

**KELLIHER PUBLIC SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT #36
MEETING AGENDA
Monday, August 17, 2026**

A. Organizational Items

1. Call to Order – Mary Thayer

Time: _____

2. Roll Call of Members

[Waldo 448](#)

Present

Absent

[Jensen 198](#)

Present

Absent

[Jorgensen 103](#)

Present

Absent

[Koisti 105](#)

Present

Absent

[Neft 1077](#)

Present

Absent

[Thayer 418](#)

Present

Absent

3. Pledge of Allegiance

4. Approval of the Agenda

Motion made by _____, seconded by _____

☐ carried / ☐ denied

B. Citizen's forum:

The Board values community participation and has established this forum to ensure all voices are heard on school district matters. The Board Chair may limit time for each speaker to ensure timely completion of the meeting agenda. Comments must not reference identifiable information about students or employees or include personal attacks.

The Board will listen but may not respond or take action on items raised at this meeting. The Board Chair has full discretion over this forum and may rule out of order any comments that violate data privacy laws or board policy.

While board meetings remain open to the public, we ask that comments be reserved for this designated forum period. This protocol balances community engagement with the Board's need to efficiently conduct district business.

C. Reports & Presentations

1. Presentations

2. Administrative Reports

- a. [Superintendent](#) (Jeff Nelson)
- b. [Business Manager](#) (Aliza Lundin)
- c. Principal (Sherri Dahl)

3. Director's Forum

a.

D. Regular Business

1. Approval of the [Meeting Minutes from July 20, 2026](#)

Motion made by _____, seconded by _____

☐ carried / ☐ denied

2. Approval of [July Treasurer's Report](#), [District Board Bills and Payroll](#).

Motion made by _____, seconded by _____

☐ carried / ☐ denied

E. Consent Agenda

1. Approve [Resolution Accepting Donations](#).

2. Set 2026-2027 meal prices.

FY27 Meal Rates

Adult Lunch \$5.75

Adult Breakfast & Student Seconds \$3.25

Extra Milk \$.50

Seconds Lunch Entree \$3.75

3. Set 2026-2027 Athletic Gate Prices.

<u>Volleyball, Football, Girls & Boys Basketball</u>	<u>2025-2026</u>	<u>2026-2027</u>
Adult	\$7.00	\$7.00
Student	\$4.00	\$4.00
Seniors 62 years of age	Free	Free

<u>Season Pass Prices (Fall and Winter)</u>	<u>2025-2026</u>	<u>2026-2027</u>
Family	\$60.00	\$60.00
Adult	\$30.00	\$30.00
Student	\$10.00	\$10.00

<u>Special Option - Family Only</u>	<u>2025-2026</u>	<u>2026-2027</u>
Fall	\$40.00	\$40.00
Winter	\$40.00	\$40.00

4. Set substitute rates for 2026-2027 at the current rates.

Current Rates

Sub. teacher: \$175.00/day

Sub. para/cook/custodian: \$19.50/hr.

Sub. bus driver: \$33.14/hr.

Sub. childcare aide: \$15.00/hr.

Sub. childcare teacher: \$18.00/hr

5. Set meal per diem rates for staff travel: \$15.00 for breakfast and lunch, \$20.00 for dinner. Registration and lodging expenses will be paid directly via school credit card. Meal per diem will be processed through employee payroll upon request.
6. Approve appointment of Staci Lagerquist as High School English Teacher for the 2026-2027 school year at BS Step 1; \$52,171

Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*

F. Action Items

1. Approve Policy #750 Bus Driver Personnel Policies; Full-Time Bus Drivers for FY27
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
2. Approve [Client Service Agreement with Soliant Health, LLC](#) and [Terms of Teleservice Assignment \(Addendum A\)](#) with April Watkins, Special Education Teacher for the 2026-2027 school year
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
3. Approve purchase of [Alcom EZ Loader 6x12 trailer](#) for \$7,245.00
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
4. Approve Summer Weight Room Supervisor Compensation at \$17.77/hour
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
5. Approve
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
6. Adjournment at _____ p.m.
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*

Next School Board Public Meeting: **Monday, September 21, 2026 at 6:00 p.m.** in the Media Center.

**IND. SCHOOL DISTRICT #36
KELLIHER PUBLIC SCHOOL
REGULAR SCHOOL BOARD MEETING
JULY 20, 2026**

The School Board of ISD #36, Kelliher, MN met June 15, 2026 in the School Media Center. The meeting was called to order by Chair Mary Thayer at 6:01 p.m. Members present: Mary Thayer, Rachel Jorgensen, Tessa Koisti, Dawn Jensen, Jake Neft and Jeff Nelson, Superintendent, Ex-Officio. Members absent: Kevin Waldo.

Visitors: Staci Lagerquist, Curtis Lundin, Calvin Mayers, Aaron Jorgensen, Sherri Dahl, Alisha Everwind, Chase Pink, and Aliza Lundin

The Pledge of Allegiance was said.

Motion by Rachel Jorgensen, second Tessa Koisti to approve the agenda. Motion passed unanimously.

Citizen's Forum:

1. None.

Reports & Presentations:

1. Presentations
 - a. Staci Lagerquist following up on baseball/softball complex proposal. Staci on complex-kids walking to Pfund unsafe; Northome field now disc golf. Proposal to buy land from City, log area, add FB practice field, add new JH fields, lighting, concessions, and announcer tower.
 - b. Calvin Mayers gave a baseball dugouts update – Varsity baseball need replaced, softball dugouts are fine. To demo baseball dugouts before school begins.
2. Administrative Reports (Demo before school)
 - a. Superintendent Jeff Nelson reported on July 27, 2026 the board will meet with Gail Gilman for strategic planning and discussed virtual Sped Teacher.
 - b. Business Manager Aliza Lundin reported on audit status, election notices, and levy timeline for the coming months.

- c. Principal Sherri Dahl reported we will be moving to the second phase of READ Act with high school teachers, and that the new K-8 reading curriculum Wit & Wisdom has a professional development training scheduled in August.

Directors' Forum:

1. Rachel Jorgensen discussed Booster Committee policy / MSBA guidance.
2. Mary Thayer discussed the Superintendent Evaluation process and thanked Jeff Nelson and all a part of it, reporting a 3.04/4 combined overall score.

Regular Business:

Motion by Tessa Koisti, second by Dawn Jensen to approve the June 15, 2026 Regular Board Meeting Minutes. Motion passed unanimously.

Motion by Dawn Jensen, second by Rachel Jorgensen to approve the June Treasurer's Report, Payroll, and District bills in the amount of \$428,940.90. Motion passed unanimously.

Consent Agenda:

1. Approve Resolution Accepting Donations.
2. Accept Resignation of Amy Mastin, Teacher, with Thanks and Appreciation.
3. Accept resignation of Tayler Dreher, Jr. High Softball Coach, with Thanks and Appreciation.

Motion made by Rachel Jorgensen, seconded by Jake Neft to approve the consent agenda. Motion passed unanimously.

Action Items:

1. MSHSL

Motion made by Tessa Koisti, seconded by Dawn Jensen to approve resolution for membership renewal with the MSHSL. Motion passed unanimously.

2. Milk Bid

Motion made by Rachel Jorgensen, second by Jake Neft to award milk bid to Sandstroms. Sandstroms (sole bid received)

½ pint 1% white milk - \$11,439.00 (total)

½ pint skim milk - \$922.50 (total)

½ pint 1% chocolate milk - \$14,553.00 (total)

Lactose Free ½ pints - \$685.26 (total)
Total: \$27,599.76. Motion passed unanimously.

3. Propane Bid

Motion made by Rachel Jorgensen, second by Tessa Koisti to approve Rainy Lake the propane bid. 75,000 gallons transport delivered - \$1.0200 per gallon. Bulk delivered - \$1.2200 per gallon (\$91,140 total estimated - lowest bid). Motion passed unanimously.

4. LTFM

Motion by Dawn Jensen, second by Rachel Jorgensen to approve Long-term Facilities Maintenance Resolution (FY 2028 LTFM Plan, LTFM Assurances). Motion passed unanimously.

5. Food Shelf

Motion by Tessa Koisti, second by Jake Neft to approve the lease agreement with Kelliher Area Food Shelf. Motion passed unanimously.

6. LED Lamps

Motion by Dawn Jensen, second by Jake Neft to approve the quote from Shogren Electric for the retro fit and installation of LED lamps for \$9,800. Motion passed unanimously.

7. Adjourn

Motion by Rachel Jorgensen, second by Tessa Koisti to close meeting at 7:11 p.m. pursuant to Minn. Stat. 13D.05, Subd. 3(a) and Minn. Stat. 13D.03 to conduct the superintendent's annual performance evaluation and to consider strategy for labor negotiations with the Kelliher Support Staff (KSS/EdMN). Motion passed unanimously.

Reopen/Close meeting times

The next Regular School Board Meeting is scheduled for Monday, August 17, 2026 at 6:00 p.m. in the Kelliher School Media Center.

Kelliher Public Schools #36

Payment Reg by Bank and Check

Pay/Void														
Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Date	Amount
CSB		38381		Wire	2	30000		AVIBEN BENEFITS ADMINISTRATOR		No	Yes	No	07/28/2026	5,162.50
CSB		38382		Wire	2	30004		PUBLIC EMPLOYEES RETIREMENT AS		No	Yes	No	07/28/2026	4,966.71
CSB		38383		Wire	2	30009		TEACHERS RETIREMENT ASSOCIATIO		No	Yes	No	07/28/2026	13,390.63
CSB		38384		Wire	2	30012		MN DEPT. OF REVENUE		No	Yes	No	07/28/2026	4,138.11
CSB		38385		Wire	2	30013		INTERNAL REVENUE SERVICE		No	Yes	No	07/28/2026	23,795.41
CSB		38386		Wire	2	3018		WEX		No	Yes	No	07/28/2026	8,907.58
CSB		38387		Wire	2	3323		MN DEED - PAID LEAVE		No	Yes	No	07/28/2026	11,365.70
CSB		38388		Wire	1	10653		FIRST STATE BANK OF BIGFORK		No	Yes	No	07/31/2026	277.31
CSB		38389		Wire	1	3019		BMO CREDIT CARD		No	Yes	No	07/31/2026	5,863.98
CSB		38390		Wire	2	30012		MN DEPT. OF REVENUE		No	Yes	No	07/31/2026	970.00
CSB		38399	46908	Check	1	3288		ABDO LLP		Yes	No	No	08/13/2026	6,900.00
CSB		38395	46909	Check	1	2045		APPLE, INC.		Yes	No	No	08/13/2026	9,460.00
CSB		38396	46910	Check	1	2073		AVIBEN, LLC		Yes	No	No	08/13/2026	145.98
CSB		38391	46911	Check	1	10013		BELTRAMI ELECTRIC		Yes	No	No	08/13/2026	4,858.22
CSB		38398	46912	Check	1	3037		BLUUM OF MINNESOTA LLC		Yes	No	No	08/13/2026	13,463.00
CSB		38397	46913	Check	1	2263	2	JONES SCHOOL SUPPLY		Yes	No	No	08/13/2026	60.97
CSB		38392	46914	Check	1	10072		KELLIHER, CITY OF		Yes	No	No	08/13/2026	4,872.62
CSB		38393	46915	Check	1	10115		PAUL BUNYAN COMMUNICATIONS		Yes	No	No	08/13/2026	1,502.40
CSB		38394	46916	Check	1	10134		VILLAGE ONE STOP		Yes	No	No	08/13/2026	135.09
CSB		38432	46917	Check	1	3288		ABDO LLP		Yes	No	No	08/17/2026	13,800.00
CSB		38439	46918	Check	2	2813		AFLAC		Yes	No	No	08/17/2026	88.94
CSB		38414	46919	Check	1	1382		AMAZON		Yes	No	No	08/17/2026	1,350.16
CSB		38444	46920	Check	2	3231		ASSURITY		Yes	No	No	08/17/2026	91.99
CSB		38400	46921	Check	1	10014		AUTO VALUE BEMIDJI		Yes	No	No	08/17/2026	216.94
CSB		38413	46922	Check	1	11823		BONDED LOCK AND KEY		Yes	No	No	08/17/2026	1,428.23
CSB		38407	46923	Check	1	1097		BSN SPORTS, LLC		Yes	No	No	08/17/2026	4,216.70
CSB		38401	46924	Check	1	10028	1	CDW GOVERNMENT, INC.		Yes	No	No	08/17/2026	8,165.00
CSB		38431	46925	Check	1	3261		CM2		Yes	No	No	08/17/2026	103.40
CSB		38443	46926	Check	2	3230		COMPANION LIFE		Yes	No	No	08/17/2026	746.73
CSB		38403	46927	Check	1	1017		DACOTAH PAPER CO.		Yes	No	No	08/17/2026	3,085.19
CSB		38440	46928	Check	2	30001		EDUCATION MINNESOTA		Yes	No	No	08/17/2026	309.47
CSB		38419	46929	Check	1	20326	1	FOLLETT SOFTWARE LLC		Yes	No	No	08/17/2026	141.24
CSB		38412	46930	Check	1	11649		GOPHER		Yes	No	No	08/17/2026	160.12
CSB		38409	46931	Check	1	11141	2	GRAINGER		Yes	No	No	08/17/2026	302.10
CSB		38433	46932	Check	1	3327		GREAT MINDS PBC		Yes	No	No	08/17/2026	83,183.65
CSB		38411	46933	Check	1	11560		HILLYARD		Yes	No	No	08/17/2026	1,229.72
CSB		38424	46934	Check	1	2343		HUDL		Yes	No	No	08/17/2026	11,700.00
CSB		38437	46935	Check	1	3362		ICS CONSULTING, LLC-138006		Yes	No	No	08/17/2026	2,750.00

Kelliher Public Schools #36

Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Pay/Void			Amount	
										Print	Recon	Void		Date
CSB		38406	46936	Check	1	10867		L & M SUPPLY		Yes	No	No	08/17/2026	602.67
CSB		38429	46937	Check	1	2959		LAKES COUNTRY SERVICE COOPERATIVE		Yes	No	No	08/17/2026	1,800.00
CSB		38416	46938	Check	1	1605		MARCO		Yes	No	No	08/17/2026	1,436.01
CSB		38442	46939	Check	2	30015		MN PEIP		Yes	No	No	08/17/2026	65,742.68
CSB		38425	46940	Check	1	2447		MN PETROLEUM SERVICE		Yes	No	No	08/17/2026	18,347.80
CSB		38420	46941	Check	1	2131	1	MTI DISTRIBUTING, INC.		Yes	No	No	08/17/2026	64.08
CSB		38426	46942	Check	1	2646		NATIONAL ARCHERY IN THE SCHOOLS		Yes	No	No	08/17/2026	442.00
CSB		38441	46943	Check	2	30005		NCPERS MINNESOTA		Yes	No	No	08/17/2026	48.00
CSB		38402	46944	Check	1	10106		NORTHWEST SERVICE COOPERATIVE		Yes	No	No	08/17/2026	1,200.00
CSB		38435	46945	Check	1	3359		PEARSON, INC		Yes	No	No	08/17/2026	2,101.68
CSB		38410	46946	Check	1	11510		PORT-ABLE JOHN, INC.		Yes	No	No	08/17/2026	600.00
CSB		38428	46947	Check	1	2803		PROCARE SOFTWARE LLC		Yes	No	No	08/17/2026	588.00
CSB		38404	46948	Check	1	10201		REGION1		Yes	No	No	08/17/2026	5,026.40
CSB		38436	46949	Check	1	3361		RMT TECH LLC		Yes	No	No	08/17/2026	15,200.00
CSB		38438	46950	Check	1	3363		ROTH RV		Yes	No	No	08/17/2026	7,245.00
CSB		38423	46951	Check	1	2186		SANFORD HEALTH		Yes	No	No	08/17/2026	110.00
CSB		38418	46952	Check	1	2006		SCHOLASTIC INC		Yes	No	No	08/17/2026	2,533.85
CSB		38421	46953	Check	1	2145		SHOGREN ELECTRIC		Yes	No	No	08/17/2026	15,682.70
CSB		38422	46954	Check	1	2160		STUEVEN, BOB		Yes	No	No	08/17/2026	1,135.03
CSB		38430	46955	Check	1	3087		TEAM FITZ GRAPHICS		Yes	No	No	08/17/2026	1,215.00
CSB		38427	46956	Check	1	2785		TECHNIQUES INC.		Yes	No	No	08/17/2026	1,147.91
CSB		38408	46957	Check	1	11087		US FOODSERVICE		Yes	No	No	08/17/2026	505.74
CSB		38434	46958	Check	1	3351		VISION21 SOLUTIONS		Yes	No	No	08/17/2026	20,120.75
CSB		38415	46959	Check	1	15022		WALDO, KEVIN		Yes	No	No	08/17/2026	8,885.25
CSB		38417	46960	Check	1	1928	1	WASTE MANAGEMENT		Yes	No	No	08/17/2026	1,766.53
CSB		38405	46961	Check	1	1073		WEST WIND BAR & RESTAURANT		Yes	No	No	08/17/2026	2,088.03

Bank Total: \$428,940.90

Report Total: \$428,940.90

Kelliher Public School

Board Report

Jeff Nelson, Superintendent

August 17th, 2026

Informational & Updates

1.1 Strategic Planning

The Strategic Planning Committee membership has been finalized at 12 members, incorporating the board's top nominees along with additional members added to ensure district area coverage, a balanced male-to-female ratio, and representation from a family who sends students out of the district.

Membership includes seven top board nominees, two AIPAC/open enrollment representatives, and three additional community members.

Listening sessions have been confirmed for the week of September 21-28, covering the administrative team, all staff, the school board, external stakeholders, and students in grades 7-9 and 10-12 (date to be determined). Strategic Planning Committee sessions have been scheduled for October 29, November 10, and November 23, all beginning at 6:00 p.m. with food available at 5:30 p.m. A School Board wrap-up meeting with Gail is scheduled for Monday, December 7 at 5:00 p.m. Gail is also incorporating board-identified topics into the internal and external surveys.

In connection with the strategic planning process, administration is also working with ICS on the district facilities assessment, which is scheduled to be completed and presented to the board at the October 19 regular meeting — one week prior to the first Strategic Planning Committee session on October 29. The ICS presentation is expected to take a minimum of one hour, and we are anticipating that the annual audit presentation could also be scheduled for that same meeting, as both are important inputs for the strategic planning process. Given the length of information to be covered, the board should discuss whether to schedule a special meeting beginning at 5:00 or 5:30 p.m. on the 19th, and whether a 2-3 hour evening to cover both presentations would result in information overload. We could look at scheduling a separate special meeting on a different evening.

1.2 Beltrami Energy Assessment

Beltrami Electric Cooperative, completed a walkthrough energy assessment of the school facility on June 29, 2026. The assessment identified 18 energy conservation opportunities ranging from low-cost measures to larger capital projects, with a combined potential of 141,306 kWh and 3,166 therms in annual energy savings, an estimated \$13,523 in annual cost savings, and up to \$13,715 in available Beltrami Electric rebates. Key opportunities identified include a facility-wide direct-digital controls project, replacement of inoperative condensing units on two air handling units, and various lighting upgrades throughout the building. I have shared this assessment with ICS for inclusion in our overall facility assessment, and administration is working with Beltrami Electric to capitalize on available rebates for the LED lighting already installed in the district.

1.3 Dugout Estimate

At our last board meeting, Calvin reported on the condition of the existing dugouts. He has now obtained an initial estimate from Curt Evans Construction to replace both dugouts with new 10'x40' structures including storage room/concession stand, at a total cost of \$40,200.00. Given this cost, administration recommends going out for additional quotes before moving forward with any project. This item is not before the board for approval, but to seek direction on how to proceed: replace both dugouts now, replace the worse of the two first, or hold off and take steps to shore up the existing

dugouts. As superintendent, I would not recommend the option of holding off and shoring up the existing structures.

1.4 Student Handbook and Staff Handbook

Administration is currently in the review and revision process for the student and staff handbooks for the 2026-27 school year. Several sections still require further discussion before finalization, most notably cell phone policy and student backpacks, both of which are tied to the district's ongoing installation of student lockers. Additional items flagged for discussion include lockdown/ALICE drill procedures, a proposed late-assignment grading policy for grades 7-12, and dress code enforcement responsibilities. Staff input will be gathered on these items in the coming weeks. The current, board-approved 2025-26 handbooks remain in effect until final versions are presented for board approval at the September meeting.

Consent Agenda

2.1 Setting rates for 2026-2027 School Year

Meal Prices: Increases from FY26 — adult lunch rises from \$5.25 to \$5.75, adult breakfast/student seconds rises from \$2.75 to \$3.25, and second lunch entrée rises from \$2.75 to \$3.75. Extra milk remains unchanged at \$0.50.

Athletic Gate Prices: No changes from the prior two years. Gate prices, season passes, and family special option pricing all remain the same.

Substitute Rates: No changes except the substitute bus driver rate, which increases from \$32.34/hr to \$33.14/hr. All other substitute rates (teacher, para/cook/custodian, childcare aide, childcare teacher) remain the same.

Staff Travel Per Diem: Set at \$15.00 for breakfast and lunch and \$20.00 for dinner. Registration and lodging are paid directly via school credit card; per diem is processed through payroll upon request.

2.2 Appointment of Staci Lagerquist

Administration recommends board approval of the hire of Staci Lagerquist for the 7-12 English Language Arts/Academic Success position. Staci previously served in this position several years ago. This hire is contingent upon Staci obtaining a Tier 1 license for the upcoming school year. Compensation will follow the KEA contract at BS Step 1: \$52,171.

Action Items

3.1 Approval of Bus Driver Personnel Policy #750

Following our August 6th negotiations session, we've reached agreement with the bus drivers on a one-year FY27 bridge covering wages and insurance: a flat \$0.80/hour increase to every step of the wage schedule (Policy #750), averaging 3.11% per driver once normal step advancement and longevity are factored in; a health insurance contribution increase matching the KEA settlement, with the District's single-coverage contribution rising from \$850/month to \$1,000/month (a 17.65% increase); the remaining \$119.62/month (\$1,435.44/year) of that contribution flowing into each driver's HSA; and new non-regular-route compensation language — CDL-holding staff paid the bus driver base rate (\$32.34/hr) portal-to-portal for trips such as games and activities, non-CDL staff driving a Type III vehicle paid 90%

of that rate (\$29.11/hr), and multi-day or unusual assignments determined case-by-case. This one-year bridge also aligns bus drivers onto the same negotiation cycle as our other employee groups.

3.2 Approval of Client Service Agreement and Terms of Teleservice Assignment (Addendum A) with April Watkins, Special Education Teacher for the 2026-2027 school year

Administration recommends board approval of a Client Services Agreement with Soliant Health, LLC to provide supplemental staffing services for the 2026-27 school year. Under this agreement, Soliant will provide April Watkins as a contracted teletherapy provider through VocoVision to deliver special education services, effective August 28, 2026 through June 2, 2027, at 30 hours per week and an all-inclusive bill rate of \$78.13 per hour. This arrangement addresses the district's SPED staffing needs through Soliant's teletherapy division.

3.3 Approve purchase of Alcom EZ Loader 6x12 trailer for \$7,245.00

The district's current trailer has significant rust and damage, and will soon fail DOT inspection or require repair; it is currently out for sealed bid for sale. Administration recommends replacing it with a new 2026 Alcom EZ Hauler 6x12 aluminum enclosed trailer from Roth RV in Bemidji (Stock #TS036222), which will resist rust far better in our climate. Total cost is \$7,245.00 (including a \$250 doc fee), paid in cash with no financing or trade-in, and the purchase is sales-tax exempt. Delaying the purchase will only lower resale value on the old trailer and increase the cost of replacing it, so administration recommends board approval now.

3.4 Approve Summer Weight Room Supervisor Compensation

The district ran two part-time seasonal weight room supervisor positions this summer (morning and evening sessions) providing student athletes access outside the school day. As with last year, formal hiring paperwork and timeclock setup were not completed before the positions started. Administration recommends the board approve compensation for both positions retroactively, at a rate not to exceed \$1,600 each based on hours worked at the established \$17.77/hour game worker rate.



Walkthrough Energy Assessment

June 29, 2026

Kelliher Schools
453 Lakin Avenue NW Kelliher, MN 56650

Audit Performed by:

Jeff Becker
Franklin Energy Services
612-509-9110
jbecker@franklinenergy.com

Beltrami Electric Cooperative Inc. Representative:

Bob Gregg
218-556-9972
bgregg@beltramielectric.com

Executive Summary

Ind School District 36 requested that Beltrami Electric perform an energy assessment to identify energy-related opportunities that show potential for improvement options. The 100,900 square foot facility is a K-12 School that serves as a preK-12 grade school for the ISD 36 community. This is the first step toward developing a long-term energy plan for Kelliher Schools. Franklin Energy Services visited the customer's site on June 29, 2026 and met with Jeff Nelson, Calvin Mayers and Festus Rockensock from BEC. This energy assessment recommends rebateable energy conservation opportunities and areas for strategic energy-related improvements.

Kelliher Schools have already implemented a number of energy savings measures, such as:

- Installing exterior LED façade and parking lot lights,
- Retrofitting fluorescent troffers with Type-B, ballast bypass TLEDs, and
- Utilizing demand-controlled ventilation for the main gym.

The following energy savings opportunities are the measures you may want to consider first, based on the recent walk-through of your facility. Corresponding savings values can be found in the following Energy Conservation Opportunities table.

- Complete a facility-wide, direct-digital controls project, eliminating pneumatic air compressors and thermostats,
- Replace unoperative condensing units for AHUs 5 & 9 w/ air-source heat pumps, 1 x 5-ton & 1 x 7.5 ton - INCREMENTAL, &
- Relamp 48 library book case and office fixtures with 140 DLC-rated, Type B TLEDs.

Key strategic opportunities include:

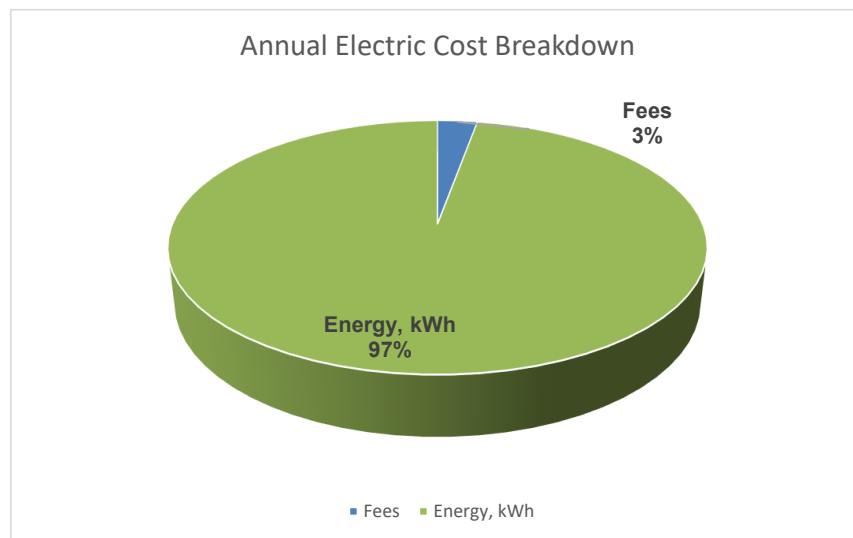
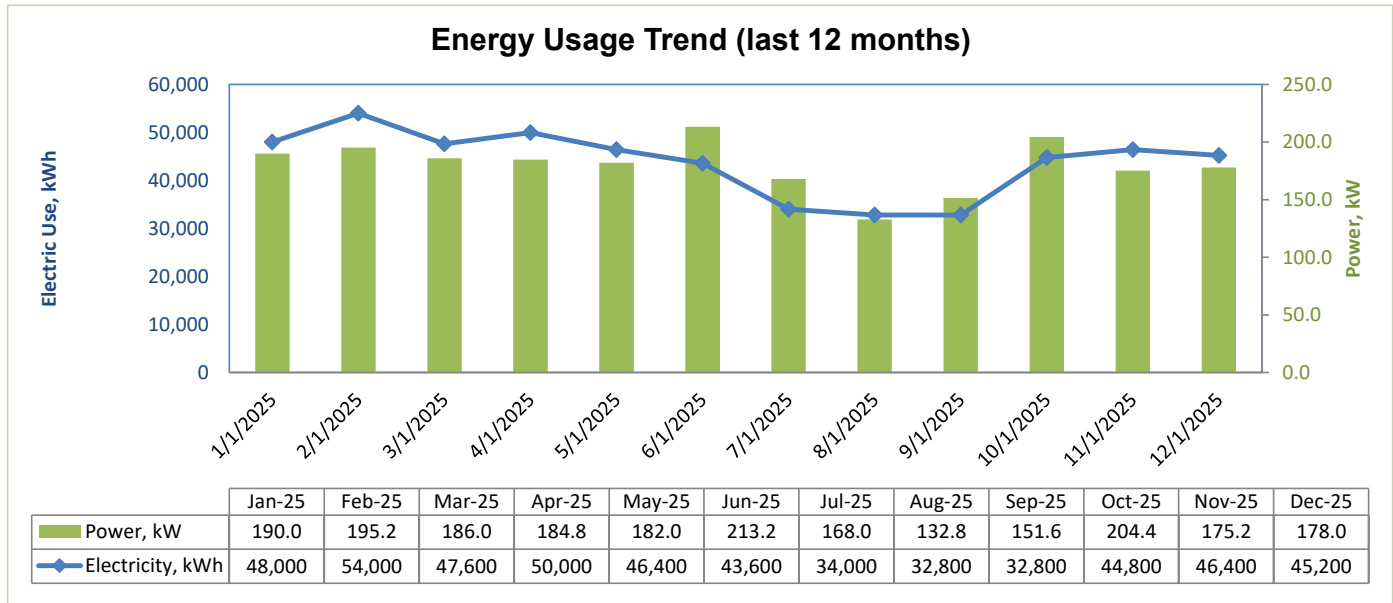
- HVAC: Space Conditioning,
- Controls: Incorporate Common Area Lighting into the BAS, and
- Hi-Bay: Replace Bus Garage Fluorescent High-Bay Fixtures with LED High-Bays.

Energy Savings Summary

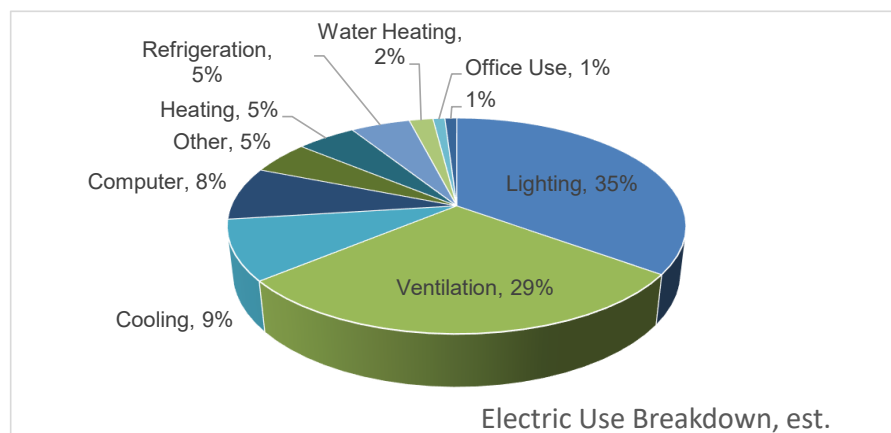


*BEC Assessment program participants qualify for rebates on projects completed and invoiced. Total incentives typically cannot exceed 50% of the project cost (including equipment and labor).

Building Energy Profile

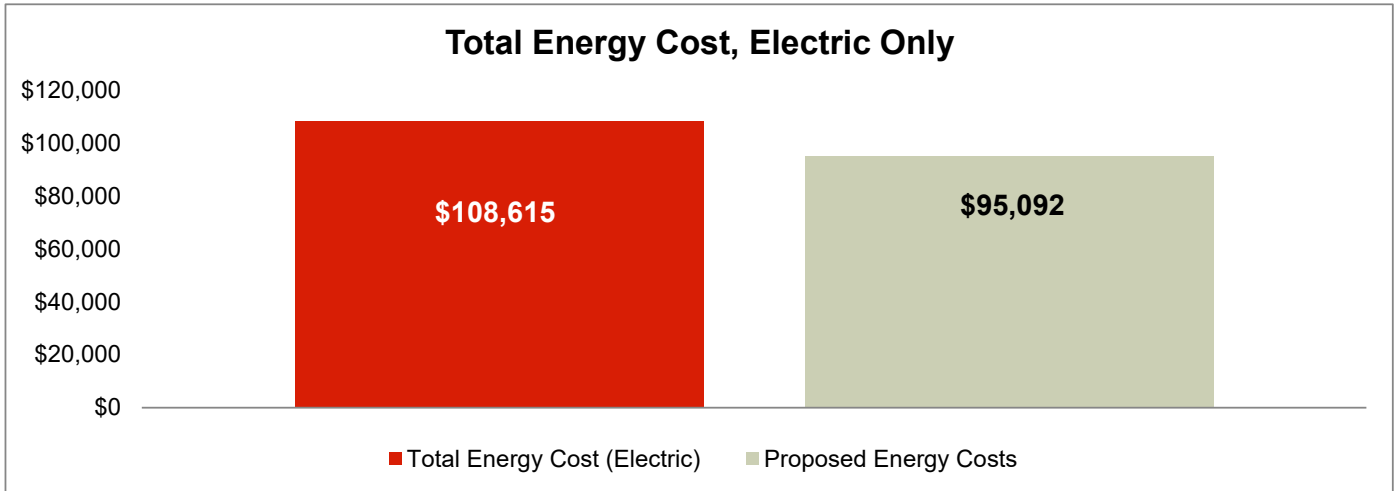


Energy End Use Profile

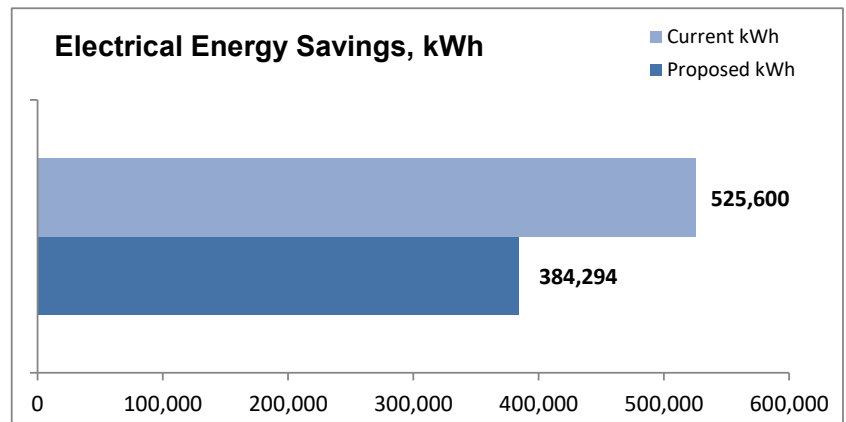
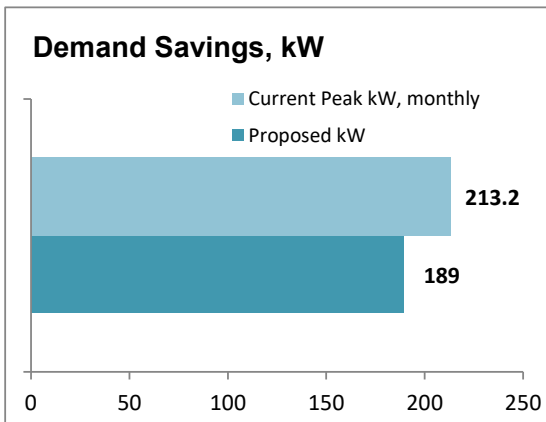


Energy Savings Profile

Total Energy Savings



Total Cost Savings, \$ est.	12.5%
Electric Demand Savings, kW est.	11.2%
Electric Usage Savings, kWh est.	26.9%



Energy Conservation Opportunities

Please refer to the Conservation Opportunity Analysis section following this table for a detailed description. All costs and savings are engineering estimates with prescribed rebates.

	Energy Conservation Opportunity	Demand Savings, peak kW	Energy Savings, kWh/yr	Gas Savings, therms/yr	Annual Savings ⁵	Capital Cost ³	Simple Payback, Years ^{4,6}	Beltrami Electric Incentives, \$ ^{1,2}	Rebate Type
Low/No Cost Opportunities									
1	Consolidate items in beverage coolers to reduce refrigeration costs	0.1	1,139	0	\$87	\$40	0.5	\$0	Prescriptive - Recycling
2	Add two evaporator door controls for the kitchen's cooler and freezer	0.1	1,170	0	\$89	\$323	3.1	\$50	Prescriptive - Refrigeration
3	Consider a zero-loss condensate drain for the Pneumatic Controls air compressor	0.1	934	0	\$71	\$450	4.5	\$130	Prescriptive - Compressed Air
4	Install two (2) ceiling-mounted occupancy sensors to control copy room and kitchen lighting	0.0	152	0	\$12	\$862	66.6	\$93	Prescriptive - Lighting
Capital Project Opportunities, > \$1,000									
6	Retrofit one (1) cooler and four (4) freezer evaporator fans with EC motors	0.8	8,206	0	\$623	\$1,985	3.0	\$125	Prescriptive - Refrigeration
7	Replace the mini-split in the Principle's Office with a 2-ton multi-head, air-source heat pump	0.1	15,204	517	\$1,612	\$8,500	4.5	\$1,200	Prescriptive - Heat Pumps
8	Upgrade the media center, AHU 11, with a new 15-ton RTU or condensing unit - INCREMENTAL	5.0	2,124	0	\$161	\$1,750	8.1	\$450	Prescriptive - Cooling
9	Complete a facility-wide, direct-digital controls project, eliminating pneumatic air compressors and thermostats	1.4	72,275	2,273	\$7,491	\$80,000	9.7	\$7,228	Custom - Cooling
10	Replace unoperative condensing units for AHUs 5 & 9 w/ air-source heat pumps, 1 x 5-ton & 1 x 7.5 ton - INCREMENTAL	4.1	1,785	0	\$136	\$3,375	12.2	\$1,725	Prescriptive - Cooling
11	Upon replacement, upgrade five (5) 1/8-hp exhaust fans with energy-efficient EC motor models - INCREMENTAL	0.6	2,289	-6	\$169	\$2,370	12.7	\$229	Custom - Motors & Drives
12	Add demand-controlled ventilation to the kitchen hoods to control exhaust and make-up air rates	0.6	2,950	382	\$561	\$7,976	13.7	\$295	Custom - Foodservice Equipment
13	Relamp 48 library book case and office fixtures with 140 DLC-rated, Type B TLEDs	1.3	3,059	0	\$232	\$3,748	14.6	\$350	Prescriptive - Lighting
14	Install five (5) wall-mounted occupancy sensors to control office lighting	0.0	674	0	\$51	\$1,155	20.6	\$100	Prescriptive - Lighting
15	Relamp 32 storage and support room fixtures with 58 DLC-rated, Type B TLEDs	0.6	1,006	0	\$76	\$1,821	21.6	\$170	Prescriptive - Lighting

	Energy Conservation Opportunity	Demand Savings, peak kW	Energy Savings, kWh/yr	Gas Savings, therms/yr	Annual Savings ⁵	Capital Cost ³	Simple Payback, Years ^{4,6}	Beltrami Electric Incentives, \$ ^{1,2}	Rebate Type
16	Add eleven (11) VFDs for AHU supply and return fans operating at constant volume	5.3	19,700	0	\$1,497	\$38,903	25.2	\$1,260	Prescriptive - Motors & Drives
17	Replace 97 fluorescent troffers with 82 flat panel models in the library; band, choir and weight rooms	2.7	6,854	0	\$521	\$13,346	25.2	\$205	Prescriptive - Lighting
18	Replace 40 PL-fluorescent downlights with new LED downlight canisters	0.7	1,765	0	\$134	\$3,613	26.2	\$100	Prescriptive - Lighting
Total		23.8	141,306	3,166	\$13,523	\$170,327	11.6	\$13,715	

¹ Incentives for custom efficiency projects are estimates, are subject to change pending further evaluation by Beltrami Electric, and are not guaranteed. Custom efficiency projects may require pre-approval to qualify for a rebate. Please check with your Beltrami or Minnkota Electric representative before purchasing/implementing measure.

² Beltrami Electric rebates typically cannot exceed 50% of the project cost (including equipment and labor).

³ Estimated capital cost includes estimated equipment and labor costs unless otherwise noted, and in no way reflects an estimate or proposal for the installation. Capital Cost is defined as the total equipment and labor cost for the project. Incremental Cost refers to the additional cost associated with the increased capital cost for replacing standard equipment with higher efficiency equipment.

⁴ Simple Payback includes incentive unless estimated value is not given.

⁵ ECO savings are typically mutually independent, unless otherwise noted. Savings from one ECO may affect another ECO's Savings measure.

⁶ If rebate is listed as "TBD", the anticipated rebate has not been included in the simple payback calculation.

Notes

Further Investigation Opportunities

Please refer to the Further Investigation Analysis in this table for a detailed description.

	Further Investigation Opportunity	Further Investigation Notes	BEC Incentives 1,2	Rebate Type
1	Electronic Equipment	Unplug electronic equipment (Dorm Fridges, Computers, TVs, VCRs, etc.) when they are not being used. The easiest way to do this is to plug this equipment into a power strip and turn the power strip off when equipment is not in use.	NA	DNQ - Best Practice
2	HVAC: Space Conditioning	Buildings are designed to bring in outside air to provide fresh air to the occupants with a controlled amount recirculated from system returns, while balancing the outdoor air exhaust to the amount of fresh air being ingested. Because the exhaust discharge for a multiple air handlers is directly adjacent to the fresh air intake, the "outdoor" air being used to balance the building area's temperature, humidity and occupancy parameters is diluted with a significant percentage of return air that was intended for rejection by the system. With exhaust not being properly ventilated, the building has to endure longer periods of climate recovery during this effect known as short-circuiting. In short-circuiting the rejected air from the air handler does not flow entirely leave the space and essentially returns back to the blower with some percentage of fresh-outdoor air and the enthalpy-balanced return air. In situations where the exhaust damper is set to reject all the air handler's return air, that exhaust is re-entering the building rather than 100% fresh outdoor air. This measure will reduce the humidification load of the facility; and thus reduce both cooling and fan energy. To correct the exhaust air being drawn back into the building, a square duct facing downward is suggested in order that the discharge air faces further away from the intake. An added benefit of downward facing ducts is that most exhaust air is approximately 70-75°F, so the discharge air may abate some snow accumulation that can cover both the intake and exhaust grills especially on the north side of the building. Speak to your HVAC contractor to propose a best practice to prevent the outdoor intake from ingesting return air intended for exhaustion. 	NA	DNQ - HVAC
3	Controls: Incorporate Common Area Lighting into the BAS	Consider adding common space lighting to the BAS. A BAS already exists and includes mechanical equipment such as the RTUs and HHW pumps. Adding this lighting to the BAS will allow the lighting equipment to be scheduled just like the mechanical equipment is scheduled. This measure does not consider the reduction in lamp replacement frequency and resulting maintenance cost reduction. Adding common space lighting to the BAS will allow more control, flexibility, and it is eligible for a prescriptive rebate. Beltrami Electric may offer custom rebates for automated lighting controls.	TBD	Custom - Lighting

	Further Investigation Opportunity	Further Investigation Notes	BEC Incentives ^{1,2}	Rebate Type
4	Boiler: Front-End High Efficiency Condensing model	The existing natural-draft boilers are sized for the absolute coldest weather conditions, which only happens a small portion of the time. When the climate is mild in the spring and fall (and recently even some winter days) the large boiler is your only option to heat the building for a small heat load. Firing this large boiler is akin to cutting butter with a chainsaw and is an inefficient method to heat the building. The installation of a smaller, high efficiency boiler to heat on those milder days allows it to match the heat load with an appropriately sized capacity. In some cases, the large boiler will not need to be fired until early winter (and turned off earlier in the season), shortening the run time for the large boiler. This results in energy savings by matching the heat load with a more efficient boiler. Most high-efficiency boilers are condensing models. A condensing boiler uses several design changes to increase overall efficiency. First, the chimney is a sealed- combustion, power-vented draft venting system which lowers the stack temperature that exits the building. Second, there is significant amount of heat that exists in the condensate (latent energy change from gas to liquid) that is captured in a secondary, corrosion-resistant heat exchanger. Third, the return water temperature can be reduced to 80 F, delivering more space heat in the building and allowing greater flexibility using outdoor temperature controls. Fourth, installing multiple smaller boilers allows greater flexibility to match the heating load by only firing the capacity to meet demand. In the spring and fall, one small boiler may suffice with others firing only as colder temperatures require. Combined, these characteristics increase efficiencies up to 95% for condensing boilers.	NA	DNQ - Propane Heating
5	Hi-Bay: Replace Bus Garage Fluorescent High-Bay Fixtures with LED High-Bays	Fluorescent high-bay fixtures have been the industry standard for the past 10 years offering relatively high luminaire efficiency while having the draw-backs of frequent lamp replacement, ballast maintenance, and lack of dimmability. For the past five years, LED high-bay fixtures have been available on the market and the technology has stabilized and gotten to an attractive price-point. In comparison to fluorescent high-bays, LED high-bay fixtures offer greater light output, 30-50% less input energy, instant-on/off operation, dimmability, maintained lighting levels as the fixture ages, and provide nearly three times the life before needing replacement. As high-bay fixtures are a challenging item to maintain due to their height and location, this project has the additional benefit of maintenance savings beyond the energy savings alone. Be sure to sample a few high-bay fixtures to find one that meets the lighting levels, color temperature (warm white to daylight appearance), and distribution that you require. Beltrami Electric offers prescriptive Powersavers rebates of \$20/fixture for ones less than 40 watts and \$40/fixture when the models are greater or equal to 40 watts.	Up to \$40/fixture	Prescriptive - Lighting

¹ Incentives for custom efficiency projects are estimates, are subject to change pending further evaluation by Beltrami Electric, and are not guaranteed. Custom efficiency projects may require pre-approval to qualify for a Beltrami or Minnkota Electric rebate. Please check with your representative before purchasing/implementing measure.

² Beltrami Electric rebates typically cannot exceed 50% of the project cost (including equipment and labor).

Energy Conservation Opportunity Analysis

Opportunity 1: Consolidate items in beverage coolers to reduce refrigeration costs

If there is an old freezer and/or refrigerator on site, consider replacing these appliances. A new ENERGY STAR® qualified refrigerator uses less than half as much energy as one made prior to 1993. New models use less energy than a 75-watt incandescent light bulb. A \$50 rebate will be paid for a qualifying ENERGY STAR® model. Further, instead of keeping a refrigerator or cooler in operation year-round, consolidate the contents to one system (probably the best is the walk-in cooler) to reduce refrigeration costs. Beltrami Electric offers a \$50 rebate for the recycling of an old refrigerator or freezer.

Opportunity 2: Add two evaporator door controls for the kitchen's cooler and freezer

Evaporator fans in coolers and freezers normally run at full speed all the time. Controls are available that can automatically lower the fan speed during periods when the compressor is off. Lowering the fan speed cuts the electric power to the fan proportional to the cube of the ratio of the low speed RPM to the full speed RPM, producing significant energy savings, while still maintaining air circulation for uniform heat transfer. Evaporator fan controls qualify for a \$25 Powersavers incentive from Beltrami Electric for both coolers and freezers.

Opportunity 3: Consider a zero-loss condensate drain for the Pneumatic Controls air compressor

Compressor systems need to have condensate drained occasionally for proper operation but typical systems also lose air in the process, thus creating additional run time without benefit. No loss air (or zero-loss) drains allow a compressor to drain condensate with no pressure lost from the system, thus saving electrical energy needed to run the system. Installation of a No-Loss Air Drain on the compressed air system will reduce run time resulting in longer equipment life, energy savings and less maintenance. Non-eligible equipment includes manual drains, level operated mechanical traps, electronically operated solenoid valves. Beltrami Electric offers a Powersavers prescriptive rebate of \$130 per zero-loss condensate drain device.



Opportunity 4: Install two (2) ceiling-mounted occupancy sensors to control copy room and kitchen lighting

Installing occupancy sensors to automatically turn lights off in areas such as restrooms, storage rooms, or other rooms where lights could get left on is a good investment while retrofitting the lighting systems with LEDs. Occupancy sensors limit the amount of time the lights in each room are left on while unoccupied. Sensors can be purchased fairly inexpensively, for roughly \$20-\$100 each depending on type and style. The savings for installing these sensors varies greatly depending on the quantity of fixtures controlled as well as the amount of human traffic through the room. The typical payback for a break room and restroom installation is approximately two years, though your mileage may vary. It is very important to consider the installation of occupancy sensors during the installation of LED fixtures as the payback is quicker when you are already rewiring or replacing fixtures. Beltrami Electric offers prescriptive Powersavers rebates of \$20/sensor for fixtures that are controlled by motion sensors.

Opportunity 5: Replace the walk-in cooler's T12 fixture with a linear LED strip, 3001-5799 lumens

Consider replacing your direct linear fluorescent light fixtures, commonly called strip lights or shop lights, with LED direct linear fixtures. LED offers numerous advantages over fluorescent lighting including 50-70% energy reduction, improved light quality, reduced on-going maintenance, and no flicker or humming. Opting for new fixtures over a lamp only retrofit gets you improved light distribution, optional color tuning (2700-5000K), dimmability, increased life, easier pairing with daylight or motion controls, and improved aesthetics. Direct linear fixtures primarily come in 2', 4', and 8' lengths and purchasing a fixture with the same outside dimensions will reduce installation costs. Lumen output of an LED linear fixture can be tough to compare against the existing fluorescent fixture as LED light is directional. Fluorescent fixtures often rely on reflectors to get the light out of the fixture and often LED linear fixtures that produce half to three-quarters the lumens offer comparable brightness to fluorescent. Before undergoing a large-scale conversion to new fixtures, be sure to sample a few and find out what color temperature and lumen output best suits your space. LED fixtures range in price depending on the size, style, and features available. Be sure to select DLC-qualified products to ensure you are purchasing a product that has undergone vigorous testing and hits its performance metrics. Beltrami Electric offers Powersavers prescriptive rebates for installing LED strip/shop lights based on the lighting output: Under 3,000 lumens - \$4/fixture, 3000-5799 lumens - \$6/fixture, and over 5800 lumens - \$8/fixture.

Opportunity 6: Retrofit one (1) cooler and four (4) freezer evaporator fans with EC motors

Standard fan motors commonly used in refrigeration equipment are major energy wasters. They run inefficiently and generate excess heat, causing the refrigeration system to work harder and use more energy. An Electrically Commutated Motor (ECM) is a DC motor designed for evaporators in walk in coolers and freezers. The DC motor runs up to 40% more efficiently than a shaded pole motor and generates less heat resulting in refrigeration savings. Overall, ECMs typically save up to 65% more than the current system. ECMs do however, cost about twice as much as a regular shaded pole Motor, but often require less maintenance and replacement. Often larger electrical consumers are on a demand based rate so the ECM's save on both the consumption and demand charges. Beltrami Electric offers a prescriptive rebate of \$25/EC motor.



Opportunity 7: Replace the mini-split in the Principle's Office with a 2-ton multi-head, air-source heat pump

Air-source heat pumps are year-round space-conditioning systems capable of providing heating and cooling. They offer heating and cooling in a single piece of equipment and in provide heat at a lower cost than electric resistance heating (in some cases, lower than gas heating as well). Traditionally, air-source heat pumps did not perform well in cold climates, because both their capacity and their efficiency decrease significantly at low temperatures. Some new products are available that perform reasonable well at low temperatures. Back-up heat, either electric or other fuel source, is commonly used. Beltrami Electric offers Powersavers prescriptive rebates of \$300-\$600/ton for high-efficiency air source heat pumps. For the \$600/ton rebate, the system must be greater than 16.0 SEER with a HSPF greater than 8.0. An additional \$150/ton Value of Electricity incentive can be applied for the heat pumps if they are enrolled into the off-peak program.



Opportunity 8: Upgrade the media center, AHU 11, with a new 15-ton RTU or condensing unit - INCREMENTAL

Roof Top Units, RTUs, are a common choice for ventilation systems as they are relatively inexpensive, can be easily integrated into a standard duct system and save valuable interior space as they are installed on the exterior of a building. However, some of your RTUs are more than 15 years old and vast improvements in this type of equipment have been made, especially on the cooling side. If maintenance is required on any of these units, consider a high-efficiency replacement. When looking at buying new equipment compare the cost difference between the standard equipment and the high efficiency equipment. In most cases, the high efficiency equipment is a good financial investment. High efficiency units have higher air conditioning efficiencies and variable speed controls on the motors. Beltrami Electric offers prescriptive Powersavers rebates starting at \$30/ton for condensing units sized 136,000-240,000 BTU/h w/ an IEER of 14.5 or better (\$40/ton if it exceeds 17.0 IEER).



Opportunity 9: Complete a facility-wide, direct-digital controls project, eliminating pneumatic air compressors and thermostats

The thermostats in the facility control the HVAC and air conditioning system through pneumatic control. This is an outdated technology that needs requires several components to deliver clean, dry air for optimal operation. Unfortunately, these systems require diligent and on-going maintenance to ensure accurate outputs. The best practice would be to convert from pneumatic controls to direct digital controls (DDC) which would provide greater flexibility and ease to control the building. From a single, remote computer station, building information such as temperatures, humidity, air flow, etc. can be viewed, verified and changed operating schedules and temperatures. This allows for much greater control of the system without having to manually adjust each thermostat. Beyond the ability to better control the system, there is also significant energy savings as an air compressor is not needed and the maintenance costs are lower with a DDC system. This controls technology update would be eligible for a custom grant through the Custom Efficiency Program.

If you are looking to have automated control of the building, without the headache and cost required with valve and wiring changes associated with DDCs, a more cost effective route can be found through installing Wireless Pneumatic controls. These are a direct thermostat replacement for pneumatic systems not requiring any wiring or valve changes but still allowing one to program the thermostat to adjust based on schedule and desired temperature. Although the energy savings aren't quite as great since an air compressor still needs to be run, payback for wireless pneumatic systems can be as little as 2 years. Beltrami Electric offers custom rebates under the Powersavers program at \$0.10/annual kWh saved for demand-controlled kitchen ventilation. The custom rebate would supersede a \$40/hp incentive for the motor VFDs.

Opportunity 10: Replace unoperative condensing units for AHUs 5 & 9 w/ air-source heat pumps, 1 x 5-ton & 1 x 7.5 ton - INCREMENTAL

The current air handler using a refrigerant loop that is cooled with a outdoor condensing unit. The evaporated coolant is cooled and compressed outside in an air-cooled condensing unit. This type of unit is typical for supplying air conditioning for modern residential buildings. DX condensing units of this size vary from 1 to 15 tons, typically. Beltrami Electric offers prescriptive Powersavers rebates starting at \$30/ton for condensing units sized 65,000-135,000 BTU/h w/ an IEER of 15.3 or better (\$40/ton if it exceeds 17.0 IEER), and a \$300/ton incentive for condensing units sized less than 65,000 BTU/h w/ an IEER of 14.3 or better (\$600/ton if it exceeds 16.0 IEER).



Opportunity 11: Upon replacement, upgrade five (5) 1/8-hp exhaust fans with energy-efficient EC motor models - INCREMENTAL

Upgrade existing exhaust fan motors with EC motors. Traditional induction alternating current (AC) motors utilize an electromagnet rotor and stator and a brushed design. In fractional horsepower applications induction motors are inefficient. EC motors utilize a permanent magnet rotor, an electromagnet stator, and a brushless design to achieve much higher efficiencies and reliability in these applications. Overall, ECMs typically save up to 65% more than the current system. ECMs do however, cost about twice as much as a regular shaded pole Motor, but often require less maintenance and replacement. Often larger electrical consumers are on a demand based rate so the ECM's save on both the consumption and demand charges. Beltrami Electric offers custom rebates under the Powersavers program at \$0.10/annual kWh saved for HVAC EC motors.

Opportunity 12: Add demand-controlled ventilation to the kitchen hoods to control exhaust and make-up air rates

Kitchen exhaust ventilation may be the largest single opportunity for reducing energy costs in a food service operation. Controls can be added to existing hoods that sense temperature and/or detect the presence of smoke or cooking effluent. They use variable frequency drives to control the amount of exhaust required. Annual utility savings of up to \$1,000 per rated horsepower that is controlled are common. Beltrami Electric offers custom rebates under the Powersavers program at \$0.10/annual kWh saved for demand-controlled kitchen ventilation. The custom rebate would supersede a \$40/hp incentive for the motor VFDs.

Opportunity 13: Relamp 48 library book case and office fixtures with 140 DLC-rated, Type B TLEDs

A key lighting project that was identified at the facility was replacing tubular fluorescent lamps with Type-B (direct-wire) tubular LED's. Type-B LED tubular lamps are powered by internal drivers that can be used on non-shunted tombstone sockets operating at line-voltage. Accomplishing this retrofit requires an electrician to remove or bypass the ballast, identify that the existing sockets are of the non-shunted variety (or replace with such), and rewire the fixture to operate on line voltage (120-277V). This conversion brings a 50-70% energy reduction, increased lamp longevity, and avoids the on-going ballast maintenance associated with fluorescent fixtures. Furthermore, when a lamp is not illuminated, it can be quickly replaced with a new model without the time needed to troubleshoot if the lamp or ballast is at fault.



Opportunity 14: Install five (5) wall-mounted occupancy sensors to control office lighting

Installing occupancy sensors to automatically turn lights off in areas such as restrooms, storage rooms, or other rooms where lights could get left on is a good investment while retrofitting the lighting systems with LEDs. Occupancy sensors limit the amount of time the lights in each room are left on while unoccupied. Sensors can be purchased fairly inexpensively, for roughly \$20-\$100 each depending on type and style. The savings for installing these sensors varies greatly depending on the quantity of fixtures controlled as well as the amount of human traffic through the room. The typical payback for a break room and restroom installation is approximately two years, though your mileage may vary. It is very important to consider the installation of occupancy sensors during the installation of LED fixtures as the payback is quicker when you are already rewiring or replacing fixtures. Beltrami Electric offers prescriptive Powersavers rebates of \$20/sensor for fixtures that are controlled by motion sensors.

Opportunity 15: Relamp 32 storage and support room fixtures with 58 DLC-rated, Type B TLEDs

A key lighting project that was identified at the facility was replacing tubular fluorescent lamps with Type-B (direct-wire) tubular LED's. Type-B LED tubular lamps are powered by internal drivers that can be used on non-shunted tombstone sockets operating at line-voltage. Accomplishing this retrofit requires an electrician to remove or bypass the ballast, identify that the existing sockets are of the non-shunted variety (or replace with such), and rewire the fixture to operate on line voltage (120-277V). This conversion brings a 50-70% energy reduction, increased lamp longevity, and avoids the on-going ballast maintenance associated with fluorescent fixtures. Furthermore, when a lamp is not illuminated, it can be quickly replaced with a new model without the time needed to troubleshoot if the lamp or ballast is at fault.

Type-B retrofits are a good choice when:

- Ballast maintenance is becoming frequent
- You have a vested interest in improving the property
- Are satisfied with the lighting quality and aesthetics that the current fixture provides

Four-foot (4') direct-wire LED T8 (Type-B) lamps can be purchased for as little as \$7-15 per lamp and generally cost around \$25 installed. It's important to select the lumen output of the TLED you look to purchase based upon the height of the fixture they are being installed in. For fixtures at 10' or less operating on a normal ballast factor, a lamp between 1650-1800 lumens is generally going to give the same amount of brightness as the 32W T8 lamp it replaces. For low-bay or high-bay applications operating on a high ballast factor, opt for lamps in the 2100-2200 lumen range to maintain brightness. Look to purchase Design Lights Consortium (DLC) qualified products to ensure you are buying a quality product that has been reviewed by an unbiased third party agency to meet its performance metrics. Beltrami Electric offers prescriptive rebate of \$2.50/tube for installing DLC-rated, Type-B direct-wire LED T8 lamps.

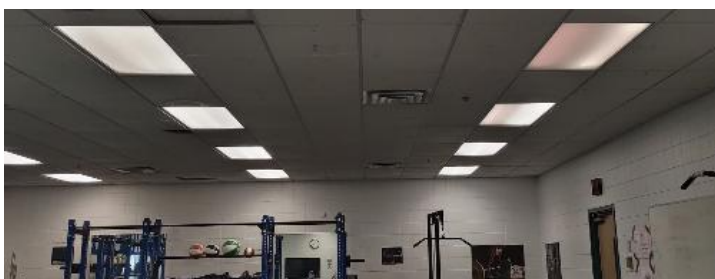


Opportunity 16: Add eleven (11) VFDs for AHU supply and return fans operating at constant volume

VFDs reduce electrical energy consumption by adjusting a motor's speed to match the required load. Many heating, ventilation, and air-conditioning electric motors do not always need to run at 100% capacity. Within-air handling units, the supply and return fans are candidates for VFD application, because the required ventilation is transient throughout the day. Facilities that install VFDs in AHUs will use less energy, cut operating costs, and even improve occupant comfort. The fan motors should operate between 30% and 100%. At 100% capacity, all zones should be at maximum demand and at 30% the motor should supply enough air to meet a minimal cooling or heating request. By outfitting these motors with VFDs, facilities can control the equipment's output to match the operation's needs, saving energy when full output is not required. The VFDs most often use zone temperature as feedback to modulate fan motor speed. Beltrami Electric offers prescriptive rebates of \$40/hp for HVAC VFDs and seasonal applications.

Opportunity 17: Replace 97 fluorescent troffers with 82 flat panel models in the library; band, choir and weight rooms

In areas of your facility where the light fixtures have increased run hours, are in poor condition, and/or are needing an aesthetic improvement, consider replacing the fluorescent troffers with LED troffers. LED troffers can offer a few advantages over a LED lamp-only retrofit including: improved light distribution, optional color tuning (2700-5000K), dimmability, increased life, easier pairing with daylight or motion controls, and improved aesthetics. The conversion to LED troffers requires that the existing troffer be removed from the suspended ceiling and that an entirely new LED fixture be put in its place. Troffers typically come in standard sizes of 1'x4', 2'x2', and 2'x4'. Lumen output of a LED troffer can be tough to compare against the existing fluorescent troffer as LED light is directional. Fluorescent troffers rely on reflectors to get the light out of the fixture and often LED troffers that produce half the lumens offer comparable brightness to fluorescent. Before undergoing a large-scale conversion to new fixtures, be sure to sample a few and find out what color temperature and lumen output best suits your space. LED troffers range in price depending on the size, style, and features available. Be sure to select DLC-qualified products to ensure you are purchasing a product that has undergone vigorous testing and hits its performance metrics. Beltrami Electric offers a prescriptive rebate of \$4/troffer for fixtures less than 3k lumens, \$6/troffer for 3k-5,799 lumens, and \$8/troffer for units >5,800 lumens.



Opportunity 18: Replace 40 PL-fluorescent downlights with new LED downlight canisters

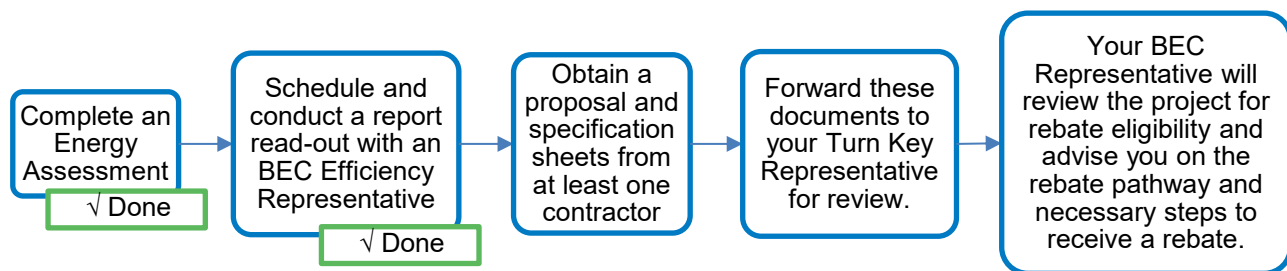
LEDs retrofit modules have become the go-to replacement for pin-style fluorescent lamps. Canister LED lighting kits use about 50% less energy than the CFL lamps they replace, last up to 5x longer, and many offer full dimmability and compatibility with advanced lighting controls. Unlike CFLs that suffer from slow warm up and dimmer incompatibility, LEDs are instant-on and the light output can be varied with controls. Furthermore, some LEDs offer additional features such as color temperature shifting (between daylight and warm light), full RGB adjustment, and integration into a wireless control system. Replacing CFL canisters with LED downlighting models with a trim kit are the best way to convert fluorescent can lights to LED as they offer the greatest light output relative to input wattage. Beltrami Electric offers prescriptive Powersavers rebates of \$4/fixture for new recessed LED downlights.



Next Steps - Project Implementation

This assessment portion of Beltrami Electric's Assessment Services has been completed. Now is the time to take action and capture the energy savings potential detailed in this report. The program serves as a project management tool offering a design to remove hurdles and assist in implementation of energy efficiency improvements that result in sustainable energy conservation. Your energy assessor and electric utility representative will assist in finding qualified contractors, reviewing proposals for rebate eligibility, documenting custom projects to obtain pre-approval, and reviewing and compiling paperwork for rebate submission. For any project completed within one year, Beltrami Electric may offer a bonus incentive not to exceed 50% of total project cost. The bonus eligibility for your projects begins at the date of the report read-out and ends one (1) complete year from that report presentation.)

Next Steps - Assessment Services Project Implementation



Each project is unique, so it is important to have every project reviewed by your Beltrami Electric Energy Efficiency Representative to make sure it is documented and filed appropriately to maximize your rebates.

Annual Electric Consumption

Previous 12 months (definition of terms can be found in the glossary)

Electric Provider: Beltrami Electric

January-25 to December-25							
Month	Billing Period (Days)	Actual Demand (kW)	Billed Demand (kW)	Total Energy (kWh)	Total Cost (\$)	Cost/kWh (\$)	Power Factor
Jan-25	31	190.0	190.0	48,000	\$3,505	\$ 0.07	1.000
Feb-25	31	195.2	195.2	54,000	\$3,909	\$ 0.07	1.000
Mar-25	28	186.0	186.0	47,600	\$3,478	\$ 0.07	1.000
Apr-25	31	184.8	184.8	50,000	\$3,728	\$ 0.07	1.000
May-25	30	182.0	182.0	46,400	\$3,479	\$ 0.07	1.000
Jun-25	31	213.2	213.2	43,600	\$3,609	\$ 0.08	1.000
Jul-25	30	168.0	168.0	34,000	\$2,626	\$ 0.08	1.000
Aug-25	31	132.8	132.8	32,800	\$2,543	\$ 0.08	1.000
Sep-25	31	151.6	151.6	32,800	\$2,543	\$ 0.08	1.000
Oct-25	30	204.4	204.4	44,800	\$3,372	\$ 0.08	1.000
Nov-25	31	175.2	175.2	46,400	\$3,482	\$ 0.08	1.000
Dec-25	30	178.0	178.0	45,200	\$3,655	\$ 0.08	1.000
Total	365			525,600	\$39,929	--	--
Average	30			43,800	\$ 3,327.42	\$ 0.08	1.000
Blended Rate						\$ 0.08	

Glossary

The following definitions will help you understand the information and how it relates to your energy bills and energy services:

Actual Demand	The highest average 15 minutes of demand over a billing period.
AHU, Air Handling Unit	Central to most building's regulation of air flow, AHU equipment is used to ventilate the building space with outdoor or conditioned air that is tempered with internal heating and air-conditioning (cooling) devices. The equipment contains a fan blower, heating and/or cooling elements, filters, dampers; and is connected to ductwork for air distribution.
ASHRAE	The American Society of Heating, Refrigeration, and Air-conditioning Engineers is an international organization that represents building system design and industrial process professionals. ASHRAE exists for the advancement of the arts and sciences within heating, ventilation, air-conditioning, and refrigeration to promote sustainable global solutions.
BAS, Building Automation System	A building automation system is a network of centralized control instruments governing the building's ventilation, heating and air conditioning set points. The hardware will also be programmed with the building's operating schedule(s). A BAS may also include lighting control points.
Billed Demand	The actual demand adjusted for power factor, demand ratchet, or an abnormal metering period.
BTU, British Thermal Unit	A unit of energy required to raise the temperature of 1 lb. water by 1°F. Additionally, 1 cubic foot of natural gas contains 1000 BTU. One thousand (1,000) BTUs is often noted as 1 MBH or 1 MBTU.
Capital Cost	The total, installed project costs. Does not include tax/shipping.
CHW, Chilled Water	A chilled water circuit within a building is often utilized for process or building cooling. A chilled water loop can be conditioned by a heat exchanger via a direct-expansion fluid, geothermal source, cooling towers, or dry coolers.
CT, Cooling Tower	A cooling tower consists of heat rejection equipment - typically pumps, a sump, and fans - that cools an aqueous stream to a lower temperature. The fluid cooler can use either evaporative cooling, which removes process heat from water to achieve near wet-bulb air temperature conditions; or dry cooling, which is a closed circuit system that relies on fans to remove the heat to achieve a near dry-bulb temperature.
CFM, Cubic Feet per Minute	Defines a volumetric flow velocity used a basis for ventilation calculations.
Custom Rebate	To qualify for a custom rebate, the project must be pre-approved. Custom rebates are calculated based on power demand, or kW, savings. If a custom rebate is approved, BEC will typically reimburse \$400 per kW of power savings and offer limited time rebate enhancements for specific energy-saving categories.
Dekatherm	A dekatherm (10 therms) is a unit of energy equivalent to 1,000,000 BTU (1MM BTU).
DWH, Domestic Water Heater	A domestic hot water heater is typically a tank-style vessel that conditions water for general building purpose. The water is typically heated with a natural gas burner or resistive electrical elements. High-efficiency domestic hot water heaters may include a circulating pump, or may be entirely tankless otherwise known as on-demand systems.
DLC, Design Lights Consortium	Design Lights Consortium or DLC: The DLC® is a non-profit organization whose mission is to drive efficient lighting by defining quality, facilitating thought leadership, and delivering tools and resources to the lighting market through open dialogue and collaboration. In order to qualify for prescriptive lighting rebates, it is essential that products have been approved by DLC.
°F	Degrees Fahrenheit, temperature scale defined by the freezing point of water being 32°F and a boiling point of 212°F defined at sea level and standard atmospheric pressure conditions.
DDC, Direct Digital Controls	A network that utilizes computers or digital devices to collect input signals and react to the conditions with a digital output. Differs from pneumatic controls that utilize pressure differentials to actuate and attenuate signals; or older manually controlled systems of dampers and switches.
DX, Direct Expansion	A direct-expansion system utilizes a refrigerant that undergoes a physical state change to a lower pressure and temperature when passing through an expansion valve. As it enters the evaporator section after the valve, the incoming air is cooled by direct contact with the refrigerant.
EMS, Energy Management System	An Energy Management System is a real-time data management system that is used to monitor, control, and optimize conditioning performance of a building. The EMS tools may report such things as operational efficiency, solar output, operations within the Building Automation System, and current electrical load conditions.

Energy Star Score	An EPA standard to measure building performance relative to other facilities within the same industry. The
FCU, Fan Coil Unit	A fan-coil unit delivers air to a space using a fan that blows air across a heating or cooling heat exchanger.
FLV, Full Load Value	On an electrical circuit, the full load value is the maximum amount of current or amperage that a load can draw from the circuit. The rating is marked on electrical equipment, such as motors, to signify the maximum amount of current draw in order that the circuit and its breaker can be sized properly.
HHW, Heating Hot Water	Heating hot water is utilized within a building for facility heat through a fan-coil unit or air handling system; or used to heat industrial process streams by direct injection or within a heat exchanger.
HVAC, Heating, Ventilation, and Air Conditioning	Heating, Ventilation, and Air-conditioning are building attributes to maintain programmed settings as exterior conditions change and internal emissions are created.
hp, horsepower	Unit of power describing the rate at which work is done by a system. One (1) hp = 0.746 kW.
Incremental Cost	The capital cost difference between the low efficiency (or existing) and high efficiency options.
kW, kilowatt	A unit of power equivalent to 1,000 watts and used to measure energy requirements over time.
kWh, kilowatt-hour	A unit of energy equivalent to 1,000 watt-hours and used to measure power requirements in an hour.
LED, Light-Emitting Diode	A light-emitting diode is a semiconductor light source that emits light as electrons move across device junctions. LEDs offer lower energy consumption than incandescent, metal halide, fluorescent, and many older lighting appliances. They are typically more robust and can operate over a longer lifetime with repeated switching on and off.
MWh, Megawatt-hour	A unit of energy equivalent to 1,000 kilowatt-hours and used to measure power requirements in an hour.
OA, Outside Air	The outside air is often expressed as a ratio in ventilation to describe the supply air blend. An OA ratio of 1.0 states that the ventilation system is using 100% outdoor air as make-up air to the building.
%, percentage	The ratio of a variable expressed as a fraction of 100 units.
psi, pounds per square inch	Unit of pressure used to measure building ventilation, static or dynamic, and compressed air.
Power Factor	The ratio between true power and apparent power. Simply, it is a measure of how efficiently the load current is being converted into useful work output and more particularly is a good indicator of the effect of the load current on the efficiency of the supply. If your power factor is below 0.9, you will see the affect on your utility bill in the form of an increased billable demand over your actual demand. Install capacitors to correct your power factor to above 0.9.
Prescriptive Rebate	A prescriptive rebate may be applied for up to one year after the project invoice. These rebates are specifically outlined in their respective application forms. If a measure falls into a prescriptive rebate category, it will be eligible for a prescribed reimbursement amount.
RLA, Rated Load Amps	For an electrical device the rated load amperage is the nameplate specification denoting the current that the equipment can carry without being damaged.
Site EUI	The site energy use intensity is the aggregate amount of energy - gas, electric, steam, chilled water, and other utilities - converted to kBtUs divided by the facility SF consuming the energy.
Source EUI	The source energy use intensity represents the total amount of raw fuel the energy provider is required to produce in order to operate a facility and its processes. The metric is reported based on the evaluated building SF.
SF, sq.ft., Square Feet	The area within a building, also known as square footage.
Ton	In HVAC applications a ton refers to an equipment rating of how much heat the appliance can remove from an environment or system. A ton of AC is equivalent to 12,000 BTU/hour.
tLED	A tube LED is a light-emitting diode strip of lights constructed within a translucent tube for retrofits into fluorescent fixtures.
VFD, Variable Frequency Drive	A variable-frequency drive is an inverter that allows an AC-motor to be speed and torque controlled. The external device to its accompanying motor varies the input frequency and voltage based on load conditions. VFDs can be employed on small motor systems starting under 1-hp to much large motor systems in the hundreds of horsepower.

Disclaimer of Warranties and Limitation of Liability

The suggestions in this Energy Assessment ("Assessment") are provided as a service to Minnkota and Beltrami Electric Cooperative, Inc. (BEC) customers and are based on a visual analysis of conditions observed at the time of the survey, information provided by the customer and from BEC, and costs based on the energy assessor's experience on similar projects. The performance guidelines provided in the Assessment are for informational purposes only and are not to be construed as a design document. Neither BEC or Franklin Energy Services will benefit in any way from a customer's decision to select a particular contractor or vendor to supply or install the products and measures suggested by the energy assessor.

BEC and Franklin Energy Services do not guarantee that any specific level of energy or costs savings will result from implementing any energy conservation measures described in this Assessment. BEC and Franklin Energy Services shall not, under any circumstances, be liable to the customer in the event that potential energy savings are not achieved.

BEC advises that customers check with their account representative to determine the estimated value of their rebate (if any) and to verify that the equipment qualifies for BEC programs prior to implementation of any conservation measure. Some measures identified in this report may qualify for a Custom Grant. Custom Grant projects require pre-approval prior to purchase and installation. The customer is responsible for submitting project information to their account representative to obtain pre-approval for Custom Grants projects and to determine the eligible custom incentive amount.

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CUSTOMER SUMMARY PAGE

Walkthrough Energy Assessment

Customer Information		Primary	
Customer Name:	Ind School District 36	Electric Account #	325600
Property Name:	Kelliher Schools	Premise #:	013-35-500 Nbr 1515
Service Address:	453 Lakin Avenue NW Kelliher, MN 56650	Gas Account #:	
Mailing Address:	PO Box 259 Kelliher, MN 56650	Premise #:	
Contact Person:	Calvin Mayers	Decision Maker:	Jeff Nelson
E-mail:	cmayers@kelliher.k12.mn.us	E-mail:	jnelson@kelliher.k12.mn.us
Phone:	218-647-8286	Phone:	218-395-0393
Contact Information		Additional	
BE Cooperative Rep:	Bob Gregg	Electric Account #	
Phone:	218-556-9972	Premise #:	
Email:	bgregg@beltramielectric.com	Gas Account #:	
		Premise #:	
Energy Auditor:	Jeff Becker	Company:	Franklin Energy Services
		Phone:	612-509-9110
		Email:	jbecker@franklinenergy.com
Building and Usage Information			
Building Type:	K-12 School	Date of Site Visit:	June 29, 2026
Square Footage:	100,900	Type of Assessment:	Walkthrough Energy Assessment
Tier (Account Size):	Large, 50-999 kW		
Electric Service:	Beltrami Electric	Gas Service:	Other
Electric Rate Code:	Large Commerical > 50 kW	Gas Rate Code:	Propane
Annual Usage, kWh:	525,600	Annual Usage, therms:	NA
Peak Demand, kW:	213.2		
Next Steps			

Study Approval

Date: _____

Report Review Date: _____

*Projects must be implemented and invoiced within 12 months of the report review date to earn the rebate bonus for implementing measures identified in this study.

For custom measures, the study approval date is the custom preapproval date. Purchases made after this date may qualify for a custom rebate.

Candidate for other study programs: _____

If so, which ones: _____

[Click here to enter text.](#)

(218) 214-1406
Evanscurt365@gmail.com

Date Aug/2026

[illegible]



KELLIHER PARENT-STUDENT HANDBOOK

2026-2027

Kelliher School: Developing leaders and lifelong learners in a community that promotes rigor, relevance, and respect.

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MISSION STATEMENT

Developing leaders and lifelong learners in a community that promotes rigor, relevance, and respect.

KELLIHER SCHOOL VISION

To be the first choice of district patrons for a rigorous and safe education by consistently promoting our directive, mission, and goals.

CORE BELIEFS

- Learning is a lifelong process.
- All people, birth through adulthood, can succeed at learning.
- A positive, secure, and supportive climate allows quality education to occur.
- Respect for self, others, and property is fundamental to all interpersonal interactions.
- Partnerships and open communication among students, staff, parents, and community members create a cooperative and success-filled environment.
- Appreciation and acceptance of diversity strengthen and enrich the community.
- All learners are members of an increasingly interdependent and interconnected world-wide community.

DISTRICT DIRECTIVE



Daily Class Schedule

Daily Bell Schedule – Grades 7-12 (Tuesday - Friday) **Monday 9:25 start time

Hour 1	Hour 2	Hour 3	Hour 4	Hour 5	Hour 6	Hour 7	Home Room
8:20-9:12 T-F 9:48 – 10:28 M	9:15-10:07 T-F 10:31-11:11 M	10:10-11:02 T-F 11:14-11:54 M	11:05-11:57 T-F 12:27-1:07 M	12:30-1:22 T-F 1:10-1:50 M	1:25-2:17 T-F 1:53-2:33 M	2:20 -3:15 T-F 2:36-3:15 M	9:15-9:45 M

Introduction

Welcome to the Kelliher School District. This handbook has been prepared for students and parents to outline expectations while the student is enrolled in the Kelliher District. Many of the topics covered in the Kelliher Student/Parent Handbook are rules and prohibitions.

In addition, this handbook covers several opportunities for growth and involvement in many activities and events during the school year. We urge all students to take advantage of the many opportunities the Kelliher School has to offer, both in academics and extracurricular activities.

The Kelliher School Board, administration and staff provide the best possible education for our students. We believe this education can best happen in a safe, productive environment. Such an environment is the goal of this handbook.

By working together as parents, school, and community, we believe we can make a difference in the lives of our students. Thank you for your trust.

New information may be added to this handbook from time to time. If any questions arise pertaining to the operation of the school, we encourage parents to contact the administration for assistance in addressing their concerns.

BOARD OF EDUCATION

District 36 Board Members:

Mary Thayer
Kevin Waldo
Rachel Jorgensen
Dawn Jensen
Tessa Koisti
Jake Neft

Chairman
Vice-chairman
Clerk
Treasurer
Director
Director

The Kelliher Student/Parent Handbook is comprised of four parts:

- 1) Information;*
- 2) Academics;*
- 3) Rules and Discipline; and*
- 4) Health and Safety.*

[Topics within these categories are alphabetized.]

Policy Information

Many rules and guidelines within this handbook are predicated upon district policies. Full copies of district policies can be found on the district website, or high school office.

Kelliher School Staff:

Administration	Transportation
Alto, Dan – Athletic Director/Dean of Students Dahl, Sherri – Principal Lundin, Aliza – Business Manager Nelson, Jeff – Superintendent	Dreher, Jim Hillman, Earl Jansen, Paul Koisti, Mary Koisti, Rob Mostad, Leon Nelson, Carver – Transportation Director Nistler, Dave Nistler, Ed
District Office	
Duresky, Alyssa – Secretary Lempart, Billie Jo Poxleitner, Mary – Head Secretary	
Food Service	Custodial
Cohn, Nina Daken, Kim Duresky, Jana Nelson, Brittney Nistler, Justine – Head Cook Ufford, Marie	Adams, Glenda Adams, Ron Eitenmiller, Zach Frenzel, Ray Lundin, Mark Mayers, Calvin – Head Custodian
Elementary Staff	Middle Level & High School Staff
Dreher, Shana – Primary Sp. Ed. Teacher Elhard, Terese – Sp. Ed – Birth thru 7 years Hand, Jamie – Math Interventionist Heidelberg, Tayler – Sixth Grade Teacher Lundin, Curtis – Fourth Grade Teacher Lundin, Justin – Fifth Grade Teacher Lundin, Samantha – First Grade Teacher Neft, Rachael – Kindergarten Teacher Olson, Kim – Reading Interventionist Pollard, Renee – Third Grade Teacher Stevens, Mitch – Intermediate Sp. Ed. Teacher Wachtler, Susan – Second Grade Teacher	Alto, Dan – Science (Robotics Rm) Period 4 Christiansen, Kari – Spanish Kindem, Miriam – Choir/Music Kuleta, Betsy – Special Education (Grs. 9-12) Mastin, Amy – Science Mosier, Tuija – Art Moyer, Courtney – FCS Nord, Eric – Industrial Arts Poxleitner, Nancy – English/Language Arts Rorie, Chelsey – Math Rude, Pennie – Social Studies Ryggs, Sarah – Physical Education Shinabarger, Collin – Social Studies Shirkey, Kimberleigh – English/Language Arts Skaar, Alisa – Science Stevens, Mitch – Special Education (Grs. 7-8) Van Pelt, Tye – Band/Music Wickham, Laetita – Math
Paraprofessionals	
Binkley, Amanda – Kindergarten (Rachael Neft) Frenzel, Nikki – Grade 1 (Sam Lundin) Frenzel, Regina – Grade 3 (Renee Pollard) Frenzel, Terra – Grade 2 (Susan Wachtler) Jahnke, Laurie – MLC (T-TH) Jansen, Dawn – (Grades 4-6, Mitch Stevens) Jean, Jeannie – Title I Elementary/4-8 Inter. Nistler, Cathy – Sp. Ed.-(Betsy Kuleta) Persons, Nicole – Media Center Schmidt, Barb – Sp. Ed.– (Betsy Kuleta) Talberg, Lori – Special Education – (Justin Lundin) Thomas, Tiffany – Sp. Ed. (Betsy Kuleta)	
Support Services	
Amsden, Carly – PBIS/Counselor Brambrink, Missy – Nurse	

Kampa, Shirley – NA Liaison Lundin, Christine – Counselor Notsch, Solveig – Mental Health/CTSS (Stellher) Pink, Chase – Technology/Testing Coordinator	
Early Childhood	Child Care Center
Abelman, Katie – 3 Y/O Preschool Para Arel, Jenna – 4 Y/O Preschool Teacher Elhard, Terese – ECSE Special Education Forsberg, Cassie – 3 Y/O Preschool para Johnson, Caitlin – 3 Y/O Preschool Instructor Rennemo, Destiny – 4 Y/O Preschool Para	Adegun, Elizabeth (Lizzy) – Preschool Gehlert, Dawn – Director Horton, Deb – Toddler Teacher Hufnagle, Jacqueline – Infant Teacher

Arrival and Dismissal Hours

Hours for School District Buildings and Facilities

The school building will be open from 7:45 until 3:30 during the school year. The building is often open later during days when extra-curricular activities are scheduled or when community education classes are offered in the building. Instructional hours are from 8:25 a.m. to 3:15 p.m.

Assigned Classes

The assignment and scheduling of classes are within the school district's discretion. Whenever possible, the Kelliher School will try to allow students to register for classes they wish to take. However, all students are required to meet requisite coursework as determined by Minnesota statute and district policy.

The district recommends a minimum of 7 classes each day. All classes operate on a semester basis for students in grades 9-12. A maximum of three days at the beginning of the semester is allowed for students to drop or add classes and must be approved by the school administration after the Class Drop/Add form has been completed and approved by all teachers involved and signed by a student's parent/guardian. Exceptions to this rule may be granted at the discretion of the administration. Students enrolled in OCHS classes will be given 1 class period for each OCHS class.

Cell Phones

Students are prohibited from using cell phones, communication watches, headphones, ear buds, etc. and other electronic communication devices during instructional class time, from 8:20 am – 3:15 pm each day. Students in grades K-12 may use cell phones on the bus, before school, and after school. During school learning hours from 8:20 am – 3:15 pm students in grades 6-8 will have their phones turned OFF and locked in their Yondr case. Students in grades 9-12 will have their cell phones turned off and placed in their backpacks or lockers. Students in grades K - 5 who bring cell phones to school must have them in their lockers at all times. If you need to get a hold of your student(s) call the office. Students will be allowed to use the office phone to call home. Students not following this cell phone policy will be subject to consequences found below.

Students are also prohibited from using a cell phone or other electronic communication device to engage in conduct prohibited by school district policies including, but not limited to: cheating, bullying, harassment, gang activity, taking pictures, recording audio and video, etc. (You do NOT have the right to photo or video another student) If the school district has a reasonable suspicion that a student has violated a school rule or law by use of a cell phone or other electronic device, the school district may search the device. The search of the device will be reasonably related in scope to the circumstances justifying the search. Students who use an electronic device during the school day and/or in violation of school district policies may be subject to disciplinary action pursuant to the school district's discipline policy. Student cell phones or electronic devices may be confiscated by the school district and, if applicable, provided to law enforcement. Cell phones or other electronic devices that are confiscated and retained by the school district will be returned in accordance with school building procedures.

Consequences for unauthorized use of a cell phone or other electronic devices by a student:

1st Offense: Device confiscated, turned into the office, discipline incident created, and returned at the end of the day.

2nd Offense: Device confiscated, turned into the office, discipline incident created and returned after a phone call with a parent.

3rd Offense: Device confiscated, turned into the office, discipline incident created and returned to a parent after a conference at the School.

Subsequent Offenses of this policy will be treated as: habitual/severe abuse of rules and policies (p#28)

Closed Campus

Kelliher School operates a closed campus. Once school is in session, no student may leave school grounds unless approved to do so by school administration. Therefore, students will not be able to leave the school grounds from the time they arrive until the school day is complete at 3:15 p.m. THIS POLICY APPLIES TO LUNCH HOUR. The student also needs to be picked up by a parent/guardian in the office, not the classroom. If the student leaves school without permission from the school office, the absence will be regarded as unconfirmed. If a student leaves the building without authorization, he or she may not be allowed back into the building. Should a student leave school grounds without permission, administration may call local law enforcement officials to locate and pick up the student in order to safely return the student home or to bring the student to a social service agency.

A student may be permitted to run an occasional errand for a parent/guardian during lunch hour provided he or she brings a signed note from his/her parent or guardian dated for that day, or the parent calls the office by 8:30 a.m. The note must be approved by the office by 8:30 a.m. that day. No other student will be excused to leave with that same student on the errand. Exceptions must be approved by the dean of students, principal, or superintendent.

In addition to this rule, Juniors and Seniors who are on the honor roll, have a Gold Card and a signed permission form from their parent may have open-campus during noon break. The students who meet the criteria will be allowed to leave school during lunch. However, if you are driving you may not have a passenger, the school needs to have a copy of your insurance and Driver's license, and you must sign in and out, along with turning in your lunch pass. Students who leave during lunch must be back in time for the next hour. Failure to do this will result in loss of privileges. A student must turn in their lunch pass to the office before leaving, if a student loses or misplaces the pass, they will not be able to leave campus that day. A student's Gold Card will be used as their lunch pass.

1st- Warning

2nd- 5-day suspension of lunch pass

3rd- Revocation of lunch pass for remainder of quarter

A student who drives to school must leave his/her vehicle parked in the school parking lot until school has been dismissed at 3:15 p.m. All students driving are expected to drive safely and follow all appropriate driving rules posted on school property. They may not drive during school or their lunch hour without permission from the school office. Students participating in extracurricular activities must ride school transportation to and from an extracurricular event or practice unless a prior school approved written notice form has been presented and accepted by the coach or activity director (this is covered in the extracurricular handbook and the blue extracurricular form parents sign off on)

Complaints

Students, parents/guardians, employees, or other persons may report concerns or complaints to the school district. Complaints may be either written or oral. People are encouraged, but not required, to file a written complaint when appropriate. The appropriate administrator will respond in writing to the complaining party regarding the school district's response to the complaint.

In addition, the below is the Kelliher School District's discipline complaint procedure:

Students, parents and other guardians, and school staff may file an appeal when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

1. A parent may file for an appeal on behalf of their child, regarding any Discipline report and subsequent discipline determination by the Dean of Students. The Superintendent or his/her designee will serve as the “report taker”. A phone call or an email to the Superintendent or designee may serve as the reporting procedure.
2. In the event of an appeal, all parties will be afforded the opportunity to provide additional information related to the appeal.
3. The Superintendent/Principal or designee will begin to investigate an appeal within 3 days of receipt of an appeal. All records regarding the investigation will be housed in the Principal’s office and will be made available to the parent upon request.
4. The Superintendent/Principal or designee will issue a written determination addressing each allegation or question with findings and conclusions regarding the appeal.
5. If the investigation finds that policies were not implemented correctly, the Superintendent/Principal will correct the official record of the discipline report. If needed, the Superintendent/Principal will provide relevant staff with appropriate training, coaching or other accountability practices to ensure future compliance with policies.
6. Kelliher School prohibits any reprisal or retaliation against any person who asserts, alleges or makes an appeal. In addition, Kelliher School will use progressive discipline per policy and will apply appropriate consequences for a staff member who engages in reprisal or retaliation.
7. If the appeal involves the Superintendent/Principal or the designee, a parent may make or file the appeal directly with the Superintendent

Courtesy

Courtesy is the key to good manners. School personnel and students will work together in a positive manner to promote a productive, safe, and friendly school environment. Courtesy and manners will be topics promoted in the Kelliher School character education programs.

Dances/Parties

Any school dance will be planned by the student council or other school group under the direction and guidance of the school administration, class advisors, or the activity director. All school rules apply at school dances. No individual who is 21 years of age or older will be permitted to attend a dance as a participant at any school-sponsored dance or party. To attend prom, a student must be a freshman or older, but not older than the age of twenty.

Distribution of Non School-Sponsored Materials on School Premises

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes distributing non-school sponsored material, subject to school district regulations and procedures, at a reasonable time and place and in a reasonable manner.

Eighteen-Year-Old Students

The age of majority for most purposes in Minnesota is 18 years of age. All students, regardless of age, are governed by the rules for students provided in school district policy and Minnesota statute. However, regardless of age, all students may be governed by a single set of rules provided the rules are reasonably applied to all students to achieve a legitimate school purpose. Minn. Stat. §120A.20, Subd. 1.

In general, in the case of 18-year-olds, if a rule is directed to apply to parents, the 18-year-old should be treated as parents are treated; if the rule is directed to apply to students, 18-year-old should be treated as all other students are treated. For example, when regarding student conduct rules, school authorities may continue to promulgate reasonable rules and regulations regarding student conduct and need not generally distinguish between those students over and under 18. General prohibitions against smoking and drinking can be imposed against all students when they are under the supervision of school authorities. Minn. Stat. §120A.20, Subd. 1 state in part: ...Notwithstanding the provisions of any law to the contrary, the conduct of all students under 21 years of age attending a public secondary school shall be governed by a single set of reasonable rules and regulations promulgated by the school board.

Employment Background Checks

The school district will seek criminal history background checks for all applicants who receive an offer of employment with the school district. The school district also will seek criminal history background checks for all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether compensation is paid. These positions include, but are not limited to, all athletic coaches, extracurricular academic coaches, assistants, and advisors. The school district may elect to seek criminal history background checks for other volunteers, independent contractors, and student employees.

Equal Access to School Facilities

The school district has created a limited open forum for secondary students to conduct non-curriculum related meetings during non-instructional time. The school district will not discriminate against or deny equal access or a fair opportunity on the basis of the religious, political, philosophical, or other content of the speech at such meetings. These limited open forum meetings will be voluntary, and student initiated; will not be school sponsored; employees or agents of the school will be present at religious meetings only in a non-participatory capacity; the meetings will not interfere with the orderly conduct of educational activities within the school; and non-school personnel will not direct, control, or regularly attend activities of student groups. All meetings under this provision must follow the procedures established by the school district.

Fees

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, paper, erasers, and notebooks. Students may be required to pay certain other fees or deposits, including (not an inclusive list):

- Cost for materials for a class project that exceeds minimum requirements and is kept by the student.
- Security deposits for the return of materials, supplies, or equipment.
- Field trips considered supplementary to the district's educational program.
- Admission fees or costs to attend or participate in optional extracurricular activities and programs.
- Voluntarily purchased student health and accident insurance.
- Use of musical instruments owned or rented by the school district.
- A driver education training course.

Students may be charged for textbooks, workbooks, and library books that are lost or destroyed. Students may also be responsible to pay for any damages to iPads and computers. For more information, contact the district office.

Field Trips/Class Trips

If there is a need for a class trip, parents/guardians will be informed by the classroom teacher or activity director. All class trips/field trips must be approved by school administration. A class trip/field trip form must be completed and on file, and the trip must be chaperoned by school personnel. All school rules apply during a class trip/field trip.

Fire Drills/Emergency Drills

The state requires that public schools hold fire drills, tornado drills, & lockdown drills. All drills are conducted in the interest of safety for all students. A buzzer, tone, or signal will be given; students will proceed in an orderly manner out of the building and follow all directions given by staff members. The school will also hold other

emergency drills. Staff members will review these drills with students at appropriate times during the school year. Evacuation plans are posted in all classrooms and other areas of the building. IT IS IMPORTANT THAT STUDENTS FOLLOW ALL STAFF DIRECTIONS WHEN EVACUATING.

Food in the Classrooms

The Kelliher School has adopted a Wellness Policy that promotes the healthy eating of all students and staff. The district promotes a healthy school by supporting healthy eating practices as a part of the total learning environment. Therefore, unless allowed by a classroom teacher and abiding by the guidelines of the district wellness policy, students are not allowed to bring food into classrooms without the prior permission of their classroom teacher. Students may be allowed to have water in the classroom, if it is in a clear plastic/glass bottle that closes. No energy drinks or pop are allowed during the school day.

Fundraising

All fundraising activities conducted by student groups and organizations and/or parent groups must be approved in advance by school administration. Participation in non-approved fundraising activities is a violation of school district policy. Solicitations of students or employees by students for non-school related activities will not be allowed during the school day. If students wish to engage in a fundraiser, they should apply by completing a *fundraising form* from the office for permission and to place the fund-raising activity on the master calendar.

Gifts to Employees

Employees are not allowed to solicit, accept, or receive a gift from a student, parent, or other individual or organization of greater than nominal value. Parents/guardians and students are encouraged to write letters and notes of appreciation or to give small tokens of gratitude.

Gold Cards

“Mustang Pride” Gold Cards will be used by grades 7-12 students. Students who demonstrate ‘Mustang Pride’ attributes in their classrooms will be eligible for a Gold Card. Special programs will be announced during the year.

Gold Cards: At the end of each quarter staff will rate students in their class. Students will be rated using the criteria of PBIS, as well as their attendance that quarter

Graduation Ceremony

Student participation in the graduation ceremony is a privilege, not a right. Students who have completed the requirements for graduation are allowed to participate in graduation exercises, unless participation is denied for appropriate reasons, which may include discipline or failure to meet state and/or district guidelines in a timely manner. Graduation exercises are under the control and direction of school administrators.

Hallways/Hallway Passes

Instructional hours are from 8:25 a.m. to 3:15 p.m. each day. Please have your child at the school no earlier than 7:45 a.m. Students should not remain on campus later than 3:30 p.m. unless they are participating in a supervised activity. Supervisors will not be provided for students who arrive before 7:45 or remain later than 3:30 p.m. The above procedures are designed for the safety and wellbeing of students. When students enter the building in the morning, they should go to the commons area, a gym, or a classroom. These areas will be supervised. We expect that students will use appropriate language and courtesy when they are meeting friends at locker areas or walking along the hall areas. Students **WILL** be permitted to carry backpacks from class to class.

Each student needs to have a signed pass in their Planner Booklet (Log Book), if they are to be in the halls once the school day has started. These passes can be secured from the office or from classroom teachers. Teachers may also issue students a yellow hall pass, at the discretion of the teacher. If a student is in a hall without a pass after a class period has started he/she will be directed to the office.

At the discretion of school administration, senior privileges may begin sometime during the last 4 weeks of school. A list of responsibilities that attend senior privileges will be discussed with the seniors during fourth quarter. Parents will receive copies of this information. *Please note that senior privileges must be earned and may be revoked. Senior privileges are not rights and may not be awarded to every senior.*

Interviews of Students by Outside Agencies

Students may not be interviewed during the school day by persons other than a student's parents/guardians or school district officials, employees, and/or agents, except as provided by law and/or school policy.

Library and Media Center

The library/media center is open during the school day. Students may use the library/media center during the school day and before and after school only when a supervisor is present. All students will be allowed to use the Media Center when dismissed by their teacher to conduct research, use the computers, or enjoy free reading. During study halls, a student who is not disrupting the study hall will be excused to use the Media Center when the student desires, except during the last ten (10) minutes of the period.

Lockers, Desks & Personal Possessions within a Locker and/or Desk

According to state law, school lockers and desks are the property of the school district. At no time does the school district relinquish its exclusive control of lockers and desks provided for the convenience of students. Inspection of the interior of lockers or desks may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant. All school lockers for grades 7th-12th have combination locks, if a student disables the lock they still will be held responsible for anything found in or damage done to their assigned locker.

Students' personal possessions within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. The search may include, but is not limited to, inspection of clothing, purses, wallets, backpacks, cell phones, and other personal property. Administration may use drug dogs for searches and will enforce district policy and/or refer offenders to legal officials. **The Kelliher School currently uses Interquest Canines for dog safety checks four times a year. When the dog is in the school, the school goes into a soft lockdown for the dog to work.**

Meals

During the 2026-2027 School Year – Students will receive one breakfast and one lunch FREE of charge each school day. **Additional student meals can be purchased by the student.** Meals are to be eaten in designated areas only. Students will be notified of their assigned lunch time on the first day of school. Students may have lunch at school or bring a prepared lunch from home. Milk will be available for purchase for **50** cents to supplement lunches brought from home. Students are expected to walk in an orderly manner to lunch, and to follow all cafeteria expectations that will be explained to them the first week of school.

During the 2022-23 School Year - Meal prices are tentatively as follows:

	Student	Adult
Breakfast	FREE	\$2.50
Hot lunch	FREE	\$5.00

Even though meals are free, we ask all parents to still fill out The Application for Educational Benefits which is available in the district office. Anyone who qualifies under the guidelines will help the school qualify for additional education funding, discounts, and other meal programs. (Remember, the P-EBT cards were based on families who through the guidelines and if the cards are issued again, you would not want to miss out on the P-EBT program. For more information regarding eligibility for free and reduced price meals, contact Mary Poxleitner at 647-8286. *Only one carton of milk will be provided with meals. Additional milk may be purchased for 25 cents.* All food and drink items are to remain in the commons area.

Messages to Students

Office telephones are not for students' personal use. Students will not be called out of class to receive phone messages except in the event of an emergency. Personal cell phone use during the instructional day is prohibited. Students will be allowed to use cell phones before and after school and during their lunch hour. *Upon the first offense of unauthorized cell phone use, a student must forfeit his or her cell phone until the end of the school day. Upon the second violation, the cell phone will be held until a parent can come to the school for a conference.*

Nondiscrimination

The school district is committed to inclusive education and providing an equal educational opportunity for all students. The school district does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, or age in its programs and activities. The school board has designated Paul Grams, Superintendent (647-8286), as the district's human rights officer to handle inquiries regarding nondiscrimination.

Notice of Violent Behavior by Students

The school district will give notice to teachers and other appropriate school district staff before students with a history of violent behavior and any disposition order which adjudicates the student as delinquent for committing an illegal act on school district property and certain other illegal acts are placed in their classrooms. Prior to giving this notice, district officials will inform the student's parent or guardian that the notice will be given. The student's parents/guardians have the right to review and challenge their child's records, including the data documenting the history of violent behavior.

Parent-Teacher Conferences

Parent-Teacher conferences will be held twice during the school year. The first will be held in October. The spring conference will be held in March. Conference dates will be noted on the school calendar.

Parent Volunteers/Visitors

Parents/guardians are welcome in the schools and are encouraged to volunteer in their children's classrooms. To volunteer in the school district, parents/guardians should speak to the school administrators. To volunteer in the school building or classroom, parents/guardians should contact the classroom teacher. Parents/guardians who visit the school should sign in at the school office before entering a classroom. For more information, contact the school office. All entrances into the school are locked during the school day. Those wishing to seek admittance should ring the doorbell on the high school end. All adult and student visitors are REQUIRED to report to the office when entering the building to sign the visitor sheet. This allows school personnel to keep track of visitors throughout the day. Visitors must have the approval of school administration before visiting a classroom during instructional time. An individual or group may be denied permission to visit the school or school property, or such permission may be revoked, if the visitor does not comply with school district procedures or if the visit is not in the best interests of the students, employee, or the school district. To conduct a conference with a teacher, an appointment should be made in order to prevent disrupting the classroom environment.

Parking on School District Property/Patrols/Searches Students

The school district allows limited use and parking of motor vehicles by students in school district locations subject to the following rules:

- Parking a motor vehicle on school property during the school day is a privilege;
- Parking is permitted in designated areas only;
- Students are not permitted to use motor vehicles during the school day in any school district locations unless an emergency occurs and permission has been granted to the student by school administrators;
- Students are permitted to use motor vehicles on the high school campus(es) only before and after the school day;
- Unauthorized vehicles parked on school district property may be towed at the expense of the owner or operator.
- Snowmobiles and four-wheelers may be parked on school property in designated parking locations only. During the winter, students should park snowmobiles on the East side of the school building.

The school district may conduct routine patrols of school district properties and inspections of the exteriors of the motor vehicles of students. Interiors of students' vehicles, including glove & trunk compartments, in school district locations, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. If a search yields contraband, school officials may seize the item and may turn it over to legal authorities when appropriate. A student who violates, or refuses to open a locked vehicle or its compartments, this policy may be subject to withdrawal of parking privileges and/or discipline according to

the school district's "Student Discipline" policy. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

Personal Possessions and Student's Person

The personal possessions of a student and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

Pledge of Allegiance

Students will recite the Pledge of Allegiance to the flag of the United States of America at least once a week. Any person who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice. Students will also receive instruction in the proper etiquette toward, correct display of, and respect for the flag.

Posters/Advertising

Before students or student groups may put posters or advertising on school walls or lockers or anywhere else in or on school property, they must obtain prior approval from administration. Administration reserved the right to refuse permission or to remove said posters at any time.

Recess

Students in Grades K-6 will have recess before or after lunch. Students will go outside for their recess unless it is raining, or the temperature or wind chill is not above 0.

Records

Each student has a student record on file at the school. For specific information on these please stop by the high school office. Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. For the purposes of student records, an "eligible" student is one who is 18 or older or who is enrolled in an institution of postsecondary education. For more complete information on the rights of parents/guardians and eligible students regarding student records, contact the school office.

The school district forwards education records on request to a school or post-secondary educational institution in which a student seeks or intends to enroll, or is already enrolled, as long as the disclosure is for purposes related to the student's enrollment, including information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, suspension and expulsion information pursuant to 20 U.S.C. 7917, part of the federal Every Student Succeeds Act.

Restrooms

Students are asked to keep all bathrooms neat, clean, and orderly. Students needing to use the bathroom once class has started need a pass from their teacher; the bathroom is not a place to loiter at any time. **Staff will monitor bathrooms during passing times for inappropriate behaviors.**

Schedule

A schedule is needed to ensure the smooth operation of the school. The daily school schedule is within the authority of the building administrators to determine. Information on daily class schedules and deadlines is available in the main office.

School Activities

The school district provides opportunities for students to pursue interests that contribute to their physical, mental, and emotional health; however, instruction is the school district's priority.

Students who participate in school-sponsored activities are expected to responsibly represent the school and community. All rules pertaining to student conduct and student discipline apply to school activities whether at the Kelliher School or while visiting other school sites.

All spectators at school-sponsored activities are expected to behave appropriately. Students and employees may be subject to discipline and parents/guardians and other spectators may be subject to sanctions for inappropriate, illegal, or unsportsmanlike behavior at these activities or events. Smoking is not permitted on district property or in vehicles parked on school property.

The Kelliher School District is a member of the Minnesota State High School League (MSHSL). Students who participate in MSHSL activities must also abide by the MSHSL rules. The district will enforce all MSHSL rules during the school year and in the summer where applicable.

Employees who conduct MSHSL activities will cover applicable rules, penalties, and opportunities with students and parents/guardians prior to the start of an activity. For more information about the MSHSL rules and student eligibility requirements, contact Mr. Dan Alto, Activities Director, or refer to the Kelliher School Extracurricular Activities Handbook below:

**This handbook and all the latest Mustang Sports information can be found at:
[Bound](#)**

MISSION STATEMENT

The Minnesota State High School League provides educational opportunities for students through interscholastic athletic and fine arts programs and provides leadership and support for member schools.
Education and Leadership for a Lifetime

BELIEFS

We believe that . . .

- Participation in school activity programs is a privilege and not a right.
- Sportsmanship needs to have a constant presence in all school-based activity programs.
- Students should have an equal opportunity to participate in all activities offered by their school.
- Ethical behavior, dignity and respect are non-negotiable.
- Student participants who choose to be chemically free must be supported.
- Collaborative relationships with parents enhance a school's opportunity to positively impact student success.
- Academic priorities must come before participation in athletic or fine arts activities.
- Positive role models and an active involvement in a student's life by parents and others are critical to student success.
- High school activity programs are designed for student participants, and adults must serve in a supportive role.
- The success of the team is more important than individual honors.
- Compliance with school, community and League rules is essential for all activity participants.
- Participation in school-sponsored activities must be inclusive, not exclusive.
- Ethical behavior, fairness, and embracing diversity best serve students and school communities

PARENT ACTIVITY FORM INFORMATION:

Parents/guardians of students in grades 6-12 whose children participate in activities must receive, read, and sign off on the appropriate forms for the activities they participate in from the list that follows, before your child is allowed to practice or participate in Mustang activities:

- 1.) MSHSL eligibility statement and health questionnaire (grades 7-12)
- 2.) MSHSL physical form (grades 6-12)
- 3.) Mustang Coop policies and rules consent form (grades 6-12)

Students cannot practice or participate in activities until the forms are turned into the coach, advisor, or athletic director.

SCHOOL ATHLETIC POLICIES AND RULES

The following policies and rules are specific to the activities of the Mustang Coop. We have high expectations of our students and our activities programs; thus the following policies and rules exceed the MSHSL policies.

Academic & General Eligibility:

If a student has not received a passing grade in all classes during the last grading period or quarter they are ineligible to participate in contests or games for a period of two weeks from when the grades are due in the high school office. Grades will be due from teachers to the high school office on Thursday after the end of each quarter. The two week ineligibility period will run from the day after grades are due in the high school office (Friday) for a period of two weeks. At the end of that two week ineligibility period, a student will become eligible to participate in contests or games. The dates students will become eligible again each quarter are listed below. In addition, ANY student not passing all of their current classes at mid-quarter WILL BE INELIGIBLE to participate in contests or games until the student is passing ALL of their current classes. The ineligibility period will begin on Monday following the Friday mid-quarter dates below. Grades will be checked by each student by completing a grade eligibility sheet when they are passing all current class. These sheets must be signed by each teacher and have the SAME signed dates by all teachers. Once passing all of their current classes, have completed the grade eligibility sheet, and have it signed by the AD students will remain eligible until the end of the current grading period or quarter. Eligibility Grades will be Quarter 1, Semester 1, Quarter 3, Semester 2. The semester grades will be used because students receive credit each semester. If a student attends summer school to make up a Semester 2 failure, they will be eligible in the fall. If they fail more classes than can be made up in the summer, they would be ineligible in the fall.

Ineligibility Grade Check Dates For The 2026 – 2027 School Year:

1st Qtr: Regain quarter eligibility on Thursday, Sept 17 and mid-quarter grade check on Friday, Oct. 2

Semester 1: Regain quarter eligibility on Wednesday, Nov 25 and mid-quarter grade check on Friday, Dec. 11

3rd Qtr: Regain quarter eligibility on Friday, Feb 12 and mid-quarter grade check on Friday, Feb. 19

Semester 2: Regain quarter eligibility on Friday, April 16 and mid-quarter grade check on Friday, April 23

Team Travel:

On trips representing the school, each student must bear in mind that his/her behavior reflects not only upon the student but also upon the school and community. Therefore, each student shall be accountable for any adverse publicity that he/she causes. All participants to any activity will travel to an away event with other participants and the sponsor or coach. All participants traveling to Northome or Kelliher for practices and/or home game must travel with school sponsored (bus) transportation and sponsor or coach unless his/her parent or guardian has completed the transportation release form. **Home from away games** - Athletes are expected to ride home with the team unless they are released to their parent/guardian with written permission on Mustang sign out sheet. (Any exceptions must be worked out with the principal and AD in advance)

Attendance Requirements and Standards:

Students must be present at least the last three class periods prior to an event in order to participate in practice or an event. (For activities requiring students to leave during the school day, students must be present the three (3) class periods prior to their leaving). Students must also be present at the beginning of the school day, the next calendar day AFTER an event, in order to participate in the next or following. For each of the three seasons (fall, winter, and spring), a participant will get one exemption to this rule. For example: If a game is held

on a Tuesday and you miss school on Wednesday, you could still play in the next game. This is a onetime per season exemption. Any additional absences the day after a game will need to pre-excused by the athletic director (this includes any exceptions for students with disabilities who are on IEP's or 504 plans) or be accompanied by a signed doctor or dental slip.

Athletes are expected to abide by all the school attendance and behavior guidelines. Student-athletes that are removed from class for ISS, or OSS (in-school or out-of-school suspension) are ineligible as follows: **ISS/MLC** - student is expected to practice, but is ineligible to participate in games or contests for the duration of the ISS/MLC; **OSS** - student is ineligible to practice or play for the duration of the OSS. **ISS/MLC, OSS, and Detention:** If a student athlete misses practice due to detention, then they need to refer to the team rules.

General Conduct and Citizenship:

The Mustang Coop expects students in activities to be good citizens about school and in the community. A student in activities is in the public eye. When in activities, the student holds a position of influence. It is the student's responsibility to set a good example for other students, and be a credit the Mustangs. Students are also expected to exercise a high state of social maturity through self discipline. Suspensions from an activity may be imposed by the coach, advisor, principal or athletic director for acts of poor citizenship/conduct that are detrimental to the image of the Mustang Coop. Violation suspensions may be appealed to the superintendent of the Mustang Coop school the student attends.

LETTERING REQUIREMENTS

An letter or award is a symbol of accomplishment. Its value lies in its implication rather than in its monetary worth. The purpose of an award is to give recognition to participants who exemplify the highest standards and who have met the criteria for such an award. It is important that criteria be determined and published to remove any question about the requirements for receiving an award or letter. Each coach or advisor will determine the specific criteria for earning a letter in his/her activity pertaining to practices, participation, or scoring. Participants will be informed of the criteria prior to the beginning of the activity. The value of activities lies in the participation itself; the award and/ or letter being the symbol of accomplishment.

RESPONSIBILITIES OF SPORTSMANSHIP: A GOAL FOR EVERYONE

The Player

- 1.) Treats opponents with respect
- 2.) Plays hard, but plays within the rules
- 3.) Exercises self-control at all times, setting the example for others to follow
- 4.) Respects officials and accepts their decisions without gesture or argument
- 5.) Wins without boasting, loses without excuses, and never quits
- 6.) Always remembers that it is a privilege to represent the school and community

The Coach

- 1.) Treats own players and opponents with respect
- 2.) Inspires in the athletes a love for the game and the desire to compete fairly
- 3.) Is the type of person he/she wants the athletes to be like
- 4.) Disciplines those on the team who display unsportsmanlike behavior
- 5.) Respects the judgment and interpretation of the rules by the officials
- 6.) Knows he/she is a teacher and understands the athletic arena is a classroom

The Official

- 1.) Knows the rules and their interpretations
- 2.) Places welfare of the participants above all other considerations
- 3.) Treats players and coaches courteously and demands the same from them
- 4.) Works cooperatively with fellow officials, timers, and/or scorers for an efficient contest
- 5.) Is fair and firm in all decisions, never compensating for a previous mistake
- 6.) Maintains confidence, poise, and self-control from start to finish

The Spectator / Fan

- 1.) Attempts to understand and be informed of the playing rules
- 2.) Appreciates a good play no matter who makes it
- 3.) Cooperates with and responds enthusiastically to cheerleaders
- 4.) Shows compassion for an injured player, applauds positive performances, never heckles, jeers, or distracts players, and avoids the use of profane, abusive, and obnoxious language and behavior
- 5.) Respects the judgment and strategy of the coach and does not criticize players and coaches for loss of a game
- 6.) Respects property of others and authority of those who administer the competition
- 7.) Censures those whose behavior is unbecoming

ATHLETIC OR ACTIVITY CONCERN HANDLING PROCEDURE

An athletic concern and/or complaint procedures have been developed to handle complaints concerning the athletic program. Information on the procedure is found below:

INTRODUCTION:

This procedure has been developed for the purpose of establishing and maintaining the lines of communications between the schools parents/guardians, students, and coaches and for the resolution of concerns related to the athletic programs. This procedure is a means by which concern(s)/problem(s) about the athletic program can be resolved.

In order to maintain a positive atmosphere and assure that the proper channels of communication will not be circumvented, a procedure has been outlined for the athlete, parent/guardian, coach, and administrator. All participants will adhere to the guidelines as listed below.

Note: This process is not intended to provide grievance of a rule(s) of the Minnesota State High School League (MSHSL).

Parent/Coaching Communication

Parent/Coach Relationship

Both parenting and coaching are extremely challenging vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide greater benefits to children. As parents, when your children become involved in our programs, you have the right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's team.

Communication You Should Expect From Your Child's Coach

- * Philosophy of the coach
- * Expectations the coach has for your child as well as all the players on the team
- * Locations and times of all practices and contests
- * Team requirements, special equipment, off season conditioning
- * Procedure should your child be injured during participation
- * Students actions that may result in the denial of your child's participation

Communication Coaches Expect From Parents

- * Concerns expressed directly to the coach
- * Notification of any schedule conflicts well in advance
- * Specific concern in regard to a coach's philosophy and/or expectations

When your children become involved in the programs at Kelliher High School they will experience some of the most challenging and rewarding moments of their lives. It is important to understand that there may also be times when things do not go the way your child wishes. At these times, the expectation is that the student athlete, not the parent, will initiate a discussion with the coach about the concerns. Any concern a player has should be brought to

the attention of the coach. We believe this approach is both the most likely way to a positive end, and a valuable learning experience for the Kelliher student. The coaches have been instructed to encourage this type of dialogue and to promptly set aside time for individual, private appointments when requested.

Appropriate Chain of Command

1. Player
2. Head Coach
3. Athletic Director
4. Superintendent

Appropriate Concerns To Discuss With Coaches

- * The treatment of your child, mentally and physically
- * Ways to help your child improve
- * Concerns about your child's behavior

It is difficult to accept your child's not playing as much as you may hope. Coaches are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain concerns can be and should be discussed with your child's coach. Concerns, other than those already listed, must be left to the the player and coach.

Issues Not Appropriate to Discuss With Coaches

- * Playing time
- * Team strategy
- * Play calling
- * Other students/athletes

There are situations that may require a conference between the coach and the parent. These are to be encouraged. It is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure should be followed to help promote a resolution of the issue of concern.

The Procedure to Follow if You Have a Concern to Discuss With a Coach

1. Student athlete talks with coach about her/his concern. Most of the time the matter can be taken care of at this time. All coaches should have an open door policy for conferences with players. Player's need to have confidence that their concerns will be heard and addressed with respect and confidentiality in a timely manner. Coaches need to be sensitive towards players concerns as related to the perception of negative repercussions from voicing concerns. Players need to voice concerns if they feel strongly about them, as high school athletics are all about the student athletes.

2. Parent(s) are to speak with the coach directly and discuss their concern. (general comments, questions, and information sharing about those issues listed previously are encouraged at any time, as our coaches should have an open door policy toward this type of communication) However, discussion regarding concerns should not be held during practice time or before/after a contest. A meeting will have to be scheduled at both party's convenience. A coach will not meet with groups of parent(s)

3. If the meeting with the coach does not provide a satisfactory resolution, a meeting with the player, parent(s), coach, and athletic director will be set up. All communications during that meeting will be documented in an attempt to make sure each parties concerns are accurately represented.

4. If the concerns are not resolved after completing the procedure above the player, parent(s), coach, and athletic director may request they all meet with the superintendents of the Mustang Coop, to discuss and clarify the unresolved concerns with the goal of addressing the concerns, so all parties feel their side has been adequately addressed.

Student Conduct

We believe that most forms of public displays of affection are inappropriate for a school. Forms of affection such as, but not limited to, caressing, kissing, leaning into each other at lockers will not be allowed.

School Closing Procedures

School may be cancelled when the superintendent believes the safety of students and employees is threatened by severe weather or other circumstances. The superintendent will make a decision about closing school or school buildings as early in the day as possible or the day/evening prior to the closing date. School closing announcements will be broadcast over local radio and television stations. In addition, School Reach will be sent to home phones, emails and cell phones to notify parents and students of school closures. Notice of school closings, late starts, or early dismissals will be announced on the following: **Radio:** KKBJ 103.7, KB101.1, Public Radio **Television:** WCCO, KSTP, KVLV – Channel 11

The main communication concerning school closings will be announced through the School Reach system by phone, cell phone, text, or email depending which mode parent/guardians specify. Please do not rely on the radio or TV to be made aware of school announcements.

School-Sponsored Student Publications Materials

The policy of the school district is to protect students' free speech rights while, at the same time, preserving the district's obligation to provide a learning environment that is free of disruption. All school publications are under the supervision of the building principal and/or sponsor. Non School-sponsored publications may not be distributed without prior approval.

The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies. "Official School Publications" means school newspapers, yearbooks, or material produced in communications, journalism, or other writing classes as part of the curriculum. Expression in an official school publication or school-sponsored activity is prohibited when the material:

- Is obscene to minors;
- Is libelous or slanderous;
- Embarrasses, ridicules, or shames another individual or the school district;
- Advertises or promotes any product or service not permitted for minors by law;
- Encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;
- Expresses or advocates sexual, racial, or religious harassment or violence or prejudice;
- Is distributed or displayed in violation of time, place, and manner regulations.

Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content when the school district's actions are reasonably related to legitimate pedagogical concerns. Official school publications may be distributed at reasonable times and locations.

Senior Class Trip/Senior Year

The senior class trip is an event that is planned on an annual basis and must be earned by the class as a whole. Members of the class must raise all funds for the trip and members must abide by rules in order to qualify for the trip. The senior class trip is a privilege, not a right and may be revoked at any time by the school district. Eligibility guidelines for individuals and for the class as a whole will be shared with the senior class, but all seniors must be on track to graduate to go on the senior class trip.

Seniors shall use any money they raise for their class trip, flower (only 2 flowers per student; 1 for graduation & 1 for Senior Banque/Supper. If the student wants more than 2 they will need to purchase them). Any monies left after graduation will be donated to the Alumni Scholarship fund. If the student plans on decorating their mortarboard, they may purchase the mortar board to keep and decorate (this is their graduation cap). They will need their decorations approved by the administration. For the senior group picture, if taken outside, the class may not travel more than a 15mile radius from school.

Snowmobiles and ATV's

If students ride their snowmobiles and/or ATVs to school, they must be parked in a designated area as determined by the Head Custodian and the administration. Students must refrain from riding on the school lawns and sidewalks with their snowmobiles and ATVs.

Student Surveys

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. For complete information on the rights of parents/guardians and eligible students about conducting surveys, collection and use of information for marketing purposes, and certain physical examinations, contact the school office.

Student Visitors

Kelliher School administration strongly recommends that students do NOT bring student visitors to school. Visitors create a distraction during the school day and often do not have a place to stay during the school day. In addition, a student will not be allowed to visit Kelliher School if that student will be missing a day of school at his/her own school.

Suicide Prevention Information/Crisis Support

The protection of student life is priority number one. As such, we want to ensure that all students have access to Crisis Support and the ability to seek help. Any Student in crisis is encouraged to speak with an adult in the building. Posters will be displayed throughout the school with information regarding the various support lines found below:

Call 988 - <http://988lifeline.org>

Text HOME to 741741 to reach a volunteer Crisis Counselor

24 Hour Mobile Crisis Hotline – 1-800-422-0045

Beltrami County Crisis Hotline (see below)

CRISIS HOTLINE
1-800-422-0045

The Mobile Crisis Team is available for emergency and crisis services after hours and weekends. This service is available 24/7 for adults and children who are experiencing a mental health crisis and need further assessment.

Our team can assist you over the phone, at your residence, in the hospital - wherever you may be located. We are a local team here to assist you.

Call for Help!

Tardies

Getting to class on time is the responsibility of each student. Students are expected to be on time to all classes. If a student comes to class late without a pass from another staff person, or office, the classroom teacher will let the office know. Students coming to school late need to stop in the office.

7th-12th Grade: A student may have 2 tardies per quarter. A student is tardy if they are not in the classroom when the bell rings to start the class. If a student is 15 minutes late or more to period 1 class, they will be considered absent for that period. The consequences for being tardy are listed in the discipline plan section of this handbook. The consequences for being absent are found in the attendance section of this handbook.

K-6th Grade: A student is tardy if they arrive at school from 8:25 - 10:00 am. The district retains the right to implement an intervention regarding tardiness. If a student arrives at school after 10:00 am, they will be considered absent for $\frac{1}{2}$ day. The consequences for being absent are found in the attendance section of this handbook.

Telephones

School telephones are available for student use before and after school and during class passing time. Students should not expect to use office telephones unless during an emergency.

Textbooks/School Property

Any student will be charged for lost or destroyed textbooks, workbooks, library books, or other school property lost or destroyed. Students who intentionally damage school or another property will be held financially responsible. Those who use graffiti as an artistic outlet will be responsible for the cleanup. Disciplinary measures will also be taken.

Transportation of Public School Students

The school district will provide transportation, at the expense of the school district, for all students. Students will be picked up and dropped off at their primary residence on established bus routes. ***Students will only be dropped off at a secondary or emergency residence through prior notification given to the school office in advance or before 1:00 p.m.*** Transportation will be provided on all regularly-scheduled school days or make-up days. Transportation will not be provided during the summer school break, except in certain circumstances. The school district will not provide transportation for students whose transportation privileges have been revoked or have been voluntarily surrendered by the student's parent or guardian. The school district may provide transportation for students to and from extracurricular activities.

Video- and Audio-Taping on School Buses

All school buses used by the school district may be equipped for the placement and operation of a video camera. The school district will post a notice in a conspicuous location informing students that their conversations or actions may be recorded. The school district may use a videotape of the actions of student passengers as evidence in any disciplinary action arising from the student's misconduct on the bus.

Video & Audio Taping Places Other Than Buses

The school district buildings and grounds are equipped with video cameras. Video surveillance may occur in any school district building or on any school district property.

Visitors Parking

Visitors are permitted to park in designated school district visitor parking areas. Unattended vehicles left in other locations on district property may be towed at the owner's expense.

PART II — ACADEMICS

Alternative Educational Opportunities

Some students may be at risk of not completing their educational programs. The school district provides alternative learning options for students who are at risk of not succeeding in school. Alternative educational opportunities may include special tutoring, modified curriculum and instruction, instruction through electronic media, special education services, homebound instruction, and enrollment in an alternative learning center, among others. Students and parents/guardians with questions about these programs should contact the school office.

Full-time Alternative Learning: Students who opt to attend an off-campus alternative learning program on a full-time basis will be considered no longer enrolled as a student in the Kelliher School District. Therefore, they may not participate in activities such as school dances, homecoming, or prom, unless they are invited as a guest by a currently-enrolled Kelliher student who is in good standing. However, they may participate in the graduation ceremony at the end of the school year.

Cheating and Plagiarism (Academic Dishonesty)

Academic Dishonesty (plagiarism and cheating) are prohibited. To plagiarize is to take ideas, writings, and other intellectual property from another and pass them off as one's own. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism or collusion including the use of picture phones or other technology to accomplish this end, will not be tolerated.

Regardless of motivation, cases of academic dishonesty are completely unjustified in every instance. To cheat is to demean your efforts. Acts of academic dishonesty causes your character to come under suspicion and it belittles the hard work of all students.

Academic Dishonesty (plagiarism and cheating) will be determined at the teacher's discretion, the teacher's classroom rules will determine the class consequences, which will mostly likely result in a zero for the assignment. In addition, a student referral will be completed, so a record of the academic dishonesty will be in place for the student's high school career. As a result of the referral, students may be disciplined in accordance with the school district's "Student Discipline" policy.

Class Load Requirements

Approval for all course changes and registrations will be needed from administration and teachers involved. Once the three day change of classes period has passed, students must stay in their assigned courses for the semester. Exceptions may be made by the administration. The school recommends a minimum of (7) classes per day. Band, along with another class, will count as a one-credit class; choir, along with another class, will count as a one-credit class; band and choir taken together, will count as a one-credit class. Any exception to this rule needs cooperation between parent and principal. Students 9-12 will not be allowed a study hall, unless they are taking an online class. They may also have a study hall opposite band & choir, if they are involved in only one of them. Students in grades 9-12 who are in risk of losing credit may be assigned a class period of Academic Support, see requirements.

Class Rank/Academic Standing

Provisions for recognizing class rank and awarding academic honors are local district decisions. The honor status of Valedictorian and Salutatorian will be awarded to the two top students in the senior class. The awards are based on academic achievement at Kelliher High School and are determined by the following criteria:

1. Must have been a full-time student at the school from the beginning of the junior year.
2. All credits earned by a student in mainstream unmodified classes from grade 10 through third quarter of his/her senior year will be used to determine a scholastic average.
3. In unusual circumstances, more than one Valedictorian or Salutatorian may be named.

PSEO, as well as OCHS, classes are included in determining grade point average (GPA) or class rank. A PSEO student is considered a full time student of Kelliher School.

*All classes in grades 9-12 count for graduation credit totals and will be utilized to determine class rank.

*Students who earn 29 credits or more will be recognized at graduation

Extended School Year Opportunities

The school district provides extended school year opportunities to a student who is the subject of an Individualized Education Program (IEP) if the student's IEP team determines the services are necessary during a break in instruction in order to provide a free and appropriate public education. For more information on extended school year opportunities for students with an IEP, contact the school office.

Grades

Students' grades will be reported at the end of each quarter during the year. Report cards will be mailed to parents/guardians or eligible students and will be available online for review. Online grades and progress reports may be reviewed at any time through the *Parent Experience/Student Experience* portal in *Synergy*. Progress reports will be mailed to parents/guardians for students in grades 7-12 each quarter.

After each nine-week grading period, the names of students who qualify for either the Distinguished, A, or B Honor Rolls will be compiled and made public. Any student with an incomplete grade at the end of the quarter will not be eligible for the honor roll.

To qualify for the Distinguished Honor Roll, a student must have earned no grade less than an "A-" in any class. Grade point averages will be carried out to the 1,000th of a point. To qualify for the "A" Academic Honor Roll, a student must earn a 3.50 average with no D's or F's or incomplete work. To qualify for the "B" Academic Honor Roll, a student must earn a 3.00 average with no D's or F's or incomplete work.

SPA Scale for online college classes is as follows:

Kelliher School Classes Scale

A-4.5

A-4.0

B-3.5

B-3.0

C-2.5

C-2.0

D-1.5

D-1.0

Calculation of student GPA's uses the following Synergy GPA Scale: A= 4.0, A-= 3.666, B+= 3.333, B= 3.0, B-= 2.666, C+= 2.333, C= 2.0, C-= 1.666, D+= 1.333, D= 1.0, D-= .666, F= 0 (GPA's are calculated to the thousands place)

GRADING - ALL TEACHERS MUST USE THE FOLLOWING SYNERGY GRADING SCALE -

Teachers will assign student grades based on the following grading scale:

A 93-100 A- 90-92.99 B+ 87-89.99 B 83-86.99 B- 80-82.99 C+ 77-79.99 C 73 - 76.99

C- 70-72.99 D+ 67-69.99 D 63-66.99 D- 60-62.99 F 59.99 & below

In all cases, when figuring grades, any percentage with a decimal will be rounded up at .5 (following rounding rules)

Semester tests will be administered by all classroom teachers. When determining the final semester grade, teachers will weight grades according to the following percentages:

Each quarter percentile grade will carry equal weight. For those students not required to take semester tests, each quarter grade will be 50%. Students are exempt from semester tests for each class they earn 90% or an A- for both quarters of a semester (Q1 and Q2 or Q3 and Q4)

For students who take semester tests, the 1st or 3rd quarter grade will be worth 40% the 2nd or 4th quarter grade will be 40%, and the semester test semester 1 or semester 2 will be 20%.

Teachers will decide the weight of specific components for their classes. For example, the percentage weight for tests, homework, daily work and projects will determine the final grade for the quarter. This information will be put in writing, and given to students at the start of the class. A copy must also be turned into the office.

* Any credits earned from a regular education accredited high school will transfer to the Kelliher School under the Kelliher School District's point scale system; students will be granted credit in accordance with Kelliher School

Policy. Any class not taken through a regular education accredited high school will be graded on a pass/fail basis and will not count towards class rank or the student's grade point average.

Graduation Requirements

Students must meet all course credit requirements and graduation standards, as established by the state, in order to graduate from Kelliher School. All students must also pass any tests the district or state requires.

Course Credits Required

To receive a diploma, students must successfully complete at least twenty-four (24) credits and comply with the following high school level course requirements:

High School Level Courses Required for Graduation		
Subject Area	Term	Explanation
Language Arts	4 years	A student must earn 1 English credit each year in grades 9 through 12.
Mathematics	4 years	Must include algebra, geometry, statistics, and probability. Algebra I will be required by the end of eighth grade. Algebra II will be required for students scheduled to graduate. A career and technical education course may fulfill a mathematics credit.
Science	3 years	Must include one credit of biology and one credit of physical science and one chemistry or physics. An agricultural science or a career and technical education course may fulfill a science credit.
Social Studies	4 years	9 th grade - Geography (1 credit) 10 th grade – US History (1 credit) 11 th grade – World History (1 credit) 12 th grade – Civics (½ credit) Economics (½ credit)
Arts	1 year	May be earned in the following areas: dance, music, media arts, theater, visual arts
Health & Phy Ed.	1 credit	½ credit in Health and ½ credit in Physical Education must be earned between 9 th and 12 grade.
Elective Courses	7 credits	

Minnesota Academic Standards

All students must satisfactorily complete the following required Minnesota Graduation Standards:

Minnesota Academic Standards, Language Arts K-12
Minnesota Academic Standards, Mathematics K-12
Minnesota Academic Standards, Science K-12
Minnesota Academic Standards, Social Studies K-12
Minnesota Academic Standards, Arts K-12

Students with an individualized education program, Section 504 accommodation plan, or limited English proficiency needs may be eligible for testing accommodations, modifications, and/or exemption. For additional information, contact school administrators.

Homework

Homework is assigned by the teachers. The amount of homework varies by teacher and subject area. The school district asks for parents/guardians to encourage their child(ren) to complete homework thoroughly and promptly. A student's job while in school, is to complete the homework assigned in each class.

Students are expected to complete all homework, in a timely manner, by the due date for each class assignment.

When students are absent from school for any reason, they need to communicate with each of their teachers before and/or after they are absent, as to any assignments or work that was missed. (the Student Planner Booklet is a great place for this communication) When students have been absent, at a minimum, they will have two days to complete makeup work for the first day of the absence and one day for each successive day of absence. Failure to do so or to make arrangements otherwise may result in a failing grade for the work not completed. Students who skip class will not receive an extension of time to complete missing work.

In addition, each classroom teacher in grades 7th – 12th will communicate with each of their classes as to what constitutes a late assignment and how those late assignments (late work) will be handled in their class. Any assignment deemed to be a late assignment by the classroom teacher may be given no more than 50% of the total points, unless the teacher determines there is a need for additional grace on a case by case basis.

Honor Student/Graduate Status

To be considered an honor student or honor graduate, a student must earn a cumulative GPA of at least 3.25. Modified Special Education grades will be calculated by using the regular education high school grading scale for honor roll status as well as to determine grade point averages (GPA) towards graduation honors and class rankings*.

Those students who have earned the status of honor student, valedictorian, and salutatorian will be recognized at during graduation by traditional medals, stoles, or ropes. NO additional ropes for activities seniors participated in will be allowed during the graduation ceremony, as graduation is an academic accomplishment.

**Other modifications, i.e.: modified testing, modified assignments, extra time to complete class assignments will also be taken into account when determining honor status.*

Online College Enrollment Options

- A. Tenth, eleventh and twelfth graders may apply to enroll in Online College in the High School options and other advanced enrichment programs. General information about the OCHS program will be provided to all 9th, 10th, and 11th grade students by March 1. Qualifying credits granted to a student through an OCHS course or program will be counted toward the graduation and credit requirements of the *Kelliher School that meets the state academic standards. Students must fulfill and complete their Kelliher High School graduation course requirements within the OCHS program parameters in order to receive a KHS diploma.* Interested students must fill out an application form and submit it by March 30 to the Career Center Office for enrollment the following school year. The application form must be signed by the student and his/her parent or guardian. Students wishing to take a OCHS course should contact the High School Office to begin the application process.
- B. *OCHS credits will be counted as follows: Seven (7) quarter or four (4) semester college credits equal at least one full year of high school credit. Fewer college credits may be prorated. A district must also grant academic credit to a pupil enrolled in a course for postsecondary credit if secondary credit is requested by a pupil.*

2009 Minnesota Statutes: 124D.09 POSTSECONDARY ENROLLMENT OPTIONS ACT, Subd. 12. Credits.

For example: students are required to take English 12 in their senior year of Kelliher High School. This is a year-long class, 2 semesters, and equals 1 High School credit. In college, a student would take College Writing I the first semester, and College Writing II the second semester. Each semester they would receive 3 college credits. At the end of the year, they will have received their full 1 credit in English 12 for the

Kelliher School, and 6 college credits. These six (6) college credits would then relate to 1 ½ H.S. credits in English, not 1.

(College credits are determined and assigned to each college course by the participating college, not the High School.)

A student who fails a post-secondary enrollment options course or program or who does not satisfactorily complete a post-secondary enrollment options course or program may be required to reimburse the school district for the cost of the course.

Requirements for acceptance into Online/On-campus College Classes

The high school must list a cumulative GPA that is at or above the minimum level for inclusion in college classes.

Grade 10: Minimum Requirements for Career and Technical Education (CTE) Coursework:

- Minimum 8th-grade MCA Reading score 850. For the 2021-2022 school year only, if the 8th grade MCA was not taken, a 7th grade MCA Reading score of 750 will be used.
If the MCA test was not taken in 7th or 8th grade, OCHS will use either a 3.4 HS GPA or ACCUPLACER® Reading score of 250.
- In the first semester, eligible 10th-grade students will be allowed to enroll in one (1) CTE course provided they meet specific course requirements and pre-requisites. If the student receives a grade of C or better in the course, the student will be allowed to take additional courses in the second semester.

A student who first enrolls while in 10th-grade and wishes to take liberal arts courses in a subsequent semester, must submit a qualifying test score as would be required for 11th and 12th graders.

Grades 11 and 12:

The GPA recommendation is available for districts to use as a guide to enrolling students in OCHS courses.

Recommendation of at least a 3.0 cumulative GPA for junior (11th grade) students

Recommendation of at least a 2.8 cumulative GPA for senior (12th grade) students

The 8th grade MCA will not meet the eligibility requirements for junior and senior (11th and 12th grade) students.

Minimum Requirements for Career and Technical Education (CTE) Coursework:

Minimum 10th grade MCA Reading score 1047

Minimum ACCUPLACER® Reading score 250

Minimum Requirements for Minnesota Transfer Curriculum General Education (MnTC)

Coursework: ACCUPLACER®

Minimum ACCUPLACER® Reading score 250

Minimum ACCUPLACER® Math Advanced Algebra and Functions (AAF) score 250 for courses with a math pre-requisite

Minimum ACCUPLACER® Math Advanced Algebra and Functions (AAF) score 275 for Calculus (or College PreCalculus course)

ACT®

Minimum ACT® Reading sub score 21

ENGL1410 Composition I also requires an English sub score 18

Minimum ACT® Math sub score 22 for courses with a math pre-requisite

SAT®

Minimum SAT® Reading score 480 ERW

Minimum SAT® Math sub score 530 for courses with a math pre-requisite

MCA

Minimum 10th grade MCA Reading score 1047

ENGL1410 Composition I also requires minimum NextGen ACCUPLACER® score 250 or English sub score 18

Minimum 11th grade MCA Math score 1158 for courses with a math pre-requisite

A student may retest ACCUPLACER® once annually. Students who have taken the 8th grade MCA test are not eligible for ACCUPLACER® until they are in their sophomore year and planning to register for classes as a junior or senior.

Parent Right to Know

If a parent requests it, the school district will provide information regarding the professional qualifications of his/her child's classroom teachers, including, at a minimum, the following:

1. whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
2. whether the teacher is teaching under emergency or other provisional licensing status through which state qualification or licensing criteria have been waived;
3. the baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;
4. whether the student is provided services by paraprofessionals and, if so, their qualifications.

Promotion - Retention Guidelines

All students are expected to achieve an acceptable level of proficiency. Students who achieve at an acceptable level will be promoted to the next grade level at the completion of the school year. Retention of a student may be considered when professional staff and parents/guardians feel that it is in the best interest of the student. The administration's decision **will be** final. The district has a variety of services to help students succeed in school. For more information, contact the school administration.

The School Board has adopted a policy to alleviate social promotion in the Kelliher Public School. Therefore, the following guidelines will be followed for retention:

K-2nd students will be retained based on the joint decision of the parents and teacher based upon the best interest of the child. When a parent denies the recommendation of the teacher for retention, a waiver must be signed and dated by the parents to document this decision.

3rd – 6th grade students who receive 2 F's at the end of the school year in the core subjects of math and reading, which includes spelling, language arts and vocabulary, *may* be retained in their current grade. Students in danger of failing a core subject will be identified by the end of the first semester and a personalized plan will be developed. This plan will provide a cohesive plan for remediation developed collaboratively by the teacher, student, parents, and the administration.

7th – 8th Students receiving 2 or more F's in core subject areas, for the entire year (Q1 – Q4) will have to attend summer school to make up the work needed to earn passing grades in each core subject failed. If a student doesn't attend summer school they will be considered for repeating the failed core classes or retention for the next school year. In addition, an 8th grade student who receives 1 or more F's at the end of the school year in the core subject areas of math, science, language arts, reading, or social will be assigned academic support during their 9th grade year..

9th – 12th grade students failing required classes will be required to repeat those classes. Students may be required to complete one semester or both semesters of a class. Students failing required classes will need to repeat those classes through credit recovery opportunities. Credit recovery opportunity guidelines: 1st retaking the class during the next school year, 2nd attending summer school, and as a last option the school will work with the student to develop a plan for completion of credits needed to graduate.

Academic Support

Academic support is a student based class opportunity offered to selected students to help ensure they are making progress towards graduation. Students offered this opportunity will receive partial elective credit toward graduation for being in academic support and be graded as pass/fail. Academic support will be a part of the curriculum and is built into the schedule for all 7th and 8th grade students, the focus of academic support at this age level is to help students transition from the elementary to the high school. Academic support will be assigned to any 9th grade student who failed 1 or more core classes as an 8th grader, as outlined above in the retention policy. Students in grades 9-12 could be assigned academic support during the school year based upon a review process with teachers, administration, and parents/guardians.

Grades 5 and 6 Classrooms

The 5th and 6th grade level classrooms are arranged as follows: one of the teachers will teach math for both 5th and 6th grade and the other teacher will teach reading for both 5th and 6th grade.

Summer School

The school district may provide summer school learning opportunities. If offered, summer school will be prescriptive and focus on individual needs to meet the curriculum for passing, not merely to meet seat-time goals. For more information, contact the main office.

PART III — RULES AND DISCIPLINE

Attendance

The Kelliher School Board, administration and staff believe that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students and establishes regular habits of dependability which are vitally important to the future of the student. We also believe that class attendance is a joint responsibility that is shared by the student, parent or guardian, teachers and administrators.

Minnesota State law requires that all persons under 17 years of age attend school. It is the student's right to be in school with the responsibility to attend all assigned classes and study halls every day that school is in session. The student also needs to be aware of and follow the correct procedures when absent from an assigned class or study hall. It is also the student's responsibility to request any missed assignments due to an absence.

It is the responsibility of the parent or guardian to ensure that the student is attending school, to inform the school in the event the student is absent, and to work cooperatively with the school to solve any attendance problems that may arise.

If a student is going to be absent, the parent/guardian is asked to call the school office by 9:00 a.m. on the day of absence or leave a message on the attendance line at 647-8286 and pick option #2. Students may look up the missed assignments for the day in Google Classroom, Synergy, or email the teacher(s) so he/she can begin working on homework prior to returning to school. If a phone call can't be made, the student should bring a signed note from the parent/guardian on the next day of school attendance. A failure to call or deliver a note by 9:00 am the following day of an absence will cause the absence to be considered as unexcused.

If a parent/guardian knows his/her child will be absent in advance, the parent should provide a signed note or call the office at least one day before the planned absence. Lack of phone call or signed note will indicate to the school that an absence should be counted as a truancy situation.

In cases where the attendance requirements are not met, the school will proceed with enforcement according to current State and School Board Policy. Specific admission requirements, restrictions, and enrollment options may be found in Policy 509 of the Kelliher School Board.

If or once a student has missed 5 days (k-6th Grades), or 5 class periods (7th-12th Grade), a letter of concern will be sent home. If a student has missed 10 days and/or 10 class periods, another letter will be sent home outlining the procedures and consequences of further absences. When a student has missed 15 days, or class periods, either excused or unexcused, a letter and phone call meeting will be set up with the student and the student's parent(s) with the school truancy prevention coordinator and the dean of students. This phone meeting will review the student's attendance, discuss potential barriers, and determine if any supports are needed. A Student/Parent/School contract maybe signed by parent, student, & school truancy prevention coordinator and dean of students to all work cooperatively to ensure improved school attendance.

In addition, if a student has been absent for 25 days a letter and phone call will go home to set up a mandatory meeting with the student, the student's parent(s), the school truancy prevention coordinator, and dean of students. A Student/Parent/School contract maybe signed by parent, student, & school truancy prevention coordinator and dean of students to all work cooperatively to ensure improved school attendance.

After all the above steps have been followed, if there is still no improvement in attendance, the following may be possible additional solutions enacted by the Kelliher School: students may be required to bring a doctor's note if they are absent from school, mandatory summer school attendance, NO credits or reduced credits for classes, NO points for assignments given on days absent, retention or remediation of a grade or classes, filing of truancy petition with Beltrami County or tribal agencies, possible enrollment termination under the schools 509 Policy, etc.

With all these steps in place, if attendance doesn't improve and/or when thresholds are reached for number of days absent from school under Policy 509 and state statute, the school may pursue filing truancy with state, county, and tribal agencies.

Policy 509 is entitled, "Enrollment of Nonresident Students". This policy states "it is the policy of the school district to accept students who are non-residents within the guidelines herein and also to provide a quality education to all students in the school. Non-resident students will be expected to follow all district policies (i.e. Discipline Policy, Attendance Policy, etc.) and will be subject to all rules and regulations of the district." Within this policy are the restrictions, time lines, and forms that are to be completed for Open Enrollment, Agreements between School Boards, Graduation Incentives, Waiting List, Parent Involvement, and school records that need to be provided under this policy. A copy of this policy is available in the Superintendent's Office.

The district may terminate enrollment of a non-resident student if that student meets the definition of a habitual truant under the amended M.S.124D.03 state statute and/or fails to meet the district threshold for attendance. Once the school year has begun, new students need to bring complete documentation to the school. New students will not start school until all previous school records are on file and a new student/parent orientation meeting has been held. New students should not expect to start school on the same day that an orientation meeting is held. If a student is enrolled under the Policy 509 misses more than 10 days or 10 class periods during a semester, that student may lose his/her status as an open-enrolled student or a student attending under a board-to-board agreement in order to allow another student on the waiting list to attend Kelliher School.

Students between the ages of 18 and 21 are entitled to free educational services as outlined by Minnesota statute M.S. 120.06 which states, "Notwithstanding the provisions of any law to the contrary, the conduct of all students under 21 years of age attending a public secondary school shall be governed by a single set of reasonable rules and regulations promulgated by the school board." The regulations for 18-year-olds at Kelliher will be the same as for students under 18. Eighteen-year-olds will not be allowed to write their own excuses for absenteeism. This also includes passes. The only exception would be in the case of an "Emancipated Minor" (18-year-old head of household)

Students will be granted an excused absence by meeting at least one of the following criteria:

- Medical or dental appointment
- Family vacations
- Illness of self or serious illness in student's immediate family
- Legal emergency, court appearance by family or personal action
- Death in the student's family, a relative or close friend
- Religious instruction not to exceed three hours in any one week
- Family emergency such as work at home or other unavoidable circumstances
- Participation in activities related to school
- Additional requests are to be made to the principal and the request shall be evaluated on an individual basis.

For information on how the attendance of homebound students is recorded in terms of being absent from school, contact the high school office. Students who know well in advance that they are going to be absent from school for excusable reasons should contact the principal's office with a note from a parent, that they will be absent on a particular day. The student should also contact each of his/her teachers and obtain as many assignments ahead of time as possible.

It is the school's prerogative to determine whether an absence is labeled excused or unexcused. The District also retains the right to implement an intervention regarding acceptance of homework once a student is habitually truant. Such students may be given zeros or partial credit for days they are unexcused.

Specific Consequences of Absenteeism:

Students who attend the school prom need to be in school for a full day of attendance the day before the prom is scheduled.

Attendance during Field Trips:

When a field trip is scheduled, all students are expected to treat the field trip as a classroom away from the regular school building. Unless they have a valid reason for being absent, students should attend all regularly-scheduled field trips. *If a student cannot attend a field trip, he or she is still expected to be in school during the school day to continue with coursework and complete homework.*

Truancy and Educational Neglect:

"Habitual Truant" is defined in Minn. Stat. § 260C.007, Subd. 19 as:

1. A student under the age of 17 who is absent from attendance at school without lawful excuse for:
 - a. seven school days if the student is in elementary school or
 - b. one or more class periods on seven school days if the student is in middle school or junior high, or
2. a student under the age of 17, or between the ages of 17-18 if the student has not legally withdrawn from school, who attends high school, and who is absent from attendance without a lawful excuse for one or more class periods on seven school days

Bullying Prohibition

The school district is committed to providing a safe and respectful learning environment for all students. Acts of bullying, in any form, by either an individual student or a group of students, is prohibited on school district property or at school-related functions. For detailed information regarding the school district's "Bullying Prohibition" Policy contact the school office.

Buses—Conduct on School Buses and Consequences for Misbehavior

Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students. The school district will not provide transportation for students whose transportation privileges have been revoked.

The school district is committed to transporting students in a safe and orderly manner. To accomplish this, student riders are expected to follow school district rules for waiting at a school bus stop and rules for riding on a school bus.

While waiting for the bus or after being dropped off at a school bus stop, all students must comply with the following rules:

- Arrive at the bus stop five minutes before your scheduled pickup time. The school bus driver will not wait for late students.
- Respect the property of others while waiting at the bus stop.
- Keep your arms, legs, and belongings to yourself.
- Use appropriate language.
- Stay away from the street, road, or highway when waiting for the bus.
- Wait until the bus stops before approaching the bus.
- After getting off the bus, move away from the bus.
- If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- No fighting, harassment, intimidation, or horseplay. (fighting will be considered a major offense carrying a 3 day bus suspension, see consequences below and will have school discipline consequence as per this handbook)

- No use of alcohol, tobacco, vapes, or drugs. (will be considered a major offense carrying a 3 day bus suspension, see consequences below and will have school discipline consequence as per this handbook)

While riding a school bus, all riders must comply with the following rules:

- Follow the driver's directions at all times.
- Remain seated facing forward while the bus is in motion.
- Talk quietly and use appropriate language.
- Keep all parts of your body inside the bus.
- Keep arms, legs, and belongings to yourself and out of the aisle.
- No fighting, harassment, intimidation, or horseplay. (fighting will be considered a major offense carrying a 3 day bus suspension, see consequences below and will have school discipline consequence as per this handbook)
- Do not throw any object.
- No eating, drinking (unless approved by the driver)
- NO use of alcohol, tobacco, vapes, or drugs. (will be considered a major offense carrying a 3 day bus suspension, see consequences below and will have school discipline consequence as per this handbook)
- Do not bring any weapons or dangerous objects on the school bus.
- Do not damage the school bus.

All school bus/bus stop misconduct will be reported to the school district's transportation safety director. Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. Serious misconduct may be reported to local law enforcement.

Consequences for school bus/stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with co-curricular and extracurricular events (for example field trips or competitions) will be at the sole discretion of the school district.

Consequences of Misconduct on Buses or at Bus Stops:

1st Offense - Verbal reprimands

2nd Offense - Warning; Parent contact

3rd Offense - 3-day suspension from riding the bus; parent meeting

4th Offense - Removal of riding privileges for the remainder of the school year.

Parents or guardians will be notified of any suspension of bus privileges.

Discipline

Misbehavior by one student can disrupt the learning process for many other students. In addition, students must learn to practice good safety habits, value academic honesty, respect the rights of others, and obey the law. For detailed information on the Student Code of Conduct and consequences for violations, contact the office.

If a student is sent from any class or activity for a rule infraction, the teacher or activity leader will be asked to complete a Discipline Referral. This form will indicate the rule that was broken. The student will be given an opportunity to explain why they were removed from the class or activity, the parent/guardian will be informed by phone or mail of the referral, and the administrative decision will be indicated on the form. These forms will be kept on file.

The Discipline Guidelines used by the Principal are built on a progressive basis. These guidelines will be distributed and discussed in classes the first week of school. A form will be given to students to take home for their parents/guardian to sign after reviewing the discipline guidelines with their child/(ren). These forms will be kept on file in the school office. Because of their age difference, elementary students will be subject to a modification of the following set of Discipline Guidelines. After carefully reviewing all evidence and documentation, the Principal and/or Superintendent has the authority to make an exception to stated consequences when the circumstances indicate.

Specific Behaviors and Consequences

Consequences	Rules of Behavior	Problem Behavior
<u>ATTENDANCE</u>	Leaving school or grounds without permission.	½ or 1 day MLC/ASD

All students are to be in class. Students must have a pass to leave a class, the building, or school grounds	Skippping less than 1 hour Skippping 1-4 hours	1-2 noon detention/ ½ day MLC/ASD 1-day MLC/ 2-days ASD / Parent conference
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<u>TARDIES</u> <u>GRADES 7-12</u> Period 1 Only: If a student is 15 minutes late coming to school (8:40 a.m.), the student will be marked tardy to Period 1. If a student comes to school at 8:41 a.m. or after, the student will be marked absent for the entire Period 1. This rule will apply for any excuse given and/or if the student is accompanied by a doctor's or dentist note.	<u>Entering the school for the first time for the day Periods 2-7:</u> If a student is entering the school for the first time throughout the day to periods 2-7, the student will be given a pass to class and marked absent for the entire hour he/she is entering and no tardy will be issued. <u>Students who are already in attendance and late to Periods 2-7:</u> Students will be given tardy by the classroom teacher. If the student is more than 15 minutes late to class, teachers may mark the student absent/skippping.	<i>First Tardy this quarter - Free tardy – written warning</i> <i>Second Tardy this quarter – written warning & meet with Dean of Students</i> <i>Third & Fourth Tardy this quarter – 1 noon detention</i> <i>Fifth & Sixth Tardy this quarter – 1 ASD each (Letter will be sent home to parent for notification.)</i> <i>Seventh Tardy on up this quarter – 1 day ML</i> <i>(Letter will be sent home to parent for notification.)</i> <i>A referral on the student will be given to the Truancy/Attendance Committee.</i>
<u>POSSESSION AND/OR CONSUMPTION OF AN ILLEGAL SUBSTANCE</u> will not be permitted at any time. School Board policy does not permit the use or possession of tobacco, alcohol, narcotics or any other illegal substance on school premises, at school activities, or on school buses. ** Vaping is a serious problem in all schools and is very difficult to catch. In our ongoing efforts to try to eliminate vaping from the school bathrooms/locker rooms/etc., those students determined to be in those areas while the vape detector goes off and is supported by video evidence from outside those areas on 3 separate incidents during the school day will be seen as a pattern. On the 4th incident and every additional incident the student(s) is involved in will be send to MLC for the rest of the day and a letter will be sent home stating the suspicion of vaping on school grounds. (this is not an official discipline incident write up, but a preventative measure for the student, school, and parents to work together to keep vaping out of the school)	Tobacco or nicotine in any form, including vaping Use, possession or trafficking of alcohol/illicit drugs and /or drug paraphernalia (remember alcohol and marijuana in any form are illegal to use or possess for persons under 21 years of age)	<u>First Offense:</u> Complete the Vape Educate Curriculum <u>Second Offense:</u> 1-2 days in the Modified Learning Center (MLC) <u>Third Offense:</u> 3-5 days in the MLC and a required parent meeting <u>Fourth or more Offense:</u> Referral to law enforcement and referral to School Board for possible expulsion. ***the above is cumulative throughout a students time at the Kelliher School. Up to 10 days MLC or OSS When appropriate notification of law enforcement. Possible referral to School Board for expulsion.
Consequences	Rules of Behavior	Problem Behavior
<u>POSSESSION OF AN ILLEGAL OR DANGEROUS WEAPON</u> will not be tolerated. Violations will be reported to the police for legal action. Parents/guardians are also notified. Weapons will be confiscated. (Note: Possession refers to having in or on one's person, or in an area subject to one's control, or on school property or at a school activity.) **The new law says a person is guilty of a felony if he/she knowingly possesses, stores or keeps a dangerous weapon or uses or brandishes a replica firearm or BB gun.	Possession of a dangerous weapon, as determined by administrative discretion, that through its use is capable of doing bodily harm.	Immediate OSS Referred to School Board for Expulsion proceedings up to 1 year. Notification of law enforcement.
<u>TERRORISTIC THREATS</u> <u>ADMINISTRATION</u> <u>MAY REFER TO LAW</u> <u>ENFORCEMENT</u>	Threats, directly or indirectly, to commit any crime of violence with the purpose of terrorizing others or to cause evacuation of a building, place of assembly, vehicle or facility.	Penalties may include the following: 1. Parent notification 2. Possible MLC/ASD 3. Possible OSS 4. Possible referral to the school board for expulsion proceedings

<u>VULGAR LANGUAGE, ASSAULT, OR FIGHTING</u> Such behavior will not be tolerated.	Severe teasing/intimidation using vulgar language. Pushing/shoving-ready to fight Gestures/gang symbols Fist fighting or assault Severe assault or repeated assaults ***fighting is cumulative throughout a students time at the Kelliher School.	1-2 ASD 1/2- 1day MLC and possible parent notification. 1 day MLC/ASD or OSS Possible Referral to law enforcement. 3-5 days OSS Possible referral to law enforcement. Possible OSS and referral to School Board for expulsion proceedings Possible alternative placement in another school
<u>RELIGIOUS, RACIAL OR SEXUAL HARASSMENT</u> will not be permitted.	Comments and insults, aggressive conduct, severe discrimination, criminal, physical misconduct	Consequences as per Board Policy.
All students will <u>RESPECT THE RIGHTS AND PROPERTY OF OTHERS.</u> This includes the school building and grounds. Depending on the cost of restitution, possible referral to County Law Enforcement.	Vandalism – includes defacing damaging school property. Theft or possession of stolen property.	1-3 days MLC or OSS, a conference with parent and development of a plan for restitution of the damages to the school or individual. Law enforcement may be notified.
Students are expected to <u>FOLLOW TEACHER/STAFF INSTRUCTIONS.</u>	Insubordination and/or deceit, lying/cheating, etc. Verbal abuse/profanity directed at a teacher/staff member at any time Physical force/ attack used on a teacher or staff member	1-3 noon detentions and/or 1-2 days ASD OR 1-2 days MLC and Possible notification of parents. 2-3 noon detentions or 2-3 ASD or 3-5 days MLC and parental conference with a re-admittance plan Immediate OSS with referral to School Board for expulsion proceedings. Utilize local law enforcement.
<u>NON-CLASSROOM BEHAVIORS</u>	Shouting Consuming candy/pop in restricted area Failure to remove cap/hat/jacket when asked Inappropriate dress code Inappropriate use of iPod/cell phone. Inappropriate hall behavior (goofing around, pushing/shoving/running) Illegal parking Unauthorized use of school room or materials	Noon detention/ or ASD Possible Parent notification. MLC/Conference with student, plan for restitution, if warranted.
<u>INAPPROPRIATE BEHAVIORS AT LYCEUMS, DANCES, CONCERTS, EXTRACURRICULAR ACTIVITIES, AND PROGRAMS</u>	Loud, disruptive noises Throwing items Disturbing others Rude behaviors	Removal from activity noon detention/ASD or MLC parent conference miss next event Removal from activities at the discretion of administration
Consequences	Rules of Behavior	Problem Behavior
<u>CLASSROOM BEHAVIORS</u> **When given MLC, the student is responsible to come in and pick up work before school. Students will discuss with the Principal how to change their behavior.	Disruption SEE PBIS CHART ON PAGE 27.	Classroom teachers will have a classroom discipline system in place based on our PBIS expectations. First Offense: Removal from the class where the behavior occurred to MLC room for up to 1-2 days. Parents will be notified. Second Offense: Next removal up to 3-5 days in MLC. Or 3-5 ASD. Parent Meeting. Student, parent, will discuss with the administration how to change their behavior.
<u>HABITUAL/SEVERE ABUSE OF THE RULES AND POLICIES</u> which hinder the smooth operation of the school and/or jeopardize the welfare of other students or adversely impede the learning environment.		Excessive disciplinary referrals will result in a conference with the student, parent, and Principal/Dean of Students. This may result in detention, MLC, OSS, or referral to School Board for a possible change of placement or expulsion proceedings.

<u>INTERNET/COMPUTER VIOLATIONS</u> Internet Agreement and Laptop Agreement violations Middle and High School Students – Grades 7-12	First Offense Second Offense Third Offense	1 day loss of laptop 3 day loss of laptop/ipad and subject to further discipline by the Administration. Loss of laptop/ipad for 10 days or possible loss for 4 weeks or for reminder of quarter (whichever is longer).

Days in which school is closed due to emergency situations, natural disaster, and inclement weather, will not be counted as “school days” for students serving MLC or OSS.

Any student suspended for more than 1 day, excluded, or expelled from school, must have a student/parental meeting with the administration before the student will be readmitted to classes.

SCHOOL-WIDE POSITIVE BEHAVIOR INTERVENTION (SW-PBIS)

School and district support for character education and behavioral intervention is very strong and therefore, the district will support implementing SW-PBIS as school wide strategies we will use to help reduce the removal of students from the classroom. In the attempt to continue to further work towards achieving a goal of the district, which is to remove all barriers to education. The district supports the effort to build its capacity to identify clear behavioral *outcomes* for all staff and students, utilize evidence-based practices to achieve those outcomes, and understand data/information use to support sustainable, safe and positive learning environments.

The flowchart below and Office Discipline Referral chart on the previous pages outline the procedures and consequences associated with various behaviors and the outcomes of problematic behaviors. All staff members from classroom teachers to bus drivers and support staff will be encouraged to follow the same protocols, as outlined on flow chart, when encountering problem behavior from students.

Mustang Pride (PBIS) Behavior Referral Flowchart

Observe problem behavior

***Address behavior according to classroom plan
(Warning, redirection, etc.)***

• *Identify State - is behavior Minor/Major?*

<u>Minor</u>	<u>Major</u>
☐ <i>First Offense: Education, parent contact – Handled by Classroom Teacher</i> ☐ <i>Second Offense: Additional education, parent contact – Handled by Classroom Teacher</i> ☐ <i>Third Offense: Individual plan, parent contact, MLC -ASD – Handled by Administration</i> ☐ <i>Additional Incidents: Review plan, parent meeting, MLC, possible OSS, other</i>	☐ <i>OSS, possible PRO Contact, possible lost privileges, report form -Administration</i> ☐ <i>Second Offense: Individual plan, parent contact/meeting, ASD/ MLC, possible OSS, possible Law Enforcement contact, possible lost privileges - Administration</i> ☐ <i>Third Offense: Review plan, parent meeting, MLC, possible expulsion, possible PRO contact, possible lost privileges, other consequences - Administration</i> ☐ <i>Additional Incidents: Review plan, parent meeting, MLC,</i>

consequences – <i>Handled by Administration</i> <i>Defiance/Disrespect</i> <i>Disruption</i> <i>Dress Code Violation</i> <i>Inappropriate Language</i> <i>Lying</i> <i>Non Compliance</i> <i>Physical Contact</i> <i>Property misuse</i> <i>Tardy</i> <i>Teasing/Taunt</i> <i>Chronic Disruption</i>	<i>possible OSS, possible expulsion, possible PRO contact, possible lost privileges, other consequences – Administration</i> <i>Alcohol/Drugs</i> <i>Abusive Language</i> <i>Arson</i> <i>Bomb Threat</i> <i>Bullying - Cyber</i> <i>Bullying – Non Cyber</i> <i>Cheating</i> <i>Combustibles</i> <i>Fighting/Physical aggression</i> <i>Forgery/Theft</i> <i>Harassment – Non sexual</i> <i>Harassment – Sexual</i> <i>Tobacco</i> <i>Vandalism/Property Damage</i> <i>Weapons</i> <i>Other</i>
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CODE OF STUDENT CONDUCT

The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property; school sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school related functions. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees:

- Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
- Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
- Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
- Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
- Violation of any local, state, or federal law, as appropriate;
- Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
- Possession of nuisance devices or objects which cause distractions and may facilitate cheating including, but not limited to, pagers, radio, and phones, including picture phones;
- Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
- Possession or distribution of slanderous, libelous or pornographic materials;
- Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;
- Criminal activity;
- Falsification of any records, documents, notes or signatures;

- Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
- Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
- Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
- Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
- Verbal assaults, or verbally abusive behavior, including, but not limited to, use of language that is discriminatory, abusive, obscene, threatening, intimidating or that degrades others;
- Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
- Violation of school rules, regulations, policies, or procedures;
- Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

STUDENT BACKPACKS

Detention Policy

Detention rules are as follows: be on time, no talking during detention, bring enough work to keep busy throughout the entire time, and no food, beverages or music allowed in ASD/MLC. Students failing to serve detention time may be assigned additional days of detention. Parents may be notified of the suspension, if chronic. Students who fail to serve the required detention or makeup time will be placed in ASD/MLC until a parent/student conference is held. A Saturday detention period may also be imposed. ASD (After School Detention) will be held from 3:30-5:30.

Modified Learning Center (MLC)

Purpose: To provide an isolated, but educational environment for students who choose not to function appropriately in the classroom.

Rules:

- Be on time. Report to the Modified Learning Center room by 8:25 a.m.
- Come prepared with books, paper, assignments, sharpened pencils.
- Remain in your seat at all times. Bathroom breaks will be provided in the mid-morning, after lunch, and mid-afternoon.
- Respect the quiet of others-no talking, except to staff/supervisor.
- No sleeping. No pop, gum, candy, music devices, or cell phones.
- Respect authority and property-no graffiti, follow directions, speak with courtesy.
- Students will be escorted to the Commons to obtain their lunch and then to their eating place each day.
- Parents will be contacted by student and staff members concerning MLC and student behavior as needed.

Progression of Consequences if Rules Are Not Followed:

- Additional assignments.
- Additional 1/2 day of MLC.
- One additional day of MLC.
- The student will be removed from the in school suspension room,
- sent to the High School Office and may be placed by the administrator on OSS for the remainder of the day.

Dress and Appearance

Students are encouraged to be dressed appropriately for school activities and in keeping with community standards.

Appropriate clothing includes, but is not limited to, the following:

- Clothing appropriate for the weather.
- Clothing that does not create a health or safety hazard.
- Clothing appropriate for the activity (i.e., physical education or the classroom).

Inappropriate clothing includes, but is not limited to, the following:

- Clothing that exposes undergarments and/or private parts. (including completely exposed midriff)
- Clothing bearing a message that is lewd, vulgar, or obscene.
- Jackets and coats designed for outdoor wear, **at staff discretion.**
- Apparel promoting products or activities that are illegal for use by minors.
- Objectionable emblems, badges, symbols, signs, words, objects, or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in school district policy.
- Any apparel or footwear that would damage school property.
- Hoods are not to be worn in the building except with the approval of building administrators (i.e., students undergoing chemotherapy, medical situations, or a designated school theme day).
- Pajamas & sleepwear (Unless designated as part of a theme day).
- Students with hickeys will be considered in violation of the dress code and will be asked to cover their necks.
- Blankets: Students may not carry/have a blanket during the school day.

If the administration believes a student's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or may be sent to MLC for the day. A parent or guardian will be notified.

Drug-Free School and Workplace

The possession and use of alcohol, controlled substances, and toxic substances are prohibited at school or in any other school location (including school grounds, playing fields, and parking lots) before, during, or after school hours. Paraphernalia associated with controlled substances also is prohibited. The school district will discipline or take appropriate action against anyone who violates this policy.

Students cannot possess, sell, consume, or be under the influence of alcohol, tobacco, or unauthorized drugs; or possess or sell equipment intended for use in connection with the consumption of alcohol, tobacco, or unauthorized drugs. This rule applies to school buildings and grounds, before, during, and after school hours, in school vehicles, or at school-sponsored events and activities.

District policy is not violated when a person brings a controlled substance which has a currently accepted medical treatment use onto a school location for personal use if the person has a physician's prescription for the substance. Students who have prescriptions must comply with the school district's "Student Medication" policy. The school district will provide an instructional program in every elementary and secondary school on chemical abuse and the prevention of chemical dependency.

Harassment and Violence Prohibition

The school district strives to maintain learning and working environment that is free from religious, racial, or sexual harassment and violence. The school district prohibits any form of religious, racial, or sexual harassment and violence. For detailed information on the school district's "Harassment and Violence Prohibition" policy, contact the office or locate the policy in the appendices section of this handbook.

Hazing Prohibition

Hazing is prohibited. No student will plan, direct, encourage, aid, or engage in hazing. Students who violate this rule will be subject to disciplinary action pursuant to the school district's "Student Discipline" policy. For detailed

information on the school district's "Hazing Prohibition" policy, contact the office or locate the policy in the appendices section of this handbook.

Internet Acceptable Use

All school district students have conditional access to the school district's computer system, including Internet access, for limited educational purposes, including use of the system for classroom activities, educational research, and professional and career development. Use of the school district's system is a privilege, not a right. Unacceptable use of the school district's computer system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including, but not limited to, suspension, expulsion, or exclusion; or civil or criminal liability under other applicable laws. A copy of the school district's "Internet Acceptable Use" policy is available in the district office and is located in the appendices section of this handbook.

Students will receive a copy of the school district's "Internet Acceptable Use" policy and are expected to understand and agree to abide by the policy as a condition of use of the school district's computer system. All students who wish to use the school district's computer system must sign the Internet Use Agreement form once every school year.

Kelliher School will provide age-appropriate training for students who use the School's Internet facilities. The training provided will be designed to promote the School's commitment to:

- The standards and acceptable use of Internet services as set forth in the School's Acceptable Use Policy;
- Student safety with regard to:
 - safety on the Internet;
 - appropriate behavior while on online, on social networking Web sites, and in chat rooms; and
 - cyberbullying awareness and response.
- Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA").

Laptop/iPad/iPod Acceptable Use

The use of school laptops and electronic tablets is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. Kelliher School reserves the right to review any material on user accounts and to monitor file server space in order to make determinations on whether specific uses of the network are inappropriate. Students are subject to a random check of the history and activity on their computers. Decisions of Kelliher School administration regarding unacceptable computer use are final. A student's use of the Internet and/or e-mail may be revoked, denied or suspended at the request of faculty and staff of Kelliher School. The Kelliher School Acceptable Use Policy for Laptops can be found in the appendices section of this handbook.

Student Email Acceptable Use

The use of student email accounts is also a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. Kelliher School reserves the right to review any material on user accounts and to monitor file server space in order to make determinations on whether specific uses of email services are inappropriate. Students are subject to a random check of email messages both received and sent. Decisions of Kelliher School administration regarding unacceptable email use are final. A student's use of the Internet and/or e-mail may be revoked, denied or suspended at the request of faculty and staff of Kelliher School. The Kelliher School Student Email Acceptable Use Policy for Laptops can be found in the appendices section of this handbook.

Vandalism

Vandalism of any district property is prohibited. Violators will be disciplined and may be reported to law enforcement officials.

PART IV — HEALTH AND SAFETY

Accidents & Medical Attention for Students

The Kelliher School provides a school nurse to ensure the health and wellness of students. Students must possess a pass from class to visit the nurse's office. Parents/guardians will be informed if a student is too ill to remain in

school or has become injured. All medications must be registered with the nurse's office. The nurse will determine if the medication should be left in the nurse's office, or if the student will be allowed to maintain possession of their medication.

All student injuries that occur at school or school-sponsored activities should be reported to the Kelliher School nurse. Parents/guardians of an injured student will be notified as soon as possible. If the student requires immediate medical attention, the principal or other district leader will call 911 or seek emergency medical treatment and then contact the parent(s).

First Aid

The nurse's office is equipped to handle minor injuries requiring first aid. If the nurse's office is not open, assistance can be sought from the building's administrative office. If a student experiences a more serious medical emergency at school, 911 will be called and/or a parent/guardian will be contacted depending on the situation.

Students who become sick at school should notify their teacher that they wish to see the nurse. The school nurse will arrange for students who become sick at school to go home early. A parent/guardian should notify the school if his/her child is unable to attend school because of illness.

Asbestos Management Update

The school district has developed an asbestos management plan. A copy of this plan can be found in the district offices and is available on the district's website.

Automated External Defibrillators

The district has installed automated external defibrillators (AEDs) in the commons next to the Media Center doors.

Communicable Diseases

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. If a parent suspects that his/her child has a communicable or contagious disease, the parent should contact the school nurse or principal so that other students who might have been exposed to the disease can be alerted.

Students with certain communicable diseases will not be excluded from attending school in their usual daily attendance settings as long as their health permits and their attendance does not create a significant risk of transmitting the illness to other students or school district employees. The school district will determine on a case-by-case basis whether a contagious student's attendance creates a significant risk of transmitting the illness to others.

Crisis Management

The school district has developed a "Crisis Management" policy. Each school building has its own building-specific crisis management plan. Students and parents will be provided with information as to district- and school-specific plans.

The "Crisis Management" policy addresses a range of potential crisis situations in the school district and includes general crisis procedures for securing buildings, classroom evacuation, campus evacuation, sheltering, and communication procedures. The school district will conduct lockdown drills, fire drills, and a tornado drill. Building plans include classroom and building evacuation procedures.

Immunizations

All students must be properly immunized or submit appropriate documentation exempting them from such immunizations in order to enroll or remain enrolled. Students may be exempted from the immunization requirement when the immunization of the student is contraindicated for medical reasons; laboratory confirmation of adequate immunity exists; or due to the conscientiously held beliefs of the parents/guardians or student. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student reaches the age of 18. For a copy of the immunization schedule, or to obtain an exemption form or information, contact the school nurse, Colleen Hillman at 218-647-8286 (ext. 1108).

Lice/Bed Bugs

If a student has been determined to have lice, the school nurse or representative will notify the parent/guardian, that the child needs to be treated before returning. When returning to school, the child must have the school nurse inspect him or her for any continuing signs of lice. If lice are still present, the student must be treated again. Bed bug infestations at school are uncommon. If bed bugs are found at school, the student's parent/guardian will be notified by the school nurse.

Pink Eye

If a student has pink eye, the student must not come to school until he or she has been on appropriately prescribed medication for a minimum of 24 hours.

Pesticide Application Notice

The school district may plan to apply pesticides on school property. To the extent the school district applies certain pesticides; the school district will provide a notice by September 15 as to the school district's plan to use these pesticides. A parent may request to be notified prior to the application of certain pesticides on days different from those specified in the notice. Additional information regarding what pesticides are used, the schedule of pesticide applications, and the long-term health effects of the class of pesticide on children can be requested by contacting district offices.

Lead Testing of Drinking Water

The School district is required to test for lead in drinking water annually. Results are recorded in the school office. If any issues come up as a result of the testing, all school students and parents will be notified.

Safety

The safety of students on campus and at school-related activities is a high priority of the district. While district-wide safety procedures are in place, student and parent cooperation is essential to ensuring school safety.

The Kelliher School maintains a crisis prevention policy that requires practicing a number of safety drills (fire, tornado, intruder lock-downs, etc.) to be conducted at various times throughout the year. In the event of a real crisis, parents and guardians will be notified as soon as safely possible through a number of communication methods available to the district.

Tobacco-Free Schools

School district students and staff have the right to learn and work in an environment that is tobacco free. School policy is violated by any individual's use of tobacco or tobacco-related devices in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Students may not possess any type of tobacco or tobacco-related device in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Any student who violates this policy is subject to school district discipline. For detailed information on the school district's "Tobacco-Free Environment" policy, contact the office. Contact school administrators if you have questions or wish to report violations.

[Note: A limited exception to the tobacco prohibition exists for adult members of an Indian tribe, as defined under Minnesota law, who may light tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony.]

Weapons Prohibition

No person will possess, use, or distribute a weapon when in a school location except as provided in school district policy. A "weapon" means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; nunchucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon. A weapon also includes look-alike weapons. Appropriate discipline and action will be taken against any person who violates this policy. The school district takes a "zero tolerance" position in regard to the possession, use, or distribution of weapons by students. Discipline of students will include, at a minimum: immediate out-of-school suspension; confiscation of the

weapon; immediate notification of police; parent or guardian notification; and recommendation to the superintendent of dismissal for a period of time not to exceed one year. A student who brings a firearm to school will be expelled for at least one year, subject to school district discretion on a case-by-case basis. For a copy of the “School Weapons” policy, contact the school office.

Wellness

The Kelliher Public School district school board and staff believe that the ability to learn is enhanced in an environment that promotes the mental and physical health of each student. In order to afford students the opportunity to fully participate in the education process, the district shall promote a healthy school by supporting wellness, good nutrition and regular physical activity as a part of the total learning environment. The district shall support a healthy environment where children learn and participate in positive dietary and lifestyle practices. By facilitating learning through the support and promotion of good nutrition and physical activity, the school contributes to the basic health status of children. Improved health optimizes student performance and helps ensure that no child falls behind academically. For detailed information on the school district’s Wellness policy, contact the office. The district Wellness Committee will meet twice a year to review the wellness policy and its applications.

APPENDICES

KELLIHER SCHOOL BOARD POLICIES

(The ISD#36 School board policies can be found on the school website or by selecting the blue hyperlinks within this document)

[Bullying Prohibition Policy #514 and Report Form](#)

[Hazing Policy](#)

[Internet Acceptable Use Policy #524](#)

[Laptop Acceptable Use Policy](#)

[Wellness Policy #533](#)

[Email Use Policy](#)

Notices and Selected District Policies

[Pesticide Notice](#)

[Grievance Procedure for Complaints of Discrimination](#)

[Equal Educational Opportunity Policy #102](#)

[The Pledge of Allegiance Policy #531](#)

[Notice of Nondiscrimination](#)

[Student Disability Nondiscrimination Policy #521 \(Covers 504\)](#)

[Harassment and Violence #413](#)

[Tobacco Free Environment Policy #419](#)

[Religious, Racial, or Sexual Harassment and Violence Report Form](#)

[Student Discipline Policy #506](#)

[MDE Stateside Assessment forms and information](#)

[Parent Legal Notices](#)

Notice of School Wide Title I Program Eligibility
Right to Request Teacher Qualifications
No Child left Behind Act of 2001
McKinney-Vento Act
Notice of Educational Services for Homeless Children and Youth
Family Educational Rights and Privacy Act (FERPA)
Notice for Disclosure of School Directory Information
Protection of Pupil Rights Amendment (PPRA)
Parent Consent and Opt-Out Response for Student Participation in Scheduled

Activities/Surveys

Access to Student Information by Military or College Recruiters
Home Language Survey



KELLIHER STAFF HANDBOOK 2026-2027

**Kelliher School: Developing leaders and life-long learners in
a community that promotes rigor, relevance, and respect.**

MISSION STATEMENT

Developing leaders and lifelong learners in a community that promotes rigor, relevance, and respect.

KELLIHER SCHOOL VISION

To be the first choice of district patrons for a rigorous and safe education by consistently promoting our directive, mission, and goals.

CORE BELIEFS

- Learning is a lifelong process.
- All people, birth through adulthood, can succeed at learning.
- A positive, secure, and supportive climate allows quality education to occur.
- Respect for self, others, and property is fundamental to all interpersonal interactions.
- Partnerships and open communication among students, staff, parents, and community members create a cooperative and success-filled environment.
- Appreciation and acceptance of diversity strengthen and enrich the community.
- All learners are members of an increasingly interdependent and interconnected world-wide community.

DISTRICT DIRECTIVE



STAFF DIRECTORY

Administration	Transportation
Alto, Dan – Athletic Director/Dean of Students Dahl, Sherri – Principal Lundin, Aliza – Business Manager Nelson, Jeff – Superintendent	Dreher, Jim Hillman, Earl Jansen, Paul Koisti, Mary Koisti, Rob Mostad, Leon Nelson, Carver – Transportation Director Nistler, Dave Nistler, Ed
District Office	
Lempart, Billie Jo - Secretary Poxleitner, Mary – Head Secretary	
Food Service	Custodial
Cohn, Nina Daken, Kim Duresky, Jana Nelson, Brittney Nistler, Justine – Head Cook Ufford, Marie	Adams, Glenda Adams, Ron Eitenmiller, Zach Frenzel, Ray Lundin, Mark Mayers, Calvin – Head Custodian
Elementary Staff	Middle Level & High School Staff
Dreher, Shana – Primary Sp. Ed. Teacher Hand, Jamie – Math Interventionist Heidelberg, Tayler – Sixth Grade Teacher Lundin, Curtis – Fourth Grade Teacher Lundin, Justin – Fifth Grade Teacher Lundin, Samantha – First Grade Teacher Neft, Rachael – Kindergarten Teacher Olson, Kim – Reading Interventionist Pollard, Renee – Third Grade Teacher Wachtler, Susan – Second Grade Teacher	Alto, Dan – Science (Robotics Rm) Period 4 Christiansen, Kari – Spanish Kindem, Miriam – Choir/Music Kuleta, Betsy – Special Education (Grs. 9-12) Mastin, Amy – Science Mosier, Tuija – Art Moyer, Courtney – FCS Nord, Eric – Industrial Arts Poxleitner, Nancy – English/Language Arts Rorie, Chelsey – Math Rude, Pennie – Social Studies Ryggs, Sarah - Physical Education Shinabarger, Collin – Social Studies Skaar, Alisa – Science Wickham, Laetita - Math
Paraprofessionals	
Adegun, Nickki – Grade 1 (Sam Lundin) Binkley, Amanda – Kindergarten (Rachael Neft) Adegun, Nickki – Sp. Ed. – (Betsy Kuleta) Frenzel, Regina – Grade 3 (Renee Pollard) Frenzel, Terra – Grade 2 (Susan Wachtler) Jahnke, Laurie – MLC (T-TH) Jansen, Dawn – (Grades 4-6, Mitch Stevens) Jean, Jeannie – Title I Elementary/4-8 Inter. Persons, Nicole – Media Center Schmidt, Barb – Sp. Ed.– (Betsy Kuleta) Talberg, Lori – Special Education – (Justin Lundin) Thomas, Tiffany – Sp. Ed. (Betsy Kuleta)	
Support Services	
Amsden, Carly – PBIS/Counselor Brambrink, Missy – Nurse – NA Liaison Lundin, Christine – Counselor Notsch, Solveig – Mental Health/CTSS (Stellher) Pink, Chase – Technology/Testing Coordinator	
Early Childhood	Child Care Center
Abelman, Katie – 3 Y/O Preschool Para Arel, Jenna – 4 Y/O Preschool Teacher Elhard, Terese – ECSE Special Education Forsberg, Cassie – 3 Y/O Preschool para Johnson, Caitlin – 3 Y/O Preschool Instructor Rennemo, Destiny – 4 Y/O Preschool Para	Adegun, Elizabeth (Lizzy) – Preschool Gehlert, Dawn – Director Horton, Deb – Toddler Teacher Hufnagle, Jacqueline – Infant Teacher

Daily Class Schedule

Daily Bell Schedule – Grades 7-12 (Tuesday - Friday) **Monday 9:15 start time

Hour 1	Hour 2	Hour 3	Hour 4	Hour 5	Hour 6	Hour 7	Home Room
8:20-9:12 T-F 9:15 – 10:28 M	9:15-10:07 T-F 10:31-11:11 M	10:10-11:02 T-F 11:14-11:54 M	11:05-11:57 T-F 12:27-1:07 M	12:30-1:22 T-F 1:10-1:50 M	1:25-2:17 T-F 1:53-2:33 M	2:20 -3:15 T-F 2:36-3:15 M	9:15-9:45 M

Welcome to the Kelliher School District. This handbook has been prepared for staff to outline expectations in the Kelliher District.

The Kelliher School Board, administration and staff provide the best possible education for our students. We believe this education can best happen in a safe, productive environment. Such an environment is the goal of this handbook.

By working together as parents, school, and community, we believe we can make a difference in the lives of students. Thank you for your trust.

New information may be added to this handbook from time to time

Board of Education

District 26 Board Members:

Mary Thayer
Kevin Waldo
Rachel Jorgensen
Dawn Jensen
Tessa Koisti
Jake Neft

Board Chair
Vice Chair
Clerk
Treasurer
Director
Director

Policy Information

Many rules and guidelines within this handbook are predicated upon district policies. Full copies of district policies can be found on the district website, or high school office.

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Student Discipline	

KELLIHER SCHOOL GUIDEBOOK FOR PERSONNEL

It is essential to have a certain amount of uniformity in philosophy and practice within the school in order to operate any school smoothly and efficiently. To secure this basic uniformity, all personnel must have available information regarding the policies and practices of the school.

This guide consists of specific routines, regulations, and schedules. Additional school procedures and policies will be formulated during the school year, becoming part of the staff guide. Some of the procedures outlined may be changed, but staff should follow policies until changes are made.

ASSEMBLY SUPERVISION/EXPECTATIONS

Assembly programs are official school meetings, and all students and teachers should be present. All teachers and staff must help with the supervision of pupils during programs.

Students are expected to sit quietly in assigned areas. The Dean of Students, Principal and Superintendent will be in the gym to direct classes to their designated areas.

Students are expected to be a polite audience. This means no talking during the program, no booing, whistling, or stamping feet, clapping appropriately to show appreciation, and no kneeling or sitting on the backs of chairs.

Students are expected to enter and leave the gym in an orderly manner. This means no pushing, shoving, obstructing entrances, etc.

Teachers and paras should sit/stand beside their classes to monitor their behavior. Teachers without a class will join the assembly and help supervise where needed.

The classes will be called to the assembly over the PA system. Times and specific classes will be listed in your bulletin.

Students are to remain seated until the end of the assembly program, and either the Dean of Students, Superintendent, and/or Principal will excuse the students.

Students who are removed from the program should be aware that they forfeit the privilege of attending the next school activity (i.e., Dance, Assembly Program).

ATTACHMENTS

Attachments are necessary to board policies included on the last page in this handbook with links to policies.

ATTENDANCE

Attendance is an important factor in school success, and all teachers must be very careful in taking attendance in all classes. Elementary teachers will take attendance in the AM and PM. Middle/High School Teachers will take attendance at the beginning of each class period. Please inform the office if you have any information regarding an absence that is out of the ordinary.

BOARD POLICIES

All staff is expected to follow board policies. These include, but are not limited to - Harassment, Hazing, Discipline, Data Privacy, and Personnel. Complete copies of these policies are available in the office.

CALLING THE OFFICE FOR SUBSTITUTE

If you need a sub for your classroom, please use the following procedure:

If it is a planned absence, please use SMARTeR TimeTracker to request your absence to be approved by the Superintendent.

If you are sick and need a sub, please call Mary Poxleitner by 7:30 a.m. in the office or at home in the morning or evening (218-407-7878). Enter request in SMARTeR TimeTracker upon return.

CELL PHONES

All Kelliher School staff members should set good examples for students regarding the proper utilization of cell phones during the school day. Teachers, paraprofessionals, and substitutes should refrain from texting and speaking on their cell phones for personal reasons during student contact time. All other staff should refrain from using cell phones for personal reasons while on the clock.

CLASSROOM MANAGEMENT

Every teacher must maintain classroom management if a positive learning situation is to be created. All teachers will follow Positive Behavior Intervention Support (PBIS) protocols for discipline and classroom management. The method for establishing this environment will vary from teacher to teacher. The most successful teacher usually has a few cardinal principles by which she/he operates. These include fairness, impartiality, consideration for pupils' ideas, respect, and firmness. Teachers are asked to communicate with parents/guardians on EACH discipline problem (i.e., note, phone call). Suppose a student has a chronic or severe disciplinary problem, the teacher should inform the Dean of Students and provide dates and summaries of parental contact, and have disciplinary incidents entered Synergy and results of teacher/student meetings, if any, so that steps may be taken to correct the situation. Steps may include but are not limited to disciplinary action according to the Discipline Policy, a meeting with the teacher, parent, student, and administration, referral to the student support team, parents sitting with the student for the day, or involvement of a mental health provider. A teacher that ignores disruptive behavior or demonstrates continued difficulty in managing the classroom may be required by Administration to engage in effective classroom management training.

CLASS RECORDS

All teachers will be using the Synergy system to keep records. Grades need to be updated in Synergy before Monday morning at the start of the school day.

COURSE OFFERINGS HANDBOOK

Planning for next year will begin this fall. Course offerings for next year should be determined by January 1, and appropriate descriptions for the handbook should be developed before January 30. Any questions regarding the policy should be directed to the Superintendent.

CRISIS SITUATION COMMUNICATION PROTOCOL

In the event of a crisis, either during school hours or during non-school hours, district officials believe it is imperative that parents are aware of the situation. Therefore, in some situations, an "All Call Announcement" will be made to home phones, cell phones, text messages, and emails. Depending upon the content and complexity of the All-Call Announcement message may direct parents to the school website to read a memo or letter with detailed information and instructions regarding the situation. An example of such a situation might be a gas leak occurring after hours. In such a situation, an All Call would go out to parents notifying them of the situation and that school may be delayed or canceled the following day. In addition, the message may instruct parents to visit the school website for more detailed information about the situation or the investigation behind the event. This "All-Call-to-Website" protocol will be especially utilized in case of any real or perceived threats to the school or to students and staff when clear communication of complex information is highly important.

CUSTODIANS

If you need custodial work in your room, complete a repair request form which can be picked up in the office and put in the head custodian mailbox.

DAILY BULLETIN

A daily bulletin will be e-mailed to staff daily by the office. Please read these announcements and post them in the classroom. The bulletin will be read to grades 7-12 at the beginning of the second hour.

DISCIPLINE

All staff members are responsible for knowing and helping to enforce the policies established by the Kelliher School Board. We can provide students with a safe and consistent learning environment by working together. Proactive behaviors are more effective than reactive. Teachers should review the Student Handbook as directed by the administration on the first day of school and the Specific Behaviors and Consequences table in the Student Handbook on page 26 that outlines consequences for specific rule violations. Any student sent to the office for misbehavior needs to have a Discipline Incident entered in Synergy. Remember that parents can see their child's discipline incident in Parent Vue. A call home notifying a parent is a must on the day of the incident by the teacher.

DRESS CODE

Students are encouraged to dress appropriately for school activities and in keeping with community standards.

Appropriate clothing includes, but is not limited to, the following:

- Clothing appropriate for the weather.
- Clothing that does not create a health or safety hazard.
- Clothing appropriate for the activity (i.e., physical education or the classroom).

Inappropriate clothing includes, but is not limited to, the following:

- Clothing that exposes undergarments and/or private parts. (including completely exposed midriff)
- Clothing bearing a message that is lewd, vulgar, or obscene.
- Jackets and coats designed for outdoor wear.
- Apparel promoting products or activities that are illegal for use by minors.
- Objectionable emblems, badges, symbols, signs, words, objects, or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in school district policy.
- Any apparel or footwear that would damage school property.
- Hoods are not to be worn in the building except with the approval of building administrators (i.e., students undergoing chemotherapy, medical situations; designated school theme day).
- Pajamas, sleepwear (Unless designated as part of a theme day).
- Students with hickeys will be considered in violation of the dress code and will be asked to cover their necks.
- Blankets: Students may not carry/have a blanket during the school day.

Staff members are the first point of contact when a student is not dressed in accordance with the school's dress code. If a staff member observes a potential dress code concern, they should address the issue respectfully and privately with the student whenever possible. If the concern cannot be resolved or additional support is needed, the staff member should refer the student to the office or administration to determine the appropriate next steps.

If the administration believes a student's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. The parent or guardian will be notified of the offense.

DUTY-FREE LUNCH

Teachers will be scheduled for a 30-minute duty-free lunch, and hourly employees will be allowed up to a 25-minute duty-free lunch. A complete noon lunch will be available for students and staff. An adult lunch is \$5.25, and an adult breakfast is \$2.75. Staff members are encouraged to eat in the cafeteria with students. Teachers and paras will supervise the cafeteria commons/gym area. Milk may be purchased on a cash basis for only 50 cents. Seconds are available for \$2.75. No one will be allowed to charge over \$25.00 for meals.

EARNED SICK AND SAFE TIME EMPLOYEE NOTICE

Employees in Minnesota are entitled to earned sick and safe time, a form of paid leave. **All ESST time is included in your PTO sick leave per your master agreement.** A year for purposes of the employee's earned sick and safe time accrual is: **July 1 through June 30.**

The earned sick and safe time hours the employee has available, as well as those that have been used in the most recent pay period, must be indicated on the employee's earnings statement that they receive at the end of each pay period. Earned sick and safe time must be paid at the same hourly rate employees earn from employment. Employees are not required to seek or find a replacement for their shift to use earned sick and safe time. They may use earned sick and safe time for all or part of a shift, depending on their need.

Earned sick and safe time can be used for:

- an employee's mental or physical illness, treatment or preventive care;
- the mental or physical illness, treatment or preventive care of an employee's family member;
- absence due to domestic abuse, sexual assault or stalking of an employee or their family member;
- closure of an employee's workplace due to weather or public emergency or closure of their family member's school or care facility due ---to weather or public emergency; and
- when determined by a health authority or health care professional that an employee or their family member is at risk of infecting others with a communicable disease.

Notifying employer, documentation

If an employee plans to use earned sick and safe time for an appointment, preventive care or another permissible reason they know of in advance, inform **your building supervisor or supervisor and building secretary if a sub is needed by email or phone** as far in advance as possible, but at least **3 days** in advance. In situations where an employee cannot provide an advance notice, the employee should contact **your building supervisor or supervisor and building secretary if a sub is needed by email or phone** as soon as they know they will be unable to work.

EXPECTATIONS

All staff will receive a Positive Behavioral Interventions and Supports (PBIS) Matrix. Teachers are encouraged to post this Matrix and refer to it throughout the year to encourage positive behaviors.

FIELD TRIPS/CLASS TRIPS

To keep track and minimize confusion, any teacher who wishes to take a class or group off school property should complete the class/field trip form located in the high school office. The TRIP FORM signatures and directions should be followed. This form should be completed at least one month before the scheduled date unless unusual circumstances prevent that much advance notice, and the trip must be chaperoned by school personnel. Please note: If you are taking your class out of the building for any reason (other than if you have filled out a TRIP FORM), please inform the district office. All school rules apply during a class trip/field trip.

FUNDRAISING ACTIVITIES

We must always be aware of the community selling products during the year. If you wish for a class or group to engage in a fundraiser, stop by the office to pick up a FUNDRAISING FORM and place form in principal mailbox. Activities will be recorded on calendar in principal's office.

GRADING - ALL TEACHERS MUST USE THE FOLLOWING GRADING SCALE

Teachers will assign student grades based on the following grading scale:

A	93-110
A-	90-92.99
B+	87-89.99
B	83-86.99
B-	80-82.99
C+	77-79.99
C	73-76.99
C-	70-72.99
D+	67-69.99
D	63-66.99
D-	60-62.99
F	59.99 & below

The grading scale for online college classes is as follows: A-4.5; B-3.5; C-2.5; D-1.5.

In all cases, when figuring grades, any percentage with a decimal will be rounded up.

When determining the final semester grade, teachers will weight grades according to the following scale: Each quarter percentile grade will carry equal weight. For those students not required to take semester tests, each quarter's grade will be 50%. For students required to take semester tests, the 1st quarter grade will be worth 40%, the 2nd quarter grade will be 40%, and the semester test will be 20%.

Teachers wishing to deviate from this schedule must seek written approval from the principal and notify students of the deviation, in writing, on the first day of class. Teachers will decide the weight of specific components for their class. For example, the percentage weight for tests, homework, daily work, and projects to determine the final grade for the quarter. This information will be in writing and given to students at the start of the class. Syllabus of course outline will be entered on Teacher Page on website.

HALLS/COMMONS AREA/BATHROOM SUPERVISION/OBLIGATIONS

All staff should help supervise and correct any inappropriate behavior observed in any area of the building. Staff is expected to be in the halls before school and at the end of the school to help move traffic. During passing time, teachers should be stationed in their classroom doorway to observe the room and halls. Only students with passes should be in the halls during class hours. It is suggested that no bathroom passes be given during the last 10 minutes of any hour unless it is an emergency.

HOMEWORK

The teachers assign homework. The amount of homework varies by teacher and subject area. The school district asks parents/guardians to encourage their child(ren) to complete homework thoroughly and promptly. A student's job while in school is to complete the homework assigned in each class.

Students are expected to complete all homework, on time, by the due date for each class assignment.

When students are absent from school for any reason, they need to communicate with each of their teachers before and after they are absent as to any assignments or work that was missed. The Student Planner Booklet is a great place for this communication. When students have been absent, at a minimum, they will have two days to complete makeup work for the first day of the absence and one day for each successive day of absence. Failure to do so or to make arrangements otherwise may result in a failing grade for the work not completed. Students who skip class will not receive an extension of time to complete the missing work.

In addition, each classroom teacher in grades 7th-12th will communicate with each of their classes as to what constitutes a late assignment and how those late assignments by the classroom teacher may be given no more than 50% of the total points unless the teacher determines there is a need for additional grace on a case-by-case basis. Information on homework expectations will be outlined on syllabus and given out at beginning of school year.

LOCKDOWN - A.L.I.C.E - Steps do not have to be done in order

When a lockdown "drill" is conducted - It will be clearly stated twice that it is just a "drill." - ? Add CrisisGo

Alert: Descriptive announcement of what and where the threat is "Attention, there is a tall man in a green coat with a knife threatening students in the lunchroom; take measures to protect yourselves". No code words: only simple, clear, and accurate information so that it can be used to make life-saving decisions. The Alert can also be the sound of gunfire, people screaming, people running, or something out of the normal expected behavior. Whatever it is, do not hesitate to take protective action.

Lockdown: If it is safer to stay in a locked room, do so if you must, but continue to take steps to protect those in the room. Lock the door, if possible, and add a secondary locking device. Barricade the door and other possible entrances (windows) with desks, shelves, furniture, or anything else at hand. Spread out and move around to make a more difficult target inside the room. Monitor the threat and evacuate if the opportunity presents itself. If you are waiting for Law Enforcement to arrive, verify their credentials.

Inform: Pass along any real-time information that can help others in the building or responding. Report what you know to 911 or with a cell phone 'alert application'. Do the best you can to report what you know and avoid speculation. Use the 5 W's (Who, What, Where, When, Why). Report significant changes. This step is a continuation of the initial alert.

Counter: If you are confronted by the attacker, use distraction techniques. Yell throw objects at the attacker's face and continue to move around to be a harder target. If possible, 'swarm' the attacker; grab the attacker's arms and legs and pile on top to stop the threat.

Evacuation: The most important step is to evacuate. Get away from the threat as soon as possible. It is human nature to flee, and 96% of us will do so when confronted with imminent danger. Follow your instincts and leave the area. Establishing locations for everyone to go to in advance will help with

accountability but make sure they are a safe distance away. Besides exits, windows need to be recognized as good evacuation points. The window glass may have to be smashed out; plan for how to do this in advance.

****Information on I Luv You Guys will be coming soon****

MAILBOX

Each staff member is assigned a mailbox in the office and is responsible for emptying the mailbox daily.

MAKE-UP WORK/GRADING PROCEDURES

Please refer to the Student Handbook for current policy statements.

MEDICAL ATTENTION FOR STUDENTS

Students must have a teacher pass from class to go to the nurse's office. If the student is too ill or seriously injured, please call the nurse at extension **151**. All medications must be registered with the nurse's office. The nurse will determine if the medication should be left in the nurse's office or if the student will be allowed to remain in possession of their medication.

MOVIES, VIDEOTAPES, DVD'S

Movie-viewing policy – all staff members must notify the administration before showing any commercial entertainment movie with a rating of PG-13 or “R” educators have long known that community standards -- which vary widely around the country -- often dictate what movies teachers may and may not show in the classroom. In many schools around the nation, parents are informed a few days before the showing of a commercial film rated PG-13 or higher, allowing them a chance to have their child dismissed from the showing. Kelliher School administrators may need time to notify parents or to approve a movie that a teacher plans to show students. Any movie that a teacher plans to show students must be germane to the topic of the lessons the teacher has been teaching, and the teacher must be able to demonstrate that the movie will support the goals of the lesson plan and the standards the teacher is seeking to teach his or her students.

PLEDGE OF ALLEGIANCE

State law requires students to recite the Pledge of Allegiance a minimum of once per week. Every Friday morning, the Pledge of Allegiance will be recited. Students have the right to refuse to participate but must remain quietly in their seats in the classroom or wait quietly in the hall.

POSITIVE BEHAVIOR INTERVENTION (SW-PBIS)

School and district support for character education and behavioral intervention are very strong and therefore, the district will support implementing SW-PBIS to continue to achieve the goals of the district to remove all barriers to education. The district supports the effort to build its capacity to identify clear behavioral *outcomes* for all staff and students, utilize evidence-based practices to achieve those outcomes, and understand data/information used to support sustainable, safe, and positive learning environments.

Mustang Pride Behavior Referral Procedure

Observe problem behavior



*Address behavior according to classroom plan
(Warning, redirection, etc.)*



**Identify State - is behavior
Minor/Major?**



<u>Minor</u>	<u>Major</u>
§ First Offense: Education, parent contact – Handled by Classroom Teacher § Second Offense: Additional education, parent contact – Handled by Classroom Teacher § Third Offense: Individual plan, parent contact, MLC -ASD – Handled by Administration § Additional Incidents: Review plan, parent meeting, MLC, possible OSS, other consequences – <u>Handled by Administration</u> Defiance/Disrespect Disruption Dress Code Violation Inappropriate Language Lying Non-Compliance Physical Contact Property misuse Tardy Teasing/Taunt Chronic Disruption	§ OSS, possible PRO Contact, possible lost privileges, report form -Administration § Second Offense: Individual plan, parent contact/meeting, ASD/ MLC, possible OSS, possible Law Enforcement contact, possible lost privileges - Administration § Third Offense: Review plan, parent meeting, MLC, possible expulsion, possible PRO contact, possible lost privileges, other consequences - Administration § Additional Incidents: Review plan, parent meeting, MLC, possible OSS, possible expulsion, possible PRO contact, possible lost privileges, other consequences - Administration Alcohol/Drugs Abusive Language Damage Arson Bomb Threat Bullying - Cyber Bullying – Non-Cyber Cheating Combustibles Fighting/Physical aggression Forgery/Theft Harassment – Nonsexual Harassment – Sexual Tobacco Tobacco Vandalism/Property Weapons Other

PROGRESS REPORTING

Students' grades will be reported at the end of each quarter during the year. Report cards (end of the quarter) and progress reports (mid-quarter) will be mailed to parents/guardians or eligible students and will be available online for review. Online grades and progress reports may be reviewed at any time through the *Parent Experience/Student Experience* portals in Synergy. All staff K-12 are encouraged to phone, send personal messages, email, or engage in other appropriate communication techniques to inform parents/guardians of the progress of their children.

PROMOTION/RETENTION GUIDELINES

All students are expected to achieve an acceptable level of proficiency. Students who achieve at an acceptable level will be promoted to the next grade level after the school year. Retention of a student may be considered when professional staff and parents/guardians feel that it is in the best interest of the student. The administration's decision will be final. The district has a variety of services to help students succeed in school. For more information, contact the school administration.

The School Board has adopted a policy to alleviate social promotion in the Kelliher Public School. Therefore, the following guidelines will be followed for retention:

K-2nd grades: Will be retained based on the joint decision of the parents and teacher based on the best interest of the child. When a parent denies the recommendation of the teacher for retention, a waiver must be signed and dated by the parents to document this decision.

3rd- 6th grades: Students who receive 2 Fs at the end of the school year in the core subjects of math and reading, which includes spelling, language arts, and vocabulary, may be retained in their current grade. Students in danger of failing a core subject will be identified by the end of the first semester, and a personalized plan will be developed. This plan will provide a cohesive plan for remediation developed collaboratively by the teacher, student, parents, and administration.

7th – 8th grades: An 8th-grade student who receives one or more Fs at the end of the school year in the core subject areas of math, science, language arts, reading, or social will be assigned academic support during their 9th-grade year. Students receiving two or more Fs in core subject areas will have to attend summer school to make up the work needed to earn passing grades in each core subject failed. If students don't attend summer school, they will be considered for repeating the failed core classes or retention for the next school year.

9th–12th grade: Students failing required classes (including 8th-grade algebra) will be required to repeat those classes. Students may be required to complete one semester or both semesters of a class. Students failing required classes will need to repeat those classes through credit recovery opportunities. Credit recovery opportunity guidelines: 1st retaking the class during the next school year, 2nd attending summer school, and as the last option, the school will work with the student to develop a plan for completion of credits needed to graduate.

PURCHASE ORDERS/PURCHASING ITEMS FOR THE SCHOOL

Requisition forms are used for all purchases. These must be pre-approved by the Superintendent. When purchasing materials, a signed purchase order either electric or paper requisition must be submitted before placing an order or buying goods. Purchase orders will not be signed for employee reimbursement after the goods have been secured or received. When buying goods, provide the cashier with the school's sales tax number. Remember, you may be asked to present your school identification card. The Superintendent and Business Manager will establish a schedule of purchasing. Do not purchase any item you may seek reimbursement for unless it has been pre-approved.

RECOGNITION AND PARTIES

Teachers are encouraged to recognize and reward students for their daily accomplishments. This can be done in a variety of ways: verbal praise, positive notes, phone calls, etc. On occasion, a class celebration or party may be appropriate. If you plan a party that interrupts regular instruction, please inform the Superintendent or Principal, and do not interrupt the schedule of other teachers.

REMOVAL OF STUDENTS FROM CLASS

Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. The administration or designee has the right to suspend a student from class.

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

Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn.

Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the school's property.

Willful violation of any school rules, regulations, policies, or procedures, including the Code of Student Conduct in this policy.

SEMESTER TESTS

Semester tests will be given to students who are below 90% for each quarter of a semester.

SIGNING IN

Staff members that are hourly employees are required to clock in and out on SMARTeR TimeTracker.

SIGN OUT

Please notify Mary or Billie whenever you will be out of the building for any period. This procedure is helpful to the office staff should they need to reach staff during the day.

STAFF MEETINGS

Staff meetings may be K-12 or set up by grade level/academic/or committee level and will be **scheduled the first Monday of each month.**

STUDENT HANDBOOK

All staff members are asked to read and keep a copy of the Student Handbook handy when dealing with students.

SUBSTITUTE TEACHER

Each staff member will be asked to set up a subfolder and have it available on his/her desk. These folders will be used to provide school and class information for subs working at Kelliher. Please remember to include class lists and/or seating charts, lesson plans and standards.

SUPERVISION

Classes should not be unattended unless arrangements have been made with another teacher or para to supervise the students. In an emergency, use the room phone to call the office, and someone will come to supervise.

TEAMS/COMMITTEES

There are several teams/committees that continue from year to year. In addition, special teams/committees will be established according to building/district needs. Standing committees include Student Support Team, Staff Development Committee, and Continuing Ed. Committee, Technology Committee, PBIS, Wellness Committee, and Safety Committee.

TEXTBOOKS/WORKBOOKS

All texts and workbooks will be furnished to the pupils without charge. When texts/workbooks are issued, the number of the book should be recorded in the record book. Any unusual wear or tear will be subject to a fine.

THEFT OF PERSONAL/ SCHOOL PROPERTY

Report to the Principal any theft as soon as possible.

TIME SCHEDULE FOR TEACHERS

The basic teacher's day shall be 7 hours and 45 minutes. Teachers will be expected to arrive and be on duty from 7:45 a.m. and remain on duty until 3:30 p.m. The exception will be Mondays; as long as Kelliher School participates in PLCs. On Mondays, teachers will be expected to arrive and be on duty from 7:30 a.m. and remain on duty until 3:15 p.m.

VALUABLES

Leave purses, keys, money, and other valuables in a locked desk or cabinet. Keep classrooms locked when not in use.

PLEASE NOTE: This handbook is an ongoing working document. Changes, deletions, and additions can be expected throughout the school year. The administration will always provide adequate notice and explanation for changes, deletions, or additions.

APPENDICES

KELLIHER SCHOOL BOARD POLICIES

(The ISD#36 School board policies can be found on the school website or by selecting the blue hyperlinks within this document)

*Policy will be updated as they are approved by school board

[Bullying Prohibition Policy #514 and Report Form](#)

[Hazing Policy](#)

[Internet Acceptable Use Policy #524](#)

[Laptop Acceptable Use Policy](#)

[Wellness Policy #533](#)

[Email Use Policy](#)

Notices and Selected District Policies

[Pesticide Notice](#)

[Grievance Procedure for Complaints of Discrimination](#)

[Equal Educational Opportunity Policy #102](#)

[The Pledge of Allegiance Policy #531](#)

[Notice of Nondiscrimination](#)

[Student Disability Nondiscrimination Policy #521 \(Covers 504\)](#)

[Harassment and Violence #413](#)

[Tobacco Free Environment Policy #419](#)

[Religious, Racial, or Sexual Harassment and Violence Report Form](#)

[Student Discipline Policy #506](#)

Parent Legal Notices

[Notice of School Wide Title I Program Eligibility](#)

[Right to Request Teacher Qualifications](#)

[No Child left Behind Act of 2001](#)

[McKinney-Vento Act](#)

[Notice of Educational Services for Homeless Children and Youth](#)

[Family Educational Rights and Privacy Act \(FERPA\)](#)

[Notice for Disclosure of School Directory Information](#)

[Protection of Pupil Rights Amendment \(PPRA\)](#)

[Parent Consent and Opt-Out Response for Student Participation in Scheduled](#)

Activities/Surveys

[Access to Student Information by Military or College Recruiters](#)

8/17/2026

For Month Ended July 31, 2026

Business Manager's Report

1. Treasurer's Report for Approval

Supporting Documentation:

- Bank Reconciliation Worksheet
- Outstanding Checks
- FSB Bank Statement
- MSDLAF+ Bank Statement
- BMO Credit Card Statement
- Expenditure Summary – By Fund, Program, and Object Codes
- Student Activity Guideline

2. Board Bills & Donations for Approval

3. Board Minutes for Approval

4. Current and Upcoming Tasks

a) School Board Election – To Be Filling Vacancies January 2027

- i) Five candidates filed for School Board for this upcoming term; there are three vacancies to be filled. Candidates include Mary Thayer, Jacob Neft, Frank Duresky, Devin Rennemo, and Chris Nistler.

b) 2025-26 School Year Financial Audit

- i) Fieldwork completed August 3-5, 2026. Presentation of Audited Financial Statements anticipated for October board meeting.
- ii) Closing of Building Construction Fund 06 – recommending move to assigned building maintenance account, approx. \$217k, and set a new interest allocation procedure moving forward.
 - (1) July interest of \$20,651.22 was allocated 96.67% to 01 General, 3.00% to 06 Building Construction, 0.33% to 11 School Forest (*see Treasurer's Report*)

c) 2026 Payable 2027 Levy

- i) System is now open but the levy report won't be available until 9/8/26. Finance committee to recommend 'Proposed' levy amount for board approval at September meeting. Levy will be 'Certified' in December at Truth in Taxation / TNT Meeting. Revenue would be received in FY28.



Kelliher Public Schools
Independent School District #36
345 4th Street NW, P.O. Box 259
Kelliher, MN 56650
Phone: (218)647-8286
Fax: (218)647-3110

RECEIPT

Number	Date	Page
15148	7/31/2026	Pg 1 of 1

To: INTEREST

Type: Credit

Description: JULY INTEREST

Cust Code: 00009

Date	Rct Ctgr	Pmt Type	Refer #	Detail Description	Invoice #	Amount
07/31/2026	Misc	Wire	07312026	GIBBONS SCHOLARSHIP	0	1,153.83
07/31/2026	Misc	Wire	07312026	FSB/LAF - GENERAL FUND	0	19,963.53
07/31/2026	Misc	Wire	07312026	FSB/LAF - CONSTRUCTION	0	619.54
07/31/2026	Misc	Wire	07312026	FSB/LAF - SCHOOL FOREST	0	68.15



Ind School District 36
345 4th St NW
PO Box 259
Kelliher MN 56650

NOW Account
Account number 90018
Statement date 7/31/26
Statement page 1

Summary for 90018 NOW Account 79

Previous statement on	6/30/26		168,311.67
Deposits and other credits		20	653,176.68
Checks and other debits		105	760,422.38
Interest paid			109.21
Current balance			61,175.18
Interest rate		0.45%	
Annual percentage yield earned		0.45%	
Average balance	285,738.84		
Days in statement cycle		31	

Deposits and other transactions

Date	Amount	
7/01/26	3,078.00+	PAYABLES GREATER TWIN CIT XXXXX9534 KELLIHER PUBLIC SCHOOL
7/01/26	200,000.00+	REDEMPTION MSDLA FACH 4479636/ISD# 36 REF: INDEPENDENT SCHOOL DISTRICT 36
7/02/26	90.17-	FEES SEP TUITIONEXPRESS /84870022652818 KELLIHER PUBLIC SCHOOL
7/02/26	4,246.62-	MN Rev pay MN DEPT OF REVEN /XXXXX7122 INDEPENDENT SCHOOL DIS
7/02/26	25,310.32-	USATAXPYMT IRS /270658365199291 COUNTIES OF BELTRAMI &
7/07/26	840.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
7/07/26	5,863.98-	BMO PYMT BMO PAYMENT /618421293677001 KELLIHER PUBLIC SCHOOL
7/07/26	6,117.52-	PERA MN PERA /SOMPERXXXXX7286/LundinAliza TXP*PERA*1682XX*XXX92026****\
7/07/26	13,689.34-	MNTRA MN Teachers Ret /TRATRAXXXX0416/LundinAliza
7/09/26	25,536.50+	Deposit
7/09/26	485.00-	ST OF MN STATE OF MINN /92337563/IND SCHOOL DIST # 0036
7/09/26	1,356.00-	PLAN FUND WEX HEALTH INC /26189EBF9F0E3 KELLIHER PUBLIC SCHOOL

Please examine this statement immediately. We will assume that the balances it shows are correct unless you notify us of any disagreement within 60 days.

Before you start, please be sure you enter *in your checkbook* any interest earned, automatic transactions or bank charges, including those shown on this statement.

Follow instructions below to compare transactions recorded on your statement with those in your checkbook.

outstanding

[illegible]

MINUS Total B

EQUALS
your current
checkbook
balance

If you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt, we must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared. Telephone us at the number listed on the front of your statement or write us at PO Box 257, Bigfork MN 56628.

- * Tell us your name and account number.
- * Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.

* Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

If you have a problem with the quality of goods or services

that you purchased with a credit card, and you have tried in good faith to correct the problem with the merchant, you may not have to pay the remaining amount due on the goods or services. You have this protection only when the purchase price was more than \$50 and the purchase was made in your home state or within 100 miles of your mailing address. If we own or operate the merchant, or if we mailed you the advertisement for the property or services, all purchasers are covered regardless of amount or location of purchase.

If you think your statement is wrong, or if you need more information about a transaction on your statement, write us on a separate sheet at PO Box 257, Bigfork MN 56628 as soon as possible. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights.

- * Your name and account number.
- * The dollar amount of the suspected error.
- * Describe the error and explain as clearly as you can why you believe there is an error or why you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your statement that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

We will begin to earn interest charges when we make a loan to you. To calculate the interest charge for a billing cycle, we will apply a daily periodic rate of finance charge to the "principal balance" of your loan account each day. Periodic rate may vary. To figure the "principal balance" for each day we first take your loan account balance at the beginning of the day and subtract any unpaid interest charges and credit insurance premiums (if any) that are due. Next, we subtract the portion of any payments or credits received that day which apply to the repayment of your loans. (A portion of each payment you make is applied to interest charges and credit insurance premiums, if any.) Then we add any new loans made that day. The final figure is the "principal balance". The annual percentage rate includes interest but not other costs. **You have been assessed Interest Charges, or points, which are not included in the Annual Percentage Rate. These charges may be refunded, in whole or in part, if you do not use your line of credit or if you repay your line of credit early. These charges increase your cost of credit.**

TO REPORT LOST OR STOLEN DEBIT CARDS DURING NON-BUSINESS HOURS CALL SHAZAM AT 1-800-383-8000



Ind School District 36
345 4th St NW
PO Box 259
Kelliher MN 56650

NOW Account
Account number 90018
Statement date 7/31/26
Statement page 2

Deposits and other transactions

Date	Amount	Description
7/09/26	2,687.50-	ePay Edu Benefit Cons /Kelliher ISD #36 Kelliher ISD #36
7/10/26	513.00+	PAYABLES GREATER TWIN CIT XXXXX9534 KELLIHER PUBLIC SCHOOL
7/13/26	129.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
7/13/26	195.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
7/13/26	280.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
7/14/26	8,685.17-	PAYROLL ISD #36 /1 /ISD #36
7/14/26	23,232.00-	PAYROLL ISD #36 /1 /ISD #36
7/14/26	45,323.73-	PAYROLL ISD #36 /1 /ISD #36
7/15/26	200,000.00+	REDEMPTION MSDLA FACH 4488812/ISD# 36 REF: INDEPENDENT SCHOOL DISTRICT 36
7/15/26	77.29-	MN PL Tax MN PL Fund /181462 ISD 36 - KELLIHER SCHO
7/16/26	2.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
7/16/26	1,596.00+	PAYABLES GREATER TWIN CIT XXXXX9534 KELLIHER PUBLIC SCHOOL
7/16/26	7,882.23+	Deposit
7/16/26	4,138.11-	MN Rev pay MN DEPT OF REVEN /XXXXX6832 INDEPENDENT SCHOOL DIS
7/16/26	23,795.41-	USATAXPYMT IRS /270659780014241 COUNTIES OF BELTRAMI &
7/20/26	180.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
7/20/26	109.85-	ONAnalysis ONB ISD PROGRAM /ISDMN1015115 ISD 36 Kelliher
7/21/26	4,966.71-	PERA MN PERA /SOMPERXXXXX9569/LundinAliza TXP*PERA*1682XX*XXX42026****\
7/21/26	11,365.70-	MN PL Tax MN PL Fund /191218 ISD 36 - KELLIHER SCHO



Ind School District 36
345 4th St NW
PO Box 259
Kelliher MN 56650

NOW Account
Account number 90018
Statement date 7/31/26
Statement page 3

Deposits and other transactions

Date	Amount	Description
7/21/26	13,390.63-	MNTRA MN Teachers Ret /TRATRAXXXX1162/LundinAliza
7/22/26	485.00-	ST OF MN STATE OF MINN /92452925/IND SCHOOL DIST #
		0036
7/22/26	562.50-	ePay Edu Benefit Cons /Kelliher ISD #36
		Kelliher ISD #36
7/22/26	850.00-	ePay Edu Benefit Cons /Kelliher ISD #36
		Kelliher ISD #36
7/22/26	3,750.00-	ePay Edu Benefit Cons /Kelliher ISD #36
		Kelliher ISD #36
7/23/26	68.00+	PROC PMT TUITIONEXPRESS 84870022652818
		KELLIHER PUBLIC SCHOOL
7/24/26	217.75-	WH Admin WEX HEALTH INC /2404972-CR
		KELLIHER PUBLIC SCHOOL
7/27/26	90.00+	PROC PMT TUITIONEXPRESS 84870022652818
		KELLIHER PUBLIC SCHOOL
7/27/26	131.00+	PROC PMT TUITIONEXPRESS 84870022652818
		KELLIHER PUBLIC SCHOOL
7/29/26	700.00+	PROC PMT TUITIONEXPRESS 84870022652818
		KELLIHER PUBLIC SCHOOL
7/29/26	200,000.00+	REDEMPTION MSDLAF ACH 4497754/ISD# 36
		REF: INDEPENDENT SCHOOL DISTRICT 36
7/30/26	1,256.00-	PLAN FUND WEX HEALTH INC /2XXXXX3690AE4
		KELLIHER PUBLIC SCHOOL
7/30/26	1,776.58-	PLAN FUND WEX HEALTH INC /26210D283B1F8
		KELLIHER PUBLIC SCHOOL
7/30/26	5,875.00-	0729CONTRA BPA /486237NONE/MHC KELLIHER PUBLIC SC
7/30/26	37,174.41-	PAYROLL ISD #36 /1 /ISD #36
7/30/26	45,323.65-	PAYROLL ISD #36 /1 /ISD #36
7/31/26	2.00+	PROC PMT TUITIONEXPRESS 84870022652818
		KELLIHER PUBLIC SCHOOL
7/31/26	11,953.95+	Deposit
7/31/26	109.21+	Interest Deposited



Ind School District 36
345 4th St NW
PO Box 259
Kelliher MN 56650

NOW Account
Account number 90018
Statement date 7/31/26
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Checks and withdrawals in order by check number

Check#	Date	Amount	Check#	Date	Amount	Check#	Date	Amount
9999	7/10	2,794.60	46844	7/07	9,985.00	46877	7/30	193.67
25648*	7/28	2,322.95	46845	7/21	718.73	46878	7/28	7,931.00
25680*	7/15	74.13	46846	7/10	275.62	46879	7/29	52,481.72
25681	7/15	1,509.89	46851*	7/20	291.74	46880	7/28	340.00
46673*	7/15	178.00	46852	7/16	120.10	46881	7/28	56.98
46699*	7/09	544.62	46853	7/16	988.11	46883*	7/30	2,805.72
46717*	7/23	157.00	46854	7/29	80.00	46884	7/28	88,953.04
46776*	7/30	575.00	46855	7/28	1,933.47	46885	7/29	3,854.00
46793*	7/09	3,017.09	46856	7/28	3,847.91	46886	7/28	1,767.01
46795*	7/01	1,318.19	46857	7/30	699.00	46888*	7/29	65,742.68
46809*	7/01	989.00	46858	7/29	991.79	46889	7/31	1,816.77
46812*	7/29	496.88	46859	7/28	291.96	46892*	7/30	2,261.45
46813	7/07	432.00	46860	7/29	70.00	46894*	7/31	900.00
46814	7/07	1,974.00	46861	7/28	3,613.16	46895	7/30	990.00
46821*	7/06	900.00	46862	7/31	32,964.73	46896	7/28	4,252.62
46822	7/03	680.00	46863	7/28	8,799.79	46898*	7/28	120.00
46823	7/01	317.40	46865*	7/31	2,580.00	46900*	7/29	28,908.00
46834*	7/07	53,900.00	46866	7/31	298.25	46901	7/30	5,605.00
46835	7/07	475.00	46868*	7/28	45.49	46902	7/30	1,642.68
46837*	7/01	29.56	46869	7/30	3,874.90	46903	7/28	1,627.37
46838	7/08	10,710.00	46870	7/30	320.00	46904	7/29	1,063.40
46839	7/08	32.99	46871	7/28	149.85	46905	7/27	227.83
46840	7/31	2,900.97	46872	7/28	3,352.07	46906	7/31	1,727.86
46841	7/08	989.13	46873	7/28	74.85	46907	7/28	1,440.00
46842	7/22	192.00	46874	7/30	5,500.00			
46843	7/08	108.30	46876*	7/30	22,026.42			

* Indicates break in sequence

Balance by date

Date	Balance	Date	Balance	Date	Balance
6/30	168,311.67	7/09	251,517.44	7/21	320,259.15
7/01	368,735.52	7/10	248,960.22	7/22	314,419.65
7/02	339,088.41	7/13	249,564.22	7/23	314,330.65
7/03	338,408.41	7/14	172,323.32	7/24	314,112.90
7/06	337,508.41	7/15	370,484.01	7/27	314,106.07
7/07	245,911.57	7/16	350,922.51	7/28	183,186.55
7/08	234,071.15	7/20	350,700.92	7/29	230,198.08



Ind School District 36
345 4th St NW
PO Box 259
Kelliher MN 56650

NOW Account
Account number 90018
Statement date 7/31/26
Statement page 5

Balance by date					
Date	Balance	Date	Balance	Date	Balance
7/30	92,298.60	7/31	61,175.18		

OVERDRAFT / RETURN ITEM FEES

	Total for this Period	Total Year to Date
Total Overdraft Fees	.00	.00
Total Returned Item Fees	.00	.00

Check Number: 0-2147483647 Payment Date: 7/21/2026-8/17/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46908	CH	1	3288	ABDO LLP	08/13/2026	\$6,900.00	56132	E 01 005 110 000 305 000	CERTIFIED AUDIT SERVICES YEAR EN
Check Total:							\$6,900.00			
CSB	46909	CH	1	2045	APPLE, INC.	08/13/2026	\$980.00	56125	E 01 005 630 000 555 000	3 year appletcare
CSB	46909	CH	1	2045	APPLE, INC.	08/13/2026	\$4,240.00	56127	E 01 005 630 000 555 000	Ipad 128 GB
CSB	46909	CH	1	2045	APPLE, INC.	08/13/2026	\$4,240.00	56126	E 01 005 630 000 555 000	Ipad 128 GB
Check Total:							\$9,460.00			
CSB	46910	CH	1	2073	AVIBEN, LLC	08/13/2026	\$145.98	56145	E 01 005 110 000 305 000	ACS TPA MONTHLY FEE
Check Total:							\$145.98			
CSB	46911	CH	1	10013	BELTRAMI ELECTRIC	08/13/2026	\$50.45	56176	E 01 005 810 000 332 000	STORAGE SHED
CSB	46911	CH	1	10013	BELTRAMI ELECTRIC	08/13/2026	\$87.67	56176	E 01 005 760 720 330 000	OLD BUS GARAGE
CSB	46911	CH	1	10013	BELTRAMI ELECTRIC	08/13/2026	\$3,561.83	56176	E 01 005 810 000 332 000	NEW SCHOOL
CSB	46911	CH	1	10013	BELTRAMI ELECTRIC	08/13/2026	\$153.72	56176	E 01 005 810 000 332 000	FOOTBALL LIGHTS
CSB	46911	CH	1	10013	BELTRAMI ELECTRIC	08/13/2026	\$701.73	56176	E 01 006 810 000 330 000	OLD SCHOOL
CSB	46911	CH	1	10013	BELTRAMI ELECTRIC	08/13/2026	\$302.82	56176	E 01 005 760 720 330 000	NEW BUS GARAGE
CSB	46911	CH	1	10013	BELTRAMI ELECTRIC	08/13/2026	\$0.00	56176	E 01 005 810 000 332 000	DEMAND INSURANCE
Check Total:							\$4,858.22			
CSB	46912	CH	1	3037	BLUUM OF MINNESOTA LLC	08/13/2026	\$12,518.00	56152	E 01 005 630 000 555 000	SMART UGK AM60 SMART BOARD UPGI
CSB	46912	CH	1	3037	BLUUM OF MINNESOTA LLC	08/13/2026	\$945.00	56152	E 01 005 605 000 305 000	1 YEAR RENEWAL SMART KEY
Check Total:							\$13,463.00			
CSB	46913	CH	1	2263	JONES SCHOOL SUPPLY	08/13/2026	\$60.97	56071	E 01 300 298 000 430 000	VAL/SAL PLAQUE 8X10
Check Total:							\$60.97			
CSB	46914	CH	1	10072	KELLIHER, CITY OF	08/13/2026	\$241.91	56135	E 01 006 810 000 330 000	OLD SCHOOL
CSB	46914	CH	1	10072	KELLIHER, CITY OF	08/13/2026	\$3,782.70	56135	E 01 005 810 000 331 000	NEW SCHOOL
CSB	46914	CH	1	10072	KELLIHER, CITY OF	08/13/2026	\$848.01	56135	E 01 005 760 720 330 000	NEW BUS GARAGE
Check Total:							\$4,872.62			
CSB	46915	CH	1	10115	PAUL BUNYAN COMMUNICATIONS	08/13/2026	\$1,502.40	56144	E 01 005 810 000 320 000	Telephone
Check Total:							\$1,502.40			
CSB	46916	CH	1	10134	VILLAGE ONE STOP	08/13/2026	\$25.86	56155	E 02 005 770 469 495 000	Childcare CACFP Milk
CSB	46916	CH	1	10134	VILLAGE ONE STOP	08/13/2026	\$19.17	56155	E 02 005 770 469 495 000	Childcare CACFP Milk
CSB	46916	CH	1	10134	VILLAGE ONE STOP	08/13/2026	\$19.17	56155	E 02 005 770 469 495 000	Childcare CACFP Milk
CSB	46916	CH	1	10134	VILLAGE ONE STOP	08/13/2026	\$6.69	56155	E 02 005 770 469 495 000	Childcare CACFP Milk
CSB	46916	CH	1	10134	VILLAGE ONE STOP	08/13/2026	\$19.17	56155	E 02 005 770 469 495 000	Childcare CACFP Milk
CSB	46916	CH	1	10134	VILLAGE ONE STOP	08/13/2026	\$19.17	56155	E 02 005 770 469 495 000	Childcare CACFP Milk

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46916	CH	1	10134	VILLAGE ONE STOP	08/13/2026	\$25.86	56155	E 02 005 770 469 495 000	Childcare CACFP Milk
Check Total:							\$135.09			
CSB	46917	CH	1	3288	ABDO LLP	08/17/2026	\$13,800.00	56186	E 01 005 110 000 305 000	CERTIFIED AUDIT SERVICES END OF YI
Check Total:							\$13,800.00			
CSB	46918	CH	2	2813	AFLAC	08/17/2026	\$44.47	56096	B 28 215 000	Garnishments
CSB	46918	CH	2	2813	AFLAC	08/17/2026	\$44.47	56205	B 28 215 000	Garnishments
Check Total:							\$88.94			
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$25.69	56166	E 01 200 050 000 401 000	B07TYH3FD8 COLOP XXL Size Self Inking
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$68.16	56166	E 01 200 050 000 401 000	B081M1Y5K3 Astrobrights Mega Collector
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$12.17	56166	E 01 200 050 000 401 000	B0GRBQVZ8X Astrobrights Colored Paper
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$0.00	56166	E 01 200 050 000 401 000	Amazon Shipping Charge
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$55.08	56172	E 01 005 630 000 555 000	B014EUQOGK Logitech K400 Plus Wireles
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$0.00	56172	E 01 005 630 000 555 000	Amazon Shipping Charge
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$24.91	56169	E 01 300 250 000 430 000	0316118400 The Flavor Bible: The Essenti
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$31.94	56169	E 01 300 250 000 430 000	0393081087 The Food Lab: Better Home C
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$21.53	56169	E 01 300 250 000 430 000	0684800012 On Food and Cooking: The Si
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$24.57	56169	E 01 300 250 000 430 000	1476753830 Salt, Fat, Acid, Heat: Masterin
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$51.98	56169	E 01 300 250 000 430 000	B07J4Z5H15 Brother ScanNCut DX Mat C,
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$17.45	56169	E 01 300 250 000 430 000	B09XQQXXHB 2 Pack Auto Blade CADXB
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$16.90	56169	E 01 300 250 000 430 000	B0CGC7JGX3 Loctite Super Glue Ultra Ge
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$0.00	56169	E 01 300 250 000 430 000	Amazon Shipping Charge
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$6.97	56170	E 01 300 256 000 430 000	B00006IFAV Paper Mate Arrowhead Pink F
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$26.10	56170	E 01 300 256 000 430 000	B000F8XIP6 Pacon Super Value Poster Bc
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$11.99	56170	E 01 300 256 000 430 000	B000J07BRQ Scotch Heavy Duty Shipping
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$13.99	56170	E 01 300 256 000 430 000	B000MFN1G8 Bostitch Office Electric Penc
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$4.60	56170	E 01 300 256 000 430 000	B000PII4NC BIC Round Stic Xtra Life Red
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$2.88	56170	E 01 300 256 000 430 000	B00143SNPG Elmer's Disappearing Purple
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$99.45	56170	E 01 300 256 000 430 000	B001A4G1TY Texas Instruments TI-34 Mul
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$9.78	56170	E 01 300 256 000 430 000	B002JFX02Y EXPO Dry Erase Whiteboard
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$16.01	56170	E 01 300 256 000 430 000	B002MGJZRE BIC Wite-Out EZ Correct Te
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$13.29	56170	E 01 300 256 000 430 000	B019QBOG3U Paper Mate InkJoy Gel Per
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$49.19	56170	E 01 300 256 000 430 000	B0717B6VVB Sharpie Permanent Markers
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$4.88	56170	E 01 300 256 000 430 000	B077K8JVW4 Amazon Basics Heavy Weig
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$45.45	56170	E 01 300 256 000 430 000	B07GKPMR6V Cardinal Economy 3 Ring E

Check Number: 0-2147483647 Payment Date: 7/21/2026-8/17/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$14.99	56170	E 01 300 256 000 430 000	B07MWP8FL3 Crayola Take Note Dry Eras
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$15.55	56170	E 01 300 256 000 430 000	B07YDSC22B Amazon Basics Strong Adhe
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$24.29	56170	E 01 300 256 000 430 000	B08WRK5Y5Q EXPO Dry Erase Markers,
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$12.99	56170	E 01 300 256 000 430 000	B099GH73Q4 EXPO Dry Erase Markers, L
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$8.54	56170	E 01 300 256 000 430 000	B0BX9YBJ87 DIYMAG Magnetic Clips,20p
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$12.99	56170	E 01 300 256 000 430 000	B0D9LM9DV6 50 Pack Colored Paper 8.5
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$6.99	56170	E 01 300 256 000 430 000	B0DKT565MS Mr. Pen- Colored Fineline F
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$12.99	56170	E 01 300 256 000 430 000	B0F31FGM9F Grabie Erasable Gel Pens, I
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$13.99	56170	E 01 300 256 000 430 000	B0FGJVCQMZ Lincia 12 Pack Clear Penci
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$6.83	56170	E 01 300 256 000 430 000	Amazon Shipping Charge
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$9.66	56171	E 01 300 211 000 430 000	B07FF3R4XQ Amazon Basics Hardboard C
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$2.85	56171	E 01 300 211 000 430 000	Freight
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$12.96	56168	E 01 200 050 000 401 000	B00006IEJ2 Sharpie Liquid Highlighters, C
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$11.75	56168	E 01 200 050 000 401 000	B019QROV9S Sharpie Clear View Highlight
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$49.95	56168	E 01 200 050 000 401 000	B08K7L6Z39 2026-2027 Yearly Wall Calen
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$6.99	56168	E 01 200 050 000 401 000	B0CFVGQ5VL Decorably 18 Months Color
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$26.32	56168	E 01 200 050 000 401 000	B0D7QH195M Alitte Colored Legal Pads 8.
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$5.97	56168	E 01 200 050 000 401 000	B0FB2FCSSP Planner 2026-2027 for Worr
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$6.99	56168	E 01 200 050 000 401 000	Amazon Shipping Charge
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$8.20	56167	E 01 100 203 000 430 000	1338285629 Play & Learn Math: Place Vali
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$8.50	56167	E 01 100 203 000 430 000	133864128X Play & Learn Math: Number S
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$39.95	56167	E 01 100 203 000 430 000	1598572911 Number Sense Interventions
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$7.49	56167	E 01 100 203 000 430 000	B000VXO4L2 Elmer's Disappearing Purple
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$6.69	56167	E 01 100 203 000 430 000	B001B0GYZ8 EXPO Whiteboard Care Dry
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$22.38	56167	E 01 100 203 000 430 000	B003HGGPLW Crayola Broad Line Marker
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$6.69	56167	E 01 100 203 000 430 000	B06XPT1LJQ Westcott 16454 Right- and L
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$12.00	56167	E 01 100 203 000 430 000	B0722GV9KQ Teacher Created Resources
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$11.83	56167	E 01 100 203 000 430 000	B077BZ8ZD9 Junior Learning Multiplicatio
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$16.14	56167	E 01 100 203 000 430 000	B07FD1N4DK Magnetic Calendar 2026-20.
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$19.99	56167	E 01 100 203 000 430 000	B086HCT7VS Torlam Magnetic Ten-Frame
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$9.99	56167	E 01 100 203 000 430 000	B08W8PKRFR Fraction War Fun Math Gai
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$9.99	56167	E 01 100 203 000 430 000	B0D66PMXLD AILZFEI Colored Legal Pad
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$37.99	56167	E 01 100 203 000 430 000	B0DNY2SMPV Teaching Tiles Learn Your I
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$19.98	56167	E 01 100 203 000 430 000	B0DWCQZNGN Teacher Created Resourc

Check Number: 0-2147483647 Payment Date: 7/21/2026-8/17/2026

						Pay/Void						
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$25.98	56167	E 01 100 203 000 430 000	B0F1TFK131 Kiadekoce Math Flash Cards		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$7.59	56167	E 01 100 203 000 430 000	B0F94L79GW PraxiKidy 12 Pack Place Va		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$9.99	56167	E 01 100 203 000 430 000	B0F9NQSW3J 12Pcs Large Math Posters		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$6.81	56167	E 01 100 203 000 430 000	Amazon Shipping Charge		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$7.95	56164	E 01 300 270 000 430 000	B00RSB611E Scotch Heavy Duty Packagin		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$6.97	56164	E 01 300 270 000 430 000	B07RJQH2DS 500 Pieces Tabs 2 Inch Stic		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$9.98	56164	E 01 300 270 000 430 000	B09WZ41LR1 10 Pack Bulk Wired Earbud		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$24.99	56164	E 01 300 270 000 430 000	B0B5NG85RS Creative Caddy Rotating Arl		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$0.00	56164	E 01 300 270 000 430 000	Amazon Shipping Charge		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$21.08	56165	E 01 100 203 000 430 103	B00006IE22 Pacon® Chart Tablet, 24" x 32		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$45.00	56165	E 01 100 203 000 430 103	B013JKMAZK Crayola 758114552570 Broc		
CSB	46919	CH	1	1382	AMAZON	08/17/2026	\$27.46	56165	E 01 100 203 000 430 103	B07D4YF3K4 Neenah Index Cardstock, 8.5		
Check Total:							\$1,350.16					
CSB	46920	CH	2	3231	ASSURITY	08/17/2026	\$15.08	56098	B 28 215 000	Garnishments		
CSB	46920	CH	2	3231	ASSURITY	08/17/2026	\$20.61	56192	B 28 215 000	Garnishments		
CSB	46920	CH	2	3231	ASSURITY	08/17/2026	\$15.08	56207	B 28 215 000	Garnishments		
CSB	46920	CH	2	3231	ASSURITY	08/17/2026	\$20.61	56220	B 28 215 000	Garnishments		
CSB	46920	CH	2	3231	ASSURITY	08/17/2026	\$20.61	56085	B 28 215 000	Garnishments		
Check Total:							\$91.99					
CSB	46921	CH	1	10014	AUTO VALUE BEMIDJI	08/17/2026	\$216.94	56122	E 01 005 760 720 401 000	FUEL/WATRE SEPARATOR		
Check Total:							\$216.94					
CSB	46922	CH	1	11823	BONDED LOCK AND KEY	08/17/2026	\$1,428.23	56119	E 01 005 810 000 350 000	LATCH KIT CONVERSION KIT, LABOR, T		
Check Total:							\$1,428.23					
CSB	46923	CH	1	1097	BSN SPORTS, LLC	08/17/2026	\$2,070.00	56161	E 01 300 294 000 401 201	JH FOOTBALL UNIFORMS		
CSB	46923	CH	1	1097	BSN SPORTS, LLC	08/17/2026	\$1,518.61	56162	E 01 300 292 000 401 300	VB VOLLEYBALLS, PERFORMANCE CRI		
CSB	46923	CH	1	1097	BSN SPORTS, LLC	08/17/2026	\$628.09	56173	E 01 300 294 000 401 201	WEIGHTED END ZONE, KICK OFF TEE, I		
Check Total:							\$4,216.70					
CSB	46924	CH	1	10028	CDW GOVERNMENT, INC.	08/17/2026	\$8,165.00	56184	E 01 005 630 000 305 000	Huntress MDR		
Check Total:							\$8,165.00					
CSB	46925	CH	1	3261	CM2	08/17/2026	\$103.40	56183	E 01 005 810 000 370 000	Rentals & Leases		
Check Total:							\$103.40					
CSB	46926	CH	2	3230	COMPANION LIFE	08/17/2026	\$155.67	56086	B 28 215 000	Garnishments		
CSB	46926	CH	2	3230	COMPANION LIFE	08/17/2026	\$100.83	56099	B 28 215 000	Garnishments		

Check Number: 0-2147483647 Payment Date: 7/21/2026-8/17/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46926	CH	2	3230	COMPANION LIFE	08/17/2026	\$181.69	56193	B 28 215 000	Garnishments
CSB	46926	CH	2	3230	COMPANION LIFE	08/17/2026	\$100.83	56208	B 28 215 000	Garnishments
CSB	46926	CH	2	3230	COMPANION LIFE	08/17/2026	\$181.69	56221	B 28 215 000	Garnishments
CSB	46926	CH	2	3230	COMPANION LIFE	08/17/2026	\$26.02	56073	B 28 215 000	Garnishments
Check Total:							\$746.73			
CSB	46927	CH	1	1017	DACOTAH PAPER CO.	08/17/2026	\$3,085.19	56160	E 01 005 810 000 401 000	DRYFT COMPLETE, UNEVN FLOOR SQL
Check Total:							\$3,085.19			
CSB	46928	CH	2	30001	EDUCATION MINNESOTA	08/17/2026	\$309.47	56194	B 28 215 027	Union Dues Payable
Check Total:							\$309.47			
CSB	46929	CH	1	20326	FOLLETT SOFTWARE LLC	08/17/2026	\$141.24	56190	E 01 200 620 000 820 000	TITLEPEEK ONLINE SEVICE RENEWAL
Check Total:							\$141.24			
CSB	46930	CH	1	11649	GOPHER	08/17/2026	\$160.12	56163	E 01 300 292 000 401 300	VB ELECTRIC INFLATOR AND BALL NEE
Check Total:							\$160.12			
CSB	46931	CH	1	11141	GRAINGER	08/17/2026	\$302.10	56188	E 01 005 810 000 401 000	US CLASSROOM FLAG, HOOK & LOOP
Check Total:							\$302.10			
CSB	46932	CH	1	3327	GREAT MINDS PBC	08/17/2026	\$83,183.65	56128	E 01 100 203 000 460 000	Wit and Wisdom Curriculum
Check Total:							\$83,183.65			
CSB	46933	CH	1	11560	HILLYARD	08/17/2026	\$447.65	56151	E 01 005 810 000 401 000	POWER STRIP
CSB	46933	CH	1	11560	HILLYARD	08/17/2026	\$782.07	56136	E 02 005 770 701 401 000	DELIMER DISH LIQUID, ARSENAL 1 SAN
Check Total:							\$1,229.72			
CSB	46934	CH	1	2343	HUDL	08/17/2026	\$5,850.00	56137	E 01 300 292 000 401 000	HUDL LIVE STREAMING
CSB	46934	CH	1	2343	HUDL	08/17/2026	\$5,850.00	56137	E 01 300 292 000 401 300	HUDL LIVE STREAMING
Check Total:							\$11,700.00			
CSB	46935	CH	1	3362	ICS CONSULTING, LLC-138006	08/17/2026	\$2,750.00	56146	E 01 005 110 000 305 000	PROGRESS BILLING THROUGH 07/31/20
Check Total:							\$2,750.00			
CSB	46936	CH	1	10867	L & M SUPPLY	08/17/2026	\$602.67	56131	E 01 005 760 720 401 000	NOZZLE UNLEAD, BATTERY DURA STAF
Check Total:							\$602.67			
CSB	46937	CH	1	2959	LAKES COUNTRY SERVICE COOPERA	08/17/2026	\$1,800.00	56185	E 01 005 605 000 305 000	FY26/27 ADOBE LICENSE RENEWAL 8/1
Check Total:							\$1,800.00			
CSB	46938	CH	1	1605	MARCO	08/17/2026	\$1,436.01	56154	E 01 005 605 000 401 000	Dean of ST Computer Supplies
Check Total:							\$1,436.01			
CSB	46939	CH	2	30015	MN PEIP	08/17/2026	\$7,785.82	56091	B 28 215 025	Health Ins Payable--Employee & Board

Check Number: 0-2147483647 Payment Date: 7/21/2026-8/17/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46939	CH	2	30015	MN PEIP	08/17/2026	\$11,151.48	56199	B 28 215 025	Health Ins Payable--Employee & Board
CSB	46939	CH	2	30015	MN PEIP	08/17/2026	\$18,217.04	56106	B 28 215 025	Health Ins Payable--Employee & Board
CSB	46939	CH	2	30015	MN PEIP	08/17/2026	\$2,388.33	56029	B 28 215 025	Health Ins Payable--Employee & Board
CSB	46939	CH	2	30015	MN PEIP	08/17/2026	\$20,063.00	56029	B 28 215 025	Health Ins Payable--Employee & Board
CSB	46939	CH	2	30015	MN PEIP	08/17/2026	\$2,132.86	56215	B 28 215 025	Health Ins Payable--Employee & Board
CSB	46939	CH	2	30015	MN PEIP	08/17/2026	\$240.28	56226	B 28 215 025	Health Ins Payable--Employee & Board
CSB	46939	CH	2	30015	MN PEIP	08/17/2026	\$398.21	56226	E 01 100 203 000 220 000	Insurance Benefits
CSB	46939	CH	2	30015	MN PEIP	08/17/2026	\$3,365.66	56077	B 28 215 025	Health Ins Payable--Employee & Board
Check Total:							\$65,742.68			
CSB	46940	CH	1	2447	MN PETROLEUM SERVICE	08/17/2026	\$18,347.80	56142	E 01 005 760 720 350 000	REMOVE EECO 1500 TANK MONITOR S'
Check Total:							\$18,347.80			
CSB	46941	CH	1	2131	MTI DISTRIBUTING, INC.	08/17/2026	\$64.08	56120	E 01 005 810 000 401 000	FUEL-CAP FOR TORRO
Check Total:							\$64.08			
CSB	46942	CH	1	2646	NATIONAL ARCHERY IN THE SCHOOLS	08/17/2026	\$442.00	56134	E 01 300 240 000 430 000	ARROWS, REPLACEMENT COVERS ARI
Check Total:							\$442.00			
CSB	46943	CH	2	30005	NCPERS MINNESOTA	08/17/2026	\$16.00	56093	B 28 215 028	PERA Life Insurance Payable
CSB	46943	CH	2	30005	NCPERS MINNESOTA	08/17/2026	\$16.00	56201	B 28 215 028	PERA Life Insurance Payable
CSB	46943	CH	2	30005	NCPERS MINNESOTA	08/17/2026	\$16.00	56228	B 28 215 028	PERA Life Insurance Payable
Check Total:							\$48.00			
CSB	46944	CH	1	10106	NORTHWEST SERVICE COOPERATIVE	08/17/2026	\$1,200.00	56153	E 01 005 010 000 820 000	2026-27 1ST HALF OF NWSC MEMBERS
Check Total:							\$1,200.00			
CSB	46945	CH	1	3359	PEARSON, INC	08/17/2026	\$993.00	56141	E 01 100 401 740 433 000	0158009568 CASL-2 KIT COMPREHENSIV
CSB	46945	CH	1	3359	PEARSON, INC	08/17/2026	\$563.90	56141	E 01 100 401 740 433 000	0158659880 PLS-5 COMPLETE KIT WITH
CSB	46945	CH	1	3359	PEARSON, INC	08/17/2026	\$444.70	56141	E 01 100 401 740 433 000	0158012801 GFTA-3 COMPLETE KIT GOI
CSB	46945	CH	1	3359	PEARSON, INC	08/17/2026	\$100.08	56141	E 01 100 401 740 433 000	Freight
Check Total:							\$2,101.68			
CSB	46946	CH	1	11510	PORT-ABLE JOHN, INC.	08/17/2026	\$300.00	56156	E 01 005 810 000 370 000	PFUND PARK R1393
CSB	46946	CH	1	11510	PORT-ABLE JOHN, INC.	08/17/2026	\$300.00	56157	E 01 005 810 000 370 000	KELLIHER SCHOOL R1394
Check Total:							\$600.00			
CSB	46947	CH	1	2803	PROCARE SOFTWARE LLC	08/17/2026	\$588.00	56140	E 04 005 591 000 305 000	FY 27 PROCARE ESSENTIAL ONLINE TII
Check Total:							\$588.00			
CSB	46948	CH	1	10201	REGION1	08/17/2026	\$5,026.40	56123	E 01 005 110 000 820 000	FY27 SYNERGY SUPPORT & HOSTING
Check Total:							\$5,026.40			

Check Number: 0-2147483647 Payment Date: 7/21/2026-8/17/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46949	CH	1	3361	RMT TECH LLC	08/17/2026	\$15,200.00	56124	E 01 005 605 000 305 000	7/1/26-6/30/27 TWO-WAY MESSAGING W
Check Total:							\$15,200.00			
CSB	46950	CH	1	3363	ROTH RV	08/17/2026	\$7,245.00	56189	E 01 005 850 302 530 000	ENCLOSED TRAILER
Check Total:							\$7,245.00			
CSB	46951	CH	1	2186	SANFORD HEALTH	08/17/2026	\$110.00	56129	E 01 005 760 720 305 000	M UFFORD DOT EXAM
Check Total:							\$110.00			
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$296.70	56187	E 01 300 260 000 460 000	DAN ALTO
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$296.67	56187	E 01 300 270 000 460 000	SHINABARGAR JUNIOR
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$329.67	56187	E 01 300 270 000 460 000	SHINABARGAR NEW YORK
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$109.89	56187	E 01 300 407 740 433 000	KULETA
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$205.98	56187	E 01 100 203 000 460 101	S LUNDIN STEM
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$158.13	56187	E 01 100 203 000 460 000	R NEFT
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$336.88	56187	E 01 100 203 000 460 106	T HEIDELBERG
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$171.88	56187	E 01 100 203 000 460 103	R POLLARD NEWS 3
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$296.67	56187	E 01 300 270 000 460 000	P RUDE JUNIOR
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$329.67	56187	E 01 300 270 000 460 000	P RUDE NEW YORK
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$171.88	56187	E 01 100 203 000 460 102	S WACHTLER
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	\$171.88	56187	E 01 100 203 000 460 104	C LUNDIN NEWS 4
CSB	46952	CH	1	2006	SCHOLASTIC INC	08/17/2026	(\$342.05)	54691	E 01 300 220 000 460 000	N POXLEITNER ACTION CANCELLATION
Check Total:							\$2,533.85			
CSB	46953	CH	1	2145	SHOGREN ELECTRIC	08/17/2026	\$360.00	56148	E 01 005 810 000 350 000	DISCONNECT AND REMOVE LIGHTS LIE
CSB	46953	CH	1	2145	SHOGREN ELECTRIC	08/17/2026	\$8,000.00	56143	E 01 005 810 000 350 000	BID AMOUNT MINUS THE EMERGENCY
CSB	46953	CH	1	2145	SHOGREN ELECTRIC	08/17/2026	\$1,145.84	56147	E 01 005 760 720 350 000	BUS GARAGE - REPAIR EXHAUST FAN
CSB	46953	CH	1	2145	SHOGREN ELECTRIC	08/17/2026	\$935.36	56121	E 01 005 810 000 350 000	ADD SWITCH TO BYPASS RIPPLE, MATI
CSB	46953	CH	1	2145	SHOGREN ELECTRIC	08/17/2026	\$5,241.50	56130	E 01 005 810 000 350 000	LED LAMPS IN SHOP, BOYS LOCKER RC
Check Total:							\$15,682.70			
CSB	46954	CH	1	2160	STUEVEN, BOB	08/17/2026	\$1,135.03	56177	E 21 005 298 301 401 770	FOOD, BEV AND SNACKS FOR SUMMEF
Check Total:							\$1,135.03			
CSB	46955	CH	1	3087	TEAM FITZ GRAPHICS	08/17/2026	\$1,215.00	56133	E 01 300 292 000 401 000	DIE-CUT SIGN PVC
Check Total:							\$1,215.00			
CSB	46956	CH	1	2785	TECHNIQUES INC.	08/17/2026	\$1,147.91	56219	E 01 005 810 000 401 000	DUSTLOK FILTERS
Check Total:							\$1,147.91			
CSB	46957	CH	1	11087	US FOODSERVICE	08/17/2026	\$150.04	56150	E 02 005 770 469 490 000	CHILD CARE FOOD

Check Number: 0-2147483647 Payment Date: 7/21/2026-8/17/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46957	CH	1	11087	US FOODSERVICE	08/17/2026	\$133.60	56159	E 02 005 770 469 490 000	Childcare CACFP Food
CSB	46957	CH	1	11087	US FOODSERVICE	08/17/2026	\$222.10	56149	E 02 005 770 469 490 000	CHILD CARE FOOD
Check Total:							\$505.74			
CSB	46958	CH	1	3351	VISION21 SOLUTIONS	08/17/2026	\$16,575.00	56139	E 01 005 605 000 555 000	HP Fortis G1m Chromebook
CSB	46958	CH	1	3351	VISION21 SOLUTIONS	08/17/2026	\$2,050.75	56139	E 01 005 605 000 305 000	Google Chrome License
CSB	46958	CH	1	3351	VISION21 SOLUTIONS	08/17/2026	\$1,495.00	56139	E 01 005 605 000 555 000	MAXCases Extreme Shell for HP Fortis G1
Check Total:							\$20,120.75			
CSB	46959	CH	1	15022	WALDO, KEVIN	08/17/2026	\$3,589.18	56181	E 01 300 296 000 820 203	GBB ENTRY FEES/BANQUET
CSB	46959	CH	1	15022	WALDO, KEVIN	08/17/2026	\$5,296.07	56180	E 21 005 298 301 401 770	GBB SUMMER HOTEL, UNIFORMS, FOO
Check Total:							\$8,885.25			
CSB	46960	CH	1	1928	WASTE MANAGEMENT	08/17/2026	\$382.55	56174	E 01 005 810 000 333 000	Garbage Service
CSB	46960	CH	1	1928	WASTE MANAGEMENT	08/17/2026	\$1,383.98	56175	E 01 005 810 000 333 000	Garbage Service
Check Total:							\$1,766.53			
CSB	46961	CH	1	1073	WEST WIND BAR & RESTAURANT	08/17/2026	\$2,088.03	56178	E 21 005 298 301 401 770	GBB CLOTH/FOOD
Check Total:							\$2,088.03			
Bank CSB Total:							\$350,102.97			
Report Total:							\$350,102.97			

ACCOUNT STATEMENT

KELLIHER SCHOOL DISTRICT #36

For the Month Ending
July 31, 2026

Client Management Team

Amber Cannegieter

Key Account Manager
213 Market Street
Harrisburg, PA 17101-2141
1-888-4-MSDLAF
cannegietera@pfmam.com

Danny A. Nelson

Director
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Minneapolis, MN 55402
612-371-3747
nelsond@pfmam.com

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Individual Accounts

Accounts included in Statement

600445	GENERAL FUNDS
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Important Messages

MSDLAF will be closed on 09/07/2026 for Labor Day.

KELLIHER SCHOOL DISTRICT #36
JEFF NELSON
PO BOX 259
KELLIHER, MN 56650

Online Access www.msdlaf.org

Customer Service 1-888-4-MSDLAF

Important Disclosures

Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management ("PFMAM") is a division of U.S. Bancorp Asset Management, Inc. ("USBAM"), a SEC-registered investment adviser. USBAM is direct subsidiary of U.S. Bank National Association ("U.S. Bank") and an indirect subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. PFMAM maintains a written disclosure statement of our background and business experience. If you would like to receive a copy of our current disclosure statement, please contact Service Operations at the address below.

Proxy Voting PFMAM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFMAM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

Questions About an Account PFMAM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFMAM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFMAM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFMAM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference. If you do not receive a report from the custodian on at least a quarterly basis, please notify your relationship manager at your custodian and PFMAM.

Account Control PFMAM does not have the authority to withdraw funds from or deposit funds to the custodian outside the scope of services provided by PFMAM. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Market Value Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by ICE Data Services. There may be differences in the values shown for investments due to accrued but uncollected income and the use of differing valuation sources and methods. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

Amortized Cost The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

Tax Reporting Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFMAM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

Financial Situation In order to better serve you, PFMAM should be promptly notified of any material change in your investment objective or financial situation.

Callable Securities Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

Portfolio The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFMAM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

Rating Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Shares of some local government investment programs and TERM funds are distributed by representatives of USBAM's affiliate, U.S. Bancorp Investments, Inc. which is registered with the SEC as a broker/dealer and is a member of the Financial Industry Regulatory Authority ("FINRA") and the Municipal Securities Rulemaking Board ("MSRB"). You may reach the FINRA by calling the FINRA Hotline at 1-800-289-9999 or at the FINRA website address

<https://www.finra.org/investors/investor-contacts>. A brochure describing the FINRA Regulation Public Disclosure Program is also available from FINRA upon request.

Key Terms and Definitions

Dividends on local government investment program funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratably amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

Current Yield is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally \$1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by

365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed. **Average maturity** represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

Monthly distribution yield represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

YTM at Cost The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

YTM at Market The yield to maturity at market is the rate of return, based on the current market value, the annual interest receipts, maturity value and the time period remaining until maturity, stated as a percentage, on an annualized basis.

Managed Account A portfolio of investments managed discretely by PFMAM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

Unsettled Trade A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

Please review the detail pages of this statement carefully. If you think your statement is wrong, missing account information, or if you need more information about a transaction, please contact PFMAM within 60 days of receipt. If you have other concerns or questions regarding your account, or to request an updated copy of PFMAM's current disclosure statement, please contact a member of your client management team at PFMAM Service Operations at the address below.

PFM Asset Management
Attn: Service Operations
213 Market Street
Harrisburg, PA 17101

NOT FDIC INSURED

NO BANK GUARANTEE

MAY LOSE VALUE

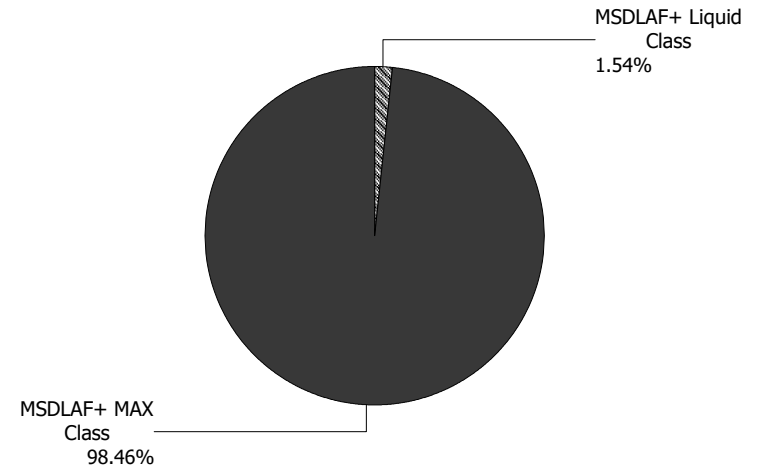
Account Statement - Transaction Summary

For the Month Ending **July 31, 2026**

KELLIHER SCHOOL DISTRICT #36 - GENERAL FUNDS - 600445

MSDLAF+ Liquid Class	
Opening Market Value	2,756.68
Purchases	100,032.19
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$102,788.87
Cash Dividends and Income	288.09
MSDLAF+ MAX Class	
Opening Market Value	6,853,464.38
Purchases	325,347.58
Redemptions	(600,000.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$6,578,811.96
Cash Dividends and Income	20,253.92

Asset Summary		
	July 31, 2026	June 30, 2026
MSDLAF+ Liquid Class	102,788.87	2,756.68
MSDLAF+ MAX Class	6,578,811.96	6,853,464.38
Total	\$6,681,600.83	\$6,856,221.06
Asset Allocation		



Account Statement

For the Month Ending **July 31, 2026**

KELLIHER SCHOOL DISTRICT #36 - GENERAL FUNDS - 600445

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
MSDLAF+ Liquid Class					
Opening Balance					2,756.68
07/02/26	07/02/26	MN State-MMB	1.00	96,688.05	99,444.73
07/29/26	07/29/26	MN State-MMB	1.00	3,056.05	102,500.78
07/31/26	08/03/26	Accrual Income Div Reinvestment - Distributions	1.00	288.09	102,788.87

Closing Balance **102,788.87**

	Month of July	Fiscal YTD July-July		
Opening Balance	2,756.68	2,756.68	Closing Balance	102,788.87
Purchases	100,032.19	100,032.19	Average Monthly Balance	96,630.80
Redemptions (Excl. Checks)	0.00	0.00	Monthly Distribution Yield	3.51%
Check Disbursements	0.00	0.00		
Closing Balance	102,788.87	102,788.87		
Cash Dividends and Income	288.09	288.09		

MSDLAF+ MAX Class					
Opening Balance					6,853,464.38
07/01/26	07/01/26	Redemption - ACH Redemption	1.00	(200,000.00)	6,653,464.38
07/15/26	07/15/26	MN State-MMB	1.00	162,365.87	6,815,830.25
07/15/26	07/15/26	Redemption - ACH Redemption	1.00	(200,000.00)	6,615,830.25
07/29/26	07/29/26	Redemption - ACH Redemption	1.00	(200,000.00)	6,415,830.25

Account Statement

For the Month Ending **July 31, 2026**

KELLIHER SCHOOL DISTRICT #36 - GENERAL FUNDS - 600445

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
MSDLAF+ MAX Class					
07/30/26	07/30/26	MN State-MMB	1.00	142,727.79	6,558,558.04
07/31/26	08/03/26	Accrual Income Div Reinvestment - Distributions	1.00	20,253.92	6,578,811.96
Closing Balance					6,578,811.96

	Month of July	Fiscal YTD July-July		
Opening Balance	6,853,464.38	6,853,464.38	Closing Balance	6,578,811.96
Purchases	325,347.58	325,347.58	Average Monthly Balance	6,623,333.07
Redemptions (Excl. Checks)	(600,000.00)	(600,000.00)	Monthly Distribution Yield	3.60%
Check Disbursements	0.00	0.00		
Closing Balance	6,578,811.96	6,578,811.96		
Cash Dividends and Income	20,253.92	20,253.92		



CORPORATE CARD

Account Number XXXX XXXX XXXX 9135
Account Name ACCOUNTS PAYABLE
Company Name KELLIHER PUBLIC SCHOOL

Statement Date Jun. 27, 2026

Purchases	+1,902.97
Cash Advances	+0.00
Fees	+0.00
Adjustments	+0.00
Payments	-0.00
Closing Balance	\$1,902.97
Credit Limit	\$20,000.00

CONTACT

General Inquiries
Lost/Stolen Cards

TOLL FREE CALLS
US & CANADA

1-855-825-9234
1-844-227-0528

OUTSIDE US & CANADA
(CALL COLLECT)

262-780-8662
262-780-8662

PERIOD COVERED BY THIS STATEMENT

May 28, 2026 - Jun. 27, 2026

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
May 26	May 28	MINNESOTA NATIONAL GOL MCGREGOR MN	16.02
May 27	May 29	MINNESOTA NATIONAL GOL MCGREGOR MN	35.00
May 27	May 28	CULVERS GRAND RAPIDS GRAND RAPIDS MN	123.31
Jun. 1	Jun. 2	CIRCLEK#2746164 PINE RIVER MN	122.97
Jun. 1	Jun. 2	MCDONALD'S F31278 RICE MN	64.79
Jun. 1	Jun. 2	SUBWAY 37404 RICE MN	133.44
Jun. 3	Jun. 4	RVT*MSHSCA LAKEVILLE MN	71.00
Jun. 8	Jun. 9	WM SUPERCENTER #3088 ST CLOUD MN	52.24
Jun. 8	Jun. 9	SIGNATURE CONCEPTS, IN MINNETONKA MN	215.00
Jun. 8	Jun. 9	COLD STONE CREAMERY #2 SAINT CLOUD MN	26.65
Jun. 9	Jun. 11	7 BREW COFFEE SB724 SAINT CLOUD MN	20.87
Jun. 9	Jun. 10	PY *PIZZA RANCH - WAIT WAITE PARK MN	36.00
Jun. 10	Jun. 12	4UP*PEBBLE CREEK GC BECKER MN	14.38
Jun. 10	Jun. 11	CULVERS OF ST CLOUD ST CLOUD MN	19.34
Jun. 11	Jun. 12	SP SHOP INDOOR GOLF CELINA TX	249.99

Continued on next page

Page 1 of 2



P.O. BOX 5700
CAROL STREAM IL 60197-5700

Account Number
Closing Balance

XXXX XXXX XXXX 9135
\$1,902.97

ACCOUNTS PAYABLE
ALIZA LUNDIN
PO BOX 259
KELLIHER MN 56650-0259

000A

**For your records only.
No payment required.**

Account Number XXXX XXXX XXXX 9135
Account Name ACCOUNTS PAYABLE

Statement Date: Jun. 27, 2026

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
Jun. 16	Jun. 18	WESTWIND RESORT WASKISH MN	46.00
Jun. 17	Jun. 22	WALMART.COM 8009256278 BENTONVILLE AR	81.21
Jun. 22	Jun. 23	HARBOR FREIGHT TOOLS32 BEMIJl MN	574.76

Report any items which do not agree with your records within 30 days of the statement date.

Kelliher Public Schools #36

Exp Summary - Fd, Obj

Period Ending July 31, 2026

Sequence: Fd, O/S

		A27					% YTD	Remaining
Description		Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General							
110	Exec/Manage/Prof	370,403.00	29,235.65	29,235.65	8%	0.00	8%	341,167.35
140	Lic Instructional	2,105,354.00	0.00	0.00	0%	0.00	0%	2,105,354.00
144	Non-Lic. Support	36,712.00	0.00	0.00	0%	0.00	0%	36,712.00
145	Substitute Teacher Salary	55,506.00	0.00	0.00	0%	0.00	0%	55,506.00
146	Non-Licensed Substitute	34,133.00	0.00	0.00	0%	0.00	0%	34,133.00
154	School Nurse Salary	41,290.00	0.00	0.00	0%	0.00	0%	41,290.00
156	School Social Worker	108,134.00	0.00	0.00	0%	0.00	0%	108,134.00
161	Non-Lic. Instructional	513,062.00	0.00	0.00	0%	0.00	0%	513,062.00
162	One to One Para	15,817.00	0.00	0.00	0%	0.00	0%	15,817.00
165	School Counselor	60,686.00	0.00	0.00	0%	0.00	0%	60,686.00
170	Salaries	198,622.00	6,247.24	6,247.24	3%	0.00	3%	192,374.76
171	Custodial	389,128.00	16,523.27	16,523.27	4%	0.00	4%	372,604.73
173	Nonlicensed Substitute	289,474.00	0.00	0.00	0%	0.00	0%	289,474.00
174	Bus Mech Salary	123,443.00	4,199.00	4,199.00	3%	0.00	3%	119,244.00
185	Other Salary	119,912.00	0.00	0.00	0%	0.00	0%	119,912.00
186	Extended Salary	1,662.00	0.00	0.00	0%	0.00	0%	1,662.00
210	FICA	323,591.00	4,227.22	4,227.22	1%	0.00	1%	319,363.78
214	PERA	131,306.00	2,616.46	2,616.46	2%	0.00	2%	128,689.54
218	TRA	246,914.00	2,091.39	2,091.39	1%	0.00	1%	244,822.61
219	MN Paid Leave	18,697.00	247.34	247.34	1%	0.00	1%	18,449.66
220	Group Hospital	631,039.00	12,500.88	12,500.88	2%	0.00	2%	618,538.12
250	TSA Match	54,579.00	1,250.00	1,250.00	2%	0.00	2%	53,329.00
251	HSA/VEBA Benefit	124,460.00	1,700.00	1,700.00	1%	0.00	1%	122,760.00
270	Workmens Comp	31,908.00	28,908.00	28,908.00	91%	0.00	91%	3,000.00
280	Unemploy. Comp.	3,000.00	0.00	0.00	0%	0.00	0%	3,000.00
281	Unmplymnt Comp-Summer Term	111,027.00	0.00	0.00	0%	0.00	0%	111,027.00
305	Fees For Services	241,625.00	32,771.57	32,881.57	14%	6,900.00	16%	201,843.43
320	Telephone	20,000.00	1,502.40	1,502.40	8%	0.00	8%	18,497.60
329	Postage/Parcel Serv.	4,500.00	0.00	0.00	0%	0.00	0%	4,500.00

Kelliher Public Schools #36

Exp Summary - Fd, Obj

Period Ending July 31, 2026

Sequence: Fd, O/S

		A27					% YTD	Remaining
Description		Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General							
330	Utilities	32,000.00	0.00	1,089.92	3%	0.00	3%	30,910.08
331	Water/Sewage	6,000.00	0.00	3,782.70	63%	0.00	63%	2,217.30
332	Electricity	44,000.00	0.00	0.00	0%	0.00	0%	44,000.00
333	Garbage Service	25,000.00	373.77	373.77	1%	0.00	1%	24,626.23
340	Property Ins	99,738.00	88,953.04	88,953.04	89%	0.00	89%	10,784.96
350	Repairs/Maint	122,100.00	28,747.53	33,989.03	28%	0.00	28%	88,110.97
360	Transp. Contracted	5,000.00	0.00	0.00	0%	0.00	0%	5,000.00
362	Mental Hlth Practitioner Servi	37,000.00	0.00	0.00	0%	0.00	0%	37,000.00
365	Interdept Transp	63,000.00	0.00	0.00	0%	0.00	0%	63,000.00
366	Travel	73,014.00	6,166.20	6,166.20	8%	0.00	8%	66,847.80
370	Short-Term Lease/Rentals	30,000.00	1,839.13	1,839.13	6%	0.00	6%	28,160.87
390	Pay. Ed. Purposes	46,000.00	0.00	0.00	0%	0.00	0%	46,000.00
396	Pay to ISD #363/Salary	121,318.00	0.00	0.00	0%	0.00	0%	121,318.00
397	Pay to ISD #363/Benefits	39,690.00	0.00	0.00	0%	0.00	0%	39,690.00
401	Gen Supplies	288,000.00	34,634.14	35,236.81	12%	159.59	12%	252,603.60
406	Instructional Software License	14,400.00	7,931.00	7,931.00	55%	0.00	55%	6,469.00
430	Instr Supplies	43,400.00	5,524.88	5,585.85	13%	2,702.43	19%	35,111.72
433	Indiv. Instr. Materials	3,500.00	2,101.68	2,101.68	60%	911.90	86%	486.42
440	Fuels	175,000.00	324.61	324.61	0%	0.00	0%	174,675.39
460	Texts/Workbooks	107,000.00	83,183.65	83,183.65	78%	0.00	78%	23,816.35
461	Stand Tests	3,500.00	0.00	0.00	0%	0.00	0%	3,500.00
470	Library Books	7,300.00	33.42	33.42	0%	0.00	0%	7,266.58
490	Food	8,900.00	0.00	0.00	0%	0.00	0%	8,900.00
520	Bldg. Construction	40,000.00	0.00	0.00	0%	0.00	0%	40,000.00
530	Equip. Purchased	91,000.00	0.00	0.00	0%	0.00	0%	91,000.00
548	Bus Purchased	160,000.00	0.00	0.00	0%	0.00	0%	160,000.00
555	Technology Equipment	72,500.00	41,207.00	41,207.00	57%	0.00	57%	31,293.00
820	Dues-Membership	54,565.00	15,233.02	15,233.02	28%	0.00	28%	39,331.98
896	Taxes, Spec Assess, Int Pen	200.00	0.00	0.00	0%	0.00	0%	200.00

Kelliher Public Schools #36

Exp Summary - Fd, Obj

Period Ending July 31, 2026

Sequence: Fd, O/S

		A27					% YTD	Remaining
Description		Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General							
910	Perm Tran-Oth Funds	237,755.00	0.00	0.00	0%	0.00	0%	237,755.00
01	General	8,456,864.00	460,273.49	471,161.25	6%	10,673.92	6%	7,975,028.83
02	Food Service							
170	Salaries	7,569.00	0.00	0.00	0%	0.00	0%	7,569.00
172	Cooks Salary	182,695.00	467.25	467.25	0%	0.00	0%	182,227.75
173	Nonlicensed Substitute	205.00	0.00	0.00	0%	0.00	0%	205.00
210	FICA	14,430.00	35.74	35.74	0%	0.00	0%	14,394.26
214	PERA	14,285.00	35.04	35.04	0%	0.00	0%	14,249.96
219	MN Paid Leave	838.00	2.06	2.06	0%	0.00	0%	835.94
220	Group Hospital	22,477.00	0.00	0.00	0%	0.00	0%	22,477.00
250	TSA Match	3,427.00	0.00	0.00	0%	0.00	0%	3,427.00
251	HSA/VEBA Benefit	7,076.00	0.00	0.00	0%	0.00	0%	7,076.00
305	Fees For Services	12,900.00	3,546.20	3,546.20	27%	0.00	27%	9,353.80
350	Repairs/Maint	7,200.00	0.00	0.00	0%	0.00	0%	7,200.00
401	Gen Supplies	17,300.00	782.07	782.07	5%	0.00	5%	16,517.93
490	Food	119,000.00	1,169.05	1,169.05	1%	0.00	1%	117,830.95
491	Commodities	20,000.00	0.00	0.00	0%	0.00	0%	20,000.00
495	Milk	26,955.00	135.09	135.09	1%	0.00	1%	26,819.91
820	Dues-Membership	1,500.00	0.00	0.00	0%	0.00	0%	1,500.00
02	Food Service	457,857.00	6,172.50	6,172.50	1%	0.00	1%	451,684.50
04	Community Service							
110	Exec/Manage/Prof	4,250.00	340.00	340.00	8%	0.00	8%	3,910.00
140	Lic Instructional	59,621.00	0.00	0.00	0%	0.00	0%	59,621.00
141	Non-Lic Instruct	51,559.00	0.00	0.00	0%	0.00	0%	51,559.00
170	Salaries	207,129.00	7,052.50	7,052.50	3%	0.00	3%	200,076.50
185	Other Salary	540.00	0.00	0.00	0%	0.00	0%	540.00
210	FICA	30,780.00	561.70	561.70	2%	0.00	2%	30,218.30
214	PERA	19,906.00	554.44	554.44	3%	0.00	3%	19,351.56
218	TRA	5,849.00	0.00	0.00	0%	0.00	0%	5,849.00

Kelliher Public Schools #36

Exp Summary - Fd, Obj

Period Ending July 31, 2026

Sequence: Fd, O/S

		A27					% YTD	Remaining
Description		Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
04	Community Service							
219	MN Paid Leave	1,221.00	32.53	32.53	3%	0.00	3%	1,188.47
220	Group Hospital	39,431.00	1,760.76	1,760.76	4%	0.00	4%	37,670.24
250	TSA Match	1,620.00	0.00	0.00	0%	0.00	0%	1,620.00
251	HSA/VEBA Benefit	10,200.00	0.00	0.00	0%	0.00	0%	10,200.00
305	Fees For Services	15,160.00	6,193.00	6,193.00	41%	0.00	41%	8,967.00
401	Gen Supplies	4,000.00	416.18	416.18	10%	0.00	10%	3,583.82
430	Instr Supplies	7,700.00	158.50	158.50	2%	0.00	2%	7,541.50
04	Community Service	458,966.00	17,069.61	17,069.61	4%	0.00	4%	441,896.39
06	Building Constr.							
520	Bldg. Construction	10,000.00	0.00	0.00	0%	0.00	0%	10,000.00
530	Equip. Purchased	2,000.00	0.00	0.00	0%	0.00	0%	2,000.00
06	Building Constr.	12,000.00	0.00	0.00	0%	0.00	0%	12,000.00
07	Debt Redemption							
710	Bond Redemp. of Prin	335,000.00	0.00	0.00	0%	0.00	0%	335,000.00
720	Bond Interest	107,800.00	0.00	0.00	0%	0.00	0%	107,800.00
790	Oth. Debt Service	475.00	0.00	0.00	0%	0.00	0%	475.00
07	Debt Redemption	443,275.00	0.00	0.00	0%	0.00	0%	443,275.00
08	Trust & Agency							
898	Scholarships	15,000.00	0.00	0.00	0%	0.00	0%	15,000.00
08	Trust & Agency	15,000.00	0.00	0.00	0%	0.00	0%	15,000.00
11	School Forest							
401	Gen Supplies	1,500.00	0.00	0.00	0%	0.00	0%	1,500.00
11	School Forest	1,500.00	0.00	0.00	0%	0.00	0%	1,500.00
21	Student Activity Fund							
401	Gen Supplies	103,240.00	1,979.63	1,979.63	2%	0.00	2%	101,260.37
21	Student Activity Fund	103,240.00	1,979.63	1,979.63	2%	0.00	2%	101,260.37
Report Totals:		9,948,702.00	485,495.23	496,382.99	5%	10,673.92	5%	9,441,645.09

Kelliher Public Schools #36
Exp Summary - Fd, Pro
Period Ending July 31, 2026

Sequence: Fd, Pro

		A27					% YTD	Remaining
Description		Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General							
010	Brd of Education	30,262.00	5,054.00	5,054.00	17%	0.00	17%	25,208.00
020	Off of Supt	167,765.00	14,747.72	14,747.72	9%	0.00	9%	153,017.28
050	School Admin	321,722.00	18,136.02	18,136.02	6%	0.00	6%	303,585.98
110	Business Services	230,710.00	30,198.91	30,198.91	13%	6,900.00	16%	193,611.09
200	Voluntary Pre-K	149,724.00	211.44	211.44	0%	0.00	0%	149,512.56
201	Kindergarten	91,095.00	720.00	720.00	1%	0.00	1%	90,375.00
203	Elem. Ed. K-6	857,653.00	83,301.34	83,301.34	10%	2,694.31	10%	771,657.35
204	Title II Part A	129.00	0.00	0.00	0%	0.00	0%	129.00
211	Sec Ed-General	146,307.00	8,348.65	8,348.65	6%	0.00	6%	137,958.35
212	Art	107,847.00	1,616.84	1,616.84	1%	0.00	1%	106,230.16
216	Educat Disadvantaged	137,615.00	0.00	0.00	0%	0.00	0%	137,615.00
220	English(Language Art	198,282.00	0.00	0.00	0%	0.00	0%	198,282.00
232	Spanish	103,908.00	0.00	0.00	0%	0.00	0%	103,908.00
240	Health/Physical Ed.	109,319.00	647.21	647.21	1%	0.00	1%	108,671.79
250	Home Economics	80,429.00	1,319.60	1,319.60	2%	0.00	2%	79,109.40
255	Industrial Arts	101,528.00	0.00	0.00	0%	0.00	0%	101,528.00
256	Mathematics	170,191.00	0.00	0.00	0%	8.12	0%	170,182.88
258	Music	165,486.00	0.00	0.00	0%	0.00	0%	165,486.00
260	Natural Sciences	214,693.00	512.47	512.47	0%	0.00	0%	214,180.53
270	Social Studies	201,556.00	283.18	283.18	0%	0.00	0%	201,272.82
291	Robotics	19,734.00	400.00	400.00	2%	0.00	2%	19,334.00
292	Boys/Girls Athletics	165,512.00	21,018.51	21,018.51	13%	0.00	13%	144,493.49
294	Boys Athletics	57,365.00	11,054.86	11,054.86	19%	0.00	19%	46,310.14
296	Girls Athletics	90,739.00	0.00	0.00	0%	0.00	0%	90,739.00
298	Extracurricular Act	46,366.00	0.00	60.97	0%	0.00	0%	46,305.03
400	General Special Education	4,200.00	0.00	0.00	0%	0.00	0%	4,200.00
401	Speech/Lang Impair	60,325.00	2,101.68	2,101.68	3%	911.90	5%	57,311.42
406	Visually Impaired	14,198.00	0.00	0.00	0%	0.00	0%	14,198.00
407	Specific Learn Disab	319,240.00	0.00	0.00	0%	0.00	0%	319,240.00

Kelliher Public Schools #36
Exp Summary - Fd, Pro
Period Ending July 31, 2026

Sequence: Fd, Pro

		A27					% YTD	Remaining
Description		Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General							
408	Emot/Behavior Disord	17,010.00	0.00	0.00	0%	0.00	0%	17,010.00
410	Other Health Disabilities	56,078.00	0.00	0.00	0%	0.00	0%	56,078.00
411	Autistic Spectrum Disorders	185,033.00	0.00	0.00	0%	0.00	0%	185,033.00
412	ECSE	84,334.00	0.00	0.00	0%	0.00	0%	84,334.00
416	Severely Multiple Impaired	7,639.00	0.00	0.00	0%	0.00	0%	7,639.00
420	Spec Ed-General	346,867.00	0.00	0.00	0%	0.00	0%	346,867.00
422	Spec Ed/Non-Disabled	192,997.00	0.00	0.00	0%	0.00	0%	192,997.00
605	Gen Instr Support	98,887.00	41,338.87	41,338.87	42%	0.00	42%	57,548.13
620	Educ Media	61,769.00	1,037.68	1,037.68	2%	0.00	2%	60,731.32
630	Instruc-Related Technology	288,649.00	28,223.24	28,223.24	10%	0.00	10%	260,425.76
640	Staff Development	24,027.00	5,650.00	5,650.00	24%	0.00	24%	18,377.00
710	Secondary Counseling Services	41,572.00	0.00	0.00	0%	0.00	0%	41,572.00
712	Elementary Counseling Services	41,572.00	0.00	0.00	0%	0.00	0%	41,572.00
720	Health Service	63,976.00	357.90	357.90	1%	0.00	1%	63,618.10
740	Social Work Services	166,992.00	105.10	105.10	0%	0.00	0%	166,886.90
760	Pupil Transp	894,161.00	42,060.05	43,620.73	5%	0.00	5%	850,540.27
790	Other Pupil Support	143,027.00	0.00	0.00	0%	0.00	0%	143,027.00
810	Operations	914,670.00	51,882.19	61,148.30	7%	159.59	7%	853,362.11
811	H&S Maintenance	6,500.00	0.00	0.00	0%	0.00	0%	6,500.00
850	Facilities	110,000.00	0.00	0.00	0%	0.00	0%	110,000.00
865	Long Term Fac Maint	2,000.00	0.00	0.00	0%	0.00	0%	2,000.00
930	Employee Benefits	34,908.00	28,908.00	28,908.00	83%	0.00	83%	6,000.00
940	Property/Oth Ins	72,541.00	61,038.03	61,038.03	84%	0.00	84%	11,502.97
950	Transfers	237,755.00	0.00	0.00	0%	0.00	0%	237,755.00
01	General	8,456,864.00	460,273.49	471,161.25	6%	10,673.92	6%	7,975,028.83
02	Food Service							
770	Food Services	457,857.00	6,172.50	6,172.50	1%	0.00	1%	451,684.50
02	Food Service	457,857.00	6,172.50	6,172.50	1%	0.00	1%	451,684.50
04	Community Service							

Kelliher Public Schools #36

Exp Summary - Fd, Pro

Period Ending July 31, 2026

Sequence: Fd, Pro

		A27					% YTD	Remaining
Description		Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
04	Community Service							
505	Comm Serv-General	16,953.00	551.51	551.51	3%	0.00	3%	16,401.49
580	Early Childhood	34,608.00	0.00	0.00	0%	0.00	0%	34,608.00
582	School Readiness	125,611.00	0.00	0.00	0%	0.00	0%	125,611.00
583	Early Childhood Screening	160.00	0.00	0.00	0%	0.00	0%	160.00
591	Child Care Center	281,634.00	16,518.10	16,518.10	6%	0.00	6%	265,115.90
04	Community Service	458,966.00	17,069.61	17,069.61	4%	0.00	4%	441,896.39
06	Building Constr.							
870	Building Constr.	12,000.00	0.00	0.00	0%	0.00	0%	12,000.00
06	Building Constr.	12,000.00	0.00	0.00	0%	0.00	0%	12,000.00
07	Debt Redemption							
910	Long-Term Oblig.	443,275.00	0.00	0.00	0%	0.00	0%	443,275.00
07	Debt Redemption	443,275.00	0.00	0.00	0%	0.00	0%	443,275.00
08	Trust & Agency							
960	Other Nonrecurring Items	15,000.00	0.00	0.00	0%	0.00	0%	15,000.00
08	Trust & Agency	15,000.00	0.00	0.00	0%	0.00	0%	15,000.00
11	School Forest							
810	Operations	1,500.00	0.00	0.00	0%	0.00	0%	1,500.00
11	School Forest	1,500.00	0.00	0.00	0%	0.00	0%	1,500.00
21	Student Activity Fund							
298	Extracurricular Act	103,240.00	1,979.63	1,979.63	2%	0.00	2%	101,260.37
21	Student Activity Fund	103,240.00	1,979.63	1,979.63	2%	0.00	2%	101,260.37
Report Totals:		9,948,702.00	485,495.23	496,382.99	5%	10,673.92	5%	9,441,645.09

Kelliher Public Schools #36
Guideline for Activity Fund by Class/Subclass
Period Ending July 31, 2026

Sequence: Group-Sub, Crs

										A27			% YTD			Remaining
L	Fd	Org	Pro	Fin	O/S	Crs	Class	Sub	Description	Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
00									ASSETS							
B	21	101	000				100	00	Student Activity Cash	0.00	3,318.37	60,217.99	0%	0.00	0%	(60,217.99)
B	21	401	722				400	00	Art Club	0.00	0.00	(2.01)	0%	0.00	0%	2.01
00									FUND BALANCE	0.00	3,318.37	60,215.98	0%	0.00	0%	(60,215.98)
701									Band/Choir							
B	21	401	701				400	701	FB Band/Choir	0.00	0.00	(2,143.98)	0%	0.00	0%	2,143.98
E	21	005	298	301	401	701	401	701	Band/Choir Supplies	8,000.00	0.00	0.00	0%	0.00	0%	8,000.00
R	21	005	298	301	099	701	401	701	Band/Choir Revenue	(24,000.00)	0.00	0.00	0%	0.00	0%	(24,000.00)
701									Band/Choir	(16,000.00)	0.00	(2,143.98)	13%	0.00	13%	(13,856.02)
703									Yearbook							
B	21	401	703				400	703	FB Yearbook	0.00	0.00	(4,628.81)	0%	0.00	0%	4,628.81
E	21	005	298	301	401	703	401	703	Yearbook Supplies	3,600.00	0.00	0.00	0%	0.00	0%	3,600.00
R	21	005	298	301	099	703	401	703	Yearbook Revenue	(5,000.00)	0.00	0.00	0%	0.00	0%	(5,000.00)
703									Yearbook	(1,400.00)	0.00	(4,628.81)	331%	0.00	331%	3,228.81
705									5th/6th Grade Trip							
R	21	005	298	301	099	705	401	705	5th/6th Grade Trip Revenue	(13,164.00)	0.00	0.00	0%	0.00	0%	(13,164.00)
705									5th/6th Grade Trip	(13,164.00)	0.00	0.00	0%	0.00	0%	(13,164.00)
707									Robotics							
E	21	005	298	301	401	707	401	707	Robotics Supplies	6,300.00	0.00	0.00	0%	0.00	0%	6,300.00
R	21	005	298	301	099	707	401	707	Robotics Revenue	(1,500.00)	(3,000.00)	(3,000.00)	200%	0.00	200%	1,500.00
707									Robotics	4,800.00	(3,000.00)	(3,000.00)	(63%)	0.00	(63%)	7,800.00
712									Math & Science Girls							
B	21	401	712				400	712	FB Math & Science Girls	0.00	0.00	(10.29)	0%	0.00	0%	10.29
712									Math & Science Girls	0.00	0.00	(10.29)	0%	0.00	0%	10.29
715									Close-up							
B	21	401	715				400	715	FB Close-up	0.00	0.00	(145.13)	0%	0.00	0%	145.13
715									Close-up	0.00	0.00	(145.13)	0%	0.00	0%	145.13
720									Student Council							
E	21	005	298	301	401	720	401	720	Student Council Supplies	7,300.00	0.00	0.00	0%	0.00	0%	7,300.00
R	21	005	298	301	099	720	401	720	Student Council Revenue	(2,200.00)	0.00	0.00	0%	0.00	0%	(2,200.00)
720									Student Council	5,100.00	0.00	0.00	0%	0.00	0%	5,100.00
722									Art Club							
E	21	005	298	301	401	722	401	722	Art Club Supplies	60.00	0.00	0.00	0%	0.00	0%	60.00
722									Art Club	60.00	0.00	0.00	0%	0.00	0%	60.00

Kelliher Public Schools #36
Guideline for Activity Fund by Class/Subclass
Period Ending July 31, 2026

Sequence: Group-Sub, Crs

										A27			% YTD			Remaining
L	Fd	Org	Pro	Fin	O/S	Crs	Class	Sub	Description	Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
725 Ag Club																
B	21	401	725				400	725	Ag Club	0.00	0.00	(7,303.45)	0%	0.00	0%	7,303.45
E	21	005	298	301	401	725	401	725	Ag Club Supplies	1,500.00	0.00	0.00	0%	0.00	0%	1,500.00
R	21	005	298	301	099	725	401	725	Ag Club Revenue	(1,000.00)	0.00	0.00	0%	0.00	0%	(1,000.00)
725 Ag Club										500.00	0.00	(7,303.45)	(1461%)	0.00	(1461%)	7,803.45
731 FCCLA - Egg Hunt																
B	21	401	731				400	731	FB FCCLA - Egg Hunt	0.00	0.00	(286.90)	0%	0.00	0%	286.90
731 FCCLA - Egg Hunt										0.00	0.00	(286.90)	0%	0.00	0%	286.90
732 FCCLA - Kelliher Kits																
B	21	401	732				400	732	FB FCCLA - Kelliher Kits	0.00	0.00	(2,828.77)	0%	0.00	0%	2,828.77
E	21	005	298	301	401	732	401	732	FCCLA - Kelliher Kits Supplie	2,500.00	0.00	0.00	0%	0.00	0%	2,500.00
R	21	005	298	301	099	732	401	732	FCCLA - Kelliher Kits Reveni	(2,000.00)	0.00	0.00	0%	0.00	0%	(2,000.00)
732 FCCLA - Kelliher Kits										500.00	0.00	(2,828.77)	(566%)	0.00	(566%)	3,328.77
735 Spanish Club																
B	21	401	735				400	735	Spanish Club	0.00	0.00	(7,615.40)	0%	0.00	0%	7,615.40
E	21	005	298	301	401	735	401	735	Spanish Club Supplies	6,000.00	0.00	0.00	0%	0.00	0%	6,000.00
R	21	005	298	301	099	735	401	735	Spanish Club Revenue	(12,000.00)	(848.00)	(848.00)	7%	0.00	7%	(11,152.00)
735 Spanish Club										(6,000.00)	(848.00)	(8,463.40)	141%	0.00	141%	2,463.40
740 National Honor Society																
B	21	401	740				400	740	FB National Honor Society	0.00	0.00	(818.97)	0%	0.00	0%	818.97
E	21	005	298	301	401	740	401	740	National Honor Society Supp	320.00	0.00	0.00	0%	0.00	0%	320.00
R	21	005	298	301	099	740	401	740	National Honor Society Reve	(500.00)	0.00	0.00	0%	0.00	0%	(500.00)
740 National Honor Society										(180.00)	0.00	(818.97)	455%	0.00	455%	638.97
750 Trap Shooting																
E	21	005	298	301	401	750	401	750	Trap Shooting Supplies	1,700.00	0.00	0.00	0%	0.00	0%	1,700.00
750 Trap Shooting										1,700.00	0.00	0.00	0%	0.00	0%	1,700.00
755 Golf																
B	21	401	755				400	755	Golf	0.00	0.00	(7,052.54)	0%	0.00	0%	7,052.54
E	21	005	298	301	401	755	401	755	Golf Supplies	4,000.00	925.80	925.80	23%	0.00	23%	3,074.20
R	21	005	298	301	099	755	401	755	Golf Revenue	(6,000.00)	(1,350.00)	(1,350.00)	23%	0.00	23%	(4,650.00)
755 Golf										(2,000.00)	(424.20)	(7,476.74)	374%	0.00	374%	5,476.74
760 Football Team																
B	21	401	760				400	760	FB Football Team	0.00	0.00	(4,135.07)	0%	0.00	0%	4,135.07
E	21	005	298	301	401	760	401	760	Football Team Supplies	5,500.00	1,053.83	1,053.83	19%	0.00	19%	4,446.17

Kelliher Public Schools #36
Guideline for Activity Fund by Class/Subclass
Period Ending July 31, 2026

Sequence: Group-Sub, Crs

										A27			% YTD			Remaining
L	Fd Org	Pro	Fin	O/S	Crs	Class	Sub	Description		Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
	760							Football Team								
R 21	005	298	301	099	760	401	760	Football Team Revenue		(3,600.00)	0.00	0.00	0%	0.00	0%	(3,600.00)
	760							Football Team		1,900.00	1,053.83	(3,081.24)	(162%)	0.00	(162%)	4,981.24
	761							Baseball Team								
B 21	401	761				400	761	FB Baseball Team		0.00	0.00	(574.26)	0%	0.00	0%	574.26
E 21	005	298	301	401	761	401	761	Baseball Team Supplies		1,000.00	0.00	0.00	0%	0.00	0%	1,000.00
	761							Baseball Team		1,000.00	0.00	(574.26)	(57%)	0.00	(57%)	1,574.26
	762							Boys Basketball								
B 21	401	762				400	762	Boys Basketball		0.00	0.00	(1,905.50)	0%	0.00	0%	1,905.50
E 21	005	298	301	401	762	401	762	Boys Basketball Supplies		460.00	0.00	0.00	0%	0.00	0%	460.00
	762							Boys Basketball		460.00	0.00	(1,905.50)	(414%)	0.00	(414%)	2,365.50
	770							Girls Basketball Team								
B 21	401	770				400	770	FB Girls Basketball Team		0.00	0.00	(6,880.39)	0%	0.00	0%	6,880.39
E 21	005	298	301	401	770	401	770	Girls Basketball Team Suppli		20,000.00	0.00	0.00	0%	0.00	0%	20,000.00
R 21	005	298	301	099	770	401	770	Girls Basketball Team Rever		(16,000.00)	(100.00)	(100.00)	1%	0.00	1%	(15,900.00)
	770							Girls Basketball Team		4,000.00	(100.00)	(6,980.39)	(175%)	0.00	(175%)	10,980.39
	771							Softball Team								
B 21	401	771				400	771	FB Softball Team		0.00	0.00	(1,197.42)	0%	0.00	0%	1,197.42
E 21	005	298	301	401	771	401	771	Softball Team Supplies		11,000.00	0.00	0.00	0%	0.00	0%	11,000.00
R 21	005	298	301	099	771	401	771	Softball Team Revenue		(11,200.00)	0.00	0.00	0%	0.00	0%	(11,200.00)
	771							Softball Team		(200.00)	0.00	(1,197.42)	599%	0.00	599%	997.42
	826							Class of 2026								
B 21	401	826				400	826	FB Class of 2026		0.00	0.00	(1,190.97)	0%	0.00	0%	1,190.97
	826							Class of 2026		0.00	0.00	(1,190.97)	0%	0.00	0%	1,190.97
	827							Class of 2027								
B 21	401	827				400	827	FB Class of 2027		0.00	0.00	(3,737.18)	0%	0.00	0%	3,737.18
E 21	005	298	301	401	827	401	827	Class of 2027 Supplies		14,000.00	0.00	0.00	0%	0.00	0%	14,000.00
R 21	005	298	301	099	827	401	827	Class of 2027 Revenue		(11,000.00)	0.00	0.00	0%	0.00	0%	(11,000.00)
	827							Class of 2027		3,000.00	0.00	(3,737.18)	(125%)	0.00	(125%)	6,737.18
	828							Class of 2028								
B 21	401	828				400	828	FB Class of 2028		0.00	0.00	(3,221.33)	0%	0.00	0%	3,221.33
E 21	005	298	301	401	828	401	828	Class of 2028 Supplies		10,000.00	0.00	0.00	0%	0.00	0%	10,000.00
R 21	005	298	301	099	828	401	828	Class of 2028 Revenue		(13,500.00)	0.00	0.00	0%	0.00	0%	(13,500.00)
	828							Class of 2028		(3,500.00)	0.00	(3,221.33)	92%	0.00	92%	(278.67)

Kelliher Public Schools #36
Guideline for Activity Fund by Class/Subclass
Period Ending July 31, 2026

Sequence: Group-Sub, Crs

										A27					% YTD	Remaining
L	Fd	Org	Pro	Fin	O/S	Crs	Class	Sub	Description	Annual Budget	Period 202701	Year To Date	% YTD	Encumbrances	+ Enc	Balance
			829	Class of 2029												
B	21	401	829				400	829	FB Class of 2029	0.00	0.00	(1,161.25)	0%	0.00	0%	1,161.25
R	21	005	298	301	099	829	401	829	Class of 2029 Revenue	(3,000.00)	0.00	0.00	0%	0.00	0%	(3,000.00)
			829	Class of 2029						(3,000.00)	0.00	(1,161.25)	39%	0.00	39%	(1,838.75)
			830	Class of 2030												
B	21	401	830				400	830	FB Class of 2030	0.00	0.00	(60.00)	0%	0.00	0%	60.00
			830	Class of 2030						0.00	0.00	(60.00)	0%	0.00	0%	60.00
Report Totals:										(22,424.00)	(0.00)	(0.00)	0%	0.00	0%	(22,424.00)



CORPORATE CARD

Account Number XXXX XXXX XXXX 9702
Account Name TRANSPORTATIONDEPARTMENT
Company Name KELLIHER PUBLIC SCHOOL

Statement Date Jun. 27, 2026

Purchases	+3,961.01
Cash Advances	+0.00
Fees	+0.00
Adjustments	+0.00
Payments	-0.00
Closing Balance	\$3,961.01
Credit Limit	\$10,000.00

CONTACT

General Inquiries
Lost/Stolen Cards

TOLL FREE CALLS US & CANADA	OUTSIDE US & CANADA (CALL COLLECT)
1-855-825-9234	262-780-8662
1-844-227-0528	262-780-8662

PERIOD COVERED BY THIS STATEMENT

May 28, 2026 - Jun. 27, 2026

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
May 26	May 29	NAEIR GALESBURG IL	173.05
Jun. 11	Jun. 12	PAYPAL *CUSTOMENGRA 4029357733 TN	38.46
Jun. 18	Jun. 19	IN *ASPI SOLUTIONS, IN AMES IA	749.50
Jun. 18	Jun. 19	IN *ASPI SOLUTIONS, IN AMES IA	3,000.00

Report any items which do not agree with your records within 30 days of the statement date.

Page 1 of 2



P.O. BOX 5700
CAROL STREAM IL 60197-5700

Account Number XXXX XXXX XXXX 9702
Closing Balance \$3,961.01

TRANSPORTATIONDEPARTMENT
ALIZA LUNDIN
PO BOX 259
KELLIHER MN 56650-0259

000A

**For your records only.
No payment required.**

Account Number XXXX XXXX XXXX 9702
Account Name TRANSPORTATIONDEPARTMENT

Statement Date: Jun. 27, 2026

**IND. SCHOOL DISTRICT #36
KELLIHER PUBLIC SCHOOL
REGULAR SCHOOL BOARD MEETING
JULY 20, 2026**

The School Board of ISD #36, Kelliher, MN met June 15, 2026 in the School Media Center. The meeting was called to order by Chair Mary Thayer at 6:01 p.m. Members present: Mary Thayer, Rachel Jorgensen, Tessa Koisti, Dawn Jensen, Jake Neft and Jeff Nelson, Superintendent, Ex-Officio. Members absent: Kevin Waldo.

Visitors: Staci Lagerquist, Curtis Lundin, Calvin Mayers, Aaron Jorgensen, Sherri Dahl, Alisha Everwind, Chase Pink, and Aliza Lundin

The Pledge of Allegiance was said.

Motion by Rachel Jorgensen, second Tessa Koisti to approve the agenda. Motion passed unanimously.

Citizen's Forum:

1. None.

Reports & Presentations:

1. Presentations
 - a. Staci Lagerquist following up on baseball/softball complex proposal. Staci on complex-kids walking to Pfund unsafe; Northome field now disc golf. Proposal to buy land from City, log area, add FB practice field, add new JH fields, lighting, concessions, and announcer tower.
 - b. Calvin Mayers gave a baseball dugouts update – Varsity baseball need replaced, softball dugouts are fine. To demo baseball dugouts before school begins.
2. Administrative Reports (Demo before school)
 - a. Superintendent Jeff Nelson reported on July 27, 2026 the board will meet with Gail Gilman for strategic planning and discussed virtual Sped Teacher.
 - b. Business Manager Aliza Lundin reported on audit status, election notices, and levy timeline for the coming months.

- c. Principal Sherri Dahl reported we will be moving to the second phase of READ Act with high school teachers, and that the new K-8 reading curriculum Wit & Wisdom has a professional development training scheduled in August.

Directors' Forum:

1. Rachel Jorgensen discussed Booster Committee policy / MSBA guidance.
2. Mary Thayer discussed the Superintendent Evaluation process and thanked Jeff Nelson and all a part of it, reporting a 3.04/4 combined overall score.

Regular Business:

Motion by Tessa Koisti, second by Dawn Jensen to approve the June 15, 2026 Regular Board Meeting Minutes. Motion passed unanimously.

Motion by Dawn Jensen, second by Rachel Jorgensen to approve the June Treasurer's Report, Payroll, and District bills in the amount of \$428,940.90. Motion passed unanimously.

Consent Agenda:

1. Approve Resolution Accepting Donations.
2. Accept Resignation of Amy Mastin, Teacher, with Thanks and Appreciation.
3. Accept resignation of Tayler Dreher, Jr. High Softball Coach, with Thanks and Appreciation.

Motion made by Rachel Jorgensen, seconded by Jake Neft to approve the consent agenda. Motion passed unanimously.

Action Items:

1. MSHSL

Motion made by Tessa Koisti, seconded by Dawn Jensen to approve resolution for membership renewal with the MSHSL. Motion passed unanimously.

2. Milk Bid

Motion made by Rachel Jorgensen, second by Jake Neft to award milk bid to Sandstroms. Sandstroms (sole bid received)

½ pint 1% white milk - \$11,439.00 (total)

½ pint skim milk - \$922.50 (total)

½ pint 1% chocolate milk - \$14,553.00 (total)

Lactose Free ½ pints - \$685.26 (total)

Total: \$27,599.76. Motion passed unanimously.

3. Propane Bid

Motion made by Rachel Jorgensen, second by Tessa Koisti to approve Rainy Lake the propane bid. 75,000 gallons transport delivered - \$1.0200 per gallon. Bulk delivered - \$1.2200 per gallon (\$91,140 total estimated - lowest bid). Motion passed unanimously.

4. LTFM

Motion by Dawn Jensen, second by Rachel Jorgensen to approve Long-term Facilities Maintenance Resolution (FY 2028 LTFM Plan, LTFM Assurances). Motion passed unanimously.

5. Food Shelf

Motion by Tessa Koisti, second by Jake Neft to approve the lease agreement with Kelliher Area Food Shelf. Motion passed unanimously.

6. LED Lamps

Motion by Dawn Jensen, second by Jake Neft to approve the quote from Shogren Electric for the retro fit and installation of LED lamps for \$9,800. Motion passed unanimously.

7. Adjourn

Motion by Rachel Jorgensen, second by Tessa Koisti to close meeting at 7:11 p.m. pursuant to Minn. Stat. 13D.05, Subd. 3(a) and Minn. Stat. 13D.03 to conduct the superintendent's annual performance evaluation and to consider strategy for labor negotiations with the Kelliher Support Staff (KSS/EdMN). Motion passed unanimously.

Reopen/Close meeting times

The next Regular School Board Meeting is scheduled for Monday, August 17, 2026 at 6:00 p.m. in the Kelliher School Media Center.

The following resolution was moved by _____ and seconded by _____:

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: "The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education."; and

WHEREAS, Minnesota Statutes 465.03 provides: "Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full."; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Kelliher, ISD 36, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
JEANNIE JEAN	50.00	DONATION TO THE GBB SUMMER PROGRAM

Whereupon, said Resolution was declared duly adopted.

By: _____
Chair

By: _____
Clerk

CLIENT SERVICES AGREEMENT

Education Division



Soliant Health, LLC (the "Company"), and **KELLIHER PUBLIC SCHOOL DISTRICT** whose primary location is BOX 259, KELLIHER, MN 56650 (the "Client") enter into this non-exclusive Client Services Agreement for the purpose of referring and placing Company's employees (the "Consultant" or "Consultants") with Client. This Agreement will govern the overall terms of the relationship, while separate Client Assignment Confirmation (Addendum A) for each placement will outline specifics such as bill rates, personnel, assigned discipline, and assignment lengths.

1. Scope of Services.

The Company, a staffing agency in the business of providing supplemental staffing, recruiting, and candidate referral services, will use commercially reasonable efforts to identify, screen, refer, and provide Consultants to Client on a temporary basis or, if requested by Client, for direct hire. The parties agree that Company cannot and does not guarantee the results, performance, or continued availability of any Consultant. Client represents and warrants that it currently holds, and will maintain throughout the term of this Agreement, all licenses, permits, accreditations, and other requirements necessary to operate its business and to properly supervise and utilize the Consultants in the positions assigned. If a Consultant is unable or unwilling to complete the specified temporary assignment, Company will use commercially reasonable efforts to identify a replacement in a timely manner.

2. Independent Contractor.

The parties agree that the relationship of each to the other is that of an independent contractor. All Consultants will remain employees of the Company, which is solely responsible for providing and maintaining payroll services for any Consultant placed with Client, maintaining payroll records, and withholding and remitting all payroll taxes and social security payments, unless the parties otherwise agreed to in writing. Company does not ordinarily use subcontractors in providing services. Should the need to use a separate staffing firm or independent contractor arise, Company will notify Client in advance of the assignment to receive approval of this arrangement unless the individual service providers are placed on substitute basis to address staffing absences or short-term shortages at which point Company will utilize Go Spindle, LLC. If such temporary staffing persists longer than thirty (30) consecutive days, advance notification and approval will be requested.

3. Term of Agreement.

This Agreement begins on the date of the latest signature below ("Effective Date") and remains in effect for a period of one (1) year unless terminated earlier in accordance with the provisions of this Agreement. Following the initial term, this Agreement will automatically renew for successive one-year periods. If either party elects not to renew, all obligations under this Agreement will cease at the end of the current term, except for any provisions that expressly or by their nature survive termination.

4. Telepractice Services.

Company, at Client's request, may provide telepractice services through its teletherapy provider VocoVision. Should utilization of VocoVision occur, Client will receive **Addendum A – Teleservices Assignment Confirmation** which outlines specific terms and conditions regarding VocoVision's telepractice services.

5. Insurance.

Company will maintain at least the following minimum amounts of insurance:

General Liability - \$2,000,000 per occurrence and \$4,000,000 aggregate.

Workers Compensation - in accordance with state regulations.

Employer's Liability - \$1,000,000.

Excess Liability over General Liability and Employer's Liability - \$5,000,000 per occurrence and \$5,000,000 aggregate.

Professional Liability - \$1,000,000 per occurrence and \$3,000,000 aggregate.

Sexual Abuse and Molestation - \$1,000,000 per claim and \$3,000,000 aggregate

6. Competency and Licensing.

Company will make reasonable efforts to present only Consultants qualified for their discipline based on the applicable Department of Education licensing and certification requirements, professional standards, and Client requirements for the disciplines placed with Client. The Company will conduct pre-employment screenings to provide Consultants who meet the applicable standards and Client requirements. To assist in these efforts, Client will provide Company with all necessary standards and Client requirements for each discipline a Consultant may work in. Client acknowledges that it possesses the unique and necessary knowledge to assess the qualifications of any Consultant referred to work with Client, and Client agrees that it has the ultimate responsibility of approving a Consultant's licensure, certifications, and qualifications as acceptable for Client in the assigned discipline. To this end, Company will make available to Client all necessary Consultant records that Company may disclose and may, at Client's discretion, facilitate an interview between Client and Consultant to assist in the assignment decision. If Client becomes aware of any notices, findings, or information, including but not limited to fingerprint search results, that may negatively impact the start or continuation of an assignment, Client will notify Company in writing within three (3) business days of Client's knowledge of such information and will provide Company with all relevant and necessary details regarding the situation. Failure to notify Company may result in the termination of this Agreement and any current or future assignments.

7. Credentialing and Onboarding.

Consultants assigned to Client must pass all required background checks, fingerprinting, and security screenings in accordance with federal, state, and local requirements as applicable to Client and the assigned discipline. Client will confirm that Consultants meet these requirements prior to the start of an assignment.

Client acknowledges that Consultants must complete Company's onboarding and credentialing processes prior to the start of an assignment, and Client agrees that Consultants may not provide any services prior to their completion of onboarding and credentialing. Company will provide Client with written notice of Consultant's completion of onboarding and credentialing and Consultant's authorization to begin work. If Client authorizes a Consultant to begin work before completion of the onboarding and credentialing process, Client accepts full responsibility for such authorization. Client agrees to indemnify, defend, and hold harmless Company from all liabilities, losses, damages, costs, and expenses arising due to Consultant's performance of services during such period and agrees that in no instance is Company liable to Client for its decision to authorize work without Company's written approval and confirmation of completion of onboarding and credentialing.

8. On-Site Responsibility.

Client will provide Consultants with orientation to all Client specific policies, procedures, and processes necessary to provide services, including but not limited to safety policies and procedures, and Client will provide all necessary support, facilities, training, direction, and means for Consultants to satisfactorily complete the assignment. Client acknowledges that Company does not provide special education, therapy, nursing, or related services and only provides candidate identification and placement services. As such, the provision of Consultant's services is not supervised by Company. Client will provide Consultant and Company written notice and contact information of the Client supervisor assigned to each Consultant. At all times, Consultants are subject to Client's guidance, supervision, and control for the work performed and services provided. Client is responsible for Consultant's adherence to the applicable standards of practice and Client requirements, and only Client is responsible for determining the appropriate services to be provided by Consultant. Client will not allow Consultant, at any time, to perform work or provide services that are outside the scope of the duties and responsibilities of their assigned position, and Client will not allow Consultant to perform work at any location other than the location(s) agreed upon with Company. Client will not allow, request, or require that Consultants use any automobile, regardless of ownership, or Consultant's personal devices in performance of any work for Client without the written consent of Company. Client acknowledges that any deviation from Client's policies and procedures, as orientated to Consultants, should be immediately reported in writing and directly to Company so it may offer correction and/or counseling to the Consultant.

9. Administrative Responsibilities.

Client is responsible for orienting Consultants to Client's policies and procedures regarding the submission of any paperwork required for reimbursement by funding entities such as Medicare, Medicaid, or health insurance. Such paperwork may include, but is not limited to, patient care plans, comprehensive patient histories, individual education plans, or Client specific program plans. Should Consultant fail to submit paperwork as required by Client's policies and procedures, Client will notify Company in writing within three (3) business days of Client's knowledge of the alleged failure. Failure to timely notify Company or notify Company before an assignment ends negates any Client claim to withhold payment due to untimely work and/or paperwork non-compliance.

Where required by federal, state, or local law, Client acknowledges it is responsible for providing and administering meal and rest periods to Consultants in accordance with such laws because Company does not maintain control over Client's workplace. If Client operates in such a jurisdiction, Client will provide a written policy outlining Client's requirements and procedures to Company and Consultants, and Client will provide appropriate training to Consultants so they may comply with such policy. Client agrees to indemnify Company for any payments or other expenses incurred by Company relating to Client's failure to properly administer any legally required meal or rest breaks. Client will immediately notify Company in writing if it is unable or unwilling to provide or administer legally required meal and rest breaks. In such an event, Company may immediately terminate any or all current and future assignments with Client. In the event of any inquiries regarding meal and rest break compliance, Client and Company will cooperate in good faith to resolve the matter in accordance with applicable laws and best practices. If corrective action is necessary, the parties will work together to determine an appropriate resolution.

10. Workplace Conditions and Reporting of Work-Related Injuries.

Client will maintain a safe working environment and provide all appropriate personal protective equipment as deemed necessary for the positions to which Consultants are assigned. Client warrants that its facilities and operations comply with all applicable federal, state, and local safety and health laws, regulations, and standards, including but not limited to all applicable workplace safety standards. Client agrees it is responsible for providing all necessary safety training and equipment to Consultants, and for each Consultant's compliance with applicable health and safety requirements, including those instituted by Client. Client ensures compliance with all applicable workplace safety obligations, including general training on the reporting of work-place injuries or incidents, and occupational exposure to bloodborne pathogens. Records of such occurrences will be maintained by Client and will be accessible to Company. In the event of a workplace injury, incident, or exposure, each affected Consultant will contact their immediate Client-appointed supervisor and report to the appropriate treating department as per Client protocol. Consultant will concurrently report any workplace injury, incident, or

CLIENT SERVICES AGREEMENT

Education Division



exposure to Company for the purpose of reporting such event to Company's workers' compensation carrier. If Client's reporting requirements change during the term of this Agreement, Client is responsible for providing written notification of such change to both Company and Consultants.

11. Employment of Consultants.

Should Client wish to engage in a contingency search agreement for specific disciplines to help fulfil required staffing levels, the parties will work together to develop a separate agreement outlining the scope of such requested search.

12. Equal Opportunity and Workplace Harassment.

Both parties agree to provide equal opportunity to all Consultants and agree that they will not discriminate against, harass, or retaliate against any Consultant based on race, religion, color, sex, national origin, age, disability, veteran status, or any other status or condition protected by applicable federal, state, or local laws. Client will promptly investigate all allegations of discrimination, harassment, and retaliation, and will immediately report to Company any such incident or suspected incident involving a Consultant and Client employees or agents or occurring at Client's worksites. Client will indemnify Company for all losses, liabilities, or damages associated with defending any charge, complaint, claim, cause of action or suit by any governmental or administrative agency and/or any Consultant or anyone acting on Consultant's behalf, arising in whole or in part due of Client or Client's employees or agents..

13. Timekeeping and Invoicing.

Client will ensure that Consultants accurately record the start and stop times for all hours worked in accordance with Client's policies and that Consultants utilize Client's designated method for submission of Company's timesheet. Timesheets and/or timesheet approvals are due weekly by 12:00 PM on the Monday following the end of Client's designated workweek.

Company will generate an invoice based on timesheets submitted. Each invoice will contain a unique invoice number, date(s) of services provided, Consultant name, job title, hourly bill rate, total hours billed, and total amount due. Company pays overtime in compliance with federal, state, and local laws. Client agrees to be billed at one and one-half (1.5) times the regular bill rate for all hours when Company is required to pay overtime. Client must notify Company in writing if pre-approval is required for overtime hours prior to any such hours being worked. Client attests that only Client employees with appropriate knowledge and authority will review and approve invoices and will notify Company of any errors within fifteen (15) days of the date of invoice, and Company agrees that all non-disputed amounts are due and payable according to the standard payment terms contained herein. Company and Client will work in good faith to resolve any errors, and Company will provide a corrected invoice mutually acceptable to both parties within ten (10) business days of a resolution. In the event Client fails to report errors within fifteen (15) days, disputes will not be accepted, and the invoice will be due and payable in full.

14. Payment Terms, Default Charges, and Minimum Wage Increases.

Company will submit invoices to Client on a weekly basis for all services provided during the previous week. **Client's payment is due within fifteen (15) days of receipt of invoice.**

Invoices are considered past due if not paid by the agreed upon due date. Client agrees to pay all necessary collection costs, including reasonable attorney's fees and costs. Company reserves the right to approve or discontinue any extension of credit and the terms governing such credit.

If Company is required to increase Consultant's compensation due to minimum wage increases or experiences an increase in compensation costs as a direct result of any law, order, or other government action, Client agrees that Company may increase the bill rates at a proportional level. Company agrees it may only increase bill rates up to a level that places Company in the same position it was prior to such law, order, or action. Company will provide fifteen (15) days written notice to Client prior to any such change taking effect.

15. Limitation of Liability.

NEITHER PARTY WILL BE LIABLE TO THE OTHER WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES ON ACCOUNT OF LOST PROFITS, LOST DATA, LOSS OF USE OF DATA, OR LOST OPPORTUNITY, WHETHER OR NOT PLACED ON NOTICE OF ANY SUCH ALLEGED DAMAGES AND REGARDLESS OF THE FORM OF ACTION IN WHICH SUCH DAMAGES MAY BE SOUGHT. THE FEES AND BILLINGS DUE UNDER THIS AGREEMENT ARE NOT CONSIDERED SPECIAL DAMAGES OR LOST PROFITS AND WILL NOT BE LIMITED BY THESE PROVISIONS.

16. Incident and Error Tracking.

Client will report to Company any performance issues, incidents, errors, or other similar events related to the work or services provided by Consultants. Company will document reported incidents and may track all such events for quality assurance purposes. All supporting documentation is required within seventy-two (72) hours of Client's knowledge of the occurrence.

17. Termination of Assignment With Cause.

Immediately upon Client's knowledge, Client will report to Company any behavior issue, deviation from the accepted standards of practice, policies, and procedures as orientated to Consultant, or incident that would be considered adverse to Client's operations. In such an event, Client may request, in writing, that Company facilitate the immediate removal of Consultant. Client agrees it will not immediately remove a Consultant or terminate an assignment unless Company has been notified in writing or, based on Client's good faith assessment, that immediate dismissal is necessary to protect Client's operations. Upon termination of assignment or removal of a Consultant, Client will provide documentation specifying the reasons and facts of the termination to Company within forty-eight (48) hours. If Client does not report such deviation(s) and terminates an assignment or does not provide the required documentation following a termination, Client will be assessed an amount equal to five (5) days of billings at the bill rates and minimum hours agreed upon in the applicable Client Assignment Confirmation. The parties agree that Consultants are an integral part of Company's operations and a resource that may have been developed over years, and Client acknowledges that Company may not be able to find another position for Consultant, ultimately leading to termination of Consultant's employment with Company. Accordingly, any delay or absence of written notice may result in lost revenue or other consequences not foreseen at this time. Therefore, the parties agree the liquidated damages in this Section are reasonable for the probable loss suffered by Company in the event of Client's breach of this provision.

Client is responsible for all costs and fees up to the point of termination. Client will provide Company a five (5) business days exclusivity period to refill the position in the event of termination with cause. Should Company identify a suitable Consultant, Client will agree to the original or extended terms of the terminated Consultant's assignment. In the event a replacement Consultant requires higher compensation, Client agrees that Company may proportionately increase the bill rate to put Company in the same position as it was before the termination.

18. Termination of Agreement and Termination of Assignment Without Cause.

Client may terminate an assignment or this Agreement upon thirty (30) days written notice. Client is responsible for all charges and fees prior to notice date and through the 30-day period of notice. If Client is unable to or does not provide thirty (30) days written notice, Client will be billed for thirty (30) days at the agreed upon regular bill rate and minimum hours for all terminated assignments. In the event of termination without cause, Client is responsible for any housing and travel costs actually incurred by Company because of such termination.

19. Minimum Hours.

Client will provide Consultants with the number of work hours per week specified in the applicable Client Assignment Confirmation. Cancellation of prescheduled workdays or reduction in work hours by Client will be billed reflecting the minimum work hours. Minimum work hours will be reduced to reflect scheduled closings for holidays and planning days.

20. Force Majeure and Unscheduled Facility Closure Policy.

Neither party is liable for failure or delay in performing its obligations, if such failure or delay is due to natural disasters, pandemics, acts of war, government regulations, or other events or causes beyond the parties' control. Further, the parties agree that Company is not liable for failure or delay in performing its obligations, if such failure or delay is due to termination of Consultant or Consultant's resignation. If services are interrupted, both parties will make reasonable efforts to resume operations.

Notwithstanding the foregoing, the parties agree that in the event of an unforeseen or unexpected interruption resulting from a complete or partial unscheduled closure of Client's facilities due to natural or manmade events, including but not limited to fires, storms, flooding, earthquake, labor unrest, riots, and/or acts of terrorism or war (each an "Unscheduled Closure"), Client will transition to virtual services all Consultants whose services can be performed in such a setting. Client agrees to be billed for virtual services at the regular contracted hourly bill rate for all hours worked by Consultant. Virtual service hours will be entered and processed according to the normal time submittal and approval process, unless otherwise requested in writing by Client and agreed upon by Company. Company and Client will work in good faith to determine which contracted disciplines qualify for virtual services, however Client may not decline virtual services of a Consultant if the same services are provided virtually by Client employee(s). For Consultants not eligible for virtual services, Client will be invoiced and will pay for each affected Consultant a rate of \$200 per day for each workday that the affected Consultant is unable to work due to an Unscheduled Closure.

21. Multiple Locations.

If Client requires Consultant to travel to and perform services at more than one location, Client will compensate Company for travel time between facilities at the regular hourly bill rate and for mileage not to exceed the then current IRS reimbursement rate.

22. Issue Resolution.

In the event Client encounters an issue that is not satisfactorily resolved by its Company representative, Client should escalate the issue to the appropriate Company manager by calling 800-849-5502. Please ask for your account representative's manager.

23. Indemnification.

To the fullest extent permitted by law, each party (the “Indemnifying Party”) will indemnify, defend, and hold harmless the other party, and each of their respective officers, directors, agents, and employees (the “Indemnified Party”) against all liabilities, losses, damages, costs and expenses (“Losses”) to the extent caused by the actions or inactions of the Indemnifying Party. In no event will the Indemnifying Party’s obligations extend to Losses resulting solely from the negligent act or omission, willful misconduct, breach of this Agreement, or unlawful act of an Indemnified Party.

The Indemnified Party will notify the Indemnifying Party promptly after receiving notice of a claim, lawsuit, demand, action, or threatened action (“Claim”) covered by the indemnity obligations in this Agreement and will provide the Indemnifying Party with all necessary documentation for the Indemnifying Party to assess its obligations under the Agreement. The parties will keep each other reasonably informed regarding the status of any Claim, will work in good faith in the defense and settlement of Claims, will provide notice to and consult with each other prior to settling any Claim. Neither party will, without the other’s written consent, settle or compromise any claim or consent to the entry of any judgment regarding any Claim which indemnification is being sought unless such settlement, compromise, or consent (i) includes an unconditional release of the other party from all liability arising out of such claim; (ii) does not include any admission or statement suggesting any wrongdoing or liability on behalf of the other party; (iii) does not contain any equitable order, judgment, or term that affects, restricts or interferes with the business of the other party; and (iv) does not place any monetary obligations or liabilities on the other party. Any omission or delay in complying with this paragraph by the Indemnified Party will relieve the Indemnifying Party of its obligations to the extent it is prejudiced by such omission or delay. This Section will survive any termination or expiration of this Agreement.

24. Confidentiality.

Each party acknowledges that, they (the “Receiving Party”) will learn confidential information of the other party (the “Disclosing Party”). Confidential information (as defined here and below) is any information which is private to the Disclosing Party but is shared by to the Receiving Party as required to accomplish this Agreement and **includes bill rates, fees for permanent placements, and terms and conditions of this Agreement.** It is agreed that neither party will disclose any Confidential Information of the other party to any person or entity nor permit any person or entity to use Confidential Information, except as required to fulfill the party’s obligations under this Agreement.

Confidential Information of Company also includes, but is not limited to, any and all information owned or controlled by Company and/or its employees, that relates to the clinical, technical, marketing, business or financial operations of Company and which is not generally disclosed to the public, including but not limited to employee and Consultant information and Company’s technical data, policies, financial data, contract terms and provisions, billing rates, and permanent placement fees whether disclosed orally, in writing, or by inspection, and that should be reasonably understood to be confidential given the nature of the information.

If the Receiving Party attempts to use or dispose of any Confidential Information, or any duplication or modification thereof, in any manner contrary to the terms of this Agreement, the Disclosing Party has the right, in addition to other remedies which may be available to it, to obtain injunctive relief enjoining such acts or attempts as a court of competent jurisdiction may grant. The parties acknowledge and agree that monetary damages may not be a sufficient remedy for any breach or threatened breach of this Section and, therefore, such injunctive relief is appropriate as a remedy and the breaching party waives any requirement for the securing or posting of any bond showing actual monetary damages in connection with such breach.

The parties understand and agree that nothing in this Section is meant to prevent any disclosure of Confidential Information required under federal, state, or local law, regulation, or a valid order issued by a court or governmental agency (each a “Legal Order”). Before making such disclosure, the Receiving Party will provide the Disclosing Party with (i) prompt written notice of such Legal Order so the Disclosing Party may seek, at its own costs and expense, a protective order or other remedy; and (ii) reasonable assistance, at the Disclosing Party’s costs and expense, in opposing such disclosure. If, after providing notice, the Receiving Party remains subject to a Legal Order to disclose any Confidential Information, the Receiving Party will disclose only the portion of Confidential Information that such Legal Order specifically requires to be disclosed.

25. Family Education Rights and Privacy Act, Data Protection, and Cybersecurity.

Where applicable, Company will comply with all laws, rules, and regulations pursuant to the Family Educational Rights and Privacy Act, 20 USC 1232g (“FERPA”) and acknowledges that certain information about Client’s students may be contained in records maintained by Company and the Consultant and that this information can be confidential by reason of FERPA and related Client policies. Both parties agree to protect relevant records in accordance with FERPA and Client policy. If necessary, Consultants assigned to Client will execute a FERPA Statement of Understanding outlining appropriate guidelines. Notwithstanding the foregoing, Client will not, unless necessary in furtherance of this Agreement, disclose such information to Company or Consultant, and Client will not, under any circumstances, allow Consultant to remove such information from Client facilities. If such removal occurs, Client will immediately notify Company, and the parties will work in good faith to remedy the situation. Except where required by law, Company will not disclose to any third party, without prior consent of a parent/guardian and written consent of Client, any information regarding students that Company may learn or obtain during this Agreement.

CLIENT SERVICES AGREEMENT

Education Division



The parties will implement and maintain reasonable security measures to protect data from unauthorized access, disclosure, or use and will comply with all applicable federal, state, and local laws regarding privacy and data protection. In the event of a data breach affecting the other party, the affected party must notify the other party within five (5) business days of its awareness of the breach. Upon termination of this Agreement or upon the other party's request, each party will return or securely destroy records and data in accordance with applicable laws. Client agrees Company is free from any liability arising from or relating to Client's failure to provide onsite supervision or to orient and train Consultant on Client's policies, procedures, or oversight related to data protection.

26. State Retirement System Notice.

This notice is intended to clarify the manner of payment in contemplation of a Consultant's mandatory or permissive participation in a state teacher retirement system, school employees' retirement system, and/or any similar or successor system applicable to the professionals provided by Company. Client agrees that if formal notice is required to be given to any Consultant that participation in any such retirement system/pension is either: 1) permitted by Consultant's election; or 2) is required by law, then Client is solely responsible for providing such notice to Consultant and fulfilling all associated administrative duties. The parties agree that the applicable employee share paid to the system by Client shall be deducted from the amount due to Consultant by Company. Client and Company expressly acknowledge and agree that if any Consultant is required to or elects to participate in a retirement system/pension, Client is solely responsible for: 1) creating an account for Consultant with the appropriate retirement system/pension; 2) all present and/or future obligations to make employee and employer cash payments/ contributions to the retirement system/pension as required by law and/or set by the retirement system/pension; and 3) otherwise administering all employer functions pertaining to the Consultant's interest in retirement system/pension. Client will immediately notify Company if any Consultant is required to or voluntarily elects to participate in any such system. In such event, Client will advise Company of the withholding obligation percentages (both employer and employee share) so that invoices to Client and payment to the Consultant may be adjusted accordingly. The parties agree that Client will withhold and pay to the retirement/pension both the employee and employer shares. The parties agree that the applicable employee and employer shares paid to the system by Client will be deducted from the amount owed to Company by Client.

27. Conflicts of Interest.

The parties acknowledge their respective obligation to report any conflict of interest and/or apparent conflict of interest that may interfere with the ability to perform under this Agreement. To that end, the parties hereby certify and represent that their officials, employees, and agents do not have any significant financial or other pecuniary interest in the other party's business or operations, and no inducements of monetary or other value were offered or given to any officer, employee, or agent of the other party. Each party agrees to promptly notify the other in the event it becomes aware of any conflict of interest or apparent conflict of interest.

28. Client Funding.

The parties acknowledge that Client's obligations under this Agreement may be subject to budgetary constraints and appropriations by government authorities. If funding for services under this Agreement is reduced or eliminated by governmental action, Client will immediately notify Company in writing. In such cases, the parties will negotiate in good faith to modify the Agreement to allow for continuation of services. However, if Company, in its sole discretion, determines that it is not feasible to continue providing services at reduced costs, Company may immediately terminate this Agreement and all current and future assignments, without liability to Client.

29. Survival.

The parties' obligations under this Agreement which by their nature continue beyond termination, cancellation, or expiration of this Agreement, will survive termination, cancellation or expiration of this Agreement.

30. Notices.

All notices required to be given in writing will be sent to the names/addresses listed below.

Soliant Health LLC

Contract Department
5550 Peachtree Parkway
Suite 500
Peachtree Corners, GA 30092
ContractNotices@soliant.com

To Client

Attention: KELLIHER PUBLIC SCHOOL DISTRICT

Address: BOX 259, KELLIHER, MN 56650

31. Governing Law.

This Agreement shall be governed by and construed in accordance with the laws of the State where the services are provided, without regard to its conflict of laws principles. Any legal action or proceeding arising out of or relating to this Agreement shall be brought exclusively in the state or federal courts located in the State in which services were performed.

CLIENT SERVICES AGREEMENT
Education Division



32. Electronic Signatures, Counterparts, and Authority.

This Agreement and any related documents may be executed and delivered electronically, including by email or electronic signature software. Signatures transmitted electronically will be considered valid and binding as if they were original signatures.

This Agreement may be executed in one or more counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. A signed copy of this Agreement transmitted by electronic means (such as email or other software) will have the same legal effect as an original signed copy.

The persons signing this Agreement represent that they have the proper authority to bind their respective party. If Client is entering into this Agreement on behalf any additional affiliated facilities, Client represents that it has the proper authority to bind those facilities to the terms of this Agreement. As such, Client will be jointly and severally liable under this Agreement for the obligations of such additional affiliated facilities.

33. Severability and Waiver.

If any provision of this Agreement is found to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the remaining provisions will continue in full force and effect. When possible, the parties agree to negotiate in good faith to replace any invalid or unenforceable provision with a legally valid alternative.

Failure or delay by either party to enforce any provision of this Agreement will not be considered a waiver of that provision or any other provision, and a waiver of any right(s) under this Agreement must be in writing and signed by the waiving party. No waiver of any default will be deemed a waiver of any subsequent default.

34. Entire Agreement.

This Agreement and each duly executed Amendment or Exhibit represents the entire agreement between the parties and supersedes any prior understandings or agreements, whether written or oral, between the parties with respect to the the subject matter herein. The parties acknowledge that they were given the opportunity to discuss this Agreement with legal counsel. Should any provision of this Agreement require judicial interpretation, the interpretation shall not apply any rule of construction to construe the provision(s) more strictly against one party. This Agreement will inure to the benefit of and will be binding upon the parties hereto and their respective heirs, personal representatives, successors, and assigns, subject to the limitations contained herein. This Agreement may not be modified, amended, suspended, or waived, except by the mutual written agreement of the parties.

This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties. ***(Please return all pages of this Client Services Agreement)***

CLIENT ID – CLIENT NAME

130003 - KELLIHER PUBLIC SCHOOL DISTRICT

Soliant Health, LLC

Signature Date

Signature Date

Print Name

Print Name

Title

Title



ADDENDUM A
Terms of Teleservices Assignment
No Equipment Provided

This Terms of Teleservices Assignment is subject to the terms and conditions of that certain Client Services Agreement between the parties outlined below.

Assignment Details

Soliant Health, LLC ("Soliant" or the "Company") will contract with VocoVision for the provisions of telepractice services to Client. Client will pay Soliant for the hours worked by Contracted Telepractitioner under the following terms:

Contracted Telepractitioner:	April Watkins		
Client:	KELLIHER PUBLIC SCHOOL DISTRICT		
Assignment Start Date:	08/28/2026	Assignment End Date:	06/02/2027
Position:	SPED		
Hours per Week:	30		
Bill Rate per Hour	\$78.13	<i>Bill Rate is all-inclusive^(a)</i>	
Technology Fee:	Does Not Apply		
Miscellaneous:	—		

- a) Sales tax will be added to professional fees if required by state law and client is not a tax-exempt entity.
- b) Client agrees to approve Contracted Telepractitioner's weekly log of service. Logs will be submitted on a weekly basis by Contracted Telepractitioner for Client's review and approval. Should Contracted Telepractitioner fail to submit paperwork or weekly log to show proof of completed work, Client agrees to notify Soliant in writing within three (3) business days of alleged failure. Client's failure to notify Soliant in writing within the three (3) day period shall negate any Client invoicing dispute.
- c) Client acknowledges Additional Terms and Conditions as applicable to teletherapy services and the provision thereof.
- d) Client acknowledges that Contracted Telepractitioner will be providing and using their own equipment in performance of duties.

By: 130003 - KELLIHER PUBLIC SCHOOL DISTRICT

Print Name: _____

Title: _____

Date: _____

Teleservices Provisions.

1. **Client Responsibilities.** Client agrees to provide appropriate local support to facilitate remote Contracted Telepractitioner's ability to fulfill the responsibilities outlined below in Duties and Responsibilities:
2. **Scheduling.** Client agrees to the minimum hours of Services per week as stipulated in Addendum A: Terms of Teleservices Assignment and will schedule the appropriate number of student sessions and other related services each week to meet or exceed the minimum hours requirement. Client and Contracted Telepractitioner will agree upon a weekly schedule for Services which will be loaded into the VocoVision system. Any revisions to the schedule must be submitted to the VocoVision Operations Department no later than 12:00 PM EST Friday for Services the following week. VocoVision requires a 24-hour notice to cancel scheduled Services. One cancellation without notice is permitted per school year. Additional cancellations with less than 24 hours' notice will be billed at the regular rate. Note that VocoVision Contracted Telepractitioners are encouraged to complete non-therapy work (e.g., paperwork, planning, file reviews, etc.) during any such cancellation time.
3. **Administrative Responsibilities.** Client shall be responsible for orienting Contracted Telepractitioner to Client's policies and procedures regarding the submission of any requisite paperwork which must be tendered for reimbursement by funding entities such as Medicare, Medicaid, or health insurance. Such paperwork may include, but is not limited to, individual education plans or Client-specific program plans. During the contracted assignment, should Contracted Telepractitioner fail to submit paperwork as required per Client's policies and procedures, Client must notify VocoVision in writing within three (3) business days of alleged failure. Failure to notify VocoVision within the three (3) day period shall negate any Client claim to withhold payment due to paperwork non-compliance by Contracted Telepractitioner. Within three (3) business days following the conclusion of a contracted assignment, Client shall conduct a final review to determine whether the completion of additional paperwork is needed from the Contracted Telepractitioner. Failure to notify VocoVision prior to the fourth (4th) day after conclusion of the assignment will negate any Client claim to withhold payment due to paperwork non-compliance by Contracted Telepractitioner.

Duties and Responsibilities

The duties and responsibilities of a Contracted Telepractitioner include, but are not limited to the following:

- a) Collaborates with the school district to identify students' communication characteristics, support resources, as well as any physical, sensory, cognitive, behavioral and motivational needs to determine the benefit a student may receive through telepractice.
- b) Collaborates with the school district to determine assessment resources - including their potential benefits and limitations - in the telepractice setting, and to develop a plan to assess students appropriately.
- c) Monitors effectiveness of services and modifies evaluation and treatment plans as needed.
- d) Maintains appropriate documentation of delivered services in a format consistent with professional standards and client requirements.
- e) Complies with state and federal regulations to maintain student privacy and security.
- f) Facilitates behavior management strategies in students as appropriate.
- g) Provides information and counseling to families and school personnel as needed



NEW 2026 ALCOM 6X12



Location

Bemidji
4610 Scribner Road NW
Bemidji, MN 56601
218-444-3459

Sale Price: \$6,995

Location: Bemidji
Stock# TS036222

2026 6x12 Features and Options

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**ROTH RV**

4610 SCRIBNER RD NW
BEMIDJI, MN, 56601
Phone: 218-444-3459

**PURCHASE
AGREEMENT**

DATE 10 AUG 2026	FQ # 8033	STOCK # TS036222	CUSTOMER # (23723)	SALESPERSON CODY ANDERSON
BUYER KELLIHER SCHOOL ISD 36	HOME PHONE 218-647-8286	WORK PHONE	E-MAIL DALTO@KELLIHER.K12.MN.US	
CO-BUYER	BUYER MOBILE PHONE	FAX NUMBER	CO-BUYER EMAIL	
STREET ADDRESS 345 4TH ST NW			CITY KELLIHER	STATE MN
DELIVERY LOCATION			DELIVERY DATE 13 AUG 2026	ZIP 56650
DESCRIPTION OF PURCHASE				
MAKE ALCOM EZ HAULER	MODEL 6X12SA-XLT-P	COLOR	YEAR 2026	☒ NEW ☐ PRE-OWNED
			SERIAL # 5WFBET121XTS036222	
THE UNDERSIGNED HEREBY ACKNOWLEDGES AND AGREES TO COMPLY WITH ALL OF THE TERMS AND CONDITIONS ATTACHED HERETO.			PRICING	
ESTIMATED FINANCING *				
AMOUNT FINANCED			Total List \$9,065.00	
TERM			Discount \$2,070.00	
RATE %			Selling Amount \$6,995.00	
MONTHLY PAYMENT 7,245.00			Net Sale \$6,995.00	
* All financing figures are estimates and are not final until approved by a bank.			Tax \$0.00	
LIENHOLDER NAME: CASH DEAL			License Fee \$0.00	
ADDRESS:			Doc Fee \$250.00	
			Fees \$0.00	
			Ins, Ext Warr \$0.00	
			Deal Total \$7,245.00	
			Down Payments \$0.00	
			Trade Allowance \$0.00	
			Trade Payout \$0.00	
			Final Balance \$7,245.00	
DOES YOUR TRADE-IN HAVE A BRANDED TITLE OR INSURANCE SALVAGE HISTORY? YES ☐ NO ☐			The front and back of this CONTACT comprise the entire CONTRACT affecting this purchase. The DEALER will not recognize any verbal agreement, or any other agreement or understanding of any nature. You certify that you are 18 years of age or older and acknowledge receiving a copy of this contract.	
IS THE POLLUTION CONTROL EQUIPMENT ON YOUR TRADE-IN INTACT AND IN OPERATING CONDITION? YES ☐ NO ☐			The terms of this CONTRACT were agreed upon and the CONTRACT signed in the dealership on the date noted at top of this form.	
Dealer's Disclaimer of Warranty Unless the vehicle is sold with a separate written dealer warranty or the dealer enters into a service contract with the buyer, the vehicle is sold 'AS IS'. Dealer expressly disclaims all warranties, either express or implied, including the implied warranties of merchantability and fitness for a particular purpose. The entire risk of the quality and performance of the vehicle is with the buyer. Important: A manufacturer warranty may apply.			NOTICE OF SALESPERSON'S LIMITED AUTHORITY. This contract is not valid unless signed and accepted by Sales Manager or Officer of Dealership.	
			IMPORTANT: THIS MAY BE A BINDING CONTRACT AND YOU MAY LOSE ANY DEPOSITS IF YOU DO NOT PERFORM ACCORDING TO ITS TERMS.	
x SIGNATURE OF DEALER Not valid unless signed and accepted by an officer or authorized agent of the company.			x SIGNATURE OF BUYER	
DATE			DATE	
x APPROVED BY			x SIGNATURE OF CO-BUYER	
DATE			DATE	

ADDITIONAL TERMS AND CONDITIONS OF THIS VEHICLE PURCHASE CONTRACT

1. Definitions: As used in this CONTRACT, "YOU" or "YOUR" means the buyer and co-buyer, "I", "ME", or "MY" means the seller or dealer. "VEHICLE" means the car, truck, or other vehicle described on the front of this CONTRACT including all the options listed. "Manufacturer" means the company which makes the VEHICLE. "Trade-In" means the vehicle that YOU trade to ME in partial payment for the VEHICLE.

2. Purpose: By signing the CONTRACT, YOU agree to buy the VEHICLE from ME. By accepting this CONTRACT, I agree to deliver the VEHICLE to YOU if the VEHICLE is in my inventory. If the VEHICLE is not in my inventory, I agree to order it from the Manufacturer. After receiving the VEHICLE from the Manufacturer, I agree to deliver it to YOU.

3. Price Changes by the Manufacturer: The VEHICLE price stated on the front of this CONTRACT is based on the current price the Manufacturer charges ME. At any time before I receive the VEHICLE, the Manufacturer has the right to raise the price it charges to ME. If the Manufacturer does raise the price, I may raise the price to YOU by the same amount. If I do raise MY price, YOU may cancel the CONTRACT and get back any downpayment YOU have made. If I have not already sold the Trade-In (See Paragraph 4), YOU may have the Trade-In back by paying ME the reasonable cost of storage and any repair work or reconditioning I may have done.

4. Trade-In: If YOU are using a Trade-In to partially pay for the VEHICLE, YOU may deliver the Trade-In to ME either when YOU sign this CONTRACT or when the VEHICLE is delivered to YOU. If YOU do not deliver the Trade-In to ME when YOU sign this CONTRACT, YOU agree that at the time YOU deliver the Trade-In, I may reinspect the Trade-In and lower the allowance stated on the front of this CONTRACT. If I do lower the allowance, YOU may cancel this CONTRACT and get back your cash downpayment. If YOU deliver the Trade-In when YOU sign this CONTRACT, I may sell the Trade-In at any time and at any price I think proper. If this CONTRACT is cancelled and I have already sold the Trade-In, I will pay YOU the price I received for the Trade-In minus 15% commission, minus any money I spent repairing, storing, insuring, or advertising the Trade-In, unless otherwise required by law. When YOU deliver the Trade-In to ME, YOU guarantee that YOU own the Trade-In free and clear and agree to furnish proper proof of ownership, including the Certificate of Title. If any outstanding security interests are attached to the Trade-In VEHICLE, YOU are obligated to satisfy the debt secured and to obtain a release of all liens. If I arrange payment of the debt, and the total amount is greater than the amount shown on this CONTRACT as the balance owing to the lienholder, YOU agree to pay the difference to ME in cash immediately upon notice of the deficiency. If the debt is less than the amount shown, I will refund the surplus to YOU.

5. YOUR Refusal to Take Delivery: Unless YOU cancelled this CONTRACT under paragraphs 3 or 4, I will retain the cash downpayment YOU gave ME as an offset to MY damages if YOU refuse to complete the purchase. YOU are also responsible for any other damages which I may incur as a result of YOUR failure to perform YOUR obligations under the terms of this CONTRACT. If YOU have delivered the Trade-In to ME when YOU signed this CONTRACT, I may retain the Trade-In and sell it to reimburse MYSELF for the expenses of repairing, storing, or reconditioning the Trade-In and for other expenses or losses I may incur as a result of YOUR failure to perform YOUR obligations under this CONTRACT.

6. Design Changes by the Manufacturer: The Manufacturer has the right to change the design of the VEHICLE, its chassis, its parts or accessories at any time without notice to YOU or to ME. In the event of a change in design, I have no duty to YOU except to deliver the VEHICLE as made by the Manufacturer.

7. Delays in Delivery: I am not responsible for delays in delivery caused by the Manufacturer, or by accidents, fires, or other causes beyond MY control. I do not control the Manufacturer and am not part of the Manufacturer and do not work for the Manufacturer.

8. Taxes: The price of the VEHICLE does not include federal or state taxes or any other tax or governmental fee. YOU must pay ME the proper amount of any tax or governmental fee which applies to this sale.

9. Pollution Control Certification: I certify to the best of MY knowledge that the pollution control system on the VEHICLE including the restricted gasoline pipe has not been revised, altered or rendered inoperative.

10. New VEHICLE Disclaimer of Warranties: If YOU are buying a new VEHICLE, the VEHICLE will come with a Manufacturer's warranty which is a promise from the Manufacturer directly to YOU. Unless otherwise agreed in a separate document (see Paragraph 12 below), I expressly disclaim all warranties, express or implied, including any implied warranty of merchantability or fitness for a particular purpose. I sell the VEHICLE "AS IS" and make no guarantees of any kind about the VEHICLE's quality or performance. YOU have complete responsibility and all the risk for any problems with the VEHICLE.

11. Used VEHICLE Disclaimer or Warranties: Except as may be provided in the Buyer's Guide Window Form and a separate warranty document (see Paragraph 12 below), if YOU are purchasing a used VEHICLE, I expressly disclaim all warranties, express or implied, including any implied warranty of merchantability or fitness for a particular purpose. I sell the VEHICLE "AS IS" and make no guarantees of any kind about the VEHICLE's quality or performance. YOU have complete responsibility and all the risk for any problems with the VEHICLE. I do not guarantee that the VEHICLE will pass an exhaust emissions inspection.

12. Dealer Warranty or Service Contract: If I give a warranty on a used VEHICLE, or YOU purchase an extended service contract on a new or used VEHICLE, I may not disclaim implied warranties of merchantability or fitness for a particular purpose.

13. Used VEHICLE Window Sticker Form: If YOU are purchasing a used VEHICLE or a demonstrator, the information YOU see on the window form for this VEHICLE is part of this CONTRACT. Information on the window form overrides any contrary provisions in the CONTRACT of sale. [La información que aparece en la ventanilla de este vehículo forma parte de este contrato. La información contenida en el formulario de la ventanilla anula cualquier previsión que establezca lo contrario y que aparezca en el contrato de venta.]

Certificate of Exemption

Purchaser: Complete this certificate and give it to the seller.

Seller: If this certificate is not completed, you must charge sales tax. Keep this certificate as part of your records.

This is a blanket certificate, unless one of the boxes below is checked. This certificate remains in force as long as the purchaser continues making purchases or until otherwise cancelled by the purchaser.

☐ Check if this certificate is for a single purchase and enter the related invoice/purchase order # _____.

☐ If you are a contractor and have a purchasing agent agreement with an exempt organization, check the box to make purchases for a specific job. Enter the exempt entity name and specific project:

Exempt entity name _____ Project description _____

Name of Purchaser

Kelliher Public School

Business Address

P.O. Box 259 345 4th Street NW

City

Kelliher

State

MN

ZIP code

56650

Purchaser's Tax ID Number

8031104

State of Issue

Minnesota

If no tax ID number,

FEIN

Driver's license number/State issued ID number

Enter one of the following:

State of Issue

Number

Name of seller from whom you are purchasing, leasing, or renting

Seller's Address

City

State

ZIP code

Type of Business

- ☐ 01 Accommodation and food services
- ☐ 02 Agricultural, forestry, fishing, hunting
- ☐ 03 Construction
- ☐ 04 Finance and insurance
- ☐ 05 Information, publishing and communications
- ☐ 06 Manufacturing
- ☐ 07 Mining
- ☐ 08 Real estate
- ☐ 09 Rental and leasing
- ☐ 10 Retail trade

- ☐ 11 Transportation and warehousing
- ☐ 12 Utilities
- ☐ 13 Wholesale trade
- ☐ 14 Business services
- ☐ 15 Professional services
- ☒ 16 Education and health-care services
- ☐ 17 Nonprofit organization
- ☐ 18 Government
- ☐ 19 Not a business (explain) _____
- ☐ 20 Other (explain) _____

Reason for Exemption

- ☐ A Federal government (department) _____
- ☐ B Specific government exemption (from list on back) _____
- ☐ C Tribal government (name) _____
- ☐ D Foreign diplomat # _____
- ☐ E Charitable organization # _____
- ☒ F Educational organization # **0036**
- ☐ G Religious organization # _____
- ☐ H Resale
- ☐ I Qualifying capital equipment (see instructions when equipment claimed is part of a construction project)

- ☐ J Agricultural production
- ☐ K Industrial production/manufacturing
- ☐ L Direct pay authorization
- ☐ M Multiple points of use (services, digital goods, or computer software delivered electronically)
- ☐ N Direct mail
- ☐ O Other (enter number from back page) _____
- ☐ P Percentage exemption
 - ☐ Advertising (enter percentage) _____ %
 - ☐ Utilities (enter percentage) _____ %
 - ☐ Electricity (enter percentage) _____ %

I declare that the information on this certificate is correct and complete to the best of my knowledge and belief. (PENALTY: If you try to evade paying sales tax by using an exemption certificate for items or services that will be used for purposes other than those being claimed, you may be fined \$100 under Minnesota law for each transaction for which the certificate is used.)

Signature of Authorized Purchaser

Print Name Here

Aliza Lundin

Title

Business Manager

Date

09/27/2018