

The regular school board meeting of the ISD #2902 (Russell-Tyler-Ruthton) School Board will be held on Wednesday, December 10, 2025, at 7:00 pm, RTR Public School Boardroom, 111 County Road 8, Tyler, MN.

**RTR Public Schools ISD #2902
Board Meeting Agenda
December 10, 2025 – RTR Public School Boardroom - 7:00 pm**

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Public Forum as per RTR School Board Listening Time – Public Forum Policy
4. Approve the Agenda– (Action)

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

5. Approval of the Revised Public Forum Policy as attached. (action)

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

6. **Truth in Taxation Hearing** presented by ISD #2902 Business Manager, Seth Johnson. (Information Only)
7. Approval of Resolution to approve the Final Levy Limitation and Certification, 2025 Payable 2026. (action)

**RTR PUBLIC SCHOOLS ISD 2902
2025 Payable 2026 Final Tax Levy**

Whereas, Pursuant to Minnesota Statutes, the School Board of Independent School District No. 2902 RTR Public Schools, is authorized to make the following proposed tax levies for general purposes:

2025 Payable 2026 Tax Levy:

General Fund: \$ 754,764.09
Community Service: \$ 55,958.30
Debt Service: \$2,379,919.15
Proposed School Tax Levy: \$3,190,641.54

DIFFERENCE:

+\$155,958.76
-\$368.66
+\$78,095.45
+\$233,685.55

(7.90%) INCREASE

2024 Payable 2025 Levy:

General Fund \$ 598,805.33
Community Service \$ 56,326.96
Debt Service \$2,301,823.70
Current 2024-2025 Tax \$2,956,955.99

Now Therefore, be it Resolved, by the School Board of Independent School District No. 2902 – RTR Public Schools, that the levy to be levied in 2025, to be collected in 2026, is set at **\$3,190,641.54**. The Clerk of the ISD 2902 School Board is authorized to certify the proposed levy to the Lincoln County Auditor. The levy authority will also be forwarded to the Department of Education.

Motion Made by: _____ Motion Second by: _____ Roll Call Vote On Motion: _____

(Notes: The General Fund's \$155,958.76 increase was due to our District's Tax Levy for Referendum Market Value (RMV) increasing by ~\$20,866,200 (up 6.9%) and our Net Tax Capacity increasing by ~\$202,957 (up 1.5%). These are all a result of higher land and property sales in our District, including for our Debt Service Levy.)

8. Consent Agenda – (Action)
 - a. Approval of Minutes from Regular School Board Meeting on November 12, 2025
 - b. Approval of Third Grade Teacher – Makayla Kennedy
 - c. Approval of Volunteer HS Boys Basketball Coach - Mr. Jeff Hansen
 - d. Approval of Volunteer HS Boys Basketball Coach - Mr. Carter Hansen
 - e. Approval of Donations as per attachment:

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

9. Approval of Bills (action)
- | | |
|--------------------------|---------------------|
| a. Expenditures Report - | \$321,820.83 |
| b. Manual Checks - | \$ 31,849.63 |
| c. Payroll Report - | <u>\$513,619.26</u> |
| | \$867,289.72 |

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

10. Approval of Treasurer’s Report (action)
- a. Treasurers Report
 - b. Revenue vs. Disbursement Report

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

11. Reports and/or Presentations (information)
- | | |
|---------------------------------------|---|
| a. Elementary Principal, Barb Paulson | b. Activities Director, Darren Baartman |
| c. Secondary Principal, Rick Gossen | d. Superintendent, David Marlette |

12. Approval of Motion to Set the January 2026 RTR School Board Meeting Date to January 7, 2026, due to the timing of the Annual MSBA Leadership Conference in Minneapolis. (action)

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

13. Approval of the 2025-2026 Comprehensive Achievement and Civic Readiness (CACR) Plan. (action)
(Copies of the plan to be available at the board meeting.)

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

14. Approval of the resolution to approve Mr. Ted Kern as our RTR 2026 Head Football Coach. (action)

Motion Made by: _____ Motion Second by: _____ Roll Call Vote On Motion: _____

15. Approval of the resolution to approve Mrs. Sandy Carpenter as our RTR 2026 Head Cheerleading Coach. (action)

Motion Made by: _____ Motion Second by: _____ Roll Call Vote On Motion: _____

16. We have no candidate at this time to recommend for our RTR 2026 Head Cross-Country Coach. (Discussion)

17. Approval of the resolution to approve Mrs. Daynica Brown as our RTR 2026 Head Volleyball Coach. (action)

Motion Made by: _____ Motion Second by: _____ Roll Call Vote On Motion: _____

18. Adjourn (Action) Time: _____

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

Next Meeting:
 January 7, 2026 @ 7:00 p.m.
 RTR Public School Boardroom
 111 County Road 8
 Tyler, MN 56178

RTR School Board Listening Time – Public Forum Policy

Adopted: November 12, 2025
Revised: December 10, 2025
Approved by: RTR School Board

Purpose and Scope:

The purpose of this policy is to establish clear guidelines for public participation during the RTR School Board’s designated Listening Time. The Board values open communication and encourages parents, residents, taxpayers, and employees to share questions, concerns, and suggestions in a respectful and orderly manner. This policy outlines the procedures for addressing issues through the proper chain of command and for participating in public forums.

Policy Statement:

The RTR School Board of Directors recognizes that parents, residents, taxpayers, and employees may at times have questions, concerns, complaints, suggestions, or requests regarding school district operations. The Board believes that most matters are best resolved through direct communication with the staff member most closely involved with the issue. All individuals are required to follow the established **Chain of Command** when seeking resolution. Concerns shall first be addressed at the level where the issue originated, with appeals moving to the next administrative level if unresolved. Communication may occur by telephone, email, or in-person meeting. All such meetings WILL be documented.

Request for Listening Time:

Individuals or groups wishing to speak during the School Board’s Listening Time must submit a written request to the **School Board Chair** no later than **five (5) minutes prior** to the scheduled start of the Board meeting.

The request must include:

- The name and contact information of the person or group representative.
- A brief summary of the topic to be presented; and
- Confirmation that the appropriate chain of command requirement has been followed.

Requests to speak that do not comply with the chain of command policy will not be allowed. Each approved speaker or group will be allotted up to **three (3) minutes** to present their comments. Listening Time is intended to allow stakeholders to share information with the Board and is **not** intended as a forum for dialogue. All remarks must remain factual, respectful, and concise. In compliance with data privacy laws and professional standards, comments regarding specific students, staff members, or personal matters will not be permitted.

Non-Retaliation:

The RTR School District strictly prohibits **any form of retaliation** against any individual who, in good faith, brings forward a concern, complaint, or suggestion through the appropriate process. Retaliation will not be tolerated and may result in disciplinary action consistent with District policy and applicable law.

Chain of Command Requirement:

A **Chain of Command Flowchart** is provided below to assist stakeholders in identifying the appropriate point of contact. All applicable steps must be completed before being allowed time during the **RTR Listening Time – Public Forum.**

CONCERN AREA	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5	LEVEL 6
CHILD ABUSE	SUPT	SCHOOL BD	LEGAL TEAM			
CLASSROOM	TEACHER	PRINCIPAL	SUPT	SCHOOL BD	LEGAL TEAM	
ACTIVITIES	COACH	A.D.	PRINCIPAL	SUPT	SCHOOL BD	LEGAL TEAM
BUSINESS	BUS OFFICE	BUS MGR	SUPT	SCHOOL BD	MDE	AUDITOR
BUSING	BUS DRIVER	TYLER BUS	PRINCIPAL	SUPT	SCHOOL BD	LEGAL TEAM

**RTR Public Schools ISD # 2902
School Board Minutes
November 12, 2025
RTR Public School in Tyler, MN – 7:00 p.m.**

School Board Attendance: Dunblazier, Dybdahl, Hess, Johansen, Lensing, Matzner
Administration Attendance: Marlette, Gossen, Paulson, Baartman

Chair Hess called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited by those in attendance.

M/S/C Matzner, Dunblazier to approve the agenda. (6-0 vote)

M/S/C Johansen, Matzner to approve the consent agenda. (6-0 vote)

- a. Approval of Minutes from Regular School Board Meeting on October 8, 2025
- b. Approval of Resignation of Head Cross Country Coach – Madison Johnson
- c. Approval of Resignation of 9th Grade Boys Basketball Coach – Carter Hansen
- d. Approval of 9th Grade Boys Basketball Coach – Sawyer Hansen
- e. Approval of Junior High Boys Basketball Coach – Darrick Baartman
- f. Approval of Assistant Girls Basketball Coach – Bobbi Werkman
- g. Approval of 9th Grade Girls Basketball Coach – Judd Guida
- h. Approval of Junior High Girls Basketball Coach – Leah Sip
- i. Approval of Assistant Cook – Aiden McChesney
- j. Approval of Paraprofessional Student Assistant – Andrew Meyers

M/S/C Dunblazier, Dybdahl to approve the RTR ISD #2902 2024-2025 audit as presented by Matt Taubert from Meulebroeck, Taubert & Co., PLLP. (6-0 vote)

M/S/C Dunblazier, Matzner to approve the updated RTR School Board Listening Time – Public Forum Policy to include language pertaining to retaliation and tracking the chain of command. (6-0 vote)

RTR High School Student Council Members, Locklin Matzner, Chris Janish, and Riley King, updated the board on upcoming student council activities.

M/S/C Hess, Matzner to approve a RTR School Board Resolution of Censure against Board Director Tony Dybdahl for inappropriate use of social media. (Roll Call Vote 5-0 with Dybdahl abstaining)

M/S/C Matzner, Johansen to approve the annual resolution to support the RTR ISD #2902 application to the MN State High School League Foundation for grants to offset student activity fees. (Roll Call Vote 6-0)

M/S/C Lensing, Matzner to approve the bills. – Schedule A (6-0 vote)

- a. Expenditures Report - \$435,632.24
- b. Manual Checks - \$ 13,923.08
- c. Payroll Report - \$587,317.32

\$ 1,036,872.64

M/S/C Johansen, Dunblazier to approve the Treasurer's Report. – Schedule B (6-0 vote)

Administrative reports were presented.

M/S/C Matzner, Johansen to adjourn at 7:55 p.m. (6-0 vote)

Bobbie Lensing, Clerk

All pertinent information, including schedules, is on file in the District Office.

Donations: June 25 - November 25		
John Bornhoft	500.00	State Baseball Donation
RTR Baseball Association	2,500.00	State Baseball Donation
Dave Marlette	458.59	State Baseball Mark Wilmes Lodging Donation
Elizabeth Fink	155.00	Library Donation
RTR Educational Foundation	10,000.00	Music Program Donation
RTR Educational Foundation	1,000.00	State Speech Tournament Donation
RTR Educational Foundation	1,100.00	FCCLA National Program Donation
RTR Educational Foundation	1,000.00	Minneapolis Institute of Art Field Trip Donation
Elizabeth Fink	155.00	Library Donation
RTR Booster Club	900.00	Cheer Flags/Mascot Donation
RTR Booster Club	3,500.00	Student Council Donation
Elizabeth Fink	155.00	Library Donation
Elizabeth Fink	155.00	Library Donation
Elizabeth Fink	232.50	Library Donation
Elizabeth Fink	155.00	Library Donation
TACC	200.00	FB Donation
TACC	200.00	FFA Donation
MN Foundation for Agriculture	250.00	FFA Donation
Tyler Lions Club	110.75	Donation
Zoetis/Western Vet Clinic	103.30	FFA Donation
Elizabeth Fink	232.50	Library Donation
Elizabeth Fink	30.00	Library Donation
RTR Basketball Boosters	1,000.00	Hudl Subscription Donation
J & S Logos	68.00	Student Council Donation
First English WELCA	250.00	School Supplies for Students in Need Donation
Elizabeth Fink	155.00	Library Donation
RTR Educational Foundation	4,700.00	Science Classroom Donation
RTR Educational Foundation	2,000.00	Streaming Services
Elizabeth Fink	30.00	Library Donation
First English Lutheran Church	505.00	Students in Need Donation
Enemark Seeds LLC	50.00	State VB Donation
Duane & Jeanna Possail	50.00	State VB Donation
Axel & Judy Hansen	100.00	State VB Donation
Grant & Joy Wichmann	200.00	State VB Donation
John & Margie Bornhoft	500.00	State VB Donation
Dave Marlette	100.00	State VB Donation
A&C Excavating	500.00	State VB Donation
RTR Educational Foundation	<u>2,040.00</u>	National Science Convention Donation
Total Donation	35,340.64	

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
AUTOMATIC BUILDING CONTROLS, INC.	43957	1	612.00	612.00	Service Fire Alarm System	202606	01	005	865	000	363	305
AUTOMATIC BUILDING CONTROLS, INC. Total			612.00	612.00								
AVERA MARSHALL	43958	1	1,340.00	1,340.00	Athletic Training	202606	01	300	292	000	000	305
AVERA MARSHALL Total			1,340.00	1,340.00								
AVIBEN LLC	43967	1	68.20	68.20	Dec Service Fee	202606	01	005	010	000	000	305
AVIBEN LLC Total			68.20	68.20								
BARBER, AL	43959	1	45.00	45.00	10/21/25 Scoreboard	202606	01	300	294	211	000	305
BARBER, AL Total			45.00	45.00								
BIMBO BAKERIES USA	44033	1	1,086.44	1,086.44	Bread	202606	02	005	770	000	701	490
BIMBO BAKERIES USA	44034	1	1,086.44	1,086.44	Bread	202606	02	005	770	000	701	490
BIMBO BAKERIES USA Total			2,172.88	2,172.88								
BORMAN, TAMMY	43960	1	33.74	33.74	Lab Food	202606	01	300	365	000	830	490
BORMAN, TAMMY	43960	1	64.90	64.90	Lab Supplies	202606	01	300	365	000	830	433
BORMAN, TAMMY	43960	1	106.18	106.18	Beverage Syup	202606	01	300	250	000	000	430
BORMAN, TAMMY	43960	1	95.94	95.94	Freeze Pops (FCCLA)	202606	01	300	291	208	000	619
BORMAN, TAMMY Total			300.76	300.76								
BRANDT, CLAIRE	43961	1	19.97	19.97	Candy (FCCLA)	202606	01	300	291	208	000	401
BRANDT, CLAIRE Total			19.97	19.97								
CARPENTER, SANDY	43962	1	204.51	204.51	Table Cloth/State VB Treat Bags (Cheer)	202606	01	300	292	917	301	401
CARPENTER, SANDY Total			204.51	204.51								
CHANDLER MUSIC, INC.	43963	1	488.68	488.68	Choir Music	202606	01	300	258	231	000	430
CHANDLER MUSIC, INC. Total			488.68	488.68								
CHRISTENSEN, JENNIFER	43964	1	15.50	15.50	Wipes	202606	01	100	212	000	000	430
CHRISTENSEN, JENNIFER Total			15.50	15.50								
DELTA DENTAL OF MN	43965	1	3,098.37	3,098.37	Dec Dental	202606	01	215	032			
DELTA DENTAL OF MN Total			3,098.37	3,098.37								
DTB SYSTEMS	43966	1	685.00	685.00	Fix Intercom Distorted Bell Tone	202606	01	005	630	000	000	305
DTB SYSTEMS	44026	1	1,090.00	1,090.00	Intercom Speakers/Installation	202606	01	005	630	000	000	350
DTB SYSTEMS Total			1,775.00	1,775.00								
EAST SIDE JERSEY DAIRY, INC	44032	1	2,873.08	2,873.08	Milk w/Meals	202606	02	005	770	000	710	495
EAST SIDE JERSEY DAIRY, INC Total			2,873.08	2,873.08								
EDCO	43968	1	61.03	61.03	Cheer Awards	202606	01	300	292	917	301	401
EDCO Total			61.03	61.03								
ENVIRO PUMP PLUS	43970	1	334.75	334.75	Pump Concession Stand Bathroom	202606	01	300	294	211	000	305
ENVIRO PUMP PLUS	43969	1	190.00	190.00	Portable Toilet	202606	01	300	294	211	000	305
ENVIRO PUMP PLUS Total			524.75	524.75								
GLYNN, XANDER	43973	1	170.00	170.00	MS Play 8.5 Hrs (Drama)	202606	01	300	291	236	000	305
GLYNN, XANDER Total			170.00	170.00								
GOPHER STATE LIGHTING	43974	1	1,594.32	1,594.32	Theater Rigging/Smoke Hatch Inspections	202606	01	005	865	000	347	305
GOPHER STATE LIGHTING Total			1,594.32	1,594.32								
GRANITE TELECOMMUNICATIONS	44040	1	191.25	191.25	Dec Phone	202606	01	300	211	000	000	320

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
GRANITE TELECOMMUNICATIONS	44040	1	95.64	95.64	Dec Phone	202606	01	100	203	000	000	320
GRANITE TELECOMMUNICATIONS Total			286.89	286.89								
HEALTH PARTNERS	43975	1	55,397.38	55,397.38	Dec Health Insurance	202606	01	215	028			
HEALTH PARTNERS Total			55,397.38	55,397.38								
HESS, TRENT	43976	1	45.00	45.00	10/21/25 Clock	202606	01	300	294	211	000	305
HESS, TRENT Total			45.00	45.00								
HILLYARD - SIOUX FALLS	43977	1	2,839.35	2,839.35	Paper Towels/Liners	202606	01	005	810	000	000	401
HILLYARD - SIOUX FALLS	43978	1	3,276.33	3,276.33	Tissue/Glass Cleaner/Gloves/Supplies	202606	01	005	810	000	000	401
HILLYARD - SIOUX FALLS Total			6,115.68	6,115.68								
HOEK OUTDOORS	43979	1	2,000.00	2,000.00	Aluminum Dock (RTR Educational Foundation Donation)	202606	01	300	211	102	000	530
HOEK OUTDOORS Total			2,000.00	2,000.00								
JIM'S CLOTHING & SPORTING GOOD	43980	1	4,323.00	4,323.00	Homecoming T-Shirts (Student Council)	202606	01	300	291	206	000	619
JIM'S CLOTHING & SPORTING GOOD Total			4,323.00	4,323.00								
KERN, TED	43981	1	38.50	38.50	55 Miles	202606	01	300	294	211	000	366
KERN, TED Total			38.50	38.50								
KIBBLE EQUIPMENT LLC	43982	1	688.16	688.16	Mower Service	202606	01	005	810	000	000	350
KIBBLE EQUIPMENT LLC Total			688.16	688.16								
KNUTSON FLYNN & DEANS PA	44027	1	2,367.50	2,367.50	Legal Service	202606	01	005	105	000	000	305
KNUTSON FLYNN & DEANS PA Total			2,367.50	2,367.50								
LAKESHORE LEARNING MAT'LS	43983	1	101.94	101.94	Blank Softcover Books	202606	01	300	220	000	000	430
LAKESHORE LEARNING MAT'LS Total			101.94	101.94								
LUDOLPH BUS SERVICE INC.	43984	1	3,600.00	3,600.00	State VB Transportation	202606	01	300	296	227	000	366
LUDOLPH BUS SERVICE INC. Total			3,600.00	3,600.00								
MALECHA, LORILEE	43988	1	120.00	120.00	Ordway Performance Tickets	202606	01	300	211	000	000	369
MALECHA, LORILEE Total			120.00	120.00								
MAYNARD'S	43989	1	22.73	22.73	Lab Supplies	202606	01	300	365	000	830	433
MAYNARD'S	43989	1	105.87	105.87	Lab Food	202606	01	300	365	000	830	490
MAYNARD'S	43989	1	27.00	27.00	Lunch Food	202606	02	005	770	000	701	490
MAYNARD'S	43990	1	14.96	14.96	Lab Supplies	202606	01	300	365	000	830	433
MAYNARD'S	43990	1	87.01	87.01	Lab Food	202606	01	300	365	000	830	490
MAYNARD'S	43989	1	96.00	96.00	Ala Carte	202606	02	005	770	000	701	401
MAYNARD'S	44029	1	20.16	20.16	Apples/Cheese (FFA)	202606	01	300	291	207	000	490
MAYNARD'S Total			373.73	373.73								
MCDOWELL AGENCY INC.	43991	1	66.00	66.00	Background Checks (3)	202606	01	005	715	000	342	315
MCDOWELL AGENCY INC. Total			66.00	66.00								
MN FCCLA	43992	1	720.00	720.00	Fall Rally (Std) (FCCLA)	202606	01	300	291	208	000	369
MN FCCLA	43992	1	20.00	20.00	Fall Rally (Adv) (FCCLA)	202606	01	300	291	208	000	366
MN FCCLA	43993	1	1,350.00	1,350.00	Fall Leadership Summit (Std) (FCCLA)	202606	01	300	291	208	000	369
MN FCCLA	43993	1	75.00	75.00	Fall Leadership Summit (Adv) (FCCLA)	202606	01	300	291	208	000	366
MN FCCLA Total			2,165.00	2,165.00								
MN WEST - WORTHINGTON	43994	1	3,000.00	3,000.00	PSEO Class Fee	202606	01	300	211	000	000	394

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
MN WEST - WORTHINGTON Total			3,000.00	3,000.00								
MOSYLE CORPORATION	43995	1	2.75	2.75	iPad Manager License Fees	202606	01	005	630	000	000	406
MOSYLE CORPORATION Total			2.75	2.75								
MUSIC STREET INC	43996	1	15.00	15.00	Instrument Repair	202606	01	300	258	233	000	350
MUSIC STREET INC	44028	1	50.00	50.00	Instrument Repair	202606	01	300	258	233	000	350
MUSIC STREET INC Total			65.00	65.00								
NILLES, JACOB	44030	1	183.33	183.33	8th Grade Play Tech Work (Drama)	202606	01	300	291	236	000	305
NILLES, JACOB Total			183.33	183.33								
ONE DIVERSIFIED LLC	43997	1	83.33	83.33	SMART Notebook Renewal	202606	01	300	211	000	000	406
ONE DIVERSIFIED LLC	43997	1	41.67	41.67	SMART Notebook Renewal	202606	01	100	203	000	000	406
ONE DIVERSIFIED LLC Total			125.00	125.00								
PEPPER, J.W. & SON INC.	43998	1	21.99	21.99	Choir Music	202606	01	300	258	231	000	430
PEPPER, J.W. & SON INC. Total			21.99	21.99								
PEPSI COLA BOTTLING, INC	43999	1	266.00	266.00	Pop	202606	01	300	292	000	000	619
PEPSI COLA BOTTLING, INC Total			266.00	266.00								
PERFORMANCE FOODSERVICE	44035	1	732.58	732.58	Ala Carte	202606	02	005	770	000	707	490
PERFORMANCE FOODSERVICE	44035	1	220.32	220.32	Brk Food	202606	02	005	770	000	705	490
PERFORMANCE FOODSERVICE	44035	1	1,610.37	1,610.37	Lunch Food	202606	02	005	770	000	701	490
PERFORMANCE FOODSERVICE Total			2,563.27	2,563.27								
PLUNKETT'S, INC.	44000	1	103.29	103.29	Pest Control	202606	01	005	810	000	000	350
PLUNKETT'S, INC. Total			103.29	103.29								
PRINCIPAL LIFE INSURANCE COMPANY	44001	1	119.86	119.86	Dec STD	202606	01	215	033			
PRINCIPAL LIFE INSURANCE COMPANY	44001	1	1,186.72	1,186.72	Dec LTD	202606	01	215	029			
PRINCIPAL LIFE INSURANCE COMPANY	44001	1	632.52	632.52	Dec Bd/Dep/Life	202606	01	215	028			
PRINCIPAL LIFE INSURANCE COMPANY Total			1,939.10	1,939.10								
PUSH PEDAL PULL	44002	1	4,260.11	4,260.11	Fitness Equipment Repairs	202606	01	300	292	000	000	350
PUSH PEDAL PULL Total			4,260.11	4,260.11								
S & K AUTO REPAIR	44039	1	107.27	107.27	37 Gal	202606	01	005	760	190	733	440
S & K AUTO REPAIR Total			107.27	107.27								
SARATOGA LANDSCAPING & IRRIGATION	44003	1	450.00	450.00	Winterize Football Field Sprinkler	202606	01	005	810	000	000	350
SARATOGA LANDSCAPING & IRRIGATION Total			450.00	450.00								
SHADETREE AUTO REPAIR	44004	1	506.98	506.98	Van Tires/Oil Change	202606	01	005	760	190	733	350
SHADETREE AUTO REPAIR	44037	1	88.00	88.00	Van Oil Change	202606	01	005	760	190	733	350
SHADETREE AUTO REPAIR Total			594.98	594.98								
SOUTHWEST HEALTH & HUMAN SERVICES	44006	1	300.00	300.00	FS Inspection	202606	01	005	865	000	347	305
SOUTHWEST HEALTH & HUMAN SERVICES Total			300.00	300.00								
SOUTHWEST MN STATE UNIVERSITY	44005	1	10,560.00	10,560.00	PSEO Writing/Algebra/Public Presentations	202606	01	300	211	000	000	394
SOUTHWEST MN STATE UNIVERSITY Total			10,560.00	10,560.00								
SW/WC SERVICE COOPERATIVES	44031	1	4,754.32	4,754.32	Computers	202606	01	005	630	000	302	555
SW/WC SERVICE COOPERATIVES	44008	1	144.50	144.50	ALC/STARRS Online Tuition	202606	01	300	211	000	000	390
SW/WC SERVICE COOPERATIVES	44008	1	1,950.00	1,950.00	Data Privacy Program	202606	01	005	630	000	000	406

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
SW/WC SERVICE COOPERATIVES	44008	1	8,302.91	8,302.91	Sept Tech Support	202606	01	005	630	000	000	316
SW/WC SERVICE COOPERATIVES	44008	1	691.84	691.84	2/3 25-26 MARSS	202606	01	005	110	000	000	820
SW/WC SERVICE COOPERATIVES	44008	1	4,481.92	4,481.92	2/3 25-26 RMIC	202606	01	005	110	000	000	820
SW/WC SERVICE COOPERATIVES	44008	1	6,083.33	6,083.33	2/3 25-26 Shared Services	202606	01	100	640	000	306	305
SW/WC SERVICE COOPERATIVES	44008	1	204.00	204.00	Bus Driver Training	202606	01	005	760	000	720	305
SW/WC SERVICE COOPERATIVES	44008	1	1,500.00	1,500.00	Sept Business Services	202606	01	005	110	000	000	315
SW/WC SERVICE COOPERATIVES Total			28,112.82	28,112.82								
SWEETMAN SANITATION INC.	44007	1	1,021.36	1,021.36	Nov Garbage	202606	01	005	810	186	000	330
SWEETMAN SANITATION INC. Total			1,021.36	1,021.36								
THOOFT, AMBERLEE	44012	1	45.00	45.00	10/24/25 Line Judge	202606	01	300	296	227	000	305
THOOFT, AMBERLEE Total			45.00	45.00								
TRENHAILE, JAY D.	44013	1	1,359.16	1,359.16	November Contracted Services	202606	01	005	420	000	740	394
TRENHAILE, JAY D.	44013	1	582.50	582.50	November Contracted Services	202606	01	300	211	000	000	394
TRENHAILE, JAY D. Total			1,941.66	1,941.66								
TYLER BUS SERVICE, INC.	44014	1	56,524.84	56,524.84	Activities	202606	01	005	760	000	720	360
TYLER BUS SERVICE, INC.	44014	1	73,111.44	73,111.44	Contracted Transportation	202606	01	005	760	000	720	360
TYLER BUS SERVICE, INC. Total			129,636.28	129,636.28								
TYLER CITY OF	44015	1	80.73	80.73	Oct Garbage	202606	01	005	810	186	000	330
TYLER CITY OF	44015	1	253.50	253.50	Oct Sewer	202606	01	005	810	183	000	330
TYLER CITY OF	44015	1	1,453.65	1,453.65	Oct Water	202606	01	005	810	183	000	330
TYLER CITY OF	44015	1	123.71	123.71	Oct Gas	202606	01	005	810	000	000	440
TYLER CITY OF	44015	1	1,560.00	1,560.00	Oct Electric	202606	01	005	810	184	000	330
TYLER CITY OF	44016	1	7,500.00	7,500.00	Oct-Dec School Resource Officer	202606	01	005	715	000	342	310
TYLER CITY OF Total			10,971.59	10,971.59								
TYLER LUMBER COMPANY	44019	1	170.44	170.44	Wood/Screws/Sandpaper/Stain	202606	02	005	770	000	701	401
TYLER LUMBER COMPANY	44017	1	21.56	21.56	Utility Knife/Blades/Window Clings	202606	02	005	770	000	701	401
TYLER LUMBER COMPANY	44017	1	8.90	8.90	Bulb	202606	01	005	810	000	000	401
TYLER LUMBER COMPANY	44018	1	82.05	82.05	Stain/Brush/Wood	202606	02	005	770	000	701	401
TYLER LUMBER COMPANY Total			282.95	282.95								
TYLER OIL CO	44020	1	571.71	571.71	190 Gal for Generator	202606	01	005	810	000	000	440
TYLER OIL CO Total			571.71	571.71								
TYLER TRIBUTE	44021	1	49.95	49.95	Assistant Cook Ads	202606	01	005	010	000	000	305
TYLER TRIBUTE	44021	1	137.60	137.60	25-26 Budget Publication	202606	01	005	010	000	000	305
TYLER TRIBUTE	44021	1	124.80	124.80	Community Walking Ads	202606	01	005	010	000	000	305
TYLER TRIBUTE	44021	1	86.00	86.00	Minutes	202606	01	005	010	000	000	305
TYLER TRIBUTE	44021	1	149.50	149.50	Hitchville Concert Ads (Drama)	202606	01	300	291	236	000	305
TYLER TRIBUTE	44021	1	62.40	62.40	Bake Sale Ad (Drama)	202606	01	300	291	236	000	305
TYLER TRIBUTE	44022	1	58.50	58.50	Para Ads	202606	01	005	010	000	000	305
TYLER TRIBUTE	44038	1	913.83	913.83	Purchase Orders	202606	01	005	110	000	000	401
TYLER TRIBUTE Total			1,582.58	1,582.58								
US FOODS, INC.	44036	1	22,734.04	22,734.04	Food/Supplies	202606	02	005	770	000	701	490

Presented by Alex Rott, District Treasurer	RTR INDEPENDENT SCHOOL DISTRICT No. 2902 Russell, Tyler, Ruthton, Minnesota Treasurer's Report				2025-2026 November 2025
TYPE OF FUND	MONTHLY STARTING BALANCE	MONTHLY RECEIPTS	MONTHLY DISBURSEMENTS	MONTHLY ADJUSTMENTS	MONTHLY ENDING BALANCE
GENERAL FUND 01*	\$ 3,463,367.55	\$ 408,423.22	\$ 898,517.29	\$ 0.00	\$ 2,973,273.48
FOOD SERVICE FUND 02*	\$ 436,656.78	\$ 76,032.16	\$ 67,770.38	\$ 0.00	\$ 444,918.56
COMM. SERVICE FUND 04*	\$ 33,794.03	\$ 13,350.80	\$ 37,690.15	\$ 0.00	\$ 9,454.68
DEBT REDUCTION FUND 07*	\$ 1,537,273.47	\$ 449,196.36	\$ -	\$ 0.00	\$ 1,986,469.83
Agency 09*	\$ 6,694.29	\$ 200.00	\$ -	\$ 0.00	\$ 6,894.29
FY 26 DISTRICT TOTALS FUNDS (01* - 09*)	\$ 5,477,786.12	\$ 947,202.54	\$ 1,003,977.82	\$ 0.00	\$ 5,421,010.84
FY25 Comparisons	\$ 5,981,458.54	\$ 810,755.32	\$ 942,044.63	\$ 0.00	\$ 5,850,169.23
FY26 Difference	\$ (503,672.42)	\$ 136,447.22	\$ 61,933.19	\$ 0.00	\$ (429,158.39)
ACCOUNT BALANCES	BALANCE PER FY25 ACCOUNT BOOKS	FY26 - FY25 ACCOUNT DIFFERENCE	NAME AND TYPES OF ACCOUNTS		BALANCE PER FY26 ACCOUNT BOOKS
RTR FINANCIAL ACCOUNT BALANCES	\$ 181,390.77	\$ (79,766.98)	DISTRICT CHECKING ACCOUNTS		\$ 101,623.79
	\$ 563,331.52	\$ 71,950.50	INVESTMENTS/CD's		\$ 635,282.02
	\$ 4,461,035.09	\$ (112,774.44)	MN LIQUID ASSET FUND ACCOUNT		\$ 4,348,260.65
	\$ 644,411.85	\$ (308,567.47)	INVESTMENTS/PMA/UMB FINANCIAL NETWORK		\$ 335,844.38
	\$ 5,850,169.23	\$ (429,158.39)	DISTRICT TOTALS:		\$ 5,421,010.84
BANK STATEMENT	FY25 ACCOUNT TOTALS:	FY26 BALANCE PER BANK STATEMENT	FY26 OUTSTANDING CHECKS PER ACCOUNT	FY26 RATE OF INTEREST AND INTEREST EARNED	FY26 BALANCE PER TREASURER'S BOOKS
First Independent Bank Checking	0.25% \$ 181,390.77	\$ 176,218.77	\$ (74,641.68)	0.25% \$ 46.70	\$ 101,623.79
PMA Public Investment	4.66% \$ 552,915.46	\$ 622,887.38	\$ -	3.87% \$ 1,978.58	\$ 624,865.96
First Independent Bank CD's, Voice of Democracy	.5% AND 2.00% \$ 10,416.06	\$ 10,416.06	\$ -	1.5% AND 1.71% \$ -	\$ 10,416.06
MN Liquid Asset Fund Liquid	4.55% \$ 342,267.45	\$ 166,110.91	\$ -	3.84% \$ 751.08	\$ 166,861.99
MN Liquid Asset Fund Maximum	4.64% \$ 4,118,767.64	\$ 4,168,561.86	\$ -	3.92% \$ 12,836.80	\$ 4,181,398.66
PMA Financial Network Construction Financing	4.66% \$ 644,411.85	\$ 334,780.99	\$ -	3.87% \$ 1,063.39	\$ 335,844.38
TOTALS	\$ 5,850,169.23	\$ 5,478,975.97	\$ (74,641.68)	\$ 16,676.55	\$ 5,421,010.84
				FY24 DIFFERENCE	\$ (429,158.39)

MONTH ENDING	RTR INDEPENDENT SCHOOL DISTRICT No. 2902 Russell, Tyler, Ruthton, Minnesota Revenue vs. Disbursement Report						Presented by Alex Rott, RTR Treasurer	
November, 2025								
TYPE OF FUND	FY26 YTD REVENUES	FY25 BUDGET REVENUES	%	FY26 YTD EXPENSES	FY26 BUDGET EXPENSES	%	YTD REVENUES MINUS EXPENSES	%
01* - GENERAL FUND (WITH TRANS & CAPITAL)	\$ 2,832,220	\$ 9,172,722	30.88%	\$ 3,219,419	\$ 9,185,369	35.05%	\$ (387,198)	-4.17%
FY25 COMPARISON	\$ 3,014,221	\$ 9,129,656	33.02%	\$ 3,102,489	\$ 9,038,784	34.32%	\$ (88,268)	-1.31%
YEARS DIFFERENCE	\$ (182,001)	\$ 43,066	-2.14%	\$ 116,930	\$ 146,585	0.73%	\$ (298,930)	-2.86%
02* - FOOD SERVICE FUND	\$ 173,231	\$ 632,500	27.39%	\$ 227,782	\$ 588,462	38.71%	\$ (54,551)	-11.32%
FY25 COMPARISON	\$ 113,332	\$ 637,360	17.78%	\$ 176,880	\$ 532,516	33.22%	\$ (63,548)	-15.43%
YEARS DIFFERENCE	\$ 59,899	\$ (4,860)	9.61%	\$ 50,902	\$ 55,946	5.49%	\$ 8,997	4.11%
04* - COMMUNITY SERVICE FUND	\$ 68,287	\$ 178,079	38.35%	\$ 81,603	\$ 318,755	25.60%	\$ (13,316)	12.75%
FY25 COMPARISON	\$ 59,284	\$ 164,280	36.09%	\$ 88,322	\$ 321,391	27.48%	\$ (29,038)	8.6%
YEARS DIFFERENCE	\$ 9,003	\$ 13,799	2.3%	\$ (6,719)	\$ (2,636)	-1.88%	\$ 15,723	4.1%
07* - DEBT REDEMPTION FUND	\$ 1,151,910	\$ 2,430,296	47.40%	\$ 509,483	\$ 2,435,115	20.92%	\$ 642,427	26.48%
FY25 COMPARISON	\$ 1,147,460	\$ 2,452,462	46.79%	\$ 541,818	\$ 2,439,785	22.21%	\$ 605,643	24.58%
YEARS DIFFERENCE	\$ 4,449	\$ (22,166)	0.00%	\$ (32,335)	\$ (4,670)	-1.29%	\$ 36,784	1.29%
2025 - 2026 TOTALS	\$ 4,225,648	\$ 12,413,597	34.04%	\$ 4,038,287	\$ 12,527,701	32.23%	\$ 187,362	1.81%
2024 - 2025 TOTALS	\$ 4,334,298	\$ 12,383,758	35.00%	\$ 3,909,509	\$ 12,332,476	31.70%	\$ 424,789	3.30%
FY26 DIFFERENCE	\$ (108,649)	\$ 29,839	-0.96%	\$ 128,778	\$ 195,225	0.53%	\$ (237,427)	-1.49%
FY26 YTD REVENUES	The 2025-2026 Revenues to date are behind \$108,649 from the 2024-2025 Revenues at this time.							
FY26 YTD EXPENSES	The 2025-2026 Expenses to date have increased by + \$128,778 from the 2024-2025 Expenses at this same time last year. Together with having less dollars coming in and increased expenses going out, the result is that we are now \$237,427 deficit spending.							

RTR Public Schools
Petty Cash – Check Book Reimbursement
December 10, 2025

CHECK #	VENDOR	DESCRIPTION	AMOUNT
		TOTAL	0.00

Activity	July 1st Balance	Revenue	Expense	Nov 30th Balance
FFA	17,547.21	1,518.30	7,511.26	11,554.25
Yearbook	3,231.84	3,870.00	3,252.84	3,849.00
Student Council	2,860.23	9,310.00	1,875.97	10,294.26
FCCLA	11,870.07	150.00	14,196.87	-2,176.80
Drumline	1,940.07	0.00	0.00	1,940.07
Football	5,110.51	3,415.00	1,534.26	6,991.25
Volleyball	13,979.51	4,794.00	9,784.78	8,988.73
Cheer	5,247.24	1,537.98	1,693.86	5,091.36
Baseball	5,113.38	0.00	0.00	5,113.38
MS Basketball	328.01	0.00	0.00	328.01
Caring is Sharing	8,312.94	947.00	0.00	9,259.94
Golf	3,053.96	0.00	0.00	3,053.96

RTR Public Schools #2902
Exp Detail - Fd, Org, Pro
Period Ending November 30, 2025

Sequence: Fd, Org, Pro

										26BUD				% YTD		Remaining		
L	Fd	Org	Pro	Crs	Fin	O/S	Class	Sub	Description	Annual Budget	Period 202605	Year To Date	% YTD	Encumbrances	+ Enc	Balance		
01	General																	
	005		Districtwide															
			810		Operations & Maint.													
E	01	005	810	000	000	170	422	00	Custodial Salary	298,049.00	26,459.26	129,181.07	43%	0.00	43%	168,867.93		
E	01	005	810	000	000	199	422	00	Custodial Cash in Lieu	904.00	94.26	471.16	52%	0.00	52%	432.84		
E	01	005	810	000	000	210	422	00	Custodial FICA	23,550.00	1,925.05	9,549.43	41%	0.00	41%	14,000.57		
E	01	005	810	000	000	214	422	00	Custodial PERA	20,962.00	1,974.50	9,246.93	44%	0.00	44%	11,715.07		
E	01	005	810	000	000	220	422	00	Custodial Health Insurances	49,797.00	4,533.19	20,758.37	42%	0.00	42%	29,038.63		
E	01	005	810	000	000	230	422	00	Custodial Life Ins	144.00	12.69	58.14	40%	0.00	40%	85.86		
E	01	005	810	183	000	330	422	00	Water/Sewer	12,000.00	1,159.40	1,945.73	16%	0.00	16%	10,054.27		
E	01	005	810	184	000	330	422	00	Electricity Services	131,950.00	19,124.00	64,676.00	49%	0.00	49%	67,274.00		
E	01	005	810	186	000	330	422	00	Garbage Services	18,000.00	1,103.71	3,307.89	18%	0.00	18%	14,692.11		
E	01	005	810	191	000	440	422	00	Fuels-Custodial	2,000.00	23.08	541.23	27%	0.00	27%	1,458.77		
E	01	005	810	000	000	401	422	00	Custodial Sup/Mat	72,000.00	4,707.60	24,217.38	34%	0.00	34%	47,782.62		
E	01	005	810	000	000	440	422	00	Natural Gas	65,000.00	116.44	345.82	1%	0.00	1%	64,654.18		
E	01	005	810	000	302	530	424	00	Cust Equipment Purchased	10,000.00	0.00	0.00	0%	0.00	0%	10,000.00		
E	01	005	810	000	733	365	422	00	Custodial Chargeback	124.00	0.00	0.00	0%	0.00	0%	124.00		
E	01	005	810	000	000	251	422	00	Custodial Health Reimb Arra	0.00	41.66	208.30	0%	0.00	0%	(208.30)		
E	01	005	810	000	000	270	422	00	Custodial Workers Compens	5,664.00	0.00	0.00	0%	0.00	0%	5,664.00		
E	01	005	810	000	000	305	422	00	Custodial Fees For Svc	14,000.00	434.00	2,900.00	21%	0.00	21%	11,100.00		
E	01	005	810	000	000	350	422	00	Custodial Repair & Maint Ser	17,500.00	3,643.29	11,982.12	68%	0.00	68%	5,517.88		
			810		Operations & Maint.					741,644.00	65,352.13	279,389.57	38%	0.00	38%	462,254.43		
			850		Capital Facilities													
E	01	005	850	000	302	896	424	00	Taxes & Special Assessment	460.00	0.00	0.00	0%	0.00	0%	460.00		
E	01	005	850	000	389	335	422	00	Short-Term Lease/Rentals	21,000.00	6,983.00	6,983.00	33%	0.00	33%	14,017.00		
E	01	005	850	000	000	580	422	00	Principal Ctf of Part	125,000.00	0.00	0.00	0%	0.00	0%	125,000.00		
E	01	005	850	000	000	581	422	00	Interest Ctf of Part.	42,600.00	0.00	21,300.00	50%	0.00	50%	21,300.00		
			850		Capital Facilities					189,060.00	6,983.00	28,283.00	15%	0.00	15%	160,777.00		
			865		Long Term Facility Maint													
E	01	005	865	000	382	210	467	00	FICA	0.00	81.51	367.55	0%	0.00	0%	(367.55)		
E	01	005	865	000	382	214	467	00	PERA	0.00	82.39	371.36	0%	0.00	0%	(371.36)		
E	01	005	865	000	382	220	467	00	Employee Insurances	0.00	174.50	779.15	0%	0.00	0%	(779.15)		
E	01	005	865	000	382	230	467	00	Life Ins	0.00	0.50	2.24	0%	0.00	0%	(2.24)		
E	01	005	865	000	384	350	467	00	Site Proj Repair & Maint Sen	1,000.00	0.00	0.00	0%	0.00	0%	1,000.00		
E	01	005	865	000	380	350	467	00	Mechanical Sys-Repair & Ma	10,000.00	0.00	5,878.50	59%	0.00	59%	4,121.50		
E	01	005	865	000	381	350	467	00	LTFM Plumbing Repair & Ma	1,000.00	0.00	0.00	0%	0.00	0%	1,000.00		
E	01	005	865	000	382	170	467	00	Non-Instructional Support	12,740.00	1,098.44	4,951.56	39%	0.00	39%	7,788.44		

RTR Public Schools #2902
Exp Detail - Fd, Org, Pro
Period Ending November 30, 2025

Sequence: Fd, Org, Pro

										26BUD				% YTD		Remaining								
L	Fd	Org	Pro	Crs	Fin	O/S	Class	Sub	Description	Annual Budget	Period 202605	Year To Date	% YTD	Encumbrances	+ Enc	Balance								
01	General																							
	005		Districtwide																					
		865		Long Term Facility Maint																				
E	01	005	865	000	363	350	467	00	Fire Safety Repair & Maint L	1,000.00	0.00	270.00	27%	0.00	27%	730.00								
E	01	005	865	000	363	401	467	00	Fire Safety General Supplies	0.00	846.00	846.00	0%	0.00	0%	(846.00)								
E	01	005	865	000	368	350	467	00	LTFM Bldg Env-Repair & Ma	2,000.00	0.00	0.00	0%	0.00	0%	2,000.00								
E	01	005	865	000	369	350	467	00	Elevator Repair & Maint Serv	2,000.00	0.00	1,868.57	93%	0.00	93%	131.43								
E	01	005	865	000	370	350	467	00	LTFM Electrical Repair	5,000.00	0.00	455.84	9%	0.00	9%	4,544.16								
E	01	005	865	000	347	305	467	00	FS Inspection	350.00	0.00	0.00	0%	0.00	0%	350.00								
E	01	005	865	000	349	305	467	00	Haz Chem Inv Fee/Bulb Rec	700.00	0.00	0.00	0%	0.00	0%	700.00								
E	01	005	865	000	352	305	467	00	H/S Contract	9,500.00	0.00	3,146.00	33%	0.00	33%	6,354.00								
E	01	005	865	000	352	401	467	00	H/S Supplies	500.00	0.00	693.19	139%	0.00	139%	(193.19)								
E	01	005	865	000	363	305	467	00	Fire Safety Fees for Service	5,000.00	3,504.00	7,242.25	145%	0.00	145%	(2,242.25)								
		865		Long Term Facility Maint														50,790.00	5,787.34	26,872.21	53%	0.00	53%	23,917.79
		005		Districtwide														981,494.00	78,122.47	334,544.78	34%	0.00	34%	646,949.22
	100		Elementary																					
		850		Capital Facilities																				
E	01	100	850	000	302	530	424	00	Fac Equipment	0.00	0.00	166.65	0%	0.00	0%	(166.65)								
		850		Capital Facilities														0.00	0.00	166.65	0%	0.00	0%	(166.65)
		865		Long Term Facility Maint																				
E	01	100	865	000	347	530	467	00	Physical Hazards Equipment	0.00	0.00	5,212.02	0%	0.00	0%	(5,212.02)								
		865		Long Term Facility Maint														0.00	0.00	5,212.02	0%	0.00	0%	(5,212.02)
		100		Elementary														0.00	0.00	5,378.67	0%	0.00	0%	(5,378.67)
01	General									981,494.00	78,122.47	339,923.45	35%	0.00	35%	641,570.55								
									Report Totals:	981,494.00	78,122.47	339,923.45	35%	0.00	35%	641,570.55								



RTR Elem. December Board Report

December 10, 2025

Changes at the Elementary

Staff changes in preschool, early childhood and 3rd grade

This year we have seen a notable increase in student needs in our early childhood and preschool programs. When Ms. Greenfield began teaching the 3-year-old preschool class and providing early childhood special education services, she served 7 students. Her caseload has since grown to 16, including birth-to-three home visits and evaluations that have resulted in IEPs. Many of our youngest learners require significant language and early learning support, making it difficult for her to continue both roles. While some of her caseload has been shared with staff, she now needs full-time focus on early childhood special education.

We also identified challenges in meeting English Learner (EL) needs, as Mrs. Wiese, our EL-certified teacher, is currently available only two hours per day.

To better support students, the administrative team plans the following changes for second semester:

- **Mrs. Wiese** will return to teaching the 3-year-old preschool class two days per week and provide EL services the other three days.
- **Ms. Greenfield** will move to a full-time early childhood special education role, allowing her to provide targeted support for our youngest learners.

Additionally, increased needs in 3rd grade prompted us to hire a new full-time teacher for the remainder of the school year. We are pleased to welcome **Makayla Kennedy**, a December SMSU graduate, to fill this position.

These changes will begin January 26. Families and staff affected will be notified. These adjustments reflect our commitment to supporting students, strengthening instruction, and ensuring every child receives the strong start they deserve.

Positive Behavior Interventions and Supports

Golden Tickets - Rewards Party

RTR elementary students can earn Golden Tickets from RTR staff for doing the 'right thing' and making good choices. The Golden Tickets are put in the office for the Weekly Noble Knights' drawing. On the last day of each week, a student from each class is recognized for the great choices they made and are honored as an RTR Noble Knight! Our Noble Knights' are given a prize and their golden ticket and Ms. Jordan takes a picture of the group for our Facebook page and Monthly Family Newsletter.

At the end of each month, all the students that have had no major behavior referrals for the month get to participate in a fun rewards party. In October, we had a costume dance party and in November we played turkey bingo with prizes. Each grade has the opportunity to have 25 minutes of the fun activity which allow all of them a chance to enjoy the rewards party. Thanks to the high school Student Council, NHS and FCCLA for helping us with our bingo in November. We love that we can intermingle with the middle school and high school students - one advantage of being in a PK-12th grade building.



Parent Teacher Conferences - 97% Attendance

Our fall parent-teacher conferences were a tremendous success, with an outstanding **97% attendance rate**. This high level of participation reflects our families' strong commitment to partnering with us, our staff's dedication to meaningful communication, and the welcoming environment our school community continues to build together. Parents expressed appreciation for the clear academic updates, the positive relationships teachers have established, and the opportunity to collaborate on supporting each child's growth. This level of engagement is a powerful sign of trust and teamwork, and we are grateful for the shared commitment to helping every student thrive.

Mentoring Program Update

Our new mentoring program for early service teachers is off to an excellent start. We have outstanding mentor teachers who deeply care about supporting their colleagues and willingly share their expertise. The mentoring team is also developing a comprehensive mentor handbook to ensure consistency, clarity, and strong guidance throughout the year. Early feedback shows a positive impact on classroom practice and student learning, as new teachers feel more supported, confident, and effective. This collaborative effort is already strengthening our staff culture and benefiting students across the building.

The link below is the RTR Elem. Family Newsletter that is sent monthly.



RTR PK-5th Family Knight's Notes

app.smore.com

RTR Elementary Enrollment

December 4, 2025

Preschool - 68

Kindergarten - 48

First Grade - 44

Second Grade - 33

Third Grade - 50

Fourth Grade - 46

Fifth Grade - 41

Total Enrollment: 330



Barb Paulson

RTR Elementary Principal

**ACTIVITIES
BOARD REPORT
DECEMBER 2025**

1. Winter activities are underway and moving along very well. Our teams are all full.
2. Number of participants:
BBB 9 thru 12=30
BBB 7&8=31
GBB 9 thru 12=22
GBB 7&8=16
Wrestling 7 thru 12=7
Knowledge Bowl 7&8=5
Winter Cheer 7 thru 12=5
3. RTR in conjunction with the Basketball Boosters hosted a JH GBB tournament on Saturday, December 6th with 7 other schools attending.
4. RTR in conjunction with the Basketball Boosters will be hosting a JH BBB tournament on Saturday, January 10th with 6 other schools attending.
5. The RTR V/JV GBB and BBB teams will be taking part in the games scheduled over winter break. The games will be at SMSU and Marshall High School.
6. Coach Sandy Carpenter again put together a Winter Cheer Team. They will be cheering at home boys and girls basketball games this season.
7. The JR Hoopster season is underway. Once again Josh Hook is serving as the coordinator of the program which is run through Community Education.

**School Board Meeting
December 10, 2025
7:00 PM**

Secondary Principal Report

- **Device Policy:** I feel like this is a problem that I have created, and I will take the blame when the troops become angry. We have a group of approximately 47 students that currently use their own device at school. What started out as students taking PSEO classes has grown, and I need to get a handle on it. Here are the problems we are seeing with students using a non-school device. First of all, there is a huge question of security. While there are filters on our Wifi, there are definitely less security with devices that we don't control. Students often need assistance with different things that our tech people should not be dealing with (because this is a personal device). The fact that teachers are not able track students in terms of what they are doing on the device is another concern. My plan is to draft a letter that will go out to parents in grades 9-12 that states that students will be required to use a school issued device when they are in our classes. PSEO students will still be able to use a personal device for their PSEO classes, but they will be required to use a school device for our classes. Yes, this means that many students taking PSEO classes will have two devices. Students in grades 9-10 do not take PSEO classes and will be required to use a school device all the time. My plan is to begin enforcing this second semester.
- **Read Act:** I attended a meeting in Marshall on December 2nd with three other staff. Our Literacy Lead and two ELA teachers attended with me. In order to make a long story short, we are mandated to test all students in grades 4-12 that are below grade level with a standardized test called Read Basix. It is from a company called Capti. We have identified the students that need to be tested and this will happen after the holidays. Essentially we will be continuing to discuss how we will assist students that have deficiencies in reading. We will start with our Tier 1 instructions which means full group instruction in the classroom. I will be meeting with our ELA team (gr. 6-12) on Dec. 19th in the afternoon to discuss this more. Our goal is to address the MS schedule first so that we are ready for next year.
- **Mid-quarter:** December 10th! The year is moving fast!

Current Enrollment: December 4, 2025

Grade 6:	44	
Grade 7:	49	
Grade 8:	53	146
Grade 9:	57	
Grade 10:	50	
Grade 11:	59	
Grade 12:	57	223
Total 6-12:		369

