18/2024	15.00
Pay		61547	60378	Check	1	3962	Indianhead Foodservice Distributor	S Corporation	Yes	No	No	09/18/2024	5,144.08
Pay		61546	60379	Check	1	00763	Pan-O-Gold Baking Company	C Corporation	Yes	No	No	09/18/2024	128.10
Pay		61552	60380	Check	1	3295	Department of Human Service		Yes	No	No	09/19/2024	176.00
Pay		61549	60381	Check	1	00105	Hillyard / Hutchinson	C Corporation	Yes	No	No	09/19/2024	1,994.75
Pay		61551	60382	Check	1	1121	KMS ISD #775		Yes	No	No	09/19/2024	100.00
Pay		61550	60383	Check	1	00457	Torkelson's Lock Service	LLC - Partnership	Yes	No	No	09/19/2024	142.50
Pay		61553	60384	Check	1	3297	Wohlman, Julie		Yes	No	No	09/19/2024	39.01
Pay		61555	60385	Check	1	3821	Erbes, Wayne	Ind/Sole Proprietor	Yes	No	No	09/20/2024	130.00
Pay		61557	60386	Check	1	3825	Fury, Jerry	Ind/Sole Proprietor	Yes	No	No	09/20/2024	130.00
Pay		61558	60387	Check	1	4633	Kaczmarek, Gary		Yes	No	No	09/20/2024	130.00
Pay		61556	60388	Check	1	3823	Lustfield, Bob	Ind/Sole Proprietor	Yes	No	No	09/20/2024	130.00
Pay		61559	60389	Check	1	5474	Sellner, Mason	Ind/Sole Proprietor	Yes	No	No	09/20/2024	130.00
Pay		61560	60390	Check	1	3684	Amaze'n Farmyard	LLC - Partnership	Yes	No	No	09/20/2024	344.00

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		61561	60391	Check	1	4233	McGraw-Hill Education	C Corporation	Yes	No	No	09/20/2024	1,550.94
Pay		61563	60392	Check	1	2126	Menards - Willmar	S Corporation	Yes	No	No	09/23/2024	17.16
Pay		61562	60393	Check	1	00905	Trulock, James		Yes	No	No	09/23/2024	32.07
Pay		61566	60394	Check	1	01432	Chappell Central, Inc.	S Corporation	Yes	No	No	09/24/2024	3,233.65
Pay		61570	60395	Check	1	3886	GRANITE FALLS OFFICIAL ASSOC.	Ind/Sole Proprietor	Yes	No	Yes	09/24/2024	0.00
Pay		61569	60396	Check	1	3614	Petrich, Steve		Yes	No	Yes	09/24/2024	0.00
Pay		61568	60397	Check	1	3398	Tanner, Tim		Yes	No	Yes	09/24/2024	0.00
Pay		61567	60398	Check	1	01768	Yellow Medicine East Schools		Yes	No	No	09/24/2024	80.00
Pay		61571	60399	Check	1	00258	Willmar Public Schools		Yes	No	No	09/24/2024	13,784.64
Pay		61574	60400	Check	1	00105	Hillyard / Hutchinson	C Corporation	Yes	No	No	09/24/2024	143.93
Pay		61575	60401	Check	1	4326	Kennedy & Graven, Chartered	C Corporation	Yes	No	No	09/24/2024	625.00
Pay		61579	60402	Check	1	3886	GRANITE FALLS OFFICIAL ASSOC.	Ind/Sole Proprietor	Yes	No	No	09/24/2024	97.50
Pay		61576	60403	Check	1	3277	Minneota Public School		Yes	No	No	09/24/2024	100.00
Pay		61580	60404	Check	1	5429	Mohawk USA, LLC	LLC - S Corp	Yes	No	No	09/24/2024	4,033.98
Pay		61578	60405	Check	1	3614	Petrich, Steve		Yes	No	Yes	09/24/2024	0.00
Pay		61577	60406	Check	1	3398	Tanner, Tim		Yes	No	Yes	09/24/2024	0.00
Pay		61582	60407	Check	1	3614	Petrich, Steve		Yes	No	No	09/24/2024	97.50
Pay		61581	60408	Check	1	3398	Tanner, Tim		Yes	No	No	09/24/2024	97.50
Pay		61584	60409	Check	1	00763	Pan-O-Gold Baking Company	C Corporation	Yes	No	No	09/25/2024	123.60
Pay		61586	60410	Check	1	5302	Bonnema Excavating		Yes	No	No	09/25/2024	8,840.00
Pay		61585	60411	Check	1	2651	School Health Corporation		Yes	No	No	09/25/2024	2,261.99
Pay		61588	60412	Check	1	4240	Hanson, Mary	Ind/Sole Proprietor	Yes	No	Yes	09/26/2024	135.00
Pay		61588	60412	Check	1	4240	Hanson, Mary	Ind/Sole Proprietor	Yes	No	Yes	09/27/2024	(135.00)
Pay		61587	60413	Check	1	3962	Indianhead Foodservice Distributor	S Corporation	Yes	No	No	09/26/2024	8,413.13
Pay		61589	60414	Check	1	4855	Stokes, Mick	Ind/Sole Proprietor	Yes	No	No	09/26/2024	135.00
Pay		61594	60415	Check	1	4234	Clean Site LLC		Yes	No	No	09/27/2024	100.00
Pay		61595	60416	Check	1	4951	Henjum, Brianna	Ind/Sole Proprietor	Yes	No	No	09/27/2024	135.00
Pay		61592	60417	Check	1	2347	Rochester Telecom Systems	S Corporation	Yes	No	No	09/27/2024	92.17
Pay		61593	60418	Check	1	2923	VISA - CABank		Yes	No	No	09/27/2024	5,094.40
Pay		61596	60419	Check	1	4234	Clean Site LLC		Yes	No	No	09/27/2024	990.00
Pay		61597	60420	Check	1	5475	Rustic Acres Inc.	C Corporation	Yes	No	No	09/27/2024	168.00
Pay		61598	60421	Check	1	4440	Reszel, Al		Yes	No	No	09/27/2024	149.54
Pay		61602	60422	Check	1	4473	Asche, Mary	Ind/Sole Proprietor	Yes	No	No	09/30/2024	135.00
Pay		61600	60423	Check	1	3595	Dripps, Jackie	Ind/Sole Proprietor	Yes	No	No	09/30/2024	135.00
Pay		61599	60424	Check	1	00164	Montevideo Public Schools		Yes	No	No	09/30/2024	100.00
Pay		61603	60425	Check	1	5476	Rivera, Cassandra		Yes	No	No	09/30/2024	6.41
Pay		61604	60426	Check	1	5477	Greta Grosch	Other	Yes	No	No	09/30/2024	3,000.00
Pay		61601	60427	Check	1	4242	Turbo Turf, LLC		Yes	No	No	09/30/2024	123.07
Pay		61605	60428	Check	1	00048	Clara City Telephone Company	C Corporation	Yes	No	No	09/30/2024	43.63

Ind. School District #2180
Exp Summary - Fd, Pro Series
Period Ending September 30, 2024

Sequence: Fd, Pro

		25ORIG					% YTD	Remaining
Description		Annual Budget	Period 202503	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General							
	000 Administration	801,022.00	61,671.48	158,468.26	20%	0.00	20%	642,553.74
	100 District Support Services	374,850.00	24,635.99	83,745.06	22%	0.00	22%	291,104.94
	200 Elem & Secondary Regular Instr	4,765,053.00	366,299.32	554,350.61	12%	1,146.97	12%	4,209,555.42
	300 Vocational Education Instr	301,604.00	44,605.30	47,876.68	16%	0.00	16%	253,727.32
	400 Special Education Instr	2,060,124.00	148,535.73	205,525.78	10%	7,553.82	10%	1,847,044.40
	600 Instructional Support Services	528,120.00	48,295.59	165,160.64	31%	1,473.37	32%	361,485.99
	700 Pupil Support Services	1,274,197.00	102,123.38	111,080.97	9%	0.00	9%	1,163,116.03
	800 Sites & Buildings	435,300.00	86,532.36	179,083.25	41%	0.00	41%	256,216.75
	900 Fiscal & Other Fixed Costs	105,000.00	0.00	42,547.00	41%	0.00	41%	62,453.00
01	General	10,645,270.00	882,699.15	1,547,838.25	15%	10,174.16	15%	9,087,257.59
02	Food Service							
	700 Pupil Support Services	562,430.00	44,429.07	83,153.30	15%	26,542.79	20%	452,733.91
02	Food Service	562,430.00	44,429.07	83,153.30	15%	26,542.79	20%	452,733.91
04	Community Service							
	500 Community Ed & Services	655,924.00	46,573.59	88,991.57	14%	401.56	14%	566,530.87
04	Community Service	655,924.00	46,573.59	88,991.57	14%	401.56	14%	566,530.87
05	Capital Outlay							
	200 Elem & Secondary Regular Instr	22,500.00	10,730.80	23,027.33	102%	0.00	102%	(527.33)
	800 Sites & Buildings	192,006.00	73,594.91	154,771.31	81%	0.00	81%	37,234.69
05	Capital Outlay	214,506.00	84,325.71	177,798.64	83%	0.00	83%	36,707.36
07	Debt Redemption							
	900 Fiscal & Other Fixed Costs	3,292,512.00	0.00	495,416.25	15%	0.00	15%	2,797,095.75
07	Debt Redemption	3,292,512.00	0.00	495,416.25	15%	0.00	15%	2,797,095.75
21	Student Activity							
	200 Elem & Secondary Regular Instr	0.00	28,386.44	38,944.24	0%	792.15	0%	(39,736.39)
21	Student Activity	0.00	28,386.44	38,944.24	0%	792.15	0%	(39,736.39)
Report Totals:		15,370,642.00	1,086,413.96	2,432,142.25	16%	37,910.66	16%	12,900,589.09

INVESTMENTS OUTSTANDING

June 30, 2024

MSDMAX Fund – MSDLAF

MSDMAX Fund Balance as of June 30, 2024	\$2,488.47
Interest - July 31, 2024	\$11.05
Interest – Aug. 31, 2024	\$11.07
Interest – Sept. 30, 2024	\$10.50
BALANCE	<u>\$2,521.09</u>

LIQUID ASSET FUND

Money Market Balance as of June 30, 2024	\$1,688.54
Interest – July 31, 2024	\$7.37
Interest – Aug. 31, 2024	\$7.36
Interest – Sept. 30, 2024	\$6.98
BALANCE	<u>\$1,710.25</u>

Citizens Alliance Bank

Special Money Market Savings

Balance as of June 30, 2024	\$4,473,136.20
Interest – July 31, 2024 (Transfer out \$1,650,000)	\$2,479.39
Interest – Aug. 31, 2024 (Transfer in \$750,000)	\$2,034.63
Interest – Sept. 30, 2024 (Transfer in \$400,000)	\$2,525.49
BALANCE	<u>\$3,980,175.71</u>

MACCRAY Schools Enrollment 24-25

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	EOY
Pre-K	0	62	61								
K	39	45	47								
1	46	42	42								
2	58	58	59								
3	60	60	64								
4	49	52	49								
5	60	60	64								
K-5 Subtotal	312	317	325	0	0	0	0	0	0	0	0
PreK-5 Subtotal	312	379	386	0	0	0	0	0	0	0	0
6	61	63	62								
7	66	68	68								
8	63	65	67								
9	52	54	54								
10	53	53	52								
11	61	61	62								
12	48	46	46								
Subtotal	404	410	411	0	0	0	0	0	0	0	0
K-12 Total	716	727	736	0	0	0	0	0	0	0	0
P-12 Total	716	789	797	0	0	0	0	0	0	0	0

October School Board Meeting
MACCRAY



Mr. Todd Bertram PK-5 Principal

- ❖ FastBridge Testing
 - Sept. 17th-27th - First of three testing dates.
 - Beth Gustafson was a great help!
 - Data collection and Title I support - Julie Dikken was great!
 - Our MTSS is in place.
- ❖ LETRS training
 - Oct. 24th LETRS for Admin. (Unit 1)
 - Nov. 11th Unit 2 for staff
- ❖ Parent-Teacher Conferences
 - 10-14
 - 10-24
- ❖ Principal Workshops and Meetings
 - 10-01 -SWWC regional principals meeting
 - 10-08 -MESPA meeting & Regional Law Conference @ Mankato
- ❖ Teacher Observations have started.
 - Teacher Development and Observations (SMART goals)
 - Mini-observations
 - Full Observations (4)
 - We're doing great things!

Board Report – October 14, 2024 MACCRAY Senior High School

Month one is in the books!

- Homecoming week was a success! We had a week's worth of activities and brought back a different version of the long-requested parade, but this time we utilized the new track and had the elementary students in the stands. We're looking forward to seeing how we can improve it for next year.
- We have successfully held our first lockdown/fire/evacuation drills, as well as bus safety.
- Last week saw the first two career/college fairs of the year for our 11th/12th grade students.
- Ms. Carmany held a virtual Nobel Conference in the auditorium last Tues/Wed. This was presented for her HS Anatomy and Biology classes as well as the YES! Club members. The topic was on the study of sleep and its impact on teens.
- 10/7 was a staff workshop, and we had CPR trainings for upward of 90 staff including teachers, paras, and office staff. Training was provided by the Granite Falls Avera and coordinated by Nurse Dona.

Upcoming items/events:

- 10/9 - NHS Blood Drive
- 10/11 – Picture retakes
- 10/14 and 10/24 - P/T Conferences (4-8pm)
- 10/17-21 – No school, MEA Weekend • 10/23-25 – Vision and Hearing Testing
- 10/25 – ASVAB Test – 11th gr.

Respectfully Submitted,

Judd K. Wheatley MACCRAY Sr. High School Principal

October 2024 Activities Director Report

I. Here are the dates of the upcoming tournaments.

- The volleyball conference championship game is hosted by the South this year on Monday, October 21 at 7:00. The Camden North Champions MACCRAY, will play the Camden South Champions, Minneota.
- The girls tennis season has concluded. The team lost in the first round to the #1 seed, Montevideo on October 3rd. All individuals were eliminated on October 10th in Sioux Falls.
- Football: Tuesday, Oct. 22 @ High Seed
 Saturday, Oct. 26 @ High Seed
 Friday, Nov 1 @ SMSU

The 7th and 8th seeds will play each other and not have the ability to advance in the tournament.

- Volleyball: Friday, Oct. 25 @ High Seed
 Tuesday, Oct. 29 @ SMSU
 Thursday, Oct. 31 @ SMSU
 Saturday, Nov. 2 @ SMSU
- Cross Country Thursday, Oct. 24 @ Luverne

- II. The Fall Band Concert was this past Friday, October 11th at 7:30.
- III. Musical practices are in full swing at this time. Their performances will be on November 15, 16 & 17. Please make an effort to attend if you are able.
- IV. JH BBB will begin practicing on 10/28/24.
- V. The Dance team begins practice on 10/21/24.
- VI. See the Fall participation numbers. (list attached)
- VII. Please approve some of the winter activity coaches/supervisors. (list attached)

2024-25 Winter MACCRAY Coaches/Supervisors - updated 10/11/24

Boys Basketball

Lucas Post	Head Varsity
Trent Carlson	JV
Open	C
Jesse Westbrook	JH
Tyler Anderson	JH

Girls Basketball

Shaun Condon	Head Varsity
Bryce Olson	JV
Dana Johnson	C
Undecided	JH
Undecided	JH

Dance

Janie Albertson	Head Varsity
Angelina Morris	Volunteer

Wrestling

RJ Hogrefe	MACCRAY's Coach
------------	-----------------

Prom

Jasmine Goblisch

Knowledge Bowl

Seth Falk

Math League

Bryce Olson

BPA

Rhonda Pieper

Winter Weight Room

Cole Christopher/TBD

One Act Play

Jennifer Wassenaar & Crystal Donner (split)

Spelling Bee

Laura Bristle

Musical Assistant

Bonnie Kluver

2024-25 Fall Activity Participation

Cross Country			<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
			2	3	2	1	2	1	Total = 11
	RCW		1	0	3	0	0	3	
Football			<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
			19	18*	11	5	12	8	Total = 73
Tennis (G)			<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
			3	2*	4	5	2	2	Total = 18
	RCW		0	0	0	0	1	0	
Volleyball			<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
			14*	16*	9	13	5	4	Total = 61
Fall Play	<u>5th</u>	<u>6th</u>	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	5	1	5*	7*	4	1	2	3	Total = 21

Grand Total = 184

Grand Total of 184 - 4 (* two-activity student) = 180 participants (including 5-6th graders)

In Grades 7-12, there are 178 of 347 students out for a fall activity (51%).

24-25 Fall Participation by grade:

7th - 42/68 - 62%
 8th - 43/65 - 66%
 9th - 30/54 - 56%
 10th - 25/53 - 47%
 11th - 23/61 - 38%
 12th - 18/46 - 39%

23-24 Fall Participation by grade:

7th - 42/63 - 67%
 8th - 30/57 - 53%
 9th - 27/56 - 48%
 10th - 22/60 - 37%
 11th - 18/54 - 33%
 12th - 29/51 - 57%

22-23 Fall Participation by grade:

7th - 33/52 - 63%
 8th - 28/50 - 56%
 9th - 22/60 - 37%
 10th - 23/51 - 45%
 11th - 29/56 - 52%
 12th - 15/43 - 35%

2021-22 Fall Participation by grade: 2020-21 Fall Participation by grade: 2019-20 Fall Participation by grade:

7th - 23/51 - 45%
 8th - 27/56 - 48%
 9th - 26/58 - 45%
 10th - 36/59 - 61%
 11th - 13/45 - 29%
 12th - 24/49 - 49%

7th - 25/54 - 46%
 8th - 25/58 - 43%
 9th - 31/60 - 52%
 10th - 15/54 - 28%
 11th - 21/53 - 40%
 12th - 17/46 - 37%

7th - 27/59 - 46%
 8th - 31/62 - 50%
 9th - 16/56 - 29%
 10th - 23/59 - 39%
 11th - 20/49 - 41%
 12th - 16/38 - 42%

MACCRAY School Board Report: October 10th, 2024

- Principal appreciation month:
 - I want to give a big shout-out to Todd Bertram and Judd Wheatey for their outstanding leadership as principals at MACCRAY! Their hard work, dedication, and commitment to our students and staff make a tremendous impact every day
 - Thank you to both for everything you do to keep our schools running smoothly and ensuring a positive and supportive environment for all
 - The life of a principal has many joys and many challenges... and you meet each situation head on with wisdom, empathy and compassion
- Outdoor learning space (Shelter, storage and updated trails through the prairie)
 - Location: West of the Elementary
 - Available for all grade levels and classes... goal to integrate outdoor activities and classroom content/curriculum
 - Estimated completion date: December 1st, 2024
- FFA Crop
 - Two successful cuttings (teff)
- Homecoming was a great success... Many combined activities across the district. First ever, the walking parade was awesome!
- Staff CPR & AED refresher training (October 7th) Granite Falls/Avera... Thank you to nurse Dona for setting up this important and possibly life-saving instruction
- Parent/Teacher Conferences (October 14th & 24th)
 - Mr. Westbrook implemented, with support of building administrative assistants, a new and updated conference sign up tool for families (Google sign-up)
 - MS/HS had students prepare quarter 1 reflections to help guide their conferences
- Centra Care (Willmar) on campus (Flu-shots: Staff & Students) (Covid-shots available for staff)
- Athletic project update: (Ribbon cutting celebration - September 20th)
 - Great event... close to 500 people in attendance!
 - Sherii Broderius cut the ceremonial ribbon
 - 50+ football alumni from Raymond, Clara City, Maynard, and MACCRAY were in attendance... 3 past football players (deceased) families were honored, and the 56ers played at half time
- Bus safety (October: Bus safety month)
 - Palmer bus company and some drivers joined us to help promote bus safety for our students
 - This initiative meets requirements for MACCRAY Policy 709
- Chippewa Road Safety (October 1st)
 - Participated in the County Roadways Safety Plan (CRSP) Workshop
 - Towards Zero Deaths (TZD)
 - Derek Leuer (MN State Traffic Safety Engineer) & Girma Feyissa (MN DOT Traffic Safety Engineer/State Aid for Local Transportation)
 - Create a shared understanding of CRSP and Chippewa County's infrastructure roadway safety approach

- Solicit and share safety stakeholder perspectives to reduce severe crashes in Chippewa County
 - Country infrastructure, crash data review, risk factors...
- Rollerblade Opportunity for our Elementary students
 - Organized by elementary PE teachers (Aaron Ahrndt & Kaitlyn Kienholz)
 - “Skatetime” will provide curriculum, skates, and protective gear
- Walk and Bike to school
 - Mr. Bertam and the Elementary staff help orchestrate the walk and bike to school (October 9th)... met at city hall and walked a team to school. Local fire and rescue, along with Chippewa County Sheriff’s department provide a safe route to school
 - Fun for kids, but serves as important opportunities to encourage physical activity and promote safety in neighborhoods and near schools
 - Minnesota Safe Routes to School
 - International day (28th annual)
- BEN (Business Education Network)
 - Debi help make the connection with Jennifer (BEN Director)
 - Minnesota Chamber of Commerce
 - Goal to have BEN visit MACCRAY 8th graders... connecting education, careers and future planning

Adopted: _____

MSBA/MASA Model Policy 506

Orig. 1995

Revised: 10.14.2024

Rev. 2017

506 STUDENT DISCIPLINE

[Note: School districts are required by statute to have a policy addressing these issues.]

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

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

In view of the foregoing and in accordance with Minn. Stat. § 121A.55, the school board, with the participation of school district administrators, teachers, employees, students,

parents, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. AREAS OF RESPONSIBILITY

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.
- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student or prevent bodily harm or death to another.

- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

IV. STUDENT RIGHTS

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

V. STUDENT RESPONSIBILITIES

All students have the responsibility:

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

- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical or verbal manner; and
- N. To recognize and respect the rights of others.

VI. CODE OF STUDENT CONDUCT

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

- tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy;
 7. Opposition to authority using physical force or violence;
 8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment Policy;
 9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
 10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
 11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
 12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
 13. Violation of the school district's Weapons Policy;
 14. Violation of the school district's Violence Prevention Policy;
 15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
 16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
 17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
 18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where

there is a risk of fire, except where the device is used in a manner authorized by the school;

19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Possession of nuisance devices or objects which cause distractions and may facilitate cheating including, but not limited to, pagers, radios, and phones, including picture phones;
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district's Bullying Prohibition Policy;
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;

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

- 44. Violation of the school district's one-to-one device rules and regulations;
- 45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
- 46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

VII. DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- C. Parent contact;
- D. Parent conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;

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

VIII. REMOVAL OF STUDENTS FROM CLASS

- A. The teacher of record shall have the general control and government of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

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

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

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

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

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

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

1. Contact office to relay information or ask for assistance
2. Approved through Office contact
3. Behavior referral forms (hard copy or electronic) completed by teacher/staff, electronic data reporting system under the direction of the Principal.

D. Period of Time for which a Student may be Removed from a Class (may not exceed five (5) class periods for a violation of a rule of conduct)

1. The removal from class shall be for a period of time deemed appropriate by the Principal, in consultation with the teacher.

E. Responsibility for and Custody of a Student Removed From Class.

1. *Designation of where student is to go when removed:* Office of Administration and/or Dean of Students;
2. *Designation of how student is to get to designated destination:* Escorted by staff or Office notified by teacher that student is dismissed from class;
3. *Whether student must be accompanied:* At staff discretion
4. *Statement of what student is to do when and while removed:* Complete work provided by staff and/or process with Administration or designee;
5. *Designation of who has control over and responsibility for student after removal from class:* Office personnel.

F. Procedures for Return of a Student to a Class From Which the Student Was Removed.

1. *Specification of procedures:* Principal or Designee determine if student may return to class;
2. *Actions or approvals required such as notes, conferences, readmission plans:* Office Discipline Referral form completed, contact with teacher, meetings with staff/student/parent, or other form of contact, as needed

G. Procedures for Notifying a Student and the Student's Parents or Guardian of Violation of the Rules of Conduct and of Resulting Disciplinary Actions;

1. *Specify procedures for notifying students and parents/guardians of violations of the rules of conduct and resulting disciplinary action:* Use of Office Discipline Referral Form w/ subsequent contact via appropriate communication format
2. *Actions or approvals required, such as notes, conferences, readmission plans:* Use of Office Discipline Referral Form w/ subsequent contact via appropriate communication format

H. Students with Disabilities; Special Provisions.

1. Consultation with Special Education Case Manager

2. Procedures for students with disabilities will be determined by the IEP teams and will follow current IDEA rules and regulations, including due process.
3. Through the referral process, there will be a consultation with the Student Assistance Team, at Administrative discretion

I. Procedures for Detecting and Addressing Chemical Abuse Problems of Students While on School Premises.

1. Team may include building Principal, Social Worker, Counselor, Activities Director, and local law enforcement.

and

2. Report of violation, with evidence, will result in involvement of building Principal, Social Worker, Counselor, Activities Director, and local law enforcement.

J. Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct.

1. Interventions include, but are not limited to parent contact, referral to administration, or referral to Student Assistance Team as staff position is appropriate

K. Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior.

1. Interventions include, but are not limited to parent contact, referral to administration, or referral to Student Assistance Team as staff position is appropriate

L. Any Procedures Determined Appropriate for Encouraging Early Detection of Behavioral Problems.

1. Interventions include, but are not limited to parent contact, referral to administration, or referral to Student Assistance Team as staff position is appropriate

M. Any Procedures Determined Appropriate for Referring a Student in Need of Special Education Services to Those Services;

1. Interventions include, but are not limited to parent contact and referral to Student Assistance Team

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

O. Unscheduled Student Removal From Class

1. A public school is encouraged to adopt a school policy on parental notification for unscheduled student removal from class. The public school must consult with child abuse prevention experts to incorporate best practices into the school policy. A public school with a policy on parental notification

[NOTE: The 2024 Minnesota legislature enacted this provision, which does not require a school board to adopt policy language. School districts may determine whether to adopt policy language.]

IX. DISMISSAL

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

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

The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

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

1. Willful violation of any reasonable school board regulation, including those found in this policy;
2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of

the school.

C. Suspension Procedures

1. “Suspension” means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
2. If a student’s total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student’s parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian’s expense. The purpose of this meeting is to attempt to determine the student’s need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
3. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.
4. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does

not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed.

5. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minn. Stat. § 123A.05 selected to allow the student to progress toward meeting graduation standards under Minn. Stat. § 120B.02, although in a different setting.
6. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
7. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:
 - a. strongly encourage a parent or guardian of the student to attend school with the student for one day;
 - b. assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and
 - c. petition the juvenile court that the student is in need of services under Minn. Stat. Ch. 260C.

8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)
9. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.
10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) days.

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§121A.40-121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.
5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian

personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56; describe alternative educational services accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE).

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.
7. All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.
10. If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which

the proposed dismissal action may be based.

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

expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.

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

X. ADMISSION OR READMISSION PLAN

A school administrator shall prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan may include measures to improve the student's behavior, including completing a character education program consistent with Minn. Stat. § 120B.232, Subd. 1, and require parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XI. NOTIFICATION OF POLICY VIOLATIONS

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

In addition, the school district must report, through the MDE electronic reporting system, each physical assault of a school district employee by a student within thirty (30) days of the assault. This report must include a statement of the alternative educational services or other sanction, intervention, or resolution given to the student in response to the assault and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the student's age, grade, gender, race, and special education status.

XII. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.

XIII. DISABLED STUDENTS

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

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

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

XIV. OPEN ENROLLED STUDENTS

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

XV. DISTRIBUTION OF POLICY

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

XVI. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is

working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.582 (Reasonable Force)
Minn. Stat. §§ 121A.60-121A.61 (Removal From Class)
Minn. Stat. § 122A.42 (General Control of Schools)
Minn. Stat. § 123A.05 (Area Learning Center Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (Enrollment in Nonresident District)
Minn. Stat. Ch.125A (Students With Disabilities)
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Juvenile Court Act)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (School Weapons)
MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
MSBA/MASA Model Policy 503 (Student Attendance)
MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)
MSBA/MASA Model Policy 610 (Field Trips)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)

Adopted: _____

MSBA/MASA Model Policy 611

Orig. 1996

Revised: _____

Rev. 2022~~19~~

611 HOME SCHOOLING

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

I. PURPOSE

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (~~Minn. Stat. §~~Minnesota Statutes section 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (~~Minn. Stat. § 120A.22, Subd. 1~~)

III. CONDITIONS FOR HOME SCHOOLING

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minnesota Statutes section~~Minn. Stat. §~~ 120A.22.

IV. IMMUNIZATION

The parent or guardian of a home-schooled child shall submit statements as required by ~~Minn. Stat. §~~Minnesota Statutes section 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. (~~Minn. Stat. § 121A.15, Subd. 8~~)

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request, as required by law, the school district will provide textbooks (including a teacher's edition, guide, or other materials that accompany a textbook when the edition, guide, or materials are packaged physically or electronically with textbooks for student use), individualized instructional or cooperative learning materials (including teacher materials that accompany pupil materials), software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided ~~in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540 under state law.~~ The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to ~~Minn. Stat. §§ 123B.40-123B.48 state law~~ for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically. All formal requests must be made by December 31 of the current school year.

VI. PUPIL SUPPORT SERVICES

Upon formal request, as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child

as provided ~~by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540~~under state law. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to ~~Minn. Stat. §§ 123B.40-123B.48 for any of these purposes~~state law.

VII. EXTRACURRICULAR ACTIVITIES

Resident pupils who receive instruction in a home school (in which five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. ~~(Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)~~

VIII. SHARED TIME PROGRAMS

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

[Note: The provisions of Article VIII. - Shared Time Programs do not ~~make a determination as to determine~~ whether Shared Time Programs should be offered to any pupil. However, home-schooled children are required to be treated the same as all other nonpublic school children.]

IX. OPTIONAL COOPERATIVE ARRANGEMENTS

A. Activities

- 1. Minnesota State High School League-sponsored activities (in which six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school that is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League ~~Bylaw 403.00~~bylaws. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
- b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
- c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High

School League activity.

2. Non-Minnesota State High School League activities in which six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

B. Transportation Services

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

Legal References:

Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 123B.36 (~~School Boards May Require~~ Authorized Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.42 (Textbooks; ~~LT~~ Individual Instruction or Cooperative Learning Material; ~~LT~~ Standard Tests)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.49 (~~Cocurricular and~~ Extracurricular Activities; Insurance)
Minn. Stat. § 123B.86 (Equal Treatment - Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Rules Ch. 3540 (~~Textbooks, Individualized Instruction Materials, Standardized Tests~~) Nonpublic Schools)

Cross References:

MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 510 (School Activities)

MACCRAY PUBLIC SCHOOLS

2024-25 EMPLOYMENT AGREEMENT

With
Jenita Eieta

JOB TITLE: Instructional Assistant
DEPARTMENT: Elementary
REPORTS TO: Principal, Elementary Teacher

JOB SUMMARY

Works with students as directed by the Principal and Elementary Teacher. Additional supervision of students may be assigned by the principal.

TERMS OF EMPLOYMENT


8 Hours – TBD/School Days
Probation Period: 6 months
Wage: \$17.25 per hour
Pay Dates: 15th and 30th of each month
Other fringe benefits per the MACCRAY School Educational Assistant Terms and Conditions of Employment.

EVALUATION

Performance of this job will be evaluated by the Elementary Principal.

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 18 day of 09, 2024.


Instructional Assistant

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

School Board Chair

School Board Clerk

MACCRAY PUBLIC SCHOOLS

2024-25 EMPLOYMENT AGREEMENT

With
Kyler Nilsen

JOB TITLE: Instructional Assistant

DEPARTMENT: Special Education

REPORTS TO: Principal, Special Education Coordinator and Special Education Teacher

JOB SUMMARY

Works with students as directed by the Special Education Teacher. Additional supervision of students may be assigned by the principal.

TERMS OF EMPLOYMENT

8 Hours – TBD/School Days
Probation Period: 6 months
Wage: \$17.25 per hour
Pay Dates: 15th and 30th of each month
Other fringe benefits per the MACCRAY School Educational Assistant Terms and Conditions of Employment.

EVALUATION

Performance of this job will be evaluated by the Special Education Teacher/Elementary Principal.

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 10 day of 10, 2024.


Instructional Assistant

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

School Board Chair

School Board Clerk