

MINNEOTA PUBLIC SCHOOLS | SCHOOL BOARD REGULAR MEETING | AGENDA

Wednesday, May 13, 2026 @ 5:30 pm | Conference Room #103

- 1. Regular Order of Business**
 - 1.1. Call to Order Chair Thostenson
 - 1.2. Pledge of Allegiance
 - 1.3. Roll Call
 - 1.4. Approval of the Meeting Agenda M/S/V
 - 1.5. Recognition of Visitors and Guests
 - 1.6. Viking Pride: Positive Comments by School Board Members and Administration..... I/D
- 2. Business Agenda**
 - 2.1. Student Enrollment
 - 2.2. Student Activity Account
 - 2.3. Financial Report
 - 2.4. Approve Bills-Check Register..... M/S/V
- 3. Leadership Reports**
 - 3.1. School Board and Committee Reports: School Board Members
 - 3.2. Elementary Principal/Curriculum Coordinator: Nicolle Johnston
 - 3.3. Superintendent: Scott Monson
- 4. Approve Consent Agenda Items M/S/V**
 - 4.1. Minutes of the April 21, 2026 Regular Meeting
 - 4.2. Designate 100 Chromebooks (Model 300eG G3) as Obsolete/Surplus
 - 4.3. 2026-2027 Big Stone Therapies Contract for Therapy Services
 - 4.4. 2026-2027 Application for Special Education Funds Statement of Assurances
- 5. Items Removed from the Consent Agenda I/D/M/S/V**
- 6. Previous Business**
 - 6.1. Policy and Procedures Review – 2nd Reading and Approval M/S/V
 - 6.1.1. Policy #525: Violence Prevention [Applicable to Students and Staff]
 - 6.1.2. Policy #603: Curriculum Development
 - 6.1.3. Policy #625: Responsible Use of Artificial Intelligence [New]
 - 6.1.4. Policy #902: Use of School District Facilities and Equipment
 - 6.1.5. District Procedures: Technology Asset Management
 - 6.1.6. District Procedures: Technology Disposal
- 7. New Business**
 - 7.1. Approve Resolution for Governmental Lease-Purchase Agreement No. 20000050451 M/S/V-RC
 - 7.2. Approve Memorandum of Agreement with the City of Minneota..... M/S/V
 - 7.3. Approve a Resolution for Acceptance of Gifts, Donations, and Grants M/S/V-RC
 - 7.4. Policy and Procedures Review – 1st Reading I/D
 - 7.4.1. Policy #524: Internet, Technology, and Cell Phone Acceptable Use, Safety, and Data Privacy
 - 7.4.2. District Procedures: Technology Offboarding
 - 7.4.3. District Procedures: Patch Management
 - 7.4.4. District Procedures: Security Awareness and Training Procedures
- 8. Calendar Review: Meetings and Dates I/D**
- 9. Adjournment M/S/V**

BUSINESS

AGENDA

Student Enrollment Overview | 5/8/2026

Grade	2020-2021 Funded	2021-2022 Funded	2022-2023 Funded	2023-2024 Funded	2024-2025 Funded	Current	2026-2027 Projected	2027-2028 Projected	2028-2029 Projected
PreK	6.8	6.1	5.3	7.6	9.4	46	36	40	35
HK/K	22.6	39.3	31.8	42.1	29.7	36	33	22	30
1st Grade	31.1	23.8	39.1	33.0	41.2	33	37	34	23
2nd Grade	30.1	31.4	25.5	41.8	32.8	45	35	39	36
3rd Grade	42.3	33.9	32.6	29.0	42.2	33	46	38	40
4th Grade	28.0	42.9	36.3	31.5	30.9	40	33	46	38
5th Grade	37.0	24.9	46.6	37.5	33.2	33	42	34	47
6th Grade	36.2	37.5	23.5	46.2	38.1	33	33	42	34
7th Grade	46.8	47.6	53.3	42.6	53.4	48	44	38	50
8th Grade	46.4	46.3	48.1	54.3	45.4	53	49	45	39
9th Grade	45.0	50.1	44.9	49.3	54.7	50	56	57	50
10th Grade	45.6	43.7	49.0	45.1	50.3	50	49	55	57
11th Grade	48.3	45.0	42.7	46.2	46.0	51	50	49	55
12th Grade	49.2	45.7	42.6	42.7	43.0	42	48	47	51
Total (K-12)	508.8	512.2	516.0	541.1	540.8	547	555	546	551
Total (PreK-12)	515.6	518.3	521.4	548.7	550.2	593	591	586	586
K-12 +/- from Previous Year	-17.8	3.4	3.8	25.1	-0.3	6	8	-9	4

Student Activity Account – Month End April 2026

Fund #	Description	Receipt	Expense
4	Student Council - Pepsi		\$ 231.00
4	Student Council - Snowball DJ		\$ 600.00
4	Student Council - Viking Coca Cola		\$ 341.75
8	Junior Class - Minneota Public Schools		\$ 4,471.53
9	Senior Class - Southwest Coaches		\$ 1,950.00
9	Senior Class - Minneota Public Schools		\$ 32.66
14	FFA - Little International		\$ 180.00
14	FFA - Minnesota FFA		\$ 715.00
14	FFA - The Minneota Mascot		\$ 144.00
14	FFA - Minneota Public Schools		\$ 570.00
4	Student Council - Lobby Pop	\$ 301.25	
8	Junior Class - Egg Hunt	\$ 888.36	
April 2026 Totals		\$ 1,189.61	\$ 9,235.94

Fund Name	FY26 Beginning Balance	April 2026		Year-To-Date			Ending Balance	+/- From SOY
		Receipts	Expenses	Receipts	Expenses	Transfers		
FCCLA	\$ 15,529.65	\$ -	\$ -	\$36,294.00	\$43,387.49	\$ -	\$ 8,436.16	-45.7%
FFA	\$ 2,392.22	\$ -	\$1,609.00	\$ 4,826.00	\$ 4,062.81	\$ -	\$ 3,155.41	31.9%
Grade 11	\$ 5,156.18	\$ 888.39	\$4,471.53	\$17,851.89	\$14,197.83	\$(4,356.18)	\$ 4,454.06	-13.6%
Grade 12	\$ 21.27	\$ -	\$1,982.66	\$ 1,876.60	\$ 2,326.86	\$ 4,334.91	\$ 3,905.92	18263.5%
National Honor Society	\$ 737.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 737.48	0.0%
Student Council	\$ 6,108.65	\$ 301.25	\$1,172.75	\$ 8,656.60	\$ 6,958.45	\$ 21.27	\$ 7,828.07	28.1%
April 2026 Totals	\$ 29,945.45	\$1,189.64	\$9,235.94	\$69,505.09	\$70,933.44	\$ (0.00)	\$ 28,517.10	-4.8%

Account Balances and Monthly Cash Flow | End of April 2026

Account	Description - Use	Beginning Balance	Dividends - Interest	Credits - Revenue	Debits - Expenditures	Total Fixed Income	Ending Balance	
State Bank of Taunton [0200]	General	\$ 126,681.72		\$ 996,582.87	\$ 967,510.36		\$ 155,754.23	22.9%
State Bank of Taunton [0218]	Student Activities	\$ 36,563.40		\$ 1,189.64	\$ 9,235.94		\$ 28,517.10	-22.0%
State Bank of Taunton [0226]	Petty Cash	\$ 2,200.00		\$ -	\$ -		\$ 2,200.00	0.0%
State Bank of Taunton [0234]	Payroll	\$ -		\$ 298,463.38	\$ 298,463.38		\$ -	0.0%
PMA-MN Trust [2023A]	2023A	\$ 485,842.66	\$ 1,424.45	\$ -	\$ -	\$ -	\$ 487,267.11	0.3%
PMA-MN Trust [2023B]	2023B	\$ 434,244.14	\$ 1,273.14	\$ -	\$ -	\$ 1,651,400.00	\$ 2,086,917.28	380.6%
PMA-MN Trust [Operating]	Investments	\$ 2,569,481.94	\$ 7,179.47	\$ 1,035,405.61	\$ 800,000.00	\$ 235,300.00	\$ 3,047,367.02	18.6%
End of April 2026 Totals: All Depositories		\$ 3,655,013.86	\$ 9,877.06	\$ 2,331,641.50	\$ 2,075,209.68	\$ 1,886,700.00	\$ 5,808,022.74	58.9%
Net Cash Flow Increase From April 1, 2026 to April 30, 2026							\$ 72,948.61	2.0%



MNTrust Monthly Statement

Minnesota ISD #414

Please Note:

THE FUND WILL BE CLOSED MAY 25TH IN OBSERVANCE OF THE MEMORIAL DAY HOLIDAY

Activity Summary (MN02-31273-0101) Operating

4/1/2026 - 4/30/2026

Investment Pool Summary	IS
Beginning Market Balance	\$2,569,481.94
Dividends	\$7,179.47
Purchases	\$1,035,405.61
Redemptions	(\$800,000.00)
Ending Market Balance	\$2,812,067.02
Average Monthly Rate	3.567%
NAV / Share Price	1.000
Total	\$2,812,067.02
Total Fixed Income	\$235,300.00
Account Total	\$3,047,367.02

Your Representative(s)

Xander Nguyen

(612) 509-2564

xander.nguyen@ptma.com

Steve Pumper

(612) 509-2565

steve.pumper@ptma.com

Representatives are associated with PMA Securities, LLC

Minnesota ISD #414

504 N. Monroe St.
Minnesota, MN 56264



PTMA Financial Solutions

2135 City Gate Lane, 7th Floor
Naperville, IL 60563



MNTrust Monthly Statement

Minnesota ISD #414

Transaction Activity (MN02-31273-0101) Operating

IS 4/1/2026 - 4/30/2026

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	NAV / Share Price	Shares this Transaction
13100428	04/01/2026	04/01/2026	Online Wire Redemption	(\$250,000.00)	\$0.00	\$1.000	(250,000.000)
13122111	04/03/2026	04/03/2026	FRI Maturity Purchase, CD-1389332-1 Western Alliance Bank	\$0.00	\$180,000.00	\$1.000	180,000.000
13122150	04/03/2026	04/03/2026	FRI Interest Purchase, CD-1389332-1 Western Alliance Bank	\$0.00	\$3,459.15	\$1.000	3,459.150
13146872	04/08/2026	04/08/2026	State Funds Purchase, ISD 0414	\$0.00	\$55,277.32	\$1.000	55,277.320
13158541	04/09/2026	04/09/2026	Online Wire Redemption	(\$350,000.00)	\$0.00	\$1.000	(350,000.000)
13193145	04/14/2026	04/14/2026	State Funds Purchase, ISD 0414	\$0.00	\$480.00	\$1.000	480.000
13205121	04/15/2026	04/15/2026	State Funds Purchase, ISD 0414	\$0.00	\$315,910.72	\$1.000	315,910.720
13284588	04/24/2026	04/24/2026	State Funds Purchase, MN State-MMB ACH	\$0.00	\$4,276.55	\$1.000	4,276.550
13319139	04/29/2026	04/29/2026	Online Wire Redemption	(\$200,000.00)	\$0.00	\$1.000	(200,000.000)
13331075	04/30/2026	04/30/2026	State Funds Purchase, MN State-MMB ACH	\$0.00	\$476,001.87	\$1.000	476,001.870
	04/30/2026	04/30/2026	Total Dividend Reinvestment	\$0.00	\$7,179.47	\$1.000	7,179.470
				(\$800,000.00)	\$1,042,585.08		242,585.080

Beginning Market Value: \$2,569,481.94 | Ending Market Value: \$2,812,067.02



MNTrust Monthly Statement

Minnesota ISD #414

Fixed Income Investments

Maturities 4/1/2026 - 4/30/2026

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par/Shares
CD	1389332-1	04/03/2026	10/02/2025	04/03/2026	Western Alliance Bank	\$180,000.00	3.833%	183,459.150
						\$180,000.00		183,459.150



MNTrust Monthly Statement

Minnesota ISD #414

Fixed Income Investments

Interest 4/1/2026 - 4/30/2026

Type	Holding Id	Trade Date	Description	Interest
CD	1389332-1	04/03/2026	Western Alliance Bank, Interest	\$3,459.15
				\$3,459.15



MNTrust Monthly Statement

Minnesota ISD #414

Current Portfolio

4/30/2026

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV / Share Price	Face/Par/Shares	Market Value
IS				04/30/2026		IS Account Balance	\$2,812,067.02	3.567%	\$1.000	2,812,067.020	\$2,812,067.02
CD	N	1373682-1	02/04/2025	02/04/2025	07/28/2026	Cornerstone Bank, NE	\$235,300.00	4.149%		249,715.770	\$235,300.00
							\$3,047,367.02			3,061,782.790	\$3,047,367.02

Time and Dollar Weighted Average Portfolio Yield: 4.149%

Weighted Average Portfolio Maturity: 89.00 Days

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments.

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
IS	92.279%	\$2,812,067.02	IS Account
CD	7.721%	\$235,300.00	Certificate of Deposit

Index

Cost is comprised of the total amount you paid for the investment (including any fees and commissions) plus any reinvested dividends.

Rate is the average monthly yield for pool investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

Face/Par/Shares is the amount received at maturity for fixed rate investments or the balance at statement date for pool investments.

Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost" for fixed term investments or the balance at statement date for pool investments.

Deposit Codes

N	Single FEIN
---	-------------



MNTrust Monthly Statement

Minnesota ISD #414

Please Note:

THE FUND WILL BE CLOSED MAY 25TH IN OBSERVANCE OF THE MEMORIAL DAY HOLIDAY

Activity Summary (MN02-31273-0201) 2023A Bonds (Municipal Advisory Account)

4/1/2026 - 4/30/2026

Investment Pool Summary		IS
Beginning Market Balance		\$485,842.66
Dividends		\$1,424.45
Purchases		\$0.00
Redemptions		\$0.00
Ending Market Balance		\$487,267.11
Average Monthly Rate		3.567%
NAV / Share Price		1.000
Total		\$487,267.11
Total Fixed Income		\$0.00
Account Total		\$487,267.11

Your Representative(s)

Xander Nguyen

(612) 509-2564

xander.nguyen@ptma.com

Steve Pumper

(612) 509-2565

steve.pumper@ptma.com

Representatives are associated with PMA Securities, LLC

Minnesota ISD #414

504 N. Monroe St.

Minneota, MN 56264



PTMA Financial Solutions

2135 City Gate Lane, 7th Floor

Naperville, IL 60563



MNTrust Monthly Statement

Minnesota ISD #414

Transaction Activity (MN02-31273-0201) 2023A Bonds

IS 4/1/2026 - 4/30/2026

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	NAV / Share Price	Shares this Transaction
	04/30/2026	04/30/2026	Total Dividend Reinvestment	\$0.00	\$1,424.45	\$1.000	1,424.450
				\$0.00	\$1,424.45		1,424.450

Beginning Market Value: \$485,842.66 | Ending Market Value: \$487,267.11



MNTrust Monthly Statement

Minnesota ISD #414

Current Portfolio

4/30/2026

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV / Share Price	Face/Par/Shares	Market Value
IS				04/30/2026		IS Account Balance	\$487,267.11	3.567%	\$1.000	487,267.110	\$487,267.11
							\$487,267.11			487,267.110	\$487,267.11

Time and Dollar Weighted Average Portfolio Yield: n/a

Weighted Average Portfolio Maturity: n/a

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments.

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
IS	100.000%	\$487,267.11	IS Account

Index

Cost is comprised of the total amount you paid for the investment (including any fees and commissions) plus any reinvested dividends.

Rate is the average monthly yield for pool investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

Face/Par/Shares is the amount received at maturity for fixed rate investments or the balance at statement date for pool investments.

Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost" for fixed term investments or the balance at statement date for pool investments.



MNTrust Monthly Statement

Minnesota ISD #414

Please Note:

THE FUND WILL BE CLOSED MAY 25TH IN OBSERVANCE OF THE MEMORIAL DAY HOLIDAY

Activity Summary (MN02-31273-0202) 2023B Taxable Bonds (Municipal Advisory Account)

4/1/2026 - 4/30/2026

Investment Pool Summary		IS
Beginning Market Balance		\$434,244.14
Dividends		\$1,273.14
Purchases		\$0.00
Redemptions		\$0.00
Ending Market Balance		\$435,517.28
Average Monthly Rate		3.567%
NAV / Share Price		1.000
Total		\$435,517.28
Total Fixed Income		\$1,651,400.00
Account Total		\$2,086,917.28

Your Representative(s)

Xander Nguyen

(612) 509-2564

xander.nguyen@ptma.com

Steve Pumper

(612) 509-2565

steve.pumper@ptma.com

Representatives are associated with PMA Securities, LLC

Minnesota ISD #414

504 N. Monroe St.

Minneota, MN 56264



PTMA Financial Solutions

2135 City Gate Lane, 7th Floor

Naperville, IL 60563



MNTrust Monthly Statement

Minnesota ISD #414

Transaction Activity (MN02-31273-0202) 2023B Taxable Bonds

IS 4/1/2026 - 4/30/2026

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	NAV / Share Price	Shares this Transaction
	04/30/2026	04/30/2026	Total Dividend Reinvestment	\$0.00	\$1,273.14	\$1.000	1,273.140
				\$0.00	\$1,273.14		1,273.140

Beginning Market Value: \$434,244.14 | Ending Market Value: \$435,517.28



MNTrust Monthly Statement

Minnesota ISD #414

Current Portfolio

4/30/2026

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV / Share Price	Face/Par/Shares	Market Value
IS				04/30/2026		IS Account Balance	\$435,517.28	3.567%	\$1.000	435,517.280	\$435,517.28
CD	N	1394254-1	01/05/2026	01/05/2026	09/15/2026	FirstBank Southwest, GA	\$243,900.00	3.503%		249,821.310	\$243,900.00
CD	N	1394253-1	01/05/2026	01/05/2026	09/15/2026	Affinity Bank, National Association, GA	\$243,700.00	3.600%		249,781.150	\$243,700.00
CD	N	1394249-1	01/05/2026	01/05/2026	09/15/2027	First Capital Bank, SC	\$236,500.00	3.343%		249,884.380	\$236,500.00
CD	N	1394251-1	01/05/2026	01/05/2026	09/15/2027	GBC International Bank, CA	\$236,600.00	3.323%		249,909.920	\$236,600.00
CD	N	1394250-1	01/05/2026	01/05/2026	09/15/2027	Bank of China, NY	\$235,100.00	3.655%		249,648.690	\$235,100.00
CD	N	1394255-1	01/05/2026	01/05/2026	09/15/2028	Freedom Northwest Credit Union, ID	\$227,900.00	3.531%		249,591.390	\$227,900.00
CD	N	1394252-1	01/05/2026	01/05/2026	09/15/2028	Aneca Federal Credit Union , LA	\$227,700.00	3.557%		249,533.250	\$227,700.00
							\$2,086,917.28			2,183,687.370	\$2,086,917.28

Time and Dollar Weighted Average Portfolio Yield: 3.499%

Weighted Average Portfolio Maturity: 496.20 Days

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments.

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
IS	20.869%	\$435,517.28	IS Account
CD	79.131%	\$1,651,400.00	Certificate of Deposit

Index

Cost is comprised of the total amount you paid for the investment (including any fees and commissions) plus any reinvested dividends.

Rate is the average monthly yield for pool investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

Face/Par/Shares is the amount received at maturity for fixed rate investments or the balance at statement date for pool investments.

Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost" for fixed term investments or the balance at statement date for pool investments.

Minneota Public School Summary-Fund Thru October 31

Sequence: L, Fd

Description	202410			202510			202610		
	Budget BUD24	Year to Date	%	Budget BUD25	Year to Date	%	Budget BUD26	Year to Date	%
E Expenditure									
01 General Fund	7,904,910.00	5,879,166.16	74%	7,930,185.00	6,148,843.94	78%	8,497,426.00	6,215,487.74	73%
02 Food Service Fund	475,972.00	389,320.63	82%	517,663.00	394,368.15	76%	600,671.00	417,548.43	70%
04 Community Service	240,967.00	187,383.62	78%	253,575.00	209,290.49	83%	272,613.00	232,419.22	85%
06 Building Construction Fund	36,000.00	35,378.78	98%	264,358.00	0.00	0%	269,350.00	137,089.90	51%
07 Debt Service Fund	1,177,800.00	1,173,900.00	100%	1,545,578.00	1,546,702.50	100%	1,553,750.00	1,552,400.00	100%
E Expenditure	9,835,649.00	7,665,149.19	78%	10,511,359.00	8,299,205.08	79%	11,193,810.00	8,554,945.29	76%
R Revenue									
01 General Fund	(7,760,002.00)	(5,266,192.36)	68%	(7,967,047.00)	(5,594,394.74)	70%	(8,604,725.00)	(6,049,464.18)	70%
02 Food Service Fund	(497,500.00)	(357,818.25)	72%	(501,520.00)	(370,450.40)	74%	(555,750.00)	(406,955.91)	73%
04 Community Service	(174,041.00)	(121,690.72)	70%	(191,756.00)	(135,657.69)	71%	(185,589.00)	(142,038.98)	77%
06 Building Construction Fund	(2,635,533.00)	(2,579,199.74)	98%	(85,000.00)	(98,071.31)	115%	(135,000.00)	(142,667.36)	106%
07 Debt Service Fund	(1,178,297.00)	(975,727.36)	83%	(1,714,917.00)	(1,277,654.47)	75%	(1,592,861.00)	(1,201,240.30)	75%
21 Student Activity Account	0.00	(8,102.56)	0%	0.00	(1,364.50)	0%	0.00	1,428.35	0%
R Revenue	(12,245,373.00)	(9,308,730.99)	76%	(10,460,240.00)	(7,477,593.11)	71%	(11,073,925.00)	(7,940,938.38)	72%
Report Totals:	(2,409,724.00)	(1,643,581.80)	68%	51,119.00	821,611.97	1607%	119,885.00	614,006.91	512%

Minneota Public School Multi Year Series-Source

Sequence: Fd, O/S

Description	202410			202510			202610		
	Budget BUD24	Year to Date	%	Budget BUD25	Year to Date	%	Budget BUD26	Year to Date	%
01 General Fund									
000 Local Revenues	(1,818,631.00)	(925,874.90)	51%	(1,630,758.00)	(825,607.94)	51%	(1,945,037.00)	(1,159,150.04)	60%
200 State Revenues	(4,736,729.00)	(3,839,947.76)	81%	(4,884,767.00)	(3,832,839.86)	78%	(5,233,040.00)	(4,074,430.11)	78%
300 State Revenues	(1,017,477.00)	(492,989.13)	48%	(1,227,801.00)	(767,544.05)	63%	(1,307,360.00)	(739,506.01)	57%
400 Federal Revenues from State	(148,519.00)	(2,053.07)	1%	(183,735.00)	(114,113.01)	62%	(66,518.00)	(22,700.52)	34%
500 Federal Revenues from Fed Sou	(38,646.00)	0.00	0%	(39,986.00)	(54,567.00)	136%	(52,770.00)	(52,770.00)	100%
600 Loc Sales, Ins Recov & Jdgmnt	0.00	(5,327.50)	0%	0.00	277.12	0%	0.00	(907.50)	0%
01 General Fund	(7,760,002.00)	(5,266,192.36)	68%	(7,967,047.00)	(5,594,394.74)	70%	(8,604,725.00)	(6,049,464.18)	70%
Report Totals:	(7,760,002.00)	(5,266,192.36)	68%	(7,967,047.00)	(5,594,394.74)	70%	(8,604,725.00)	(6,049,464.18)	70%

Minneota Public School Multi Year Series-Source

Sequence: Fd, O/S

Description	202410			202510			202610		
	Budget	Year to Date	%	Budget	Year to Date	%	Budget	Year to Date	%
	BUD24			BUD25			BUD26		
01 General Fund									
100 Salaries & Wages	4,295,935.00	3,176,623.98	74%	4,413,774.00	3,261,758.71	74%	4,642,004.00	3,469,249.59	75%
200 Employee Benefits	1,119,935.00	755,248.54	67%	1,142,232.00	743,683.10	65%	1,222,752.00	813,358.48	67%
300 Purchased Services	1,443,025.00	1,156,341.03	80%	1,488,118.00	1,281,998.27	86%	1,736,535.00	1,366,171.70	79%
400 Supplies & Materials	787,395.00	558,510.93	71%	662,199.00	704,443.74	106%	665,332.00	455,164.14	68%
500 Capital Expenditures	234,000.00	211,146.24	90%	194,112.00	133,729.12	69%	199,653.00	94,591.90	47%
800 Other Expenditures	24,620.00	21,295.44	86%	29,750.00	23,231.00	78%	31,150.00	16,951.93	54%
01 General Fund	7,904,910.00	5,879,166.16	74%	7,930,185.00	6,148,843.94	78%	8,497,426.00	6,215,487.74	73%
Report Totals:	7,904,910.00	5,879,166.16	74%	7,930,185.00	6,148,843.94	78%	8,497,426.00	6,215,487.74	73%

Minneota Public School
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General Fund	\$274,479.87
02	Food Service Fund	\$25,432.40
04	Community Service	\$2,454.39
Report Total		\$302,366.66

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
SBT	01418			HORACE MANN		Wire
			B 01	215 051	4/11 Auto Insurance - KL	\$115.80
			B 01	215 051	3/26 Auto Insurance - KL	\$115.80
			B 01	215 051	3/11 Auto Insurance - KL	\$115.80
			B 01	215 051	2/26 Auto Insurance - KL	\$115.80
PO#:	Voucher #:	52269	Invoice	Invoice No: 220034A	4/16/2026	Paid Amt: \$463.20
						Check Amount: \$463.20
SBT	2819			EMC Insurance Companies		Wire
			E 01	005 760 000 720 340	Auto Insurance	\$1,339.41
			E 01	005 940 000 000 340	Property, Liability	\$5,219.65
PO#:	Voucher #:	52287	Invoice	Invoice No: 7002753621	4/20/2026	Paid Amt: \$6,559.06
						Check Amount: \$6,559.06
SBT	00127			COMMISSIONER OF REVENUE		Wire
			B 01	215 013	ST TAX	\$6,569.48
PO#:	Voucher #:	52292	Invoice	Invoice No: S2026200	4/24/2026	Paid Amt: \$6,569.48
						Check Amount: \$6,569.48
SBT	00211			SW/WC SERVICE COOPERATIVES		Wire
			B 01	215 027	Group Billing - Payroll Deduction	\$36,735.26
PO#:	Voucher #:	52314	Invoice	Invoice No: 04022026 Billing	4/24/2026	Paid Amt: \$36,735.26
						Check Amount: \$36,735.26
SBT	00594			PUBLIC EMPLOYEES RETIREMENT		Wire
			B 01	215 017	PERA	\$7,368.24
PO#:	Voucher #:	52293	Invoice	Invoice No: S2026200	4/24/2026	Paid Amt: \$7,368.24
						Check Amount: \$7,368.24
SBT	00710			TEACHERS RETIREMENT		Wire
			B 01	215 018	TRA	\$25,506.00
PO#:	Voucher #:	52295	Invoice	Invoice No: S2026200	4/24/2026	Paid Amt: \$25,506.00
						Check Amount: \$25,506.00
SBT	2313			Educators Benefit Consultants		Wire
			B 01	215 035	HSA Employee Deduction	\$2,123.55
			B 01	215 085	MED FSA	\$716.67
			B 01	215 086	PAYROLL DEDUCTIONS	\$695.83
PO#:	Voucher #:	52288	Invoice	Invoice No: S2026200	4/24/2026	Paid Amt: \$3,536.05
						Check Amount: \$3,536.05
SBT	3017			EFTPS		Wire
			B 01	215 010	FICA/MD	\$29,364.04

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
SBT	3017			EFTPS		Wire		
			B 01 215 011	FED TAX			\$10,510.03	
PO#:	Voucher #:	52290	Invoice	Invoice No: S2026200	4/24/2026	Paid Amt:	\$39,874.07	
						Check Amount:	\$39,874.07	
SBT	3022			Common Remitter		Wire		
			B 01 215 005	PAYANNU			\$200.34	
PO#:	Voucher #:	52294	Invoice	Invoice No: S2026200	4/24/2026	Paid Amt:	\$200.34	
			B 01 215 005	PAYANNU			\$5,788.10	
PO#:	Voucher #:	52296	Invoice	Invoice No: S2026200	4/24/2026	Paid Amt:	\$5,788.10	
			B 01 215 005	PAYANNU			\$798.41	
PO#:	Voucher #:	52289	Invoice	Invoice No: S2026200	4/24/2026	Paid Amt:	\$798.41	
						Check Amount:	\$6,786.85	
SBT	4275			Northeast Service Coop		Wire		
			B 01 215 032	Group Billing - Payroll Deduction			\$2,485.00	
PO#:	Voucher #:	52316	Invoice	Invoice No: 2689	4/24/2026	Paid Amt:	\$2,485.00	
						Check Amount:	\$2,485.00	
SBT	3034			elan Corporate		Wire		
			E 01 100 216 000 401 433	Stack & Build Phonics Flip Books at Lakeshore I			\$49.00	
			E 01 100 216 000 401 433	Freight			\$3.73	
PO#: 11426	Voucher #:	52340	Invoice	Invoice No: Mar/Apr 2026 Stmt	4/27/2026	Paid Amt:	\$52.73	
			E 01 100 411 000 740 433	MAKEASY Spiral Coil Binding Machine with 46 I			\$169.99	
			E 01 100 411 000 740 433	Junior Learning CCVC Builder Cards, Multi			\$19.32	
			E 01 100 411 000 740 433	Junior Learning: CVC Word Builders, 48 CVC A			\$17.00	
			E 01 100 411 000 740 433	Giant Pop Blocks Bubble Premium Silicone Pop			\$17.99	
			E 01 100 411 000 740 433	hand2mind Elkonin Box Floor Mat Activity Set, P			\$35.49	
			E 01 100 411 000 740 433	hand2mind Ten Frame Sensory Bubble Poppers			\$9.99	
			E 01 100 411 000 740 433	2 Pack Dry Erase Number Line Board 4"x12" Inc			\$11.49	
			E 01 100 411 000 740 433	hand2mind 20-Bead Wooden Rekenrek Abacus,			\$7.99	
			E 01 100 411 000 740 433	Junior Learning Spelligator Word Building Game			\$24.59	
			E 01 100 411 000 740 433	BrainSpark 48PCS Translucent Multicolor Digit			\$19.99	
			E 01 100 411 000 740 433	Astrobrights Cardstock White, 8.5 x 11 65 lb/17			\$28.95	
			E 01 100 411 000 740 433	Dashed Handwriting Lines Practice Roller Stamp			\$19.92	
			E 01 100 411 000 740 433	Price Adjustment			(\$29.07)	
PO#: 11441	Voucher #:	52341	Invoice	Invoice No: Mar/Apr 2026 Stmt	4/27/2026	Paid Amt:	\$353.64	
			E 01 100 203 021 000 430	Kids Gloves Disposable for 4-10 Years - Latex ai			\$13.98	
			E 01 100 203 021 000 430	Rasav Kids Disposable Face Masks 100Pcs,3 F			\$9.00	
			E 01 100 203 021 000 430	POPS Lollipops 1 lb - Bulk Bag, 5 Assorted Flav			\$9.95	

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
SBT	3034			elan Corporate		Wire		
			E 01	100 203 021 000 430	Paper Mate Flair Felt Tip Pens, Medium Point (0	\$23.71		
			E 01	100 203 021 000 430	Six-Way Paragraphs: Advanced 3rd Edition	\$8.18		
			E 01	100 203 021 000 430	Post It Flags 1.5x2 Size Ea Post It Flags 1.5x2 4	\$14.59		
PO#: 11439	Voucher #:	52342	Invoice	Invoice No:	Mar/Apr 2026 Stmt	4/27/2026	Paid Amt:	\$79.41
			E 01	100 203 023 000 430	BicMan 2000pcs Bulk Party Favors Goodie Bag:	\$44.98		
			E 01	100 203 023 000 430	White Art Drying Rack with 25 Removable Shelv	\$65.99		
			E 01	100 203 023 000 430	X-ACTO Crayon Pro Electric Sharpener, SafeSt	\$42.29		
			E 01	100 203 023 000 430	Red Better Office Products 2 Pocket Glossy Lar	\$19.99		
			E 01	100 203 023 000 430	AFMAT Electric Pencil Sharpener for Colored P	\$40.99		
			E 01	100 203 023 000 430	Dot Markers for Toddlers Kids Preschool, Bingo	\$19.98		
			E 01	100 203 023 000 430	FrogTape Multi-Surface Painters Tape with PAIN	\$28.48		
			E 01	100 203 023 000 430	Price Adjustments	(\$53.19)		
PO#: 11440	Voucher #:	52343	Invoice	Invoice No:	Mar/Apr 2026 Stmt	4/27/2026	Paid Amt:	\$209.51
			E 01	100 203 028 000 430	JPSOR 28 Pack Multicolor Pen, 0.5mm 6-in-1 M	\$19.98		
			E 01	100 203 028 000 430	Sheet Protectors, PANDRI 500 Pack Clear Heav	\$22.37		
			E 01	100 203 028 000 430	1-inch 3-Ring Binder, 1" Round Ring Binder with	\$29.69		
			E 01	100 203 028 000 430	Sharpie S-Gel Gel Pens, Black Barrel, Medium f	\$12.05		
			E 01	100 203 028 000 430	No Kidding Mermaids Are a Joke!(The Story of	\$13.95		
			E 01	100 203 028 000 430	Frankly, I Never Wanted to Kiss Anybody!: The	\$9.99		
			E 01	100 203 028 000 430	Truly, We Both Loved Beauty Dearly!: The Story	\$8.90		
			E 01	100 203 028 000 430	Classroom Supplies	\$146.14		
PO#: 11471	Voucher #:	52344	Invoice	Invoice No:	Mar/Apr 2026 Stmt	4/27/2026	Paid Amt:	\$263.07
			E 01	300 296 228 000 366	Coaching Ass. Dues and Training Modules	\$95.00		
PO#: 11424	Voucher #:	52345	Invoice	Invoice No:	Mar/Apr 2026 Stmt	4/27/2026	Paid Amt:	\$95.00
			E 01	300 296 228 000 366	Coaching Ass. Dues and Training Modules	\$53.50		
PO#: 11425	Voucher #:	52346	Invoice	Invoice No:	Mar/Apr 2026 Stmt	4/27/2026	Paid Amt:	\$53.50
			E 01	300 341 000 830 433	Crafted Curriculum - DM	\$99.99		
			E 01	100 203 033 000 430	K Buysse Classroom Supplies	\$12.50		
			E 01	100 203 027 000 430	S Stassen Classroom Supplies	\$206.60		
			E 01	005 620 000 343 401	Library Supplies	\$174.59		
			E 01	100 790 000 000 369	Science Nature Field Trip	\$330.00		
			E 01	005 640 000 316 366	Staff Development - All Levels	\$721.74		
			E 01	005 257 000 000 401	Technology Supplies	\$307.80		
			E 04	005 582 000 344 401	School Readiness Supplies	\$66.67		
			E 01	300 292 207 000 369	State FCCLA Travel - LB Advisor	\$469.89		
			E 01	300 292 207 000 369	State FCCLA Travel - CVK Advisor	\$469.89		

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
SBT	3034			elan Corporate		Wire		
			E 01	300 292 207 000 369	Student FCCLA Travel - State	\$4,770.50		
			E 01	005 760 000 720 440	Fuel	\$53.00		
			E 01	005 110 000 000 329	Postage	\$2,014.35		
			E 01	005 257 000 000 401	Technology Supplies - ebay	\$171.49		
			E 01	005 110 000 000 401	Administration Supplies	\$55.00		
			E 01	300 212 000 000 430	Art Supplies	\$279.71		
			E 01	300 292 209 000 401	Robotic State Supplies	\$176.46		
			E 01	300 292 209 000 369	Robotic State Meals - Coaches and Students	\$3,451.95		
			E 01	100 203 025 000 430	S Buysse Classroom Supplies	\$147.80		
			E 04	005 505 290 321 401	Trap Team Subscription	\$32.05		
			E 01	300 256 000 000 430	Math Supplies	\$22.48		
			E 01	005 810 000 000 401	Locker Room Project	\$271.39		
			E 01	100 790 000 000 369	AR Party Supplies	\$891.65		
			E 01	300 212 000 000 430	Art Supplies	\$132.69		
			E 01	300 298 000 000 401	Apple Subscription	\$12.74		
			E 01	300 710 000 000 461	MCA Testing Supplies	\$118.46		
			E 01	100 203 036 000 430	M Buysse Classroom Supplies	\$17.46		
			E 01	300 790 000 000 369	High School Field Trips	\$417.61		
			E 01	300 260 000 000 430	Science Supplies	\$1,121.68		
			E 01	300 292 225 000 401	Golf Supplies	\$47.49		
			E 01	300 211 000 000 401	JUNIOR CLASS REIMBURSEMENT	\$109.92		
			E 01	005 110 000 000 401	Walmart Receipt - District Office	\$39.98		
			E 01	100 203 000 000 401	EQLearners - Elementary Card	\$30.25		
			E 01	100 203 000 000 401	Printlitute - Elementary Card	\$30.00		
PO#:	Voucher #:	52338	Invoice	Invoice No:	March/April 26 Stmt	4/27/2026	Paid Amt:	\$17,275.78
			B 01	131 000	Adobe Subscription	\$833.50		
			B 01	131 000	Paraprofessional - FY2027 Workshop	\$720.00		
PO#:	Voucher #:	52339	Invoice	Invoice No:	Mar/April 2026 Stmt	4/27/2026	Paid Amt:	\$1,553.50
							Check Amount:	\$19,936.14
SBT	3034			elan Corporate		Wire		
			E 01	300 292 207 000 366	LB Flight - Carl Perkins	\$646.80		
			E 01	300 292 207 000 366	CVK Flight - Carl Perkins	\$706.79		
PO#:	Voucher #:	52360	Invoice	Invoice No:	Apr/May 2026 Stmt	4/29/2026	Paid Amt:	\$1,353.59
							Check Amount:	\$1,353.59

Minneota Public School

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
SBT	53153	3695		AP Design		Check		
			E 01	300 294 221 000 401	Wrestling Patches	\$160.00		
PO#:	Voucher #:	52268	Invoice	Invoice No: 98982	4/16/2026		Paid Amt:	\$160.00
			E 01	005 640 000 316 366	Oval Shaped Keychain	\$270.00		
			E 01	005 640 000 316 366	Super Value Lanyard	\$545.00		
			E 01	005 640 000 316 366	White Ball Point Pens	\$240.00		
			E 01	005 640 000 316 366	FrameWorx Banner Display	\$585.00		
			E 01	005 640 000 316 366	Custom Banner	\$125.00		
			E 01	005 640 000 316 366	Standard Table Throw	\$245.00		
			E 01	005 640 000 316 366	Credit	(\$75.00)		
PO#:	Voucher #:	52257	Invoice	Invoice No: 98873	4/16/2026		Paid Amt:	\$1,935.00
							Check Amount:	\$2,095.00
SBT	53154	3926		CHRISTIAN GUENTHER		Check		
			E 01	300 294 215 000 305	4/16 Baseball Official	\$130.00		
PO#:	Voucher #:	52260	Invoice	Invoice No: 4/16 Baseball	4/16/2026		Paid Amt:	\$130.00
							Check Amount:	\$130.00
SBT	53155	4583		Easton Johnston		Check		
			E 01	300 294 215 000 305	4/16 Baseball Official	\$60.00		
PO#:	Voucher #:	52262	Invoice	Invoice No: 4/16 Baseball	4/16/2026		Paid Amt:	\$60.00
							Check Amount:	\$60.00
SBT	53156	2313		Educators Benefit Consultants		Check		
			E 01	005 110 000 000 305	2nd Quarter - April, May, June	\$125.00		
			E 01	005 110 000 000 305	2nd Quarter - April, May, June	\$33.00		
PO#:	Voucher #:	52259	Invoice	Invoice No: 41690	4/16/2026		Paid Amt:	\$158.00
							Check Amount:	\$158.00
SBT	53157	4374		Granite Telecommunications		Check		
			E 01	005 810 000 000 320	Monthly Useage Statement	\$173.64		
PO#:	Voucher #:	52266	Invoice	Invoice No: 741732361	4/16/2026		Paid Amt:	\$173.64
							Check Amount:	\$173.64
SBT	53158	3313		GRANT WILL		Check		
			E 01	300 294 215 000 305	4/16 Baseball Official	\$130.00		
PO#:	Voucher #:	52261	Invoice	Invoice No: 4/16 Baseball	4/16/2026		Paid Amt:	\$130.00
							Check Amount:	\$130.00

Minneota Public School

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53159	4336		Jessica Verly		Check			
			E 01	005 760 000 723 360	Transportation Agreement - 4/1 through 4/14		\$722.10		
PO#:	Voucher #:	52258	Invoice	Invoice No: 4/1 - 4/14	4/16/2026		Paid Amt:	\$722.10	
							Check Amount:	\$722.10	
SBT	53160	4593		MASMS		Check			
			E 01	005 640 000 316 366	LE Membership		\$150.00		
			E 01	005 640 000 316 366	KL Membership		\$150.00		
PO#:	Voucher #:	52271	Invoice	Invoice No: Membership	4/16/2026		Paid Amt:	\$300.00	
							Check Amount:	\$300.00	
SBT	53161	4298		Mason Sellner		Check			
			E 01	300 296 228 000 305	4/16 Softball Official		\$60.00		
PO#:	Voucher #:	52263	Invoice	Invoice No: 4/16 Softball	4/16/2026		Paid Amt:	\$60.00	
							Check Amount:	\$60.00	
SBT	53162	3949		MATT MYHRE		Check			
			E 01	005 110 000 000 401	ACH Fail - Community Ed Wrestling		\$496.22		
PO#:	Voucher #:	52267	Invoice	Invoice No: ACH FAIL	4/16/2026		Paid Amt:	\$496.22	
							Check Amount:	\$496.22	
SBT	53163	00498		MINNESOTA UI FUND		Check			
			E 01	300 211 000 000 281	Unemployment Benefits		\$215.67		
PO#:	Voucher #:	52265	Invoice	Invoice No: 19402200	4/16/2026		Paid Amt:	\$215.67	
							Check Amount:	\$215.67	
SBT	53164	3651		One Office Solution		Check			
			E 01	005 110 000 000 401	Top Print 8.5 x 11 White Copy Paper		\$720.00		
PO#:	Voucher #:	52264	Invoice	Invoice No: 647302-00	4/16/2026		Paid Amt:	\$720.00	
							Check Amount:	\$720.00	
SBT	53165	2238		SNA Lockbox - Certification		Check			
			E 02	005 770 000 701 366	MH SNA Renewal		\$64.50		
PO#:	Voucher #:	52256	Invoice	Invoice No: 703339	4/16/2026		Paid Amt:	\$64.50	
							Check Amount:	\$64.50	
SBT	53166	3557		Southwest Sportsmen Club, Inc.		Check			
			E 04	005 505 290 321 401	Facility Rent - 2026 Year		\$500.00		
PO#:	Voucher #:	52270	Invoice	Invoice No: Facility Rent - 2026	4/16/2026		Paid Amt:	\$500.00	
							Check Amount:	\$500.00	
SBT	53167	3558		ADVANCED HEALTH, SAFETY, & SECURITY		Check			
			E 01	005 810 192 000 530	Reader Upgrade - Multi Card Access		\$1,265.53		

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53167	3558		ADVANCED HEALTH, SAFETY, & SECURITY		Check			
			E 01	005 810 192 000 530	Labor to Install		\$450.00		
PO#:	Voucher #:	52285	Invoice	Invoice No: INV6320MN	4/20/2026	Paid Amt:	\$1,715.53	Check Amount:	\$1,715.53
SBT	53168	4009		AG PLUS COOPERATIVE		Check			
			E 01	005 810 192 000 440	Building Fuel		\$19,411.64		
PO#:	Voucher #:	52277	Invoice	Invoice No: 9124352	4/20/2026	Paid Amt:	\$19,411.64	Check Amount:	\$19,411.64
SBT	53169	2347		Avera Marshall Regional Med Ct		Check			
			E 01	300 298 000 000 305	Athletic Training - 2/22 through 3/21		\$1,381.60		
PO#:	Voucher #:	52279	Invoice	Invoice No: CINV-020705	4/20/2026	Paid Amt:	\$1,381.60	Check Amount:	\$1,381.60
SBT	53170	3861		CASH		Check			
			E 01	300 292 236 035 369	Student State Speech - 4		\$160.00		
			E 01	300 292 236 035 366	Coach State Speech		\$180.00		
PO#:	Voucher #:	52286	Invoice	Invoice No: State Speech Meal	4/20/2026	Paid Amt:	\$340.00	Check Amount:	\$340.00
SBT	53171	3958		CHRIS BAUMBERGER		Check			
			E 01	300 296 228 000 305	4/21 Softball Official		\$250.00		
PO#:	Voucher #:	52272	Invoice	Invoice No: 4/21 Softball	4/20/2026	Paid Amt:	\$250.00	Check Amount:	\$250.00
SBT	53172	3536		CHRISTOPHER WEBB		Check			
			E 01	300 296 228 000 305	4/21 Softball Official		\$250.00		
PO#:	Voucher #:	52273	Invoice	Invoice No: 4/21 Softball	4/20/2026	Paid Amt:	\$250.00	Check Amount:	\$250.00
SBT	53173	4691		Grafton School, Incorporate		Check			
			E 01	100 203 000 000 401	Body Shield		\$570.00		
			E 01	100 203 000 000 401	Flex Shield		\$465.00		
			E 01	100 203 000 000 401	Shipping		\$177.80		
PO#:	Voucher #:	52278	Invoice	Invoice No: GIHN-INV-009004	4/20/2026	Paid Amt:	\$1,212.80	Check Amount:	\$1,212.80
SBT	53174	00332		MARSHALL INDEPENDENT		Check			
			E 01	005 010 000 000 305	High Prinicipal Job Posting		\$981.18		
PO#:	Voucher #:	52275	Invoice	Invoice No: 085711	4/20/2026	Paid Amt:	\$981.18	Check Amount:	\$981.18

Minneota Public School

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53175	4116		MINNEOTA CAR WASH LLC		Check			
			E 01	005 760 000 720 350	Better Wash - Car Wash		\$63.00		
PO#:	Voucher #:	52283	Invoice	Invoice No: 267	4/20/2026	Paid Amt:	\$63.00	Check Amount:	\$63.00
SBT	53176	1788		PIPESTONE ISD #2689		Check			
			E 01	300 296 228 000 369	5/2 Softball Tournament		\$75.00		
PO#:	Voucher #:	52276	Invoice	Invoice No: 5/2 Softball	4/20/2026	Paid Amt:	\$75.00	Check Amount:	\$75.00
SBT	53177	00892		SCHOOL SPECIALTY, INC		Check			
			E 01	300 230 000 000 430	36 Black Expo Markers - class pack		\$39.32		
			E 01	300 230 000 000 430	Dry Eraser Large		\$5.02		
			E 01	300 230 000 000 430	Shipping		\$11.95		
PO#: 11445	Voucher #:	52280	Invoice	Invoice No: 208136927988	4/20/2026	Paid Amt:	\$56.29		
			E 01	300 407 000 740 433	Item #: 5001122 MooreCo Hierarchy Grow Stool		\$485.19		
			E 01	100 412 000 740 433	Item #: 2217506 Bouncyband Soft-Twisty Floor		\$59.59		
			E 01	300 420 000 740 433	Item #: 2217507 Bouncyband Rocking Saddle S		\$189.72		
			E 01	300 407 000 740 433	Shipping		\$97.04		
PO#: 11460	Voucher #:	52281	Invoice	Invoice No: 208136939301	4/20/2026	Paid Amt:	\$831.54	Check Amount:	\$887.83
SBT	53178	00505		THE MINNEOTA MASCOT		Check			
			E 01	005 010 000 000 305	91955 - Help Wanted		\$168.00		
			E 01	005 010 000 000 305	91956 - Help Wanted		\$120.00		
			E 01	005 010 000 000 305	91957 - Help Wanted		\$150.00		
			E 01	005 010 000 000 305	91958 - Help Wanted		\$96.00		
			E 01	005 010 000 000 305	92034 - Help Wanted		\$180.00		
			E 01	005 010 000 000 305	92067 - Help Wanted		\$180.00		
			E 01	005 010 000 000 305	92108 - Help Wanted		\$180.00		
PO#:	Voucher #:	52284	Invoice	Invoice No: 4/14 Stmt	4/20/2026	Paid Amt:	\$1,074.00	Check Amount:	\$1,074.00
SBT	53179	3279		TOLK GRAVELING LLC		Check			
			E 01	005 810 191 000 350	Loaders - Snow Removal		\$1,560.00		
PO#:	Voucher #:	52282	Invoice	Invoice No: 8518	4/20/2026	Paid Amt:	\$1,560.00	Check Amount:	\$1,560.00
SBT	53180	1003		WARD'S Natural Science LLC.		Check			
			E 01	300 260 000 000 430	470001-538		\$166.92		

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53180	1003		WARD'S Natural Science LLC.		Check			
			E 01	300 260 000 000 430	Freight		\$35.22		
PO#: 11402	Voucher #: 52274	Invoice	Invoice No: 8821359679		4/20/2026		Paid Amt: \$202.14		
							Check Amount: \$202.14		
SBT	53181	3958		CHRIS BAUMBERGER		Check			
			E 01	300 294 215 000 305	4/23 Baseball Official		\$250.00		
PO#:	Voucher #: 52300	Invoice	Invoice No: 4/23 Baseball		4/23/2026		Paid Amt: \$250.00		
							Check Amount: \$250.00		
SBT	53182	4570		Cold Stone Creamery		Check			
			E 04	005 505 290 321 401	Trap Concessions Ice Cream		\$528.00		
PO#:	Voucher #: 52309	Invoice	Invoice No: Trap Concessions ICE		4/23/2026		Paid Amt: \$528.00		
							Check Amount: \$528.00		
SBT	53184	00147		CURRICULUM ASSOCIATES INC		Check			
			E 01	300 408 000 740 433	Phonics for Reading Level A Student Book Singl		\$26.00		
			E 01	300 408 000 740 433	Phonics For Reading Level A Teacher Guide W:		\$31.00		
			E 01	300 408 000 740 433	Phonics for Reading Level B Student Book Sing		\$26.00		
			E 01	300 408 000 740 433	Phonics for Reading Level B Teacher Guide WS		\$31.00		
			E 01	300 408 000 740 433	Phonics for Reading Level C Teacher Guide WS		\$31.00		
			E 01	300 408 000 740 433	Phonics for Reading Level C Student Book Sing		\$26.00		
			E 01	300 408 000 740 433	Freight		\$20.52		
PO#: 11465	Voucher #: 52307	Invoice	Invoice No: 90952799		4/23/2026		Paid Amt: \$191.52		
							Check Amount: \$191.52		
SBT	53185	00352		J.W. Pepper & Son, Inc.		Check			
			E 01	100 258 231 000 430	10058221 The Seal Lullaby Eric Whitacre		\$162.25		
			E 01	100 258 231 000 430	11196239 Found/Tonight Lin-Manuel Miranda, J		\$123.75		
			E 01	300 258 233 000 430	11613737 Litte River Lisa Longe		\$92.00		
			E 01	100 258 231 000 430	8069226 The Road Home Stephen Paulus		\$164.45		
			E 01	300 258 231 000 430	Shipping		\$32.99		
PO#: 11463	Voucher #: 52310	Invoice	Invoice No: 368513302		4/23/2026		Paid Amt: \$575.44		
							Check Amount: \$575.44		
SBT	53186	4700		Jay Roufs		Check			
			E 01	300 294 215 000 305	4/23 Baseball Official		\$250.00		
PO#:	Voucher #: 52301	Invoice	Invoice No: 4/23 Baseball		4/23/2026		Paid Amt: \$250.00		
							Check Amount: \$250.00		

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53187	4701		Landon Pohlen		Check			
			E 01	300 294 215 000 305	4/24 Baseball Official		\$60.00		
PO#:	Voucher #:	52303	Invoice	Invoice No:	4/24 Baseball		4/23/2026	Paid Amt:	\$60.00
								Check Amount:	\$60.00
SBT	53189	4298		Mason Sellner		Check			
			E 01	300 294 215 000 305	4/23 Baseball Official		\$60.00		
PO#:	Voucher #:	52302	Invoice	Invoice No:	4/23 Baseball		4/23/2026	Paid Amt:	\$60.00
								Check Amount:	\$60.00
SBT	53190	3327		MICHAEL SWAN		Check			
			E 01	300 296 228 000 305	4/24 Softball Official		\$160.00		
PO#:	Voucher #:	52305	Invoice	Invoice No:	4/24 Softball		4/23/2026	Paid Amt:	\$160.00
								Check Amount:	\$160.00
SBT	53191	00528		MUSIC STREET		Check			
			E 01	300 258 233 000 430	Vic Firth T6 Timpani Mallets		\$48.00		
			E 01	300 258 233 000 430	Vic Firth T3 Staccato Timpani Mallets		\$48.00		
			E 01	300 258 233 000 430	Vic Firth BD1 Bass Drum Mallet		\$120.00		
			E 01	300 258 233 000 430	LP 231B Agogo Bells		\$64.00		
			E 01	300 258 233 000 430	Flip Folder Pages		\$50.00		
			E 01	300 258 233 000 430	AL Cass Valve Oil		\$40.00		
			E 01	300 258 233 000 430	Gibraltar 7614 Cymbal Stand		\$100.00		
			E 01	300 258 233 000 430	Zildjian I Series 14" Crash Cymbals		\$200.00		
			E 01	300 258 233 000 430	Crash Cymbal Straps (1 pair)		\$14.00		
PO#: 11461	Voucher #:	52311	Invoice	Invoice No:	223928770		4/23/2026	Paid Amt:	\$684.00
								Check Amount:	\$684.00
SBT	53192	1113		PRO-ED		Check			
			E 01	100 411 000 740 433	Level 2 comprehension 2-book		\$75.00		
			E 01	100 411 000 740 433	level 2 spelling		\$46.00		
			E 01	100 411 000 740 433	Level 2 homework		\$46.00		
			E 01	100 411 000 740 433	Level 2 take away reader		\$46.00		
			E 01	100 411 000 740 433	Freight		\$14.64		
PO#: 11443	Voucher #:	52312	Invoice	Invoice No:	312321		4/23/2026	Paid Amt:	\$227.64
								Check Amount:	\$227.64
SBT	53193	2008		Scholastic Book Fairs Inc.		Check			
			E 01	005 620 000 000 401	Scholastic Book Fair ID 6104765		\$1,711.08		
PO#:	Voucher #:	52308	Invoice	Invoice No:	Fair ID 6104765		4/23/2026	Paid Amt:	\$1,711.08
								Check Amount:	\$1,711.08

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53194	3389		STEVE JOHNSON		Check			
			E 01	300 296 228 000 305	4/24 Softball Official		\$160.00		
PO#:	Voucher #:	52304	Invoice	Invoice No:	4/24 Softball		4/23/2026	Paid Amt:	\$160.00
								Check Amount:	\$160.00
SBT	53196	4478		Windom Public Schools		Check			
			E 01	300 296 228 000 369	5/8 Softball Tournament		\$125.00		
PO#:	Voucher #:	52299	Invoice	Invoice No:	5/8 Softball		4/23/2026	Paid Amt:	\$125.00
								Check Amount:	\$125.00
SBT	53197	4702		Wayne Cook		Check			
			E 01	300 296 228 000 305	4/24 Softball Official		\$140.00		
PO#:	Voucher #:	52306	Invoice	Invoice No:	4/24 Softball		4/23/2026	Paid Amt:	\$140.00
								Check Amount:	\$140.00
SBT	53198	4322		AFSCME		Check			
			B 01	215 080	4/10 Dues - Payroll Deduction		\$405.05		
			B 01	215 080	4/24 Dues - Payroll Deduction		\$405.05		
PO#:	Voucher #:	52321	Invoice	Invoice No:	April 26 Dues		4/24/2026	Paid Amt:	\$810.10
								Check Amount:	\$810.10
SBT	53199	00017		AMERICAN FAMILY ASSURANCE		Check			
			B 01	215 026	Group Cancer - Payroll Deduction		\$1,168.00		
PO#:	Voucher #:	52320	Invoice	Invoice No:	589484		4/24/2026	Paid Amt:	\$1,168.00
								Check Amount:	\$1,168.00
SBT	53200	3303		Legal Shield		Check			
			B 01	215 033	Group Legal - Payroll Deduction		\$181.40		
PO#:	Voucher #:	52319	Invoice	Invoice No:	04/15/2026		4/24/2026	Paid Amt:	\$181.40
								Check Amount:	\$181.40
SBT	53201	01568		Minneota Education Minnesota Organization		Check			
			B 01	215 028	DUES		\$1,298.98		
PO#:	Voucher #:	52291	Invoice	Invoice No:	S2026200		4/24/2026	Paid Amt:	\$1,298.98
								Check Amount:	\$1,298.98
SBT	53202	1080		MN NCPERS Life Insurance		Check			
			B 01	215 025	SB Life - Payroll Deduction		\$16.00		
PO#:	Voucher #:	52315	Invoice	Invoice No:	185001052026		4/24/2026	Paid Amt:	\$16.00
								Check Amount:	\$16.00
SBT	53203	2490		USAbLe Life		Check			
			B 01	215 027	Group Life - Payroll Deduction		\$106.48		
PO#:	Voucher #:	52317	Invoice	Invoice No:	0006806973		4/24/2026	Paid Amt:	\$106.48

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53203	2490		US Able Life		Check			
			B 01	215 027	Group Life - Payroll Deduction		\$44.80		
PO#:	Voucher #:	52318	Invoice	Invoice No: 0006806979	4/24/2026	Paid Amt:	\$44.80		
						Check Amount:	\$151.28		
SBT	53204	4165		VERNIER		Check			
			E 01	300 260 000 000 430	Go Direct® SpectroVis® Plus Spectrophotomete		\$499.99		
			E 01	300 260 000 000 430	Freight		\$21.72		
PO#: 11452	Voucher #:	52313	Invoice	Invoice No: 5547402	4/24/2026	Paid Amt:	\$521.71		
						Check Amount:	\$521.71		
SBT	53205	4518		VSP Insurance Co (CT)		Check			
			B 01	215 034	April Enrollments - Payroll Deduction		\$215.78		
PO#:	Voucher #:	52322	Invoice	Invoice No: 825002987	4/24/2026	Paid Amt:	\$215.78		
						Check Amount:	\$215.78		
SBT	53206	4703		Bryan & Jennifer Anderson		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt		\$70.00		
PO#:	Voucher #:	52323	Invoice	Invoice No: Activity Fee Overpmt	4/24/2026	Paid Amt:	\$70.00		
						Check Amount:	\$70.00		
SBT	53207	4709		Daniel & Kelly Pochardt		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt		\$40.00		
PO#:	Voucher #:	52333	Invoice	Invoice No: Activity Fee Overpmt	4/24/2026	Paid Amt:	\$40.00		
						Check Amount:	\$40.00		
SBT	53208	3947		ERIN WALERIUS		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt		\$40.00		
PO#:	Voucher #:	52327	Invoice	Invoice No: Activity Fee Overpmt	4/24/2026	Paid Amt:	\$40.00		
						Check Amount:	\$40.00		
SBT	53209	4457		Jackie Lacek		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt		\$15.00		
PO#:	Voucher #:	52330	Invoice	Invoice No: Activity Fee Overpmt	4/24/2026	Paid Amt:	\$15.00		
						Check Amount:	\$15.00		
SBT	53210	4708		Jesse & Traci Orvis		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt		\$165.00		
PO#:	Voucher #:	52332	Invoice	Invoice No: Activity Fee Overpmt	4/24/2026	Paid Amt:	\$165.00		
						Check Amount:	\$165.00		

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53211	4710		Julie Pohlen		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt	\$110.00			
PO#:	Voucher #:	52334	Invoice	Invoice No:	Activity Fee Overpmt	4/24/2026	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
SBT	53212	4711		Justin & Amanda Jerzak		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt	\$20.00			
PO#:	Voucher #:	52335	Invoice	Invoice No:	Activity Fee Overpmt	4/24/2026	Paid Amt:	\$20.00	
							Check Amount:	\$20.00	
SBT	53213	4704		Kevin & Mindy Fier		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt	\$15.00			
PO#:	Voucher #:	52324	Invoice	Invoice No:	Activity Fee Overpmt	4/24/2026	Paid Amt:	\$15.00	
							Check Amount:	\$15.00	
SBT	53214	4705		Mark & Jennifer Gruenes		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt	\$270.00			
PO#:	Voucher #:	52325	Invoice	Invoice No:	Activity Fee Overpmt	4/24/2026	Paid Amt:	\$270.00	
							Check Amount:	\$270.00	
SBT	53215	4074		NIKKI TRAEN		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt	\$15.00			
PO#:	Voucher #:	52328	Invoice	Invoice No:	Activity Fee Overpmt	4/24/2026	Paid Amt:	\$15.00	
							Check Amount:	\$15.00	
SBT	53216	4706		Richie & Janice Sorensen		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt	\$215.00			
PO#:	Voucher #:	52329	Invoice	Invoice No:	Activity Fee Overpmt	4/24/2026	Paid Amt:	\$215.00	
							Check Amount:	\$215.00	
SBT	53217	4707		Ryan & Heidi Runia		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt	\$40.00			
PO#:	Voucher #:	52331	Invoice	Invoice No:	Activity Fee Overpmt	4/24/2026	Paid Amt:	\$40.00	
							Check Amount:	\$40.00	
SBT	53218	4233		Tiffany Neyens		Check			
			R 01	300 298 270 000 050	Activity Fee Overpmt	\$30.00			
PO#:	Voucher #:	52326	Invoice	Invoice No:	Activity Fee Overpmt	4/24/2026	Paid Amt:	\$30.00	
							Check Amount:	\$30.00	
SBT	53219	00092		CARLSON & STEWART REFRIG		Check			
			E 02	005 770 000 701 350	Older Milk Cooler - Rattling Noises	\$250.68			
PO#:	Voucher #:	52348	Invoice	Invoice No:	76938	4/27/2026	Paid Amt:	\$250.68	
							Check Amount:	\$250.68	

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53220	2159		Countryside Auto		Check			
			E 01	300 292 208 000 369	Bus to Minneapolis - FFA		\$300.00		
PO#:	Voucher #:	52347	Invoice	Invoice No:	FFA Trip to Mpla	4/27/2026		Paid Amt:	\$300.00
								Check Amount:	\$300.00
SBT	53221	4336		Jessica Verly		Check			
			E 01	005 760 000 723 360	Transportation Agreement - 4/15 through 4/23		\$833.03		
PO#:	Voucher #:	52336	Invoice	Invoice No:	4/15 - 4/23	4/27/2026		Paid Amt:	\$833.03
								Check Amount:	\$833.03
SBT	53222	00892		SCHOOL SPECIALTY, INC		Check			
			E 01	300 230 000 000 430	Pipe Cleaners - green 100 pack		\$4.54		
			E 01	300 230 000 000 430	Stapler		\$4.87		
			E 01	300 230 000 000 430	Cardstock		\$16.17		
			E 01	300 230 000 000 430	Stickers		\$13.90		
			E 01	300 230 000 000 430	Freight		\$11.95		
PO#: 11459	Voucher #:	52337	Invoice	Invoice No:	208136948060	4/27/2026		Paid Amt:	\$51.43
								Check Amount:	\$51.43
SBT	53223	3324		BLAIR MILLER		Check			
			E 01	300 294 215 000 305	4/28 Baseball Official		\$130.00		
PO#:	Voucher #:	52349	Invoice	Invoice No:	4/28 Baseball	4/27/2026		Paid Amt:	\$130.00
								Check Amount:	\$130.00
SBT	53224	3313		GRANT WILL		Check			
			E 01	300 294 215 000 305	4/28 Baseball Official		\$130.00		
PO#:	Voucher #:	52350	Invoice	Invoice No:	4/28 Baseball	4/27/2026		Paid Amt:	\$130.00
								Check Amount:	\$130.00
SBT	53225	4697		Heather Penske		Check			
			E 01	300 296 228 000 305	4/28 Softball Official		\$250.00		
PO#:	Voucher #:	52352	Invoice	Invoice No:	4/28 Softball	4/27/2026		Paid Amt:	\$250.00
								Check Amount:	\$250.00
SBT	53226	4341		Kari Loft		Check			
			E 01	300 296 228 000 305	4/28 Softball Official		\$250.00		
PO#:	Voucher #:	52351	Invoice	Invoice No:	4/28 Softball	4/27/2026		Paid Amt:	\$250.00
								Check Amount:	\$250.00
SBT	53227	3327		MICHAEL SWAN		Check			
			E 01	300 296 228 000 305	4/30 Baseball Official		\$230.00		
PO#:	Voucher #:	52354	Invoice	Invoice No:	4/30 Baseball	4/27/2026		Paid Amt:	\$230.00
								Check Amount:	\$230.00

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
SBT	53228	4559		Parker Bradley		Check	
			E 01	300 294 215 000 305	5/1 Baseball Official	\$60.00	
PO#:	Voucher #:	52355	Invoice	Invoice No:	5/1 Baseball	4/27/2026	Paid Amt: \$60.00
							Check Amount: \$60.00
SBT	53229	1788		PIPESTONE ISD #2689		Check	
			E 01	300 294 215 000 369	5/2 Baseball Tournament	\$75.00	
PO#:	Voucher #:	52356	Invoice	Invoice No:	5/2 Baseball	4/27/2026	Paid Amt: \$75.00
							Check Amount: \$75.00
SBT	53230	3389		STEVE JOHNSON		Check	
			E 01	300 296 228 000 305	4/30 Baseball Official	\$230.00	
PO#:	Voucher #:	52353	Invoice	Invoice No:	4/30 Baseball	4/27/2026	Paid Amt: \$230.00
							Check Amount: \$230.00
SBT	53231	2323		Borch Sporting Goods		Check	
			E 01	300 296 228 000 401	softball game balls	\$375.00	
PO#: 11482	Voucher #:	52358	Invoice	Invoice No:	AYA003765-YA01	4/28/2026	Paid Amt: \$375.00
							Check Amount: \$375.00
SBT	53232	00678		SMSU PLANETARIUM		Check	
			E 01	100 790 000 000 369	5/8 Planetarium Trip	\$80.00	
PO#:	Voucher #:	52359	Invoice	Invoice No:	5/8 Visit	4/28/2026	Paid Amt: \$80.00
							Check Amount: \$80.00
SBT	53233	3678		Trophies Plus, Inc.		Check	
			E 01	300 258 233 000 430	Music Trophy	\$105.00	
PO#: 11454	Voucher #:	52357	Invoice	Invoice No:	Music Trophies	4/28/2026	Paid Amt: \$105.00
							Check Amount: \$105.00
SBT	53234	4368		Active Internet Technologies LLC		Check	
			B 01	131 000	Core Communications Platform	\$2,834.00	
PO#:	Voucher #:	52376	Invoice	Invoice No:	INV099880	5/4/2026	Paid Amt: \$2,834.00
							Check Amount: \$2,834.00
SBT	53235	4713		Allison Kleindl		Check	
			E 01	300 292 236 035 305	Speech 2026 Section	\$100.00	
PO#:	Voucher #:	52366	Invoice	Invoice No:	Speech 2026 Section	5/4/2026	Paid Amt: \$100.00
							Check Amount: \$100.00
SBT	53236	4250		American Welding & Gas, Inc		Check	
			E 01	300 301 000 830 433	Welding Supplies	\$130.46	
PO#:	Voucher #:	52372	Invoice	Invoice No:	0011636244	5/4/2026	Paid Amt: \$130.46
							Check Amount: \$130.46

Minneota Public School

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53237	2323		Borch Sporting Goods		Check			
			E 04	005 505 290 321 401	Minneota Trap Team		\$1,076.00		
PO#:	Voucher #:	52371	Invoice	Invoice No: AYA003421	5/4/2026	Paid Amt:	\$1,076.00		
						Check Amount:	\$1,076.00		
SBT	53238	01957		CHIPPEWA CO HISTORICAL SOCIETY		Check			
			E 01	100 790 000 000 369	2nd Grade Field Trip		\$343.00		
PO#:	Voucher #:	52369	Invoice	Invoice No: 2nd Grade Field Trip	5/4/2026	Paid Amt:	\$343.00		
						Check Amount:	\$343.00		
SBT	53239	4366		Craig Gades		Check			
			E 01	300 292 236 035 305	Speech 2026 Section		\$75.00		
PO#:	Voucher #:	52363	Invoice	Invoice No: Speech 2026 Section	5/4/2026	Paid Amt:	\$75.00		
						Check Amount:	\$75.00		
SBT	53240	4715		Damian Dugel		Check			
			E 01	300 292 236 035 305	Speech 2026 Section		\$100.00		
PO#:	Voucher #:	52368	Invoice	Invoice No: Speech 2026 Section	5/4/2026	Paid Amt:	\$100.00		
						Check Amount:	\$100.00		
SBT	53241	4714		Gavin Folkestad		Check			
			E 01	300 292 236 035 305	Speech 2026 Section		\$100.00		
PO#:	Voucher #:	52367	Invoice	Invoice No: Speech 2026 Section	5/4/2026	Paid Amt:	\$100.00		
						Check Amount:	\$100.00		
SBT	53242	4712		Linda Nuytten		Check			
			E 01	300 292 236 035 305	Speech 2026 Section		\$50.00		
PO#:	Voucher #:	52365	Invoice	Invoice No: Speech 2026 Section	5/4/2026	Paid Amt:	\$50.00		
						Check Amount:	\$50.00		
SBT	53243	01175		MINN. ELEVATOR SERVICE, INC.		Check			
			E 01	005 865 000 347 305	May Monthly Service		\$219.43		
PO#:	Voucher #:	52373	Invoice	Invoice No: 1185139	5/4/2026	Paid Amt:	\$219.43		
						Check Amount:	\$219.43		
SBT	53244	2505		Minneota Bus Service		Check			
			E 01	005 760 000 720 305	Tuition Routes		\$5,385.06		
			E 01	005 760 000 720 305	Regular Routes		\$34,991.58		
PO#:	Voucher #:	52361	Invoice	Invoice No: May 2026 Routes	5/4/2026	Paid Amt:	\$40,376.64		
						Check Amount:	\$40,376.64		

Minneota Public School

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53245	2248		MN School Counselors Assoc.		Check			
			B 01	131 000	Membership Join - Professional		\$60.00		
PO#:	Voucher #:	52377	Invoice	Invoice No: 4795	5/4/2026	Paid Amt:	\$60.00		
						Check Amount:	\$60.00		
SBT	53246	00678		SMSU PLANETARIUM		Check			
			E 01	100 790 000 000 369	2nd Grade Field Trip		\$80.00		
PO#:	Voucher #:	52370	Invoice	Invoice No: 2nd Grade Field Trip	5/4/2026	Paid Amt:	\$80.00		
						Check Amount:	\$80.00		
SBT	53247	4367		Tessa Heiling		Check			
			E 01	300 292 236 035 305	Speech 2026 Section		\$75.00		
PO#:	Voucher #:	52364	Invoice	Invoice No: Speech 2026 Section	5/4/2026	Paid Amt:	\$75.00		
						Check Amount:	\$75.00		
SBT	53248	2634		Toledo Physical Education		Check			
			E 01	100 240 000 000 430	G725SET 6-Color Ultra Skin Allround		\$131.99		
PO#: 11455	Voucher #:	52374	Invoice	Invoice No: 358480-00	5/4/2026	Paid Amt:	\$131.99		
						Check Amount:	\$131.99		
SBT	53249	1003		WARD'S Natural Science LLC.		Check			
			E 01	300 260 000 000 430	Bullfrog DBL 6-7 Form Free		\$687.90		
			E 01	300 260 000 000 430	Shipping		\$107.78		
PO#:	Voucher #:	52362	Invoice	Invoice No: 8821493920	5/4/2026	Paid Amt:	\$795.68		
						Check Amount:	\$795.68		
SBT	53250	2095		YMCA		Check			
			E 01	100 790 000 000 369	5th & 6th Grade Field Trip		\$315.00		
PO#:	Voucher #:	52375	Invoice	Invoice No: 10537	5/4/2026	Paid Amt:	\$315.00		
						Check Amount:	\$315.00		
SBT	53251	4093		ABBY WAGNER		Check			
			E 01	300 296 228 000 305	5/7 Softball Official		\$60.00		
PO#:	Voucher #:	52387	Invoice	Invoice No: 5/7 Softball	5/4/2026	Paid Amt:	\$60.00		
						Check Amount:	\$60.00		
SBT	53252	2927		Big Stone Therapies, Inc.		Check			
			E 01	005 404 000 740 394	PT Mileage		\$15.12		
			E 01	005 404 000 740 394	PT Drive Time		\$106.40		
			E 01	005 404 000 740 394	PT		\$1,306.90		
PO#:	Voucher #:	52380	Invoice	Invoice No: 31780	5/4/2026	Paid Amt:	\$1,428.42		
						Check Amount:	\$1,428.42		

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
SBT	53253	4649		City Hall Bar & Grill		Check
			E 01	005 640 000 316 401	Staff Development - Taco Bar	\$546.00
			E 01	005 640 000 316 401	Staff Development - Taco Bar	\$37.54
PO#:	Voucher #:	52381	Invoice	Invoice No: SD Taco Bar 5/1	5/4/2026	Paid Amt: \$583.54
						Check Amount: \$583.54
SBT	53254	2482		CONTINENTAL CLAY CO		Check
			E 01	300 212 000 000 430	Jungle Gems Pints	\$200.00
			E 01	300 212 000 000 430	Mayco Elements	\$152.00
			E 01	300 212 000 000 430	Freight	\$33.60
PO#: 11466	Voucher #:	52383	Invoice	Invoice No: INV000216249	5/4/2026	Paid Amt: \$385.60
						Check Amount: \$385.60
SBT	53255	3768		CRAIG LOUWAGIE		Check
			E 01	300 294 215 000 305	5/7 Baseball Official	\$250.00
PO#:	Voucher #:	52391	Invoice	Invoice No: 5/7 Baseball	5/4/2026	Paid Amt: \$250.00
						Check Amount: \$250.00
SBT	53256	3844		Dufault Publishing, Inc.		Check
			E 01	300 292 210 000 401	Yearbook - Elementary	\$2,035.50
			E 01	300 292 210 000 401	Payments Online	(\$1,754.37)
PO#:	Voucher #:	52378	Invoice	Invoice No: 6415	5/4/2026	Paid Amt: \$281.13
						Check Amount: \$281.13
SBT	53257	4583		Easton Johnston		Check
			E 01	300 294 215 000 305	5/7 Baseball Official	\$60.00
PO#:	Voucher #:	52390	Invoice	Invoice No: 5/7 Baseball	5/4/2026	Paid Amt: \$60.00
						Check Amount: \$60.00
SBT	53258	4104		ED WATTS		Check
			E 01	300 294 215 000 305	5/1 Baseball Official	\$130.00
PO#:	Voucher #:	52385	Invoice	Invoice No: 5/1 Baseball	5/4/2026	Paid Amt: \$130.00
						Check Amount: \$130.00
SBT	53259	4697		Heather Penske		Check
			E 01	300 296 228 000 305	5/8 Softball Official	\$250.00
PO#:	Voucher #:	52393	Invoice	Invoice No: 5/8 Softball	5/4/2026	Paid Amt: \$250.00
						Check Amount: \$250.00
SBT	53260	4298		Mason Sellner		Check
			E 01	300 294 215 000 305	5/4 Baseball Official	\$60.00
PO#:	Voucher #:	52386	Invoice	Invoice No: 5/4 Baseball	5/4/2026	Paid Amt: \$60.00
						Check Amount: \$60.00

Minneota Public School
Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53261	3327		MICHAEL SWAN		Check			
			E 01	300 296 228 000 305	5/7 Softball Official		\$160.00		
PO#:	Voucher #:	52389	Invoice	Invoice No:	5/7 Softball			Paid Amt:	\$160.00
								Check Amount:	\$160.00
SBT	53262	4340		Mike Felcyn		Check			
			E 01	300 294 215 000 305	5/7 Baseball Official		\$250.00		
PO#:	Voucher #:	52392	Invoice	Invoice No:	5/7 Baseball			Paid Amt:	\$250.00
								Check Amount:	\$250.00
SBT	53263	1828		Minneota Building Materials		Check			
			E 01	005 810 191 000 350	Football Storage		\$2,144.68		
			E 01	300 301 000 830 433	Shop Supplies - HS		\$456.82		
			E 01	300 255 000 000 430	Shop Supplies - JH		\$221.25		
			E 01	300 255 000 000 430	Payment on Account		(\$64.64)		
PO#:	Voucher #:	52379	Invoice	Invoice No:	4/30/26 Stmt			Paid Amt:	\$2,758.11
								Check Amount:	\$2,758.11
SBT	53264	00528		MUSIC STREET		Check			
			E 01	300 258 233 000 350	Normandy Resotone Repair		\$14.00		
PO#:	Voucher #:	52384	Invoice	Invoice No:	223999506			Paid Amt:	\$14.00
								Check Amount:	\$14.00
SBT	53265	00255		SOUTHWEST GLASS CENTER		Check			
			E 01	005 810 000 000 401	Laminated Clear Glass		\$100.31		
			E 01	005 810 000 000 401	On Site Labor		\$75.00		
PO#:	Voucher #:	52382	Invoice	Invoice No:	114233			Paid Amt:	\$175.31
								Check Amount:	\$175.31
SBT	53266	2834		Springfield High School		Check			
			E 01	300 296 228 000 369	5/9 Softball Tournament		\$100.00		
PO#:	Voucher #:	52394	Invoice	Invoice No:	5/9 Softball Tourny			Paid Amt:	\$100.00
								Check Amount:	\$100.00
SBT	53267	3389		STEVE JOHNSON		Check			
			E 01	300 296 228 000 305	5/7 Softball Official		\$160.00		
PO#:	Voucher #:	52388	Invoice	Invoice No:	5/7 Softball			Paid Amt:	\$160.00
								Check Amount:	\$160.00
SBT	53268	00240		Brad's Market		Check			
			E 01	300 331 000 830 433	FACS Class Supplies		\$296.76		
			E 02	005 770 000 701 490	Food Service - Bread		\$1,208.55		
			E 02	005 770 000 701 490	Food Service		\$910.61		

Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
SBT	53268	00240		Brad's Market		Check
			E 01	005 640 000 316 401	Staff Development Supplies	\$11.97
			E 01	100 203 035 000 401	Walerius Supplies	\$29.06
			E 01	300 260 000 000 430	Science Supplies	\$11.18
			E 01	100 203 000 000 401	MCA Testing	\$47.92
			E 04	005 582 000 344 430	School Readiness Supplies	\$98.25
			R 01	005 000 021 000 099	Theater Field Trip - Dovre Donation	\$230.79
PO#:	Voucher #:	52406	Invoice	Invoice No: 4/30/26 Stmt	5/6/2026	Paid Amt: \$2,845.09
						Check Amount: \$2,845.09
SBT	53269	4323		BRB SYSTEMS USA CO.		Check
			E 04	005 505 290 321 401	Microphone	\$100.00
			E 04	005 505 290 321 401	Shipping	\$29.46
PO#:	Voucher #:	52407	Invoice	Invoice No: 42-464667	5/6/2026	Paid Amt: \$129.46
						Check Amount: \$129.46
SBT	53270	4094		ESJD - SIOUX FALLS		Check
			E 02	005 770 000 701 495	Milk	\$3,648.64
PO#:	Voucher #:	52409	Invoice	Invoice No: 4/30/26 Stmt	5/6/2026	Paid Amt: \$3,648.64
						Check Amount: \$3,648.64
SBT	53271	00275		GISLASON'S HARDWARE		Check
			E 01	005 810 191 000 401	Grounds Supplies	\$46.64
			E 01	005 810 000 000 401	Custodial Supplies	\$102.49
			E 01	300 301 000 830 433	Shop Supplies	\$503.72
			E 01	300 260 000 000 430	Science Supplies	\$16.57
			E 04	005 582 000 344 430	School Readiness Supplies	\$23.96
PO#:	Voucher #:	52404	Invoice	Invoice No: 4/30/26 Stmt	5/6/2026	Paid Amt: \$693.38
						Check Amount: \$693.38
SBT	53272	00602		Performance Foodservice - Marshall		Check
			E 02	005 770 000 701 490	Food Service	\$7,766.67
			E 02	005 770 000 707 490	Ala Carte	\$51.50
			E 02	005 770 000 701 401	Supplies	\$973.73
PO#:	Voucher #:	52410	Invoice	Invoice No: 4/30/26 Stmt	5/6/2026	Paid Amt: \$8,791.90
						Check Amount: \$8,791.90
SBT	53273	01833		RTR PUBLIC SCHOOL		Check
			E 01	300 292 225 000 369	Boys & Girls Golf Meet	\$240.00
PO#:	Voucher #:	52405	Invoice	Invoice No: Boys & Girls Golf Me	5/6/2026	Paid Amt: \$240.00
						Check Amount: \$240.00

Minneota Public School
Detail Payment Register By Check

Check Number: 53153-2147483647 Payment Date: 04/14/2026-5/31/2026 Period: 202601-202611 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
SBT	53274	4650		Spirit Box LLC		Check			
			E 01	300 341 000 830 460	Spirit Box Vending Machine		\$14,925.00		
PO#:	Voucher #:	52113	Invoice	Invoice No: 2611	5/6/2026			Paid Amt:	\$14,925.00
								Check Amount:	\$14,925.00
SBT	53275	4403		Sysco Western Minnesota, Inc.		Check			
			E 02	005 770 000 701 490	Food Service		\$10,509.98		
			E 02	005 770 000 701 401	Supplies		\$83.88		
			E 02	005 770 000 701 490	Credit		(\$36.34)		
PO#:	Voucher #:	52408	Invoice	Invoice No: 4/30/2026 Stmt	5/6/2026			Paid Amt:	\$10,557.52
								Check Amount:	\$10,557.52
SBT	53276	00505		THE MINNEOTA MASCOT		Check			
			E 01	005 010 000 000 305	School Board Minutes		\$283.50		
PO#:	Voucher #:	52403	Invoice	Invoice No: 92350	5/6/2026			Paid Amt:	\$283.50
								Check Amount:	\$283.50
								Report Total:	\$302,366.66

LEADERSHIP

REPORTS

**Enrollment as of 5/05/26 is 297 (down 2
since April)**

PreK: 46
K: 36
1: 32 (down 1)
2: 45
3: 32 (down 1)
4: 40
5: 33
6: 33

Elementary Updates

School Board Report

Nicolle Johnston

- **Playground/Grant Update**
- **Staffing**
- **UnstoppABLE Games/WCCO News**
- **MCAs**



Additional Grant Applications

- ❖ NextEra Energy (\$1,000- \$20,000) - met and submitted materials with them on 4/09
 - **RECEIVED \$10,000!**
- ❖ Apex Clean Energy - “Box Car Wind” grant (\$1,000 - \$5,000) -Chris Webb/SRDC
- ❖ Otter Tail Power Foundation (\$25,000) - Chris Webb/SRDC

Total Raised from Ticket Sales and an additional grant= \$19,221.16

Total: \$282,170



Staffing Updates

- ❖ **1 resignation - Jadya Krier/Pre K Paraprofessional**
 - **1 applicant so far**
- ❖ **ELA opening (OFP - Domeier): 7 applicants, 4 moved forward following the screening process. The second step involved pre-interview questions: 2/4 applicants rescinded their application, 1/4 did not respond, and 1/4 completed the pre-interview questions.**
- ❖ **60 days is up, look to hire Shelby Domeier back/July 1**

UnstoppABLE Games and WCCO

John Lauritsen from WCCO contacted the school yesterday about doing a story on the Reese B. and the 4th grade class for the UnstoppABLE Games. He had talked to Brandon Raymo about the games and Brandon had told him that the 4th grade class had taken a field trip to SMSU to support Reese. Awards for our 3 athletes will be provided at our Viking Valor Ceremony that we have on May 14. John is going to try to come down and interview a couple of the 4th graders and possibly a teacher.

2026 MRVED

UnstoppABLE Games

April 29, 2026
SMSU
Marshall, MN

Grades 3 - 12

Every ABILITY is a SUPERPOWER!

Time: 10:00 A.M. - 1:30 P.M.
Family and friends are encouraged to attend!
Opening Ceremony: 10:00 A.M. SMSU Football Field
Events will be located in the RA Facility & the SMSU Football Field.

This full-day athletic event is open to special education students in MRVED member districts. The event is designed for students with special needs as an opportunity to showcase their skills, celebrate their unique abilities, and be part of a team!

EVENTS INCLUDE:

- Unity Relay: Relay Race
- Big Hit Blast: Batting Challenge
- Big Kick-Off: Soccer Ball Kick
- Bulls-Eye Challenge: Bean Bag Toss
- Lightning Dash: 30 Yard Dash
- Mighty Leap: Long Jump
- Swish Showdown: Free Throw Contest
- Thunderbolt Toss: Javelin Throwing

Curriculum and Instruction

MCA Preliminary Math Data

Grade	Does Not Meet	Partially Meets	Meets	Exceeds	Total Proficiency
3	1	3	14	14	87.5%
4	3	2	12	22	81.17%
5	4	6	16	4	66.66%
6	7	8	14	4	54.54%

We met our Q-comp elementary goal for math! We went from 68.01% last year to 73.95% this year.

Upcoming Dates

- ❖ May 6: Grade 5 Science MCA
- ❖ May 14: Viking Valor Ceremony and Field Day
- ❖ May 20: Last Day of School



SUPERINTENDENT'S REPORT

- ✓ Legislative Session ends next week
- ✓ Thank you to Julie, Martin, and Tom
- ✓ MDE SpEd Program Review
 - Cooperation and Assistance
 - Full compliance [no findings or corrective action]
 - “Meet or exceed minimum compliance requirements, which is reflective of its administration, teachers, and staff.”***



SUPERINTENDENT'S REPORT

FOOD SERVICE – APRIL 2026

1. Breakfast

- Breakfast participation was **41.3%**, the **highest April participation rate** on record and **up 2%** from last year.
- **Breakfast participation remains historically strong** and continues to significantly outperform prior-year participation levels.

2. Lunch

- Lunch participation was **81.5%**, the **highest April participation rate** on record **up 12.7%** from last year.
- Lunch participation remains exceptionally strong, with **more than 4 out of 5 students** participating.

3. Key Takeaways

- Lunch: **Thursday emerged as the strongest participation day** (83.69%), while **Wednesday produced the weakest overall participation rate** (78.48%). **Fridays remained somewhat lower-performing** overall.
- **Top-performing meals** included: Walking Taco/Orange Chicken (85.61%), Hamburger/Hot Dog (85.11%), French Toast Stix/Pancakes/Uncrustable (84.67%), and Chicken Nuggets/Salisbury Steak (84.53%).
- **Lowest-performing meals** included: Meatball Sub/Hot Dog (72.37%), Dunker/Corndog (77.84%), Hamburger/Hot Dog (78.28%), and Burrito/Quesadilla (79.55%).



SUPERINTENDENT'S REPORT

AUGUST 11, 2026 ELECTION

- ✓ School Board Marketing and Communications Committee met with Nexus
- ✓ Nexus videographers and communications specialists were onsite May 7-8 – students, staff, administrators, and school board members
- ✓ Call with RW Baird to identify 3-4 debt structure *talking points*



MONTHLY FOOD SERVICE OVERVIEW | APRIL 2026




2025-2026 Monthly <u>BREAKFAST</u> Information and Breakdown						
Month	Days	Students	Eligible Students Eating Breakfast	Potential Breakfasts with Attendance	DISTRICT WIDE	
					PreK-12 Breakfasts Served	Average Breakfasts Served/Day
August	8	598	35.3%	4,611	1,628	203.5
September	21	599	42.1%	12,174	5,129	244.2
October	19	598	42.6%	10,981	4,683	246.5
November	17	600	43.3%	9,848	4,269	251.1
December	17	605	39.0%	9,873	3,852	226.6
January	17	602	41.1%	9,619	3,949	232.3
February	17	595	43.5%	9,547	4,148	244.0
March	20	594	42.6%	11,141	4,747	237.4
April	19	594	41.3%	10,866	4,487	236.2
Average	17	598	41.6%	9,842	4,051	238.0
Total	155			88,660	36,892	

2025-2026 Monthly <u>LUNCH</u> Information and Breakdown								
Month	Days	Students	Eligible Students Eating Lunch	Potential Lunches with Attendance	DISTRICT WIDE			
					PreK-12 Lunches Served	Average Lunches Served/Day	A la Carte Sales	Sales Per Day
August	8	598	79.1%	4,611	3,646	455.8	\$ 738	\$ 92
September	21	599	73.7%	12,174	8,972	427.2	\$ 3,234	\$ 154
October	19	598	82.7%	10,981	9,085	478.2	\$ 2,109	\$ 111
November	17	600	83.5%	9,848	8,227	483.9	\$ 3,114	\$ 183
December	17	605	83.5%	9,873	8,245	485.0	\$ 2,103	\$ 124
January	17	602	77.1%	9,619	7,415	436.2	\$ 1,785	\$ 105
February	17	595	80.7%	9,547	7,701	453.0	\$ 1,814	\$ 107
March	20	594	81.2%	11,141	9,048	452.4	\$ -	\$ -
April	19	594	81.5%	10,866	8,859	466.3	\$ 2,217	\$ 117
Average	17	598	80.3%	9,842	7,792	459.3	\$ 1,901	\$ 110
Total	155			88,660	71,198		\$ 17,112	




AI-assisted drafting tools were used in preparing portions of this document. All information has been reviewed for accuracy.

MONTHLY FOOD SERVICE OVERVIEW | APRIL 2026

BREAKFAST OVERVIEW AND DETAILS

-  **41.3%** of students chose to eat school breakfast – **HIGHEST APRIL EVER**; **+2.0%** than last year!
-  Food Service staff served an average of **236** student breakfasts each day; **+11** more breakfasts each day and **5.0%** higher than last April.
-  Food Service staff prepared and served **4,487** student breakfasts over 19 school days during the month; **-10** less than a year ago, but 1 less day.

LUNCH OVERVIEW AND DETAILS

-  **81.5%** of students chose to eat school lunch; **HIGHEST APRIL EVER**; **+12.7%** than last year!
-  Food Service staff served an average of **466** student lunches each day; **+49** more than each day and **+12.5%** higher than last year in April.
-  Food Service staff prepared and served **8,859** student lunches over 19 school days during the month; **+992 (+12.6%)** more than last April.

Breakfast Summary & Comparison: Percent of Eligible Students Eating School Meals

Year	August	September	October	November	December	January	February	March	April
2022-2023	13.1%	18.6%	19.7%	21.1%	20.0%	20.2%	21.4%	20.3%	21.0%
2023-2024	26.5%	34.3%	35.1%	37.1%	36.3%	35.5%	37.3%	38.6%	38.0%
2024-2025	29.4%	35.3%	35.3%	34.8%	32.4%	33.3%	35.0%	37.3%	39.3%
2025-2026	35.3%	42.1%	42.6%	43.3%	39.0%	41.1%	43.5%	42.6%	41.3%
Change from Last Year	5.9%	6.8%	7.4%	8.5%	6.6%	7.8%	8.4%	5.3%	2.0%

Lunch Summary & Comparison: Percent of Eligible Students Eating School Meals

Year	August	September	October	November	December	January	February	March	April
2022-2023	72.2%	78.2%	76.7%	82.9%	79.4%	76.6%	76.2%	75.0%	77.8%
2023-2024	75.2%	77.6%	77.9%	79.7%	78.0%	77.9%	77.7%	77.5%	77.6%
2024-2025	75.6%	75.9%	77.6%	79.6%	78.1%	75.5%	77.1%	76.0%	68.8%
2025-2026	79.1%	73.7%	82.7%	83.5%	83.5%	77.1%	80.7%	81.2%	81.5%
Change from Last Year	3.5%	-2.2%	5.1%	4.0%	5.5%	1.6%	3.6%	5.2%	12.7%

A La Carte Summary & Comparison: A La Carte Sales Per Day

Year	August	September	October	November	December	January	February	March	April
2022-2023	\$ 99.92	\$ 131.86	\$ 151.83	\$ 102.16	\$ 77.07	\$ 102.80	\$ 99.97	\$ 102.95	\$ 111.61
2023-2024	\$ 51.25	\$ 119.88	\$ 144.03	\$ 163.16	\$ 174.93	\$ 216.22	\$ 96.96	\$ 96.96	\$ 135.98
2024-2025	\$ 97.99	\$ 134.72	\$ 160.16	\$ 61.82	\$ 57.57	\$ 124.22	\$ 136.10	\$ 102.81	\$ 100.72
2025-2026	\$ 92.23	\$ 154.01	\$ 110.98	\$ 183.16	\$ 123.68	\$ 105.00	\$ 106.69	\$ -	\$ 116.67
Change from Last Year	\$ (5.76)	\$ 19.30	\$ (49.18)	\$ 121.33	\$ 66.11	\$ (19.22)	\$ (29.41)	\$ (102.81)	\$ 15.95

MONTHLY FOOD SERVICE OVERVIEW | APRIL 2026

Executive Summary

The district's food service program continued to perform at a high level during April, with both breakfast and lunch participation reaching the highest April participation rates on record. Lunch participation showed particularly strong year-over-year growth, while breakfast participation remained consistently strong and stable, following substantial gains earlier in the school year. Overall, participation trends reflect continued strong student engagement with district meal programs and positive operational performance.

Breakfast Program Highlights

- Breakfast participation reached 41.3%, the highest April participation rate on record and an increase of 2.0 percentage points from last year.
- Breakfast participation remains historically strong and continues to significantly outperform prior-year participation levels.
- Although growth moderated somewhat compared to earlier months, participation remains highly stable and reflects sustained student utilization of the breakfast program.
- The consistency of participation suggests continued effectiveness in program accessibility, scheduling, and operational delivery.

Lunch Program Highlights

- Lunch participation reached 81.5%, the highest April participation rate on record and an increase of 12.7 percentage points from last year.
- Lunch participation remains exceptionally strong, with more than 4 out of 5 students participating in the school lunch program.
- April represented one of the district's strongest lunch participation months of the year and demonstrated substantial year-over-year growth.
- The program continues to show strong student engagement and operational consistency.

Lunch Daily Data

- Participation patterns again varied significantly based on menu offerings, while attendance levels remained consistently high throughout the month.
- Unlike March, Thursday emerged as the strongest participation day of the week (83.69%), while Wednesday produced the weakest overall participation rate (78.48%). Fridays remained somewhat lower-performing overall, despite one strong Friday performance late in the month.
- Top-performing meals included:
 - Walking Taco / Orange Chicken (85.61%)
 - Hamburger / Hot Dog on April 30 (85.11%)
 - French Toast Stix/Pancakes / Uncrustable (84.67%)
 - Chicken Nuggets / Salisbury Steak (84.53%)
- Familiar, highly preferred, and convenience-style menu items again generated the strongest student participation.
- Lowest-performing meals included:
 - Meatball Sub / Hot Dog (72.37%)
 - Dunker / Corndog (77.84%)
 - Hamburger / Hot Dog on April 14 (78.28%)
 - Burrito / Quesadilla (79.55%)
- Participation variability continued to be driven primarily by menu selection rather than attendance, as attendance remained consistently between approximately 94% and 98% throughout the month while participation rates fluctuated meaningfully.
- Breakfast-for-lunch style offerings and highly recognizable student-preference meals performed especially well during April.

CONSENT

AGENDA

MINNEOTA PUBLIC SCHOOLS – ISD #414

MAY 21, 2026 SCHOOL BOARD REGULAR MEETING MINUTES

A Regular Meeting of the Board of Education of ISD #414, Minneota Public Schools, was called to order by Chair Abby Thostenson on Tuesday, April 21, 2026 at 5:31 pm in the Conference Room.

Roll call was taken. Members present included Emily Coequyt, Abby Thostenson, Tom Skorczewski, and Martin Hennen. Marsha Danielson, Nicolle Johnston, Diane Gillingham, Jared Josephson, and Scott Monson also attended.

Motion by Skorczewski, second by Hennen, to approve the meeting agenda as amended. Motion carried unanimously.

Board members and administration shared recognitions of staff and students and highlighted various accomplishments and celebrations.

Superintendent Monson reviewed student enrollment, the Student Activity Fund, and gave a monthly financial report.

Motion by Coequyt, second by Hennen, to approve payment of bills and the check register as presented. Motion carried unanimously.

Board committee reports and administrative reports were reviewed.

Motion by Hennen, second by Skorczewski, to approve the Consent Agenda as amended. Motion carried unanimously.

Motion by Coequyt, second by Hennen, to approve a 2025-2026 school calendar revision for May 20, 2026 to be an early dismissal at 12:15 PM. Motion carried unanimously.

Motion By Skorczewski, second by Coequyt, to approve a 2025-2026 school calendar revision for May 1, 2026 to be the make-up MRVED common in-service day. Motion carried unanimously.

Motion by Hennen, second by Coequyt, to approve the 2nd reading of three (3) policies. Motion carried unanimously.

Motion by Skorczewski, second by Hennen, to establish facility and equipment use fees for 2026-2027 as presented. Motion carried unanimously.

Motion by Skorczewski, second by Hennen, to approve a resolution relating to the issuance of general obligation school building bonds and calling a special election thereon. Motion carried unanimously by roll call vote, with Coequyt, Hennen, Thostenson, and Skorczewski voting yes.

Motion by Hennen, second by Coequyt, to accept the 2026-2027 health insurance renewal from the Minnesota Healthcare Consortium. Motion passed unanimously.

Motion by Skorczewski, second by Hennen, to accept the 2026-2027 dental insurance renewal from Delta Dental/Northeast Service Cooperative. Motion carried unanimously.

Five (5) policies and two (2) procedures were read for the 1st time, but no action was taken.

Motion by Hennen, second by Coequyt, to approve a resolution for acceptance of gifts, donations, and grants. Motion carried unanimously by roll call vote, with Coequyt, Hennen, Thostenson, and Skorczewski voting yes.

Motion by Skorczewski, second by Coequyt, to adjourn the meeting. Motion carried unanimously.

There being no further business, the meeting was adjourned at 6:28 pm.

Respectfully submitted,

Martin Hennen, Clerk

CONTRACT FOR THERAPY SERVICES

This agreement entered into by and between Minnesota Public School ISD #414, (herein referred to as the District) and Big Stone Therapies, Inc., (hereinafter referred to as BST).

WHEREAS, the District has determined that it is necessary to retain the services of qualified Physical Therapy, Occupational Therapy and Speech Language Pathology to attain the following objectives:

1. To meet the needs of students with disabilities, as defined under the Individuals with Disabilities Education Act, that requires therapy services, assessment planning and the provision of direct or consultation services, as deemed necessary and documented in the students' individual education plans (IEP), Individual Family Service Plans (IFSP), or Individual Interagency Intervention Plans (IIIP).
2. The services provided are necessary for the students to make progress on IEP, IFSP, or IIP goals and/or access the general education curriculum.

WHEREAS, BST is duly qualified to perform these services and its employees will hold appropriate licensure by the Education Standards Board or Department of Education for services they will provide. A copy of the licensure or appropriate board certification for each employee who will be providing services will be available to the District prior to the initiation date of the contract and on an annual basis thereafter.

NOW, THEREFORE, the parties agree as follows:

1. BST shall provide licensed Physical, Occupational Therapists and/or Assistants and Speech Language Pathologists to meet the objectives stated above.
2. BST shall provide services to students with disabilities as defined in the Individuals with Disabilities Education Act for District.
3. Services will be provided in a classroom or facility at the District in a room that is essentially equivalent to the regular education program.
4. The District shall provide an atmosphere that is conducive to learning and shall meet the needs of the students' special physical, sensory and emotional needs.
5. BST will provide services at a rate of seventy dollars (\$70.00) per hour. Reimbursable time will include all time at assigned school(s) including evaluations, consults, treatments, write-ups, meetings, site preparation, documentation, and travel time to, from and between various school sites and home visits. Mileage will be billed at the IRS allowable mileage rate, as it may change from time to time.
6. BST will submit billings on a monthly basis. Billings will reflect service hours by date and the name of the Therapist providing the service.

7. All billings shall be due 60 days after the date of the billing. In the event that payment is not made within the time specified, BST shall be entitled to all costs and expenses incurred by it in enforcing its rights under this Agreement, including, but not limited to, reasonable attorney fees
8. BST shall maintain appropriate liability coverage commensurate with the services provided and submit a copy of the policy upon request to the District.
9. District shall furnish and maintain the equipment and supplies at a time and of a type mutually agreed upon, necessary for the services provided. Any equipment owned by the District which is used by BST to provide the services provided herein shall remain the sole property of the District and the District shall remain responsible for the repair, maintenance, safety or replacement of its equipment.
10. The Director of Special Education shall be responsible for the oversight of the contracted services contained within this agreement.
11. This agreement shall be in force from July 1, 2026 until June 30, 2027. Either party shall provide written notice regarding reduction/discontinuation of services hours with a 30-day notice.
12. BST shall indemnify and hold District harmless from all claims or causes of action, including attorney fees incurred District arising out of the negligent acts of BST. District shall indemnify and hold BST harmless from all claims or causes of action, including attorney fees incurred by BST arising out of the negligent acts of the District.

14. General Provisions

14.1 Nature of Agreement. The Parties acknowledge that at all times they shall be acting as independent contractors and not as partners, joint venturers or otherwise. The Parties do not intend to create a general partnership by entering into this Agreement.

14.2 Notices. Any and all notices or other communications required or permitted to be given by this Agreement or shall be given in writing and shall be deemed to have been given if and when personally delivered, sent by first class prepaid mail, by email or by facsimile, and actually received. Notice shall be sent to the Party at the address set forth below or to such other address and to such other person as such Party shall notify the other Party:

To District:

Minneota Public Schools ISD #414
Attn: Superintendent
504 N Monroe, PO Box 98
Minneota, MN 56264

To BST:

Big Stone Therapies, Inc.
Attn: VP of Finance & Admin
500 Cross Street
Big Stone City, SD 57216

- 14.3 Amendment.** This Agreement may be modified only by a written agreement which is executed by a duly authorized officer of each of the Parties hereto, and which refers to this Agreement.
- 14.4 Governing Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of South Dakota.
- 14.5 Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one and the same Agreement.
- 14.6 Assignment.** Neither this Agreement nor any of the rights, benefits, duties or obligations provided herein may be assigned by either Party without the prior written consent of the other Party.
- 14.7 Entire Agreement.** This Agreement contains the entire agreement between the Parties with respect to the matters herein referenced and supersedes all other prior agreements and understandings, written or oral, between the Parties with respect to such matters, but shall not affect or supersede any other current agreements between the Parties.

Signed by: Scott Monson, Superintendent
Minnesota Public Schools ISD #414
504 N Monroe, PO Box 98
Minnesota, MN 56264

By: _____ Date: _____

Signed by: Angie Ackerman, VP of Finance & Administration
Big Stone Therapies, Inc.
500 Cross Street
Big Stone City, SD 57216

By: _____ Date: _____



Statement of Assurances

General Information: Minnesota education agencies applying for state and federal funds under the Individuals with Disabilities Education Act (IDEA), Public Law 108-466, must annually complete the Application for Special Education Funds – Statement of Assurances (ED-01350). 34 Code of Federal Regulations (C.F.R.), section 300.200. Federal funds are allocated to states by the U.S. Department of Education. Catalog of Federal Domestic Assistance (CFDA) numbers: 84.027 Special Education Grants to States, PR/Award number H027A270087, 84.173 Special Education Preschool Grants, PR/Award number H173A270086 and 84.181 Special Education Grants for Infants and Families with Disabilities, PR/Award number H181A270029. The application must be submitted to the Minnesota Department of Education (MDE), Division of School Finance, Special Education Funding and Data, by June 1, 2026. Districts will keep supporting information for the local Total Special Education System (TSES) plan on file for review by MDE monitors.

Statement of Assurances

1. All state and federal funds received by the local educational agency (LEA) will be used for the purpose of providing special education and related services for children with disabilities from birth to age 21, consistent with state and federal statutes, rules, and regulations.

Federal funds received by the agency from the Individuals with Disabilities Education Act of 2004 (IDEA), (20 United States Code (U.S.C.) 1400 and 34 C.F.R. section 300 and C.F.R. section 303) will:

- a. Be used only for purposes consistent with those stated in the IDEA. **(34 C.F.R. section 300.202)**
- b. Use fiscal control and accounting procedures to assure proper disbursement of and accounting for federal funds. The code of Federal Regulations, Title 34, and Federal Office of Management and Budget, Uniform Grant Guidance (2 C.F.R. section 200), and Education Department General Administrative Regulations (EDGAR) provides cost principles for state and local governments to comply with regulations related to allowable expenses, including conferences and meals.
- c. Comply with the Single Audit Act of 1984, as amended and Uniform Grant Guidance.
- d. Not be commingled with state or local funds. **(34 C.F.R. section 300.162(b))**
- e. Not be used to supplant the use of local or state funds. **(34 C.F.R. section 300.202(a)(3))**
- f. Be used only to pay for the excess costs of educating children with disabilities. **(34 C.F.R. section 300.202)**
- g. Not be used to provide services to those children which, taken as a whole, are at least comparable to services provided to other children with disabilities for which the agency is responsible. **(34 C.F.R. section 300.203(b))**
- h. Not be used to reduce the level of expenditure made from local funds below the level contributed in the previous fiscal year. **(34 C.F.R. section 300.203)**
- i. Be audited to assure compliance with the above fiscal requirements. **(34 C.F.R. section 300.162(b) and 300.222)**
- j. Provide special instruction and related services to students with disabilities enrolled in nonpublic schools located within the boundaries of the district. **(Minn. Stat. section 125A.03 and 125A.18 [2022])**

- k. Make available to the parents and the general public the application and all documents relating to the application, including evaluations and reports. **(34 C.F.R. section 300.212)**
 - l. Be in compliance with Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. section 794 (Section 504 Title 34) of the Code of Federal Regulations Part 104 (Nondiscrimination on the basis of disability, referred to as “Section 504”). **(Minn. Stat. section 125A.55 [2022])**
 - m. Begin to obligate funds according to 34 C.F.R. section 76.708.
2. Policies and procedures for programs established and administered by the education agency shall be consistent with state and federal statutes, rules and regulations and will ensure:
- a. The rights of children with disabilities to a free appropriate public education (FAPE), including children in public charter schools, adult facilities, and private schools. **(34 C.F.R. section 300.101, 300.209 and 300.324(d), and Minn. Stat. section 125A.03 and 125A.18 [2022])**
 - b. Full educational opportunities for all children with disabilities. **(34 C.F.R. section 300.109)**
 - c. That all children with disabilities, including those attending private schools or being home-schooled, who are in need of special education and related services, are identified, located, and evaluated, and a method is developed to determine which children are currently receiving services. **(34 C.F.R. section 300.111 and Minn. R. 3525.0750)**
 - d. To demonstrate that with appropriate accommodations, children with disabilities are included in statewide and districtwide assessment programs, and that this data is reported to the state education agency. **(20 U.S.C. section 1412(a)(16) and 20 U.S.C. section 612(a)(16))**
 - e. The development and implementation of a coordinated multidisciplinary, interagency intervention system to meet the needs of children with disabilities ages 3 to 21. **(Minn. Stat. section 125A.023 and 125A.027 [2022])**
 - f. May establish a community transition interagency committee for youth with disabilities, beginning at grade nine or age equivalent, and their families. **(Minn. Stat. section 125A.22 [2022])**
 - g. Procedures for evaluation and determination of eligibility for all children with disabilities under the jurisdiction of the district. **(34 C.F.R. section 300.301-300.311 and Minn. R. 3525.2710)**
 - h. Confidentiality of personally identifiable information collected, used or maintained specific to children with disabilities. **(34 C.F.R. section 300.123)**
 - i. The development, review and revision of the individualized education program (IEP), individualized family service plan (IFSP) or standardized written plan of each child with a disability, according to the IDEA. **(34 C.F.R. section 300.112, Minn. Stat. section 125A.023, 125A.027, 125A.028 and 125A.32 [2022], and Minn. R. 3525.2810 and 3525.2900)**
 - j. Procedural safeguards are afforded children with disabilities and their parents, consistent with local agency policies and state and federal statutes, rules and regulations. **(34 C.F.R. section 300.121)**
 - k. Are educated in the regular education environment, except when satisfactory achievement cannot be attained in that environment. **(34 C.F.R. section 300.114)**
 - l. That a continuum of alternative placements is available to meet the needs of each child with a disability. **(34 C.F.R. section 300.115)**
 - m. That students with disabilities who are subject to suspension or expulsion from school are provided FAPE, a manifestation determination review, appropriate interim alternative educational setting and rights to a due process hearing. **(34 C.F.R. section 300.536 and 300.530–300.534, Minn. Stat. section 125A.43)**
 - n. That schools will coordinate with the National Instructional Materials Access Center (NIMAC) and will provide students with print and reading disabilities accessible instructional materials in a timely manner. **(34 C.F.R. section 300.172(a))**
 - o. That schools not coordinating with the NIMAC will provide students with print and reading disabilities accessible instructional materials in a timely manner. **(34 C.F.R. section 300.172(b))**

Certification of Statement of Assurances

Single District Application: A Statement of Assurances submitted by a single district must be signed by the director of special education and the district superintendent or school board clerk.

Special Education Cooperative or Education District Application: The Statement of Assurances submitted by multiple districts must be signed by the director of special education from the host (fiscal agency) district **and** the superintendent or school board clerk of each applicant district. Directors may make copies of the Statement of Assurances and the Certification form to distribute to each school district. The director of special education must ensure: 1) that each district submits its application to MDE by the June 1 deadline; and 2) that the application contains the signatures of both the director of special education and the district superintendent of the school or school board clerk in the Superintendent’s absence.

We certify that to the best of our knowledge, the information contained in the school district(s) Total Special Education System(s) (TSES) plan is accurate and complete. We certify that the child count data submitted to MDE through the Minnesota Automated Reporting Student System (MARSS) will be complete, true and accurate. Each student included will be receiving special education services, have a current individualized education program and a current evaluation as of December 1, 2025. As representatives of a public agency applying for state and federal funds, we agree to provide special education services to students with disabilities that are in compliance with federal and state laws, rules, and regulations, and in accordance with the given assurances.

Signature* – Director of Special Education:	District/Cooperative Number: SWWC / 0991	Date:
Signature* – District Superintendent or School Board Clerk:	District/Cooperative Number: Minneota / 0414	Date:

*Original signature is required – do not use stamps or copies

PREVIOUS

BUSINESS



Minneota Public School District Policy 525

Adopted: May 2011

Revised: SeptemberApril
20264

525 VIOLENCE PREVENTION [APPLICABLE TO STUDENTS AND STAFF]

I. PURPOSE

The purpose of this policy is to recognize that violence has increased and to identify measures that the school district will take in an attempt to maintain a learning and working environment that is free from violent and disruptive behavior.

The school board is committed to promoting healthy human relationships and learning environments that are physically and psychologically safe for all members of the school community. It further believes that students are the first priority, and they should be protected from physical or emotional harm during school activities, and on school grounds, buses, or field trips while under school district supervision.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school district to strictly enforce its weapons policy (Policy 501).
- B. It is the policy of the school district to act promptly in investigating all acts, or formal or informal complaints, of violence and take appropriate disciplinary action against any student or staff member who is found to have violated this policy or any related policy.
- C. The administration will periodically review discipline policies and procedures, prepare revisions if necessary, and submit them to the school board for review and adoption.
- D. The school district will implement approved violence prevention strategies to promote safe and secure learning environments, to diminish violence in our schools, and to aid in the protection of children whose health or welfare may be jeopardized through acts of violence.

III. IMPLEMENTATION OF POLICY

- A. The school board will review and approve policies to prevent and address violence

in our schools. The superintendent or designee will develop procedures to effectively implement the school weapons and violence prevention policies. It shall be incumbent on all students and staff to observe all policies and report violations to the school administration.

- B. The school board and administration will inform staff and students annually of policies and procedures related to violence prevention and weapons.
- C. The school district will act promptly to investigate all acts and formal and informal complaints of violence and take appropriate disciplinary action against any student or staff member who is found to have violated this policy or any related policy.
- D. The consequences set forth in the school weapons policy (Policy 501) will be imposed upon any student or nonstudent who possesses, uses, or distributes a weapon when in a school location.
- E. The consequences set forth in the school hazing policy (Policy 526) will be imposed upon any student or staff member who commits an act against a student or staff member; or coerces a student or staff member into committing an act, that creates a substantial risk of harm to a person in order for the student or staff member to be initiated into or affiliated with an organization, or for any other purpose.
- F. Students who engage in assault or violent behavior will be removed from the classroom immediately and for a period of time deemed appropriate by the principal, in consultation with the teacher, pursuant to the student discipline policy (Policy 506).
- G. Students with disabilities may be expelled for behavior unrelated to their disabilities, subject to the procedural safeguards required by the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, and the Pupil Fair Dismissal Act.
- H. Procedures will be developed for the referral of any person in violation of this policy or the weapons policy to the local law enforcement agency in accordance with Minnesota Statutes, section 121A.05.
- I. Students who wear objectionable emblems, signs, words, objects, or pictures on clothing communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership or that approves, advances, or provokes any form of religious, racial or sexual harassment or violence against other individuals as defined in the harassment and violence policy (Policy 413) will be subject to the procedures set forth in the student dress and appearance policy (see student handbook). “Gang” as used in this policy means any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities, the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity.

A “pattern of gang activity” means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.

- J. This policy is not intended to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, profane, denote gang affiliation, advocate harassment or violence against others, are likely to disrupt the education process, or cause others to react in a violent or illegal manner (see student handbook).

IV. PREVENTION STRATEGIES

The school district has adopted and will implement the following prevention strategies to promote safe and secure learning environments, to diminish violence in our schools, and to aid in the protection of children whose health or welfare may be jeopardized through acts of violence.

- A. Adopt a district crisis management policy to address potential violent crisis situations in the district.
- B. Provide training in recognition, prevention, and safe responses to violence, and development of a positive school climate.
- C. Coordinate a local school security review committee or task force comprised of school officials, law enforcement, parents, students, and other youth service providers to advise on policy implementation.
- D. In-service training for personnel in aspects of reporting, visibility, and supervision as deterrents to violence.
- E. In-service training for personnel and school board members by experts familiar with sexual abuse, domestic violence, and personal safety issues on the following: helping students identify violence in the family and the community so that students may learn to resolve conflicts in effective, nonviolent ways; responding to a disclosure of child sexual abuse in a supportive, appropriate manner; and/or complying with mandatory reporting requirements under the Maltreatment of Minors Reporting Act.
- F. Promote student safety responsibility by encouraging the reporting of suspicious individuals and unusual activities on school grounds.
- G. Establish a curriculum committee that explores ways of teaching students violence prevention strategies, law-related education, and character/ values education (universal values, e.g., honesty, personal responsibility, self-discipline, cooperation, and respect for others.)

- H. Establish clear school rules that prevent and deter violence.
- I. Develop cross-cultural awareness programs to unify students of all cultures and backgrounds, to develop mutual respect and understanding of shared experiences and values among students, and to promote the message of inclusion.
- J. Establish conflict resolution training, conflict management, or peer mediation programs for staff and students to teach conservative approaches to settling disputes.
- K. Develop curriculum that teaches social skills such as maintaining self-control, building communications skills, forming friendships, resisting peer pressure, being appropriately assertive, forming positive relationships with adults, and resolving conflict in nonviolent ways.
- L. Require all visitors to check-in at the main office upon their arrival and state their business at the school. A visitor badge may be issued for easy identification that the visitor is authorized to be present in the school building.
- M. Develop elementary curriculum on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.
- N. Develop a student photo or name identification system for quick identification of the student in case of emergency.
- O. Require all visitors to check-in at the main office upon their arrival and state their business at the school. A visitor badge may be issued for easy identification that the visitor is authorized to be present in the school building.
- P. Develop curriculum on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.
- Q. Develop curriculum on child sexual abuse prevention for students, including age-appropriate instruction on recognizing sexual abuse and assault, boundary violations, and ways offenders groom or desensitize victims, as well as strategies to promote disclosure, reduce self-blame, and mobilize bystanders. The curriculum may be created in consultation with federal, state, and local agencies and community-based organizations, including the Child Welfare Information Gateway website maintained by the United States Department of Health and Human Services, to identify research-based tools, curricula, and programs to prevent child sexual abuse.

- R. Provide training to all school personnel on recognizing and preventing sexual abuse and sexual violence which may include training on mandatory reporting requirements provided on the Department of Education’s website and reviewing the Code of Ethics for Minnesota Teachers.

V. STUDENT SUPPORT

- A. Students will have access to school-based student service professionals, when available, including counselors, nurses, social workers, and psychologists who are knowledgeable in methods to assist students with violence prevention and intervention.
- B. School board policies designed to protect student’s personal safety are available to them on the school website or in the district office.
- C. Students will be provided with information as to the school district and building rules regarding weapons and violence.
- D. Students will be informed of resources for violence prevention and proper reporting.

VI. PERSONNEL

- A. School district personnel shall comply with the school weapons policy (Policy 501) and the school hazing policy (Policy 526).
- B. School district personnel shall be knowledgeable of violence prevention policies and report any violation to school administration immediately. School district personnel will be informed annually as to the school district and building rules regarding weapons and violence prevention.
- C. School district personnel or agents of the school district shall not engage in emotionally abusive acts including malicious shouting, ridicule, and/or threats or other forms of corporal punishment (Policy 507).

Legal References: Minn. Stat. § 13.43, Subd. 16 (Personnel Data)
Minn. Stat. § 120B.22 (Violence Prevention Education)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.05 (Policy to Refer Firearms Possessor)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)
Minn. Stat. § 121A.57 (Crisis Management Policy)
Minn. Stat. § 121A.64 (Notification)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § 181.967, Subd. 5 (School District Disclosure of Violence or Inappropriate Sexual Contact)
18 U.S.C. § 921 (Definition of Firearm)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Act)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)

Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 31 (1969)
Stephenson v. Davenport Cmty. Sch. Dist., 110 F.3d 1303 (8th Cir. 1997)
McIntire v. Bethel School Indep. Sch. Dist. No. 3, 804 F.Supp. 1415, 78 Educ. L.Represent. 828 (W.D. Okla. 1992)
Olesen v. Board of Educ. of Sch. Dist. No. 228, 676 F.Supp. 822, 44 Educ. L.Rep. 205 (N.D. Ill. 1987)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (School Weapons Policy)
MSBA/MASA Model Policy 504 (Student Dress and Appearance)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 507 (Corporal Punishment)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 529 (Staff Notification of Violent Behavior by Students)



Minneota Public School District Policy 603

Adopted: February 2012

Revised: JulyApril 20264

603 CURRICULUM DEVELOPMENT

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

III. RESPONSIBILITY

The Superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long-range curriculum development program. Timelines shall be determined by the Superintendent that will provide for periodic reviews of each curriculum area.

IV. DISTRICT ADVISORY COMMITTEE

- A. The school board must establish an advisory committee to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.
- B. The District Advisory Committee, to the extent possible, must reflect the diversity of the district and its school sites, include teachers, parents, support staff, students, and other community residents, and provide translation to the extent appropriate and practicable. Whenever possible, parents and other community residents must comprise at least two-thirds of committee members.
- C. The District Advisory Committee must pursue community support to accelerate the academic and native literacy and achievement of English learners with varied needs, from young children to adults, consistent with Minnesota Statutes section 124D.59, subdivisions 2 and 2a.
- D. The school district may establish site teams as subcommittees of the District Advisory Committee.

- E. The District Advisory Committee must recommend to the school board
1. rigorous academic standards, student achievement goals and measures consistent with Minnesota Statutes, sections 120B.11, subdivision 1a, 120B.022, subdivisions 1a and 1b, and 120B.35;
 2. district assessments;
 3. means to improve students' equitable access to effective and more diverse teachers;
 4. strategies to ensure the curriculum is rigorous, accurate, antiracist, culturally sustaining, and reflects the diversity of the student population;
 5. strategies to ensure that curriculum and learning and work environments validate, affirm, embrace, and integrate the cultural and community strengths of all racial and ethnic groups; and
 6. program evaluations.
- F. School sites may expand upon district evaluations of instruction, curriculum, assessments, or programs.

V. SCHOOL SITE TEAM

Each school must establish a site team to develop and implement strategies and education effectiveness practices to improve instruction, curriculum, cultural competencies, including cultural awareness and cross-cultural communication, and student achievement at the school site. The site team must include an equal number of teachers and administrators and at least one parent. The site team advises the board and the advisory committee about developing the annual budget and creates an instruction and curriculum improvement plan to align curriculum, assessment of student progress, and growth in meeting state and district academic standards and instruction.

VI. CURRICULUM DEVELOPMENT PROCESS

- A. Students who do not meet or exceed Minnesota academic standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of Minnesota Statutes section 120A.20, subdivision 1(c). A student's plan under this section shall continue while the student is enrolled.
- B. The superintendent shall be responsible for keeping the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting recommended modifications for school board review and approval.

- C. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

Legal References: Minn. Stat. § 120A.20 (Admission to Public School)
Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
Minn. Stat. § 120B.12 (Read Act Goal and Interventions)
Minn. Stat. § 120B.125(f) (Planning for Students' Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
Minn. Stat. § 124D.59 (Definitions)
Minn. Rules Part 3500.0550 (Inclusive Educational Program)
Minn. Rules Part 3501.0660 (Academic Standards for Kindergarten through Grade 12)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 605 (Alternative Programs) MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)
MSBA/MASA Model Policy 623 (Mandatory Summer School Instruction)



Minneota Public School District Policy 625

Adopted: May 2026

625 RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE

I. PURPOSE

The purpose of this policy is to establish clear and actionable guidelines for the responsible, ethical, and transparent use of Artificial Intelligence (AI) within the school district. This policy seeks to support and enhance teaching, learning, and administrative efficiency while upholding academic integrity, protecting privacy, and ensuring equitable access for all students and staff.

Artificial intelligence (AI) language models can assist with various tasks from teaching and learning, to writing support, to data analysis. School district staff who have access to AI tools should understand underlying behaviors and the potential benefits and limitations associated with use.

The school district recognizes that the use of AI can, when used appropriately, enhance student learning by improving the efficiency of education, providing new and creative ways to support learning, and encourage independent research, curiosity, critical thinking, and problem-solving. The school district also recognizes the limitations and potential for misuse of AI.

The school district authorizes staff members to utilize and permit students to utilize ethical and legal use of AI as a supplemental tool to support and expand on classroom instruction, facilitate personalized learning opportunities, and increase educational and learning opportunities, in accordance with the terms of this policy.

The school district authorizes staff to utilize AI as a tool in fulfilling their work responsibilities as consistent with federal and state law and school district policies.

II. GENERAL STATEMENTS OF POLICY

- A. The school district supports use of AI in ways that uphold academic integrity and foster student critical thinking and original work.
- B. The school district supports AI use as an augmentative tool rather than as an autonomous decision-maker. The school district recognizes that human intelligence and H-AI-H protocols should drive the educational process, with AI supporting education and humans remaining accountable for decisions and outcomes

- C. The school district supports use of AI to enhance administrative operations and efficiency.
- D. Student and staff use of AI shall be transparent and responsible. Appropriate attribution shall be provided.
- E. The superintendent or designee will implement and regularly review privacy controls and safety features to protect student, staff, and school district data associated with approved use of AI.
- F. The school district supports and promotes fair access to approved AI tools and will strive to ensure equitable access for all students and staff.
- G. The school district will provide ongoing training and guidance to mitigate the potential for bias and misinformation and will hold students and staff accountable for the consequences of AI use.
- H. This policy applies to all AI use by students and staff regardless of whether the use occurs on school district property, at school district events and activities, or off campus when a nexus to the school district’s educational environment exists. Student AI use must be consistent with school district policies on use of cell phones, personal electronic devices, wearable AI devices, and the internet.
- I. The school district recognizes that a student’s age may be a key consideration in determining appropriate AI use. For this reason, the school district establishes the following guidelines:
 - 1. Kindergarten through Grade 5: only highly restricted, teacher-mediated AI interactions are permitted. The focus is upon conceptual understanding of AI.
 - 2. Grades 6 through 8: structured introduction to AI tools together with appropriate guardrails. Critical thinking about AI outputs and digital citizenship will be addressed.
 - 3. Grades 9 through 12: centers upon broader AI access with accountability expectations; preparation of students for AI-integrated postsecondary and workforce environments; advanced AI literacy, including an understanding of how AI models work.

III. DEFINITIONS

Definitions of key terms—including Artificial Intelligence (AI), Generative Artificial Intelligence, closed and publicly available AI tools, confidential data, personally identifiable information (PII), and school district-approved AI tools—shall be reviewed and updated as needed to ensure alignment with current technology, legal standards, and school district practices. The school district will provide accessible explanations and examples to support understanding among all stakeholders.

Artificial intelligence in a school district is a category of computer-based systems that analyze data and recognize patterns to support teaching, learning, and administrative operations, for the purpose of assisting human decision-making, within educational and legal constraints, and excluding the replacement of professional judgment or human accountability.

A. Agentic AI

Agentic AI involves systems capable of undertaking multistep actions autonomously, such as web browsing, code execution, interaction with other software, and rendering sequential decisions, without human intervention at each step.

B. AI Tool Types

1. Student-Facing AI

Used by or with students for instruction, where student information may be entered.

2. Confidential AI

Used for non-instructional purposes, processing confidential data to generate new content or recommendations.

3. Operational AI

Used for generating content based on non-confidential data.

C. Closed AI Tools

Closed AI tools are private and can be accessed by school district staff only. Sharing data in a Closed AI Tool is more secure than when using a Publicly Available AI Tool, though information leaks may still occur.

D. Confidential Data/Information

Information that the school district is prohibited by law, policy, or contract from disclosing or that the school district may disclose only in limited circumstances. Confidential data includes, but is not limited to, personally identifiable information (PII) about students and employees, student and staff medical information, student education records, and information about any student's individualized education program (IEP) or Section 504 plan.

E. Deep Fake

Any video recording, motion-picture film, sound recording, electronic image, or photograph, or any technological representation of speech or conduct substantially derivative thereof:

1. that is so realistic that a reasonable person would believe it depicts speech or conduct of an individual who did not in fact engage in such speech or conduct; and
2. the production of which was substantially dependent upon technical means, rather than the ability of another individual to physically or verbally impersonate such individual.

F. Generative Artificial Intelligence (GenAI)

Computer-based systems that generate content—such as text, images, audio, or data analysis—in response to prompts. Generative AI includes large language models (LLMs) like ChatGPT, as well as tools that generate audio, images, or video.

G. Generative AI Chatbots

A chatbot with generative AI capabilities that uses large language models (LLMs) and machine learning to simulate natural, human-like conversations and generate content, code, or images in real time. Examples include ChatGPT, Claude, Google Gemini, Meta AI, Microsoft Copilot. It is possible that AI programs, including Generative AI Chatbots, may “hallucinate” (create information that is not true, misleading, or nonsensical).

H. Human-AI-Human Model (H-AI-H)

The H-AI-H model establishes a decision-making framework in K-12 education requiring human judgement at the initiation and human accountability at the conclusion of AI-assisted processes. The model ensures AI serves as an augmentative tool rather than an autonomous decision-maker.

I. Personally Identifiable Information (PII)

Information that can be used to distinguish or trace an individual’s identity, either directly or indirectly through linkages with other information.

PII includes, but is not limited to:

1. The student's name;
2. The name of the student's parent or other family members;
3. The address of the student or student's family;
4. A personal identifier, such as the student's social security number, student number, or biometric record;
5. Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name;

6. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or
7. Information requested by a person who the educational agency or institution reasonably believes knows the identity of the student to whom the education record relates.

J. Publicly Available AI Tools

Publicly available AI tools are generally accessible for public use and the public can access the information that the tools provide.

K. School District-Approved AI Tool

Any AI platform or application that has been reviewed and authorized by the school district's AI Committee. A school district teacher or staff member may request that an AI platform or application be reviewed and authorized.

[Note: See Article VI. below on the Artificial Intelligence (AI) Committee. Schools should consider how to handle teacher and staff use of AI tools that precedes the AI Committee's creation of a school district-approved AI Tool list. It is possible that some pre-existing AI tools will not be permitted.]

L. Synthetic Media

Digital content in a media format (including text, images, video, and audio) created in part or wholly through use of AI.

M. Voice Cloning

The use of AI to create a digital replica of another person's voice through the use of recorded audio samples.

IV. **EQUITABLE ACCESS TO AI TECHNOLOGY**

The school district is committed to ensuring that all students and staff have fair and equitable access to AI technology and related resources. To fulfill this commitment, the school district will:

A. Provision of Resources

Provide necessary devices, internet connectivity, and assistive technologies to students and staff who need them. School district administration will conduct regular reviews to ensure resources remain sufficient and accessible.

B. Assessment and Barrier Reduction

Regularly assess and address barriers to access, including those related to socioeconomic status, disability, language, and geographic location. The school district will implement strategies to eliminate identified barriers.

C. Training

Provide ongoing training for staff and students covering technical skills and ethical considerations, including recognizing and mitigating bias in AI systems and outputs, privacy, and responsible and appropriate use of school district-approved AI.

D. Community Engagement

Engage students, families, and community members in ongoing evaluation of equitable access and the effectiveness of AI implementation. Feedback will be sought regularly to inform improvements.

E. Corrective Action

To ensure equitable access to AI technology, the school district will regularly evaluate whether students and staff have fair and meaningful opportunities to use approved AI tools for learning and work. If disparities in access, participation, or outcomes are identified—such as those related to socioeconomic status, disability, language, or infrastructure—the school district will take timely corrective action. Corrective actions may include reallocating resources, providing targeted training or supports, adjusting implementation practices, or updating policies and procedures. The school district will communicate actions taken and monitor their effectiveness to ensure that AI implementation advances educational equity and does not reinforce existing gaps.

F. Policy Review and Revision

Review and update this policy and its implementation as needed to adapt to evolving technologies, community needs, and feedback from stakeholders.

V. CURRICULUM INTEGRATION AND AI LITERACY

A. The superintendent will work with school district staff to establish instructional protocols and criteria consistent with the H-AI-H model that:

1. identify teacher AI use to assess student work;
2. restrict AI use in student disciplinary matters, student placement decisions, behavioral assessments, or similar matters;
3. require transparency when AI use is part of a decision about a student;
4. establish the right to request a review of the human decision-making in a

consequential AI-influenced decision affecting the student; and

5. articulate the school district's rules regarding AI-assisted surveillance or behavioral monitoring tool.

Any use of AI in the classroom or on class assignments must align with the teachers' instructions and use expectations. Teachers will provide direction when students are authorized to use AI in an assignment. Teachers will direct student use of AI, ensuring that it aligns with the school district guidelines and policies, and the AI Committees plan and procedures, including the school district's approved AI tools.

- B. Use of AI must comply with the Family Educational Rights and Privacy Act (FERPA), the Children's Online Privacy Protection Act (COPPA), and other federal and state laws.
- C. Students will indicate AI use on assignments as required by the teacher and the assignment.

VI. ARTIFICIAL INTELLIGENCE (AI) COMMITTEE

The superintendent shall appoint an AI Committee—including teachers, staff, students, parents, and community members—to guide school district AI objectives. The committee will develop, implement, and annually review procedures for AI use, ensuring alignment with school district policies, classroom requirements, and legal standards. The committee will solicit stakeholder feedback and recommend updates to procedures and approved AI tools as technologies and needs change.

[Note: Some school districts may not have sufficient staff or other resources needed to create an AI Committee. Schools may establish a relationship with a local or regional organization (such as a service cooperative) or a third-party vendor, collaborate with other school districts, and utilize resources (such as those created by the Minnesota Generative AI Alliance for Education) to fulfill some or all of the AI Committee responsibilities.]

A. Committee Appointment and Structure

The school board directs the superintendent to appoint teachers, school staff, students, parents, and community members who have relevant experience regarding AI to a committee to guide the school district's AI objectives. The superintendent will determine the size, structure, and term for the AI Committee.

B. AI Use Plan

The AI Committee shall develop and recommend to the school board for its approval a school district AI Use Plan to establish district-wide direction and a road map for AI use that aligns with the school district's mission, strategic plan, and financial and other resources. The AI Use Plan should respond to these conditions, among others

1. The purpose of the AI Use Plan is to protect the safety and security of students, employees, and the school district while allowing for appropriate educational and productive enhancements enabled by AI.
2. The AI Use Plan must prioritize the security of student, employee, and school district data.
3. The AI Use Plan must direct careful and informed consideration of the privacy policies of any products and services considered for use in the school district, including any relevant changes to the policies.

C. School District AI Procedures

The school board directs the AI Committee to recommend to the school board for its approval procedures for staff and students concerning the use of AI that:

1. Prohibit AI use inconsistent with school district policies and procedures, classroom instructions and requirements, or federal or Minnesota law;
2. Prohibit AI use inconsistent with expectations for staff and student conduct, including those involving discrimination, harassment or hazing, and bullying;
3. Prohibit AI input of confidential staff and student data;
4. Comply with the H-AI-H model for consequential actions involving AI use;
5. Promote AI literacy;
6. Require transparency and accountability regarding disclosure of use of AI;
7. Require school administration vetting of AI prior to recommending use by staff and students;
8. Identify AI approved tools for student and staff use and provide guidelines for seeking approval of new AI;
9. Ensure that AI generated material can be retained in accordance with the school district's Records Retention schedule, as set forth in Article X. below;
10. Clarify that staff and students are responsible for all reasonably foreseeable negative consequences of use of AI;
11. Provide guidance on handling incidents in which AI-generated images, audio, video, or text involving minors are created or distributed;

12. Provide guidance to school district counselors and other staff on recognizing and addressing a student's
 - a. unhealthy AI dependency;
 - b. parasocial and emotional relationships with AI chatbots;
 - c. overreliance on AI for emotional support, decision-making, or social interaction; and
 - d. similar AI-related mental health impacts and conditions.
13. Address agentic AI and autonomous AI actions; and
14. Establish an AI structured incident response plan as required under Article XII.

D. AI Coordinator

The superintendent will designate at least one school district AI Coordinator to monitor advancements, risks, and best practices in the field of AI persons. The AI Coordinator will also serve as a professional resource and advisor for the school district on these topics. The AI Coordinator may consult with experts or others outside the school district but may share critical or confidential data only under appropriate confidentiality or nondisclosure agreements.

[NOTE: School districts may choose whether to require an AI Coordinator. An AI Coordinator may be especially important if the school district is unable to create an AI Committee, as noted above. School districts may choose to have the superintendent or the superintendent's designee assume these responsibilities.]

Selection and implementation of student-facing AI resources and use is part of the school district's curriculum development and instructional materials selection process. The AI Coordinator will direct implementation of the AI Use Plan for student-facing AI to provide guidance to professionals making these selections. The AI Coordinator may also serve as an advisor and resource throughout the selection process, particularly when new products and services are considered.

The AI Coordinator will ensure that the AI Use Plan supports acceptable AI tool selection and use in the school district and will be updated as new issues emerge.

VII. STUDENT USE GUIDELINES

Students may use school district-approved AI tools for educational purposes only as directed by teachers and in compliance with assignment guidelines. All AI-generated content must be verified and properly cited. Students are prohibited from inputting personal, confidential, or sensitive information into AI tools, whether such information is about themselves or others. The AI Committee will provide regular training on safe, ethical, and effective AI use, and

will review and update guidelines annually. Violations will be addressed according to the Student Discipline Policy, with corrective action and support provided as needed.

A. Permitted Student Uses of AI

When authorized by the teacher, students may use school district-approved AI tools for:

1. Exploring and explaining academic concepts
2. Brainstorming ideas and seeking guidance on research directions
3. Receiving feedback on drafts or assignments
4. All use must comply with teacher instructions and assignment guidelines.

2. Any content generated or significantly assisted by AI must be transparent and cited as required by the teacher and the assignment.
3. Submitting AI-generated content or content significantly assisted by AI as original work without attribution is prohibited.

C. Privacy and Data Protection

Students must not upload or input personal, confidential, proprietary, or sensitive information into any AI tool. Examples include but are not limited to:

1. Passwords
2. Names, likenesses, or Social Security numbers
3. Credit card or bank account numbers
4. Information from non-public school district documents
5. Details from IEPs, Section 504 plans, or medical records

D. Prohibited Student Uses of AI

Students may not use AI tools to:

1. Create, access, or display harmful, threatening, obscene, disruptive, or sexually explicit material;

2. Engage in harassment, discrimination, bullying, or disparagement of others based on race, ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs;
3. Violate any school district policy, classroom rule, or applicable law; or
4. Utilize AI to create deep fakes, synthetic media, voice cloning, or similar content. Staff may not create synthetic images, audio, video, or texts concerning another individual without the individual's explicit and legally permissible consent.

E. Reporting and Support

Students should report concerns about AI misuse or unsafe practices to the teacher or principal.

F. Consequences for Misuse

Teachers and school staff will address student violations of this policy. Disciplinary action may be taken as outlined in the school district's Student Discipline Policy. Violation may result in loss of AI privileges and/or further disciplinary or legal action, as appropriate.

VIII. STAFF USE GUIDELINES

Staff may use school district-approved AI tools to enhance educational experiences, provided all use complies with applicable laws and school district policies. Staff must not input confidential, proprietary, or sensitive information into AI tools. Staff are responsible for guiding and supervising student use, setting clear expectations, and ensuring proper attribution. The school district will provide ongoing training and support and will review staff guidelines regularly. Violations may result in disciplinary action as outlined in school district policy.

curriculum development.

2. Staff should guide students in AI use, including creation of clear expectations for AI tool use, attribution guidance, fact-checking, and proofreading.
3. Staff should carefully evaluate the appropriateness of AI for educational purposes on a case-by-case basis, considering their appropriateness for

each educational context, accuracy, reliability, and alignment with curriculum standards.

4. Staff should implement the H-AI-H model for AI use involving students;
5. Staff must supervise student use of AI to ensure it is being used appropriately and constructively in the learning process.
6. Teachers who suspect plagiarism or use of AI that violates school district policy should first have a conversation with a student to ensure that they understand expectations for acceptable use.
7. Teachers should consult with school administration to determine appropriate steps to investigate possible violation of this policy.
8. An AI detection tool may have high false-positive rates and may disproportionately flag multilingual speakers or students with specific and unique writing styles. An AI detection tool must be independently validated before a school district staff member uses the tool. AI detection tools will not be the sole basis of information relied upon in an investigation when it is suspected that a student has violated this policy or its related rules or procedures.

B. Staff Use for Work Responsibilities

1. The school district supports AI use by school staff to assist with work responsibilities, improve efficiency, and support students and their families, staff, and the school district. These uses include, but are not limited to, document assistance, research support, administrative tasks, data analysis, and automation.
2. School district staff use of AI to fulfill work responsibilities must be consistent with this policy and other school district policies, procedures, and rules.

School district staff shall implement the H-AI-H model and maintain human oversight and professional responsibility for all work, including work in which AI tools have been utilized.

Privacy and Data Protection

1. Staff must ensure that their use of any AI tool complies with applicable laws, including those governing data and student privacy, and school district policies, including, without limitation, those regarding student information.
2. Staff should not upload or input any confidential data, private data, proprietary information, personally identifiable information, or sensitive

information, including any such school district or student information into any AI tool. Examples include passwords, personal information such as names, likeness, Social Security numbers, credit card or bank account numbers and other credentials, personnel material, information from non-public school district documents, including those identified as or understood to be confidential or sensitive (based on their nature or context) or any other non-public school district information that might be harmful

D. Prohibited Staff Uses of AI

Staff may not use AI tools to:

1. Create, access, or display harmful, threatening, obscene, disruptive, or sexually explicit material;
2. Engage in harassment, discrimination, bullying, or disparagement of others based on race, ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs;
3. Violate any school district policy, classroom rule, or applicable law; or
4. Utilize AI to create deep fakes, synthetic media, voice cloning, or similar content. Staff may not create synthetic images, audio, video, or texts concerning another individual without the individual's explicit and legally permissible consent.

Staff who violate this policy may be subject to discipline, including termination, as set forth in the Discipline, Suspension, and Dismissal of School District Employees policy.

IX. DATA AND ARTIFICIAL INTELLIGENCE

All data use involving AI must comply with applicable state and federal laws, school district regulations, and acceptable use policies. The school district will train staff and students on data stewardship, privacy, and legal compliance, and will update procedures as laws and technologies evolve. Data privacy safeguards will be reviewed annually, and any changes to AI products or services will be carefully evaluated for impact on data security.

All data use must comply with all state and federal laws and school district regulations and requirements, including the school district's acceptable use and data policies. All school district users must ensure that all AI interactions comply with state and federal laws, especially regarding student data under FERPA, IDEA, CIPA, and COPPA.

Although AI products may claim to have some privacy safeguards in place, users should assume that all consumer AI products make data publicly available unless otherwise indicated

pursuant to explicit official agreement with the school district.

X. AI VENDOR AGREEMENTS AND LICENSING

- A. AI technologies procured by the school district must include clear intellectual property rights provisions. Vendors must provide bias testing disclosure, documentation, and incident reporting procedures.
- B. School district administration and the AI Committee shall work with legal counsel to develop an AI technologies vendor evaluation, procurement, and licensing process.
- C. Evaluation criteria shall include data handling, model transparency, bias auditing, accessibility compliance, FERPA/COPPA compliance, and data residency.
- D. Educational technology vendors must identify AI technology components embedded in the educational technology supplied to the school district.
- E. AI technologies supplied to the school district must comply with the school district's policies and procedures, including this policy and the procedures developed by the AI Committee and approved by the school board.
- F. A contractual agreement between the school district and an AI vendor must
 - 1. establish the ownership of content created through use of the vendor's AI technology services. Vendor terms of service that assert broad vendor rights to user-generated content are prohibited for school district use;
 - 2. address data processing;
 - 3. prohibit use of student data for model training;
 - 4. establish data deletion rights;
 - 5. provide vendor risk tiers aligned with this policy's AI tool types and categories;
 - 6. include interoperability requirements that prevent vendor lock-in;
 - 7. address the ramifications if the vendor changes terms of service, is acquired by another entity, or discontinues operation; and
 - 8. set forth breach notification requirements
- G. Users of AI technologies provided by the school district must comply with vendor terms of service and licensing agreements. Violation of an AI technology service agreement may result in the user's loss of access and disciplinary action.
- H. The AI Committee will review Article X. as part of the AI Committee's regular

review and update of school district-approved AI technologies, plan, and procedures.

XI. AI AND RECORDS RETENTION

- A. A document created, received, or maintained through an AI system may constitute a school district record.
- B. AI-generated or AI-assisted data shall be treated as a school district record when the data:
 - 1. documents a school district action, policy, or operation; or
 - 2. is relied upon when making an educational, administrative, or financial decision;
- C. Records described in Paragraph B. above shall be retained pursuant to the school district's Records Retention schedule.

XII. REPORTING AI-RELATED CONCERNS, MISUSE, AND INCIDENTS

- A. Staff and students should contact the building principal or the principal's designee if concerns regarding safe and effective use of AI arise or if they suspect AI misuse that violates school district policies, procedures, or applicable laws.
- B. The AI Committee will develop an AI structured incident response plan that includes response protocols for AI-generated CSAM or intimate imagery, data breach through use of an AI tool, AI-facilitated cheating at scale, deep fakes, student welfare concerns, and related matters. The AI structured incident response plan will also establish:
 - 1. notification protocols that include parents, law enforcement, and state or federal agencies as appropriate;
 - 2. clear escalation paths that identify the school district staff responsible for each escalation level;
 - 3. procedures for preserving incident documentation and evidence;
 - 4. a post-incident review process.

XIII. TRAINING OF SCHOOL DISTRICT STAFF, TEACHERS, AND STUDENTS

The school district will train all school district staff, teachers, and students on the requirements of this policy, AI procedures and plans, and other school district policies regarding data management and privacy, acceptable uses of AI, and AI prohibitions.

XIV. NOTICE

The school district will inform students, parents, and guardians about AI use in the school district, including any significant changes to the AI Use Plan.

XV. REVIEW

The school district's administration will regularly review use of AI and recommend safety, privacy, student and staff needs, and other relevant updates to the school board.

The AI Committee and the superintendent or designee, with input from students and appropriate staff, shall regularly review and update procedures to enhance the safety and security of students using AI and to help ensure that the school district adapts to changing technologies and circumstances.

Legal References: Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.03 (Access to Government Data)
Minn. Stat. § 13.05 (Duties of Responsible Authority)
Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 604.32 (Cause of Action for Nonconsensual Dissemination of a Deep Fake Depicting Intimate Parts or Sexual Acts)
Minn. Stat. § 609.771 (Use of Deep Fake Technology to Influence Election)
Minn. Stat. § 617.262 (Nonconsensual Dissemination of a Deep Fake Depicting Intimate Parts or Sexual Acts)
15 U.S.C. §§ 6501-6506 (Children's Online Privacy Protection Act)
18 U.S.C. §§ 2510-2523 (Electronic Communications Privacy Act)
18 U.S.C. §§ 2701-2713 (Stored Communications Act)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. § 1232h (Protection of Pupil Rights Amendment)
20 U.S.C. §§ 1400-1419 (Individuals with Disabilities Education Act)
29 U.S.C. § 701 et seq. (Rehabilitation Act of 1973)
42 U.S.C. § 2000e et seq. (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)
34 C.F.R. Part 99 (Family Educational Rights and Privacy Act)

Cross References: MSBA/MASA Model Policy 406: Public and Private Personnel Data
MSBA/MASA Model Policy 409: Employee Publications, Instructional Materials, Inventions, and Creations
MSBA/MASA Model Policy 506: Student Discipline (Forms Attached)
MSBA/MASA Model Policy 514: Bullying Prohibition Policy
MSBA/MASA Model Policy 515: Protection and Privacy of Pupil Records (Form Attached)
MSBA/MASA Model Policy 524: Internet, Technology, and Cell Phone Acceptable Use and Safety Policy (Form Attached)
MSBA/MASA Model Policy 524.5: Personal Electronic Communication Devices
MSBA/MASA Model Policy 601: School District Curriculum and Instruction Goals
MSBA/MASA Model Policy 603: Curriculum Development

- Resources:**
- U.S. Department of Education: [Artificial Intelligence and the Future of Teaching and Learning](#) (accessed 11/03/25)
 - U.S. Department of Education: [Artificial Intelligence \(AI\) Guidance](#)
 - Minnesota Department of Education: [Artificial Intelligence in Education](#) (accessed 11/03/25)
 - Minnesota IT Services: [Transparent Artificial Intelligence Governance Alliance](#) (accessed 02/24/26)
 - MNGAIA AI4MN: [Centering Relationships, Empowering Learners: AI that Elevates Human Work](#) (accessed 02/16/26)
 - Consortium for School Networking (CoSN): [Artificial Intelligence](#) (accessed 12/12/25)
 - Digital Promise: [Artificial Intelligence in Education](#) (accessed 12/12/25)
 - International Society for Technology in Education (ISTE): [Artificial Intelligence in Education](#) (accessed 12/12/25)
 - National AI Literacy Day: [AI Literacy Day Resources](#) (accessed 12/12/25)
 - National Center on Education and the Economy (NCEE): [Framework for AI-Powered Learning Environments](#) (accessed 11/03/25)
 - PIPO-AASA: [A District Guide to Data Minimization in the Age of AI](#) (accessed 11/14/25)
 - Public Interest Privacy Center: [From Data Privacy to Discrimination: Examining the Legal Ramifications of AI in Schools \(April 2024\)](#) (accessed 12/12/25)
 - TeachAI: [AI Guidance for Schools Toolkit](#) (accessed 11/03/25)



Minneota Public School District Policy 902

Adopted: May 18, 2010

Revised: ~~November~~May 20264

902 USE OF SCHOOL DISTRICT FACILITIES AND EQUIPMENT

I. PURPOSE

The purpose of this policy is to provide guidelines for community use of school facilities and equipment.

II. GENERAL STATEMENT OF POLICY

The school board encourages maximum use of school facilities and equipment for community purposes if, in its judgment, that use will not interfere with use for school purposes.

III. SCHEDULED COMMUNITY EDUCATION CLASSES AND ACTIVITIES

- A. The school district administration shall be charged with the process of scheduling rooms and special areas for community education classes and activities planned to be offered during each session.
- B. Procedures for providing publicity, registration, and collection of fees shall be the responsibility of the school district administration.
- C. Registration fees may be structured to include a pro-rata portion of costs for custodial services that may be needed.

IV. GENERAL COMMUNITY USE OF SCHOOL FACILITIES

- A. The school board may authorize the use of school facilities by community groups or individuals. It may impose reasonable regulations and conditions upon the use of school facilities as it deems appropriate.
- B. Requests for use of school facilities by community groups or individuals shall be made through the school district administrative office. The administration will present recommended procedures for the processing and review of requests to the school board. Upon approval by the school board, such procedures shall be an addendum to this policy.
- C. The school board may require a rental fee for the use of school facilities. Such a fee may include the cost of custodial and supervisory service if deemed necessary. It may also

require a deposit or surety bond for the proper use and repair of damage to school facilities. A rental fee schedule, deposit or surety bond schedule, and payment procedure shall be presented for review and approval by the school board.

- D. When emergencies or unusual circumstances arise that necessitate rescheduling the use of school facilities, every effort will be made to find acceptable alternative meeting space.

V. USE OF SCHOOL EQUIPMENT

The administration will present a procedure to the school board for review and approval regarding the type of equipment that is available for community use, the extent to which it may be utilized, and the manner by which it may be scheduled for use and any charges to be made relating thereto. Upon approval of the school board, such procedure shall be an addendum to this policy.

VI. RULES FOR USE OF FACILITIES AND EQUIPMENT

The school board expects members of the community who use facilities and equipment to do so with respect for school district property and an understanding of proper use. Individuals and groups shall be responsible for damage to facilities and equipment. A certificate of insurance may be required by the school district to ensure payment for these damages and any liability for injuries.

Legal References: Minn. Stat. § 123B.51 (Schoolhouses and Sites; Uses for School and Nonschool Purposes; Closings)

Cross References: MSBA/MASA Model Policy 801 (Equal Access to School Facilities)
MSBA/MASA Model Policy 901 (Community Education)

School District Facilities and Equipment Use Request Form

Organization Name: _____

Contact Person: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Indicate if applicable:

- School district activity or organization
- Governmental organization
- Local civic or nonprofit organization
- Local nonprofit organization planning to charge a fee/raising revenue during the facility use
- Commercial organization
- Other (please describe): _____

Nonprofit organizations: Please indicate whether your organization has 501(c)(3) status

- Yes
- No

School District Facilities and Equipment Requested: _____

Event Name: _____

Event Date: _____

Event Description: _____

Event Times: _____

Access to facilities: _____

Event start time: _____

Event end time: _____

Depart from facilities: _____

Number of Estimated People:

Youth: _____

Adults: _____

School District Facilities and Equipment Use Request Form

If food will be served, please describe type of food, facilities need, and cleanup plan: _____

Technology or other equipment needed (if any): _____

By completing this form, I agree that I have reviewed the District's facilities and equipment use policies, rules, and fee schedule. By signing this Request Form, I agree in my capacity and on behalf of the organization, to abide by these rules and to ensure that they are enforced before, during, and after the event. I represent and agree that the organization will hold the District harmless and indemnify the District for any and all damages, costs, and expenses, including attorney's fees, incurred, suffered, or claimed by any person arising out of the organization's use of the District's facilities and equipment.

Signature: _____

If submitted as an email attachment, the email shall serve as your signature.

Date: _____

Insurance Company: _____

Policy or Certification Number: _____

.....*For District Use Only*.....

Fee Type	Hours Billed	Cost Per Hour	Total
Facility Usage Fee			
Security Fee			
Equipment Fee			
Custodial Fee			
Kitchen Staff Fee			
Technical Support Fee			
Other Charges			
Fee Type	Cost Billed		Total
Grand Total			

School District Facilities and Equipment Use Request Form

Date Received: _____

~~Permit Number~~ Reviewed By: _____

Date Issued: _____

Confirmation Sent: _____

- Sponsor must make a request of ISD to use ISD's facility or grounds by fully completing and submitting this agreement form to ISD **a minimum of ten (10) business days** prior to the date(s) of the event/period of use.
- ISD has the sole and absolute authority to accept or reject such facility or grounds use request.
- Sponsor further acknowledges and consents that ISD may charge Sponsor fees for use of ISD facility or grounds, and that such fees (and methods of payment therefor) will be determined in the sole and absolute discretion of ISD.

Minneota Public Schools- Facilities and Equipment Use Rules

1. The school district has established a priority list for use of school district facilities and equipment. This list can be found with Policy #902 at www.minneotaschools.org.
2. The school district has established a fee schedule for the use of school district facilities and equipment. The facility use fee schedule can be found with Policy #902 at www.minneotaschools.org.
3. Any person or organization requesting use of school facilities and equipment shall not advertise the event until receiving approval from the school district.
4. School facilities and equipment are not available to private groups or individuals for personal activities, such as wedding dances, receptions, private parties, or other privately-sponsored activities.
5. Any changes to the proposed use after a permit is issued must be submitted to the school district for review and approval.
6. The Superintendent may reject any application or rescind any agreement for facilities and equipment use when the activity is inconsistent with the educational goals of the District or when the activity is likely to cause bodily harm or property damage.
7. The school district complies with all federal, state, and local equal opportunity laws and regulations prohibiting discrimination in the use of school facilities. Users of school district facilities and equipment agree that the user will not unlawfully discriminate on the basis of race, color creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.
8. All groups are required to provide adult supervision for all activities. The person(s) supervising activities must be in the facilities with the group at all times.
9. School kitchen facilities and equipment may not be used without prior written approval and payment of the appropriate fees. A school district food service employee must be present when school kitchen facilities and equipment are used.
10. Users agree to comply with the Facility and Equipment Use Agreement's provisions regarding alterations and decorations in school district facilities.
11. Users are responsible for and agree to pay for injury to persons or damage to school facilities or equipment arising out of user's use of school facilities as set forth in the Facility and Equipment Use Agreement.
12. Users agree to comply with and abide by the insurance and indemnification provisions in the Facility and Equipment Use Agreement.
13. User will be responsible for any and all costs associated with false fire alarm operation.
14. Possession of alcohol on school property is prohibited.
15. School district facilities are tobacco free. Tobacco use on school property is prohibited.
16. Weapons may not be brought onto school property except as permitted under federal and state law and school district policies. Weapons include, but are not limited to, firearms, ammunition, explosives, swords, knives, fireworks, pellet guns, and paint ball guns.
17. Service animals are permitted in or on ISD facilities or grounds. No other animals are permitted without the school district's written permission. The Americans with Disabilities Act (ADA) and Minnesota law allow service animals to accompany persons with disabilities in or on ISD facility or grounds. The ADA defines service animal as any guide dog, signal dog, or other animal individually trained to provide assistance to a person with a disability.

Minneota Public Schools- Facilities and Equipment Use Agreement

On this date, (DATE) this Facility and Equipment Use Agreement (“Agreement”) was entered into subject to and in mutual consideration of the following terms and conditions:

Section 1: Parties to The Agreement

The parties hereto are:

Minneota Public Schools – ISD #414

Street Address: _____

City, State: _____

Zip Code: _____

ISD Contact Person: _____

Phone Number: _____

Email Address: _____

And

(SPONSOR)

Street Address: _____

City, State: _____

Zip Code: _____

Sponsor Contact Person: _____

Phone Number: _____

Email Address: _____

Section 2: Facilities and Event

The Sponsor will use ISD facilities and equipment (“Facilities”) for the event set forth in the attached *Facilities and Equipment Use Request Form* (“Event”) completed by Sponsor and accepted by ISD.

Section 3: Insurance and Indemnification

Sponsor agrees to assume all risk of and liability for – and further agrees to defend, indemnify, and hold harmless – the ISD and its agents, officers, and employees, from and against any and all claims based on the vicarious liability of ISD or its agents, officers, and employees, but not against claims based solely on ISD’s comparative fault, negligence, or intentional misconduct.

Sponsor shall secure and keep in force during the entire term of the Event (from an insurance company, government self-insurance pool, or government self-retention fund authorized to do business in Minnesota ... singularly or collectively referred to, as the case may be, the “insurance carrier”) a commercial general liability insurance policy or coverage (“policy”) for any and all claims of any nature for bodily injury, property damage, personal and advertising injury, or other harm or loss arising out of or in connection with the Event(s). The policy shall name ISD (and including its agencies, officers, and employees) as an additional insured. Sponsor shall furnish a certificate of insurance from the insurance carrier showing the endorsement naming ISD as an additional insured to the policy with limits of liability of at least \$500,000 per person and \$1,500,000 per occurrence consistent with Minnesota Statute section 466.01, et seq.

The policy must provide that the policy may not be canceled without 10 days prior written notice to ISD and shall contain a “Waiver of Subrogation” (waiving any right of recovery the insurance carrier may have against ISD). The policy must provide that any fees, costs, expenses, or other charges for or related to the investigation or defense of any claim or suit shall be outside of (i.e., in addition to, without any cap or limit) any otherwise applicable limit of liability of the policy. Sponsor will deliver said certificate of insurance and endorsement to ISD at least 5 days prior to the Event.

Section 4: Force Majeure

If the Facilities to be used for the Event are rendered unsuitable for the conduct of the Sponsor’s Event by reason of force majeure, ISD and Sponsor are released from their respective obligations under this Agreement.

Minneota Public Schools- Facilities and Equipment Use Agreement

Force majeure shall mean fire, earthquake, hurricane, water event, act of God, strikes, work stoppages or other labor disturbances, riots or civil commotions, war or other act of any foreign nation, power of government, governmental agency or authority, or any other cause like or unlike any cause mentioned which is beyond the reasonable control of ISD.

Section 5: Alterations, Decorations Construction, Damage, Duty to Repair

Sponsor has inspected and accepts the Facilities and Equipment “as is.” Sponsor agrees that it shall be obligated to maintain the Facilities and Equipment for the safe exercise of the Event at Sponsor’s sole cost and expense in accordance with the provisions of this Agreement. Upon completion of the Event, Sponsor shall deliver the Facilities and Equipment to ISD in substantially the same condition as existed immediately prior to Sponsor’s use.

Sponsor shall not alter, injure, mar, or in any way deface the Facilities and Equipment; shall not cause or permit anything to be done whereby the Facilities shall be in any manner injured, marred, or defaced; and shall not drive, or permit to be driven, nails, hooks, tacks, screws, or the use of adhesive materials into any part of the Facilities.

Decorations must not disguise, cover, or interfere with any safety device, including fire safety equipment, such as fire extinguishers, exit signs, sprinkler heads and piping, electrical panels, and fire alarm pull stations. Decorations shall not block, nor restrict the use of halls, exits, or stairways.

Sponsor shall make no temporary or permanent modifications or constructions to the property without the prior written consent of ISD.

Sponsor shall be financially responsible for the repair and replacement of all or any part of the Facilities and Equipment that is damaged. Repairs or replacements made shall be to the satisfaction of ISD. Photos of damaged space(s) prior to repair will be used to verify requests for special damage repairs, restorations, or construction costs.

Sponsor’s responsibility extends beyond that of any security deposit made by Sponsor. Sponsor agrees to be responsible for all damages to any facility buildings, grounds, fields, and equipment incident to or in connection with the event.

Section 6: Temporary Structures, Signs

No temporary structures or signs will be placed upon any ISD facilities or grounds, except upon the prior written approval of ISD, and then only if and after all legally required permits are obtained. All such temporary structures and signs shall be removed before termination of the period of use.

Section 7: Ingress/Egress

All portions of the sidewalks, entries, doors, passages, vestibules, halls, corridors, stairways, passageways, and all ways of access to public utilities of the facility or grounds must be kept unobstructed by Sponsor; and must not be used by Sponsor for any purpose other than ingress to or egress from the facility or grounds.

Section 8: Delivery and Set Up

Sponsor agrees to have a person present for load in and load out. ISD will not sign for any items shipped to the school district for the Sponsor, nor take any responsibility for them, unless prior arrangements have been agreed upon.

Section 9: Equipment

Sponsor agrees that it will not use ISD’s equipment, tools, or furnishings located in or about the Facilities or without first seeking and receiving the written approval of ISD. Sponsor agrees to only allow equipment in or on the facility or grounds to be operated by persons who have been trained and certified in its specific use. The use of outside equipment may be denied depending on the nature of the equipment and its impact on the rest of the facility or grounds. ISD assumes no responsibility for equipment brought into or onto the facility or grounds.

Minneota Public Schools- Facilities and Equipment Use Agreement

Section 10: Concessions

Sponsor shall not sell or cause to be sold programs and/or novelties in or about the Facilities except as pursuant to written terms and conditions established or approved by ISD. All rights to sell concessions at the Event are reserved by ISD. Sponsor is not permitted to sell any beverages, confections, tobacco, or food for consumption at or on the Facilities except as approved by ISD in writing prior to the Event.

Section 11: Facilities Use Rules

Sponsor will ensure that all attendees and participants abide by the *Facilities and Equipment Use Rules* attached to this Agreement.

Section 12: Solicitation/Distribution of Materials

No solicitation shall be conducted in or around the Facilities or grounds except by ISD employees or authorized representatives acting in the scope of their agency or employment; or as otherwise permitted by ISD in accordance with ISD policies.

Section 13: Parking

Guaranteed parking (or parking adequacy) in or on ISD parking lots is not part of this Agreement. Fees charged for parking will be consistent with ISD faculty, staff, and student rates.

Section 14: Maximum Occupancy

At no time shall Sponsor permit the number of individuals occupying the Facilities to exceed the maximum occupancy, nor shall Sponsor fail to maintain an adequate minimum ratio of adults to minors, if applicable. Sponsor shall also confine the Event to the space reserved under this Agreement.

Section 15: Waste, Quiet Enjoyment, Safety Compliance

Sponsor shall not permit any waste upon or to the Facilities or engage in any activity that is unlawful or that constitutes a nuisance or that disturbs the quiet enjoyment of ISD students, employees, or invitees.

Sponsor shall not disturb the quiet enjoyment of adjacent properties, including creating sound levels equal to or exceeding 85 dB measured at the adjacent property line.

Sponsor agrees to use and occupy the Facilities in accordance with all ISD policies, regulations, rules, and practices and with all applicable municipal, state, and federal laws, including but not limited to fire codes.

Sponsor represents that its activities pursuant to this Agreement will be supervised by adequately trained personnel, and that Sponsor shall observe, and cause the participants in the activity of the event to observe, all safety rules for the facility or grounds and the activity.

Sponsor acknowledges that ISD has no duty to and will not provide supervision of the activity.

Sponsor is responsible for providing all necessary and appropriate safety instruction to all participants and attendees at Sponsor's event or as part of Sponsor's activity.

Section 16: Copyright Fees, Royalties and Other Licenses

If any material, composition, or name to be used or performed at the Event is copyrighted, Sponsor is responsible for securing, before using or employing such material, composition, or name, the assent in writing, of the owner of licensee of such copyright. Sponsor agrees to be fully responsible for any fees, royalties, and licenses in connection therewith. Movies shown in or on the facility or grounds require purchase of appropriate licensing for public viewing.

Section 17: Permits

Sponsor shall obtain, at its sole cost and expense, any additional permits and licenses that are necessary or required for Sponsor's use of the Facilities.

Minneota Public Schools- Facilities and Equipment Use Agreement

Section 18: Computer and Communication System Use

Sponsors permitted to use ISD's computers or communication systems assume the responsibility of ensuring that these resources are used appropriately. Misuse of computer or communication systems facilities and equipment violates ISD policy and regulations and may also violate federal or state law.

Section 19: Security, Code of Conduct, And Weapons

All security services desired by Sponsor must be arranged, supervised, and paid for by Sponsor pursuant to written disclosure to and written agreement from ISD. ISD (including any of its authorized representatives) shall at all times retain the right to eject any person whose conduct is disorderly, unruly, unsafe, or otherwise objectionable. Unauthorized possession or use of weapons on or in any ISD facility or grounds is prohibited.

Section 20: Keys

Keys to buildings shall not be issued or loaned on any occasion to the Sponsor. Doors will be opened and locked by ISD facilities personnel or other ISD authorized representatives.

Section 21: ADA Compliance

ISD complies with the American with Disabilities Act (ADA) with respect to its policies, practices, and procedures. Sponsor must comply with ADA requirements for the Event by providing reasonable accommodations. Sponsor will need to notify ISD of any requested accommodation in a timely manner.

Section 22: Abandoned Property

Any property left in or on ISD facilities or grounds shall, after a period of ten (10) days from the last day of use hereunder, be deemed abandoned and shall become property of ISD to be disposed of or utilized at ISD's sole discretion.

Section 23: Non-Assignment

Sponsor shall not assign this Agreement in whole or in part to any other person; nor shall any other person use ISD facility or grounds or any portion thereof under this Agreement without the written consent of ISD. The consent to one assignment shall not be deemed to be consent to another assignment. Any assignment without written consent from ISD shall be void and shall, at the option of ISD, terminate this Agreement.

Section 24: Inspection and Emergency Access

In addition to ISD's express or implied right of entry under any other provision of this Agreement, Sponsor shall permit ISD to enter the facility or grounds at all reasonable times for the purposes of, but not limited to: emergency access; inspection to determine whether Sponsor has complied or is complying with the provisions of this Agreement; exercising any matters pursuant to applicable law or governmental regulations; and carrying out any purpose necessary, incidental or connected with the performance of any ISD obligation under this Agreement.

Section 25: Modification

This Agreement shall supersede and void all prior understandings, whether written or oral, and the terms herein shall bind the parties. Any modifications or amendments to this Agreement must be in writing and signed by the parties.

Section 26: Severability

If any provision of this Agreement should be found invalid or unenforceable, the remainder of the provisions shall remain valid and enforceable.

Section 28: Governing Law and Venue

This Agreement shall be governed by the laws of the State of Minnesota and venue for any legal proceedings shall solely and exclusively be in Lyon County, Minnesota.

Minneota Public Schools- Facilities and Equipment Use Agreement

Section 28: Cancellation/Termination

This Agreement may be cancelled or terminated due to unforeseen emergencies or events beyond the control of either party. If ISD terminates this Agreement because Sponsor has violated the terms of this Agreement, or because participants at or attendees of Sponsor's event have violated laws or ISD policies, then Sponsor is obligated to make full payment of all fees under this Agreement. Otherwise, termination by ISD shall result in a pro rata refund of the applicable fee, based on the portion of the use period that was actually used, less any expenses incurred by ISD.

By their duly authorized signatures below, the parties agree to enter into and execute this Agreement as of the date of ISD's approving authority identified below.

Sponsor

Date

Print Name and Title: _____

ISD Approving Authority

Date

Print Name and Title: _____

Minneota Public Schools- Facilities and Equipment Use Fees

Facilities and Equipment	2026-2027 Facility and Equipment Use Fees		
	Minneota Youth Group or Association - No Fee or Admission Charged	Non-Profit Groups - Fee or Admission Charged	Minneota For Profit Groups and Non-Profit Non Minneota Groups
Viking Gymnasium	\$50 Flat Rate + \$20 per hour	\$100 Flat Rate + \$25 per hour	\$50 Flat Rate + \$30 per hour
Auxiliary Gymnasium			
Concession Stand	\$50 Flat Rate + \$25 per hour	\$100 Flat Rate + \$30 per hour	\$100 Flat Rate + \$35 per hour
Clean-Up Fee	None	\$50 Flat Rate + \$35 per hour	\$25 Flat Rate + \$35 per hour
Audio-Visual Fee			
Stage - Viking Gymnasium	\$50 Flat Rate + \$20 per hour	\$100 Flat Rate + \$25 per hour	\$50 Flat Rate + \$30 per hour
Music Room-Private Lessons	\$50 Flat Rate + \$30 per month	\$100 Flat Rate + \$35 per hour	\$50 Flat Rate + \$40 per hour
Cafeteria	\$50 Flat Rate + \$20 per hour	\$100 Flat Rate + \$25 per hour	\$50 Flat Rate + \$30 per hour
Clean-Up Fee	None	\$50 Flat Rate + \$35 per hour	\$25 Flat Rate + \$35 per hour
Kitchen	\$50 Flat Rate + \$30 per hour	\$100 Flat Rate + \$35 per hour	\$50 Flat Rate + \$40 per hour
Clean-Up Fee	None	\$50 Flat Rate + \$35 per hour	\$25 Flat Rate + \$35 per hour
Classroom	\$15 Flat Rate + \$10 per hour	\$25 Flat Rate + \$15 per hour	\$15 Flat Rate + \$20 per hour
Parking Lot	None	\$10 per hour	\$15 per hour
School Fields and Greenspace	\$15 per hour	\$20 per hour	\$25 per hour
Scoreboards-Clocks	\$15 Flat Rate + \$10 per hour	\$25 Flat Rate + \$15 per hour	\$15 Flat Rate + \$20 per hour
Piano	\$15 Flat Rate + \$10 per hour	\$25 Flat Rate + \$15 per hour	\$15 Flat Rate + \$20 per hour
Portable Bleachers	\$5 per hour	\$10 per hour	\$10 per hour
Custodial fee	\$25 Flat Rate + \$35 per hour	\$50 Flat Rate + \$35 per hour	\$25 Flat Rate + \$35 per hour
Risers	\$5 per hour	\$10 per hour	\$10 per hour
Custodial fee	\$25 Flat Rate + \$35 per hour	\$50 Flat Rate + \$35 per hour	\$25 Flat Rate + \$35 per hour
Music Stands	None	\$5 per hour	\$10 per hour
Video Board	\$25 Flat Rate + \$20 per hour	\$50 Flat Rate + \$30 per hour	\$25 Flat Rate + \$40 per hour
Video Set-Up	\$50 Flat Rate + \$35 per hour	\$50 Flat Rate + \$35 per hour	\$50 Flat Rate + \$35 per hour
Other Items Not Listed	To-Be-Determined By Administration		
<i>*Personnel: supervisors, security, custodians, set-up, and or clean-up fees and charges may be included, depending on the nature of the event.</i>			
<i>*A custodial fee of \$35 per hour may be assessed if required and outside of school hours, on weekends, and/or in summer</i>			
<i>*A staff service charge may be assessed as required.</i>			
<i>*Climate control may be charged per event as an additional charge.</i>			
<i>*A snow removal fee may be charged when snow removal is required.</i>			
<i>*An equipment replacement fee of 15% of gross revenue from ticket, entry, or fees collected may be assessed.</i>			



Minneota Public School District District Procedures

Adopted: [April 2026](#)

DISTRICT PROCEDURES: **TECHNOLOGY ASSET MANAGEMENT**

1. **PURPOSE**

To establish clear guidelines, responsibilities, and procedures for the effective management of technology assets within Minneota Public Schools, ensuring appropriate allocation, use, maintenance, security, and accountability in support of the district's educational objectives.

2. **SCOPE**

This procedure applies to all technology-related assets owned, leased, or utilized by Minneota Public Schools, including but not limited to computers, laptops, tablets, printers, projectors, software licenses, network equipment, and other technology resources.

3. **PROCEDURE STATEMENTS**

3.1 Asset Inventory and Categorization

- The Technology Department shall maintain an accurate and up-to-date inventory of all district technology assets.
- Assets shall be categorized by type, location, and assigned user.

3.2 Asset Acquisition and Disposal

- Acquisition of technology assets shall follow approved district procurement procedures and comply with budgetary guidelines.
- Disposal of technology assets shall be conducted in an environmentally responsible manner and in compliance with applicable local, state, and federal laws and regulations.

3.3 Asset Assignment and Accountability

- Technology assets shall be assigned to designated staff or students who are responsible for their proper use and care.
- Records of asset assignments shall be maintained to ensure accountability and support asset tracking and recovery.

3.4 Asset Maintenance and Support

- The Technology Department shall establish and follow regular maintenance schedules to ensure optimal performance and longevity of technology assets.
- Timely technical support and troubleshooting shall be provided to address technology-related issues.

3.5 Asset Security and Data Protection

- Reasonable measures shall be implemented to protect technology assets from theft, damage, loss, and unauthorized access.
- Data stored on district technology assets, particularly sensitive or confidential information, shall be protected through appropriate security controls, including access restrictions and encryption where applicable.

3.6 Asset Monitoring and Auditing

- Periodic reviews and audits of technology assets shall be conducted to verify inventory accuracy and ensure compliance with this procedure.
- Audit findings shall be used to correct discrepancies and improve asset management practices.

3.7 Software License Management

- The Technology Department shall maintain records of all software licenses and ensure compliance with license agreements and copyright laws.
- Unauthorized installation, duplication, or use of software on district-owned devices is prohibited.

4. ROLES AND RESPONSIBILITIES

4.1 Technology Department

- Maintain the district technology asset inventory.
- Implement and enforce asset management procedures.
- Provide technical support and maintenance.
- Ensure the security and confidentiality of technology assets and data.

4.2 Staff and Students

- Use district technology assets responsibly and for approved purposes.
- Take reasonable care of assigned devices.
- Promptly report loss, damage, theft, or security concerns to the Technology Department.

5. COMPLIANCE

Employees who violate this procedure may be subject to disciplinary action up to and including termination, as well as applicable civil or criminal penalties. Non-employees, including contractors, may face termination of contracts, loss of access to district technology resources, and other appropriate actions.

6. PROCEDURE EXCEPTIONS

Requests for exceptions to this procedure must be submitted to the Technology Director.

Requests shall include:

- The scope and duration of the requested exception
- Justification for the exception
- Potential risks and impacts
- Proposed risk mitigation measures
- A timeline for achieving compliance, if applicable

The Technology Director shall review all requests and consult with the requesting department prior to approval or denial.

7. PROCEDURE REVIEW

This procedure shall be reviewed annually and updated as necessary to remain compliant with applicable laws, regulations, and evolving technology standards.



Minneota Public School District District Procedures

Adopted: [April 2026](#)

DISTRICT PROCEDURES: **TECHNOLOGY DISPOSAL**

1. **PURPOSE**

To establish clear guidelines and procedures for the proper disposal of district-owned technology assets within Minneota Public Schools, ensuring the secure removal of data, environmental responsibility, regulatory compliance, and protection of district resources.

2. **SCOPE**

This procedure applies to all district-owned or district-managed technology assets that are obsolete, damaged, surplus, or no longer in use, including devices capable of storing data.

3. **PROCEDURE STATEMENTS**

3.1 Authorization and Identification

- The Technology Department must review technology assets to determine disposal eligibility and method.
- Technology assets determined to be surplus and having residual value shall be submitted to the School Board for approval prior to disposal, in accordance with district policy.
- Technology assets that are broken, non-functional, or have no reasonable resale or reuse value may be disposed of administratively by the Technology Department without School Board approval, provided the disposal is documented.
- Staff and students may not independently dispose of district-owned technology.

3.2 Data Removal

- All data shall be securely removed prior to disposal.
- Devices containing sensitive or student data shall be handled in compliance with FERPA and applicable privacy laws.

3.3 Disposal Methods

Approved disposal methods include:

- Recycling through approved vendors
- Trade-in or return programs
- Donation, resale, or physical destruction when appropriate

All methods must comply with environmental and legal requirements.

3.4 Documentation

- The Technology Department shall document disposal actions and update asset inventory records accordingly.
- Vendor certifications for data destruction shall be retained when applicable.

4. ROLES AND RESPONSIBILITIES

4.1 Technology Department

- Approve and manage all technology disposals.
- Ensure secure data removal and recordkeeping.

4.2 Staff and Students

- Return devices designated for disposal to the Technology Department.
- Report concerns related to data security or device condition.

5. COMPLIANCE

Violations of this procedure may result in disciplinary action and/or legal consequences, consistent with district policy and applicable law.

6. PROCEDURE EXCEPTIONS

Exceptions must be submitted in writing to the Technology Coordinator and approved prior to implementation.

7. PROCEDURE REVIEW

This procedure will be reviewed annually and updated as necessary.

8. RESPONSIBLE DEPARTMENT

Minneota Technology Department

NEW PROPOSED PROCEDURES

NEW

BUSINESS

THE KOMP – POTENTIAL PROJECTS



THE KOMP – PROPOSED PROJECTS

- Replace 1949 lights at the football/baseball park
 - Joint project between City and School District
 - City potentially financing the cost of the lighting replacement and creating an MOU for the district to pay for [up to] ½ of the costs
- K.P. Kompelien Field(s) signage upgrades
 - Private funding sources for entire cost
 - Daktronics financing for timely order placement
- State of the art scoreboard with naming & angel donor recognition as well as digital advertising revenue



K.P. KOMPELIEN SIGNAGE UPGRADES



K.P. KOMPELIEN SIGNAGE UPGRADES



MINNEOTA VIKINGS

GERHARD MEIDT STADIUM

VIKINGS 08:00 KNIGHTS

31 24

QTR 4

1ST & 10 ON 30

K.P. KOMPELIEN FIELD

ANCHOR PARTNER ANCHOR PARTNER ANCHOR PARTNER ANCHOR PARTNER

SCOREBOARD

MINNEOTA VIKINGS

GERHARD MEIDT STADIUM

DOWN 3 TO GO 10 VIKINGS 24 VISITORS 7 QTR 3 BALL ON 35

TOL: 3 3-TOL

SPONSOR SPONSOR SPONSOR SPONSOR

Permanent angel donor:
\$50,000 gift



LIGHTING PROJECT OVERVIEW

New lights and light poles

- Musco Lighting - approximately \$300,000
 - ✓ Exact price still being calculated [*supplemental work such as removing the old poles, electrical updates, etc.*]
- City c/would bond for the cost
- District could “lease” the field by paying a variable fee each year for 10 years or however long the repayment of the bonds takes
- District could pay ___% of the cost in a lump sum
- Memorandum of Understanding/Agreement

LEADERSHIP TEAM **SEPTEMBER 18, 2026 “REVEAL”**



RESOLUTION
GOVERNMENTAL LEASE-PURCHASE AGREEMENT NO. 20000050451
DATED AS OF May 7, 2026

A resolution authorizing the negotiation, execution, and delivery of Governmental Lease-Purchase Agreement No. **20000050451** dated **May 7, 2026** (the "Lease"), in principal amount not to exceed **\$265,000.00**, between **Independent School District #414 - Minneota Public Schools, 504 N Monroe St, Minneota, Lyon, MN, 56264-9241** and **The Huntington National Bank, 11100 Wayzata Blvd Ste 700, Minnetonka, Hennepin, MN, 55305-5517**; and prescribing other details in connection therewith.

WHEREAS, Independent School District #414 - Minneota Public Schools, (the "Lessee") is a political subdivision duly organized and existing pursuant to the Constitution and laws of the State of MN; and

WHEREAS, Lessee is duly authorized by applicable law to acquire such items of personal property as are needed to carry out its governmental functions and to acquire such personal property by entering into lease-purchase agreements; and

WHEREAS, Lessee hereby finds and determines that the execution of a Lease for the purpose of leasing with the option to purchase the property designated and set forth in Attachment 2 to the Lease is appropriate and necessary to the function and operations of the Lessee; and

WHEREAS, The Huntington National Bank, (the "Lessor") shall act as Lessor under said Lease; and

WHEREAS, the Lease shall not constitute a general obligation indebtedness of the Lessee within the meaning of the Constitution and laws of the State;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF Independent School District #414 - Minneota Public Schools:

Section 1. The Lease, in substantially the form as presently before the governing body of the Lessee, is hereby approved, and the _____ of the Lessee, is hereby authorized to negotiate, enter into, execute, and deliver the Lease and related documents in substantially the form as presently before the governing body of the Lessee, with such changes therein as shall be approved by such officer, and which Lease will be available for public inspection at the offices of Lessee.

Section 2. The Lessee shall, and the officers, agents and employees of the Lessee are hereby authorized and directed to take such further action and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution, and to carry out, comply with and perform the duties of the Lessee with respect to the Lease.

Section 3. The Lessee's obligations under the Lease shall be expressly subject to annual appropriation by Lessee; and such obligations under the Lease shall not constitute a general obligation of Lessee or indebtedness of Lessee within the meaning of the Constitution and laws of the State of MN.

Section 4. All other related contracts and agreements necessary and incidental to the Lease are hereby authorized, ratified and approved.

Section 5. Lessee reasonably anticipates to issue not more than \$10,000,000 of tax-exempt obligations (other than "private activity bonds" which are not "qualified 501(c)(3) bonds") during the current calendar year and hereby designates the Lease as a "qualified tax-exempt obligation" for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended.

Section 6. This resolution shall take effect immediately upon its adoption and approval.

CERTIFIED AS TRUE AND CORRECT this ____ day of _____, 20____.

Signature of Clerk, Secretary or Assistant Secretary

Printed Name of Clerk, Secretary or Assistant Secretary



Independent School District #414 - Minneota Public Schools
504 N Monroe St
Minneota, MN 56264-9241

RE: Governmental Lease-Purchase Agreement Number Equipment Lease Number **20000050451** Dated **May 7, 2026**

Dear Sir or Madam:

Thank you for choosing The Huntington National Bank for your capital equipment financing needs! Enclosed are the lease documents necessary to close the above mentioned transaction. The purpose of this letter is to provide you with step-by-step instructions as to what is required with respect to each document. At any time, if you have any questions, please don't hesitate to contact **Kyle Schott @ Kyle.Schott@huntington.com** for assistance.

<u>Document</u>	<u>Action Required</u>
• Governmental Lease-Purchase Agreement	Authorized Signature of Lessee and Clerk or Secretary of Lessee; <u>Clerk or Secretary signature must be someone other than the person providing Authorized Signature of Lessee</u>
• Attachment 1 - Lease Payment Schedule	Authorized Signature of Lessee
• Attachment 2 - Equipment Description	Authorized Signature of Lessee
• Attachment 3 - Acceptance Certificate	Authorized Signature of Lessee and Date <u>upon Equipment Acceptance</u>
• Attachment 4 - Insurance Coverage Requirements	Authorized Signature of Lessee; please also provide the name and contact information for your property and liability insurance carrier(s)
• Opinion of Counsel	Opinion Letter must be reproduced in its entirety (with Lessee's legal name replacing the blank space in paragraph one) on Lessee's legal counsel's letterhead and signed by Lessee's legal counsel
• Resolution	Resolution must be certified by an Authorized Signature of Lessee as a copy of resolution adopted by Lessee
• Lessee Fact Sheet	Please provide the requested information
• IRS Form 8038	Please consult Lessee's tax or financial professional regarding completion and provide a copy of the filed form
• Escrow Agreement and/or State Rider (if applicable)	Authorized Signature of Lessee, if applicable
➤ <u>Other Items Needed From Lessee:</u>	<ul style="list-style-type: none">- Lessee's Sales Tax Exemption Certificate- Initial Payment (if applicable) as Indicated on Invoice



**GOVERNMENTAL LEASE-PURCHASE AGREEMENT NO. 20000050451 DATED AS OF May 7, 2026
(TAX-EXEMPT)**

LESSOR	Name The Huntington National Bank	Email: EFCustomerService@huntington.com	
	Address 11100 Wayzata Blvd Ste 700, Minnetonka, Hennepin, MN, 55305-5517		
LESSEE	Full Legal Name Independent School District #414 - Minneota Public Schools		Email: scott.monson@minneotaschools.org
	Primary Address 504 N Monroe St, Minneota, Lyon, MN, 56264-9241		Fiscal Year End: June 2026
LEASE PAYMENT INFORMATION	Principal Portion: \$265,000.00	Lease Payments: <i>See Attachment 1: Lease Payment Schedule</i>	
	Interest Rate: 5.70 %	Payment Frequency:	
	Maximum Lease Term: 60 Months	ANNUAL	
BANK QUALIFIED DESIGNATION	YOU hereby designate this Lease as a "qualified tax-exempt obligation" as defined in Section 265(b)(3)(B) of the Internal Revenue Code and represent that the aggregate face amount of all tax-exempt obligations (excluding private activity bonds other than qualified 501(c)(3) bonds) issued or to be issued by YOU and YOUR subordinate entities during the calendar year in which WE fund this Lease is not reasonably expected to exceed \$10,000,000.		

TERMS AND CONDITIONS

Please read this Governmental Lease-Purchase Agreement No. 20000050451 (including all attachments and schedules hereto, and any related escrow agreement, "Lease") carefully and feel free to ask US any questions YOU may have about it. Words "YOU" and "YOUR" refer to the "Lessee," and the words "WE," "US" and "OUR" refer to the "Lessor," its successors and assigns.

1. LEASE: WE agree to lease to YOU and YOU agree to lease from US, the equipment listed on Attachment 2: Equipment Description, including all replacement parts, repairs, additions and accessories ("Equipment") on the terms and conditions of this Lease and on any attached schedule.

2. TERM: This Lease is effective on the earlier of the date on which WE disburse funds to the vendor of the Equipment or the date on which WE deposit funds for the purchase of the Equipment with an escrow agent (the "Commencement Date"), which date YOU hereby authorize US to fill in on the executed Lease Payment Schedule following OUR receipt from YOU of the executed Acceptance Certificate in the form set forth as Attachment 3 hereto, and continues thereafter for an Initial Term ("Initial Term") ending at the end of YOUR budget year in effect on the Commencement Date and may be continued by YOU for additional one-year renewal terms ("Renewal Terms"), coinciding with YOUR budget year, up to the total number of months indicated above as the Maximum Lease Term; provided, however, that at the end of the Initial Term and at the end of each Renewal Term until the Maximum Lease Term has been completed, YOU will be deemed to have continued this Lease for the next Renewal Term unless YOU have terminated this Lease pursuant to Section 5 or Section 17. Lease Payments will be due as set forth on Attachment 1 until the balance of the Lease Payments and any additional Lease Payments or expenses chargeable to YOU under this Lease are paid in full. As set forth in the Lease Payment Schedule, a portion of each Lease Payment is paid as, and represents payment of, interest. Lease Payments do not include "up-front" sales or use taxes that may be imposed and due at the inception of this Lease. See Attachment 1 for additional information and terms related to such taxes. YOUR obligation to pay Lease Payments and YOUR other Lease obligations are absolute and unconditional and are not subject to cancellation, reduction, setoff or counterclaim except as provided in Section 5. **THIS LEASE IS NON-CANCELABLE, EXCEPT AS PROVIDED IN SECTION 5.**

3. LATE CHARGES. If a Lease Payment is not made on the date when due, YOU will pay US a late charge at the rate of 10% of the amount due or the maximum amount permitted by law, whichever is less, from the due date.

4. CONTINUATION OF LEASE TERM. YOU currently intend, subject to Section 5, to continue this Lease, and to pay Lease Payments hereunder, through the Maximum Lease Term. YOU reasonably believe that legally available funds in an amount sufficient to make all Lease Payments during the Maximum Lease Term can be obtained. YOUR responsible financial officer will do all things lawfully within his or her power to obtain and maintain funds from which Lease Payments may be made, including making provision for Lease Payments to the extent necessary in each proposed annual budget submitted for approval in accordance with YOUR applicable procedures and to exhaust all available reviews and appeals if that portion of the budget is not approved. Notwithstanding the foregoing, the decision whether to budget or appropriate funds and to extend this Lease for any Renewal Term is solely within the discretion of YOUR governing body.

5. NONAPPROPRIATION. YOU are obligated only to pay such Lease Payments under this Lease as may lawfully be made from funds budgeted and appropriated for that purpose during YOUR then current budget year. If YOU fail to appropriate or otherwise make available funds to pay the Lease Payments required to be paid in the next occurring Renewal Term, this Lease will be deemed terminated at the end of the then current Initial Term or Renewal Term. YOU agree to deliver written notice to US of such termination at least 90 days prior to the end of the then current Initial Term or Renewal Term, but failure to give such notice will not extend the term of this Lease beyond the then current Initial Term or Renewal Term. If this Lease is terminated in accordance with this Section, YOU agree, at YOUR cost and expense, to peaceably deliver the Equipment to US at the location or locations specified by US.

6. WARRANTIES. WE are leasing the Equipment to YOU "AS-IS" and WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. To the extent such warranties are transferrable, WE transfer to YOU, without recourse, for the term of this Lease all warranties, if any, made by the manufacturer. YOU ALSO ACKNOWLEDGE THAT NO ONE IS AUTHORIZED TO WAIVE OR CHANGE ANY TERM, PROVISION OR CONDITION OF THIS LEASE EXCEPT IN WRITING AND SIGNED BY THE PARTIES HERETO, AND, EXCEPT FOR THE MANUFACTURER WARRANTIES, MAKE ANY REPRESENTATION OR WARRANTY ABOUT THIS LEASE OR THE EQUIPMENT. WE WILL NOT BE LIABLE FOR SPECIAL, RESULTING OR CONSEQUENTIAL DAMAGES OR LOSS OF PROFIT OCCASIONED BY ANY BREACH OF WARRANTY OR REPRESENTATION OR RESULTING FROM THE USE OR PERFORMANCE OF THE EQUIPMENT. YOUR OBLIGATION TO PAY IN FULL ANY AMOUNT DUE UNDER THE LEASE WILL NOT BE AFFECTED BY ANY DISPUTE, CLAIM, COUNTERCLAIM, DEFENSE OR OTHER RIGHT WHICH YOU MAY HAVE OR ASSERT AGAINST THE SUPPLIER OR THE EQUIPMENT MANUFACTURER.

7. DELIVERY AND ACCEPTANCE. YOU ARE RESPONSIBLE, AT YOUR OWN COST, TO ARRANGE FOR THE DELIVERY AND INSTALLATION OF THE EQUIPMENT (UNLESS THOSE COSTS ARE INCLUDED IN THE COSTS OF THE EQUIPMENT TO US). WHEN THE EQUIPMENT HAS BEEN DELIVERED AND INSTALLED, YOU WILL IMMEDIATELY SIGN AND DELIVER TO US A SEPARATE ACCEPTANCE CERTIFICATE IN THE FORM SET FORTH AS ATTACHMENT 3 HERETO. WE MAY, AT OUR DISCRETION, CONFIRM BY TELEPHONE THAT YOU HAVE ACCEPTED THE EQUIPMENT, AND THAT TELEPHONE VERIFICATION OF YOUR ACCEPTANCE OF THE EQUIPMENT WILL HAVE THE SAME EFFECT AS A SIGNED ACCEPTANCE CERTIFICATE.

(Terms and Conditions continued on the next page of this Lease.)

LESSEE SIGNATURE	YOU agree to all of the Terms and Conditions contained in both sides of this Lease, and in any attachments to this Lease (all of which are included by reference) and become part of this Lease. YOU acknowledge that YOU have read and agreed to all the Terms and Conditions.	LESSOR SIGNATURE	Name of Lessor <u>The Huntington National Bank</u>
	<u>Independent School District #414 - Minneota Public Schools</u> Legal Name of Lessee		By _____ Signature
	By _____ Signature		Print Name and Title _____
Print Name and Title _____		20000050451 Lease Number	

CERTIFICATE OF CLERK OR SECRETARY	I, the undersigned, do hereby certify that the officer of Lessee who executed the foregoing Lease on behalf of Lessee and whose genuine signature appears thereon, (1) is the duly qualified and acting officer of Lessee as stated beneath his or her signature and (2) is duly authorized to execute and deliver the foregoing Agreement on behalf of Lessee.	
	Signature: _____	Title: _____
	THE ABOVE CERTIFICATION MUST BE SIGNED BY THE CLERK OR SECRETARY OF LESSEE, AND THE CLERK OR SECRETARY MUST BE A DIFFERENT INDIVIDUAL THAN THE OFFICER SIGNING IN THE "LESSEE SIGNATURE" BOX.	

8. TITLE, PERSONAL PROPERTY, LOCATION, INSPECTION, NO MODIFICATIONS OR ALTERATIONS. deficiency and with any excess over the amounts described in this Section plus the then applicable YOU have title to the Equipment; provided that title to the Equipment will immediately and without any Purchase Price to be paid to YOU. YOU are also required to pay (i) all expenses incurred by US in action by YOU vest in US, and YOU will immediately surrender possession of the Equipment to US, (a) connection with the enforcement of any remedies, including all expenses of repossessing, storing, upon any termination of this Lease other than termination pursuant to Section 17 (including but not shipping, repairing and selling the Equipment, and (ii) reasonable attorneys' fees. limited to any termination pursuant to Section 5) or (b) if YOU are in default of this Lease. It is the intent of the parties hereto that any transfer of title to US pursuant to this Section will occur automatically without the necessity of any bill of sale, certificate of title or other instrument of conveyance. YOU will, nevertheless, execute and deliver any such instruments as WE may request to evidence such transfer. As security for YOUR obligations hereunder, to the extent permitted by law, YOU grant to US a first and prior security interest in the Equipment, all cash and negotiable instruments comprising the escrow fund held under any related escrow agreement, and all proceeds of the foregoing. YOU have the right to use the Equipment during the term of this Lease, except as otherwise expressly set forth in this Lease. Although the Equipment may become attached to real estate, it remains personal property. YOU agree not to alter or modify the Equipment or permit a lien to be placed upon the Equipment or to remove the Equipment without OUR prior written consent. YOU agree to provide US with waivers of interest or liens from anyone claiming any interest in the real estate on which any items of Equipment is located. WE also have the right, at reasonable times, to inspect the Equipment.

9. MAINTENANCE. YOU are required, at YOUR own cost and expense, to keep the Equipment in good repair, condition and working order, except for ordinary wear and tear, and to supply all parts and servicing required. All replacement parts used or installed and repairs made to the Equipment will become OUR property. YOU acknowledge that WE are not responsible for providing any required maintenance and/or service for the Equipment. YOU will make all claims for service and/or maintenance solely to the supplier and/or manufacturer and such claims will not affect YOUR obligation to make Lease Payments.

10. ASSIGNMENT. YOU agree not to transfer, sell, sublease, assign, pledge or encumber either the Equipment or any rights under this Lease without OUR prior written consent. YOU agree that WE may sell, assign or transfer this Lease and, if WE do, the new owner will have the same rights and benefits, but not the obligations, that WE now have. The rights of the new owner will not be subject to any claims, counterclaims, defenses or set-offs that YOU may have against US. No assignment will be effective until YOU have received written notice from the assignor of the name and address of the assignee. YOU or YOUR agent will maintain a written record of each assignment in form necessary to comply with Section 149(a) of the Internal Revenue Code of 1986, as amended.

11. LOSS OR DAMAGE. YOU are responsible for the risk of loss or destruction of, or damage to, the Equipment. No such loss or damage relieves YOU from any obligation under this Lease. If any of the Equipment is damaged by fire or other casualty or if title to, or the temporary use of, any of the Equipment is taken under the exercise of the power of eminent domain, the net proceeds ("Net Proceeds") of any insurance claim or condemnation award will be applied to the prompt replacement, repair, restoration, modification or improvement of that Equipment, unless YOU have exercised YOUR option to purchase the Equipment pursuant to Section 17. Any balance of the Net Proceeds remaining after such work has been completed will be paid to YOU.

12. INDEMNITY. WE are not responsible for any losses or injuries caused by the manufacture, acquisition, delivery, installation, ownership, use, lease, possession, maintenance, operation or rejection of the Equipment or defects in the Equipment. To the extent permitted by law, YOU agree to reimburse US for and to defend US against any claim for losses or injuries (including attorneys' fees and other expenses for the defense of such claim), regardless of nature, relating to the Equipment, including, without limitation, its manufacture, acquisition, delivery, installation, ownership, use, lease, possession, maintenance or operation. This indemnity will continue even after the termination of this Lease.

13. TAXES. YOU agree to pay any applicable license and registration fees, sale and use taxes, personal property taxes and all other taxes and charges, relating to the ownership, leasing, rental, sale, purchase, possession or use of the Equipment (except those based on OUR net income). YOU agree that if WE pay any taxes or charges, YOU will reimburse US for all such payments and will pay US interest and a late charge (as calculated in Section 3) on such payments with the next Lease Payment, plus a fee for OUR collecting and administering any taxes, assessments or fees and remitting them to the appropriate authorities. See Attachment 1 for Financed Taxes and "up-front" sales and use taxes.

14. INSURANCE. During the term of this Lease, YOU will keep the Equipment insured against all risks of loss or damage in an amount not less than the replacement cost of the Equipment. YOU will also obtain and maintain for the term of this Lease, liability insurance insuring against liability for bodily injury and property damage with a minimum limit of \$1,000,000.00 combined single limit or such greater amount as may be prescribed by any applicable state law. WE will be the sole named loss payee on the property insurance and named as an additional insured on the liability insurance, and such insurance shall provide US at least thirty days written notice of cancellation. YOU will pay all premiums for such insurance and must deliver proof of insurance coverage satisfactory to US. If YOU do not provide such insurance, YOU agree that WE have the right, but not the obligation, to obtain such insurance and add an insurance fee to the amount due from you.

15. DEFAULT. Subject to Section 5, YOU are in default of this Lease if any of the following occurs: (a) YOU fail to pay any Lease Payment or other sum when due; (b) YOU breach any warranty or other obligation under this Lease, or any other agreement with US, (c) YOU become insolvent or unable to pay YOUR debts when due, YOU make an assignment for the benefit of creditors or YOU undergo a substantial deterioration in YOUR financial condition, or (d) YOU file or have filed against YOU a petition for liquidation, reorganization, adjustment of debt or similar relief under the Federal Bankruptcy Code or any other present or future federal or state bankruptcy or insolvency law, or a trustee, receiver or liquidator is appointed for YOU or a substantial part of YOUR assets.

16. REMEDIES. WE have the following remedies if YOU are in default of this Lease: WE may declare the entire balance of the unpaid Lease Payments for the then current Initial Term or Renewal Term immediately due and payable; sue for and receive all Lease Payments and any other payments then accrued or accelerated under this Lease; take whatever action at law or in equity may appear necessary or desirable to enforce OUR rights as owner of the Equipment; charge YOU interest on all monies due US at the rate of eighteen percent (18%) per year from the date of default until paid, but in no event more than the maximum rate permitted by law; charge YOU a return-check or non-sufficient funds charge ("NSF Charge") of \$25.00 for a check that is returned for any reason; and require that YOU return the Equipment to US and, if YOU fail to return the Equipment, enter upon the premises peaceably with or without legal process where the Equipment is located and repossess the Equipment. Such return or repossession of the Equipment will not constitute a termination of this Lease unless WE expressly notify YOU in writing. If the Equipment is returned or repossessed by US and unless WE have terminated this Lease, WE will sell or re-rent the Equipment to any persons with any terms WE determine, at one or more public or private sales, with or without notice to YOU, and apply the net proceeds after deducting the costs and expenses of such sale or re-rent, to YOUR obligations with YOU remaining liable for any

17. PURCHASE OPTION. Provided YOU are not in default, YOU will have the option to purchase all, but not less than all, of the Equipment (a) on the date the last Lease Payment is due (assuming this Lease is renewed at the end of the Initial Term and each Renewal Term), if this Lease is still in effect on that day, upon payment in full of Lease Payments and all other amounts then due and the payment of One Dollar to US; (b) on the last day of the Initial Term or any Renewal Term then in effect, upon at least 30 days' prior written notice to US and payment in full to US of the Lease Payments and all other amounts then due plus the then applicable Purchase Price set forth on the Lease Payment Schedule; or (c) if substantial damage to or destruction or condemnation of substantially all of the Equipment has occurred, on the day specified in YOUR written notice to US of YOUR exercise of the purchase option upon at least 30 days' prior notice to US and payment in full to US of the Lease Payments and all other amounts then due plus the then applicable Purchase Price set forth on the Lease Payment Schedule.

18. REPRESENTATIONS AND WARRANTIES. YOU warrant and represent as follows: (a) YOU are a public body corporate and politic duly organized and existing under the constitution and laws of YOUR State with full power and authority to enter into this Lease and to perform all of YOUR obligations hereunder; (b) YOU have duly authorized the execution and delivery of this Lease by proper action by YOUR governing body, and all requirements have been met and procedures have occurred in order to ensure the validity and enforceability of this Lease; (c) YOU have complied with such public bidding requirements as are applicable to this Lease and the acquisition by YOU of the Equipment; (d) all authorizations, consents and approvals of governmental bodies or agencies required in connection with the execution and delivery by YOU of this Lease or in connection with the carrying out of YOUR obligations hereunder have been obtained; (e) this Lease constitutes the legal, valid and binding obligation of YOU enforceable in accordance with its terms, except to the extent limited by applicable bankruptcy, insolvency, reorganization or other laws affecting creditors' rights generally; (f) YOU have, in accordance with the requirements of law, fully budgeted and appropriated sufficient funds for the current budget year to make the Lease Payments scheduled to come due during the current budget year and to meet YOUR other obligations under this Lease during the current budget year, and those funds have not been expended for other purposes; (g) there is no proceeding pending or threatened in any court or before any governmental authority or arbitration board or tribunal that, if adversely determined, would adversely affect the transactions contemplated by this Lease or our interest in the Equipment; (h) the Equipment is essential to YOUR functions or to the services YOU provide to YOUR citizens, YOU have an immediate need for the Equipment and expect to make immediate use of the Equipment, YOUR need for the Equipment is not temporary and YOU do not expect the need for any item of the Equipment to diminish in the foreseeable future, including the Maximum Lease Term, and the Equipment will be used by YOU only for the purpose of performing one or more of YOUR governmental or proprietary functions consistent with the permissible scope of YOUR authority and will not be used in the trade or business of any other entity or person; and (i) YOU have never failed to appropriate or otherwise make available funds sufficient to pay rental or other payments coming due under any lease purchase, installment sale or other similar agreement.

19. UCC FILINGS AND FINANCIAL STATEMENTS. YOU authorize US to file a financing statement with respect to the Equipment. If WE feel it is necessary, YOU agree to submit financial statements (audited if available) on an annual basis.

20. UCC – ARTICLE 2A PROVISIONS. YOU agree that this Lease is a Finance Lease as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). YOU acknowledge that WE have given YOU the name of the Supplier of the Equipment. WE hereby notify YOU that YOU may have rights under the contract with the Supplier and YOU may contact the Supplier for a description of any rights or warranties that YOU may have under this supply contract. YOU also waive any and all rights and remedies granted YOU under Sections 2A-508 through 2A-522 of the UCC.

21. TAX EXEMPTION. YOU will comply with all applicable provisions of the Internal Revenue Code of 1986, as amended, and the applicable regulations thereunder to maintain the exclusion of the interest portion of the Lease Payments from gross income for purposes of federal income taxation. YOU will file all necessary informational returns with the IRS, on a timely basis, and provide US with copies of such filed returns relating to this Lease. If YOU fail to file the necessary informational returns on a timely basis, YOU authorize US, in OUR sole discretion, to engage a tax professional to complete the required returns on YOUR behalf and expense, which YOU will promptly execute and file. If it is determined that any of the interest may not be excluded from gross income, YOU agree to pay to US an additional amount determined by US for the loss of such excludability.

22. BANK QUALIFICATION. If this Lease has been designated a "qualified tax-exempt obligation" on the front page of this Lease, YOU and all YOUR subordinate entities will not issue in excess of \$10,000,000 of qualified tax-exempt obligations (including this Lease, but excluding private activity bonds other than qualified 501(c)(3) bonds) during the calendar year in which WE fund this Lease without first obtaining an opinion of nationally recognized counsel in the area of tax-exempt municipal obligations acceptable to US that the designation of this Lease as a "qualified tax-exempt obligation" will not be adversely affected.

23. CHOICE OF LAW; JURY TRIAL WAIVER. This Lease will be governed and construed in accordance with federal law and, to the extent not preempted by federal law, the laws of the state where YOU are located. To the extent permitted by law, YOU agree to waive YOUR rights to a trial by jury.

24. ENTIRE AGREEMENT; SEVERABILITY; WAIVERS. This Lease contains the entire agreement and understanding. No agreements or understandings are binding on the parties unless set forth in writing and signed by the parties. Any provision of this Lease which for any reason may be held unenforceable in any jurisdiction will, as to such jurisdiction, be ineffective without invalidating the remaining provisions of this Lease.

25. COUNTERPARTS; NOTICES; ELECTRONIC TRANSACTION. This Lease may be simultaneously executed in counterparts, each of which will be an original and all of which will constitute but one and the same instrument. Notices hereunder shall be deemed given when delivered personally, sent via overnight courier, facsimile or e-mail (with confirmation of transmission), or certified U.S. Mail, addressed as set forth above. Copies, electronic files and other reproductions of original documents shall be deemed to be authentic counterparts for all purposes. There shall be only one original counterpart of this Lease and it shall bear OUR original ink or electronic signature and be marked "Original." To the extent that this Lease constitutes chattel paper (as that term is defined by the UCC), a security or ownership interest intended to be created through the transfer and possession of this

Lease can be done only by the transfer of such original bearing OUR ink or electronic original signature. YOU consent to the use of electronic signatures on this Lease and any related documents.

26. ROLE OF LESSOR. WE have not acted and will not act as a fiduciary for YOU or as YOUR agent or municipal advisor. WE have not and will not provide financial, legal, tax, accounting or other advice to YOU or to any financial advisor or placement agent engaged by YOU with respect to this Lease. YOU, YOUR financial advisor, placement agent or municipal advisor, if any, shall each seek and obtain YOUR own financial, legal, tax, accounting and other advice with respect to this Lease from YOUR own advisors (including as it relates to structure, timing, terms and similar matters).

**ATTACHMENT 1 TO
GOVERNMENTAL LEASE-PURCHASE AGREEMENT NO. 20000050451 DATED AS OF May 7, 2026**

LEASE PAYMENT SCHEDULE

LESSOR: The Huntington National Bank

LESSEE: Independent School District #414 - Minneota Public Schools

COMMENCEMENT DATE*: _____

INTEREST RATE: 5.70 %

PAYMENT FREQUENCY: ANNUAL

The first Lease Payment shall be due in advance on the date that is twelve month(s) after the Commencement Date, and subsequent Lease Payments shall be due annually on the same day of each year thereafter until paid in full.

<u>Payment Number</u>	<u>Lease Payment</u>	<u>Interest Portion</u>	<u>Principal Portion</u>	<u>Purchase Price</u>
				\$265,000.00
1	\$59,032.00	\$0.00	\$59,032.00	\$205,968.00
2	\$59,032.00	\$11,738.94	\$47,293.06	\$158,674.94
3	\$59,032.00	\$9,043.52	\$49,988.48	\$108,686.46
4	\$59,032.00	\$6,194.48	\$52,837.52	\$55,848.94
5	\$59,032.00	\$3,183.06	\$55,848.94	\$0.00
Grand Total	\$295,160.00	\$30,160.00	\$265,000.00	

Lessee acknowledges that the Lease Payments do not include any "up-front" sales or use taxes (due at Lease inception) that Lessee elects to finance in conjunction with other financing under this Lease ("Financed Taxes"). If applicable, Lessor will adjust the Lease Payments to include the Financed Taxes (inclusive of any applicable fees), and such adjustment will be calculated by amortizing the Financed Taxes over the term of the Lease using the same yield used for calculating Lease Payments (or as reasonably determined by Lessor). The adjusted Lease Payments shall be due and paid by Lessee in accordance with this Lease, whether made with or without a written amendment; Lessee will promptly sign an amendment, if provided; and any reference to taxes, Lease Payments, and payment obligations under the Lease shall include Financed Taxes unless otherwise specified.

Lessee Independent School District #414 - Minneota Public Schools By: _____ Scott Monson, Superintendent

*YOU hereby authorize US to fill in the Commencement Date based on the earlier of the date that WE disburse funds to the Vendor of the Equipment following receipt of YOUR executed Acceptance Certificate, or the date on which WE deposit funds for the purchase of the Equipment with an escrow agent.

**ATTACHMENT 2 TO
GOVERNMENTAL LEASE-PURCHASE AGREEMENT NO. 20000050451 DATED AS OF May 7, 2026**

EQUIPMENT DESCRIPTION

The Equipment consists of the equipment described below, together with any and all replacement parts, additions, repairs, modifications, attachments and accessories thereto, any and all substitutions, replacements or exchanges therefor, and any and all insurance and/or proceeds thereof:

Description/Serial No./Model No.	Location	Total Cost
See Exhibit A attached hereto and made a part hereof.	See Exhibit A	\$265,000.00

Lessee

Independent School District #414 - Minneota
Public Schools

By: _____

Scott Monson, Superintendent

"Contract": Lease Number 20000050451 dated May 7, 2026
"Lessee"
Independent School District #414 - Minneota Public Schools, 504 N Monroe St, Minneota, Lyon, MN, 56264-9241
"Lessor"
The Huntington National Bank, 11100 Wayzata Blvd Ste 700, Minnetonka, Hennepin, MN, 55305-5517

This Exhibit A is attached to and made a part of the Contract referenced above, between the above-referenced Lessor and the above-referenced Lessee. All capitalized terms not otherwise defined in this Exhibit A shall have the meanings assigned in the Contract.

Description and Location of Equipment, Personal Property, Services, and/or Software (the "Collateral") that is being financed pursuant to the Contract:

Quantity	Description (including features)	Location
1	(1) Daktronics Live Video Display per quote # 847833-1-1	504 N Monroe St, Minneota, Lyon, MN, 56264-9241
1	(1) Quick Signs Installation	504 N Monroe St, Minneota, Lyon, MN, 56264-9241

Lessor	The Huntington National Bank	By: _____	Title: _____
Lessee	Independent School District #414 - Minneota Public Schools	By: _____	Scott Monson, Superintendent

**ATTACHMENT 3 TO
GOVERNMENTAL LEASE-PURCHASE AGREEMENT NO. 20000050451 DATED AS OF May 7, 2026**

ACCEPTANCE CERTIFICATE

The Huntington National Bank
11100 Wayzata Blvd Ste 700
Minnetonka, MN 55305-5517

Re: Governmental Lease-Purchase Agreement No. 20000050451 between The Huntington National Bank, as Lessor (the "Lessor"), and Independent School District #414 - Minneota Public Schools, as Lessee (the "Lessee").

Ladies and Gentlemen:

In accordance with the above-referenced Governmental Lease-Purchase Agreement No. 20000050451 (the "Lease"), the undersigned Lessee hereby certifies and represents to, and agrees with Lessor as follows:

1. All of the Equipment (as such term is defined in the Lease) listed in the Lease has been delivered, installed and accepted on the date hereof.
2. Lessee has conducted such inspection and/or testing of the Equipment listed in the Lease as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes.
3. Lessee is currently maintaining the insurance coverage required by Section 14 of the Lease.
4. No event or condition that constitutes, or with the giving of notice or the lapse of time or both would constitute, a default as set forth in Section 15 of the Lease exists at the date hereof.
5. We acknowledge that Lessor is neither the vendor nor manufacturer or distributor of the Equipment and has no control, knowledge or familiarity with the condition, capacity, functioning or other characteristics of the Equipment.
6. The serial number for each item of Equipment that is set forth in the Lease is correct.
7. Lessee hereby acknowledges and agrees to the Lease Payment Schedule attached to the Lease as Attachment 1.

Date: _____, 20__

Lessee Independent School District #414 - Minneota
Public Schools

By: _____

Scott Monson, Superintendent

INSURANCE COVERAGE REQUIREMENTS

RE: INSURANCE COVERAGE REQUIREMENTS

1. In accordance with the Governmental Lease-Purchase Agreement, Lessee certifies that it has instructed the insurance agent named below (please fill in name, address, and telephone number):

Insurance Company Liability:	Agent Name:	Business Phone # Fax Phone #
Insurance Company Property:	Agent Name:	Business Phone # Fax Phone #

to issue: (check to indicate coverage)

a. All Risk Physical Damage Insurance on the following leased Property evidenced by a Certificate of Insurance and Long Form Loss Payable Clause naming The Huntington National Bank and/or its assigns as Loss Payee.

Leased Property: See Exhibit A attached hereto and made a part hereof.

Coverage Required: \$265,000.00

b. Public Liability Insurance evidenced by a Certificate of Insurance naming The Huntington National Bank and/or its assigns as an Additional Insured.

Minimum Coverage Required:

\$1,000,000.00 per person
 \$1,000,000.00 aggregate bodily injury liability
 \$1,000,000.00 property damage liability

Proof of insurance coverage will be provided to The Huntington National Bank 11100 Wayzata Blvd Ste 700, Minnetonka, Hennepin, MN, 55305-5517, prior to the time that the property is delivered to Lessee.

Please fax a copy of the Certificate of Insurance or binder to Keanu Vorachit at keanu.vorachit@huntington.com.

Lessee Independent School District #414 - Minneota Public Schools

By: _____

Scott Monson, Superintendent



MINNESOTA ADDENDUM
TO GOVERNMENTAL LEASE-PURCHASE AGREEMENT NO. 20000050451 DATED AS OF DATED AS OF May 7, 2026

LESSOR: The Huntington National Bank

LESSEE: Independent School District #414 - Minneota Public Schools

This Addendum is hereby incorporated in and is hereby made a part of the above-referenced Governmental Lease-Purchase Agreement No. 20000050451 (together with all Exhibits and Attachments and this Addendum, the "Lease"). Words "YOU" and "YOUR" refer to the "Lessee" and the words "WE," "US" and "OUR" refer to the "Lessor," its successors and assigns. Lessor and Lessee hereby agree that capitalized terms used herein and not otherwise defined herein shall have the terms assigned to such terms in the Lease and that the following changes and additions shall be made to the Lease:

1. Section 8 of the Lease is hereby deleted and the following Section 8 is hereby inserted in lieu thereof:

8. TITLE, PERSONAL PROPERTY, LOCATION, INSPECTION, NO MODIFICATIONS OR ALTERATIONS. During the term of this Lease, title to the Equipment shall be retained by US, except for those modifications that YOU add to the Equipment that can be removed without damaging the Equipment. YOU will not have any right, title or interest in the Equipment except as expressly set forth in this Lease. If YOU are in default of this Lease, or this Lease is terminated for any reason other than pursuant to Section 17 (including but not limited to any termination pursuant to Section 5), YOU will, at your cost and expense, peaceably deliver the Equipment to US at the location or locations specified by US. Upon YOUR exercise of the purchase option pursuant to Section 17 or payment in full of all Lease Payments under this Lease, title to the Equipment will immediately and without further action by US vest in YOU, AS IS, WHERE IS, without warranty, express or implied, free and clear of any claim by or through US. It is the intent of both parties that any transfer of title to YOU pursuant to this Section will occur automatically without the necessity of any bill of sale, certificate of title or other instrument of conveyance. WE will, nevertheless, execute and deliver any such instruments as YOU may request to evidence such transfer. YOU will, nevertheless, execute and deliver any such instruments as WE may request to evidence such transfer. YOU have the right to use the Equipment during the term of this Lease, except as otherwise expressly set forth in this Lease. Although the Equipment may become attached to real estate, it remains personal property. YOU agree not to alter or modify the Equipment or permit a lien to be placed upon the Equipment or to remove the Equipment without OUR prior written consent. If WE feel it is necessary, YOU agree to provide US with waivers of interest or liens from anyone claiming any interest in the real estate on which any items of Equipment is located. WE also have the right, at reasonable times, to inspect the Equipment.

As security for YOUR obligations hereunder, to the extent permitted by law, YOU grant to US a first and prior security interest in the cash and negotiable instruments from time to time comprising each escrow fund established under any related escrow agreement and all proceeds (cash and non-cash) thereof, and YOU agree respect thereto that WE shall have all the rights and remedies of a secured party.

Except as specifically set forth in this Addendum, all terms and conditions contained in the Lease will remain in full force and effect and are hereby ratified and confirmed.

Lessor The Huntington National Bank By: _____ Title: _____
Lessee Independent School District #414 - Minneota Public Schools By: _____ Scott Monson, Superintendent

OPINION OF COUNSEL

(To be on Attorney's Letterhead)

Date: May 7, 2026

Lessee: Independent School District #414 - Minneota Public Schools
504 N Monroe St
Minneota, MN, 56264-9241

Lessor: The Huntington National Bank
11100 Wayzata Blvd Ste 700
Minnetonka, MN 55305-5517

Re: Governmental Lease-Purchase Agreement No. 20000050451, dated as of May 7, 2026, by and between Independent School District #414 - Minneota Public Schools and The Huntington National Bank.

Ladies and Gentlemen:

I have acted as counsel to Lessee with respect to the Governmental Lease-Purchase Agreement described above and the related escrow agreement, if any (together, the "Lease") and various related matters, and in this capacity have reviewed a duplicate original or certified copy of the Lease and all exhibits and attachments thereto. Based upon the examination of these and such other documents as I deem relevant, it is my opinion that:

1. Lessee is a public corporation and political subdivision of the State of MN (the "State") within the meaning of Section 103 of the Internal Revenue Code of 1986, as amended, is duly organized, existing and operating under the Constitution and laws of the State, and has a substantial amount of the following sovereign powers: (a) the power to tax, (b) the power of eminent domain, and (c) police power. The full, true and correct legal name of Lessee is _____.

2. Lessee is authorized and has power under State law to enter into the Lease and lease the equipment with an option to purchase, and to carry out its obligations thereunder and the transactions contemplated thereby.

3. The Lease and the other documents described above have been duly authorized, approved, executed and delivered by and on behalf of Lessee, and the Lease is a valid and binding contract of Lessee enforceable in accordance with its terms, except to the extent limited by State and Federal laws affecting remedies and by bankruptcy, reorganization or other laws of general application relating to or affecting the enforcement of creditors' rights. No further approval, consent or withholding of objection is required from any federal, state or local governmental authority with respect to the entering into or performance by the Lessee of the Lease and the transaction contemplated thereby.

4. Lessee has no authority (statutory or otherwise) to terminate the Lease prior to the end of its term for any reason other than pursuant to the terms of Section 5 of the Lease.

5. The authorization, approval and execution of the Lease and all other proceedings of Lessee relating to the transactions contemplated thereby have been performed in accordance with all open meeting laws, public bidding laws and all other applicable State and Federal laws.

6. The execution of the Lease and the appropriation of moneys to pay the payments coming due under the Lease do not result in the violation of any constitutional, statutory or other limitation relating to the manner, form or amount of indebtedness which may be incurred by Lessee.

7. There is no litigation, action, suit, or proceeding pending or before any court, administrative agency, arbitrator or governmental body that challenges the organization or existence of Lessee; the authority of the Lessee or its officers; the proper authorization, approval and execution of the Lease and the other documents described above; the appropriation of monies to make Lease Payments under the Lease for the current fiscal year, or the ability of Lessee otherwise to perform its obligations under the Lease and the transactions contemplated thereby.

8. The equipment leased pursuant to the Lease constitutes personal property and when subject to use by Lessee will not be or become fixtures under applicable law.

9. The leasing of the equipment pursuant to the Lease is exempt from all sales, use and documentary stamp taxes against either Lessor or Lessee during the term of the Lease, and such equipment will be exempt from all state and local personal property or other ad valorem taxes.

This opinion of counsel may be relied upon by The Huntington National Bank and its successors and assigns.

Very truly yours,

RESOLUTION
GOVERNMENTAL LEASE-PURCHASE AGREEMENT NO. 20000050451
DATED AS OF May 7, 2026

A resolution authorizing the negotiation, execution, and delivery of Governmental Lease-Purchase Agreement No. **20000050451** dated **May 7, 2026** (the "Lease"), in principal amount not to exceed **\$265,000.00**, between **Independent School District #414 - Minneota Public Schools, 504 N Monroe St, Minneota, Lyon, MN, 56264-9241** and **The Huntington National Bank, 11100 Wayzata Blvd Ste 700, Minnetonka, Hennepin, MN, 55305-5517**; and prescribing other details in connection therewith.

WHEREAS, Independent School District #414 - Minneota Public Schools, (the "Lessee") is a political subdivision duly organized and existing pursuant to the Constitution and laws of the State of MN; and

WHEREAS, Lessee is duly authorized by applicable law to acquire such items of personal property as are needed to carry out its governmental functions and to acquire such personal property by entering into lease-purchase agreements; and

WHEREAS, Lessee hereby finds and determines that the execution of a Lease for the purpose of leasing with the option to purchase the property designated and set forth in Attachment 2 to the Lease is appropriate and necessary to the function and operations of the Lessee; and

WHEREAS, The Huntington National Bank, (the "Lessor") shall act as Lessor under said Lease; and

WHEREAS, the Lease shall not constitute a general obligation indebtedness of the Lessee within the meaning of the Constitution and laws of the State;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF Independent School District #414 - Minneota Public Schools:

Section 1. The Lease, in substantially the form as presently before the governing body of the Lessee, is hereby approved, and the _____ of the Lessee, is hereby authorized to negotiate, enter into, execute, and deliver the Lease and related documents in substantially the form as presently before the governing body of the Lessee, with such changes therein as shall be approved by such officer, and which Lease will be available for public inspection at the offices of Lessee.

Section 2. The Lessee shall, and the officers, agents and employees of the Lessee are hereby authorized and directed to take such further action and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution, and to carry out, comply with and perform the duties of the Lessee with respect to the Lease.

Section 3. The Lessee's obligations under the Lease shall be expressly subject to annual appropriation by Lessee; and such obligations under the Lease shall not constitute a general obligation of Lessee or indebtedness of Lessee within the meaning of the Constitution and laws of the State of MN.

Section 4. All other related contracts and agreements necessary and incidental to the Lease are hereby authorized, ratified and approved.

Section 5. Lessee reasonably anticipates to issue not more than \$10,000,000 of tax-exempt obligations (other than "private activity bonds" which are not "qualified 501(c)(3) bonds") during the current calendar year and hereby designates the Lease as a "qualified tax-exempt obligation" for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended.

Section 6. This resolution shall take effect immediately upon its adoption and approval.

CERTIFIED AS TRUE AND CORRECT this ____ day of _____, 20__.

Signature of Clerk, Secretary or Assistant Secretary

Printed Name of Clerk, Secretary or Assistant Secretary



LESSEE FACT SHEET
TO GOVERNMENTAL LEASE-PURCHASE AGREEMENT NO. 20000050451 DATED AS OF May 7, 2026

Please fill in **ALL** of the following questions and return this form with the lease documents:

1. Equipment location address: _____

2. Send bills to the following address: _____

ATTENTION: _____

3. Name of person who issues payment and Phone number: _____

() _____

4. Contract information of person responsible for preparing and filing Form 8038-G or 8038-GC:

Name: _____ Phone: _____ E-mail: _____

Address: _____

5. Fiscal year end: _____



PROFORMA INVOICE

Date of Invoice: 05/07/2026
Application Number: APP-0000050451
Contract Number: 20000050451

To: Independent School District #414 - Minneota Public Schools
504 N Monroe St
Minneota, MN 56264-9241

Advance Payments/Security Deposit

Description	Contract Payment	Sales/Use Tax*	Other	Amount
Beginning Payments in Advance	\$59,032.00			\$59,032.00
Last Payment in Advance	\$0.00			\$0.00
Sub Total				\$59,032.00

Other Fees/Charges

DOCUMENTATION FEE				\$300.00
Other Fees/Charges Sub Total				\$ 300.00

Invoice Total Due

Invoice Total Due	
--------------------------	--

Remit To: The Huntington National Bank
11100 Wayzata Blvd Ste 700, Minnetonka, Hennepin, MN, 55305-5517

* By initialing below I understand this is a Proforma Invoice and we authorize a one-time automatic electronic payment for the Advance Payment plus applicable rental taxes and once contract is executed sales tax, if applicable, will be assessed and charged to any Documentation Fees on Contract #20000050451

_____ Initials



**AUTHORIZATION FOR
AUTOMATIC ELECTRONIC PAYMENT**

Check one of the boxes below:

By checking this box, along with signing and completing this Authorization and returning it to The Huntington National Bank (together with its successors and assigns, "Creditor"), you authorize a one-time automatic electronic payment for the Advance Payment plus applicable taxes, including any financed up-front taxes and fees as noted on Contract #20000050451

OR

By checking this box, along with signing and completing this Authorization and returning it to The Huntington National Bank (together with its successors and assigns, "Creditor"), you authorize all payments due to Creditor under all existing and future agreements with Creditor (as amended or otherwise modified from time to time, the "Contracts") to be made from the designated account on the terms and conditions set forth herein.

Please make your regular payment until your invoice indicates that automatic electronic payment will be made.

Please complete the following (if any account information is not completed, you authorize Creditor to rely on the attached check or deposit slip to obtain the relevant information).

Name of Account Holder: _____

Title of Signor (if Account Holder is NOT an individual): _____

Name of Financial Institution: _____

Account Type: Checking Account or Savings Account

Account Number: _____

Routing Number: _____

Authorized Signature: _____

Date Signed: _____

PLEASE ATTACH A VOIDED CHECK

(a deposit slip may be attached if account does not have checks)

Terms and Conditions: You authorize Creditor to initiate debit entries to your designated account for making your payments due to Creditor, including your regularly scheduled payment amount plus any past due amounts and any other outstanding fees and charges due and owing under your Contracts. Creditor typically will initiate such debit entries on your regularly scheduled due dates. If a due date falls on a weekend or holiday, Creditor may initiate the debit entries on either (i) the last business day prior to the due date or (ii) the first business day after the due date. If an attempted debit entry is returned for any reason, including insufficient funds, Creditor may assess a fee for each failed debit entry and may, but is not required to, attempt the debit entry up to two (2) more times. Creditor also may make credit entries to your designated account for purposes of adjusting debit entries made in error.

This authorization will remain in full force and effect until Creditor has received written notice of your intent to cancel this authorization in such time and in such manner as to afford Creditor a reasonable opportunity to act on such notice. Creditor may cancel or suspend your automatic payment at any time and require non-automatic payments. If Creditor suspends automatic payment at its discretion, it may subsequently resume automatic payment.

Automatic electronic payments are **REQUIRED**. If the "Required" box is checked, you will be in default under your Contracts if you cancel automatic payment. This additional default provision is hereby added to your Contracts as if stated therein. If the "REQUIRED" box is checked, please initial:

Initial: _____

You represent that the designated account is used primarily for business and commercial purposes. You should immediately notify Creditor of any automatic payment error. If you desire to change the account from which automatic payments are made, you must timely notify Creditor and execute a new Authorization for Automatic Electronic Payment.

Payments under this Authorization will be made using the automated clearing house ("ACH") funds transfer system and will be made in accordance with this authorization, the ACH Rules and other applicable law in effect from time to time. This authorization does not alter or lessen your obligations under your Contracts with Creditor including but not limited to those provisions regarding the amount of the monthly payments, when payments are due, the application of payments, the assessment of late charges or the determination of delinquencies.

▶ Under Internal Revenue Code section 149(e)

▶ See separate instructions.

Caution: If the issue price is under \$100,000, use Form 8038-GC.

▶ Go to www.irs.gov/F8038G for instructions and the latest information.

Department of the Treasury
Internal Revenue Service

Part I Reporting Authority		Check box if Amended Return <input type="checkbox"/>
1 Issuer's name		2 Issuer's employer identification number (EIN)
3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)		3b Telephone number of other person shown on 3a
4 Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	5 Report number (For IRS Use Only)
6 City, town, or post office, state, and ZIP code		7 Date of issue
8 Name of issue		9 CUSIP number
10a Name and title of officer or other employee of the issuer whom the IRS may call for more information		10b Telephone number of officer or other employee shown on 10a

Part II Type of Issue (Enter the issue price.) See the instructions and attach schedule.	
11 Education	11
12 Health and hospital	12
13 Transportation	13
14 Public safety	14
15 Environment (including sewage bonds)	15
16 Housing	16
17 Utilities	17
18 Other. Describe ▶	18
19a If bonds are TANs or RANs, check only box 19a <input type="checkbox"/>	
b If bonds are BANs, check only box 19b <input type="checkbox"/>	
20 If bonds are in the form of a lease or installment sale, check box <input type="checkbox"/>	

Part III Description of Bonds. Complete for the entire issue for which this form is being filed.					
	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21		\$	\$	years	%

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)	
22 Proceeds used for accrued interest	22
23 Issue price of entire issue (enter amount from line 21, column (b))	23
24 Proceeds used for bond issuance costs (including underwriters' discount)	24
25 Proceeds used for credit enhancement	25
26 Proceeds allocated to reasonably required reserve or replacement fund	26
27 Proceeds used to refund prior tax-exempt bonds. Complete Part V	27
28 Proceeds used to refund prior taxable bonds. Complete Part V	28
29 Total (add lines 24 through 28)	29
30 Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)	30

Part V Description of Refunded Bonds. Complete this part only for refunding bonds.	
31 Enter the remaining weighted average maturity of the tax-exempt bonds to be refunded	years
32 Enter the remaining weighted average maturity of the taxable bonds to be refunded	years
33 Enter the last date on which the refunded tax-exempt bonds will be called (MM/DD/YYYY)	
34 Enter the date(s) the refunded bonds were issued ▶ (MM/DD/YYYY)	

Part VI Miscellaneous

35	Enter the amount of the state volume cap allocated to the issue under section 141(b)(5)	35	
36a	Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC). See instructions	36a	
b	Enter the final maturity date of the GIC ▶ (MM/DD/YYYY) _____		
c	Enter the name of the GIC provider ▶ _____		
37	Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units	37	
38a	If this issue is a loan made from the proceeds of another tax-exempt issue, check box <input type="checkbox"/> and enter the following information:		
b	Enter the date of the master pool bond ▶ (MM/DD/YYYY) _____		
c	Enter the EIN of the issuer of the master pool bond ▶ _____		
d	Enter the name of the issuer of the master pool bond ▶ _____		
39	If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box <input type="checkbox"/>		
40	If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box <input type="checkbox"/>		
41a	If the issuer has identified a hedge, check here <input type="checkbox"/> and enter the following information:		
b	Name of hedge provider ▶ _____		
c	Type of hedge ▶ _____		
d	Term of hedge ▶ _____		
42	If the issuer has superintegrated the hedge, check box <input type="checkbox"/>		
43	If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box <input type="checkbox"/>		
44	If the issuer has established written procedures to monitor the requirements of section 148, check box <input type="checkbox"/>		
45a	If some portion of the proceeds was used to reimburse expenditures, check here <input type="checkbox"/> and enter the amount of reimbursement ▶ _____		
b	Enter the date the official intent was adopted ▶ (MM/DD/YYYY) _____		

Signature and Consent

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.

▶ _____ Date _____ ▶ _____ Type or print name and title

Signature of issuer's authorized representative

Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	Firm's name ▶				Firm's EIN ▶
	Firm's address ▶				Phone no.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into on the ___ day of May in 2026 (herein referred to as the “Effective Date”) by and between:

The City of Minneota; (herein referred to as “Party A”) and

Minneota Public Schools (herein referred to as “Party B”).

Parties may be referenced individually as “Party” and collectively as “Parties.”

PURPOSE

The purpose of this MOU is to establish a good-faith foundation between the Parties for future collaborative efforts that are mutually beneficial. The Parties agree to work together in a cooperative and coordinated manner to achieve each Party’s individual goals and the collective goals of the partnership.

This MOU is designed to detail the specifics of the working relationship between the Parties to the mutual benefit of the parties and the communities they serve. This MOU does not obligate the Parties to provide funds or payment. This MOU does not bind Parties to any legal obligations.

DURATION OF MOU

This MOU becomes effective on the date it is signed by both parties. It remains in force unless explicitly terminated, in writing, by either party.

ROLES AND RESPONSIBILITIES

To achieve Parties’ mutual desires, each party agrees to the following roles and responsibilities:

Party A Roles and Responsibilities shall include: *a) to enter into agreement with various contractors to replace lighting at KP Kompelien Field; b) to enter into a finance contract to fund said costs as it may deem, in it’s sole discretion, necessary; c) notify Party B of any and all terms of any finance contract including: financed amount, term, payment, and rate; d) on a “best efforts” basis seek to limit the amount and duration of the annual contribution from Party B to be less than the agreed upon contribution, in whatever means it deems necessary to accomplish such action.*

Party B Roles and Responsibilities shall include: *a) on a “best efforts” basis agree to provide Party A with an annual contribution of \$_____ amount for ___ years, which will be deemed as facility rent to offset cost of lighting replacement OR to provide Party A with a lump sum contribution of \$_____; b) in no event will the annual contribution be greater than 50% of the annual finance contract payment; c) in no event will the annual contribution term exceed the term of the finance contract.*

Parties agree to uphold their roles and responsibilities in a committed, good-faith manner.

AMENDMENTS

The terms of this MOU may be amended upon written approval by both [all] original parties and their designated representatives.

TERM AND TERMINATION

This agreement becomes effective on the date it is signed by both [all] parties. It remains in force unless explicitly terminated, in writing, by either party or parties.

Both Parties [any Party] may terminate this MOU by means of signing a termination addendum upon 30 days' written notice to the other party or parties.

SIGNATURES

The undersigned Parties acknowledge and agree to this Memorandum of Understanding:

John Robliecki, Mayor

Date: _____

Abby Thostenson, Board Chair

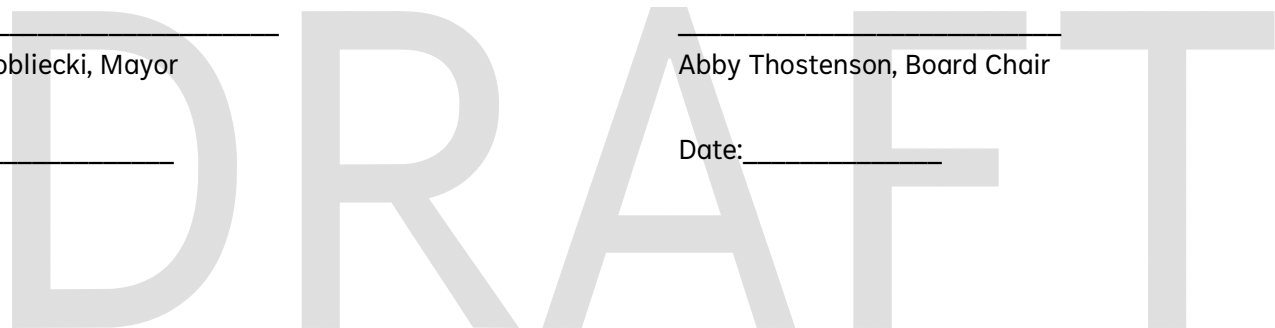
Date: _____

Chesney Guetter, Administrator

Date: _____

Martin Hennen, Board Clerk

Date: _____



RESOLUTION FOR ACCEPTANCE OF GIFTS/DONATIONS/GRANTS

Member _____ introduced the following resolution and moved its adoption:

WHEREAS the below noted party(ies) has generously offered to donate to the School District.

WHEREAS the conditions on this gift are noted [or “Whereas no conditions are placed on this gift” if applicable].

Donation – From, Purpose/For, Value, and Date

From Who/m	For Who/What/Purpose	Amount
Dovre Family	Band Department, Musical, and Art Department	\$10,100
KBs Tip Night	Trap Program	\$2,874.50
The NRA Foundation	Trap Program	\$249
Dale & Nancy Buysse	Meidt-The Komp	\$50
Wayne & Lisa Hennen	Meidt-The Komp	\$250
Aric & Susan Fier	Meidt-The Komp	\$1,000
Coequyt Plumbing & Heating	Trap Program	\$500
Gregory Meidt	Meidt-The Komp	\$10,000
BC Seeds	Trap Program	\$500
James Polejeski	Meidt-The Komp	\$500
Marc Bot	Meidt-The Komp	\$1,000
Karen Meidt	Meidt-The Komp	\$10,000
Minnwest Plumbing	Trap Program	\$500
The NRA Foundation	Trap Program	\$1,200
Midway Foundation	Trap Program	\$1,268
Total Monthly Donations		\$ 39,991.50

THEREFORE, BE IT RESOLVED by the Minneota Public School Board of Education to gratefully accept these donation(s) or grant(s).

The motion for adoption of the foregoing resolution was duly seconded by _____ and upon vote being taken thereon,

The following members voted yes:

The following members voted no:

The motion carried/failed.

The foregoing resolution was approved on this 13th day of May, 2026.

Martin Hennen, Clerk



Minneota Public School District Policy 524

Adopted: 1996 (Model)

Revised: SeptemberJune 20265

524 INTERNET, ~~AND TECHNOLOGY, AND CELL-PHONE~~ ACCEPTABLE USE, SAFETY, AND DATA PRIVACY POLICY

I. PURPOSE

The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable and safe use of the Internet, ~~including electronic communications~~.

II. GENERAL STATEMENT OF POLICY

In making decisions regarding student and employee access to the school district computer system and the Internet, ~~including electronic communications~~, the school district considers its stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to the preparation of citizens and future employees. Access to the school district computer system and the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of the school district computer system and the Internet throughout the curriculum and will provide guidance and instruction to students in their use.

III. LIMITED EDUCATIONAL PURPOSE

The school district is providing students and employees with access to the school district computer system, which includes Internet access. The purpose of the system is more specific than providing students and employees with general access to the Internet. The school district system has a limited educational purpose, which includes the use of the system for classroom activities, educational research, and professional or career development activities. Users are expected to use Internet access through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses that might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network.

IV. USE OF SYSTEM IS A PRIVILEGE

The use of the school district system and access to the use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous

violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages, and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws.

V. UNACCEPTABLE USES

A. The following uses of the school district system and Internet resources or accounts are considered unacceptable:

1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
 - d. information or materials that could cause damage or danger of disruption to the educational process;
 - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.
4. Users will not use the school district system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.

5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
6. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.
 - a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).
 - b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
 - (1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
 - (2) such information is not classified by the school district as directory information, but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, before posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks.
7. ~~Users must keep all account information and passwords on file with the designated school district official. Users will not reuse passwords across systems or accounts.~~ Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person's account or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
 8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
 9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
 10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy (Policy 514). This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.
- B. A student or employee was engaging in the foregoing unacceptable uses of the Internet when off school district premises also may violate this policy as well as other school district policies. Examples of such violations include, but are not limited to, situations where the school district system is compromised or if a school district employee or student is negatively impacted. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.

- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and, if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

VI. FILTER

- A. With respect to any of its computers with Internet access, the school district will monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by children and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:
 - 1. Obscene;
 - 2. Child pornography; or
 - 3. Harmful to minors.
- B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
 - 1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
 - 2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 - 3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
- D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.

- E. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

VII. CONSISTENCY WITH OTHER SCHOOL POLICIES

The use of the school district computer system and use of the Internet shall be consistent with school district policies and the mission of the school district.

VIII. LIMITED EXPECTATION OF PRIVACY

- A. By authorizing the use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents have the right at any time to investigate or review the contents of their child's files and e-mail files. Parents have the right to request the termination of their child's account at any time.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure, or discovery under Minn. Stat. Ch. 13 (the Minnesota Government Data Practices Act).
- F. The school district will cooperate fully with local, state, and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.

IX. INTERNET USE AGREEMENT

- A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the school district.

- B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.
- C. The Internet Use Agreement form for students must be read and signed by the user, the parent or guardian, and the supervising teacher. The employee must sign the Internet Use Agreement form for employees. The form must then be filed at the school office. As supervising teachers change, the agreement signed by the new teacher shall be attached to the original agreement.

X. LIMITATION ON SCHOOL DISTRICT LIABILITY

The use of the school district system is at the user's own risk. The system is provided on an "as is, as available" basis. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage, or unavailability of data stored on school district diskettes, tapes, hard drives, or servers, or for delays or changes in or interruptions of service or misdeliveries or non-deliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

XI. USER NOTIFICATION

- A. All users shall be notified of the school district policies relating to Internet use.
- B. This notification shall include the following:
 - 1. Notification that Internet use is subject to compliance with school district policies.
 - 2. Disclaimers limiting the school district's liability relative to:
 - a. Information is stored on school district diskettes, hard drives, or servers.
 - b. Information retrieved through school district computers, networks, or online resources.
 - c. Personal property is used to access school district computers, networks, or online resources.
 - d. Unauthorized financial obligations resulting from the use of school district resources/accounts to access the Internet.

3. A description of the privacy rights and limitations of school-sponsored/managed Internet accounts.
4. Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
5. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.
6. Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.
7. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.
8. Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE

- A. Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents are responsible for monitoring their student's use of the school district system and the Internet if the student is accessing the school district system from home or a remote location.
- B. Parents will be notified that their students will be using school district resources/accounts to access the Internet and that the school district will provide parents the option to request alternative activities not requiring Internet access. This notification should include:
 1. A copy of the user notification form is provided to the student user.
 2. A description of parent/guardian responsibilities.
 3. A notification that the parents have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.

4. A statement that the Internet Use Agreement must be signed by the user, the parent or guardian, and the supervising teacher prior to use by the student.
5. A statement that the school district's acceptable use policy is available for parental review.

XIII. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS

- A. "Technology provider" means a person who:
 1. contracts with the school district, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
 2. creates, receives, or maintains educational data pursuant or incidental to a contract with the school district.
- B. "Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.
- C. Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:
 1. identify each curriculum, testing, or assessment technology provider with access to educational data;
 2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and
 3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.
- D. The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.
- E. A contract between a technology provider and the school district must include requirements to ensure appropriate security safeguards for educational data. The contract must require that:
 1. the technology provider's employees or contractors have access to educational data only if authorized; and

2. the technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.
- F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agency or institution are not the technology provider's property.

XIV. SCHOOL-ISSUED DEVICES

- A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.
- B. Except as provided in paragraph C, the school district or a technology provider must not electronically access or monitor:
1. any location-tracking feature of a school-issued device;
 2. any audio or visual receiving, transmitting, or recording feature of a school-issued device; or
 3. student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.
- C. The school district or a technology provider may only engage in activities prohibited by paragraph B if:
1. the activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by school district employees, student teachers, staff contracted by the school district, a vendor, or the Minnesota Department of Education, and notice is provided in advance;
 2. the activity is permitted under a judicial warrant;
 3. the school district is notified or becomes aware that the device is missing or stolen;
 4. the activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;
 5. the activity is necessary to comply with federal or state law, including but not limited to Minnesota Statutes section 121A.031; or

6. the activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.
- D. If the school district or a technology provider interacts with a school-issued device as provided in paragraph C, clause 4, it must, within 72 hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time when the notice itself would pose an imminent threat to life or safety, but must instead be given within 72 hours after that imminent threat has ceased.

~~XV. CELL PHONE USE~~

~~The school board directs the superintendent and school district administration to establish rules and procedures regarding student possession and use of cell phones in schools. These rules and procedures should seek to minimize the impact of cell phones on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or similar criteria.~~

XVI. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

XVII. IMPLEMENTATION; POLICY REVIEW

- A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms, and procedures shall be an addendum to this policy.
- B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.
- C. The school district Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.
- D. Because of the rapid changes in the development of the Internet, the school board shall conduct an annual review of this policy.

Legal References: 15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)
Minn. Stat. § 13.32 (Educational Data)
~~Minn. Stat. § 121A.73 (School Cell Phone Policy)~~
Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)
15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)
17 U.S.C. § 101 *et seq.* (Copyrights)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))
47 C.F.R. § 54.520 (F.C.C. rules implementing CIPA)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
Mahanoy Area Sch. Dist. v. B.L., 594 U.S. 180, 141 S. Ct. 2038 (2021)
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
United States v. Amer. Library Assoc., 539 U.S. 194, 123 S.Ct. 2297, 56 L.Ed.2d 221 (2003)
Sagehorn v. Indep. Sch. Dist. No. 728, 122 F.Supp.2d 842 (D. Minn. 2015)
R.S. v. Minnewaska Area Sch. Dist. No. 2149, No. 12-588, 2012 WL 3870868 (D. Minn. 2012)
Tatro v. Univ. of Minnesota, 800 N.W.2d 811 (Minn. App. 2011), *aff’d* on other grounds 816 N.W.2d 509 (Minn. 2012)
S.J.W. v. Lee’s Summit R-7 Sch. Dist., 696 F.3d 771 (8th Cir. 2012)
Kowalski v. Berkeley County Sch., 652 F.3d 656 (4th Cir. 2011)
Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3rd Cir. 2011)
Parents, Families, and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)
M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)
MSBA/MASA Model Policy 603 (Curriculum Development)

MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 606 (Textbooks and Instructional Materials)
MSBA/MASA Model Policy 806 (Crisis Management Policy)
MSBA/MASA Model Policy 904 (Distribution of Materials on School
District Property by Nonschool Persons)

INTERNET USE AGREEMENT - STUDENT

STUDENT

I have read and do understand the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print): _____

User Signature: _____

Date: _____

PARENT OR GUARDIAN

As the parent or guardian of this student, I have read the school district policies relating to safety and acceptable use of the school district computer system and the Internet. I understand that this access is designed for educational purposes. The school district has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the school district to restrict access to all controversial materials and I will not hold the school district or its employees or agents responsible for materials acquired on the Internet. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian's Name (please print): _____

Parent or Guardian's Signature: _____

SUPERVISING TEACHER

(Must be signed if applicant is a student)

I have read the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to promote these policies with the student. Because the student may use the Internet on the school district computer system for individual work or in the context of another class, I cannot be held responsible for the student's use of the Internet on network. As the supervising teacher I do agree to instruct the student on acceptable use of the Internet and network and proper network etiquette.

Teacher's Name (please print): _____

Teacher's Signature: _____

INTERNET USE AGREEMENT - EMPLOYEE

SCHOOL DISTRICT EMPLOYEE

I have read and do understand the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print): _____

User Signature: _____

Date: _____



Minneota Public School District District Procedures

Adopted: May 2023

Revised: ~~November~~ June 2026

DISTRICT PROCEDURES: TECHNOLOGY OFFBOARDING

1. PURPOSE

These Technology Offboarding Procedures outline the actions and responsibilities of all parties involved in the offboarding process for employees, contractors, and temporary workers ("leaving employees") at Minneota Public School. It is important when an employee leaves the district that we close accounts and revoke permissions. A smooth exit for a leaving employee is important for both the school district and the leaving employee. Formalizing the offboarding process mitigates legal and security threats and ensures that the leaving employee's departure causes minimal disruption. The purpose of these procedures is to ensure a smooth transition, maintain the security and integrity of our technology assets, and protect our districts intellectual property and confidential information.

2. DEFINITION

Offboarding is the process that leads to the formal separation between an employee and a company through resignation, termination, or retirement. It includes all the decisions and processes that take place when an employee leaves.

3. SCOPE

These procedures apply to all leaving employees, including full-time, part-time, temporary, coaches, advisors, directors, and contracted workers. These procedures cover the management and handling of all Minneota Public School technology assets, including, but not limited to, hardware, software, network access, remote access, email accounts, and data storage. A leaving employee's access is terminated at the end of the day of the ~~leaving~~ employee's last day of employment unless a determination is made to deviate from this timeframe.

4. ROLES AND RESPONSIBILITIES

Human Resources (HR) staff shall:

- 4.1 Notify the IT department and relevant managers of the leaving employee's departure date.
- 4.2 Coordinate with the IT department to ensure completion of all offboarding procedures.
- 4.3 Ensure the leaving employee's access to any accounts payable or vendor payment system is terminated.

The Technology Department shall:

- 4.4 Revoke all access to company networks, systems, and applications.
- 4.5 Disable the Leaving Employee's email account.
- 4.6 Retrieve all company-owned hardware, including computers, mobile devices, and peripherals.
- 4.7 Reassign or cancel any software licenses and subscriptions.
- 4.8 Conduct an audit to ensure all technology assets are accounted for and access has been revoked.
- 4.9 Collaborate with the relevant manager to ensure a smooth transition of necessary work-related data and files.
- 4.10 Change or revoke any shared account passwords.

- 4.11 Inform others that they will no longer be able to electronically communicate with the leaving employee.
- 4.12 Remove the leaving employee from any school directories, including the district's website.
- 4.13 Establish details for forwarding the leaving employee's emails to a relevant manager or supervisor.
- 4.14 Delete the leaving employee's phone extension and voicemail.

Managers shall:

- 4.15 Collaborate with the IT department to ensure a smooth transfer of work-related data and files.
- 4.16 Review and reassign any ongoing projects or tasks to other team members.
- 4.17 Ensure all company-owned hardware and technology assets are returned.
- 4.18 Work with the IT department and verify that the leaving employee's phone extension, voicemail, and email have been removed or terminated.
- 4.19 Coordinate with the IT department and verify that the leaving employee's contact information in any school district directory, including the district's website, have been removed.

The Leaving Employee shall:

- 4.20 Provide information regarding their access to company networks, systems, programs, and applications.
- 4.21 Return all company-owned hardware and technology assets on or before the departure date.
- 4.22 Transfer all necessary work-related data and files to the designated team member or manager.
- 4.23 Potentially complete an exit interview, as referenced by company policy.

5. PROCEDURES

- 5.1 ***Notification:*** Once HR is informed of the Leaving Employee's departure, they will notify the IT department and relevant managers at least two weeks prior to the departure date.
- 5.2 ***Access Revocation:*** The IT department will revoke access to company networks, systems, and applications on the last working day of the Leaving Employee, or as specified by HR.
- 5.3 ***Hardware Retrieval:*** The Leaving Employee must return all company-owned hardware to the IT department or their manager on or before their departure date.
- 5.4 ***Data Transfer:*** The Leaving Employee must transfer all necessary work-related data and files to their manager or designated team member before their departure.
- 5.5 ***Exit Interview:*** If required, the Leaving Employee must complete an exit interview with HR to provide feedback on their experience at Minneota Public School.

6. COMPLIANCE

Employees who violate these procedures may be subject to appropriate disciplinary action up to and including discharge as well as both civil and criminal penalties. Non-employees, including, without limitation, contractors, may be subject to termination of contractual agreements, denial of access to IT resources, and other actions as well as both civil and criminal penalties.

7. EXCEPTIONS

Requests for exceptions to these procedures shall be reviewed by the Technology Coordinator (TC). A manager or staff member requesting exceptions shall provide such requests to the TC. The request should specifically state the scope of the exception, along with justification for granting the exception, the potential impact or risk attendant upon granting the exception, risk mitigation measures to be undertaken by the IT Department, initiatives, actions, and a timeframe for achieving the minimum compliance level with the procedures set forth herein. The TC shall review such requests and confer with the requesting department and Superintendent.

8. REVIEW

These procedures will be reviewed and updated on an annual basis or as necessary to comply with changing laws, regulations, and technology standards.

9. RESPONSIBLE DEPARTMENT

The Technology Director and Superintendent are responsible for updating and maintaining these procedures, along with compliance with the procedures.

10. REFERENCES AND RESOURCES

- National Institute of Standards and Technology (NIST) Special Publications: NIST SP 800-12, NIST SP 800-16, NIST SP 800-50, NIST SP 800-100
- Electronic Code of Federal Regulations (CFR): 5 CFR 930.301



Minneota Public School District District Procedures

Adopted: January 2024

Revised: ~~August~~ June 2026

DISTRICT PROCEDURES: PATCH MANAGEMENT

1. PURPOSE

The purpose of these procedures is to establish guidelines and procedures for the timely and effective management of software patches, updates, and security fixes within the school district's technology environment. These procedures aim to minimize security risks, ensure system stability, and protect the confidentiality, integrity, and availability of information systems.

2. SCOPE

These procedures apply to all systems, software, and applications owned, operated, or managed by the Minneota technology department.

3. PROCEDURE STATEMENTS

3.1 Patch Inventory: The Technology Department shall maintain an accurate and up-to-date inventory of all software, operating systems, and applications used across the Minneota School District.

3.2 Vulnerability Management: The technology department shall implement a vulnerability management program to identify and prioritize patches based on risk assessment, as recommended by NIST SP 800-40 Rev. 3. This includes subscribing to security mailing lists, following security news websites, and utilizing vulnerability management tools.

3.3 Patch Evaluation: Patches and updates shall be evaluated on their criticality and relevance to the district's environment, following NIST guidelines for risk assessment. The technology department shall prioritize patches according to their severity, potential impact on systems, and risk level.

3.4 Scheduled Maintenance Windows: Regular maintenance windows shall be planned during periods of low system usage, such as after hours, weekends, or holidays to minimize disruption to staff and students when possible. The technology department shall communicate maintenance schedules in advance to relevant staff.

3.5 User Awareness and Training: Staff and students may be educated about the importance of patching and their role in maintaining a secure technology environment, following NIST SP 800-40 Rev. 3 guidance. Users shall be encouraged to promptly report any unusual system behavior or security concerns.

3.6 Regular Auditing and Reporting: Regular audits shall be conducted to ensure patch compliance and identify any gaps or vulnerabilities, as recommended by NIST. Reports shall be generated to provide an overview of the patching status, including systems that are up to date, those pending patches, and any exceptions or issues encountered.

3.7 Continuous Improvement: The technology department shall continuously review and refine the patch management process based on lessons learned, emerging threats, and changes in the school district's technology landscape. Best practices shall be incorporated as appropriate.

4. **ROLES AND RESPONSIBILITIES**

The technology department is responsible for adhering to the patch management procedures and following the guidelines provided in these procedures. They will actively participate in patching activities and promptly communicate any issues or concerns related to the patch management process.

5. **COMPLIANCE**

Employees who violate these procedures may be subject to appropriate disciplinary action, up to and including discharge, as well as both civil and criminal penalties. Non-employees, including, without limitation, contractors, may be subject to termination of contractual agreements, denial of access to IT resources, and other actions as well as both civil and criminal penalties.

6. **PROCEDURES EXCEPTIONS**

Requests for exceptions to these procedures shall be reviewed by the Technology Director. Departments requesting exceptions shall provide such requests to the Technology Director. The request should specifically state the scope of the exception along with justification for granting the exception, the potential impact or risk attendant upon granting the exception, risk mitigation measures to be undertaken by the IT Department, initiatives, actions, and a timeframe for achieving the minimum compliance level with the procedures set forth herein. The Technology Director shall review such requests and confer with the requesting department.

7. **PROCEDURE REVIEW**

These procedures will be reviewed and updated on an annual basis, or as necessary to comply with changing laws, regulations, and technology standards.

8. **RESPONSIBLE DEPARTMENT**

The Minneota Technology Department and Technology Director are responsible for these procedures and patch management.



Minneota Public School District District Procedures

Adopted: February 2023

Updated: ~~October~~ June 2026

DISTRICT PROCEDURES: SECURITY AWARENESS AND TRAINING PROCEDURES

1. PURPOSE

1.1 Access to Information Technology (IT) in Minneota Public Schools is for educational and business-financial-human resources purposes. The use of the district's electronic technologies is a valued resource for our students, families, staff, and community and needs to be safe, appropriate, and aligned with the mission and vision of the district. The main purposes of these procedures are to:

- 1.1.1 ensure that the appropriate level of information security awareness training is provided to all Information Technology (IT) users,
- 1.1.2 provide appropriate cybersecurity in and for the district, and
- 1.1.3 protect Information Technology (IT) from unauthorized access, modification, destruction, or disclosure.

2. DISTRICT PROCEDURES

2.1 These procedures are applicable to all departments and users of IT resources and assets.

3. SECURITY AWARENESS TRAINING

3.1 Minneota Public Schools shall:

- 3.1.1 Schedule security awareness training as part of initial training for new users.
- 3.1.2 Schedule security awareness training when required by information system changes and then monthly thereafter.
- 3.1.3 IT shall determine the appropriate content of security awareness training and security awareness techniques based on the specific organizational requirements and the information systems to which personnel have authorized access. The content shall:
 - 3.1.3.1 Include a basic understanding of the need for information security and user actions to maintain security and to respond to suspected security incidents.
 - 3.1.3.2 Address awareness of the need for operations security. Security awareness techniques can include, for example, displaying posters, offering supplies inscribed with security reminders, generating email advisories/notices from senior organizational officials, displaying logon screen messages, and conducting information security awareness events.

4. SECURITY AWARENESS | INSIDER THREAT

4.1 The IT Department shall include security awareness training on recognizing and reporting potential indicators of insider threat.

5. ROLE-BASED SECURITY TRAINING

5.1 The IT Department shall:

5.1.1 Provide role-based security training to personnel with assigned security roles and responsibilities.

5.1.2 Before authorizing access to the information system or performing assigned duties.

5.1.3 When required by information system changes and **yearly** thereafter.

5.2 Designate personnel to receive initial and ongoing training in the employment and operation of environmental controls to include, for example, fire suppression and detection devices/systems, sprinkler systems, handheld fire extinguishers, fixed fire hoses, smoke detectors, temperature/humidity, HVAC, and power within the facility.

6. PHYSICAL SECURITY CONTROLS

6.1 The IT Department shall:

6.1.1 Provide initial and ongoing training in the employment and operation of physical security controls; physical security controls include, for example, physical access control devices, physical intrusion alarms, monitoring/surveillance equipment, and security guards (deployment and operating procedures).

6.1.2 Identify personnel with specific roles and responsibilities associated with physical security controls requiring specialized training.

7. PRACTICAL EXERCISES

7.1 The IT Department shall provide practical exercises in security training that reinforce training objectives; practical exercises may include, for example, security training for software developers that includes simulated cyber-attacks exploiting common software vulnerabilities (e.g., buffer overflows), or spear/whale phishing attacks targeted at senior leaders/executives.

7.1.1 These types of practical exercises help developers better understand the effects of such vulnerabilities and appreciate the need for security coding standards and processes.

8. SUSPICIOUS COMMUNICATIONS AND ANOMALOUS SYSTEM BEHAVIOR

8.1 The IT Department shall provide training to its specified staff on how to recognize suspicious communications and anomalous behavior in organizational information systems.

9. SECURITY TRAINING RECORDS

9.1 Minnesota Public Schools shall:

9.1.1 Designate personnel to document and monitor individual information system security training activities including basic security awareness training and specific information system security training.

9.1.2 Retain individual training records for the time that the employee is employed at the district.

10. COMPLIANCE

10.1 Employees who violate these procedures may be subject to appropriate disciplinary action up to and including discharge as well as both civil and criminal penalties. Non-employees, including, without limitation, contractors, may be subject to termination of contractual agreements, denial of access to IT resources, and other actions as well as both civil and criminal penalties.

11. PROCEDURES - EXCEPTIONS

11.1 Requests for exceptions to these procedures shall be reviewed by the Technology Director and Superintendent. Departments requesting exceptions shall provide such requests to these staff members. The request should specifically state the scope of the exception along with justification for granting the exception, the potential impact or risk attendant upon granting the exception, risk mitigation measures to be undertaken by the IT Department, initiatives, actions, and a timeframe for achieving the minimum compliance level with the policies set forth herein. The Technology Director and Superintendent shall review such requests and confer with the requesting department.

12. RESPONSIBILITIES

12.1 The Technology Director and Superintendent are responsible for updating and maintaining these procedures, along with compliance with the procedures.

13. REFERENCES AND RESOURCES

13.1 National Institute of Standards and Technology (NIST) Special Publications: NIST SP 800-53 – Awareness and Training (AT), NIST SP 800-12, NIST SP 800-16, NIST SP 800-50, NIST SP 800-100; Electronic Code of Federal Regulations (CFR): 5 CFR 930.301