MINNEOTA PUBLIC SCHOOLS | SCHOOL BOARD REGULAR MEETING | AGENDA

Wednesday, August 12, 2026 @ 7:00 am | 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. **Presentation**
   - 2.1. Buildings and Grounds Update: Les Engler .... I/D
3. **Business Agenda**
   - 3.1. Student Enrollment
   - 3.2. Student Activity Account
   - 3.3. Financial Report
   - 3.4. Approve Bills-Check Register .... M/S/V
4. **Leadership Reports**
   - 4.1. School Board and Committee Reports: School Board Members
   - 4.2. Elementary Principal/Curriculum Coordinator: Nicolle Johnston
   - 4.3. High School Principal: Heather Anderson
   - 4.4. Superintendent: Scott Monson
5. **Approve Consent Agenda Items .... M/S/V**
   - 5.1. Minutes of the July 22, 2026 Regular Meeting
   - 5.2. Personnel Items
   - 5.3. Special Education Transportation Agreement With a District Parent
   - 5.4. 2026-2027 Memorandum of Understanding with United Community Action Partnership Head Start
   - 5.5. Open Enrollment Requests
     - 5.5.1. A Kindergartener from Marshall
     - 5.5.2. Two 3rd Graders from Marshall
     - 5.5.3. A 5th Grader from Marshall
     - 5.5.4. A 6th Grader from Marshall
     - 5.5.5. A 7th Grader from Marshall
     - 5.5.6. A 9th Grader from Marshall
6. **Items Removed from the Consent Agenda........ I/D/M/S/V**
7. **Previous Business**
   - 7.1. August 11, 2026 Building Bond Referendum Review and Debrief .... I/D
   - 7.2. Policy and Procedures Review – 2nd Reading and Approval .... M/S/V
     - 7.2.1. Policy #213: School Board Committees
     - 7.2.2. Policy #415: Mandated Reporting of Maltreatment of Vulnerable Adults
     - 7.2.3. Policy #533: Wellness
     - 7.2.4. Procedures: Preschool Registration and Tuition (new)
     - 7.2.5. Procedures: School Vehicle Checkout and Use (new)
     - 7.2.6. Procedures: Credit Cards (new)
     - 7.2.7. Procedures: Type III Vehicles, Driver Training, and Use (new)
8. **New Business**
   - 8.1. 2027 School Board Meeting Dates and Times .... M/S/V
   - 8.2. Authorize Snow Removal Quotes for 2026-2027 .... M/S/V-RC
   - 8.3. Approve a Resolution for Acceptance of Gifts, Donations, and Grants .... M/S/V-RC
9. **Calendar Review: Meetings and Dates .... I/D**
10. **Adjournment .... M/S/V**

Business

Agenda

Student Enrollment Overview | 8/6/2026

Grade	2020-2021 Funded	2021-2022 Funded	2022-2023 Funded	2023-2024 Funded	2024-2025 Funded	2025-2026 Funded	*2026-2027 Anticipated*
PreK	6.8	6.1	5.3	7.6	9.4	7.2	*39*
HK/K	22.6	39.3	31.8	42.1	29.7	37.5	*39*
1st Grade	31.1	23.8	39.1	33.0	41.2	31.6	*34*
2nd Grade	30.1	31.4	25.5	41.8	32.8	45.1	*34*
3rd Grade	42.3	33.9	32.6	29.0	42.2	32.9	*46*
4th Grade	28.0	42.9	36.3	31.5	30.9	40.4	*34*
5th Grade	37.0	24.9	46.6	37.5	33.2	32.8	*39*
6th Grade	36.2	37.5	23.5	46.2	38.1	33.3	*33*
7th Grade	46.8	47.6	53.3	42.6	53.4	48.7	*45*
8th Grade	46.4	46.3	48.1	54.3	45.4	53.4	*47*
9th Grade	45.0	50.1	44.9	49.3	54.7	50.2	*53*
10th Grade	45.6	43.7	49.0	45.1	50.3	51.5	*48*
11th Grade	48.3	45.0	42.7	46.2	46.0	51.4	*50*
12th Grade	49.2	45.7	42.6	42.7	43.0	44.2	*51*
Total (K-12)	**508.8**	**512.2**	**516.0**	**541.1**	**540.8**	**552.9**	***553***
						K-12 Change from 25-26	**0** **0.0%**
						K-12 Change from 20-21	**44** **8.7%**

Student Activity Account – Month End July 2026

Fund #	Description	Receipt	Expense
14	FFA - Jeremiason Photo		$ 350.00
15	FCCLA - Returned Check		$ 138.70
15	FCCLA - MN FCCLA		$ 875.00
15	FCCLA - National Fundraising	$ 13,167.70	
July 2026 Totals		**$ 13,167.70**	**$ 1,363.70**

Fund Name	FY27 Beginning Balance	July 2026			Ending Balance	+/- From SOY
		Receipts	Expenses	Transfers		
FCCLA	$ 7,548.37	$ 13,167.70	$ 1,013.70		**$ 19,702.37**	**161.0%**
FFA	$ 3,155.41	$ -	$ 350.00		**$ 2,805.41**	**-11.1%**
Grade 11	$ 5,658.82	$ -	$ -	$ (5,658.82)	**$ -**	**-100.0%**
Grade 12	$ 449.62	$ -	$ -	$ 5,209.20	**$ 5,658.82**	**1158.6%**
National Honor Society	$ 692.48	$ -	$ -		**$ 692.48**	**0.0%**
Student Council	$ 6,304.41	$ -	$ -	$ 449.62	**$ 6,754.03**	**7.1%**
July 2026 Totals	**$ 23,809.11**	**$ 13,167.70**	**$ 1,363.70**	**$ -**	**$ 35,613.11**	**49.6%**

End of July 2026 | Account Balances and Monthly Cash Flow

Account	Description - Use	Beginning Balance	Dividends - Interest	Credits - Revenue	Debits - Expenditures	Total Fixed Income	Ending Balance	
State Bank of Taunton [0200]	General	$ 488,636.09		$ 515,591.26	$ 678,118.84		**$ 326,108.51**	**-33.3%**
State Bank of Taunton [0218]	Student Activities	$ 23,809.11		$ 13,167.70	$ 1,363.70		**$ 35,613.11**	**49.6%**
State Bank of Taunton [0226]	Petty Cash	$ 3,250.00		$ -	$ -		**$ 3,250.00**	**0.0%**
State Bank of Taunton [0234]	Payroll	$ -		$ 214,425.14	$ 214,425.14		**$ -**	**0.0%**
PMA-MN Trust [2023A]	2023A	$ 490,162.75	$ 1,479.33	$ -	$ -	$ -	**$ 491,642.08**	**0.3%**
PMA-MN Trust [2023B]	2023B	$ 438,105.32	$ 1,322.25	$ -	$ -	$ 1,651,400.00	**$ 2,090,827.57**	**0.1%**
PMA-MN Trust [Operating]	Investments	$ 3,075,472.80	$ 9,230.19	$ 494,153.94	$ 400,150.00	$ -	**$ 3,178,706.93**	**3.4%**
End of July 2026 Totals: All Depositories		**$ 4,519,436.07**	**$ 12,031.77**	**$ 1,237,338.04**	**$ 1,294,057.68**	**$ 1,651,400.00**	**$ 6,126,148.20**	**-0.7%**
Net Cash Flow Decrease From July 1, 2026 to July 31, 2026							**$ (44,687.87)**	**-0.7%**

MNTrust Monthly Statement

Minneota ISD #414

Please Note:
THE FUND WILL BE CLOSED SEPTEMBER 7TH IN OBSERVANCE OF THE LABOR DAY HOLIDAY

Activity Summary (MN02-31273-0101) Operating

7/1/2026 - 7/31/2026

Investment Pool Summary	IS
Beginning Market Balance	$3,075,472.80
Dividends	$9,230.19
Purchases	$494,153.94
Redemptions	($400,150.00)
Ending Market Balance	$3,178,706.93
Average Monthly Rate	3.554%
NAV / Share Price	1.000
Total	**$3,178,706.93**

Total Fixed Income	**$0.00**

Account Total	**$3,178,706.93**

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

Minneota ISD #414
504 N. Monroe St.
Minneota, MN 56264

PTMA Financial Solutions
2135 City Gate Lane, 7th Floor
Naperville, IL 60563

Transaction Activity (MN02-31273-0101) Operating

IS 7/1/2026 - 7/31/2026

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	NAV / Share Price	Shares this Transaction
13958127	07/15/2026	07/15/2026	State Funds Purchase, ISD 0414	$0.00	$14,748.84	$1.000	14,748.840
13980653	07/17/2026	07/17/2026	State Funds Purchase, MN State-MMB ACH	$0.00	$27,799.34	$1.000	27,799.340
14027102	07/24/2026	07/24/2026	Online Wire Redemption	($250,000.00)	$0.00	$1.000	(250,000.000)
14014813	07/28/2026	07/28/2026	Phone Wire Redemption, Debt Service 2016A, 2016B, 2018A	($78,456.25)	$0.00	$1.000	(78,456.250)
14014822	07/28/2026	07/28/2026	Phone Wire Redemption, Debt Service 2018B,2023A,2023B	($71,693.75)	$0.00	$1.000	(71,693.750)
14059230	07/28/2026	07/28/2026	FRI Maturity Purchase, CD-1373682-1 Cornerstone Bank	$0.00	$235,300.00	$1.000	235,300.000
14059358	07/28/2026	07/28/2026	FRI Interest Purchase, CD-1373682-1 Cornerstone Bank	$0.00	$14,415.77	$1.000	14,415.770
14083433	07/30/2026	07/30/2026	State Funds Purchase, ISD 0414	$0.00	$201,889.99	$1.000	201,889.990
	07/31/2026	07/31/2026	Total Dividend Reinvestment	$0.00	$9,230.19	$1.000	9,230.190
				($400,150.00)	**$503,384.13**		**103,234.130**

Beginning Market Value: $3,075,472.80 | Ending Market Value: $3,178,706.93

Fixed Income Investments

Maturities 7/1/2026 - 7/31/2026

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par/Shares
CD	1373682-1	02/04/2025	02/04/2025	07/28/2026	Cornerstone Bank	$235,300.00	4.149%	249,715.770
						$235,300.00		**249,715.770**

Fixed Income Investments

Interest 7/1/2026 - 7/31/2026

Type	Holding Id	Trade Date	Description	Interest
CD	1373682-1	07/28/2026	Cornerstone Bank, Interest	$14,415.77
				$14,415.77

Current Portfolio

7/31/2026

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV / Share Price	Face/Par/Shares	Market Value
IS				07/31/2026		IS Account Balance	$3,178,706.93	3.554%	$1.000	3,178,706.930	$3,178,706.93
							$3,178,706.93			**3,178,706.930**	**$3,178,706.93**

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%	$3,178,706.93	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.

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

7/1/2026 - 7/31/2026

Investment Pool Summary	IS
Beginning Market Balance	$490,162.75
Dividends	$1,479.33
Purchases	$0.00
Redemptions	$0.00
Ending Market Balance	$491,642.08
Average Monthly Rate	3.554%
NAV / Share Price	1.000
Total	**$491,642.08**

Total Fixed Income	**$0.00**

Account Total	**$491,642.08**

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

Minneota ISD #414
504 N. Monroe St.
Minneota, MN 56264

PTMA Financial Solutions
2135 City Gate Lane, 7th Floor
Naperville, IL 60563

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

IS 7/1/2026 - 7/31/2026

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	NAV / Share Price	Shares this Transaction
	07/31/2026	07/31/2026	Total Dividend Reinvestment	$0.00	$1,479.33	$1.000	1,479.330
				$0.00	**$1,479.33**		**1,479.330**

Beginning Market Value: $490,162.75 | Ending Market Value: $491,642.08

Current Portfolio

7/31/2026

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV / Share Price	Face/Par/Shares	Market Value
IS				07/31/2026		IS Account Balance	$491,642.08	3.554%	$1.000	491,642.080	$491,642.08
							$491,642.08			**491,642.080**	**$491,642.08**

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%	$491,642.08	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.

Please Note:
THE FUND WILL BE CLOSED SEPTEMBER 7TH IN OBSERVANCE OF THE LABOR DAY HOLIDAY

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

7/1/2026 - 7/31/2026

Investment Pool Summary	IS
Beginning Market Balance	$438,105.32
Dividends	$1,322.25
Purchases	$0.00
Redemptions	$0.00
Ending Market Balance	$439,427.57
Average Monthly Rate	3.554%
NAV / Share Price	1.000
Total	**$439,427.57**

Total Fixed Income	**$1,651,400.00**

Account Total	**$2,090,827.57**

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

Minneota ISD #414
504 N. Monroe St.
Minneota, MN 56264

PTMA Financial Solutions
2135 City Gate Lane, 7th Floor
Naperville, IL 60563

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

IS 7/1/2026 - 7/31/2026

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	NAV / Share Price	Shares this Transaction
	07/31/2026	07/31/2026	Total Dividend Reinvestment	$0.00	$1,322.25	$1.000	1,322.250
				$0.00	**$1,322.25**		**1,322.250**

Beginning Market Value: $438,105.32 | Ending Market Value: $439,427.57

Current Portfolio

7/31/2026

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV / Share Price	Face/Par/Shares	Market Value
IS				07/31/2026		IS Account Balance	$439,427.57	3.554%	$1.000	439,427.570	$439,427.57
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
							$2,090,827.57			**2,187,597.660**	**$2,090,827.57**

Time and Dollar Weighted Average Portfolio Yield: 3.499%

Weighted Average Portfolio Maturity: 404.20 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	21.017%	$439,427.57	IS Account
CD	78.983%	$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.

Deposit Codes

N	Single FEIN

Minneota Public School
Summary-Fund Thru October 31

Sequence: L, Fd

	Description	202501 Budget BUD25	202501 Year to Date	202501 %	202601 Budget BUD26	202601 Year to Date	202601 %	202701 Budget ADP27	202701 Year to Date	202701 %
E	Expenditure									
01	General Fund	7,930,185.00	210,591.08	3%	8,497,426.00	237,807.37	3%	9,369,621.00	183,749.72	2%
02	Food Service Fund	517,663.00	8,675.93	2%	600,671.00	14,071.78	2%	554,835.00	8,285.52	1%
04	Community Service	253,575.00	2,082.79	1%	272,613.00	(821.99)	(0%)	273,101.00	3,537.00	1%
06	Building Construction Fund	264,358.00	0.00	0%	269,350.00	0.00	0%	218,250.00	0.00	0%
07	Debt Service Fund	1,545,578.00	245,702.50	16%	1,553,750.00	167,500.00	11%	1,564,050.00	150,150.00	10%
E	Expenditure	10,511,359.00	467,052.30	4%	11,193,810.00	418,557.16	4%	11,979,857.00	345,722.24	3%
R	Revenue									
01	General Fund	(7,967,047.00)	(127,570.78)	2%	(8,604,725.00)	(164,439.84)	2%	(8,932,447.00)	(273,080.27)	3%
02	Food Service Fund	(501,520.00)	(270.00)	0%	(555,750.00)	(241.75)	0%	(555,345.00)	0.00	0%
04	Community Service	(191,756.00)	(4,972.00)	3%	(185,589.00)	(6,012.90)	3%	(183,772.00)	(8,797.95)	5%
06	Building Construction Fund	(85,000.00)	(380.94)	0%	(135,000.00)	18,056.12	(13%)	(35,000.00)	(2,801.58)	8%
07	Debt Service Fund	(1,714,917.00)	(138,073.16)	8%	(1,592,861.00)	(132,705.72)	8%	(1,592,172.00)	(129,233.12)	8%
21	Student Activity Account	0.00	1,335.00	0%	0.00	(7,046.06)	0%	0.00	(11,804.00)	0%
R	Revenue	(10,460,240.00)	(269,931.88)	3%	(11,073,925.00)	(292,390.15)	3%	(11,298,736.00)	(425,716.92)	4%
	Report Totals:	51,119.00	197,120.42	386%	119,885.00	126,167.01	105%	681,121.00	(79,994.68)	(12%)

Minneota Public School
Multi Year Series-Source

Sequence: Fd, O/S

Description	202501 Budget BUD25	202501 Year to Date	202501 %	202601 Budget BUD26	202601 Year to Date	202601 %	202701 Budget ADP27	202701 Year to Date	202701 %
01 General Fund									
000 Local Revenues	(1,630,758.00)	(26,218.44)	2%	(1,945,037.00)	(108,947.20)	6%	(2,157,078.00)	(200,373.82)	9%
200 State Revenues	(4,884,767.00)	(101,902.34)	2%	(5,233,040.00)	(53,656.64)	1%	(5,359,068.00)	(72,706.45)	1%
300 State Revenues	(1,227,801.00)	0.00	0%	(1,307,360.00)	0.00	0%	(1,278,832.00)	0.00	0%
400 Federal Revenues from State	(183,735.00)	0.00	0%	(66,518.00)	(1,836.00)	3%	(80,410.00)	0.00	0%
500 Federal Revenues from Fed Sou	(39,986.00)	0.00	0%	(52,770.00)	0.00	0%	(57,059.00)	0.00	0%
600 Loc Sales, Ins Recov & Jdgmnt	0.00	550.00	0%	0.00	0.00	0%	0.00	0.00	0%
01 General Fund	(7,967,047.00)	(127,570.78)	2%	(8,604,725.00)	(164,439.84)	2%	(8,932,447.00)	(273,080.27)	3%
Report Totals:	(7,967,047.00)	(127,570.78)	2%	(8,604,725.00)	(164,439.84)	2%	(8,932,447.00)	(273,080.27)	3%

Minneota Public School
Multi Year Series-Source

Sequence: Fd, O/S

Description	202501 Budget BUD25	202501 Year to Date	202501 %	202601 Budget BUD26	202601 Year to Date	202601 %	202701 Budget ADP27	202701 Year to Date	202701 %
01 General Fund									
100 Salaries & Wages	4,413,774.00	60,287.90	1%	4,642,004.00	68,513.68	1%	4,843,943.00	78,112.57	2%
200 Employee Benefits	1,142,232.00	(13,367.30)	(1%)	1,222,752.00	18,290.48	1%	1,228,151.00	8,119.33	1%
300 Purchased Services	1,488,118.00	37,644.62	3%	1,736,535.00	47,160.89	3%	1,808,368.00	18,982.72	1%
400 Supplies & Materials	662,199.00	116,321.86	18%	665,332.00	103,137.32	16%	709,509.00	71,583.45	10%
500 Capital Expenditures	194,112.00	6,980.00	4%	199,653.00	(100.00)	(0%)	751,500.00	6,283.01	1%
800 Other Expenditures	29,750.00	2,724.00	9%	31,150.00	805.00	3%	28,150.00	668.64	2%
01 General Fund	7,930,185.00	210,591.08	3%	8,497,426.00	237,807.37	3%	9,369,621.00	183,749.72	2%
Report Totals:	7,930,185.00	210,591.08	3%	8,497,426.00	237,807.37	3%	9,369,621.00	183,749.72	2%

Financial Report Executive Summary

We are off to a **positive start to the 2026-2027 fiscal year**. As expected for the first month of the fiscal year, **revenue and expenditures are both relatively low**, **cash reserves remain strong**, and there are **no indicators of immediate financial concern**.

- Total cash and investments as of July 31, 2026 were approximately $6.13 million, with only a **modest net cash flow decrease of approximately $44,700** (0.7%) during the month. This is **typical for July and reflects stable cash management**.
- **Cash reserves and investments continue to provide excellent liquidity**. The district maintains over $3.17 million in its operating investment account, while bond-related investment accounts total approximately $2.58 million, providing strong liquidity and ensuring funds remain available for both operational and debt-related obligations. **Interest earnings continue to add value** to these balances.
- Operating investments earned approximately **$9,200 in dividends** during July, while the 2023A and 2023B bond accounts earned an additional **$2,800 combined**. Current operating investment yields remain approximately 3.55%, helping maximize returns on district cash while maintaining safety and liquidity.

Minneota Public School
Detail Payment Register By Check
Fund Summary

Fund	Description	Total	
01	General Fund	$	278,483.77
02	Food Service Fund	$	12,972.78
07	Debt Service Fund	$	150,150.00
Report Total		**$**	**441,606.55**

District # 0414

Minneota Public School

Detail Payment Register By Check

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Rcd	Vendor		Pmt/Void Date		Pmt Type		
PMA		01812		US BANK				Wire		
			E 07 005 910 000 000 720		2016A Bond Interest		$16,556.25			
PO#:	Voucher #:		52792	Invoice	Invoice No: 3268848	7/22/2026		Paid Amt:	$16,556.25	
									Check Amount:	$16,556.25
PMA		01812		US BANK				Wire		
			E 07 005 910 000 000 720		2016B Bond Interest		$8,950.00			
PO#:	Voucher #:		52793	Invoice	Invoice No: 3268837	7/22/2026		Paid Amt:	$8,950.00	
									Check Amount:	$8,950.00
PMA		01812		US BANK				Wire		
			E 07 005 910 000 000 720		2018A Bond Interest		$52,950.00			
PO#:	Voucher #:		52794	Invoice	Invoice No: 3261082	7/22/2026		Paid Amt:	$52,950.00	
									Check Amount:	$52,950.00
PMA		01812		US BANK				Wire		
			E 07 005 910 000 000 720		2018B Bond Interest		$12,143.75			
PO#:	Voucher #:		52795	Invoice	Invoice No: 3268841	7/22/2026		Paid Amt:	$12,143.75	
									Check Amount:	$12,143.75
PMA		01812		US BANK				Wire		
			E 07 005 910 000 000 720		2023A Bond Interest		$6,750.00			
PO#:	Voucher #:		52790	Invoice	Invoice No: 3267349	7/22/2026		Paid Amt:	$6,750.00	
									Check Amount:	$6,750.00
PMA		01812		US BANK				Wire		
			E 07 005 910 000 000 720		2023B Bond Interest		$52,800.00			
PO#:	Voucher #:		52791	Invoice	Invoice No: 3267348	7/22/2026		Paid Amt:	$52,800.00	
									Check Amount:	$52,800.00
SBT		00211		SW/WC SERVICE COOPERATIVES				Wire		
			B 01 215 027		Group Health Insurance -		$37,567.54			
			E 01 005 930 000 000 220		Retiree Insurance - JS		$928.88			
PO#:	Voucher #:		52768	Invoice	Invoice No: July 2 Premium	7/21/2026		Paid Amt:	$38,496.42	
									Check Amount:	$38,496.42
SBT		01418		HORACE MANN				Wire		
			B 01 215 051		Auto Insurance - 6/26 Stmt		$115.80			
			B 01 215 051		Auto Insurance - 7/11/26 Stmt		$115.80			
PO#:	Voucher #:		52770	Invoice	Invoice No: 220034A	7/21/2026		Paid Amt:	$231.60	
									Check Amount:	$231.60
SBT		4275		Northeast Service Coop				Wire		
			B 01 215 032		August 2026 - Single Premium		$720.00			

Minneota Public School

Detail Payment Register By Check

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor		Pmt/Void Date		Pmt Type		
SBT		**4275**		**Northeast Service Coop**				**Wire**		
			B 01 215 032		August 2026 - Family Coverage		$1,727.00			
PO#:	**Voucher#:**	**52763**	Invoice	**Invoice No:** 2802		**7/21/2026**		**Paid Amt:**	**$2,447.00**	
									Check Amount:	**$2,447.00**
SBT		**4275**		**Northeast Service Coop**				**Wire**		
			B 01 215 032		July 2026 - Single Coverage		$720.00			
			B 01 215 032		July 2026 - Family Coverage		$1,727.00			
PO#:	**Voucher#:**	**52762**	Invoice	**Invoice No:** 2765		**7/21/2026**		**Paid Amt:**	**$2,447.00**	
									Check Amount:	**$2,447.00**
SBT		**2819**		**EMC Insurance Companies**				**Wire**		
			E 01 005 760 000 720 340		Auto Insurance		$1,588.41			
			E 01 005 940 000 000 340		Property, Liability Insurance		$13,969.12			
PO#:	**Voucher#:**	**527TT**	Invoice	**Invoice No:** 7003397212		**7/22/2026**		**Paid Amt:**	**$15,557.53**	
									Check Amount:	**$15,557.53**
SBT		**00127**		**COMMISSIONER OF REVENUE**				**Wire**		
			B 01 215 013		STTAX		$3,413.56			
PO#:	**Voucher#:**	**52799**	Invoice	**Invoice No:** S2026242		**7/24/2026**		**Paid Amt:**	**$3,413.56**	
			B 01 215 013		STTAX		$2,028.53			
PO#:	**Voucher#:**	**52805**	Invoice	**Invoice No:** S2027020		**7/24/2026**		**Paid Amt:**	**$2,028.53**	
									Check Amount:	**$5,442.09**
SBT		**00594**		**PUBLIC EMPLOYEES RETIREMENT**				**Wire**		
			B 01 215 017		PERA		$3,368.47			
PO#:	**Voucher#:**	**52806**	Invoice	**Invoice No:** S2027020		**7/24/2026**		**Paid Amt:**	**$3,368.47**	
									Check Amount:	**$3,368.47**
SBT		**00710**		**TEACHERS RETIREMENT**				**Wire**		
			B 01 215 018		TRA		$18,153.53			
PO#:	**Voucher#:**	**52801**	Invoice	**Invoice No:** S2026242		**7/24/2026**		**Paid Amt:**	**$18,153.53**	
			B 01 215 018		TRA		$4,333.14			
PO#:	**Voucher#:**	**52807**	Invoice	**Invoice No:** S2027020		**7/24/2026**		**Paid Amt:**	**$4,333.14**	
									Check Amount:	**$22,486.67**
SBT		**2313**		**Educators Benefit Consultants**				**Wire**		
			B 01 215 035		HSA Employee Deduction		$347.61			
			B 01 215 085		MED FSA		$154.54			
PO#:	**Voucher#:**	**52803**	Invoice	**Invoice No:** S2027020		**7/24/2026**		**Paid Amt:**	**$502.15**	
									Check Amount:	**$502.15**

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor		Pmt/Void Date		Pmt Type		
SBT	**3017**			**EFTPS**				**Wire**		
		B 01	215 010		FICA/MD		$7,509.30			
		B 01	215 011		FED TAX		$3,428.57			
PO#:	**Voucher#:**	**52804**	Invoice	**Invoice No:** S2027020		**7/24/2026**		**Paid Amt:**	**$10,937.87**	
		B 01	215 010		FICA/MD		$14,592.16			
		B 01	215 011		FED TAX		$5,583.43			
PO#:	**Voucher#:**	**52797**	Invoice	**Invoice No:** S2026242		**7/24/2026**		**Paid Amt:**	**$20,175.59**	
									Check Amount:	**$31,113.46**
SBT	**3022**			**Common Remitter**				**Wire**		
		B 01	215 005		PAYANNU		$687.29			
PO#:	**Voucher#:**	**52796**	Invoice	**Invoice No:** S2026242		**7/24/2026**		**Paid Amt:**	**$687.29**	
		B 01	215 005		PAYANNU		$60.42			
PO#:	**Voucher#:**	**52800**	Invoice	**Invoice No:** S2026242		**7/24/2026**		**Paid Amt:**	**$60.42**	
		B 01	215 005		PAYANNU		$3,864.09			
PO#:	**Voucher#:**	**52802**	Invoice	**Invoice No:** S2026242		**7/24/2026**		**Paid Amt:**	**$3,864.09**	
		B 01	215 005		PAYANNU		$1,375.01			
PO#:	**Voucher#:**	**52808**	Invoice	**Invoice No:** S2027020		**7/24/2026**		**Paid Amt:**	**$1,375.01**	
									Check Amount:	**$5,986.81**
SBT	**4746**			**Minnesota Paid Leave**				**Wire**		
		B 01	215 088		MN Paid Leave Premium		$8,298.30			
PO#:	**Voucher#:**	**52833**	Invoice	**Invoice No:** Quarter 2 - 2026		**7/31/2026**		**Paid Amt:**	**$8,298.30**	
									Check Amount:	**$8,298.30**
SBT	**00127**			**COMMISSIONER OF REVENUE**				**Wire**		
		B 01	215 013		ST TAX		$2,321.17			
PO#:	**Voucher#:**	**52843**	Invoice	**Invoice No:** S2027030		**8/10/2026**		**Paid Amt:**	**$2,321.17**	
		B 01	215 013		STTAX		$3,416.29			
PO#:	**Voucher#:**	**52850**	Invoice	**Invoice No:** S2026243		**8/10/2026**		**Paid Amt:**	**$3,416.29**	
									Check Amount:	**$5,737.46**
SBT	**00594**			**PUBLIC EMPLOYEES RETIREMENT**				**Wire**		
		B 01	215 017		PERA		$3,474.11			
PO#:	**Voucher#:**	**52844**	Invoice	**Invoice No:** S2027030		**8/10/2026**		**Paid Amt:**	**$3,474.11**	
									Check Amount:	**$3,474.11**
SBT	**00710**			**TEACHERS RETIREMENT**				**Wire**		
		B 01	215 018		TRA		$6,109.83			
PO#:	**Voucher#:**	**52845**	Invoice	**Invoice No:** S2027030		**8/10/2026**		**Paid Amt:**	**$6,109.83**	

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor		Pmt/Void Date	Amount	Pmt Type		
SBT		**00710**		**TEACHERS RETIREMENT**				**Wire**		
			B 01 215 018		TRA		$18,153.40			
PO#:	**Voucher#:**	**52852**	Invoice	**Invoice No:** S2026243		**8/10/2026**		**Paid Amt:**	**$18,153.40**	
									Check Amount:	**$24,263.23**
SBT		**3017**		**EFTPS**				**Wire**		
			B 01 215 010		FICA/MD		$8,820.06			
			B 01 215 011		FED TAX		$3,899.70			
PO#:	**Voucher#:**	**52842**	Invoice	**Invoice No:** S2027030		**8/10/2026**		**Paid Amt:**	**$12,719.76**	
			B 01 215 010		FICA/MD		$14,596.20			
			B 01 215 011		FED TAX		$5,588.43			
PO#:	**Voucher#:**	**52848**	Invoice	**Invoice No:** S2026243		**8/10/2026**		**Paid Amt:**	**$20,184.63**	
									Check Amount:	**$32,904.39**
SBT		**3022**		**Common Remltter**				**Wire**		
			B 01 215 005		PAYANNU		$1,375.01			
PO#:	**Voucher#:**	**52846**	Invoice	**Invoice No:** S2027030		**8/10/2026**		**Paid Amt:**	**$1,375.01**	
			B 01 215 005		PAYANNU		$3,762.76			
PO#:	**Voucher#:**	**52853**	Invoice	**Invoice No:** S2026243		**8/10/2026**		**Paid Amt:**	**$3,762.76**	
			B 01 215 005		PAYANNU		$60.34			
PO#:	**Voucher #:**	**52851**	Invoice	**Invoice No:** S2026243		**8/10/2026**		**Paid Amt:**	**$60.34**	
			B 01 215 005		PAYANNU		$667.33			
PO#:	**Voucher #:**	**52847**	Invoice	**Invoice No:** S2026243		**8110/2026**		**Paid Amt:**	**$667.33**	
									Check Amount:	**$5,865.44**
SBT		**2313**		**Educators Benefit Consultants**				**Wire**		
			B 01 215 035		HSA Employee Deduction		$910.11			
			B 01 215 085		MED FSA		$154.54			
PO#:	**Voucher#:**	**52841**	Invoice	**Invoice No:** S2027030		**8/10/2026**		**Paid Amt:**	**$1,064.65**	
									Check Amount:	**$1,064.65**
SBT	**53498**	**00017**		**AMERICAN FAMILY ASSURANCE**				**Check**		
			B 01 215 026		Group Cancer - July 2026		$1,168.00			
			B 01 215 026		Adjustment - Terminations		($25.60)			
			B 01 215 026		Adjustment - Termination		($17.90)			
PO#:	**Voucher#:**	**52769**	Invoice	**Invoice No:** 522200		**7/2112026**		**Paid Amt:**	**$1,124.50**	
									Check Amount:	**$1,124.50**

Minneota Public School

Detail Payment Register By Check

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor		Pmt/Void Date		Pmt Type		
SBT	**53499**	**3303**		**Legal Shield**				**Check**		
			B	01 215 033	Group Legal - July 2026		$181.40			
PO#:	**Voucher#:**	**52766**	Invoice	**Invoice No:** 07/15/2026		**7/21/2026**		**Paid Amt:**	**$181.40**	
								Check Amount:		**$181.40**
SBT	**53500**	**1080**		**MN NCPERS Life Insurance**				**Check**		
			B	01 215 025	August 2026 - SB Life		$16.00			
PO#:	**Voucher#:**	**52764**	Invoice	**Invoice No:** 185001082026		**7/21/2026**		**Paid Amt:**	**$16.00**	
								Check Amount:		**$16.00**
SBT	**53501**	**2490**		**USAble Life**				**Check**		
			B	01 215 027	Group Life - Payroll Deduction		$106.48			
			B	01 215 027	Termination Adjustment		($7.80)			
PO#:	**Voucher#:**	**52767**	Invoice	**Invoice No:** 0007214689		**7/21/2026**		**Paid Amt:**	**$98.68**	
								Check Amount:		**$98.68**
SBT	**53502**	**4518**		**VSP Insurance Co (CT)**				**Check**		
			B	01 215 034	Member Only - July 2026		$79.30			
			B	01 215 034	Member + One - July 2026		$48.80			
			B	01 215 034	Member + Children - July 2026		$26.08			
			B	01 215 034	Member + Family - July 2026		$62.58			
PO#:	**Voucher#:**	**52765**	Invoice	**Invoice No:** 825549658		**7/21/2026**		**Paid Amt:**	**$216.76**	
								Check Amount:		**$216.76**
SBT	**53503**	**4757**		**GREAT Theatre**				**Check**		
			R	01 005 000 021 000 099	Theatre Class Field Trip - Student		$408.00			
			R	01 005 000 021 000 099	Theatre Class Field Trip - Adult		$60.00			
			R	01 005 000 021 000 099	Theatre Class Field Trip - Free Adult		($30.00)			
PO#:	**Voucher#:**	**52787**	Invoice	**Invoice No:** 3242		**7/22/2026**		**Paid Amt:**	**$438.00**	
								Check Amount:		**$438.00**
SBT	**53504**	**00421**		**LOCKWOOD MOTORS**				**Check**		
			E	01 005 760 000 720 350	Detail Cleaning Services		$1,703.80			
PO#:	**Voucher#:**	**52TT1**	Invoice	**Invoice No:** 6878-6890		**7/22/2026**		**Paid Amt:**	**$1,703.80**	
								Check Amount:		**$1,703.80**
SBT	**53505**	**00505**		**THE MINNEOTA MASCOT**				**Check**		
			E	01 005 010 000 000 305	92596 -Ad Wanted Paraprofessional		$78.00			
			E	01 005 010 000 000 305	92635 -Ad Wanted Paraprofessional		$78.00			
			E	01 005 010 000 000 305	92669 -Ad Wanted Paraprofessional		$78.00			

District # 0414

Minneota Public School

Detail Payment Register By Check

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor	Description	Pmt/Void Date	Amount	Pmt Type		
SBT	**53505**	**00505**		**THE MINNEOTA MASCOT**				**Check**		
			E	01 005 010 000 000 305	92708 - Request for Bids		$27.00			
PO#:	**Voucher#:**		**52786**	Invoice	**Invoice No:** 6/30/26 Stmt	**7/22/2026**		**Paid Amt:**	**$261.00**	
									Check Amount:	**$261.00**
SBT	**53506**	**2323**		**Borch Sporting Goods**				**Check**		
			E	01 300 294 221 000 401	UA Custom Sublimated Royal Singlet YXL		$150.00			
			E	01 300 294 221 000 401	UA Custom Sublimated Royal Singlet XS		$170.00			
			E	01 300 294 221 000 401	UA Custom Sublimated Royal Singlet S		$510.00			
			E	01 300 294 221 000 401	UA Custom Sublimated Royal Singlet M		$595.00			
			E	01 300 294 221 000 401	UA Custom Sublimated Royal Singlet L		$510.00			
			E	01 300 294 221 000 401	UA Custom Sublimated Royal Singlet XL		$340.00			
			E	01 300 294 221 000 401	UA Custom Sublimated Royal Singlet 2XL		$170.00			
			E	01 300 294 221 000 401	UA Custom Sublimated Royal Singlet 3XL		$90.00			
PO#: 11486	**Voucher#:**		**52n4**	Invoice	**Invoice No:** AYA003749-YA05	**7/22/2026**		**Paid Amt:**	**$2,535.00**	
			B	01 131 000	Size XL Royal UA Stock Armourgrid Jersery		$1,120.00			
			B	01 131 000	Size XXL Royal UA Stock Armourgrid Jersery		$3,584.00			
			B	01 131 000	Size 3XL Royal UA Stock Armourgrid Jersery		$1,026.00			
			B	01 131 000	Size 4XL Royal UA Stock Armourgrid Jersery		$464.00			
PO#: 11481	**Voucher#:**		**52n3**	Invoice	**Invoice No:** AYA003744-YA03	**7/22/2026**		**Paid Amt:**	**$6,194.00**	
									Check Amount:	**$8,729.00**
SBT	**53507**	**4756**		**BorderView Exterior Cleaning LLC**				**Check**		
			E	01 005 810 192 000 350	Exterior Window Cleaning		$810.00			
PO#:	**Voucher #:**		**52n5**	Invoice	**Invoice No:** 000004	**7/22/2026**		**Paid Amt:**	**$810.00**	
									Check Amount:	**$810.00**
SBT	**53508**	**4381**		**Data Processing Design Inc.**				**Check**		
			E	01 005 810 000 000 320	Monthly Useage Statement - 7/12 to 8/11		$30.99			
PO#:	**Voucher#:**		**52n6**	Invoice	**Invoice No:** EGOLD-12217138	**7/22/2026**		**Paid Amt:**	**$30.99**	
									Check Amount:	**$30.99**
SBT	**53509**	**2313**		**Educators Benefit Consultants**				**Check**		
			E	01 005 110 000 000 305	3rd Quarter - July, August, September		$125.00			
			E	01 005 110 000 000 305	3rd Quarter - July, August, September		$33.00			
PO#:	**Voucher#:**		**52n2**	Invoice	**Invoice No:** 42893	**7/22/2026**		**Paid Amt:**	**$158.00**	
									Check Amount:	**$158.00**

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor							Description	Pmt/Void Date	Amount	Pmt Type		
SBT	**53510**	**4749**		**GreatAmerica Financial Svcs.**										**Check**		
			E	01	005	257	000	302	560		Agreement 003-3261760-000		$1,283.01			
PO#:	**Voucher#:**		**52778**	Invoice	**Invoice No:** 42513475							**7/22/2026**		**Paid Amt:**	**$1,283.01**	
														Check Amount:		**$1,283.01**
SBT	**53511**	**3399**		**IXL Learning**										**Check**		
			E	01	100	203	000	795	406		IXL Grades - Math Science ELA		$4,116.00			
			E	01	300	211	000	795	406		IXL Grades - Math Science ELA		$2,009.00			
			E	01	300	211	000	795	406		IXL Grades - Math Science		$3,178.50			
			E	01	300	211	000	795	406		IXL Grades - Math Science		$3,159.00			
PO#: 11506	**Voucher#:**		**52788**	Invoice	**Invoice No:** S577583							**7/22/2026**		**Paid Amt:**	**$12,462.50**	
														Check Amount:		**$12,462.50**
SBT	**53512**	**00602**		**Performance Foodservice • Marshall**										**Check**		
			E	02	005	770	000	701	490		Food Service - Food		$1,981.49			
			E	02	005	770	000	701	490		Food Service - Supplies		$1,491.17			
PO#:	**Voucher#:**		**52779**	Invoice	**Invoice No:** 7/31/2026 Stmt							**7/22/2026**		**Paid Amt:**	**$3,472.66**	
														Check Amount:		**$3,472.66**
SBT	**53513**	**2446**		**Pete's Electric Motor Repair**										**Check**		
			E	01	005	760	000	720	350		Jet Drive Wheel Pair		$105.50			
			E	01	005	760	000	720	350		Discount		($10.55)			
			E	01	005	760	000	720	350		Freight		$25.30			
PO#:	**Voucher#:**		**52780**	Invoice	**Invoice No:** 19697							**7/22/2026**		**Paid Amt:**	**$120.25**	
														Check Amount:		**$120.25**
SBT	**53514**	**3212**		**Riddell**										**Check**		
			E	01	300	294	211	000	401		FB Helmet Speed Flex		$392.75			
			E	01	300	294	211	000	401		Freight		$23.95			
PO#:	**Voucher#:**		**52781**	Invoice	**Invoice No:** 952594966							**7/22/2026**		**Paid Amt:**	**$416.70**	
														Check Amount:		**$416.70**
SBT	**53515**	**00892**		**SCHOOL SPECIALTY, INC**										**Check**		
			E	01	005	110	000	000	401		2133009 School Smart Large Binder Clips pack		$16.36			
			E	01	005	110	000	000	401		2132999 School Smart Medium Binder Clips		$1.88			
			E	01	005	110	000	000	401		1597359 Avery Shipping Labels pack of 200		$40.68			
			E	01	005	110	000	000	401		003354 100pk clear push pins		$2.79			
			E	01	005	110	000	000	401		059952 Paper Fastener 1 inch		$2.72			
			E	01	005	110	000	000	401		Colored Paper - Front Office		$74.89			
PO#: 11524	**Voucher#:**		**52783**	Invoice	**Invoice No:** 308104893913							**7/22/2026**		**Paid Amt:**	**$139.32**	
			E	01	005	110	000	000	401		010191 Bostitch Full Strip Stapler, Black		$64.72			
			E	01	005	110	000	000	401		2132561 Bostitch Classic Metal Desktop Staple,		$45.48			

Bank	Check No	Code	Red	Vendor							Pmt/Void Date	Pmt Type
SBT	53515	00892		SCHOOL SPECIALTY, INC								Check
			E	01	005	110	000	000	401	088706 White Index Cards	$10.80	
			E	01	005	110	000	000	401	077399 Fine point permanent marker black	$58.30	
			E	01	005	110	000	000	401	1495148 White-Out Quick Dry Correction Fluid	$26.24	
			E	01	005	110	000	000	401	1354257 Highlighter Set of 20 chisel tip	$15.92	
			E	01	005	110	000	000	401	2133416 Dab N Seal Envelope Pack of 4	$24.68	
			E	01	005	110	000	000	401	1302002 Self Stick Notes 3x3	$88.88	
			E	01	005	110	000	000	401	027439 Perforated Edge Writing Pad, Narrow R	$90.84	
			E	01	005	110	000	000	401	027430 Perforated Edge Writing Pad, Legal, Let	$32.88	
			E	01	005	110	000	000	401	2000690 Facial Tissue, Flat Box	$52.84	
			E	01	005	110	000	000	401	2013913 Kraft Envelope 9x12	$235.52	
			E	01	005	110	000	000	401	2013912 Kraft Envelope Non clasp, 10x13	$96.44	
			E	01	005	110	000	000	401	2118845 C-Une Visitor Badges	$36.39	
			E	01	005	110	000	000	401	1473694 Hammond & Stephens 8 Subject 40 w,	$72.72	
			E	01	005	110	000	000	401	1571888 Scotch Heavy Duty shipping tape, pacl	$178.56	
			E	01	005	110	000	000	401	2013890 Business Envelope #10	$34.56	
			E	01	005	110	000	000	401	085004 ?"Scissors, straight handle	$14.28	
			E	01	005	110	000	000	401	078585 Scotch Magic Tape Value Pack, 16 pac�	$294.00	
			E	01	005	110	000	000	401	067673 Shipping Labels 5160	$157.52	
			E	01	005	110	000	000	401	1597359 Avery Shipping Labels pack of 200	$40.68	
			E	01	005	110	000	000	401	081933 School Smart 8 Tab Divider	$2.58	
			E	01	005	110	000	000	401	1599748 Standard Chisel Staples	$13.30	
			E	01	005	110	000	000	401	015741 File Folders	$68.16	
			E	01	005	110	000	000	401	20064761" Binder Black 3 Ring	$0.00	
			E	01	005	110	000	000	401	2013916 Kraft Clasp 6x9	$28.58	
			E	01	005	110	000	000	401	248962 White Cardstock	$29.36	
			E	01	005	110	000	000	401	021780 Safety pins	$1.42	
			E	01	005	110	000	000	401	1354255 Permanent Marker	$17.54	
			E	01	005	110	000	000	401	1473702 Hammond & Stephens lesson plan boc	$22.60	
			E	01	005	110	000	000	401	1481859 Hammond & Stephens Teachers Daily	$63.00	
			E	01	005	110	000	000	401	1483031 Hammond & Stephens Primary Writin�	$124.40	
			E	01	005	110	000	000	401	2150838 School Smart Sheet Protectors	$10.00	
			E	01	005	110	000	000	401	023506 Avery Adhesive Name Badges	$4.09	
			E	01	005	110	000	000	401	1280355 Cardstock Solar Yellow	$20.34	
			E	01	005	110	000	000	401	2103388 Ivory Cardstock 250	$32.88	
			E	01	005	110	000	000	401	2103389 Cardstock Blue	$32.88	
			E	01	005	110	000	000	401	1535941 Elmer's Glue Sticks	$53.36	

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor		Pmt/Void Date		Pmt Type		
SBT	**53515**	**00892**		**SCHOOL SPECIALTY, INC**				**Check**		
			E	01 005 110 000 000 401	1468085 Supersize Rubber Bands		$11.69			
			E	01 005 110 000 000 401	2215641 Desk Calendar		$7.99			
			E	01 005 110 000 000 401	1296236 Black Fine Tip Sharpies		$17.40			
PO#: 11522	**Voucher#:**	**52782**	Invoice	**Invoice No:** 308104893913		**7/22/2026**		**Paid Amt:**	**$2,233.82**	
									Check Amount:	**$2,373.14**
SBT	**53516**	**2785**		**SHI**				**Check**		
			E	01 005 108 000 795 406	M365 A3 Unified Edu Sub Per User Microsoft - I		$4,720.54			
			E	01 005 108 000 795 406	M365 A3 Unified Edu Sub Student Use Benefit I		$0.00			
			E	01 005 108 000 795 406	M365 A5 Unified Edu Sub Per User Microsoft - I		$226.74			
			E	01 005 108 000 795 406	Quote - 27505859		$0.00			
			E	01 005 108 000 795 406	EES# 48036583		$0.00			
			E	01 005 108 000 795 406	8/1/2026 to 7/31/2027		$0.00			
PO#: 11523	**Voucher#:**	**52784**	Invoice	**Invoice No:** B21430187		**7/22/2026**		**Paid Amt:**	**$4,947.28**	
									Check Amount:	**$4,947.28**
SBT	**53517**	**4359**		**Tech Check**				**Check**		
			E	01 005 108 000 795 405	LW-T1-CLASS-1Y - Classwize 1 Year Subscript		$2,932.65			
			E	01 005 108 000 795 405	LW-T1-SMGR-1Y-- Linewize School Manager 1		$4,051.69			
PO#: 11528	**Voucher#:**	**52785**	Invoice	**Invoice No:** 65691		**7/22/2026**		**Paid Amt:**	**$6,984.34**	
									Check Amount:	**$6,984.34**
SBT	**53518**	**4075**		**BUFFALO RIDGE CONCRETE INC**				**Check**		
			E	01 005 810 192 000 350	Playground Concrete		$472.50			
			E	01 005 810 192 000 350	Fuel		$15.00			
			E	01 005 810 192 000 350	Small Load Charge		$50.00			
PO#:	**Voucher#:**	**52789**	Invoice	**Invoice No:** 450589		**7/22/2026**		**Paid Amt:**	**$537.50**	
									Check Amount:	**$537.50**
SBT	**53519**	**01568**		**Minneota Education Minnesota Organization**				**Check**		
			B	01 215 028	DUES		$1,131.44			
PO#:	**Voucher#:**	**52798**	Invoice	**Invoice No:** S2026242		**7/24/2026**		**Paid Amt:**	**$1,131.44**	
									Check Amount:	**$1,131.44**
SBT	**53520**	**3435**		**DEPARTMENT OF TREASURY**				**Check**		
			E	01 005 110 000 000 401	Quarter 2 - PCORI Fee		$221.49			
PO#:	**Voucher#:**	**52809**	Invoice	**Invoice No:** Quarter 2 - PCORI Fe		**7/30/2026**		**Paid Amt:**	**$221.49**	
									Check Amount:	**$221.49**
SBT	**53521**	**1107**		**KEVEN LARSON**				**Check**		
			E	01 005 810 192 000 350	4000 Ext Quatz 25% Ash		$472.50			

Minneota Public School

Detail Payment Register By Check

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor	Description	Pmt/Void Date	Amount	Pmt Type		
SBT	53521	1107		KEVEN LARSON				Check		
			E	01 005 810 192 000 350	Fuel Surcharge		$15.00			
			E	01 005 810 192 000 350	Small Load Charge		$50.00			
PO#:	Voucher#:		52810	Invoice	Invoice No: Concrete - Buffalo R	7/31/2026		Paid Amt:	$537.50	
								Check Amount:		$537.50
SBT	53522	2323		Borch Sporting Goods				Check		
			E	01 300 294 215 000 401	Sport Tek Club Pullover		$425.00			
			E	01 300 294 215 000 401	Credit from Acct MINNEHS		($321.48)			
PO#:	Voucher#:		52828	Invoice	Invoice No: AAW003526-AW02	8/4/2026		Paid Amt:	$103.52	
								Check Amount:		$103.52
SBT	53523	2323		Borch Sporting Goods				Check		
			E	01 300 294 215 000 401	UA Showtime V Neck Jersey		$69.00			
PO#:	Voucher#:		52829	Invoice	Invoice No: AYA003747-YA02	8/4/2026		Paid Amt:	$69.00	
								Check Amount:		$69.00
SBT	53524	2323		Borch Sporting Goods				Check		
			E	01 300 294 215 000 401	UAArmourfuse Baseball Jersey		$69.00			
PO#:	Voucher#:		52830	Invoice	Invoice No: AYA003748-YA01	8/4/2026		Paid Amt:	$69.00	
								Check Amount:		$69.00
SBT	53525	2323		Borch Sporting Goods				Check		
			E	01 300 294 215 000 401	Custom Flexfit Cap		$972.00			
			E	01 300 294 215 000 401	Credit on Account		($605.68)			
PO#:	Voucher#:		52826	Invoice	Invoice No: AYA003640-YA02	8/4/2026		Paid Amt:	$366.32	
								Check Amount:		$366.32
SBT	53526	2323		Borch Sporting Goods				Check		
			E	01 300 294 215 000 401	FY2026 Baseball Equipment		$2,296.00			
			E	01 300 294 215 000 401	Credit on Account		($1,504.32)			
PO#:	Voucher#:		52825	Invoice	Invoice No: AAW003486-AW11	8/4/2026		Paid Amt:	$791.68	
								Check Amount:		$791.68
SBT	53527	2323		Borch Sporting Goods				Check		
			E	01 300 294 215 000 401	UA Baseball Jersey		$130.00			
			E	01 300 294 215 000 401	UA Baseball Jersey		$195.00			
PO#:	Voucher#:		52827	Invoice	Invoice No: AYA003746-YA01	8/4/2026		Paid Amt:	$325.00	
								Check Amount:		$325.00
SBT	53528	00454		MARSHALL PUBLIC SCHOOLS				Check		
			E	01 300 294 449 000 305	Hockey - C Renken		$1,417.69			

Minneota Public School

Detail Payment Register By Check

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor		PmtNoid Date		Pmt Type		
SBT	**53528**	**00454**		**MARSHALL PUBLIC SCHOOLS**				**Check**		
			E 01	300 294 449 000 305	Hockey - B Becker		$1,417.69			
PO#:	**Voucher#:**		**52831**	Invoice	**Invoice No:** 13075	**8/4/2026**		**Paid Amt:**	**$2,835.38**	
			E 01	100 412 000 740. 140	Salary- Testing Student		$79.04			
			E 01	100 412 000 740 210	Benefits - Testing Student		$15.03			
PO#:	**Voucher#:**		**52832**	Invoice	**Invoice No:** 13073	**8/4/2026**		**Paid Amt:**	**$94.07**	
									Check Amount:	**$2,929.45**
SBT	**53529**	**4250**		**American Welding & Gas, Inc**				**Check**		
			E 01	300 301 000 830 433	Acetylene Cylinder		$21.70			
			E 01	300 301 000 830 433	Argon Cylinder		$9.61			
			E 01	300 301 000 830 433	Oxygen Cylinder		$21.70			
			E 01	300 301 000 830 433	Argon.CO2 Cylinder		$75.95			
			E 01	300 301 000 830 433	Surcharge		$11.32			
PO#:	**Voucher#:**		**52817**	Invoice	**Invoice No:** 0011846186	**8/4/2026**		**Paid Amt:**	**$140.28**	
									Check Amount:	**$140.28**
SBT	**53530**	**02041**		**BISBEE PLUMBING & HEATING**				**Check**		
			E 01	005 865 000 380 350	Condensate Pump - Service Labor		$110.60			
			E 01	005 865 000 380 350	Replaced Condensate Pump		$100.00			
PO#:	**Voucher#:**		**52818**	Invoice	**Invoice No:** 77989	**8/4/2026**		**Paid Amt:**	**$210.60**	
									Check Amount:	**$210.60**
SBT	**53531**	**2323**		**Borch Sporting Goods**				**Check**		
			E 01	300 294 211 000 401	Apache Tomahawk Varisty		$1,625.00			
			E 01	300 294 211 000 401	Apache Tomahawk Varsity		$325.00			
PO#:	**Voucher#:**		**52816**	Invoice	**Invoice No:** AYA003809-YA02	**8/4/2026**		**Paid Amt:**	**$1,950.00**	
									Check Amount:	**$1,950.00**
SBT	**53532**	**4099**		**Cole Papers Inc**				**Check**		
			E 02	005 770 000 701 401	BTC067 Betco Green Earth Push Enzyme		$413.82			
			E 02	005 770 000 701 401	BTC070 Betco Simplicity Delimer		$266.20			
			E 02	005 770 000 701 401	BTC290 Betco Green Earth No Rinse Enzyme		$701.82			
			E 02	005 770 000 701 401	BUR004A Kraft Sack Bale		$29.80			
PO#:	**Voucher#:**		**52820**	Invoice	**Invoice No:** 10747274	**8/4/2026**		**Paid Amt:**	**$1,411.64**	
									Check Amount:	**$1,411.64**
SBT	**53533**	**00380**		**Johnson Controls Building Solutions LLC**				**Check**		
			E 01	005 865 000 380 305	July 2026 through September 2026		$5,550.00			
PO#:	**Voucher#:**		**52819**	Invoice	**Invoice No:** 1-138028225423	**8/4/2026**		**Paid Amt:**	**$5,550.00**	
									Check Amount:	**$5,550.00**

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor		PmWoid Date		Pmt Type		
SBT	**53534**	**2021**		**Johnson Controls Fire Protection LP**				**Check**		
			E 01 005 865 000 363 305		Temporary Patch on Main of Antifreeze Loop		$862.58			
			E 01 005 865 000 363 305		Fuel Surcharge		$195.00			
PO#:	**Voucher#:**	**52813**	Invoice	**Invoice No:** 54265510		**8/4/2026**		**Paid Amt:**	**$1,057.58**	
			E 01 005 865 000 363 305		Annual Service Agreement		$2,888.35			
PO#:	**Voucher#:**	**52824**	Invoice	**Invoice No:** 25569789		**8/4/2026**		**Paid Amt:**	**$2,888.35**	
									Check Amount:	**$3,945.93**
SBT	**53535**	**01175**		**MINN. ELEVATOR SERVICE, INC.**				**Check**		
			E 01 005 865 000 347 305		August Monthly Service		$219.43			
PO#:	**Voucher#:**	**52821**	Invoice	**Invoice No:** 1200280		**8/4/2026**		**Paid Amt:**	**$219.43**	
									Check Amount:	**$219.43**
SBT	**53536**	**4018**		**PEMBERTON LAW, P.L.L.P**				**Check**		
			E 01 005 010 000 000 305		Professional Services		$1,235.00			
PO#:	**Voucher#:**	**52823**	Invoice	**Invoice No:** 72		**8/4/2026**		**Paid Amt:**	**$1,235.00**	
									Check Amount:	**$1,235.00**
SBT	**53537**	**00602**		**Performance Foodservice• Marshall**				**Check**		
			E 02 005 770 000 701 490		Food Service		$1,879.91			
			E 02 005 770 000 701 401		Supplies		$321.98			
PO#:	**Voucher#:**	**52814**	Invoice	**Invoice No:** 7/31/2026 Stmt		**8/4/2026**		**Paid Amt:**	**$2,201.89**	
									Check Amount:	**$2,201.89**
SBT	**53538**	**2785**		**SHI**				**Check**		
			E 01 005 257 000 000 406		SMART Technologies - Part#: LUM-SW-MOD-1		$2,105.60			
PO#: 11531	**Voucher#:**	**52815**	Invoice	**Invoice No:** B21475334		**8/4/2026**		**Paid Amt:**	**$2,105.60**	
									Check Amount:	**$2,105.60**
SBT	**53539**	**4403**		**Sysco Western Minnesota, Inc.**				**Check**		
			E 02 005 770 000 701 490		Food Service		$5,362.90			
			E 02 005 770 000 707 490		Ala Carte		$129.00			
			E 02 005 770 000 701 401		Supplies		$394.69			
PO#:	**Voucher#:**	**52822**	Invoice	**Invoice No:** 7/31/26 Stmt		**8/4/2026**		**Paid Amt:**	**$5,886.59**	
									Check Amount:	**$5,886.59**
SBT	**53540**	**4751**		**Farmward Cooperative**				**Check**		
			E 01 005 760 000 720 440		Bus Fuel		$134.19			
			E 01 005 760 000 720 440		Van Fuel		$516.25			
			E 01 005 760 000 720 440		Oil Change - Maintenance		$39.33			
PO#:	**Voucher#:**	**52840**	Invoice	**Invoice No:** 7/31/2026 Stmt		**8/4/2026**		**Paid Amt:**	**$689.77**	
									Check Amount:	**$689.77**

Minneota Public School

Detail Payment Register By Check

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor							PmWoid Date		Pmt Type	
[redacted]														
SBT	**53542**	**00528**		**MUSIC STREET**									**Check**	
			E	01	300	258	233	000	350	Alto Sax Repair		$100.00		
			E	01	300	258	233	000	350	Flute Repair		$75.00		
			E	01	300	258	233	000	350	Baritone Repair		$95.00		
			E	01	300	258	233	000	350	Euphonium Repair		$100.00		
			E	01	300	258	233	000	350	Baritone Sax Repair		$130.00		
			E	01	300	258	233	000	350	French Horn Repair		$125.00		
			E	01	300	258	233	000	350	Baritone Repair		$30.00		
			E	01	300	258	233	000	350	Baritone Repair		$95.00		
			E	01	300	258	233	000	350	Trombone Repair		$95.00		
			E	01	300	258	233	000	350	Euphonium Repair		$100.00		
			E	01	300	258	233	000	350	Euphonium Repair		$100.00		
			E	01	300	258	233	000	350	Tenor Sax Repair		$110.00		
			E	01	300	258	233	000	350	Tenor Sax Repair		$110.00		
			E	01	300	258	233	000	350	French Horn Repair		$125.00		
			E	01	300	258	233	000	350	Baritone Repair		$95.00		
			E	01	300	258	233	000	350	Tuba Repair		$100.00		
			E	01	300	258	233	000	350	Tuba Repair		$100.00		
PO#:	**Voucher#:**	**52839**	Invoice							**Invoice No:** 230426942	**8/4/2026**		**Paid Amt:**	**$1,685.00**
			E	01	300	258	233	000	430	Flute Excellence Book		$25.50		
			E	01	300	258	233	000	430	Alto Sax Excellence Book		$42.50		
			E	01	300	258	233	000	430	Trumpet Excellence Book		$34.00		
			E	01	300	258	233	000	430	Baritone Excellence Book		$25.50		
			E	01	300	258	233	000	430	Drums & Mallet Excellence Book		$34.00		
PO#:	**Voucher#:**	**52837**	Invoice							**Invoice No:** 230097201	**8/4/2026**		**Paid Amt:**	**$161.50**
			E	01	300	258	233	000	430	Trombone Excellence Book		$8.50		
			E	01	300	258	233	000	430	Trumpet Excellence Book		$8.50		
			E	01	300	258	233	000	430	Trumpet Excellence Book		$8.50		

Minneota Public School

Detail Payment Register By Check

Check Number: 53498-2147483647 Payment Date: 7/21/2026-8/31/2026 Period: 202612-202702 Void Status: N

Bank	Check No	Code	Red	Vendor		PmWoid Date		Pmt Type		
SBT	**53542**	**00528**		**MUSIC STREET**				**Check**		
			E	01 300 258 233 000 430	Trumpet Book 2 Excellence Book		$8.50			
PO#:	**Voucher#:**		**52838**	Invoice	**Invoice No:** 230937974	**8/4/2026**		**Paid Amt:**	**$34.00**	
									Check Amount:	**$1,880.50**
SBT	**53543**	**3723**		**PESCH SKIDLOADER SERVICES**				**Check**		
			E	01 005 810 192 000 350	Formed Shed Pad - Sod Removal Per Larson		$300.00			
PO#:	**Voucher #:**		**52836**	Invoice	**Invoice No:** 2802	**8/4/2026**		**Paid Amt:**	**$300.00**	
									Check Amount:	**$300.00**
SBT	**53546**	**01568**		**Minneota Education Minnesota Organization**				**Check**		
			B	01 215 028	DUES		$1,132.63			
PO#:	**Voucher #:**		**52849**	Invoice	**Invoice No:** S2026243	**8/10/2026**		**Paid Amt:**	**$1,132.63**	
									Check Amount:	**$1,132.63**
									Report Total:	**$443,048.86**

LEADERSHIP

REPORTS

Elementary Updates

School Board Report

Nicolle Johnston

Enrollment

300

PreK: 42
Kindergarten: 38
Grade 1: 34
Grade 2: 34
Grade 3: 46
Grade 4: 34
Grade 5: 39
Grade 6: 33

K-12 Summer adds	13
K-12 Summer drops	4

Incoming School	Count
Marshall	6
St. Ed's	3
Lynd	1
RTR	1
Washington	1
Ivanhoe	1

Outgoing School	Count
Marshall	1
St. Ed's	2
Online	1

Summer enrollment remains positive with a **net gain of nine students**, driven primarily by strong kindergarten enrollment and continued interest from neighboring districts, particularly Marshall and St. Edward's.

Staffing Updates

- 1 para resignation last week- interview on 8/5 to fill
- All licensed positions filled
- New teacher orientation begins next week (8/11)
- Mentor assignments established
- Long-Term substitute positions (2) filled

Curriculum, Instruction, and Assessment Updates

Minnesota READ Act

- **No major shifts or changes**
- **Additional Screening Requirements**
    - Grades K-2 will need the earlyReading: Oral Repetition test in the fall (will need to be screened in winter if below benchmark)
        - Reason: Oral Language is the foundation to being able to read.

State Standards

Content Area	Implementation Year	What this means for us
Social Studies	2026-2027	Teachers will align curriculum, instruction, assessments, and instructional resources to the new standards while incorporating the required Indigenous Education for All and Ethnic Studies content. Professional learning should focus on instructional shifts, new benchmarks, and ensuring high-quality instructional materials are utilized.
Math	2027-2028	We will continue with curriculum review, resource selection, professional learning, and pacing alignment. By 2027–28, classroom instruction and assessments should be fully aligned to the new standards, with an emphasis on conceptual understanding, procedural fluency, mathematical reasoning, and real-world problem solving.
Health	TBD	Minnesota has adopted revised Health standards, but the required statewide implementation timeline has not yet been established. Continue monitoring guidance from the Minnesota Department of Education.

Teaching and Learning Priorities for 2026-2027

Literacy

- Continued implementation of the Minnesota READ Act
- Strengthening Science of Reading practices PreK-12
- Communication with families regarding how they can support their child at home

Math

- Continued curriculum review aligned to the 2022 Minnesota Math Standards
- Resource review continues throughout the year so we are ready for implementation in 2027-2028

Professional Learning Communities (PLCs) are being redesigned this year to increase collaboration around:

  - Essential standards/skills
  - Student data
  - Intervention
  - Enrichment
  - Continuous instructional improvement

Monkey Business Treats LLC at Open House

Upcoming Dates

- August 11: New Teacher Workshop
- August 17-19: Back to School Workshop
- August 19: Open House
- August 24: First Day of School

High School
August 2026-Board Report

Current Updates

- MDE/MASA Back-to-School Conference
- Data Mine Retreat
- Open House
  - 7th Grade Orientation
- PLC's
- Schedule Changes with Angela coming up.
- Mentor Program
  - Jessica Rosa:
    - Marcus Winter
    - Sorcha Vikter
  - Diane Gillingham
    - Sarah Spieker
    - Emma Volz

Upcoming Events

- Meeting with 7th grade students and new students.
- Meeting with Classes

MINNEOTA PUBLIC SCHOOLS • ISD #414

Mentorship Program

Schools in the Grant

- BBE
- BOLD
- Cedar Mountain
- Ellsworth
- JCC
- KMS

- LQPV
- Lester Prairie
- Minneota
- Round Lake Brewster
- RTR

Grant Team

Lisa Gregoire
Director of New Teacher Center

Allyson Pesek
Regional Compass Supervisor

Misty Riebel
Assistant Director

SOUTHWEST WEST CENTRAL SERVICE COOPERATIVE
SWWC
Education & Administrative Resources

MRVED
MINNESOTA RIVER VALLEY EDUCATION DISTRICT

Teacher Retention

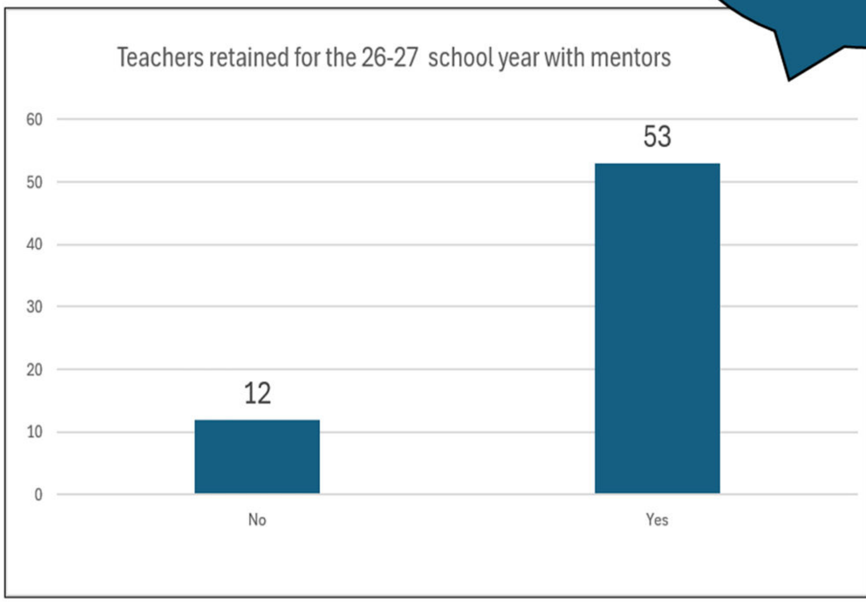
Induction is identified as the most effective practice to increase retention, reducing the odds of leaving by 35% to 50%.

Source: Ed Research for Action Brief #32, 2025

Retention

Retention

81.5% retention



Data Highlights

- 23 of the 65 teachers reported were in their first year of teaching
- 8 of the 65 had Tier 1 license
- 10 of 65 had Tier 2 license
- 2 of the 65 had Out-of-Field Permission
- 8 science teachers, all retained ☺
- 14 were SpEd
- 14 were Elementary

Reasons for leaving included budget cuts, non-renewal, resignation, licensure

****3 district's data not reported**

Why mentoring and Induction are Important

Student Outcomes

Improved student outcomes, particularly for historically underserved students

Recruitment and Retention

Increased recruitment and retention of new teachers, particularly teachers of color and American Indian teachers

Teacher Effectiveness

Accelerated practice of new educators to cultivate optimal learning environments

Culture

More inclusive and culturally responsive instructional cultures across schools throughout the state of Minnesota

Effective Mentoring Programs

- Shared Vision & Leadership
- Intentional Mentor Selection & Matching
- Ongoing Mentor Learning & Development
- Protected Time, Resources & Organizational Support
- Job-Embedded & Evidence-Based
- Multi-Year, Differentiated Support
- Collaborative Systems & Alignment
- Equity, Belonging & Well-Being

Grant Provided Supports

- **A year** of ***training and support*** *(differentiated by Cohort)*
- Access to NTC's ***evidence-based*** model, tools and frameworks as well as job-embedded support for mentors (on-site)
- Sibme (online platform)
- Mentor ***Community of Practice***
- ***School leadership support*** with building an effective induction plan, using the Minnesota Framework for Mentoring and Induction as a roadmap
- Opportunities to ***collaborate*** and learn from other districts, surrounding regional programs, MDE & NTC
- Optional "new teacher" networking and professional learning opportunities
- **Stipend** per mentor upon completion of the grant commitments and expectations (plus opportunity to earn additional stipends in Year 3)

Superintendent's Report
General Information

- Workshop Week!
- Fully staffed and licensed
- The Komp
- Storage sheds
- School Board Election
- 2025-2026 financial audit

CONSENT

AGENDA

MINNEOTA PUBLIC SCHOOLS – ISD #414

JULY 22, 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 Wednesday, July 22, 2026 at 7:00 am in the Conference Room.

Roll call was taken. Members present included Emily Coequyt, Jon Buysse, Martin Hennen, Abby Thostenson, Ryan Runia, Tom Skorczewski, and Julie Mead.

Nicolle Johnston, Jared Josephson, Heather Anderson, Kim Castor, Brandon Castor, Karen Dalager, 4th Grade Students and families and Tara Skorczewski also attended.

Motion by Mead, second by Buysse, 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.

4th Graders presented their book called Playground Persuasion.

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

Motion by Mead, second by Buysse, to approve the Consent Agenda as amended. Skorczewski abstained. Motion carried unanimously.

Motion by Skorczewski, second by Hennen, to approve the 2nd reading of five (5) policies and one (1) procedures. Motion carried unanimously.

Motion by Skorczewski, second by Runia to approve the 2026-27 Fees, Prices, and Rates. Motion carried unanimously.

Motion by Mead, second by Hennen to approve a School Board Special Meeting on Wednesday, August 19, 2026 at 7:00 am to canvass election results. Motion carried unanimously.

Motion by Skorczewski, second by Runia to approve LTFM 10-Year Expenditure Application. Motion carried unanimously.

Motion by Buysse, second by Hennen to approve the Fiscal Year [FY] 28 Application for Long-Term Facilities Maintenance Revenue Statement of Assurance. Motion carried unanimously.

Motion by Skorczewski, second Hennen to approve the Resolution Adapting the school district's fiscal year [FY] 28 Long-Term Facilities Maintenance Ten-Year Plan. Motion carried unanimously by roll call vote with all members present voting in favor.

Motion by Coequyt, second by Mead to approve Brad's Market bread bid for the 2026-2027 school year. Motion carried unanimously.

Motion by Buysse, second by Mead to approve Prairie Farms dairy bid for the 2026-2027 school year. Motion carried unanimously.

Motion by Coequyt, second by Hennen to approve Farmward Cooperative petroleum bid for the 2026-2027 school year. Motion carried. Skorczewski abstained.

Motion by Buysse, second by Skorczewski to approve a Resolution for Designation of the Identified Official with Authority [IOWA] for Education Identity Access Management [EDIAM] for the MDE external user access recertification system for the 2026-2027 school year. Motion carried unanimously by roll call vote with all members present voting in favor.

Motion by Mead, second by Hennen to approve the 2026-2027 Elementary Student and Family Handbook. Motion carried unanimously.

Motion by Skorczewski, second by Coequyt to approve the 2026-2027 High School Student Handbook. Motional carried unanimously.

Motion by Buysse, second by Coequyt to approve the single reading of eleven (11) policies. Motion passed unanimously.

Three (3) policies and four (4) procedures were read for a 1st reading. No action was taken.

Motion by Skorczewski, second by Runia, to approve a resolution for acceptance of gifts, donations, and grants. Motion carried unanimously by roll call vote with all members attending voting yes.

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

There being no further business, the meeting was adjourned at 8:14 am.

Respectfully submitted,

____

Martin Hennen, Clerk

Consent Agenda Personnel Items | August 2026 School Board Meeting

Resignation or Termination			
Name	**Position**	**Effective Date**	**Details**
Alpha Dumarce	Paraprofessional	July 29, 2026	Personal Reasons
New Contract or New Hire			
Name	**Position**	**Salary-Wages**	**Effective Date**
Megan Hennen	Paraprofessional	AFSCME Contract	Start of the 2026-2027 School Year
Ella Moorse	Paraprofessional	AFSCME Contract	Start of the 2026-2027 School Year
Laura Swoboda	Extended Day - Hours Substitute	$26.42/per hour	On or around October 11, 2026 through February 28, 2027

SPECIAL EDUCATION TRANSPORTATION CONTRACT

It is agreed that the Minneota Public School District, District No. 414, and [redacted] enter into this contract for the transportation of [redacted] to and from [redacted] home to ELC Montevideo.

Contract terms: commence Monday, August 24, 2026, and end on Friday, June 30, 2027.

Description of vehicle(s) to be used: Make(s)____________________________

Model Year(s) ____________________________

Plate Number(s) ____________________________

Auto liability insurance coverage amount of $ ____________.

[redacted] must provide a certificate of insurance indicating that the policy is current and a copy of [redacted] current driver's license. Parents must provide a safe and reasonable means of transportation, which shall at all times be insured for liability.

The responsibility of the District to compensate [redacted] for this transportation shall be limited to the regular 2026-2027 school term. In addition, the following terms apply:

a. Reimbursement is based on a rate per mile driven from [redacted]'s home to the Montevideo ELC and from the Montevideo ELC to [redacted]'s home.
b. Reimbursement shall be limited to the actual mileage driven by [redacted].
c. Reimbursement shall be paid only for days that [redacted] physically attends school in person.
d. It is understood and agreed that the legal status of [redacted] under this Agreement is that of an Independent Contractor. In no manner shall [redacted] be deemed an employee of Minneota Public Schools and therefore is not entitled to any benefits associated with such employment.
e. [redacted] may not assign any part of this contract.

**Reimbursement shall be paid at the rate of $.76 per mile (approximately $123 per day).*

Claims for reimbursement are to be submitted monthly.

[redacted] must submit the claim within 30 days after the end of the claim period. The District will reimburse [redacted] within 30 days of receiving the claim.

Either party can cancel the contract by giving 30 days' written notice.

Parent

____

[redacted]

____

Date

District

____

Scott Monson, Superintendent

____

Date

Dear Superintendent,

United Community Action Partnership Head Start would like to acknowledge and thank you for the positive relationship we have enjoyed with the Early Childhood Staff in your school district over the years. We desire to continue that relationship for the upcoming school year by renewing the MOUs and LEA agreements.

Following the Head Start Program Performance Standards and the Head Start Act, Head Start programs must obtain formal Interagency Agreements (LEA's) and Memorandums of Understanding (MOU's) with the local school districts and do so annually. Enclosed please find both an Interagency Agreement and MOU for the 2026-2027 school year. These documents are based on the agreement between the Minnesota Department of Education has with Head Start. It delineates the roles and responsibilities of United Community Action Partnership Head Start and the Public School District. Please read the enclosed LEA agreement and MOU. If acceptable, please sign or E-sign each agreement and keep one copy for your records.

If you have any questions, please contact Jamie Sorgatz at (320) 235- 0850 ext. 1606 or Dr. Mary Lockhart-Findling at (320) 235-0850 ext. 1621. Thank you for taking the time to look over the enclosed documents. We look forward to the continued work with your school district.

Sincerely,

Jamie Sorgatz
Disability & Mental Health Coordinator
Jamies@unitedcapmn.org

Mary Lockhart-Findling, PhD
Program Director, UCAP Head Start
Marylf@unitedcapmn.org

A Memorandum of Understanding Between

Minneota Public School District #414 and

United Community Action Partnership Head Start

I. Parties to the Agreement

A. Minneota Public School District #414 and;

B. United Community Action Partnership Head Start

II. Purpose of Agreement

A. To improve availability and the quality of services for the geographic service area of United Community Action Partnership Head Start's children, birth through age five, and their families

B. To support children's optimal development and readiness for school entry and success

C. To respond to the specific circumstances of the local community, including individuals experiencing homelessness, seasonal workers, or those with limited English proficiency.

D. To promote collaboration regarding shared use of transportation, facilities, and other resources, as appropriate

E. To promote further collaboration to reduce duplication and enhance the efficiency of services.

F. To define the roles and responsibilities of the named parties toward coordination and greater collaboration; enhance linkages and relationships; and exchange information on the provision of educational and non-educational services.

G. Coordinate a comprehensive system of activities, policies, and procedures among the named parties that guide and support their delivery of services to children and their families.

III. Program Descriptions

A. United Community Action Partnership Head Start provides services to children and their families in Kandiyohi, Meeker, Renville, McLeod, Lincoln, Lyon, Redwood, Cottonwood, and Jackson counties.

B. Head Start is a nation-wide Federal grant program funded by the U.S. Department of Health and Human Services. It is a comprehensive child development program for families with young children in the areas of education, social services, health, and family involvement. Head Start preschool programs are for children from prenatal to 5 years of age and their families.

Head Start is mandated to assume a leadership role in the development of partnerships with community agencies and service providers. Each Head Start, Migrant and Seasonal, and American Indian/Alaska Native Head Start program must have a written agreement with the local school systems (LSS) or local education agency (LEA) to coordinate and collaborate to best meet the needs of children and their families.

C. Minneota Public School District #414 serves preschool children through School Readiness, a public program open to Minnesota children age three years to kindergarten. School districts offer early childhood programs and services unique to the needs of children and resources in their communities, with the goal of preparing children for kindergarten.

IV. Authority

Head Start's responsibility for coordination and collaboration with the appropriate local entity responsible for managing publicly funded preschool programs in the service area of the Head Start grantee is mandated in the Head Start Act: Public Law 110-134 "Improving Head Start for School Readiness Act of 2007."

V. Guiding Principles

- Create and maintain a meaningful partnership to promote school readiness so that children from low-income families in Head Start programs, or who are preschool age, may receive comprehensive services to prepare them for elementary school and to address any potential "achievement gap."
- Plan and implement strategies based on practice and research that have proven to support children's school success.
- Respect the uniqueness of each locality's needs and resources.
- Promote the involvement of members of the early care and education communities.
- Share commitment, cooperation, and collaboration for a coordinated service delivery system.

VI. Joint Roles in System Review, Coordination, Collaboration, Alignment, and Implementation

Minneota Public School District #414 and United Community Action Partnership Head Start will review and develop plans for the coordination, collaboration, alignment, and implementation of each of the following activities, as mandated by the Act.

A. Educational activities, curricular objectives, and instruction

1. 642(f) Implement a research-based early childhood curriculum that – (E) is aligned with the Head Start Child Outcomes Framework developed by the Secretary and, as appropriate, State early learning standards

2. 642A (3) Establish ongoing communications between the Head Start grantee and local educational agency for developing continuity of developmentally appropriate curricular objectives (which for the purpose of the Head Start program shall be aligned with the Head Start Child Outcomes Framework and, as appropriate, State early learning standards) and for shared expectations for children's learning and development as the children transition to school

B. Public information dissemination and access to programs for families contacting the Head Start program or any of the preschool programs

1. 642(e)(1) Generate support and leverage the resources of the entire local community in order to improve school readiness

2. 642A (2) Establish ongoing channels of communication between Head Start staff and their counterparts in the schools (including teachers, social workers, local educational agency liaisons designated under section 722(g)(1)(J)(ii) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11432(g)(1)(J)(ii)), and health staff) to facilitate coordination of programs

C. Selection priorities for eligible children to be served by programs

1. 642A (13) Develop and implement a system to increase program participation of underserved populations of eligible children

2. 642(f)(10) Develop procedures for identifying children who are limited English proficient, and informing the parents of such children about the instructional services

used to help children make progress towards acquiring the knowledge and skills described in section 641A(a)(1)(B) and acquisition of the English language

3. 641A(E) Include information on the innovative and effective efforts of the Head Start agencies to collaborate with the entities providing early childhood and development services or programs in the community and any barriers to such collaboration that the agencies encounter

4.641(H) the plan of such applicant to coordinate and collaborate with other public or private entities providing early childhood education and development programs and services for young children in the community involved.

D. Definition of service areas Minneota Public School District #414

E. Staff training, including opportunities for joint staff training on topics such as academic content standards, instructional methods, curricula, and social and emotional development

1. 642A (4) Organize and participate in joint training, including transition-related training for school staff and Head Start staff.

F. Program technical assistance

1. 642 (10) Link the services provided in such Head Start program with educational services, including services relating to language, literacy, and numeracy, provided by such local educational agency

2. 648(i) (e)(3) Encourage States to supplement the T/TA funds with Federal, State, or local funds other than funds made available, to expand training and technical assistance activities beyond Head Start agencies to include other providers of other early childhood education and development programs within a State

G. Provision of services to meet the needs of working parents, as applicable

1. 642(e) Coordinate activities to make resources available for full working-day and full calendar year available to children

2. 642(e)(3) Coordinate activities and collaborate with programs under the Child Care and Development Block Grant Act (42 U.S.C. 9858 et seq.)

H. Communication and parent outreach for smooth transitions to kindergarten

1. 642A (1) Develop and implement a systematic procedure for transferring, with parental consent, Head Start program records for each participating child to the school in which such child will enroll

2. 642 (5) Establish comprehensive transition policies and procedures that support children transitioning to school, including by engaging the local educational agency in the establishment of such policies

3. 642 (6) Conduct outreach to parents and elementary school (such as kindergarten) teachers to discuss the educational, developmental, and other needs of individual children

4. 642 (7) Help parents of limited English proficient children understand

(A)The instructional and other services provided by the school in which such child will enroll after participation in Head Start; and

(B)As appropriate, the information provided to parents of limited English proficient children under section 3302 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7012)

5. 642 (8) Develop and implement a family outreach and support program, in cooperation with entities carrying out parental involvement efforts under title I of the Elementary and Secondary Education Act (20 U.S.C. 6301 et seq.), and family outreach and support efforts under subtitle B of title VII of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.), taking into consideration the language needs of parents of limited English proficient children

6. 642 (9) Assist families, administrators, and teachers in enhancing educational and developmental continuity and continuity of parental involvement in activities between Head Start services and elementary school classes

7. 642 (11) Help parents (including grandparents and kinship caregivers, as appropriate) to understand the importance of parental involvement in a child's academic success while teaching them strategies for maintaining parental involvement as their child moves from Head Start to elementary school

8.642 (12) Help parents understand the instructional and other services provided by the school in which their child will enroll after participation in the Head Start program

I. Provision and use of facilities, transportation, and other program elements

1. 642(e)(4)

(A) Collaborate on the shared use of transportation and facilities, in appropriate cases

(B)Collaborate to reduce duplication and enhance the efficiency of services while increasing the program participation of underserved populations of eligible children.

(C)Exchange information on the provision of non-educational services to such children

J. Other elements mutually agreed to by the parties

VII. Confidentiality

All acknowledge confidentiality requirements that each grantee and agency must follow regarding the sharing and release, with the consent of families, of personally identifiable information regarding children and families. Each grantee and agency will protect the rights of young children with respect to records and reports created, maintained, and used by the public agencies. It is the intent of this agreement to ensure that parents have rights of access and rights of privacy with respect to such reports and records, and that applicable State and Federal laws for the exercise of these rights must strictly be followed. Family Educational Rights and Privacy Act (FERPA) will be adhered to. (See 34CFR 303.460.)

VIII. Dispute Resolution

Parties will first attempt to resolve the dispute between or among themselves. All local agencies will ensure that a system is in place to resolve disputes and solve problems. The system should include:

a. Timelines for regular meetings to review local agreements, plan collaborative activities, and resolve issues; and

b. The identification of a liaison from each grantee and agency.

IX. Review of Agreement

The agreement will be jointly reviewed periodically and more frequently if laws and regulations are amended that will significantly impact this agreement, or when a party requests a formal change.

X. Term of Agreement

The agreement will become effective immediately after being signed and dated by all parties. By signing the agreement each grantee and agency agree to the terms. The signed agreement will be binding on all successors of parties to the agreement.

XII. SIGNATURES

For the School District

____ ________________

Local Entity Representative Date

For United Community Action Head Start

Mary Lockhart-Findling 07/24/2026

Mary Lockhart-Findling, PhD
Head Start Grantee Director Date

Interagency Agreement Between

Minneota Public School District #414 and

United Community Action Partnership, Inc. Head Start

Minneota Public School District #414 and United Community Action Partnership, Inc. Head Start for the period beginning September 1, 2026, and continue to August 31, 2027.

I. Purpose

The purpose of this Agreement is to establish working procedures between the above stated programs for the provision of special needs services to children ages birth through five in compliance with Federal and State laws and regulations.

It is the intent of this agreement to:

a. Define which services will be provided by each program.
b. Ensure that children eligible for Early Childhood Special Education services receive an appropriate education, as provided for by law.
c. Ensure that each program cooperatively maintains communication and shares leadership responsibilities at the local level to ensure that available resources are utilized in the most effective manner.
d. Ensure that cooperative arrangements between Minneota Public School District #414 and United Community Action Partnership Head Start are developed, implemented, and preserved.

This agreement only applies to children, from birth until enrollment into kindergarten.

II. Responsibilities of United Community Action Partnership Head Start

United Community Action Partnership Head Start will assume the following responsibilities to facilitate early identification and treatment of enrolled children to provide them with opportunities to participate in integrated infant and preschool programming.

a. To provide health and developmental screenings to meet the preschool screening requirements by the State of Minnesota for all United Community Action Partnership Head Start children who could not attend preschool screening with the district.
b. provide the names of United Community Action Partnership Head Start children who have completed a preschool screening at United Community Action Partnership Head Start to the Minneota Public School District #414.
c. To facilitate evaluation of all United Community Action Partnership Head Start children with suspected disabilities by referring them through Help Me Grow to the Early Childhood Special Education program for assessment.

d. To provide a full-inclusive educational experience and other United Community Action Partnership Head Start services to children with special needs enrolled in the United Community Action Partnership Head Start Program.
e. To make reasonable accommodation for full program participation for children with special needs.
f. Provide training to the United Community Action Partnership Head Start and Minneota Public School District #414 staff on full-inclusion best practices for children with special needs.
g. To invite Minneota Public School District #414 staff to participate in United Community Action Partnership Head Start training workshops and/or technical assistance programs.
h. To actively recruit children with suspected or diagnosed disabilities for the United Community Action Partnership Head Start program.
i. To inform parents regarding kindergarten information meetings and help families participate in these meetings.

j. To coordinate with Minneota Public School District #414 when a United Community Action Partnership Head Start child has an IEP/IFSP and is receiving Early Childhood Special Education services.

k. To supply copies of physical, immunizations, vision/hearing screenings, health histories, and results of the developmental screenings of United Community Action Partnership Head Start children who are in Minneota Public School District #414.

l. To provide information on children in the Minneota Public School District #414 who did not qualify for United Community Action Partnership Head Start so that they may be contacted for other preschool services.

III. Responsibilities of Minneota Public School District #414

Minneota Public School District #414 will provide those services defined as their responsibilities under Federal and State laws and regulations. Specifically, the United Community Action Partnership Head Start Program will request the following services:

a. To provide speech/language/ECSE, PT, OT, and evaluations within 60 days upon referral for assessment of Part B services and within 45 days for Part C services.

b. To inform the United Community Action Partnership Head Start Disability & Mental Health Coordinator and/or Head Start Teacher, in a timely manner, of upcoming meetings that involve a Head Start child or a potential Head Start child (such as: assessment summary reports, initial, annual, requested and transitional IEP/IFSP team meetings, child study meetings, etc.) so that a representative of United Community Action Partnership Head Start can be a part of the multidisciplinary team as required and be a support to the parents.

c. To facilitate IEP/IFSP's with relevant United Community Action Partnership Head Start staff and child's parents or guardians for appropriate planning, placement, and follow-through. To support IEP/IFSP goals and accommodations in collaboration with United Community Action Partnership Head Start Staff and child's parents/guardians.

d. To provide special education services.

e. To provide an Early Childhood Special Education staff person as a referral/point of contact person.

f. To invite United Community Action Partnership Head Start staff to participate in Early Childhood-sponsored workshops or trainings as appropriate.

g. To refer children to the United Community Action Partnership Start Program as a placement option.

h. To inform United Community Action Partnership Head Start when kindergarten information meetings are scheduled.

As representatives of United Community Action Partnership Community Action Agency, Inc., Head Start and Minneota Public School District #414 the undersigned concur with the above statements.

For the School District

____ ________________

Local Entity Representative Date

For United Community Action Head Start

Mary Lockhart-Findling 7/24/2026

Head Start Grantee Director Date

Previous

Business

Minneota Public School District
Policy 213

Adopted: March 18, 2010

Revised: ~~December~~August 2026~~4~~

213 SCHOOL BOARD COMMITTEES

I. PURPOSE

The purpose of this policy is to provide for the structure and the operation of committees or subcommittees of the school board.

II. GENERAL STATEMENT OF POLICY

A. It is the policy of the school board to designate school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.

B. The school board has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the school board and the school district.

C. A school board committee or subcommittee will be formed by school board resolution which shall outline the duties and purpose of the committee or subcommittee.

D. A committee or subcommittee is advisory in nature and has only such authority as specified by the school board.

E. The school board will receive reports or recommendations from a committee or subcommittee for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.

F. The school board also may establish such ad hoc committees for specific purposes as it deems appropriate.

G. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.

H. A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.

III. APPOINTMENT OF COMMITTEES

A. The school board hereby appoints the following standing committees or school board representation:

1. Committee - Building & Grounds and LTFM [Long-Term Facilities Maintenance]
2. Committee - Finance
3. Committee - Food Service
4. Committee - Marketing and Communications
5. Committee - MSHSL [Minnesota State High School League]
6. Committee - Negotiations/Personnel
7. Committee - Policies & Procedures
8. Committee – Technology and Artificial Intelligence Task Force
9. Committee - Transportation

10. Representation - Community Education
11. Representation - Continuing Education
12. Representative - MSBA [Minneota School Boards Association] Legislative Liaison
13. Representative - MRVED [Minnesota River Valley Education District]
14. Representation - Q-Comp and Staff Development

B. The school board will establish, by resolution, for each standing or ad hoc committee or representative the number of members, the term, and the charge or mission of each ~~such~~ committee.

C. The school board chair shall appoint the members of each standing or ad hoc committee and designate the chair thereof.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

A. All meetings of committees or subcommittees shall be open to the public in compliance with the Open Meeting Law, and notice shall be given as prescribed by law.

B. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.

C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the school board.

D. The committee or subcommittee shall designate a secretary who will record the minutes of actions of the school board committee.

E. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.

F. A committee or subcommittee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)

Cross References: MSBA/MASA Model Policy 201 (Legal Status of the School Board)
MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA School Law Bulletin "C" (Minnesota's Open Meeting Law)

Minneota Public School District
Policy 415

Adopted: March 2010

Revised: August~~October~~ 2026~~4~~

415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to comply fully with Minnesota Statutes, section 626.557 requiring school personnel to report suspected maltreatment of vulnerable adults.

B. A violation of this policy occurs when any school personnel fails to report suspected maltreatment of vulnerable adults when the school personnel has reason to believe that a vulnerable adult is being, or has been, maltreated~~,~~ or has knowledge that a vulnerable adult has sustained a physical injury which is not reasonably explained.

III. DEFINITIONS

A. "Abuse" means:

1. An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (1) assault in the first through fifth degrees as defined in Minnesota Statutes sections 609.221 to 609.224; (2) the use of drugs to injure or facilitate crime as defined in Minnesota Statutes section 609.235; (3) the solicitation, inducement, and promotion of prostitution as defined in Minnesota Statutes section 609.322; and (4) criminal sexual conduct in the first through fifth degrees as defined in Minnesota Statutes sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction.

2. Conduct which is not an accident or therapeutic conduct as defined in Minnesota Statutes section 626.5572 which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (1) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (2) use of repeated or malicious oral, written, or gestured language toward a vulnerable adult or the treatment of a vulnerable adult which would be considered by a reasonable person to be disparaging,

derogatory, humiliating, harassing, or threatening; (3) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (4) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under Minnesota Statutes section 245.825.

3. Any sexual contact or penetration as defined in Minn. Stat. § 609.341between a facility staff person or a person providing services in the facility and a resident, patient, or client of that facility.

4. The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult's will to perform services for the advantage of another.

Abuse does not include actions specifically excluded by Minnesota Statutes section 626.5572, Subd. 2.

B. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.

C. "Common entry point" means the entity responsible for receiving reports of alleged or suspected maltreatment of a vulnerable adult and designated by the Commissioner of the Minnesota Department of Human Services as the MN Adult Abuse Reporting Center (MAARC).

D. "Financial Exploitation" means a breach of a fiduciary duty by an actor's unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor's failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult's funds or property through undue influence, harassment, duress, deception or fraud; and the use of force, coercion, or enticement to cause a vulnerable adult to perform services against the vulnerable adult's will for the profit or advantage of another.

E. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.

F. "Mandated reporters" means a professional or professional's delegate while engaged in education.

G. "Maltreatment" means the neglect, abuse, or financial exploitation of a vulnerable adult.

H. “Neglect” means the failure or omission by a caregiver to supply a vulnerable adult with care or services, including but not limited to, food, clothing, shelter, health care, or supervision which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult’s physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct.

I. Neglect also means the absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult’s health, safety, or comfort considering the physical or mental capacity or dysfunction of the vulnerable adult. Neglect does not include actions specifically excluded by Minnesota Statutes, section 626.5572, Subd. 17.

J. “School personnel” means professional employees or their delegates of the school district engaged in providing health, educational, social, psychological, law enforcement, or other caretaking services of vulnerable adults.

K. “Vulnerable adult” means any person 18 years of age or older who: (1) is a resident or inpatient of a facility; (2) receives services required to be licensed under Minnesota Statutes, chapter 245A, except as excluded under Minnesota Statutes, section 626.5572, Subd. 21(a)(2); (3) receives services from a licensed home care provider or person or organization that offers, provides, or arranges for personal care assistance services under the medical assistance program; or (4) regardless of residence or whether any type of service is received, possesses a physical or mental infirmity or other physical, mental, or emotional dysfunction that impairs the individual’s ability to provide adequately for the individual’s own care without assistance or supervision and, because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individual’s self from maltreatment.

IV. REPORTING PROCEDURES

A. A mandated reporter as defined herein shall immediately report the suspected maltreatment to the common entry point responsible for receiving reports.

B. Whenever a mandated reporter, as defined herein, knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information shall be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.

C. The report shall to the extent possible identify the vulnerable adult, the caregiver, the nature and extent of the suspected maltreatment, any evidence of previous maltreatment, the name and address of the reporter, the time, date, and location of the incident, and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose _not public data_ as defined under Minnesota Statutes, section 13.02 to the extent necessary to comply with the above reporting requirements.

D. A person mandated to report suspected maltreatment of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting, or who intentionally fails to provide all the material circumstances surrounding the reported incident may be guilty of a misdemeanor.

E. Retaliation against a person who makes a good faith report under Minnesota law and this policy, or against vulnerable adult who is named in a report is prohibited.

F. Any person who intentionally makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The intentional making of a false report may result in discipline.

V. INVESTIGATION

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the county for receiving reports.

VI. DISSEMINATION OF POLICY AND TRAINING

A. This policy should appear in school personnel handbooks as appropriate.

B. The school district will develop a method of discussing this policy with employees as appropriate.

C. This policy should be reviewed at least annually for compliance with state law.

Legal References:
Minn. Stat. § 13.02 (Government Data Practices; Definitions)
Minn. Stat. Ch. 245A (Human Services Licensing)
Minn. Stat. § 245.825 (Aversive and Deprivation Procedures; Licensed Facilities and Services)
Minn. Stat. §§ 609.221-609.224 (Assault)
Minn. Stat. § 609.232 (Crimes Against Vulnerable Adults; Definitions)
Minn. Stat. § 609.235 (Use of Drugs to Injure or Facilitate Crime)
Minn. Stat. § 609.322 (Solicitation, Inducement, and Promotion of Prostitution; Sex Trafficking)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. §§ 609.342-609.3451 (Criminal Sexual Conduct)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Stat. § 626.5572 (Definitions)
In re Kleven, 736 N.W.2d 707 (Minn. App. 2007)

Cross References: MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons)
MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)
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 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Minneota Public School District
Policy 533

Adopted: September 2006

Revised: August~~December~~ 2026~~4~~

533 WELLNESS

I. PURPOSE

The purpose of this policy is to set forth methods that promote student wellness, prevent, and reduce childhood obesity, and assure that school meals and other food and beverages sold and otherwise made available on the school campus during the school day are consistent with applicable minimum local, state, and federal standards.

II. GENERAL STATEMENT OF POLICY

A. The school board recognizes that nutrition promotion and education, physical activity, and other school-based activities that promote student wellness are essential components of the educational process and that good health fosters student attendance and learning.

B. The school environment should promote students' health, well-being, and ability to learn by encouraging healthy eating and physical activity.

C. The school district encourages the involvement of parents, students, representatives of the school food authority, teachers, school health professionals, the school board, school administrators, and the general public in the development, implementation, and periodic review and updating of the school district's wellness policy.

D. Children need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.

E. All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.

F. Qualified food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.

III. GUIDELINES

A. Nutrition Education and Promotion

1. The school district will encourage and support healthy eating by students and engage in nutrition promotion that is:

   a. offered as part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health;

   b. part of health education classes as well as classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects, where appropriate; and

   c. enjoyable, developmentally appropriate, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips.

2. The school district will encourage all students to make age appropriate, healthy selections of foods and beverages, including encouraging healthy snack alternatives at functions such as classroom parties, classroom snacks and food incentives.

3. Schools will not withhold food or beverages as punishment.

4. The school district will allow marketing and advertising of only those food and beverages that meet the Smart Snacks in School nutrition standards.

B. Physical Activity

1. Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Toward that end, health education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities such as watching television;

2. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate; and

3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.

C. Communications with Parents

1. The school district recognizes that parents and guardians have a primary and fundamental role in promoting and protecting their children’s health and well-being.

2. The school district will support parents' efforts to provide a healthy diet and daily physical activity for their children.

3. The school district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.

4. The school district will provide information about physical education and other school-based physical activity opportunities and will support parents' efforts to provide their children with opportunities to be physically active outside of school.

IV. STANDARDS AND NUTRITION GUIDELINES

A. <u>School Meals</u>

1. The school district will provide healthy and safe school meal programs that comply with all applicable federal, state, and local laws, rules, and regulations.

2. Food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students.

3. Food service personnel will try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning.

4. Food service personnel will provide clean, safe, and pleasant settings and adequate time for students to eat.

5. Food service personnel will take every measure to ensure that student access to foods and beverages meets or exceeds all applicable federal, state, and local laws, rules, and regulations and that reimbursable school meals meet USDA nutrition standards.

6. Food service personnel shall adhere to all applicable federal, state, and local food safety and security guidelines.

7. The school district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.

8. The school district will provide students access to hand washing or hand sanitizing before they eat meals or snacks.

9. The school district will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day.

10. The school district will discourage tutoring, club, or organizational meetings or activities during mealtimes unless students may eat during such activities.

B. School Food Service Program/Personnel

1. The school district shall designate an appropriate person to be responsible for the school district's food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA guidelines.

2. As part of the school district's responsibility to operate a food service program, the school district will provide continuing professional development for all food service personnel in schools.

C. Competitive Foods and Beverages

1. All foods and beverages sold on school grounds to students, outside of reimbursable meals, are considered "competitive foods." Competitive foods include items sold a la carte in the cafeteria, from vending machines, school stores, and for in-school fundraisers.

2. All competitive foods will meet the USDA Smart Snacks in School (Smart Snacks) nutrition standards and any applicable state nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits.

3. Before and Aftercare (child care) programs must also comply with the school district's nutrition standards unless they are reimbursable under USDA school meals program, in which case they must comply with all applicable USDA standards.

D. Other Foods and Beverages Made Available to Students

1. Student wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided through:

   a. Celebrations and parties. The school district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.

   b. Classroom snacks brought by parents. The school district will provide ~~to~~ parents with a list of suggested foods and beverages that meet Smart Snacks nutrition standards.

2. Rewards and incentives. Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.

3. Fundraising. The school district will make available to parents and teachers a list of suggested healthy fundraising ideas.

E. Food and Beverage Marketing in Schools

1. School-based marketing will be consistent with nutrition education and health promotion.

2. Schools will restrict food and beverages marketing to the promotion of only those foods and beverages that meet the Smart Snacks nutrition standards.

V. WELLNESS LEADERSHIP AND COMMUNITY INVOLVEMENT

A. Wellness Coordinator

1. The superintendent will designate a school district official to oversee the school district's wellness-related activities (Wellness Coordinator). The Wellness Coordinator will ensure ~~that each school implements~~implementation of the policy.

2. The principal of each school, or a designated school official, will ensure compliance within the school and will report to the Wellness Coordinator regarding compliance matters upon request.

B. Public Involvement

1. The Wellness Coordinator will permit parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, and periodic review and update of the wellness policy.

2. The Wellness Coordinator will hold meetings, from time to time, for the purpose of discussing the development, implementation, and periodic review and update of the wellness policy. All meeting dates and times will be posted on the school district's website and will be open to the public.

IV. POLICY IMPLEMENTATION AND MONITORING

A. Implementation and Publication

1. After approval by the school board, the wellness policy will be implemented throughout the school district and available on the school website under policies.

2. School food service staff, at the school or district level, will ensure compliance within the school's food service areas and will report to the food service program administrator, the building principal, or the superintendent's designee, as appropriate. Food service staff will participate in a triennial assessment to review compliance with this policy.

B. Annual Reporting

The Wellness Coordinator will annually inform the public about the content and implementation of the wellness policy and make the policy and any updates to the policy available to the public.

C. Triennial Assessment

1. At least once every three years, the school district will evaluate compliance with the wellness policy to assess the implementation of the policy and create a report that includes the following information:

   a. the extent to which schools under the jurisdiction of the school district are in compliance with the wellness policy;

   b. the extent to which the school district's wellness policy compares to model local wellness policies; and

   c. a description of the progress made in attaining the goals of the school district's wellness policy.

2. The Wellness Coordinator will be responsible for conducting the triennial assessment.

3. The triennial assessment report shall be posted on the school district's website or otherwise made available to the public.

D. Recordkeeping

The school district will retain records to document compliance with the requirements of the wellness policy. The records to be retained include, but are not limited to:

1. The school district's written wellness policy.

2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public.

3. Documentation of the triennial assessment of the local school wellness policy for each school under the school district's jurisdiction efforts to review and update the wellness policy (including an indication of who is involved in the update and methods the school district uses to make stakeholders aware of their ability to participate on the Wellness Committee).

Legal References: Minn. Stat. § 121A.215 (Local School District Wellness Policy; Website)
42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
42 U.S.C. § 1771 *et seq.* (Child Nutrition Act)
42 U.S.C. § 1758b (Local Wellness Policy)
7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
7 C.F.R. § 210.10 (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)

Local Resources: Minnesota Department of Education, www.education.state.mn.us
Minnesota Department of Health, www.health.state.mn.us
County Health Departments
Action for Healthy Kids Minnesota, www.actionforhealthykids.org
United States Department of Agriculture, www.fns.usda.gov

Minneota Public School District
District Procedures

Adopted: August 2026

DISTRICT PROCEDURES: PRESCHOOL PROGRAMMING AND TUITION-FEES

1. **PURPOSE**

Minneota Public Schools provides preschool programming designed to support early childhood development and school readiness. Because preschool participation is voluntary and not part of Minnesota's compulsory education system, the School Board may establish tuition and fees to support program operations. These procedures establish expectations for tuition payment and authorizes administrative procedures for collection of preschool tuition.

2. **TUITION REQUIREMENT**

Participation in district preschool programs may require payment of tuition as established by the School Board. The School Board shall approve annually:

- Preschool tuition rates
- Payment schedules
- Any applicable registration or program fees

Tuition information will be clearly communicated to families prior to enrollment.

3. **PAYMENT EXPECTATIONS**

Families enrolling a student in the district's preschool program must agree to the district's tuition payment requirements. Payment options may include:

- Full payment prior to the start of the program
- Monthly installment payments
- Other payment plans approved by the district

A signed Preschool Tuition Payment Agreement may be required prior to finalizing enrollment.

4. **DELINQUENT ACCOUNTS**

The district expects tuition payments to be made according to the agreed-upon schedule. If tuition payments become delinquent, the district may take appropriate steps including:

- Providing written notice of overdue balances
- Requiring payment arrangements
- Temporarily suspending participation in the preschool program
- Removing the student from the program
- Referring unpaid balances for collection, consistent with district procedures and applicable law

The district will make reasonable efforts to work with families experiencing financial hardship.

5. **EQUITY AND CONSISTENCY**

Administration will apply tuition policies consistently and fairly. Families experiencing financial hardship are encouraged to contact the district to discuss payment options.

6. ADMINISTRATIVE PROCEDURES AUTHORITY

The Superintendent or designee shall develop administrative procedures to implement this policy.

7. PRESCHOOL TUITION BILLING AND COLLECTION PROCEDURES

These procedures establish consistent administrative practices for managing preschool tuition payments.

7.1 Minneota Public Schools Preschool Tuition Information

Thank you for enrolling your child in Minneota Public Schools Preschool! Our program provides high-quality early learning experiences to help children develop the skills needed for kindergarten success.

Because preschool is a voluntary program, because the district receives minimal state or federal aid or revenue for the program, and because the program is not close to being fully-funded, our preschool programs are conducted through Community Education. The preschool tuition/fees we charge help support staffing, materials, and program operations and offset some of the program costs.

7.2 Enrollment Requirements

Prior to beginning preschool services, families must:

- Complete preschool registration
- Sign the **Preschool Tuition Payment Agreement**
- Select a payment option

Enrollment may not be completed until these steps are completed.

7.3 Tuition Billing

The district will provide families with:

- Tuition amount
- Payment schedule
- Due dates

7.4 Payment Options

Payments may be accepted through district-approved payment methods, including:

- Online payment system
- Check or cash
- Automatic payments when available

7.5 Payment Due Dates

Unless otherwise approved:

- Monthly payments are due on the **1st of each month**
- Payments are considered late after **10 calendar days**

7.6 Delinquency Notification Process

The district will follow a consistent communication process.

Days Past Due	Action
10 days	Written reminder sent
20 days	Second notice and personal contact attempt
30 days	Written notice of possible program suspension
45 days	Student may be removed from program or account referred for collection

7.7 Program Participation

If tuition becomes significantly delinquent, the district may:

- Require payment of the overdue balance
- Establish a payment arrangement
- Temporarily suspend preschool attendance
- Remove the student from the program

The Superintendent or designee will make decisions.

7.8 Financial Hardship

The district recognizes that families may experience financial hardship. Families may request:

- Temporary payment adjustments
- Modified payment plans
- Other arrangements approved by administration

Requests should be made to the district office.

7.9 Collections

Accounts that remain unpaid after reasonable attempts to collect may be:

- Referred to a collection agency
- Pursued through other lawful collection methods

The district will comply with all applicable laws when collecting unpaid tuition.

7.10 Tuition Payments

Families will receive:

- Total tuition amount
- Payment schedule
- Payment due dates

Payment options may include:

- Paying the full amount before the school year begins
- Monthly payment plan
- District-approved payment arrangements

7.11 Payment Methods

Payments may be made through:

- Check payable to Minneota Public Schools
- Online payment system
- Other district-approved methods

7.12 If a Payment Is Late

We understand that things happen. If a payment is missed:

- A reminder will be sent
- The district may contact you to discuss payment options

Our goal is always to work with families whenever possible.

7.13 If Payments Become Delinquent

If tuition remains unpaid for an extended period, the district may need to:

- Pause preschool attendance until payments are current
- Arrange a payment plan
- Remove the student from the program

We will communicate with families before any of these steps occur.

7.14 Financial Hardship

If your family is experiencing financial difficulty, please contact the district office as soon as possible. We are happy to discuss payment options.

8. ADDITIONAL INFORMATION OR QUESTIONS

Melinda Stiklestad	Nicolle Johnston	Tara Skorczewski
Preschool Coordinator	Elementary Principal	Business Manager
507-872-6175, ext. 1152	507-872-6175, ext. 1160	507-872-6175, ext. 1132
melinda.stiklestad@minneotaschools.org	nicolle.johnston@minneotaschools.org	tara.skorczewski@minneotaschools.org

We appreciate your partnership and look forward to a great preschool experience for your child!

Minneota Public School District
District Procedures

Adopted: August 2026

DISTRICT PROCEDURES: SCHOOL VEHICLE CHECKOUT AND USE

1. PURPOSE

The purpose of these procedures are to establish clear expectations for the reservation, checkout, operation, care, and return of school district vehicles. All employees authorized to operate district vehicles are expected to comply with these procedures to help ensure vehicle safety, cleanliness, accountability, and availability for all users.

2. SCOPE

This procedure applies to all district-owned or school vehicles.

3. AUTHORIZED DRIVERS

3.1 Only employees approved by the school district and possessing a valid driver's license appropriate for the vehicle being operated may check out and drive district vehicles.
3.2 Employees must comply with all district policies and procedures, state laws, and safety requirements while operating district vehicles.
3.3 Use of district vehicles is limited to approved school district business, activities, and functions.

4. VEHICLE RESERVATIONS AND SCHEDULING

4.1 All district vehicle use must be scheduled through and approved by the designated district office procedures and approved by the Business Manager for vehicle reservations.
4.2 Employees may not take or use a vehicle that has already been reserved by another employee, group, or program.
4.3 Changes to reservations or cancellations should be communicated to the Business Manager as soon as possible.

5. VEHICLE CHECKOUT EXPECTATIONS

5.1 Drivers are responsible for picking up vehicle keys and any required forms prior to departure.
5.2 Before operating the vehicle, drivers must complete the required pre-trip inspection and documentation.
5.3 Drivers should inspect the vehicle for visible damage, cleanliness concerns, warning lights, fuel level, and overall operational condition.
5.4 Any concerns or damage identified prior to departure must be reported to the Director of Buildings and Grounds immediately.

6. VEHICLE OPERATION AND SAFETY
   6.1 Seat belts must be worn by all occupants at all times.
   6.2 Drivers are expected to operate district vehicles in a safe, lawful, and professional manner.
   6.3 Use of cell phones or electronic devices while driving must comply with Minnesota law and district expectations.
   6.4 Smoking, vaping, alcohol, illegal substances, or inappropriate conduct are prohibited in district vehicles.

7. FUELING REQUIREMENTS
   7.1 Drivers are expected to return district vehicles with at least three-quarter ($^3/_4$) fuel level.
   7.2 Whenever possible, vehicles should be returned with a full tank of fuel.
   7.3 Fuel purchases should follow district procedures and documentation requirements.

8. VEHICLE CLEANLINESS AND CARE
   8.1 Vehicles must be returned in clean condition.
   8.2 Drivers are responsible for removing or cleaning up any garbage, food containers, personal belongings, and other debris before returning the vehicle.
   8.3 Any spills, excessive dirt, or unusual cleanliness concerns should be addressed prior to vehicle return.
   8.4 Drivers are expected to report to the Buildings and Grounds Director any maintenance concerns or mechanical issues promptly.

9. VEHICLE RETURN PROCEDURES
   9.1 Vehicles must be returned on time to avoid disrupting other scheduled users.
   9.2 Drivers are responsible for returning keys, mileage logs, inspection forms, fuel receipts, and any other required documentation.
   9.3 If a vehicle will be returned late, the employee must notify the Business Manager as soon as possible.

10. ACCIDENTS, DAMAGE, AND MECHANICAL ISSUES
   10.1 Any accident, damage, traffic citation, or mechanical issue involving a district vehicle must be reported immediately to the Business Manager.
   10.2 Drivers must cooperate fully with any required documentation, investigation, or insurance reporting procedures.

11. RESPONSIBILITY AND ACCOUNTABILITY
   11.1 School vehicles are to be used to transport school staff and students only.
   11.2 School vehicles are reserved for school business only; they are not to be used for personal use or to transport non-school related adults or children.
   11.3 Employees are responsible for complying with all vehicle use expectations and procedures.
   11.2 Failure to follow district vehicle procedures may result in loss of vehicle use privileges, corrective action, required reimbursement for damages or cleaning costs, and/or other disciplinary action consistent with district policy and applicable agreements.

The school district reserves the right to revise or modify these procedures as needed to support safe, efficient, and responsible use of district vehicles.

Minneota Public School District
District Procedures

Adopted: August 2026

DISTRICT PROCEDURES: CREDIT CARDS

1. **PURPOSE**
   The purposes of this document are to:
   A. control the use of credits cards.
   B. ensure the proper usage of credit cards.
   C. authorize the use of a credit card by a school district employee otherwise authorized to make a purchase on behalf of the school district.

2. **GENERAL STATEMENT**
   Credit card usage shall be consistent with all statutes, laws, rules, and-or school district policies or procedures. Credit card usage must also follow recommendations made by the district's auditors and the Minnesota Office of the State Auditor.

3. **SCOPE**
   These procedures apply to all employees who request access to the use of a district issued credit card.

4. **PROCEDURE:**
   4.1 The School Board shall authorize the Superintendent or designee to identify the employees who are authorized to make purchases on behalf of the district. Credit cards shall only be used by those employees authorized to make purchases.
   4.2 The Business Manager will maintain a listing of credit card accounts and a listing of personnel authorized to purchase with the respective credit cards.
   4.3 All credit cards will be kept in a secure place when not in use.
   4.4 The authority to use credit cards does not authorize the creation of a new form of debt for the district; credit cards are to be considered another form of authorized payment.
   4.5 All receipts and other supporting documents must be submitted to the district's Business Manager in a timely manner for review and approval – a timely manner is the same month as the purchase(s) was or were made.
   4.6 Itemized receipts are required for substantiation of credit card usage. If the school district does not authorize a credit card purchase, the employee who made the purchase will be personally liable for the amount of purchase.
   4.7 If a credit card is lost or stolen, the authorized user shall notify the district's finance office immediately.

5. <u>AUTHORIZED USE</u>

5.1 All authorized users are required to provide a signed, written acknowledgement of the district's credit card policy prior to the use of a district issued credit card.

5.2 Any purchases using the credit cards must be within Independent School District #414 expenditure policies, procedures, practices and Minnesota Statute 123B.02 Subd. 23. Purchases not meeting these requirements will be the personal responsibility of the employee using the card.

5.3 Credit card charges must be within budgetary guidelines.

5.4 Credit card charges shall be limited to purchases that are made in the regular course of business and for business travel expenses incurred by authorized credit card users. Travel expenses shall include meals, lodging, conference registration, transportation, and parking.

5.5 The following information provides examples of purchases that are appropriate for the Minneota Public Schools' Credit Card:

- Fuel (District #414 owned vehicles only)
- Approved supplies for your program
- Conference/Seminar registrations
- Travel/Conference expenses (employee only)
- On-Line Purchases
- Wal-Mart
- Coborn's
- Other miscellaneous items that apply to your program and budget.

6. <u>UNACCEPTABLE CARD CREDIT PURCHASES</u>

6.1 Credit cards will not be used for cash advances.

6.2 The purchase of alcoholic beverages and tobacco is prohibited.

6.3 The purchase of non-business related and/or personal items and services is prohibited.

6.4 The following items define where the Credit Card is <u>not</u> an appropriate choice:

- Personal purchases (i.e., including spouse/family costs for attending a conference such as higher room costs, meals, etc.)
- Alcoholic Beverages/tobacco
- Lottery Tickets
- Cash Advances, or ATMS's
- Gift Certificates
- Fuel for personal use or vehicle

This list is not intended to be all-inclusive. If you have specific questions, please call the District Office for assistance.

7. <u>RESPONSIBILITIES</u>

7.1 Adhere to the procedures outlined in the document.

7.2 To meet State and District payment policies, it is required that you submit all original receipts with the monthly statement for all purchases made using the credit card.

7.3 If you purchase via phone or mail, require the merchant to include a receipt with the goods when the product is shipped to you. If that is not possible, you must obtain a packing slip when the shipment is received to document the purchase.

8. COMPLIANCE AND MISUSE

Misuse of the credit card includes:

- using the credit card for personal purchases
- Purchase of unauthorized items
- Use of the credit card by someone other than the cardholder
- Fraudulent or inaccurate record keeping
- Or diverting legitimate school purchases to personal use

In the case of misuse, the individual responsible will pay all transaction fees and forfeit further use of the credit card. Employees who violate this procedure may be subject to appropriate disciplinary action up to and including discharge as well as both civil and criminal penalties.

9. SALES TAX

9.1 Purchases of items by public schools for their own use are generally exempt from sales tax. The exemption applies to the public schools, not to the individual.

9.2 It is the cardholder's responsibility to notify the merchant that Independent School District #414 is tax exempt. The state tax exempt number and form are available from the District Administration Office. You will need to make a copy of the form, insert the vendor name, and then date the form prior to issuance (i.e., faxing or mailing). Do not distribute this form to any other employee in the organization. If they need one, they will be provided with a copy.

9.3 Additional information on sales tax for purchases is available at: www.taxes.state.mn.us.

9.4 Should you have additional questions, please contact the District Office for assistance.

10. RESPONSIBLE DEPARTMENT

The Superintendent and/or Business Manager are responsible for updating and maintaining these procedures, along with compliance with the procedures.

ACKNOWLEDGEMENT OF RECEIPT OF ISD 309 CREDIT CARD

I acknowledge that, on the date indicated below, I received my credit card. I have received a copy of the procedure policy explaining the use and responsibilities of the credit card.

I understand that:

- The Independent School District #414 credit card can be a cost-effective method for the purchase and payment of small dollar material transactions.
- The credit card is to be used solely for business purchases; not personal purchases.
- I am responsible for reconciling monthly statements and maintaining accurate accounting records.
- Should my employment with Independent School District #414 terminate, I am responsible for returning the credit card to the District Office.
- If the credit card is used for personal purchases, for unauthorized items or by someone other than myself with my knowledge, I hereby agree to personally pay either Independent School District #414 or the vendor for such purchases and hereby authorize Independent School District #414, if necessary, to withhold from my paycheck any amount necessary to pay these charges.

Name of Cardholder: _________________________________ Date: _____________
(Please Print)

Cardholder's Signature: __________________________________

NOTE: In addition to the above consequences for misuse of the credit card, Independent School District #414 retains the right to take further action, whether in the form of disciplinary action, termination of employment, and/or legal prosecution, in the event of gross misuse or fraud involving District funds, criminal charges may be filed.

Minneota Public School District
District Procedures

Adopted: August 2026

DISTRICT PROCEDURES: TYPE III VEHICLES, DRIVER TRAINING, AND USE

1. PURPOSE

The purpose of this procedure is to establish clear expectations for Type III driver authorization, training, operational requirements, and accountability for employees transporting students in district-owned, leased, or authorized vehicles. These procedures are intended to support student and staff safety, legal compliance, operational consistency, and appropriate documentation practices.

2. SCOPE

This procedure applies to all employees, coaches, advisors, volunteers, and other individuals authorized by the school district to transport students in Type III vehicles for school-related activities, programs, or functions.

3. DEFINITIONS

3.1 A Type III vehicle is a passenger vehicle, van, SUV, or similar vehicle designed to transport ten (10) or fewer occupants, including the driver, and a gross vehicle weight rating of 10,000 pounds or less.

3.2 Type III transportation includes student transportation provided in district-owned, leased, rented, or authorized vehicles other than traditional yellow school buses.

4. DOCUMENTATION AND RECORDKEEPING

4.1 The Activities Director and Business Manager shall maintain documentation demonstrating completion of required training and authorization requirements.

4.2 Driver qualification documentation may include:
- Driver authorization forms
- Training certificates or verification records
- Behind-the-wheel evaluation documentation
- Driver's license verification
- Driving record reviews
- Signed acknowledgment of district transportation procedures

4.3 Employees may not transport students unless all required documentation is current and on file with the district.

5. DRIVER ELIGIBILITY REQUIREMENTS

5.1 Drivers must possess a valid Minnesota driver's license appropriate for the vehicle being operated.

5.2 Drivers must be approved by the Business Manager prior to transporting students.

5.3 Drivers must complete all required Type III training requirements prior to transporting students.

5.4 Drivers must maintain an acceptable driving record consistent with district expectations and insurance requirements.

5.5 Drivers must immediately notify the district's Business Manager within 48 hours of any license suspension, revocation, restriction, traffic violation affecting driving eligibility, or other condition that may impact their ability to transport students safely.

6. REQUIRED TRAINING

6.1 Prior to transporting students, drivers must complete district-approved Type III driver training.

6.2 Required training shall include, but is not limited to:

- Minnesota Type III transportation laws and requirements
- Student safety responsibilities
- Defensive driving practices
- Emergency procedures and accident response
- Vehicle inspection expectations
- Loading and unloading procedures
- Student conduct management
- Distracted driving and cell phone restrictions
- Weather-related driving considerations
- Documentation and reporting expectations

6.3 Drivers must complete a required behind-the-wheel evaluation and vehicle familiarization process established by the district.

6.4 Behind-the-wheel evaluation and vehicle familiarization process trainings will be scheduled by the district in August, October, January, and March of each school year.

6.5 Drivers must complete refresher training annually or as otherwise required by law or district procedure.

7. VEHICLE OPERATION REQUIREMENTS

7.1 Seat belts must be worn by all occupants at all times.

7.2 Drivers are expected to operate vehicles in a safe, lawful, and professional manner.

7.3 Drivers must comply with all Minnesota traffic laws and district expectations.

7.4 Use of handheld electronic devices while driving is prohibited except as allowed by law.

7.5 Smoking, vaping, alcohol, illegal substances, or inappropriate conduct are prohibited in district vehicles.

7.6 Drivers may not exceed the manufacturer's approved passenger capacity or transport students in unsafe conditions.

8. VEHICLE INSPECTION AND SAFETY

8.1 Drivers are responsible for conducting a visual pre-trip inspection prior to transporting students.

8.2 Drivers must report safety concerns, warning lights, maintenance issues, or damage immediately to the designated district contact.

8.3 Vehicles used for student transportation must contain required safety equipment consistent with Minnesota requirements and district expectations. If any required safety equipment is missing or incomplete, drivers are responsible for letting the Buildings and Grounds Director know about this.

9. ACCIDENTS, INCIDENTS, AND REPORTING

9.1 Any accident, traffic citation, injury, vehicle damage, or mechanical issue involving student transportation must be reported immediately to the Business Manager.

9.2 Drivers must cooperate fully with district documentation, investigation, insurance, and reporting procedures.

9.3 Emergency situations involving student injury or safety concerns must be reported immediately to emergency responders and then to the Business Manager and district administration.

10. ACCOUNTABILITY AND COMPLIANCE

10.1 Employees are individually responsible for complying with all Type III transportation requirements, district procedures, and safety expectations.

10.2 Failure to comply with district transportation procedures may result in:

- Suspension or revocation of driving authorization
- Required retraining
- Corrective or disciplinary action
- Other consequences consistent with district policy and applicable agreements

10.3 The district reserves the right to deny or revoke driving privileges when necessary to support student safety, legal compliance, or operational needs.

11. REVIEW AND REVISION

The school district reserves the right to revise or modify these procedures as needed to maintain compliance with Minnesota law, insurance requirements, and district operational expectations.

New

Business

Minneota Public Schools – ISD #414
504 North Monroe
Minneota, MN 56264
(507) 872-6532
www.minneotaschools.org

2027 SCHOOL BOARD MEETING SCHEDULE

Tuesday, January 5, 2027 at 5:30 pm

Wednesday, January 20, 2027 at 5:30 pm

Wednesday, February 17, 2027 at 5:30 pm

Wednesday, March 17, 2027 at 5:30 pm

Tuesday, April 20, 2027 at 5:30 pm

Tuesday, May 18, 2027 at 5:30 pm

Wednesday, June 23, 2027 at 7:00 am

Wednesday, July 21, 2027 at 7:00 am

Wednesday, August 25, 2027 at 5:30 pm

Wednesday, September 22, 2027 at 5:30 pm

Wednesday, October 27, 2027 at 5:30 pm

Wednesday, November 17, 2027 at 5:30 pm

Wednesday, December 22, 2027 at 6:00 pm

REQUEST FOR QUOTES –
SNOW REMOVAL

Minneota Public Schools, District # 414, is seeking and requesting quotes for snow removal for the 2026-2027 school year.

All quotes must specify rate per hour, and the number of any type(s) of equipment that would be used for the snow removal.

Please send written quotes to:

Scott Monson
Superintendent of Schools
504 N. Monroe St.
PO Box 98
Minneota, MN 56264

Quotes are due on or before September 11, 2026 at 3:00 p.m.

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	Date
Otter Tail Power Company	Playground Donation	$ 5,000.00	7-24-26

THEREFORE, BE IT RESOLVED by the Minneota Public School Board of Education to gratefully accept these gift(s) 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 12th day of August, 2026.

____

Martin Hennen, Clerk