MACCRAY ISD 2180
Clara City, MN 56222
MACCRAY Board Room
Monday, April 13, 2026
6:00 pm

TENTATIVE AGENDA

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

1.0 Call to Order
2.0 Pledge of Allegiance
3.0 Approval of the Agenda/Additions/Deletions
4.0 Public Comment - none
5.0 Consent Agenda – Action Required
- 5.1 Adoption of Minutes
- 5.2 Approve payment of bills and financial reports.
- 5.3 Approve Journeyworker MOU with EDMN.
- 5.4 Approve teacher contract - A. Voorhees
- 5.5 Accept Retirement - J. Trulock
- 5.6 Accept resignation of Paraprofessional - K. Nilsen
- 5.7 Approve teacher contract - C. Shaffer
- 5.8 Approve paraprofessional employment agreement - M. Collins
- 5.9 Approve continuing contract (tenure) for teachers: K. Thorson, H. Blanchette
- 5.10 Approve Policy 403 - Discipline, Suspension, and Dismissal of School District Employees.
- 5.11 Approve Policy 721 - Procurement Policy
- 5.12 Approve teacher contract - J. Heida
- 5.13 Approve teacher contract - A. Streich
- 5.14 Approve Coaches: Gabe Henker - JH Baseball
  Brandon Grund - JH Baseball Volunteer
  Brenden Collins - JV/Varsity Baseball Volunteer
  Hayden Stensrud - Softball Volunteer
  Jack Miller - Track Volunteer

6.0 Communication Report
- 6.1 Administrative Reports
  - 6.1.1 FFA Parliamentary Procedure Team
  - 6.1.2 Jim Trulock - Activities
  - 6.1.3 Todd Bertram - Elementary
  - 6.1.4 Judd Wheatley - MS/HS - written
  - 6.1.5 Adam Holm - District
- 6.2 Committee Reports
- 6.3 Board Discussion -9-12 MACCRAY Student admission fees, RFP strategic plan process, Graduation, School tour

7.0 Business items – Action Required

7.1 Accept donations from Dave Hovda Memorial to MACCRAY Music Dept for $1000, $10 to MACPAC in Memory of Rita Thissen, and Brady Heiling Memorial benches for tennis courts and track.

8.0 Upcoming Meetings

8.1 Regular Board Meeting, Monday, May 11, MACCRAY Board Room, 6pm

8.2 Regular Board Meeting, Monday, June 8, MACCRAY Board Room, 6pm

8.3 Regular Board Meeting, Monday, July 13, MACCRAY Board Room, 6pm.

8.4 Regular Board Meeting, Monday, August 10, MACCRAY Board Room, 6pm.

9.0 Adjournment

Minutes of the Board of Education
Independent School District #2180
Regular Meeting #7
Monday, March 9, 2026, 6:00 PM
MACCRAY Board Room

Members Present: Julie Alsum, Debi Brandt, Mark Kasella, John Hagemeyer, Ben Donner, Carmel Thein.
Others Present: Adam Holm, Superintendent; Judd Wheatley, MS/HS Principal; Kim Sandry, Business Manager; Jim Trulock, AD; Greg Peterson, Tech Director;

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

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

Public Comment: none

Approval of Consent Agenda:
Motion by Hagemeyer, second by Donner, to approve the consent agenda. Brandt abstained.
Motion carried by unanimous vote.

Adoption of Minutes
Approve payment of bills and financial records.
Approve ECSE Teacher contract - K. Lavin
Approve Policy 514 - Bullying Prohibition
Approve Policy 515 - Protection and Privacy of Pupil Records
Approve Policy 516 - Student Medication and Telehealth
Approve Policy 709 - Student Transportation
Accept Retirement of Teacher - B. Van Den Einde
Approve Spring Coaches:

Baseball	Tyler Wrede	Varsity
	Michael Collins	JV
	Undecided	JH/C
	Todd Henker	JH/C
	Gabe Henker	Volunteer
	Trent Carlson	Volunteer
Track - B/G	Cole Christopher	Co-Head Coach
	Alexa Yeager	Co-Head Coach
	Andrew DuHoux	Assistant
	Greg Peterson	Assistant
Softball	Nancy Thoma	Varsity
	Brian Brandt	Assistant
	Jaimi Heida	JH (shared)
	Kaitlynn Kienholz	JH (shared)
Golf – B/G	Bryce Olson	Head
	Tyler Anderson	Assist.
Spring Play	Laura Streich	Director
Weight Room	Seth Falk	Supervisor/Trainer

Communications Reports:
Kati Hess – CER – written
Jim Trulock - Activities
Todd Bertram: Elementary Update
Judd Wheatley – MS/HS update - written
Adam Holm: District update.

Business Items:
Motion by Hagemeyer, second by Brandt, for resolution accepting donations from Lee-Mar Ranch Healing Hearts Raffle Fundraiser to MACCRAY FFA for $295 and $800 to BPA from Dover Firefighter's Relief Assn. Roll Call Vote: For: Brandt, Donner, Thein, Alsum, Hagemeyer, Kasella. Against: none. Resolution passed and adopted.

Meetings and Workshops:
Regular Board Meeting, Monday, April 13, MACCRAY Board Room, 6pm
Regular Board Meeting, Monday, May 11, MACCRAY Board Room, 6pm
Regular Board Meeting, Monday, June 8, MACCRAY Board Room, 6pm

Adjournment of Meeting
Motion by Donner, second by Alsum, for adjournment. Motion carried by unanimous vote. Meeting adjourned at 7:26pm.

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

Ind. School District #2180

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		64672		Wire	1	00867		PERA		No	No	No	03/16/2026	13,372.66
Pay		64673		Wire	1	00868		MN Teachers Retirement Assoc.		No	No	No	03/16/2026	36,376.55
Pay		64674		Wire	1	2181		Aviben		No	No	No	03/16/2026	13,731.80
Pay		64675		Wire	1	2385		MN Department of Revenue		No	No	No	03/16/2026	9,671.61
Pay		64676		Wire	1	2875		Internal Revenue Service		No	No	No	03/16/2026	64,126.11
Pay		64677		Wire	1	2985		Aviben FLEX		No	No	No	03/16/2026	2,633.92
Pay		64678		Wire	1	5625		Venteur		No	No	No	03/16/2026	29,810.87
Pay		64732		Wire	1	00867		PERA		No	No	No	03/31/2026	13,725.37
Pay		64733		Wire	1	00868		MN Teachers Retirement Assoc.		No	No	No	03/31/2026	37,206.12
Pay		64734		Wire	1	2181		Aviben		No	No	No	03/31/2026	13,023.80
Pay		64735		Wire	1	2385		MN Department of Revenue		No	No	No	03/31/2026	9,987.58
Pay		64736		Wire	1	2875		Internal Revenue Service		No	No	No	03/31/2026	66,223.31
Pay		64737		Wire	1	2985		Aviben FLEX		No	No	No	03/31/2026	2,839.98
Pay		64738		Wire	1	5625		Venteur		No	No	No	03/31/2026	29,523.37
Pay		64599	62771	Check	1	2359		Amazon Capital Services		Yes	No	No	03/02/2026	2,042.64
Pay		64601	62772	Check	1	2985		Aviben FLEX		Yes	No	No	03/02/2026	140.38
Pay		64603	62773	Check	1	4983		MNSota School Bus Technologies, LLC		Yes	No	No	03/02/2026	18,595.00
Pay		64602	62774	Check	1	4553		Nordic Solar HoldCo Phase 2, LLC		Yes	No	No	03/02/2026	3,760.18
Pay		64600	62775	Check	1	2943		Sweep Hardware		Yes	No	No	03/02/2026	984.81
Pay		64604	62776	Check	1	00179		Ecolab Pest Elimination Division		Yes	No	No	03/03/2026	181.61
Pay		64606	62777	Check	1	2767		Marcus, Mary		Yes	No	No	03/03/2026	4.59
Pay		64605	62778	Check	1	00763		Pan-O-Gold Baking Company		Yes	No	No	03/03/2026	58.40
Pay		64607	62779	Check	1	4436		Carmany, Leanne		Yes	No	No	03/03/2026	35.00
Pay		64608	62780	Check	1	5645		Strandberg, Susan		Yes	No	No	03/03/2026	35.00
Pay		64609	62781	Check	1	00048		Clara City Telephone Company		Yes	No	No	03/03/2026	419.32
Pay		64611	62782	Check	1	1762		Donners Crossroads Truckstop		Yes	No	No	03/03/2026	16.00
Pay		64612	62783	Check	1	1936		Palmer Bus Service, Inc		Yes	No	No	03/03/2026	136,702.89
Pay		64610	62784	Check	1	1469		Xcel Energy		Yes	No	No	03/03/2026	8,528.82
Pay		64614	62785	Check	1	3554		TRIO Supply Co		Yes	No	No	03/04/2026	676.66
Pay		64615	62786	Check	1	00044		City of Clara City		Yes	No	No	03/04/2026	2,068.08
Pay		64616	62787	Check	1	3962		Indianhead Foodservice Distributor		Yes	No	No	03/04/2026	5,227.77
Pay		64618	62788	Check	1	4505		Minnesota West		Yes	No	No	03/04/2026	11,323.40
Pay		64617	62789	Check	1	2253		Ridgewater College		Yes	No	No	03/04/2026	8,205.22
Pay		64621	62790	Check	1	5646		Hogrefe, RJ		Yes	No	No	03/04/2026	104.74
Pay		64619	62791	Check	1	00701		Southside Lumber		Yes	No	No	03/04/2026	10.99
Pay		64620	62792	Check	1	00905		Trulock, James		Yes	No	No	03/04/2026	33.26
Pay		64622	62793	Check	1	2463		Math Masters		Yes	No	No	03/05/2026	130.00
Pay		64623	62794	Check	1	5647		Minnesota Odyssey of the Mind		Yes	No	No	03/05/2026	60.00

Ind. School District #2180

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		64624	62795	Check	1	00046		Clara City Herald		Yes	No	No	03/05/2026	439.46
Pay		64625	62796	Check	1	00308		SW & WC Service Cooperative		Yes	No	No	03/05/2026	24,379.24
Pay		64629	62797	Check	1	3032		MN Bureau of Criminal Apprehension		Yes	No	No	03/05/2026	15.00
Pay		64634	62798	Check	1	4979		Coordinated Business Systems		Yes	No	No	03/06/2026	135.00
Pay		64633	62799	Check	1	4370		Johnson, Dana		Yes	No	No	03/06/2026	50.00
Pay		64632	62800	Check	1	3625		Olson, Bryce		Yes	No	No	03/06/2026	50.00
Pay		64635	62801	Check	1	5153		Stony Creek Dairy		Yes	No	No	03/06/2026	1,744.04
Pay		64636	62802	Check	1	01432		Chappell Central, Inc.		Yes	No	No	03/06/2026	1,683.25
Pay		64637	62803	Check	1	5039		Donner's Garage Inc		Yes	No	No	03/06/2026	165.26
Pay		64640	62804	Check	1	4016		Almich's Market		Yes	No	No	03/09/2026	50.48
Pay		64642	62805	Check	1	3988		Forum Communications Company		Yes	No	No	03/09/2026	550.00
Pay		64644	62806	Check	1	5166		GreatAmerica Financial Svcs.		Yes	No	No	03/09/2026	441.45
Pay		64643	62807	Check	1	5118		Quadient Finance USA, Inc.		Yes	No	No	03/09/2026	500.00
Pay		64641	62808	Check	1	00844		West Central Sanitation, Inc.		Yes	No	No	03/09/2026	1,452.86
Pay		64647	62809	Check	1	5560		Brinkman, Lydia		Yes	No	No	03/09/2026	77.14
Pay		64645	62810	Check	1	1121		KMS ISD #775		Yes	No	No	03/09/2026	2,957.92
Pay		64646	62811	Check	1	2253		Ridgewater College		Yes	No	No	03/09/2026	6,000.00
Pay		64649	62812	Check	1	1104		Jostens		Yes	No	No	03/10/2026	1,041.80
Pay		64650	62813	Check	1	00763		Pan-O-Gold Baking Company		Yes	No	No	03/11/2026	127.20
Pay		64654	62814	Check	1	5608		AGET Manufacturing Company		Yes	No	No	03/12/2026	3,529.95
Pay		64651	62815	Check	1	1451		CDW Government, Inc		Yes	No	No	03/12/2026	9,405.00
Pay		64652	62816	Check	1	3592		Dooley's Natural Gas		Yes	No	No	03/12/2026	22,138.37
Pay		64653	62817	Check	1	3962		Indianhead Foodservice Distributor		Yes	No	No	03/12/2026	4,925.94
Pay		64655	62818	Check	1	3987		Sarlettes Music		Yes	No	No	03/12/2026	271.49
Pay		64657	62819	Check	1	2450		Brothers Fire & Security		Yes	No	No	03/13/2026	2,365.00
Pay		64659	62820	Check	1	5084		BROUWER, EILEEN		Yes	No	No	03/13/2026	350.00
Pay		64656	62821	Check	1	00105		Hillyard, Inc.		Yes	No	No	03/13/2026	3,517.68
Pay		64658	62822	Check	1	4233		MCGraw-Hill Education		Yes	No	No	03/13/2026	487.80
Pay		64661	62823	Check	1	00077		Farmers Coop Oil Co.		Yes	No	No	03/13/2026	53.49
Pay		64662	62824	Check	1	4697		Farm-Rite Equipment of Willmar		Yes	No	Yes	03/16/2026	0.00
Pay		64663	62825	Check	1	5166		GreatAmerica Financial Svcs.		Yes	No	No	03/16/2026	2,850.42
Pay		64668	62826	Check	1	1039		Citizens Alliance Bank		Yes	No	No	03/16/2026	250.00
Pay		64671	62827	Check	1	4802		Colonial Life		Yes	No	No	03/16/2026	1,458.01
Pay		64669	62828	Check	1	3402		Lake Region Bank		Yes	No	No	03/16/2026	100.00
Pay		64666	62829	Check	1	00880		MACCRAY Education Association		Yes	No	No	03/16/2026	3,173.04
Pay		64670	62830	Check	1	4043		MN Child Support Center		Yes	No	No	03/16/2026	60.50
Pay		64667	62831	Check	1	00881		NCPERS Group Life Ins. c/o Member Ber		Yes	No	No	03/16/2026	8.00
Pay		64665	62832	Check	1	00023		UNUM Life Insurance Company		Yes	No	No	03/16/2026	232.61

Ind. School District #2180

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		64679	62833	Check	1	2126		Menards - Willmar		Yes	No	No	03/17/2026	69.60
Pay		64681	62834	Check	1	1191		Calculators, Inc.		Yes	No	No	03/17/2026	431.87
Pay		64682	62835	Check	1	5649		Holm, Taylor		Yes	No	No	03/17/2026	300.00
Pay		64683	62836	Check	1	5540		Trophies Plus		Yes	No	No	03/17/2026	49.50
Pay		64686	62837	Check	1	2852		Alexandria Technical & Comm College		Yes	No	No	03/17/2026	9,042.19
Pay		64685	62838	Check	1	1121		KMS ISD #775		Yes	No	No	03/17/2026	4,014.32
Pay		64687	62839	Check	1	3713		South Dakota State University		Yes	No	No	03/18/2026	175.00
Pay		64690	62840	Check	1	1680		BSN Sports, LLC		Yes	No	No	03/19/2026	1,269.94
Pay		64689	62841	Check	1	00763		Pan-O-Gold Baking Company		Yes	No	No	03/19/2026	20.32
Pay		64691	62842	Check	1	4153		SPEISER, NATHAN JOHN		Yes	No	No	03/19/2026	1,190.00
Pay		64692	62843	Check	1	3032		MN Bureau of Criminal Apprehension		Yes	No	No	03/19/2026	15.00
Pay		64693	62844	Check	1	3962		Indianhead Foodservice Distributor		Yes	No	No	03/20/2026	5,978.40
Pay		64694	62845	Check	1	5515		Office of MNIT Services		Yes	No	No	03/20/2026	80.00
Pay		64695	62846	Check	1	00105		Hillyard, Inc.		Yes	No	No	03/23/2026	86.85
Pay		64697	62847	Check	1	2923		VISA - CABank		Yes	No	No	03/23/2026	2,558.44
Pay		64703	62848	Check	1	1035		Beseman, Kathi		Yes	No	No	03/24/2026	15.92
Pay		64704	62849	Check	1	2126		Menards - Willmar		Yes	No	No	03/24/2026	86.87
Pay		64705	62850	Check	1	5125		Rural Fabrication Systems		Yes	No	No	03/24/2026	382.60
Pay		64707	62851	Check	1	5054		Late Bloomers Floral		Yes	No	No	03/24/2026	200.00
Pay		64711	62852	Check	1	4436		Carmany, Leanne		Yes	No	No	03/24/2026	24.97
Pay		64710	62853	Check	1	01768		Yellow Medicine East Schools		Yes	No	No	03/24/2026	5,152.87
Pay		64713	62854	Check	1	01432		Chappell Central, Inc.		Yes	No	No	03/25/2026	4,666.16
Pay		64714	62855	Check	1	1960		Chippewa County Auditor/Treasurer		Yes	No	No	03/25/2026	107.60
Pay		64716	62856	Check	1	5377		HM Cragg		Yes	No	No	03/25/2026	936.00
Pay		64715	62857	Check	1	3962		Indianhead Foodservice Distributor		Yes	No	No	03/25/2026	5,123.95
Pay		64712	62858	Check	1	00763		Pan-O-Gold Baking Company		Yes	No	No	03/25/2026	127.20
Pay		64719	62859	Check	1	01073		Kandiyohi County Auditor/Treas		Yes	No	No	03/27/2026	12.00
Pay		64720	62860	Check	1	5375		Northland Community & Tech College		Yes	No	No	03/27/2026	1,692.75
Pay		64723	62861	Check	1	4291		Region 3A		Yes	No	No	03/30/2026	1,670.00
Pay		64724	62862	Check	1	5533		St Cloud State Track & Field & Cross Coun		Yes	No	No	03/30/2026	400.00
Pay		64726	62863	Check	1	5595		Holm, Adam		Yes	No	No	03/30/2026	581.45
Pay		64725	62864	Check	1	3032		MN Bureau of Criminal Apprehension		Yes	No	No	03/30/2026	30.00
Pay		64727	62865	Check	1	00143		Pioneer Athletics		Yes	No	No	03/30/2026	268.50
Pay		64728	62866	Check	1	5652		Minnesota True Team Track		Yes	No	No	03/30/2026	140.00
Pay		64729	62867	Check	1	00105		Hillyard, Inc.		Yes	No	No	03/31/2026	74.57
Pay		64730	62868	Check	1	2126		Menards - Willmar		Yes	No	No	03/31/2026	54.31
Pay		64731	62869	Check	1	00763		Pan-O-Gold Baking Company		Yes	No	No	03/31/2026	127.20
Pay		64742	62870	Check	1	1039		Citizens Alliance Bank		Yes	No	No	03/31/2026	250.00

Ind. School District #2180

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Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
Pay		64745	62871	Check	1	4802		Colonial Life		Yes	No	No	03/31/2026	1,668.01
Pay		64743	62872	Check	1	3402		Lake Region Bank		Yes	No	No	03/31/2026	100.00
Pay		64740	62873	Check	1	00880		MACCRAY Education Association		Yes	No	No	03/31/2026	3,173.04
Pay		64744	62874	Check	1	4043		MN Child Support Center		Yes	No	No	03/31/2026	60.50
Pay		64741	62875	Check	1	00881		NCPERS Group Life Ins. c/o Member Ber		Yes	No	No	03/31/2026	8.00
Pay		64739	62876	Check	1	00023		UNUM Life Insurance Company		Yes	No	No	03/31/2026	232.61
Pay		64747	62877	Check	1	2450		Brothers Fire & Security		Yes	No	No	03/31/2026	16,700.00
Pay		64748	62878	Check	1	5587		Eckroth Music		Yes	No	No	03/31/2026	899.99
Pay		64746	62879	Check	1	1469		Xcel Energy		Yes	No	No	03/31/2026	6,093.00
Pay		64749	62880	Check	1	01432		Chappell Central, Inc.		Yes	No	No	03/31/2026	4,149.62
											Bank Total:			$719,126.33
SA		64598	23095	Check	1	2359		Amazon Capital Services		Yes	Yes	No	03/02/2026	180.91
SA		64613	23096	Check	1	4857		Ball Horticultural Co		Yes	Yes	No	03/04/2026	640.43
SA		64631	23097	Check	1	3045		McCone Foods, Inc		Yes	Yes	No	03/05/2026	25.00
SA		64638	23098	Check	1	4016		Almich's Market		Yes	Yes	No	03/09/2026	221.40
SA		64639	23099	Check	1	4929		Stoneham Farms, LLC		Yes	Yes	No	03/09/2026	80.00
SA		64648	23100	Check	1	4371		Pieper, Rhonda		Yes	Yes	No	03/10/2026	92.06
SA		64660	23101	Check	1	00077		Farmers Coop Oil Co.		Yes	Yes	No	03/13/2026	770.93
SA		64680	23102	Check	1	3711		Instrumentalist Awards LLC		Yes	Yes	No	03/17/2026	182.00
SA		64684	23103	Check	1	1104		Jostens		Yes	Yes	No	03/17/2026	2,212.50
SA		64688	23104	Check	1	2884		Pastures A Plenty Co		Yes	Yes	No	03/19/2026	1,938.14
SA		64696	23105	Check	1	2923		VISA - CABank		Yes	Yes	No	03/23/2026	680.00
SA		64700	23106	Check	1	4857		Ball Horticultural Co		Yes	Yes	No	03/24/2026	56.46
SA		64698	23107	Check	1	1680		BSN Sports, LLC		Yes	Yes	No	03/24/2026	4,247.50
SA		64699	23108	Check	1	1684		MACCRAY Activity Account		Yes	Yes	No	03/24/2026	9,000.00
SA		64702	23109	Check	1	5650		MACCRAY FCA		Yes	Yes	No	03/24/2026	1,000.00
SA		64701	23110	Check	1	5191		MACCRAY Parent's Club		Yes	No	No	03/24/2026	1,000.00
SA		64706	23111	Check	1	4547		SDSU Little International		Yes	No	No	03/24/2026	120.00
SA		64708	23112	Check	1	3911		Bristle, Laura		Yes	No	No	03/24/2026	82.79
SA		64709	23113	Check	1	4371		Pieper, Rhonda		Yes	No	No	03/24/2026	412.29
SA		64717	23114	Check	1	2951		MACCRAY Scholarship Fund		Yes	No	No	03/25/2026	1,000.00
SA		64718	23115	Check	1	5651		Thompson, Gerry		Yes	No	No	03/27/2026	30.00
SA		64722	23116	Check	1	5055		First Choice Food & Beverage		Yes	No	No	03/30/2026	101.96
SA		64721	23117	Check	1	3612		National FFA Organization		Yes	No	No	03/30/2026	72.00

Ind. School District #2180

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
SA		64750	23118	Check	1	3611		True Friends		Yes	No	No	03/31/2026	1,500.00

Bank Total: $25,646.37

Report Total: $744,772.70

Ind. School District #2180
Exp Summary - Fd, Pro Series
Period Ending March 31, 2026

Sequence: Fd, Pro

	Description	26RVSD Annual Budget	Period 202609	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General							
	000 Administration	780,408.00	64,032.14	597,417.51	77%	23.39	77%	182,967.10
	100 District Support Services	356,355.00	29,746.03	263,029.11	74%	0.00	74%	93,325.89
	200 Elem & Secondary Regular Instr	4,789,146.00	434,227.20	2,953,025.47	62%	29,310.76	62%	1,806,809.77
	300 Vocational Education Instr	302,094.00	21,344.64	178,857.95	59%	0.00	59%	123,236.05
	400 Special Education Instr	2,109,487.00	165,810.81	1,305,756.87	62%	351.43	62%	803,378.70
	600 Instructional Support Services	545,080.00	37,294.85	382,302.66	70%	63,856.11	82%	98,921.23
	700 Pupil Support Services	1,464,835.00	201,220.02	1,132,404.91	77%	40.99	77%	332,389.10
	800 Sites & Buildings	929,175.00	78,437.13	733,782.15	79%	2,533.71	79%	192,859.14
	900 Fiscal & Other Fixed Costs	181,500.00	0.00	164,154.01	90%	0.00	90%	17,345.99
01	**General**	11,458,080.00	1,032,112.82	7,710,730.64	67%	96,116.39	68%	3,651,232.97
02	Food Service							
	700 Pupil Support Services	682,555.00	61,234.92	444,117.44	65%	88.00	65%	238,349.56
02	**Food Service**	682,555.00	61,234.92	444,117.44	65%	88.00	65%	238,349.56
04	Community Service							
	500 Community Ed & Services	589,608.00	48,301.17	365,732.87	62%	302.68	62%	223,572.45
04	**Community Service**	589,608.00	48,301.17	365,732.87	62%	302.68	62%	223,572.45
05	Capital Outlay							
	200 Elem & Secondary Regular Instr	30,350.00	0.00	30,350.00	100%	0.00	100%	0.00
	800 Sites & Buildings	649,011.00	16,266.03	582,716.89	90%	0.00	90%	66,294.11
05	**Capital Outlay**	679,361.00	16,266.03	613,066.89	90%	0.00	90%	66,294.11
07	Debt Redemption							
	900 Fiscal & Other Fixed Costs	3,124,080.00	0.00	3,119,642.50	100%	0.00	100%	4,437.50
07	**Debt Redemption**	3,124,080.00	0.00	3,119,642.50	100%	0.00	100%	4,437.50
21	Student Activity							
	200 Elem & Secondary Regular Instr	195,150.00	25,646.37	166,531.88	85%	473.19	86%	28,144.93
21	**Student Activity**	195,150.00	25,646.37	166,531.88	85%	473.19	86%	28,144.93
	Report Totals:	16,728,834.00	1,183,561.31	12,419,822.22	74%	96,980.26	75%	4,212,031.52

INVESTMENTS OUTSTANDING
June 30, 2025

MSDMAX Fund – MSDLAF

MSDMAX Fund Balance as of June 30, 2025	$2,605.46
Interest - July 31, 2025	$9.38
Interest – Aug. 31, 2025	$9.40
Interest – Sept. 30, 2025	$9.04
Interest – Oct. 31, 2025	$9.15
Interest – Nov. 30, 2025	$8.52
Interest – Dec. 31, 2025	$8.51
Interest – Jan. 31, 2026	$8.30
Interest – Feb. 28, 2026	$7.46
Interest -March 31, 2026	$8.19
BALANCE	**$2,683.41**

LIQUID ASSET FUND

Money Market Balance as of June 30, 2025	$1,766.21
Interest – July 31, 2025	$6.23
Interest – Aug. 31, 2025	$6.23
Interest – Sept. 30, 2025	$6.00
Interest – Oct. 31, 2025	$6.06
Interest – Nov. 30, 2025	$5.64
Interest – Dec. 31, 2025	$5.63
Interest – Jan. 31, 2026	$5.50
Interest – Feb. 28, 2026	$4.93
Interest – march 31, 2026	$5.41
BALANCE	**$1,817.84**

Citizens Alliance Bank
High Yield Money Market Savings

Balance as of Dec. 23, 2025	$5,659,387.04
($2,000,000 into CD, $2.6 million to Bond payment, $400,000 transfer in)	
Interest – Jan. 31, 2026	$7,508.02
Interest – Feb. 13, 2026	$3,680.95
Interest – March 13, 2026 ($300,000 transferred out)	$3,586.23
BALANCE	**$1,174,162.24**

Citizens Alliance Bank
Certificate of Deposit

Balance as of Dec. 23, 2025	$2,000,000.00
Interest – Jan. 31, 2026	$6,675.62
Interest – Feb. 20, 2026	$6,697.90
Interest – March 20, 2026	$6069.91
BALANCE	**$2,019,443.43**

A Memorandum of Understanding Between

Independent School District #2180 (hereinafter referred to as "District")
AND
MACCRAY Education Minnesota (hereinafter referred to as "Union")

The Memorandum of Understanding ("MOU") is entered into by and between the Union and the District.

Whereas the Union and District are parties to a collective bargaining agreement for the period from July 1, 2026, through June 30, 2027; and,

Whereas, the District has partnered with Southwest Minnesota State University on a teacher apprenticeship program ("The SOTA") meant to provide education support professionals with coursework and on-the-job training toward becoming a licensed teacher; and

Whereas, the parties have decided to come to an agreement governing the terms and conditions of employment for the employees who agree to work as Journeyworkers in the SOTA program;

Whereas, the SOTA program year has been determined to be July 1, 2026, through June 30, 2027.

Now, therefore, in consideration of the mutual promises contained within this MOU, the Union and the District agree to the following provisions governing the terms and conditions of employment for employees who agree to work as Journeyworkers in the SOTA program:

1.1 Employees working as Journeyworkers in the SOTA program shall remain members of the bargaining unit as defined in the CBA and be subject to all provisions of the CBA except as otherwise provided in this MOU.

1.2 The District, when considering teaching assignment changes, will consider the impact of these changes on the SOTA program prior to a decision being made. Journeyworkers impacted by teaching assignment changes will have the opportunity to consider remaining a Journeyworker in their new assignment.

1.3 Employees working as Year One Journeyworkers during the 2026-2027 SOTA program shall be paid a stipend of $2500 above and beyond the applicable rate for their position under the CBA. Payments will be in 2 equal installments, the first at the end of the first semester at MACCRAY and the second payment at the end of the school year.

1.4 The stipend pay shall be prorated based on the length of service during the 2026-2027 program year.

1.5 Employees working as Journeyworkers in the SOTA program shall complete the assigned duties of their teaching position in addition to the duties outlined in the Journeyworker position description.

1.6 Employees working as Year One Journeyworkers in the SOTA program shall be partnered with no more than two apprentices during the program year and will be paid the allocated stipend amount per

apprentice.

1.7 Employees working as Journeyworkers in the SOTA program shall participate in summer training requirements up to a maximum of three days. If a Journeyworker is unable to attend the summer training dates, they are responsible for working with the coordinator to develop a plan.

This MOU will take effect upon signature by both parties and will remain in effect until June 30, 2027, unless both parties agree in writing to end the MOU or to extend its term.

In the event any person asserts that a provision of this MOU is ambiguous, this MOU must be construed to have been drafted equally by all parties.

The parties recognize that this MOU is arising out of unique circumstances and therefore cannot be construed by either party in any proceeding, negotiation, or grievance as creating any past practice or establishing a precedent that in any way binds either party.

This MOU is enforceable under the grievance and arbitration procedures in the CBA and can be used in any proceedings for the purposes of its enforcement.

This MOU constitutes the entire agreement between the parties relating to the subject matter addressed in this MOU. This MOU controls to the extent that it conflicts with the terms of the CBA. No changes to this MOU are valid until they are in writing and are signed by both parties.

The provisions of this MOU shall be severable if any provision hereof or the application of any such provision under any circumstances is held invalid by a court of competent jurisdiction it shall not affect any other provisions of this agreement or the application of any other provision hereof.

For the Union:

By: [signature] Spencer Westervelt

Its: Co-President

Date: 3-30-26

For the District:

By: [signature]

Its: Supt.

Date: 7/30/26

Appendix A: Definitions

- The teacher apprenticeship program ("The SOTA") means a program that registered with the Department of Labor and Industry, signed by the Employer and Local Union, in which an individual employed in an Education Support Professional role receives on-the-job training and related instruction that leads to a bachelor's degree and Tier 3 license.
- Apprentice means the individual employed as an Education Support Professional enrolled in the teacher apprenticeship program of their employer.
- Journeyworker is the individual that meets the Journeyworker criteria and supports the apprentice in their classroom for at least one academic year, modeling, coaching, observing, and planning with the apprentice.
- Related technical instruction is the coursework and teacher preparation programming that occurs outside of the workday.

Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with _Anne Voorhees_____ a legally qualified and licensed teacher who agrees to teach in the public schools of said district as _**Special Education Teacher**_____ for the school year **2026-2027.**

The following provisions shall apply and are a part of this contract:

1. **Basic Services:** Said teacher shall faithfully perform the services prescribed by the school board or its designated representative, whether or not such services are specifically described in this contract, abide by the rule and regulations as established by the school board and State Board of Education, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the school district as assigned in such grades or subjects for which the teacher has the necessary license.
2. **Duration:** This contract is subject to the provision of M.S. 125.12 as amended and to all laws, rules and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination and discharge for cause of teachers. Thereafter this contract shall remain in full force and effect except if modified by mutual consent of the school board and the teacher or unless terminated as provided by law, or by written resignation pursuant to M.S.125.12.
3. **Duty Year:** The teacher's duty year and vacation days shall be as adopted by the school board, and the teacher agrees to teach on those legal holidays on which the school board is authorized to conduct school if the school board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the school board.
4. **Additional Services:** The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments, subject to established compensation for such services which exceed the services authorized in paragraph 1. Said extracurricular, co-curricular or other assignments may be described in paragraph 6 of this contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The school board, or its designated representative, may make any additions or amendments during the duty year as shall be necessary. Said extracurricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's Continuing Contract rights unless the words "continuing contract" are recorded immediately following the assignment.
5. **Reference:** This contract shall be subject to the agreement between the school district and the exclusive representative if any, and the provisions of the Public Employment Labor Relations Act as amended.
6. **Special Provision:** (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Additional Service	**Additional Compensation**
1. _____	$ _____
2. _____	$ _____

7. **In Consideration** thereof, the school board agrees to pay said teacher the following annual salary:

$ 48,000	For Basic Services: BA Yr 0
$	For Additional Services as set forth in paragraph 6
$ 48,000	Total salary, exclusive of fringe benefits.

Such salary shall be paid as authorized and in such installments during the terms of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this 20 day of March, 2026

Teacher: Anne B Voorhees
Anne Voorhees

IN WITNESS THEREOF we have subscribed our signatures this _____ day of _____, _____

Independent School District No. 2180

Clerk:_____

Chairperson:_____

Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with _Cody Shaffer_____ a legally qualified and licensed teacher who agrees to teach in the public schools of said district as _**.5 Social Studies and .5 Interventionist**_____ for the school year **2026-2027.**

The following provisions shall apply and are a part of this contract:

1. **Basic Services:** Said teacher shall faithfully perform the services prescribed by the school board or its designated representative, whether or not such services are specifically described in this contract, abide by the rule and regulations as established by the school board and State Board of Education, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the school district as assigned in such grades or subjects for which the teacher has the necessary license.
2. **Duration:** This contract is subject to the provision of M.S. 125.12 as amended and to all laws, rules and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination and discharge for cause of teachers. Thereafter this contract shall remain in full force and effect except if modified by mutual consent of the school board and the teacher or unless terminated as provided by law, or by written resignation pursuant to M.S.125.12.
3. **Duty Year:** The teacher's duty year and vacation days shall be as adopted by the school board, and the teacher agrees to teach on those legal holidays on which the school board is authorized to conduct school if the school board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the school board.
4. **Additional Services:** The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments, subject to established compensation for such services which exceed the services authorized in paragraph 1. Said extracurricular, co-curricular or other assignments may be described in paragraph 6 of this contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The school board, or its designated representative, may make any additions or amendments during the duty year as shall be necessary. Said extracurricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's Continuing Contract rights unless the words "continuing contract" are recorded immediately following the assignment.
5. **Reference:** This contract shall be subject to the agreement between the school district and the exclusive representative if any, and the provisions of the Public Employment Labor Relations Act as amended.
6. **Special Provision:** (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Additional Service	**Additional Compensation**
1. _____	**$** _____
2. _____	**$** _____

7. **In Consideration** thereof, the school board agrees to pay said teacher the following annual salary:

$ 64,000	For Basic Services: MA+30, Yr 0
$	For Additional Services as set forth in paragraph 6
$ 64,000	Total salary, exclusive of fringe benefits.

Such salary shall be paid as authorized and in such installments during the terms of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this 13th day of March, 2026

Teacher: _____

IN WITNESS THEREOF we have subscribed our signatures this _____ day of _____, _____

Independent School District No. 2180

Clerk:_____

Chairperson:_____

MACCRAY PUBLIC SCHOOLS

2025-26 EMPLOYMENT AGREEMENT
With
Michael Collins

JOB TITLE: Instructional Assistant

DEPARTMENT: Special Education

REPORTS TO: Principal, SPED Teacher

JOB SUMMARY

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

TERMS OF EMPLOYMENT

8 Hours – TBD/School Days
Probation Period: 6 months
Wage: $19.00 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 2 day of APRIL, 2026.

Instructional Assistant

IN WITNESS WHEREOF, we have subscribed
My signature this _____ day of _____, 2026.

School Board Chair

School Board Clerk

MACCRAY Public School Policy 403
Adopted: 8/8/2016
Reviewed: 4/13/2026
MSBA/MASA Model Policy 403
Orig. 1995
Rev. ~~1999~~ 2022

403 DISCIPLINE, SUSPENSION, AND DISMISSAL OF SCHOOL DISTRICT EMPLOYEES

I. PURPOSE

The purpose of this policy is to achieve ~~the~~ effective operation of the school district's programs through the cooperation of all employees under a system of policies and rules applied fairly and uniformly.

II. GENERAL STATEMENT OF POLICY

The disciplinary process described herein is designed to utilize progressive steps, where appropriate, to produce positive corrective action. While the school district intends that in most cases progressive discipline will be administered, the specific form of discipline chosen in a particular case and/or the decision to impose discipline in a manner otherwise, is solely within the discretion of the school district.

III. DISCIPLINE

A. Violation of School Laws and Rules

The form of discipline imposed for violations of school laws and rules may vary from an oral reprimand to termination of employment or discharge depending upon factors such as the nature of the violation, whether the violation was intentional, knowing and/or willful and whether the employee has been the subject of prior disciplinary action of the same or a different nature. School laws and rules to which this provision applies include:

1. policies of the school district;

2. directives and/or job requirements imposed by administration and/or the employee's supervisor; and

3. federal, state, and local laws, rules and regulations, including, but not limited to, the rules and regulations adopted by federal and state agencies.

B. Substandard Performance

An employee's substandard performance may result in the imposition of discipline ranging from an oral reprimand to termination of employment or discharge. In most instances, discipline imposed for the reason of substandard performance will follow a progressive format and will be accompanied by guidance, help and encouragement to improve from the employee's supervisor and reasonable time for correction of the employee's deficiency.

C. Misconduct

Misconduct of an employee will result in the imposition of discipline consistent with the

seriousness of the misconduct. Conduct which falls into this category includes, but is not limited to:

1. unprofessional conduct;

2. failure to observe rules, regulations, policies and standards of the school district and/or directives and orders of supervisors and any other act of an insubordinate nature;

3. continuing neglect of duties in spite of oral warnings, written warnings and/or other forms of discipline;

4. personal and/or immoral misconduct;

5. use of illegal drugs, alcohol or any other chemical substance on the job or any use off the job which impacts on the employee's performance;

6. deliberate and serious violation of the rights and freedoms of other employees, students, parents or other persons in the school community;

7. activities of a criminal nature relating to the fitness or effectiveness of the employee to perform the duties of the position;

8. failure to follow the canons of professional and personal ethics;

9. falsification of credentials and experience;

10. unauthorized destruction of school district property;

11. other good and sufficient grounds relating to any other act constituting inappropriate conduct;

12. neglect of duty;

13. violation of the rights of others as provided by federal and state laws related to human rights.

IV. FORMS OF DISCIPLINE

A. The forms of discipline that may be imposed by the school district include, but are not limited to:

1. oral warning;

2. written warning or reprimand;

3. probation;

4. disciplinary suspension, demotion or leave of absence with pay;

5. disciplinary suspension, demotion or leave of absence without pay; and

6. dismissal/termination or discharge from employment.

B. Other forms of discipline, including any combination of the forms described in Paragraph A., above, may be imposed if, in the judgment of the administration, another form of discipline will better accomplish the school district's objective of stopping or correcting the offending conduct and improving the employee's performance.

V. PROCEDURES FOR ADMINISTERING POLICY

~~In an instance where~~

A. When any form of discipline is imposed, the employee's supervisor will:

1. Advise the employee of any inadequacy, deficiency or conduct which is the cause of the discipline, either orally or in writing. If given orally, the supervisor will document the fact that an oral warning was given to the employee specifying the date, time, and nature of the oral warning.

2. Provide directives to the employee to correct the conduct or performance.

3. Forward copies of all writings to the administrator in charge of personnel for filing in the employee's personnel file.

4. Allow a reasonable period of time, when appropriate, for the employee to correct or remediate the performance or conduct.

5. Specify the expected level of performance or modification of conduct to be required from the employee.

B. The school district retains the right to immediately discipline, terminate, or discharge an employee as appropriate, subject to relevant governing law and collective bargaining agreements ~~where~~when applicable.

Legal References: Minn. Stat. § 122A.40 (~~Teachers —~~Employment; Contracts; Termination)
Minn. Stat. § 122A.41 (Teacher Tenure~~)~~ Act; Cities of the First Class)
Minn. Stat. § 122A.44 (Contracting with Teachers; Substitute Teachers)
Minn. Stat. § 122A.58 (Coaches~~)~~; Termination of Duties)
Minn. Stat. § 123B.02, Subd. 14 (~~Employees; Contracts for Services)~~ General Powers of Independent School Districts)
Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 123B.147 (Principals)
Minn. Stat. § 197.46 *et seq.* (Veterans Preference Act)

Cross References: ~~MSBA Service Manual, Chapter 3, Employees~~ None

SCHOOL DISTRICT

Board Policy 721

MACCRAY Public School 2180

Original 2016

Revised: 2026

Reviewed: 2026

~~*Adopted: _____ MSBA/MASA Model Policy 721 Orig. 2016*~~

~~*Revised: _____ Rev. 2026*~~

721 PROCUREMENT POLICY

~~**UNIFORM GRANT GUIDANCE POLICY REGARDING FEDERAL REVENUE SOURCES**~~

~~**[NOTE: School districts are required by the federal Uniform Grant Guidance (UGG) regulations, 2 Code of Federal Regulations, part 200, to have the policies which that establish uniform administrative requirements, cost principles, and audit requirements for federal awards to non-federal entities including school districts. In June 2018, the United States Office of Management and Budget increased the threshold dollar amounts for both simplified acquisition costs ($250,000) and micro-purchases ($10,000).**~~ **In addition, school districts must comply with Minnesota laws on procurement.]**

I. PURPOSE

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district. This policy also seeks to ensure compliance with Minnesota procurement laws governing school districts.

II. DEFINITIONS

A. "Compensation for personal services" includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the federal award, including, but not necessarily limited to, wages and salaries. Compensation for personal services may also include fringe benefits which are addressed in 2 Code of Federal Regulations, section 200.431 (Compensation - Fringe Benefits).

B. "Competitive procurement process" means a process for procurement by sealed bids or by proposals under Minnesota Statutes, section 471.345.

C. "Contract" means a legal instrument by which the school district~~a non-federal entity~~ purchases property or services needed to carry out the project or program under a federal award. The term, as used in 2 Code of Federal Regulations, Part 200, does not include a legal instrument, even if the school district ~~non-federal entity~~ considers it a contract, when the substance of the transaction meets the definition of a federal award or subaward.

D. "Direct costs" are those costs that can be identified specifically with a particular final cost objective, such as a federal award, or other internally or externally funded activity,

or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

E. "Equipment" means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which exceeds the lesser of the capitalization level established by the school district~~non-federal entity~~ for financial statement purposes, or $10,000.

F. "Federal award" has the meaning, depending on the context, in either paragraph 1. or 2. below~~of this definition~~:

1.

a. The federal financial assistance that~~ a non-federal entity~~ the school district receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 Code of Federal Regulations, section 200.101~~ (Applicability)~~; or

b. The cost-reimbursement contract under the federal Acquisition Regulations that the school district~~a non-federal entity~~ receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 Code of Federal Regulations, section 200.101 ~~(Applicability)~~.

2. The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (2~~b~~) of the definition of *Federal financial assistance* in 2 Code of Federal Regulations 200.1, ~~2 Code of Federal Regulations, section 200.40 (Federal Financial Assistance),~~ or the cost-reimbursement contract awarded under the federal Acquisition Regulations.

3. "Federal award" does not include other contracts that a federal agency uses to buy goods or services from a contractor or a contract to operate federal-government-owned, contractor-operated facilities.

G. "Grants" includes

1. "State-administered grants" are those grants that pass through a state agency such as the Minnesota Department of Education (MDE).

2. "Direct grants" are those grants that do not pass through another agency such as MDE and are awarded directly by the federal awarding agency to the grantee organization. These grants are usually discretionary grants that are awarded by the U.S. Department of Education (DOE) or by another federal awarding agency.

[NOTE: All requirements outlined in this policy apply to both direct grants and state-administered grants.]

H. "Non-federal entity" means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.

I. "Post-retirement health plans" refer to costs of health insurance or health services not included in a pension plan covered by 2 Code of Federal Regulations, section 200.431(g) for retirees and their spouses, dependents, and survivors.

J. "Severance pay" is a payment in addition to regular salaries and wages by the school district~~non-federal entities~~ to workers whose employment is being terminated.

K. "Travel costs" are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the school district.

~~. "Relocation costs" are costs incident to the permanent change of duty assignment (for an indefinite period or for a stated period not less than 12 months) of an existing employee or upon recruitment of a new employee.~~

III. PROCUREMENT METHOD OPTIONS

A. ~~"~~Procurement by micro-purchase~~"~~

The acquisition of supplies or services when~~,~~ the aggregate dollar amount of the procurement transaction~~which~~ does not exceed the micro-purchase threshold (generally $10,000, except as otherwise discussed in 48 Code of Federal Regulations, subpart 2.1 or as periodically adjusted for inflation).

[NOTE: Minnesota school districts may choose to increase their federal micro-purchase threshold to $25,000, which would align with the Minnesota limit. School districts choosing to adopt this increase must annually certify the higher threshold. The annual certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following: (1) a qualification as a low-risk auditee, in accordance with the criteria established in 2 Code of Federal Regulations, section 200.520 for the most recent audit; (2) an annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or (3) a higher threshold consistent with state law.]

B. Procurement by small purchase procedures

This procurement method may be used when the value of the procurement transaction does not exceed the federal simplified acquisition threshold and is within the state threshold of $175,000.~~are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than $175,000 (periodically adjusted for inflation).~~ If a small purchase procedure is used, price or rate quotations must be obtained from an adequate number of qualified sources. Unless specified by the Federal agency, the school district may exercise judgment in determining what number is adequate.

[NOTE: Despite the federal government's increase in the dollar cap for small purchases to $250,000, Minnesota Statutes, section 471.345 limits the cap for small purchase procedures to $175,000.]

C. Procurement by sealed bids (formal advertising)

This procurement method involves a publicly solicited and a firm, fixed-price contract (lump sum or unit price) awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.

D. Procurement by competitive proposals

This procurement method is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded.

Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids.

E. Procurement by noncompetitive proposals

This procurement method involves~~is procurement through~~ solicitation of a proposal from only one source.

[NOTE: Article IV. on Conflict of Interest has been moved to Article XI. to create a seamless set of Articles regarding procurement.]

IV. GENERAL PROCUREMENT STANDARDS

A. The school district must use its own documented procurement procedures ~~which~~ that reflect applicable state laws, provided that the procurements conform to the applicable federal law and the standards identified in the Uniform Grant Guidance.

B. The school district must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

C. The school district's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical approach. Breaking up a procurement into smaller components to avoid the thresholds established in this policy is prohibited.

D. The school district must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

E. The school district must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement; selection of the contract type; contractor selection or rejection; and the basis for the contract price.

F. The school district alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the school district of any contractual responsibilities under its contracts.

G. The school district must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are considered.

H. Thresholds for Employee Purchases

The superintendent and/or ~~(**insert title(s) as appropriate**),~~ the business manager in conjunction with the school board, is responsible for overseeing the procurement process, including establishment of procedures, internal controls, quality assurance, methods of greatest economy, and compliance with all applicable laws. To be valid, all contracts must be approved by the board, except as otherwise provided in this policy.

Individual school district employees may incur expenditures in the following amounts without prior board approval so long as such expenditures are consistent with the school board-approved budget, provided that in all cases the school board retains authority to disapprove any expenditure for any reason at its sole discretion:

1. Any school district employee may make a purchase for use in connection with school district operations when the expenditure is less than $1,000 and is consistent with this policy's requirements.

2. In addition to the foregoing, the following school district employees may execute a purchase or procurement that requires the expenditure of up to the following amounts:

   a. Superintendent: Up to **175,000**

   b. **The business manager** Up to **175,000**

   ~~**[NOTE: The school board has the authority to determine whether to adopt Subparagraph H.2. In addition, the board may determine the employees to be included and the expenditure amounts to be authorized.]**~~

V. PROCUREMENT METHODS WHEN USING STATE FUNDS

The school district must use one of the following methods of procurement when using state funds:

A. Procurements for $25,000 or less

If the amount of the contract is estimated to be $25,000 or less, the contract may be made either upon quotation or in the open market, in the school district's discretion. If the contract is made upon quotation it shall be based, so far as practicable, on at least two (2) quotations which shall be kept on file for a period of at least one (1) year after their receipt.

Alternatively, the school district may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minnesota Statutes, section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Procurements for $25,000 or less also may be conducted by micro-purchase.

B. Procurements Exceeding $25,000 but not $175,000

1. Sealed Bids or Direct Negotiation

If the amount of the contract is estimated to exceed $25,000 but not to exceed $175,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two (2) or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one (1) year after receipt thereof.

2. Best Value Alternative

As an alternative to the procurement method described in Subparagraph B.1 above, the school district may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minnesota Statutes, section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

C. Procurements Exceeding $175,000

If the amount of the contract is estimated to exceed $175,000, sealed bids shall be solicited by public notice in the manner and subject to the requirements of the law governing school district contracts.

Procurement by Sealed Bids

Procurement by sealed bids means a process in which bids are publicly solicited and a firm fixed price contract by lump sum or unit price is awarded to the responsible bidder whose bid, conforming with all material terms and conditions of the invitation for bids, is the lowest in price. If sealed bids are used, the following requirements apply:

1. bids must be solicited from an adequate number of qualified sources, providing bidders sufficient response time prior to the date set for opening bids;

2. the invitation for bids, which includes any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

3. all bids will be opened at the time and place prescribed in the invitation for bids, and the bids must be opened publicly;

4. a firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that the discounts are usually taken advantage of;

5. any or all bids may be rejected if there is a sound documented reason; and

6. in order for a sealed bid to be feasible, the following conditions must be present:

   a. a complete, adequate, and realistic specification or purchase description is available;

   b. two (2) or more responsible bidders are willing and able to compete effectively for the business; and

   c. the procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the price.

D. Procurement by Proposals

"Procurement by proposals" means a process in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

1. requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;

2. the school district must have a written method for conducting technical evaluations of the proposals received and for making selections; and

3. contracts must be awarded to the responsible offeror whose proposal is most advantageous to the school district, with price and other factors considered.

VI. PROCUREMENT METHODS WHEN USING FEDERAL FUNDS

A. Procurement by Competitive Proposals

This is a procurement method used when conditions are not appropriate for using sealed bids. This procurement method may result in either a fixed-price or cost-reimbursement contract. If this method is used, the following requirements apply:

1. ~~Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical~~ Requests for proposals require public notice, and all evaluation factors and their relative importance must be identified. Proposals must be solicited from multiple qualified entities. To the maximum extent practicable, any proposals submitted in response to the public notice must be considered;

2. Proposals must be solicited from an adequate number of qualified sources;

3. The school district must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;

4. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and

5. The school district may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method where price is not used as a selection factor can only be used in procurement of A/E professional services; it cannot be used to purchase other types of services, though A/E firms are a potential source to perform the proposed effort.

B. Procurement by Noncompetitive Proposals

Procurement by noncompetitive proposals may be used only when one (1) or more of the following circumstances apply:

1. The aggregate amount of the procurement transaction does not exceed the micro-purchase threshold;

2. The item is available only from a single source;

3. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

4. The DOE or MDE expressly authorizes noncompetitive proposals in response to a written request from the school district; or

5. After solicitation of a number of sources, competition is determined inadequate.

C. Competition

1. All procurement transactions under the Federal award must be conducted in a manner that provides full and open competition and is consistent with the standards of 2 Code of Federal Regulations, sections 200.319 and .320.

2. The school district must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

a. are made in accordance with 2 Code of Federal Regulations, section 200.319(b);

b. incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When making a clear and accurate description of the technical requirements is impractical or uneconomical, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

c. identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

D. The school district must ensure that all prequalified lists of persons, firms, or products ~~which are~~ used in ~~acquiring goods and services~~procurement transactions are current and include enough qualified sources to ensure maximum open ~~and free~~ competition. When establishing or amending prequalified lists, the school district must consider objective factors that evaluate price and cost to maximize competition. ~~Also, t~~The school must not preclude potential bidders from qualifying during the solicitation period.

E. ~~Non-federal entities are~~The school district is prohibited from contracting with or making subawards under "covered transactions" to parties that are suspended or debarred or whose principals are suspended or debarred. "Covered transactions" include procurement contracts for goods and services awarded under a grant or cooperative agreement that are expected to equal or exceed $25,000.

F. All nonprocurement transactions entered into by a recipient (i.e., subawards to subrecipients), irrespective of award amount, are considered covered transactions, unless they are exempt as provided in 2 Code of Federal Regulations, section 180.215.

~~M. The threshold for purchases by school employees that may be made without board approval is (**insert dollar amount**).~~

[NOTE: Thresholds are now set in Article IV.H above.]

G. Managing Property and Equipment and Safeguarding Assets

1. Property Standards

The school district must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with federal funds as provided to other property owned by the school district~~non-federal entity~~. Federally owned property need not be insured unless required by the terms and conditions of the federal award.

The school district must adhere to the requirements concerning real property, equipment, supplies, and intangible property set forth in 2 Code of Federal Regulations, sections 200.311, 200.314, and 200.315.

2. Managing Equipment

~~Management requirements.~~ Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until disposition takes place will, at a minimum, meet the following requirements:

a. Property records must be maintained that include a description of the property; a serial number or other identification number; the source of the funding for the property (including the federal award identification number (FAIN)); who holds title; the acquisition date; the cost of the property; the percentage of the federal participation in the project costs for the federal award under which the property was acquired; the location, use, and condition of the property; and any ultimate disposition data, including the date of disposition and sale price of the property.

b. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two (2) years.

c. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated.

d. Adequate maintenance procedures must be developed to keep property in good condition.

e. If the school district is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

H. Cybersecurity

The school district must take reasonable cybersecurity and other measures to safeguard

1. Personally identifiable information;

2. Information that the federal agency or pass-through entity designates as sensitive; and

3. other information that the school district considers sensitive and is consistent with applicable federal, state, local, and tribal laws regarding privacy and responsibility over confidentiality.

[NOTE: See 2 Code of Federal Regulations, section 200.303, which establishes internal controls that the school district must implement.]

VII. FINANCIAL MANAGEMENT REQUIREMENTS

A. Financial Management

The school district's financial management systems, including records documenting compliance with federal statues, regulations, and the terms and conditions of the federal award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and ~~the~~ tracking ~~of funds to a level of~~ expenditures ~~adequate~~ to establish that ~~such~~ funds have been used in accordance with~~according to the~~ federal statutes, regulations, and the terms and conditions of the federal award.

B. Payment

The school district must be paid in advance, provided it maintains or demonstrates the willingness to maintain both written procedures that minimize the time elapsing between the transfer of funds and disbursement between the school district and the financial management systems that meet the standards for fund control and accountability.

Advance payments to the~~a~~ school district must be limited to the minimum amounts needed and be timed ~~to be in accordance~~ with ~~the~~ actual, immediate cash requirements of the school district in carrying out the purpose of the approved program or project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the school district~~non-federal entity~~ for direct program or project costs and the proportionate share of any allowable indirect costs. The school district must make timely payment to contractors in accordance with the contract provisions.

C. Internal Controls

The school district must establish and maintain effective internal control over the federal award that provides reasonable assurance that the school district is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award.~~-~~ These internal controls should align with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States, or the "Internal Control Integrated Framework," issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The school district must comply with ~~the United States Constitution,~~ federal statutes, regulations, and the terms and conditions of the federal award.

The school district must evaluate and monitor the school district's compliance with statutes, regulations, and the terms and conditions of the federal award.

The school district must take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.

The school district must take reasonable measures to safeguard protected personally identifiable information and other information considered sensitive consistent with applicable federal and state laws regarding privacy and obligations of confidentiality.

VIII. ALLOWABLE USE OF FUNDS AND COST PRINCIPLES

A. Allowable Use of Funds

The school district administration and school board will enforce appropriate procedures and penalties for program, compliance, and accounting staff responsible for the allocation of federal grant costs based on their allowability and their conformity with federal cost principles to determine the allowability of costs.

B. Definitions

1. "Advance payment" means a payment that a federal ~~awarding~~ agency or pass-through entity makes by any appropriate payment mechanism~~, including a predetermined payment schedule, before~~ and payment method before the school district~~non-federal entity~~ disburses the funds for program purposes.

2. "Allowable cost" means a cost that complies with all legal requirements that apply to a particular federal education program, including statutes, regulations, guidance, applications, and approved grant awards.

3. "Education Department General Administrative Regulations (EDGAR)" means a compilation of regulations that apply to federal education programs.~~–~~ These regulations contain important rules governing the administration of federal education programs and include rules affecting the allowable use of federal funds (including rules regarding allowable costs, the period of availability of federal awards, documentation requirements, and grants management requirements).
~~EDGAR can be accessed at:~~

4. "Omni Circular"~~ or "~~(also known as 2 Code of Federal Regulations, part 200~~s,~~" the~~or~~ "~~Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," or the Uniform Grant Guidance~~)~~ means federal cost principles that provide standards for determining whether costs may be charged to federal grants.

C. Allowable Costs

The following items are costs that may be allowable under the 2 Code of Federal Regulations, part 200, subpart E~~s~~ under specific conditions (review the specific part of 2 Code of Federal Regulations 200, subpart E for allowability requirements for the specific cost):

1. Advertising and public relations;

2. Advisory councils;

3. Audit costs and related services;

4. Bonding costs;
~~4. Communication costs;~~
5. Compensation - ~~for~~ personal services;

6. Compensation – fringe benefits;

7. Conferences;

8. Contingency provisions;

9. Depreciation ~~and use allowances~~;

10. Employee ~~morale,~~ health~~,~~ and welfare costs;

11. Equipment and other capital expenditures;

12. Gains and losses on disposition of depreciable ~~property and other capital assets and substantial relocation of federal programs~~assets;

13. Insurance and indemnification;

14. Intellectual property;

15. Maintenance~~, operations,~~ and repair costs;

16. Materials and supplies costs, including costs of computing devices;

~~13. Meetings and conferences;~~

17. Memberships, subscriptions, and professional activity costs;

18. Organization costs;

19. Participant costs;

20. Plant and security costs;

21. Pre-award costs;

22. Professional service costs;

23. Proposal costs;

24. Publication and printing costs;

25. Rearrangement and ~~alteration~~ reconversion costs;

26. Recruiting costs;

27. Relocation costs of employees;

28. Rental costs of buildings and equipment;

29. Scholarships, student aid costs, and tuition remission;

30. Specialized service facilities;

31. Taxes;

32. Telecommunication and video surveillance costs;

33. Termination and standard closeout costs;

34. Training and education costs; ~~and~~

35. Transportation costs; and

36. Travel costs.

D. Costs Forbidden by Federal Law

2 Code of Federal Regulations, part 200~~s~~ and EDGAR identify certain costs that may never be paid with federal funds. The ~~following~~ list below provides examples of such costs. If a cost is on this list, it may not be supported with federal funds unless an exception exists (review the specific part of 2 Code of Federal Regulations 200, subpart E for possible exceptions to unallowable costs). The fact that a cost is not on this list does not mean it is necessarily permissible. Other important restrictions apply to federal funds, such as those items detailed in the 2 Code of Federal Regulations, part 200, subpart E; thus, the following list is not exhaustive:

~~1. Advertising and public relations costs (with limited exceptions), including promotional items and memorabilia, models, gifts, and souvenirs;~~

1. Alcoholic beverages;

2. Bad debts;

3. Contingency provisions (with limited exceptions);

4. Contributions and donations

5. Entertainment (with limited exception);

6. Fines~~, and~~ penalties, damages, and other settlements;

7. Fundraising and investment management costs (with limited exceptions);

8. General costs of government (with limited exceptions pertaining to Indian tribal governments and Councils of Government (COGs));

9. Goods or services for personal use;

10. Interest~~,~~ (except interest specifically stated in 2 Code of Federal Regulations, section 200.44~~91~~ as allowable);

11. Lobbying;

12. Losses on other Federal awards or contracts;

13. Selling and marketing;

14. Student activity costs;

15. Religious use;

16. The acquisition of real property (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs);

17. Construction (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs); and

18. Tuition charged or fees collected from students applied toward meeting matching, cost sharing, or maintenance of effort requirements of a program.

E. Program Allowability

1. Any cost paid with federal education funds must be permissible under the federal program that would support the cost.

2. Many federal education programs detail specific required and/or allowable uses of funds for that program. Issues such as eligibility, program beneficiaries, caps or restrictions on certain types of program expenses, other program expenses, and other program specific requirements must be considered when performing the programmatic analysis.

3. The two largest federal K-12 programs, Title I, Part A, and the Individuals with Disabilities Education Act (IDEA), do not contain a use of funds section delineating the allowable uses of funds under those programs. In those cases, costs must be consistent with the purposes of the program in order to be allowable.

F. Federal Cost Principles

~~1.~~ The Omni Circular defines the parameters for the permissible uses of federal funds. While many requirements are contained in the Omni Circular, it includes ~~five~~ core principles that serve as an important guide for effective grant management. These core principles require all costs to be:

1. Necessary for the proper and efficient performance or administration of the program.

2. Reasonable. An outside observer should clearly understand why a decision to spend money on a specific cost made sense in light of the cost, needs, and requirements of the program.

3. Allocable to the federal program that paid for the cost. A program must benefit in proportion to the amount charged to the federal program – for example, if a teacher is paid 50% with Title I funds, the teacher must work with the Title I program/students at least 50% of the time. Recipients also need to be able to track items or services purchased with federal funds so they can prove they were used for federal program purposes.

4. Authorized under state and local rules. All actions carried out with federal funds must be authorized and not prohibited by state and local laws and policies.

5. Adequately documented. A recipient must maintain proper documentation so as to provide evidence to monitors, auditors, or other oversight entities of how the funds were spent over the lifecycle of the grant.

G. Program Specific Fiscal Rules

The Omni Circular also contains specific rules on selected items of costs. Costs must comply with these rules in order to be paid with federal funds.

1. All federal education programs have certain program specific fiscal rules that apply. Determining which rules apply depends on the program; however, rules such as supplement, not supplant, maintenance of effort, comparability, caps on certain uses of funds, etc., have an important impact when analyzing whether a particular cost is permissible.

2. Many state-administered programs require school districts to use federal program funds to supplement the amount of state, local, and, in some cases, other federal funds they spend on education costs and not to supplant (or replace) those funds. Generally, the "supplement, not supplant" provision means that federal funds must be used to supplement the level of funds from non-federal sources by providing additional services, staff, programs, or materials. In other words, federal funds normally cannot be used to pay for things that would otherwise be paid for with state or local funds (and, in some cases, with other federal funds).

3. Auditors generally presume supplanting has occurred in three (3) situations:

   a. The school district uses federal funds to provide services that the school district is required to make available under other federal, state, or local laws.

   b. The school district uses federal funds to provide services that the school district provided with state or local funds in the prior year.

   c. The school district uses Title I, Part A, or Migrant Education Program funds to provide the same services to Title I or Migrant students that the school district provides with state or local funds to nonparticipating students.

4. These presumptions apply differently in different federal programs and also in schoolwide program schools. Staff should be familiar with the supplement not supplant provisions applicable to their program.

H. Approved Plans, Budgets, and Special Conditions

1. As required by the Omni Circular, all costs must be consistent with approved program plans and budgets.

2. Costs must also be consistent with all terms and conditions of federal awards, including any special conditions imposed on the school district's grants.

I. Training

1. The school district will provide training on the allowable use of federal funds to all staff involved in federal programs.

2. The school district will promote coordination between all staff involved in federal programs through activities, such as routine staff meetings and training sessions.

J. Employee Sanctions

Any school district employee who violates this policy will be subject to discipline, as appropriate, up to and including the termination of employment.

K. Reduction in Aid

If the school district makes a purchase without a procurement policy adopted by the school board or makes a purchase not in conformity with the school district's procurement policy, the Commissioner may reduce that school district's state aid in an amount equal to the purchase.

L. Property, Financial Investments, and Contracting

The school district is subject to and must comply with Minnesota Statutes, sections 15.054 and 118A.01 to 118A.06 governing government property and financial investments and sections 471.38, 471.391, 471.392, and 471.425 governing municipal contracting.

M. Mandatory Disclosures

The school district must promptly disclose whenever, in connection with the federal award (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in 18 United States Code or a violation of the civil False Claims Act (31 United States Code, sections 3729–3733).

The disclosure must be made in writing to the DOE~~Federal agency~~, MDE, and the ~~agency's~~ MDE Office of Inspector General~~, and pass-through entity~~ (if applicable). School districts are also required to report matters related to ~~recipient~~ school district integrity and performance in accordance with Appendix XII of 2 Code of Federal Regulations, part 200~~this part~~. Failure to make required disclosures can result in any of the remedies described in 2 Code of Federal Regulations, section 200.339.

IX. COMPENSATION – PERSONAL SERVICES EXPENSES AND REPORTING

A. Compensation – Personal Services

Costs of compensation are allowable to the extent that they satisfy the specific requirements of the Uniform Grant Guidance and that the total compensation for individual employees:

1. Is reasonable for the services rendered and conforms to the established written school district policy consistently applied to both federal and non-federal activities; and

2. Follows an appointment made in accordance with the school district's written policies and meets the requirements of federal statute, where applicable.

Unless an arrangement is specifically authorized by a federal awarding agency, the~~a~~ school district must follow its written non-federal, entity wide policies and practices concerning the permissible extent of professional services that can be provided outside the school district for non-organizational compensation.

B. Compensation – Fringe Benefits

1. During leave

The costs of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if all of the following criteria are met:

a. They are provided under established written leave policies;

b. The costs are equitably allocated to all related activities, including federal awards; and

c. The accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the school district.

2. The costs of fringe benefits in the form of employer contributions or expenses for social security; employee life, health, unemployment, and worker's compensation insurance (except as indicated in 2 Code of Federal Regulations, section 200.447(d)); pension plan costs; and other similar benefits are allowable, provided such benefits are granted under established written policies. Such benefits must be allocated to federal awards and all other activities in a manner consistent with the pattern of benefits attributable to the individuals or group(s) of employees whose salaries and wages are chargeable to such federal awards and other activities and charged as direct or indirect costs in accordance with the school district's accounting practices.

3. Actual claims paid to or on behalf of employees or former employees for workers' compensation, unemployment compensation, severance pay, and similar employee benefits (e.g., post-retirement health benefits) are allowable in the year of payment provided that the school district follows a consistent costing policy.

4. Pension plan costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with the school district's written policies ~~of the school district~~.

5. Post-retirement costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with established school district written policies ~~of the school district~~.

6. Costs of severance pay are allowable only to the extent that, in each case, severance pay is required by law; employer-employee agreement; established policy that constitutes, in effect, an implied agreement on the school district's part; or circumstances of the particular employment.

C. Insurance and Indemnification

Types and extent and cost of coverage are in accordance with the school district's policy and sound business practice.

D. Recruiting Costs

Short-term, travel visa costs (as opposed to longer-term, immigration visas) may be directly charged to a federal award, so long as they are:

1. Critical and necessary for the conduct of the project;

2. Allowable under the cost principles set forth in the Uniform Grant Guidance;

3. Consistent with the school district's cost accounting practices and school district policy; and

4. Meeting the definition of "direct cost" in the applicable cost principles of the Uniform Grant Guidance.

~~E. Relocation Costs of Employees~~

~~Relocation costs are allowable, subject to the limitations described below, provided that reimbursement to the employee is in accordance with the school's reimbursement policy.~~

E. Travel Costs

Under 2 Code of Federal Regulations, section 200.475, travel costs include the transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the school district.

Travel costs may be charged on an actual cost basis, on a per diem or mileage basis ~~in lieu of actual costs incurred~~, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip. ~~, and results in charges~~ The method used must be consistent with those normally allowed in like circumstances in the school district's ~~non-federally funded~~other activities and in accordance with the school district's ~~reimbursement~~ established written policies.

Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the school district in its regular operations as a result of~~according to~~ the school district's written policy~~reimbursement and/or travel policies~~.

In addition, when costs are charged directly to the federal award, documentation must justify that:~~the following:~~

1. Participation of the individual is necessary to the federal award; and

2. The costs are reasonable and consistent with the school district's established ~~travel~~ written policy.

Temporary dependent care costs above and beyond regular dependent care ~~that directly results from travel to conferences is~~are allowable provided that these costs are:

1. A direct result of the individual's travel for the federal award;

2. Consistent with the school district's ~~documented travel~~established written policy for all school district travel; and

3. Only temporary during the travel period.

[NOTE: Noncompliance. If a school district fails to comply with federal statutes, regulations, or the terms and conditions of a federal award, the DOE or MDE may impose additional conditions, as described in 2 Code of Federal Regulations, section 200.208 (Specific Conditions).

If the DOE or MDE determines that noncompliance cannot be remedied by imposing ~~additional~~ specific conditions, the DOE or MDE may take one or more of the following actions, as appropriate under the circumstances: (1) Temporarily withhold ~~cash~~ payments until the school district takes corrective action;~~pending correction of the deficiency by the chool or more severe enforcement action by the DOE or MDE~~; (2) Disallow (that is, deny both use of funds and any applicable matching credit for) ~~all or part of the~~ costs for all or part of the activity associated with the noncompliance~~or action not in compliance~~; (3) Wholly or partly suspend or terminate the federal award; (4) Initiate suspension or debarment proceedings as authorized under 2 Code of Federal Regulations, part 180 and DOE regulations (or, in the case of MDE,

recommend such a proceeding be initiated by the DOE); (5) Withhold further federal awards (new awards or continuation funding) for the project or program; and/or (6) Take other remedies that may be legally available.]

X. SUBRECIPIENT MONITORING

~~**[NOTE: MDE auditors have stated that subrecipient monitoring must be covered in policy.]**~~

A. The school district will:

1. Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the information provided below. A pass-through entity must provide the best available information when some of the information below is unavailable. A pass-through entity must provide the unavailable information when it is obtained.

a. Required information includes:

(1) Federal award identification

i. Subrecipient's name (must match the name associated with its unique entity identifier);

ii. Subrecipient's unique entity identifier;

iii. Federal Award Identification Number (FAIN);

iv. Federal Award Date;

v. Subaward Period of Performance Start and End Date;

vi. Subaward Budget Period Start and End Date;

vii. Amount of Federal Funds Obligated in the subaward;

viii. Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity, including the current financial obligation;

ix. Total Amount of the Federal Award committed to the subrecipient by the pass-through entity;

x. Federal award project description, as required by the Federal Funding Accountability and Transparency Act (FFATA);

xi. Name of the Federal agency, pass-through entity, and contact information for awarding official of the pass-through entity;

xii. Assistance Listings title and number; the pass-through entity must identify the dollar amount made available under each Federal award and the Assistance Listings Number at the time of disbursement;

xiii. Identification of whether the federal award is for research and development; and

xiv. Indirect cost rate for the federal award (including if the de minimis rate is used in accordance with 2 Code of Federal Regulations, section 200.414).

(2) All requirements of the subaward, including requirements imposed by Federal statutes, regulations, and the terms and conditions of the Federal award;

(3) Any additional requirements that the pass-through entity imposes on the subrecipient for the pass-through entity to meet its responsibilities under the Federal award. This includes information and certifications (see 2 Code of Federal Regulations, section 200.415) required for submitting financial and performance reports that the pass-through entity must provide to the federal agency;

(4) Indirect cost rate:

(5) A requirement that the subrecipient permit the pass-through entity and auditors to access the subrecipient's records and financial statements for the pass-through entity to fulfill its monitoring requirements; and

(6) Appropriate terms and conditions concerning the closeout of the subaward.

3. Evaluate each subrecipient's fraud risk and risk of noncompliance with a subaward to determine the appropriate subrecipient monitoring described in 2 Code of Federal Regulations, section 200.332, paragraph (f). When evaluating a subrecipient's risk, a pass-through entity should consider the following:

a. The subrecipient's prior experience with the same or similar subawards;

b. The results of previous audits. This includes considering whether or not the subrecipient receives a Single Audit in accordance with 2 Code of Federal Regulations, part 200, subpart F and the extent to which the same or similar subawards have been audited as a major program;

c. Whether the subrecipient has new personnel or new or substantially changed systems; and

d. The extent and results of any federal agency monitoring (for example, if the subrecipient also receives federal awards directly from the federal agency).

4. If appropriate, consider implementing specific conditions in a subaward as described in 2 Code of Federal Regulations, section 200.208 and notify the Federal agency of the specific conditions.

5. Monitor the activities of a subrecipient as necessary to ensure that the subrecipient complies with Federal statutes, regulations, and the terms and conditions of the subaward. The pass-through entity is responsible for monitoring the overall performance of a subrecipient to ensure that the goals

and objectives of the subaward are achieved. In monitoring a subrecipient, a pass-through entity must:

a. Review financial and performance reports.

b. Ensure that the subrecipient takes corrective action on all significant developments that negatively affect the subaward. Significant developments include Single Audit findings related to the subaward, other audit findings, site visits, and written notifications from a subrecipient of adverse conditions which will impact their ability to meet the milestones or the objectives of a subaward. When significant developments negatively impact the subaward, a subrecipient must provide the pass-through entity with information on their plan for corrective action and any assistance needed to resolve the situation.

c. Issue a management decision for audit findings pertaining only to the Federal award provided to the subrecipient from the pass-through entity as required by 2 Code of Federal Regulations, section 200.521.

d. Resolve audit findings specifically related to the subaward. However, the pass-through entity is not responsible for resolving cross-cutting audit findings that apply to the subaward and other Federal awards or subawards. If a subrecipient has a current Single Audit report and has not been excluded from receiving Federal funding (meaning, has not been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant agency for audit or oversight agency for audit to perform audit follow-up and make management decisions related to cross-cutting audit findings in accordance with 2 Code of Federal Regulations, section 200.513(a)(4)(viii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.

6. Depending upon the pass-through entity's assessment of the risk posed by the subrecipient (as described in 2 Code of Federal Regulations, section 200.332, paragraph (c)), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:

a. Providing subrecipients with training and technical assistance on program-related matters;

b. Performing site visits to review the subrecipient's program operations; and

c. Arranging for agreed-upon-procedures engagements as described in 2 Code of Federal Regulations, section 200.425.

7. Verify that a subrecipient is audited as required by 2 Code of Federal Regulations, part 200, subpart F.

8. Consider whether the results of a subrecipient's audit, site visits, or other monitoring necessitate adjustments to the pass-through entity's records.

9. Consider taking enforcement action against noncompliant subrecipients as described in 2 Code of Federal Regulations, section 200.339 and in program regulations.

XI. CONFLICT OF INTEREST

A. ~~Employee~~ Standards of Conduct

The school district will maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

B. No employee, officer, ~~or~~ agent, or board member may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, ~~or~~ agent, or board member, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The employees, officers, ~~and~~ agents, and board members of the school district may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, the school district may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by employees, officers, ~~or~~ agents, or board members of the school district. Disciplinary actions may be undertaken pursuant to the school district's Discipline, Suspension, and Dismissal of School Employees policy.

The school district's Conflict of Interest policies and procedures provide additional measures regarding conflicts of interest.

[Note: The Minnesota Department of Education confirmed that the "written standards of conduct" required under 2 Code of Federal Regulations, section 200.318(c)(1) may appear in this policy, another policy and/or in an employee handbook. School boards may decide whether to adopt this section or address written standards of conduct elsewhere.]

C. Organizational Conflicts of Interest

If the school district has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the school district must maintain written standards concerning organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the school district is unable or appears to be unable to be impartial in conducting a procurement action involving the related organization.

D. Disclosing Conflicts of Interest

The school district ~~must~~ will disclose in writing any potential conflict of interest to MDE in accordance with ~~applicable~~ established federal agency policies.

Legal References:
Minn. Stat. § 15.054 (Sale or Purchase of State Property; Penalty)
Minn. Stat. § 16C.28 (Contracts; Awards)
Minn. Stat. § 118A.01-.06 (Deposit and Investment of Local Public Funds)
Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)

Minn. Stat. § 471.38 (Claims)
Minn. Stat. § 471.391 (Declaration Form)
Minn. Stat. § 471.392 (Penalty)
Minn. Stat. § 471.425 (Prompt Payment of Local Government Bills)
18 U.S.C. (Crimes and Criminal Procedures)
31 U.S.C. §§ 3729–3733 (False Claims)
2 C.F.R. § 180.215 (Which Nonprocurement Transactions are Not Covered Transactions)
2 C.F.R. § 180.300 (What Must I Do before I Enter Into a Covered Transaction with Another Person at the Next Lower Tier?)
2 C.F.R. 200 Subpart E (Cost Principles)
2 C.F.R. 200 Subpart F (Audit Requirements)
2 C.F.R. § 200.1 (Definitions)
2 C.F.R. § 200.101 (Applicability)
2 C.F.R. § 200.112 (Conflict of Interest)
2 C.F.R. § 200.113 (Mandatory Disclosures)
2 C.F.R. § 200.205(d) (Federal Awarding Agency Review of Merit of Proposals)
2 C.F.R. § 200.208 (Specific Conditions)
2 C.F.R. § 200.214 (Suspension and Debarment)
2 C.F.R. § 200.300(b) (Statutory and National Policy Requirements)
2 C.F.R. § 200.302 (Financial Management)
2 C.F.R. § 200.303 (Internal Controls)
2 C.F.R. § 200.305(b)(1) (Federal Payment)
2 C.F.R. § 200.310 (Insurance Coverage)
2 C.F.R. § 200.311 (Real Property)
2 C.F.R. § 200.312 (Federally-owned and Exempt Property)
2 C.F.R. § 200.313(d) (Equipment)
2 C.F.R. § 200.314 (Supplies)
2 C.F.R. § 200.315 (Intangible Property)
2 C.F.R. § 200.318 (General Procurement Standards)
2 C.F.R. § 200.319~~(c)~~ (Competition)
2 C.F.R. § 200.320 (Methods of Procurement to be Followed)
2 C.F.R. § 200.321 (Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms)
2 C.F.R. § 200.328 (Financial Reporting)
2 C.F.R. § 200.332 (Requirements for Pass-Through Entities)
2 C.F.R. § 200.339 (Remedies for Noncompliance)
2 C.F.R. § 200.403(c) (Factors Affecting Allowability of Costs)
2 C.F.R. § 200.413 (Direct Costs)
2 C.F.R. § 200.414 (Indirect Costs)
2 C.F.R. § 200.415 (Required Certifications)
2 C.F.R. § 200.425 (Audit Services)
2 C.F.R. § 200.430 (Compensation – Personal Services)
2 C.F.R. § 200.431 (Compensation – Fringe Benefits)
2 C.F.R. § 200.447 (Insurance and Indemnification)
2 C.F.R. § 200.463 (Recruiting Costs)
2 C.F.R. § 200.464 (Relocation Costs of Employees)
2 C.F.R. § 200.474 (Transportation Costs)
2 C.F.R. § 200.475 (Travel Costs)
2 C.F.R. § 200.513 (Responsibilities)
2 C.F.R. § 200.521 (Management Decisions)
45 C.F.R. § 75.2 (Definitions)
45 C.F.R. § 75.317 (Insurance Coverage)
45 C.F.R. § 75.320 (Equipment)
48 C.F.R. Subpart 2.1 (Definitions)

Cross References: MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)
MSBA/MASA Model Policy 210 (Conflict of Interest-School Board Members)
MSBA/MASA Model Policy 412 (Expense Reimbursement)
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
MSBA/MASA Model Policy 701.1 (Modification of School District Budget)
MSBA/MASA Model Policy 702 (Accounting)
MSBA/MASA Model Policy 703 (Annual Audit)

Resources:
Minnesota Department of Education (MDE): *Procurement Handbook* [January 8, 2025] (accessed 01/07/26)
MDE: *Competitive Proposal Method* [April 2020] (accessed 01/07/26)
Office of Management and Budget: *OMB Guidance for Federal Financial Assistance (Uniform Guidance)* (accessed 02/20/26)
U.S. DOE: *Education Department General Administrative Regulations (EDGAR) and Other Applicable Grant Regulations* (accessed 01/09/26)
U.S. DOE: *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (accessed 01/09/26)

Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with _Jaimi Heida_____ a legally qualified and licensed teacher who agrees to teach in the public schools of said district as **_Elementary Teacher_____** for the school year **2026-2027.**

The following provisions shall apply and are a part of this contract:

1. **Basic Services:** Said teacher shall faithfully perform the services prescribed by the school board or its designated representative, whether or not such services are specifically described in this contract, abide by the rule and regulations as established by the school board and State Board of Education, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the school district as assigned in such grades or subjects for which the teacher has the necessary license.
2. **Duration:** This contract is subject to the provision of M.S. 125.12 as amended and to all laws, rules and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination and discharge for cause of teachers. Thereafter this contract shall remain in full force and effect except if modified by mutual consent of the school board and the teacher or unless terminated as provided by law, or by written resignation pursuant to M.S.125.12.
3. **Duty Year:** The teacher's duty year and vacation days shall be as adopted by the school board, and the teacher agrees to teach on those legal holidays on which the school board is authorized to conduct school if the school board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the school board.
4. **Additional Services:** The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments, subject to established compensation for such services which exceed the services authorized in paragraph 1. Said extracurricular, co-curricular or other assignments may be described in paragraph 6 of this contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The school board, or its designated representative, may make any additions or amendments during the duty year as shall be necessary. Said extracurricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's Continuing Contract rights unless the words "continuing contract" are recorded immediately following the assignment.
5. **Reference:** This contract shall be subject to the agreement between the school district and the exclusive representative if any, and the provisions of the Public Employment Labor Relations Act as amended.
6. **Special Provision:** (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Additional Service	**Additional Compensation**
1. _____	**$** _____
2. _____	**$** _____

7. **In Consideration** thereof, the school board agrees to pay said teacher the following annual salary:

$ 46,000	For Basic Services: BA Yr 0
$	For Additional Services as set forth in paragraph 6
$ 46,000	Total salary, exclusive of fringe benefits.

Such salary shall be paid as authorized and in such installments during the terms of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this 8th day of April, 2026

Teacher: Jaimi Heida

IN WITNESS THEREOF we have subscribed our signatures this _____ day of _____, _____

Independent School District No. 2180

Clerk:_____

Chairperson:_____

Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with _Alexis Streich_____ a legally qualified and licensed teacher who agrees to teach in the public schools of said district as __**Elementary Teacher**____ for the school year **2026-2027.**

The following provisions shall apply and are a part of this contract:

1. **Basic Services:** Said teacher shall faithfully perform the services prescribed by the school board or its designated representative, whether or not such services are specifically described in this contract, abide by the rule and regulations as established by the school board and State Board of Education, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the school district as assigned in such grades or subjects for which the teacher has the necessary license.
2. **Duration:** This contract is subject to the provision of M.S. 125.12 as amended and to all laws, rules and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination and discharge for cause of teachers. Thereafter this contract shall remain in full force and effect except if modified by mutual consent of the school board and the teacher or unless terminated as provided by law, or by written resignation pursuant to M.S.125.12.
3. **Duty Year:** The teacher's duty year and vacation days shall be as adopted by the school board, and the teacher agrees to teach on those legal holidays on which the school board is authorized to conduct school if the school board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the school board.
4. **Additional Services:** The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments, subject to established compensation for such services which exceed the services authorized in paragraph 1. Said extracurricular, co-curricular or other assignments may be described in paragraph 6 of this contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The school board, or its designated representative, may make any additions or amendments during the duty year as shall be necessary. Said extracurricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's Continuing Contract rights unless the words "continuing contract" are recorded immediately following the assignment.
5. **Reference:** This contract shall be subject to the agreement between the school district and the exclusive representative if any, and the provisions of the Public Employment Labor Relations Act as amended.
6. **Special Provision:** (Insert here any other contractual provisions).

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Additional Service	**Additional Compensation**
1. _____	**$** _____
2. _____	**$** _____

7. **In Consideration** thereof, the school board agrees to pay said teacher the following annual salary:

$ 59,000	For Basic Services: MA Yr 0
$	For Additional Services as set forth in paragraph 6
$ 59,000	Total salary, exclusive of fringe benefits.

Such salary shall be paid as authorized and in such installments during the terms of the year as may be determined by appropriate school board regulation. This contract shall be effective only after it has been authorized by the school board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this 6th day of April, '26

Teacher: Alexis Streich

IN WITNESS THEREOF we have subscribed our signatures this _____ day of _____, _____

Independent School District No. 2180

Clerk:_____

Chairperson:_____

MACCRAY Schools Enrollment 25-26

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	EOY
Pre-K	58	70	72	72	73	74	77	77	76		
K	42	48	48	48	48	48	48	47	47		
1	47	47	47	47	47	47	47	46	46		
2	46	46	48	48	47	47	47	46	46		
3	62	63	62	62	61	60	60	60	60		
4	60	61	60	59	59	59	59	57	56		
5	50	51	52	52	52	53	53	53	53		
K-5 Subtota	307	316	317	316	314	314	314	309	308	0	0
eK-5 Subto	365	386	389	388	387	388	391	386	384	0	0
6	60	61	61	62	61	62	61	61	61		
7	63	66	66	65	65	65	63	63	63		
8	66	71	71	70	69	69	67	67	66		
9	63	62	63	63	63	63	61	61	61		
10	48	50	49	49	49	49	49	49	49		
11	48	48	47	47	46	45	46	46	45		
12	59	58	56	56	56	56	55	55	55		
Subtotal	407	416	413	412	409	409	402	402	400	0	0
K-12 Total	714	732	730	728	723	723	716	711	708	0	0
P-12 Total	772	802	802	800	796	797	793	788	784	0	0

April 2026 Activities Director Report

1. Gabe Henker was previously approved as a JH baseball volunteer but has now been hired as a paid coach.
2. Please approve Brandon Grund as a JH baseball volunteer and Brenden Collins as a JV/Varsity baseball volunteer.
3. Please approve Hayden Stensrud as a softball volunteer.
4. Please approve Jack Miller as a volunteer track coach & morning weight room supervisor.
5. Please confirm we are able to move forward with cashless entry to events beginning next season. (We will have a back up plan so we are not turning anyone away)
6. We have changed our activities program over to Bound Pro Plus. (Kayla, Kati and I are currently working on the transition.)
7. Knowledge Bowl Section - MACCRAY took 6th out of 11 teams.
8. BPA - Mrs Pieper is taking Rachel Seehusen and Iris Donner to the National BPA Competition in Nashville Tennessee. Congratulations to both girls for qualifying.
9. Spring Play - Congratulations to Mrs. Streich and the whole cast for putting on a very successful play. They all did a great job.
10. Large Group at KMS on March 9th - Mr. Gronseth said, "the judges were tough (but fair). Of the 8 bands that participated, 3 earned superiors and 5 earned excellent ratings. MACCRAY was the top score among the excellents--3 points shy of a superior. We received lots of good feedback as well as some suggestions for improvement moving forward." The MACCRAY Choir did not participate this year.
11. On Saturday, 3/28, four MACCRAY band students participated in the MSHSL Solo/Ensemble competition held in Benson. Students play in front of a judge who has a copy of their music and evaluates their performance. They award points for factors such as intonation, technique & musicianship. A perfect score is 40. Earning Superior ratings were: Henley Johnson 39/40, Addilyn Sunderland 36/40 and Chevy Olson 36/40. Andy Rand earned an excellent rating with 34/40. The MACCRAY Choir did not participate this year.

March School Board Meeting
MACCRAY Elementary



Mr. Todd Bertram PK-5 Principal

- MCA Academy
  - 24 students completed the sessions
  - Pizza Party on on March 31st
  - Thank You to the 2180 Foundation for their donation
- DARE Graduation
  -
- Staffing
  - Finalized for 2026-27
  - Meetings with Grade level teams
- Highlights of March
  - Read Across MACCRAY
  - End of 3rd quarter (3-20)
    - 2157 PRIDE tickets
  - Math Masters
    - 4th grade placed First and 5th grade placed Second!
- Third Grade Data Deck
  - FastBridge
  - Student Survey
- April/May Events
  - MCA Testing
  - Field Trips
  - Spring Concert
  - Book Fair
  - 5th Grade formal lunch
  - Track and Field Day

Board Report
MACCRAY Secondary School
April 13, 2026

- Graduation for the class of 2026 is rapidly approaching. I'd like to invite you to join Supt. Holm and me on the stage. I will be reaching out to Member Donner to be on stage in particular, since he has a daughter graduating. The senior class will be my spotlight for the May meeting.
- Ms. Dahlke and I attended a recruiting fair in Brookings, SD a couple of weeks ago. It was a great experience, and SDState was a generous host.
- Ms Bristle and I have begun the process of working on next year's schedule, in earnest.
- 6-12 celebrated National FFA Week the week of March 17 with activities and dress-up days.
- MCA testing has begun and is going well. We do not have the ability to do early screening of the results due to the fact that it is a new version of the test.
- Our Senoirs had their class trip last week.
- Mrs. Cronen took her Government class on a Government field trip.
- I have signed diplomas and they will be making their way through Supt. Holm and Chair Alsum to complete the process.
- State FFA is next week.

Upcoming:

- 9-12 will be going to Montevideo to see a motivational speaker whose message is about making choices and how they affect your life.
- April 24th is the final NHS Blood Drive of the year.
- May 1st is Prom.
- On May 6th, FFA will be hosting its annual Ag Day for the elementary.
- May 6th also marks the National BPA competition, and Ms. Pieper will be joining our entrants.
- The Seniors final day will be 5/22, with Awards, Practice, and the Elementary Walk on the 26th. The final day for grades and service hours will be at 4:00 pm on the 27th. Graduation will be on the 29th.

(continued)

Respectfully submitted -

Judd Wheatley
MACCRAY Secondary Principal





MACCRAY WOLVERINES SCHOOL BOARD UPDATE

April 10, 2026

GOAL:

The environment of the MACCRAY School District will be safe, nurturing, and professional.

Strategic Plan

We sent requests for proposals to five consulting firms to support the district's strategic planning process. The deadline for submissions was April 1.

Status of responses:

- Big River Group has submitted a proposal.
- Minnesota School Boards Association has submitted a proposal.
- Southwest West Central Service Cooperative has received the request and is considering participation.
- True North Consulting Partners, LLC has submitted a proposal.
- TSL Associates declined the opportunity due to current workload.
- Homerun Advantage Cooperative has submitted proposal.

Teacher Apprentice Program

The memorandum of understanding with the teachers' union has been fully executed. All required approvals are in place. Planning is complete, and key details have been finalized. The district is prepared to implement the program as scheduled. Launch will occur at the start of the upcoming fall term.

DARE Program

The DARE program concluded with a meaningful fifth grade celebration held last week. Students demonstrated growth in decision making and responsibility. Families and staff attended and showed strong support. The event recognized student effort and commitment. It reflected the positive impact of the program and reinforced the importance of safe, responsible choices.

Senior Banquet – Scholarship

At the Lions 37th annual Banquet over $47,000 was awarded to our students. It was a great evening.

Maintenance Repair

Recent heavy winds caused damage to the roof over the auditorium. Maintenance staff and contractors assessed the issue and completed all necessary repairs. The work is now finished, and the roof is secure. The space is safe for use, and no further concerns have been identified at this time.