

**KELLIHER PUBLIC SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT #36
MEETING AGENDA
Monday, September 21, 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

D. Regular Business

1. Approval of the Meeting Minutes from [August 3rd Board Workshop](#) and [August 17 Regular Board Meeting](#) *Motion made by* _____
_____, *seconded by* _____
☐ *carried* / ☐ *denied*
2. Approval of August Treasurer's Report, District Board Bills and Payroll.
Motion made by _____, *seconded by* _____
☐ *carried* / ☐ *denied*

E. Consent Agenda

1. Approve [Resolution Accepting Donations](#).
2. Approve hire of Aleisha Pemberton, American Indian Education Coordinator effective August 31, 2026 Step 13, Lane B-2-3 of Education Minnesota - Kelliher Support Staff, \$32.25 per hour
3. Approve appointment of Sonja Budde, Native American Liaison effective August 31, 2026, Step 5, Lane A-2 of Education Minnesota - Kelliher Support Staff, \$25.35 per hour
4. Approve appointment of Carly Amsden, Student Support Services Coordinator effective August 28, 2026 following Masters Lane, Step 15, of Education Minnesota - Kelliher salary schedule of \$77,719
5. Approve hire of Steve Geerdes, Assistant Varsity Football Coach for the 2026-2027 school year \$4,451.31 (2025-2026 base salary)
6. Approve hire of Aaron Jorgnesen, Junior High Football Coach for the 2026-2027 school year \$2,475.95 (2025-2026 base salary)
7. Accept Resignation of Beth Skoe, Junior Class Advisor
8. Approve hire of Staci Lagerquist, Junior Class Advisor for the 2026-2027 school year \$1,535.70

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

F. Action Items

1. [Approve Proposed 2026 Payable 2027 Levy at \\$713.362.84](#)
Motion made by _____, *seconded by* _____
☐ *carried* / ☐ *denied*

2. [Set Truth in Taxation Hearing for Monday, December 14, 2026 at 6:00 p.m.](#) in the Kelliher Public School Media Center
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
3. Approve [Energy Efficiency and Conservation Block Grant through Headwaters Regional Development Commission](#) for \$20,000: \$11,000 to cover ongoing facility energy efficiency and feasibility studies; and the remaining \$9,000 for future energy efficiency and conservation planning and technical assistance.
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
4. [Approve Staff Handbook for 2026-2027](#)
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
5. [Approve Parent-Student Handbook for 2026-2027](#)
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
6. Close meeting pursuant to Minn. Stat. § 13D.05, Subd. 3(a) and Minn. Stat. § 13D.03 to consider strategy for labor negotiations with the Kelliher Support Staff (KSS/EdMN).
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
7. Reopen Meeting at _____ p.m.
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*
8. Adjournment at _____ p.m.
Motion made by _____, seconded by _____
☐ *carried* / ☐ *denied*

Next School Board Public Meeting: **Monday, October 19, 2026 at 5:00 p.m.** in the Media Center.

Kelliher Public School

Board Report

Jeff Nelson, Superintendent
September 21st, 2026

Informational & Updates

1.1 Enrollment Report

1.2 Strategic Planning Process Update

Community and staff/student surveys open today, September 21, and remain open through October 11. Along with the Board Listening Session, Staff and Administrative Team Listening Sessions are also being held virtually on September 28, with the Community/External Stakeholder session that evening from 6:00–7:00 PM. Student listening sessions are still being scheduled sometime between September 21 and October 1. Strategic Planning Committee membership is being finalized, with three committee work sessions this fall leading to the Board's plan review and formal adoption in December. Thank you to Rachel and Aliza for handling newspaper notices and mailings, and to Chase for building out the strategic planning page on the school website

<https://www.kelliherschools.org/strategicplanning>.

Outreach so far: the kickoff announcement, survey invitation, and promotional materials have gone out through the newspaper, School Messenger, social media, and the district website. Currently underway: postcard mailings to district residents, survey reminders through social media, School Messenger, and the website; invitations to staff, the Board, and external stakeholders for their September 28 listening sessions; and outreach to recruit Strategic Planning Committee members. Periodic progress updates will continue through the fall via social media, School Messenger, and the website, with a wrap-up announcement planned once the Board formally adopts the plan in December.

Key upcoming dates:

Date	Event
Sept 21 – Oct 1, 2026	Student Listening Sessions (date/time TBD)
Mon, Sept 28, 2026, 5:00–6:00 PM	Board Listening Session
Mon, Sept 28, 2026	Staff and Administrative Team Listening Sessions
Mon, Sept 28, 2026, 6:00–7:00 PM	Community/External Stakeholder Listening Session
Sept 21 – Oct 11, 2026	Community and staff/student surveys open
Thu, Oct 29, 2026, 6:00–8:00 PM	Strategic Planning Committee Meeting #1
Tue, Nov 10, 2026	Strategic Planning Committee Meeting #2
Mon, Nov 23, 2026, 6:00–8:00 PM	Strategic Planning Committee Meeting #3
Nov 24 – Dec 1, 2026	Plan finalized based on Committee feedback
Mon, Dec 7, 2026, 5:00–8:00 PM	Board review and formal plan adoption

1.3 Baseball Dugout Update

After some discussions, we have decided to have Mr. Nord's Construction Class repair the corner of the baseball dugout. Calvin and Carver are assisting with certain portions of the project to ensure that it is completed by early November. The students will be removing the cement blocks and floor in the affected corner and will be replacing with appropriate footing, flooring and cement brick wall. Estimated cost is approximately \$1,200 to \$1,500.

1.4 City of Kelliher Street Improvements — Assessment Notice

The City of Kelliher is proposing street improvements and has notified the district, as a benefiting property owner, of a preliminary special assessment. The district's two parcels at 401 4th St. and 345 4th St. total 1,554 feet of frontage; at the city's preliminary rate of \$30/foot, the estimated assessment to the district is \$46,620. The city's engineer presented the Feasibility Report at the City Council meeting (September 21); if the Council proceeds, a Public Hearing on the improvements is expected around October 19, followed by plan preparation, a final assessment hearing in spring 2027, and anticipated construction in summer 2027. I will keep the board updated as the city's process moves forward.

1.5 Substitute Teacher Pay Rate — Options for Board Consideration

At last month's meeting, the board asked for additional data on substitute pay rates. Kelliher's current substitute teacher rate is \$175/day, in line with Northome, Blackduck, and Mahanomen; Littlefork (\$145) and Park Rapids (\$165) are lower, and Red Lake (\$224) is higher. Historically, the district paid \$125/day in 2017; per Aliza's estimate, that would translate to roughly \$183/day today. Based on FY26 volume (2,293 substitute-teacher hours), raising the rate to \$183/day would cost approximately \$2,614 more per year; based on FY25 volume, the increase would have been about \$1,835.

For internal context: ten years ago, teacher hourly pay ran about \$16.51 above para hourly pay. If that same gap were maintained today, teachers would be earning roughly \$40.66/hour (about \$56,721 starting BS, Step 0) — about \$7,262 more than the current starting rate. This suggests any rate discussion may also warrant a broader look at how teacher, para, and substitute pay have moved relative to one another over time.

Options for the board to consider: (1) maintain the current \$175/day rate, with no budget impact and Kelliher remaining competitive with most neighboring districts; (2) raise the rate to \$183/day, Aliza's estimate of the 2017 rate's equivalent value today, at an estimated added cost of \$1,800–\$2,600 per year based on recent volume; or (3) hold off and revisit alongside the broader compensation discussion, noting that para and bus driver substitute rates have also risen substantially since 2017 (para +72.6%, bus driver +70.2%).

Consent Agenda

2.1 Approve Resolution Accepting Donations

American Indian Education Program: The following Indian Education positions were filled and intended to be approved at the August board meeting. Both will be paid retroactive to August 28, 2026.

2.2 Hire of Aleisha Pemberton, Native American Coordinator KSS Contract B-2-3, Step 13, \$32.25/hour effective August 28, 2026

2.3 Hire of Sonja Budde, Native American Liaison KSS Contract A-2, Step 5, \$25.35/hour effective August 28, 2026

2.4 Appointment of Carly Amsden, Student Support Services Coordinator

With the addition of Aleisha Pemberton as Native American Coordinator and Sonja Budde as Native American Liaison, administration recommends formally designating the corresponding adjustment to Carly Amsden's role. Carly will remain actively involved in the district's Indian Education programming, her role has changed and expanded to also include drug prevention and intervention services for students and families under the Student Support Personnel Aid (SSPA) program.

Mustang Co-op Agreement and Coaches' Salaries: The Northome school board has not yet approved the Co-op Agreement presented to the Kelliher board at our June 15 school board meeting. We hope to meet with Northome and union representatives as early as next week. If no agreement can be reached, administration recommends handling coaches' pay with increases calculated the same way as in past years.

Administration recommends board approval of the appointment of Steve Geerdes as Assistant Varsity Football Coach and Aaron Jorgensen as Junior High Football Coach, filling the position previously held by Mitch Stevens. The Assistant Varsity Football Coach position is not a new position. It has been unfilled for several years until the right candidate was found. The salaries listed below reflect last year's base rate and will be increased depending on the final outcome of a new co-op agreement or calculations based on past practice at Kelliher if a joint agreement cannot be made with Northome.

2.5 Appointment of Steve Geerdes, Assistant Varsity Football Coach for the 2026-2027 school year at the base pay rate of \$4,451.31

2.6 Appointment of Aaron Jorgensen, Junior High Football Coach for the 2026-2027 school year at the base pay rate of \$2,475.95

2.7 Acceptance of Resignation – Beth Skoe, Junior Class Advisor

We have received a notice of resignation from Beth Skoe as Junior Class Advisor.

2.8 Appointment of Staci Lagerquist, Junior Class Advisor

Following Beth Skoe's resignation, administration notified all staff of the Junior Class Advisor vacancy and invited letters of interest from interested candidates. Staci Lagerquist expressed interest in the position and has accepted. Administration recommends board approval of her appointment as Junior Class Advisor.

Action Items

3.1 Set Truth in Taxation Date

Under Minnesota Statute 275.065, school districts must hold an annual Truth in Taxation public meeting to present the proposed budget and levy before final certification, and must notify the county auditor of the meeting date on or before September 30; the meeting must begin at 6:00 p.m. or later. Administration recommends the board set this year's Truth in Taxation hearing for Monday, December 14, at 6:00 p.m. in the Kelliher School Media Center.

3.2 Approve the Proposed 2026 Payable 2027 Levy at \$713,362.84

Minnesota Statute 275.065 requires the board to certify a proposed property tax levy for taxes payable 2027 to the county auditor on or before September 30; the certified amount may later be reduced, but not increased, before final certification in December following the Truth in Taxation hearing. While many districts certify at the maximum allowable amount to preserve flexibility, administration recommends certifying the payable 2027 preliminary levy \$45,117 below the maximum allowable amount.

3.3 Approve Energy Efficiency and Feasibility Studies Grant for \$20,000

\$11,000 to cover ongoing facility energy efficiency and feasibility studies; and approve the remaining \$9,000 for future energy efficiency and conservation planning and technical assistance.

3.4 Staff Handbook

Administration recommends board approval of the 2026-27 Staff Handbook. Updates include new sections on personal credit card purchases, use of personal vehicles for district travel, and negative PTO/leave balances.

3.5 Parent-Student Handbook

Administration recommends board approval of the 2026-27 Parent-Student Handbook. The handbook has been finalized following meetings with teachers to gather their feedback, with the primary changes involving locker use, student backpacks, and cell phone policy. The handbook also reflects updated water bottle guidance consistent with the Wellness Policy approved by the Wellness Committee and school board last spring. With that input incorporated, the handbook is ready for final board approval.

9/21/2026

For Month Ended August 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 & US BANK Credit Card Statements (*was required to change companies*)
- Expenditure Summary – By Fund & 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 – Vacancies for January 2027 Term

- i) Official notice of candidates to be in newspaper October.

Informational ad was placed in September newspaper that included candidate information as well as levy and strategic planning dates.

b) 2025-26 School Year Financial Audit

- i) Audit presentation scheduled for November 16 regular board meeting.

c) 2026 Payable 2027 Levy Proposal

- i) Finance Committee meeting on September 16 proposing a 4.005% increase. Prior year's increase was 6.832%. This is for property tax payments in 2027, received by District in FY28. (Levy Year = 2026, Payable Year = 2027, Revenue Year = 2027-2028 School Year.)

d) Facility Evaluation Grant

- i) Seeking approval for "Energy Efficiency and Conservation Strategies Grant" to cover ICS facility eval (\$11,000) plus additional services awarded mid-October, up to \$20k. Board action needed to apply.

e) Lighting Upgrade Rebate

- i) Received \$10,930.50 rebate from Beltrami Electric from our Lighting Project. Upgrades began 2022 and we have spent approximately \$76k.



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

NOW Account
Account number 90018
Statement date 8/31/26
Statement page 1

Summary for 90018 NOW Account 60

Previous statement on	7/31/26		61,175.18
Deposits and other credits	21		849,169.84
Checks and other debits	85		628,386.68
Interest paid			93.39
Current balance			282,051.73
Interest rate	0.45%		
Annual percentage yield earned	0.45%		
Average balance	244,344.33		
Days in statement cycle	31		

Deposits and other transactions

Date	Amount	
8/03/26	90.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/03/26	100,000.00+	REDEMPTION MSDLAF ACH 4500068/ISD# 36 REF: INDEPENDENT SCHOOL DISTRICT 36
8/03/26	200,000.00+	REDEMPTION MSDLAF ACH 4500071/ISD# 36 REF: INDEPENDENT SCHOOL DISTRICT 36
8/03/26	82.46-	FEES SEP TUITIONEXPRESS /84870022652818 KELLIHER PUBLIC SCHOOL
8/05/26	163.97-	BMO PYMT BMO PAYMENT /621520485177001 KELLIHER PUBLIC SCHOOL
8/05/26	24,461.28-	USATAXPYMT IRS /270661734881686 COUNTIES OF BELTRAMI &
8/06/26	4,216.06-	MN Rev pay MN DEPT OF REVEN /XXXXX6062 INDEPENDENT SCHOOL DIS
8/10/26	90.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/10/26	770.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/12/26	6,036.20-	PAYMENT U.S. BANK /814709926000080 KELLIHER PUBLIC SCHOOL
8/13/26	129.00+	PROC PMT TUITIONEXPRESS 84870022652818 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.

check number	amount
--------------	--------

MINUS Total B

EQUALS
your current
checkbook
balance

TOTAL A

TOTAL B

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 8/31/26
Statement page 2

Deposits and other transactions

Date	Amount	Description
8/13/26	20,032.38+	Deposit
8/14/26	37,734.04-	PAYROLL ISD #36 /1 /ISD #36
8/14/26	45,323.72-	PAYROLL ISD #36 /1 /ISD #36
8/17/26	92.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/18/26	120.40-	ONAnalysis ONB ISD PROGRAM /ISDMN1015115 ISD 36 Kelliher
8/18/26	24,950.78-	USATAXPYMT IRS /270663021872171 COUNTIES OF BELTRAMI &
8/19/26	4,374.35-	MN Rev pay MN DEPT OF REVEN /XXXXX2398 INDEPENDENT SCHOOL DIS
8/20/26	5,016.00+	PAYABLES GREATER TWIN CIT XXXXX9534 KELLIHER PUBLIC SCHOOL
8/21/26	400.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/24/26	93.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/24/26	200,000.00+	REDEMPTION MSDLAF ACH 4513749/ISD# 36 REF: INDEPENDENT SCHOOL DISTRICT 36
8/24/26	5,406.47-	PERA MN PERA /SOMPERXXXXX4232/LundinAliza TXP*PERA*1682XX*XXX02026****\
8/24/26	13,805.02-	MNTRA MN Teachers Ret /TRATRAXXXX2681/LundinAliza
8/25/26	225.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/25/26	665.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/25/26	217.75-	WH Admin WEX HEALTH INC /2437170-CR KELLIHER PUBLIC SCHOOL
8/26/26	135.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/27/26	200,000.00+	REDEMPTION MSDLAF ACH 4516423/ISD# 36 REF: INDEPENDENT SCHOOL DISTRICT 36
8/27/26	485.00-	ST OF MN STATE OF MINN /92784635/IND SCHOOL DIST # 0036



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

NOW Account
Account number 90018
Statement date 8/31/26
Statement page 3

Deposits and other transactions

Date	Amount	Description
8/28/26	1,217.90+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/28/26	485.00-	ST OF MN STATE OF MINN /92791006/IND SCHOOL DIST # 0036
8/28/26	1,256.00-	PLAN FUND WEX HEALTH INC /2623991DB9A23 KELLIHER PUBLIC SCHOOL
8/28/26	1,412.50-	ePay Edu Benefit Cons /Kelliher ISD #36 Kelliher ISD #36
8/28/26	2,050.00-	ePay Edu Benefit Cons /Kelliher ISD #36 Kelliher ISD #36
8/28/26	5,740.72-	PERA MN PERA /SOMPERXXXXX5028/LundinAliza TXP*PERA*1682XX*XXX42026****\
8/28/26	13,514.70-	MNTRA MN Teachers Ret /TRATRAXXXX2907/LundinAliza
8/28/26	38,789.25-	PAYROLL ISD #36 /1 /ISD #36
8/28/26	44,282.89-	PAYROLL ISD #36 /1 /ISD #36
8/31/26	84.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/31/26	825.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/31/26	1,135.00+	PROC PMT TUITIONEXPRESS 84870022652818 KELLIHER PUBLIC SCHOOL
8/31/26	118,170.56+	Deposit
8/31/26	537.50-	ePay Edu Benefit Cons /Kelliher ISD #36 Kelliher ISD #36
8/31/26	1,256.00-	PLAN FUND WEX HEALTH INC /2624014C7AF1D KELLIHER PUBLIC SCHOOL
8/31/26	1,776.58-	PLAN FUND WEX HEALTH INC /26240E2E8AD6E KELLIHER PUBLIC SCHOOL
8/31/26	3,750.00-	ePay Edu Benefit Cons /Kelliher ISD #36 Kelliher ISD #36
8/31/26	4,175.00-	20260828A1 BPA /486237NONE/MHC KELLIHER PUBLIC SC
8/31/26	93.39+	Interest Deposited



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

NOW Account
Account number 90018
Statement date 8/31/26
Statement page 4

Checks and withdrawals in order by check number

Check#	Date	Amount	Check#	Date	Amount	Check#	Date	Amount
	8/20	309.47	46911	8/18	4,858.22	46937*	8/31	1,800.00
	8/24	2,088.03	46912	8/18	13,463.00	46939*	8/25	65,742.68
25679	8/31	1,171.22	46913	8/20	60.97	46940	8/25	18,347.80
25682*	8/20	608.74	46914	8/17	4,872.62	46941	8/31	64.08
46524*	8/25	8,165.00	46915	8/19	1,502.40	46943*	8/27	48.00
46779*	8/11	950.00	46916	8/17	135.09	46945*	8/31	2,101.68
46786*	8/21	300.00	46917	8/25	13,800.00	46948*	8/25	5,026.40
46864*	8/03	1,000.00	46919*	8/25	1,350.16	46950*	8/24	7,245.00
46867*	8/07	100.00	46921*	8/25	216.94	46951	8/28	110.00
46875*	8/14	720.00	46922	8/24	1,428.23	46952	8/31	2,533.85
46882*	8/20	500.00	46923	8/24	4,216.70	46953	8/19	15,682.70
46887*	8/07	195.00	46925*	8/27	103.40	46954	8/24	1,135.03
46890*	8/04	400.00	46927*	8/25	3,085.19	46955	8/26	1,215.00
46891	8/07	1,190.00	46929*	8/25	141.24	46956	8/25	1,147.91
46893*	8/03	3,546.20	46930	8/26	160.12	46957	8/24	505.74
46897*	8/04	638.40	46931	8/25	302.10	46958	8/27	20,120.75
46899*	8/05	1,556.85	46932	8/26	83,183.65	46959	8/20	8,885.25
46908*	8/18	6,900.00	46933	8/25	1,229.72	46960	8/25	1,766.53
46909	8/25	9,460.00	46934	8/24	11,700.00			
46910	8/18	145.98	46935	8/25	2,750.00			

* Indicates break in sequence

Balance by date

Date	Balance	Date	Balance	Date	Balance
7/31	61,175.18	8/12	317,588.76	8/24	324,373.19
8/03	356,636.52	8/13	337,750.14	8/25	192,513.77
8/04	355,598.12	8/14	253,972.38	8/26	108,090.00
8/05	329,416.02	8/17	249,056.67	8/27	287,332.85
8/06	325,199.96	8/18	198,618.29	8/28	180,909.69
8/07	323,714.96	8/19	177,058.84	8/31	282,051.73
8/10	324,574.96	8/20	171,710.41		
8/11	323,624.96	8/21	171,810.41		



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

NOW Account
Account number 90018
Statement date 8/31/26
Statement page 5

OVERDRAFT / RETURN ITEM FEES

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



Customer Service
PO Box 11760
Harrisburg, PA 17108-11760

ACCOUNT STATEMENT

KELLIHER SCHOOL DISTRICT #36

For the Month Ending
August 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
800 Nicollet Mall, 4th Floor
Minneapolis, MN 55402
612-371-3747
nelsond@pfmam.com

Contents

Cover/Disclosures
Summary Statement
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.
MSDLAF will be closed on 10/12/2026 for Columbus 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

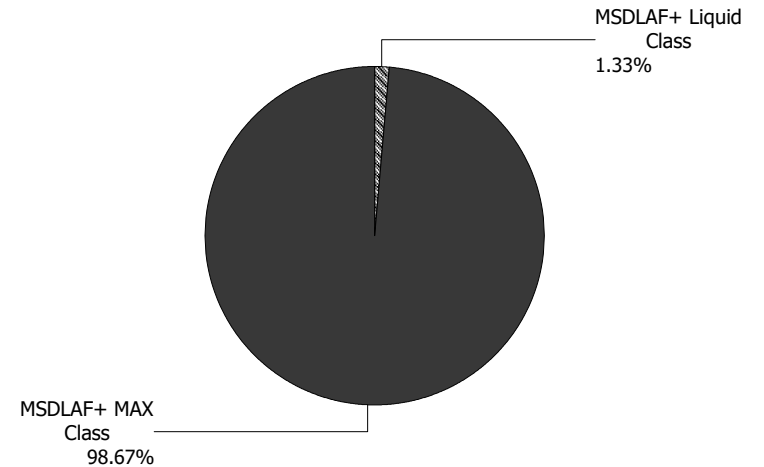
Account Statement - Transaction Summary

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

KELLIHER SCHOOL DISTRICT #36 - GENERAL FUNDS - 600445

MSDLAF+ Liquid Class	
Opening Market Value	102,788.87
Purchases	486,484.19
Redemptions	(500,000.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$89,273.06
Cash Dividends and Income	620.85
MSDLAF+ MAX Class	
Opening Market Value	6,578,811.96
Purchases	254,056.48
Redemptions	(200,000.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$6,632,868.44
Cash Dividends and Income	19,776.74

Asset Summary		
	August 31, 2026	July 31, 2026
MSDLAF+ Liquid Class	89,273.06	102,788.87
MSDLAF+ MAX Class	6,632,868.44	6,578,811.96
Total	\$6,722,141.50	\$6,681,600.83
Asset Allocation		



Account Statement

For the Month Ending **August 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					102,788.87
08/03/26	08/03/26	MN State-MMB	1.00	2,054.25	104,843.12
08/03/26	08/03/26	Redemption - ACH Redemption	1.00	(100,000.00)	4,843.12
08/14/26	08/14/26	MN State-MMB	1.00	481,808.46	486,651.58
08/24/26	08/24/26	Redemption - ACH Redemption	1.00	(200,000.00)	286,651.58
08/27/26	08/27/26	MN State-MMB	1.00	2,000.63	288,652.21
08/27/26	08/27/26	Redemption - ACH Redemption	1.00	(200,000.00)	88,652.21
08/31/26	09/01/26	Accrual Income Div Reinvestment - Distributions	1.00	620.85	89,273.06

Closing Balance **89,273.06**

	Month of August	Fiscal YTD July-August		
Opening Balance	102,788.87	2,756.68	Closing Balance	89,273.06
Purchases	486,484.19	586,516.38	Average Monthly Balance	207,393.69
Redemptions (Excl. Checks)	(500,000.00)	(500,000.00)	Monthly Distribution Yield	3.52%
Check Disbursements	0.00	0.00		
Closing Balance	89,273.06	89,273.06		
Cash Dividends and Income	620.85	908.94		

MSDLAF+ MAX Class

Opening Balance **6,578,811.96**

Account Statement

For the Month Ending **August 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					
08/03/26	08/03/26	Redemption - ACH Redemption	1.00	(200,000.00)	6,378,811.96
08/28/26	08/28/26	MN State-MMB	1.00	234,279.74	6,613,091.70
08/31/26	09/01/26	Accrual Income Div Reinvestment - Distributions	1.00	19,776.74	6,632,868.44
Closing Balance					6,632,868.44

	Month of August	Fiscal YTD July-August		
Opening Balance	6,578,811.96	6,853,464.38	Closing Balance	6,632,868.44
Purchases	254,056.48	579,404.06	Average Monthly Balance	6,422,582.79
Redemptions (Excl. Checks)	(200,000.00)	(800,000.00)	Monthly Distribution Yield	3.63%
Check Disbursements	0.00	0.00		
Closing Balance	6,632,868.44	6,632,868.44		
Cash Dividends and Income	19,776.74	40,030.66		

**CORPORATE CARD**

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

Statement Date Jul. 27, 2026

Purchases	+163.97
Cash Advances	+0.00
Fees	+0.00
Adjustments	+0.00
Payments	-0.00
Closing Balance	\$163.97
Credit Limit	\$20,000.00

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**Jun. 28, 2026 - Jul. 27, 2026**

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
Jul. 24	Jul. 27	WALMART.COM WALMART.COM AR	163.97

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 9135
Closing Balance \$163.97

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: Jul. 27, 2026

Account Number : 5569 7602 1758 0845
Unique ID: XXXX XXXX XXXX 0735
TRANSPORTATION DEPT
Statement Date : 07-27-2026



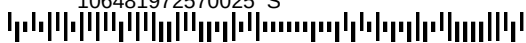
Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$2,046.93
Purchases and Other Charges	\$2,046.93	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00		
Credits	\$0.00 CR		
Payments	\$0.00 PY		
Total Activity		\$2,046.93	
Disputed Amount	\$0.00		

New Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-16	07-15	05436846197500220892005	DOMINO'S 1802 SIOUX FALLS SD	111.58
07-16	07-15	52653846197823762139835	SMASHBURGER #1126 VALLEY CITY ND	323.56
07-16	07-15	55483826197027108039680	WAL-MART #4865 SIOUX FALLS SD	209.28
07-17	07-15	52704876198468993780307	CENEX-VETERANS MEMORIA SISSETON SD	46.11
07-17	07-15	52704876198468993780315	CENEX-VETERANS MEMORIA SISSETON SD	86.22
07-17	07-16	55310206198469075851098	CHIPOTLE 3553 SIOUX FALLS SD	306.70
07-17	07-16	55483826198027154075793	WAL-MART #4865 SIOUX FALLS SD	109.50
07-20	07-18	02305376199500480126657	TST* PERKINS - 3884 - WATERTOWN SD	437.06
07-20	07-17	55432866199206442344461	CIRCLEK #2653863 FARGO ND	46.12
07-20	07-17	55432866199206442344479	CIRCLEK #2653863 FARGO ND	88.44
07-20	07-17	55506296199826939868861	CITY OF WATERTOWN - FA WATERTOWN SD	126.79
07-20	07-17	55546506199826476676564	MEGA SAVER (7100 WEST) SIOUX FALLS SD	70.03
07-20	07-17	55546506199826476676572	MEGA SAVER (7100 WEST) SIOUX FALLS SD	85.54

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number: 5569 7602 1758 0845
Unique ID: XXXX XXXX XXXX 0735
Amount Due: \$0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

106481972570025 S

TRANSPORTATION DEPT
KELLIHER SCHOOL
345 4TH ST NW
KELLIHER MN 56650-3002

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Account Number : 5569 7604 4295 4880
Unique ID: XXXX XXXX XXXX 1434
ACCOUNTS PAYABLE
Statement Date : 07-27-2026



Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$3,989.27
Purchases and Other Charges	\$3,989.27	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00		
Credits	\$0.00 CR		
Payments	\$0.00 PY		
Total Activity		\$3,989.27	
Disputed Amount	\$0.00		

New Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-15	07-14	05436846195300308516275	PY *MINNESOTA RURAL ED ST. CLOUD MN	362.27
07-15	07-14	52653846195821911866797	ATERA NEW YORK NY	348.00
07-15	07-14	52653846195821911866805	ATERA NEW YORK NY	2,268.00
07-16	07-15	85500396196900012330497	MASBO MINNEAPOLIS MN	418.00
07-23	07-22	52692156203831724192981	COMMITTEE FOR CHILDREN SEATTLE WA	593.00

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number: 5569 7604 4295 4880
Unique ID: XXXX XXXX XXXX 1434
Amount Due: \$0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

106481972570879 S

ACCOUNTS PAYABLE
KELLIHER SCHOOL
345 4TH ST NW
KELLIHER MN 56650-3002

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Kelliher Public Schools #36
Exp Summary - Fd, Obj Series
Period Ending August 31, 2026

Sequence: Fd, O/S

		A27					% YTD	Remaining
Description		Annual Budget	Period 202702	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General							
	100 Salaries & Wages	4,463,338.00	88,595.06	144,800.22	3%	0.00	3%	4,318,537.78
	200 Employee Benefits	1,676,521.00	14,598.17	68,139.46	4%	0.00	4%	1,608,381.54
	300 Purchased Services	1,009,985.00	48,434.27	219,229.78	22%	0.00	22%	790,755.22
	400 Supplies & Materials	651,000.00	29,152.93	163,549.95	25%	1,590.28	25%	485,859.77
	500 Capital Expenditures	363,500.00	59,634.24	100,841.24	28%	0.00	28%	262,658.76
	800 Other Expenditures	54,765.00	3,730.42	18,963.44	35%	0.00	35%	35,801.56
	900 Other Financing Uses	237,755.00	0.00	0.00	0%	0.00	0%	237,755.00
01	General	8,456,864.00	244,145.09	715,524.09	8%	1,590.28	8%	7,739,749.63
02	Food Service							
	100 Salaries & Wages	190,469.00	685.30	1,152.55	1%	0.00	1%	189,316.45
	200 Employee Benefits	62,533.00	106.85	179.69	0%	0.00	0%	62,353.31
	300 Purchased Services	20,100.00	1,600.00	5,146.20	26%	0.00	26%	14,953.80
	400 Supplies & Materials	183,255.00	685.69	2,771.90	2%	0.00	2%	180,483.10
	800 Other Expenditures	1,500.00	0.00	0.00	0%	0.00	0%	1,500.00
02	Food Service	457,857.00	3,077.84	9,250.34	2%	0.00	2%	448,606.66
04	Community Service							
	100 Salaries & Wages	323,099.00	15,379.63	22,772.13	7%	0.00	7%	300,326.87
	200 Employee Benefits	109,007.00	2,390.08	5,299.51	5%	0.00	5%	103,707.49
	300 Purchased Services	15,160.00	0.00	6,193.00	41%	0.00	41%	8,967.00
	400 Supplies & Materials	11,700.00	163.97	738.65	6%	0.00	6%	10,961.35
04	Community Service	458,966.00	17,933.68	35,003.29	8%	0.00	8%	423,962.71
06	Building Constr.							
	500 Capital Expenditures	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							
	700 Debt Service	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

Kelliher Public Schools #36
Exp Summary - Fd, Obj Series
Period Ending August 31, 2026

Sequence: Fd, O/S

		A27					% YTD	Remaining
Description		Annual Budget	Period 202702	Year To Date	% YTD	Encumbrances	+ Enc	Balance
08	Trust & Agency							
	800 Other Expenditures	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							
	400 Supplies & Materials	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							
	400 Supplies & Materials	103,240.00	8,940.72	10,920.35	11%	43.96	11%	92,275.69
21	Student Activity Fund	103,240.00	8,940.72	10,920.35	11%	43.96	11%	92,275.69
Report Totals:		9,948,702.00	274,097.33	770,698.07	8%	1,634.24	8%	9,176,369.69

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46962	CH	1	1097	BSN SPORTS, LLC	09/03/2026	\$2,249.99	56253	E 01 300 292 000 401 300	BACKBOARD
Check Total:							\$2,249.99			
CSB	46963	CH	1	3258	CONWAY, GRANT	09/03/2026	\$180.00	56310	E 01 300 294 000 305 201	FB OFFICIAL 09/03 SEBEKA
Check Total:							\$180.00			
CSB	46964	CH	1	3364	EDLUND CHIROPRACTIC	09/03/2026	\$100.00	56254	E 01 005 760 720 305 000	DOT EXAM J NELSON
Check Total:							\$100.00			
CSB	46965	CH	1	11560	HILLYARD	09/03/2026	\$179.97	56305	E 01 005 810 000 401 000	REAR SQUEEGEE, FRONT SQUEEGEE
CSB	46965	CH	1	11560	HILLYARD	09/03/2026	\$642.71	56304	E 01 005 810 000 401 000	FLEX STRIP BRUSH, MOUNT AQUAMIZE
CSB	46965	CH	1	11560	HILLYARD	09/03/2026	\$77.28	56306	E 01 005 810 000 401 000	REAR SQUEEGE BLADE
Check Total:							\$899.96			
CSB	46966	CH	1	10072	KELLIHER, CITY OF	09/03/2026	\$293.90	56255	E 01 006 810 000 330 000	OLD SCHOOL
CSB	46966	CH	1	10072	KELLIHER, CITY OF	09/03/2026	\$155.74	56255	E 01 005 810 000 331 000	NEW SCHOOL
CSB	46966	CH	1	10072	KELLIHER, CITY OF	09/03/2026	\$839.72	56255	E 01 005 760 720 330 000	NEW BUS GARAGE
Check Total:							\$1,289.36			
CSB	46967	CH	1	3303	MILLS, CHRIS	09/03/2026	\$330.00	56307	E 01 300 294 000 305 201	FB OFFICIAL 09/03 SEBEKA
Check Total:							\$330.00			
CSB	46968	CH	1	3301	MILLS, DAVIS	09/03/2026	\$180.00	56309	E 01 300 294 000 305 201	FB OFFICAL 09/03 SEBEKA
Check Total:							\$180.00			
CSB	46969	CH	1	3361	RMT TECH LLC	09/03/2026	\$1,520.00	56233	E 01 005 605 000 305 000	7/1/26-6/30/27 TWO-WAY MESSAGING W
Check Total:							\$1,520.00			
CSB	46970	CH	1	2361	STEEL F/X, LLC.	09/03/2026	\$46.99	56259	E 01 300 255 000 430 000	Metal Solvent Dye - 8oz (Cherry Red)
CSB	46970	CH	1	2361	STEEL F/X, LLC.	09/03/2026	\$48.99	56259	E 01 300 255 000 430 000	Metal Solvent Dye - 8oz (Porcelain White)
CSB	46970	CH	1	2361	STEEL F/X, LLC.	09/03/2026	\$46.99	56259	E 01 300 255 000 430 000	Metal Solvent Dye - 8oz (Emerald Green)
CSB	46970	CH	1	2361	STEEL F/X, LLC.	09/03/2026	\$46.99	56259	E 01 300 255 000 430 000	Metal Solvent Dye - 8oz (Cobalt Blue)
CSB	46970	CH	1	2361	STEEL F/X, LLC.	09/03/2026	\$36.79	56259	E 01 300 255 000 430 000	Spraymax 2K aerosol Clear-Coat Gloss
CSB	46970	CH	1	2361	STEEL F/X, LLC.	09/03/2026	\$12.18	56259	E 01 300 255 000 430 000	Shipping
Check Total:							\$238.93			
CSB	46971	CH	1	1912	VEDBRAATEN, SCOTT	09/03/2026	\$180.00	56308	E 01 300 294 000 305 201	FB OFFICIAL 09/03 SEBEKA
Check Total:							\$180.00			
CSB	46972	CH	1	3365	YUTRZENKA, JASON	09/03/2026	\$180.00	56311	E 01 300 294 000 305 201	FB OFFICAL 09/03 SEBEKA
Check Total:							\$180.00			
CSB	46973	CH	2	2813	AFLAC	09/17/2026	\$44.47	56260	B 28 215 000	Garnishments

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46973	CH	2	2813	AFLAC	09/17/2026	\$44.47	56274	B 28 215 000	Garnishments
Check Total:								\$88.94		
CSB	46974	CH	2	3231	ASSURITY	09/17/2026	\$20.61	56288	B 28 215 000	Garnishments
CSB	46974	CH	2	3231	ASSURITY	09/17/2026	\$15.08	56262	B 28 215 000	Garnishments
CSB	46974	CH	2	3231	ASSURITY	09/17/2026	\$15.08	56276	B 28 215 000	Garnishments
Check Total:								\$50.77		
CSB	46975	CH	1	10013	BELTRAMI ELECTRIC	09/17/2026	\$50.30	56352	E 01 005 810 000 332 000	STORAGE SHED
CSB	46975	CH	1	10013	BELTRAMI ELECTRIC	09/17/2026	\$117.11	56352	E 01 005 760 720 330 000	OLD BUS GARAGE
CSB	46975	CH	1	10013	BELTRAMI ELECTRIC	09/17/2026	\$2,631.62	56352	E 01 005 810 000 332 000	NEW SCHOOL
CSB	46975	CH	1	10013	BELTRAMI ELECTRIC	09/17/2026	\$117.22	56352	E 01 005 810 000 332 000	FOOTBALL LIGHTS
CSB	46975	CH	1	10013	BELTRAMI ELECTRIC	09/17/2026	\$691.63	56352	E 01 006 810 000 330 000	OLD SCHOOL
CSB	46975	CH	1	10013	BELTRAMI ELECTRIC	09/17/2026	\$314.78	56352	E 01 005 760 720 330 000	NEW BUS GARAGE
CSB	46975	CH	1	10013	BELTRAMI ELECTRIC	09/17/2026	\$0.00	56352	E 01 005 810 000 332 000	DEMAND INSURANCE
Check Total:								\$3,922.66		
CSB	46976	CH	1	3237	BROCKPAHLER, ALEX	09/17/2026	\$184.56	56402	E 01 300 294 000 305 201	FB OFFICIAL 09/18 NORTH WOODS
Check Total:								\$184.56		
CSB	46977	CH	2	3230	COMPANION LIFE	09/17/2026	\$100.83	56263	B 28 215 000	Garnishments
CSB	46977	CH	2	3230	COMPANION LIFE	09/17/2026	\$181.69	56289	B 28 215 000	Garnishments
CSB	46977	CH	2	3230	COMPANION LIFE	09/17/2026	\$100.83	56277	B 28 215 000	Garnishments
Check Total:								\$383.35		
CSB	46978	CH	1	3238	HEINO, MICHAEL	09/17/2026	\$184.56	56400	E 01 300 294 000 305 201	FB OFFICIAL 09/18 NORTH WOODS
Check Total:								\$184.56		
CSB	46979	CH	1	3297	KISER, REGGIE	09/17/2026	\$184.56	56399	E 01 300 294 000 305 201	FB OFFICIAL 9/18 NORTH WOODS
Check Total:								\$184.56		
CSB	46980	CH	1	3299	LILLQUIST, JON	09/17/2026	\$184.56	56398	E 01 300 294 000 305 201	FB OFFICIAL 9/18 NORTH WOODS
Check Total:								\$184.56		
CSB	46981	CH	1	2097	MARCO, INC.	09/17/2026	\$989.13	56333	E 01 005 630 000 370 000	Tech Copier Lease
CSB	46981	CH	1	2097	MARCO, INC.	09/17/2026	\$989.13	56242	E 01 005 630 000 370 000	Dean of ST Copier Lease
CSB	46981	CH	1	2097	MARCO, INC.	09/17/2026	\$1,723.21	56331	E 01 005 630 000 370 000	Tech Copier Lease
CSB	46981	CH	1	2097	MARCO, INC.	09/17/2026	\$1,436.01	56330	E 01 005 630 000 370 000	Tech Copier Lease
Check Total:								\$5,137.48		
CSB	46982	CH	1	11848	MCGRAW-HILL SCHOOL ED GROUP	09/17/2026	\$1,034.40	56344	E 01 100 203 000 430 102	Math Journals Vol. 1 & 2 ISBN: 97800213

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46982	CH	1	11848	MCGRAW-HILL SCHOOL ED GROUP	09/17/2026	\$0.05	56344	E 01 100 203 000 430 102	Freight
Check Total:							\$1,034.45			
CSB	46983	CH	1	2227	MISSOURI TURF PAINT, INC.	09/17/2026	\$1,476.21	56340	E 01 300 294 000 401 201	WHITE AEROSOL MARKING PAINT
Check Total:							\$1,476.21			
CSB	46984	CH	1	3223	NELSON PROPETY MAINTENANCE LLC	09/17/2026	\$3,000.00	56343	E 01 005 810 000 350 000	CLEAN UP AFTER THE STORM OF THE
Check Total:							\$3,000.00			
CSB	46985	CH	1	3298	NELSON, ERIC	09/17/2026	\$184.56	56401	E 01 300 294 000 305 201	FB OFFICAL 09/18 NORTH WOODS
Check Total:							\$184.56			
CSB	46986	CH	1	10115	PAUL BUNYAN COMMUNICATIONS	09/17/2026	\$1,468.30	56351	E 01 005 810 000 320 000	Telephone
Check Total:							\$1,468.30			
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	(\$8.06)	56312	E 02 005 770 701 490 000	CR ON WATERMELON
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$498.55	56424	E 02 005 770 705 490 000	BREAKFAST FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$51.50	56315	E 02 005 770 701 401 000	HOT LUNCH SUPPLIES
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$761.09	56322	E 02 005 770 701 490 000	HOT FOOD LUNCH
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$122.70	56395	E 02 005 770 705 490 000	BREAKFAST FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$217.38	56395	E 02 005 770 701 490 000	HOT LUNCH FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$280.88	56320	E 02 005 770 701 490 000	HOT LUNCH FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$338.88	56316	E 02 005 770 705 490 000	BREAKFAST FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$1,435.68	56325	E 02 005 770 701 490 000	HOT LUNCH FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$115.61	56323	E 02 005 770 705 490 000	BREAKFAST FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$63.18	56313	E 02 005 770 701 490 000	COMMODITIES
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$286.18	56321	E 02 005 770 705 490 000	BREAKFAST FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$1,012.77	56324	E 02 005 770 705 490 000	BREAKFAST FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$1,081.41	56425	E 02 005 770 701 490 000	HOT LUNCH FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$192.95	56319	E 02 005 770 705 490 000	BREAKFAST FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$355.84	56318	E 02 005 770 701 401 000	HOT LUNCH SUPPLIES
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$994.33	56314	E 02 005 770 701 490 000	HOT LUNCH FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$555.55	56317	E 02 005 770 701 490 000	HOT LUNCH FOOD
CSB	46987	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/17/2026	\$20.87	56326	E 02 005 770 701 490 000	COMMODITIES
Check Total:							\$8,377.29			
CSB	46988	CH	1	2145	SHOGREN ELECTRIC	09/17/2026	\$8,945.46	56339	E 01 005 810 000 350 000	DISCONNECT ELECTRICAL, RECONNEC
Check Total:							\$8,945.46			

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

						Pay/Void						
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description		
CSB	46989	CH	1	2664	TK OUTDOORS, INC	09/17/2026	\$1,481.00	56393	E 01 005 810 000 305 000	HAULING FEES / CONSTRUCTION DEB		
Check Total:							\$1,481.00					
CSB	46990	CH	1	1972	VERIZON WIRELESS	09/17/2026	\$137.87	56362	E 01 005 810 000 320 000	Telephone		
Check Total:							\$137.87					
CSB	46991	CH	1	2475	ADVANCED FIRST AID, INC.	09/21/2026	\$1,304.00	56403	E 01 200 720 000 401 000	LPCR2 USB FULLY-AUTOMATIC CARRY		
Check Total:							\$1,304.00					
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$35.16	56380	E 01 300 256 000 430 000	1071877216 Mathematics Tasks for the Th		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$13.99	56380	E 01 300 256 000 430 000	B01HAREUK6 Paper Mate Flair Felt Tip Pe		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$22.72	56380	E 01 300 256 000 430 000	B076ZRRFD4 Command Clear Indoor Mini		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$17.38	56380	E 01 300 256 000 430 000	B07MWP8FL3 Crayola Take Note Dry Eras		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$12.69	56380	E 01 300 256 000 430 000	B07YNHVMVRT Post-it Super Sticky Notes,		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.94	56380	E 01 300 256 000 430 000	B086VVFV5M4 101 Two Truths and One Lie		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.99	56380	E 01 300 256 000 430 000	B08W8PKRFR Fraction War Fun Math Gai		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.49	56380	E 01 300 256 000 430 000	B091F3Y53V Aothia Leather Desk Pad Prc		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$8.99	56380	E 01 300 256 000 430 000	B09VGN9F81 Epakh 4 Pcs Magnetic Dry E		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$12.49	56380	E 01 300 256 000 430 000	B0B2F55P76 Adhesive Wall Hooks No Drill		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$7.78	56380	E 01 300 256 000 430 000	B0CPSP97NF 4 Pack Magnetic Staple Rer		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$5.90	56380	E 01 300 256 000 430 000	Amazon Shipping Charge		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$93.98	56381	E 01 100 203 000 430 000	B0GSH6933K Hefty 6.5 Qt Flat-Lid Storage		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$15.99	56381	E 01 100 203 000 430 000	B0HC4R96V4 Math Interventionist Planner		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$6.99	56381	E 01 100 203 000 430 000	Amazon Shipping Charge		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$14.98	56382	E 01 100 203 000 430 103	B000JCRFDO BIC Brite Liner Highlighters,		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.19	56382	E 01 100 203 000 430 103	B00I8RKMSM BIC Brite Liner Highlighters,		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$11.55	56382	E 01 100 203 000 430 103	B0751S46TS Command Indoor Medium R		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$10.60	56382	E 01 100 203 000 430 103	B0751VFF2P Command Indoor Large Rep		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$19.59	56382	E 01 100 203 000 430 103	B08NSY969D GAMENOTE 30 Pack Dry E		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$13.29	56382	E 01 100 203 000 430 103	B0C7MTPLFM Grtard 45 Pcs Colorful Mag		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$12.99	56382	E 01 100 203 000 430 103	B0C919G7FR Hanger Central 12 Inch 12 F		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$26.99	56382	E 01 100 203 000 430 103	B0GZW1C9XN Gilprop 8 Pack Magnetic Fi		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$6.99	56382	E 01 100 203 000 430 103	Amazon Shipping Charge		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$79.00	56385	E 01 300 294 000 401 201	B08THZ1PQB Shurflo 12 Volt RV Water Pt		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$0.00	56385	E 01 300 294 000 401 201	Amazon Shipping Charge		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$64.98	56386	E 01 300 256 000 430 000	B0BVQBQJ8R Rarlan Wood-Cased #2 HB		
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$69.95	56386	E 01 300 256 000 430 000	B0D1R2FNFV Zonon 24 Sets Math Geome		

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

					Pay/Void					
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$0.00	56386	E 01 300 256 000 430 000	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$8.12	56388	E 01 300 256 000 430 000	B014T4C58W Elmer's Washable No-Run S
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$0.16	56388	E 01 300 256 000 430 000	Freight
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$10.79	56389	E 01 100 203 000 430 103	B00004Z5SB Avery Printable Shipping Lab
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$6.50	56389	E 01 100 203 000 430 103	B0006HXGQ2 Mr. Sketch Scented Stix Ma
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$29.96	56389	E 01 100 203 000 430 103	B009D9Y6SG Elmer's Disappearing Purple
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$29.88	56389	E 01 100 203 000 430 103	B015HW33JU Mavalus Tape 3/4" Wide X 3
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.99	56389	E 01 100 203 000 430 103	B01IEFQI4O 50-Pack Dog Tag Chain Ball (
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$10.44	56389	E 01 100 203 000 430 103	B07GSZM4YM Mr. Sketch Scented Marker
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$14.99	56389	E 01 100 203 000 430 103	B07MWP8FL3 Crayola Take Note Dry Eras
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$7.54	56389	E 01 100 203 000 430 103	B07R8D1RHS Amazon Basics Sheet Prote
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$15.99	56389	E 01 100 203 000 430 103	B07ZRN9Z67 Boao 20 Pcs Travel Toothbru
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$15.98	56389	E 01 100 203 000 430 103	B09WQ4B8LD 20 PCS Stretchy Fidget Toy
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$6.95	56389	E 01 100 203 000 430 103	B09XB9R9Q3 KONMAY 1.0mm Elastic Brz
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$7.99	56389	E 01 100 203 000 430 103	B0B2ZWL1K Aodaer 100 Pieces 10.6 x 5
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.59	56389	E 01 100 203 000 430 103	B0B512L61P Outus 36 Sets Birthday Certi
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$7.99	56389	E 01 100 203 000 430 103	B0BCWDC411 200PCS Waterproof Vinyl S
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$8.98	56389	E 01 100 203 000 430 103	B0BFBHF49Q pcnearty 300 Pcs Sport Stic
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$10.99	56389	E 01 100 203 000 430 103	B0BY6WG8GC BeyondNice 10Pack Color
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$14.99	56389	E 01 100 203 000 430 103	B0CGHC2BSR 80Pcs Party Favors for Kid
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$12.99	56389	E 01 100 203 000 430 103	B0CNYNHLTF emzrivo 48 Pcs Happy Birth
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$13.99	56389	E 01 100 203 000 430 103	B0CP88JB51 PGPBW 30 Squishy Pens fo
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$8.95	56389	E 01 100 203 000 430 103	B0D5M4D3NN (12 Pack) Lined Sticky Note
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$8.54	56389	E 01 100 203 000 430 103	B0DBDMPRT5 (18 Pads) Lined Sticky Not
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$21.03	56389	E 01 100 203 000 430 103	B0DX44ZZRK Post-it 100% Recycled Supr
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$8.54	56389	E 01 100 203 000 430 103	B0F6CRBSMT (54 Pads) Mini Sticky Notes
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$14.99	56389	E 01 100 203 000 430 103	B0FK4FM9YZ Faccito 2 Pcs Black Hangin
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$21.89	56389	E 01 100 203 000 430 103	B0G38LQVG4 Simetufy 6000Pcs Pony Be
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$7.80	56389	E 01 100 203 000 430 103	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$222.75	56384	E 01 100 203 000 430 101	1952970776 Learning Without Tears My Pr
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$8.88	56384	E 01 100 203 000 430 101	B000J07BRQ Scotch Heavy Duty Shipping
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$13.00	56384	E 01 100 203 000 430 101	B0030FCG1S Business Source Premium I
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.07	56384	E 01 100 203 000 430 101	B019OZVV6I Pilot FriXion Ball 0.7mm Eras
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$5.74	56384	E 01 100 203 000 430 101	B08MBFPFCQ Sharpie Permanent Marker

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$17.39	56384	E 01 100 203 000 430 101	B0C7VP996W 1800 Paper Clips Assorted
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$25.99	56384	E 01 100 203 000 430 101	B0CFQBBS2L Ospelelf Foldable Spiral Cli
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$14.24	56384	E 01 100 203 000 430 101	B0CHR8Y58T Index Cards 301-Count 3x5
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.99	56384	E 01 100 203 000 430 101	B0CJ9DQQQM SpriteGru Sight Word Bing
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$48.99	56384	E 01 100 203 000 430 101	B0CMTV2S56 Henoyso 40 Pack Primary C
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$15.79	56384	E 01 100 203 000 430 101	B0CX4JC9NM Chell 3x24 Inch Colored Sei
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$28.99	56384	E 01 100 203 000 430 101	B0D5N1W41B Paper Folders with Pockets
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.59	56384	E 01 100 203 000 430 101	B0D78WHY9Q Liliful 35 Pieces Back to Sc
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$25.58	56384	E 01 100 203 000 430 101	B0DQQRDTJ4 Post-it Super Sticky Notes,
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$14.99	56384	E 01 100 203 000 430 101	B0F43M47C5 AmazingSpark 2 Pack 3" x 5
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$44.99	56384	E 01 100 203 000 430 101	B0F5QGSV48 24-Pack Plastic Desk Divide
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$15.92	56384	E 01 100 203 000 430 101	B0FBYT84BT PILOT FriXion Waai Retracti
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$45.98	56384	E 01 100 203 000 430 101	B0GKTS54SD Gaosen 10 Pack Kids Head
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$52.99	56384	E 01 100 203 000 430 101	B0GT5GQZF4 UZLU 48 Pack Half Size Cc
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$13.29	56384	E 01 100 203 000 430 101	B0GTDBWTJY MucaDopia 12 Pack 1-120
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$15.99	56384	E 01 100 203 000 430 101	B0H2D9HJY1 Pre-Sharpended Pencils Bulk
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$94.74	56384	E 01 100 203 000 430 101	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$136.62	56390	E 01 100 203 000 430 105	057875231X The Broken Blade
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$8.01	56390	E 01 100 203 000 430 105	B0953XG36F Amazon Basics Reclosable C
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$57.31	56390	E 01 100 203 000 430 105	B0BRDVLPKB IRIS USA 4-Pack 72 Quart
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$16.19	56390	E 01 100 203 000 430 105	B0BRKN7HZC SHALL Full Size Hot Glue S
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$6.28	56390	E 01 100 203 000 430 105	B0CPXDRBCM Phinus 36 Pack Mini Hot C
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$19.82	56390	E 01 100 203 000 430 105	B0CS6F4V1X Halobios Hot Glue Gun, Fas
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$17.99	56390	E 01 100 203 000 430 105	B0D2QW3NZY SUIN Dry Erase Markers, C
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$18.04	56390	E 01 100 203 000 430 105	B0DJQJ5JKC Hook and Loop Tape with 3M
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$10.36	56390	E 01 100 203 000 430 105	B0F2L5LQRH Sharpie S-Gel Pens, Fashio
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$0.00	56390	E 01 100 203 000 430 105	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$45.74	56387	E 01 100 201 000 430 000	B000N4AI8M Post-it Super Sticky Easel Pz
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.95	56387	E 01 100 201 000 430 000	B086Q8MC2K Amazon Basics Blank Index
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$12.27	56387	E 01 100 201 000 430 000	B089ZN5TQC Laminated World Map & US
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$22.90	56387	E 01 100 201 000 430 000	B0BH9C7QXK Amazon Basics Square Stic
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$11.89	56387	E 01 100 201 000 430 000	B0BLSW1GML Erictor 2400 Pcs Sticky Tat
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$58.95	56387	E 01 100 201 000 430 000	B0D8VY6KKX Principal Lines 24 Pack Pri
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$33.98	56387	E 01 100 201 000 430 000	B0G3PFD33V 120Pcs Sentence Strips for

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$28.49	56387	E 01 100 201 000 430 000	B0GRFWWG8D FUMILE 48 Pcs Dot Mark
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$0.00	56387	E 01 100 201 000 430 000	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$32.66	56430	E 01 005 630 000 555 000	B00K2E4VGI Cable Matters 10Gbps 10-Pe
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$22.56	56430	E 01 005 630 000 555 000	B01H7M6YKI Amazon Basics HDMI Cable
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$47.97	56430	E 01 005 630 000 555 000	B09V1YJMSX Dell Pro 11-14 Plus EcoLooq
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$20.88	56430	E 01 005 630 000 555 000	B0DK14GTR2 UGREEN WiFi Adapter for I
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$257.10	56430	E 01 005 630 000 555 000	B0FJ1MNZ9B ViewSonic VA2448-MH 24 Ii
CSB	46992	CH	1	1382	AMAZON	09/21/2026	(\$1.04)	56430	E 01 005 630 000 555 000	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$7.89	56379	E 01 100 203 000 430 102	B00006IFHD Sharpie Permanent Markers,
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$7.49	56379	E 01 100 203 000 430 102	B000VXO4L2 Elmer's Disappearing Purple
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$12.00	56379	E 01 100 203 000 430 102	B07K91GV6N Amazon Basics Heavy Duty
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$6.64	56379	E 01 100 203 000 430 102	B07XNYCVHJ ARTLYMERS 24pcs Happy
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$22.98	56379	E 01 100 203 000 430 102	B0C1C1JG2Q 30 Pack Hanging File Folde
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$22.99	56379	E 01 100 203 000 430 102	B0D5C9857J Weekgrat 36 Pcs Bulk Happi
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$6.99	56379	E 01 100 203 000 430 102	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$151.60	56431	E 01 005 810 000 401 000	B09Q7FNV27 AGAS Minnesota State Flag
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$0.41	56431	E 01 005 810 000 401 000	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$4.47	56383	E 01 300 220 000 430 000	B003ULCZ7M Elmer's Disappearing Purple
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$10.19	56383	E 01 300 220 000 430 000	B0040R4E2O Sharpie Pocket Highlighters,
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$29.98	56383	E 01 300 220 000 430 000	B013RQPB5C Crayola Ultra Clean Washal
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$9.97	56383	E 01 300 220 000 430 000	B019QBOFZO Paper Mate InkJoy Gel Pen
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$15.19	56383	E 01 300 220 000 430 000	B071CP6X88 Crayola Super Tips Marker S
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$34.77	56383	E 01 300 220 000 430 000	B0CX5KNDXT Fluorescent Light Covers fo
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$8.54	56383	E 01 300 220 000 430 000	B0FMNMQQPY (12 Pads) Lined Sticky No
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$7.69	56383	E 01 300 220 000 430 000	B0G2LPKZXM 320 Pcs Large Paper Clips,
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$6.99	56383	E 01 300 220 000 430 000	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$39.56	56377	E 01 300 211 000 401 000	B08HQ689MS EY-B 82V 360W Projector L
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$0.00	56377	E 01 300 211 000 401 000	Amazon Shipping Charge
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$12.30	56378	E 01 100 203 000 430 000	B01GKHFECK EAI Education Math Stacks
CSB	46992	CH	1	1382	AMAZON	09/21/2026	\$0.18	56378	E 01 100 203 000 430 000	Freight
Check Total:							\$3,038.74			
CSB	46993	CH	1	2073	AVIBEN, LLC	09/21/2026	\$145.98	56334	E 01 005 110 000 305 000	403 ADMIN & COMP
Check Total:							\$145.98			

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	46994	CH	1	2574	BEAR COUNTRY CHRONICLES	09/21/2026	\$175.00	56235	E 01 005 110 000 305 000	NOTICE FOR BIDS AND FILING DATES
Check Total:							\$175.00			
CSB	46995	CH	1	12168	BELTRAMI CTY AUDITOR-TREASURER	09/21/2026	\$25.00	56405	E 01 005 010 000 401 000	GIS ADDRESS REQUEST FOR MAILING
Check Total:							\$25.00			
CSB	46996	CH	1	10013	BELTRAMI ELECTRIC	09/21/2026	\$1,050.00	56429	E 01 005 810 000 350 000	MOVING TRANSFORMER BASE
Check Total:							\$1,050.00			
CSB	46997	CH	1	1519	BERGLUND HEATING SHEETMETAL	09/21/2026	\$1,525.00	56338	E 01 005 810 000 350 000	COMMERCIAL ROOF INSPECTION PATC
Check Total:							\$1,525.00			
CSB	46998	CH	1	3300	BIX PRODUCE	09/21/2026	\$203.22	56423	E 02 005 770 701 490 000	HOT LUNCH FOOD
Check Total:							\$203.22			
CSB	46999	CH	1	11608	BROTHERS FIRE PROTECTION	09/21/2026	\$1,485.00	56258	E 01 005 865 363 305 000	2026 ANNUAL FIRE SPRINKLER INSPEC
Check Total:							\$1,485.00			
CSB	47000	CH	1	1097	BSN SPORTS, LLC	09/21/2026	\$2,339.70	56391	E 01 300 294 000 401 201	GUARDIAN CAP XT BLACK
Check Total:							\$2,339.70			
CSB	47001	CH	1	3261	CM2	09/21/2026	\$103.40	56373	E 01 005 810 000 370 000	Rentals & Leases
Check Total:							\$103.40			
CSB	47002	CH	1	3236	CRISIS GO, INC.	09/21/2026	\$3,125.00	56369	E 01 005 630 000 305 000	FY27 YEAR 3 OF 3
Check Total:							\$3,125.00			
CSB	47003	CH	1	1017	DACOTAH PAPER CO.	09/21/2026	\$2,411.28	56355	E 01 005 810 000 401 000	FILTER KIT, CAN LINER, TOWEL MFOLD
CSB	47003	CH	1	1017	DACOTAH PAPER CO.	09/21/2026	\$669.57	56239	E 01 005 810 000 401 000	CORE ION BATTERY CLEANING PADS
Check Total:							\$3,080.85			
CSB	47004	CH	1	3278	EMERALD GROUP	09/21/2026	\$12,950.00	56335	E 01 300 211 000 530 000	RECEIVE / ASSEMBLE /DELIVER & INST.
Check Total:							\$12,950.00			
CSB	47005	CH	1	3225	EPS OPERATIONS, LLC	09/21/2026	\$85.49	56256	E 01 100 203 000 430 102	
CSB	47005	CH	1	3225	EPS OPERATIONS, LLC	09/21/2026	\$85.49	56256	E 01 100 203 000 430 103	
CSB	47005	CH	1	3225	EPS OPERATIONS, LLC	09/21/2026	\$12.87	56256	E 01 100 203 000 430 103	
CSB	47005	CH	1	3225	EPS OPERATIONS, LLC	09/21/2026	\$12.87	56256	E 01 100 203 000 430 102	
CSB	47005	CH	1	3225	EPS OPERATIONS, LLC	09/21/2026	(\$0.01)	56256	E 01 100 203 000 430 103	
CSB	47005	CH	1	3225	EPS OPERATIONS, LLC	09/21/2026	\$14.76	56256	E 01 100 203 000 430 102	
CSB	47005	CH	1	3225	EPS OPERATIONS, LLC	09/21/2026	\$14.76	56256	E 01 100 203 000 430 103	
Check Total:							\$226.23			

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	47006	CH	1	1252	GARTNER REFRIGERATION CO.	09/21/2026	\$2,429.80	56301	E 01 005 810 000 350 000	JACE NOT COMMUNICATION WTIH SUP
Check Total:							\$2,429.80			
CSB	47007	CH	1	3366	GIESER, DANETTE	09/21/2026	\$210.00	56404	R 04 005 591 000 050 000	CHILDCARE TUITION REFUND 9/8-9/15
Check Total:							\$210.00			
CSB	47008	CH	1	2682	GLACIER DRY ICE CLEANING INC.	09/21/2026	\$1,100.00	56237	E 02 005 770 701 350 000	HOOD CLEANING FOR BOTH HOODS
Check Total:							\$1,100.00			
CSB	47009	CH	1	11141	GRAINGER	09/21/2026	\$36.52	56354	E 01 005 810 000 401 000	HASP FIXED NATURAL, PADLOCK
CSB	47009	CH	1	11141	GRAINGER	09/21/2026	\$476.58	56353	E 01 005 810 000 401 000	DISINFECTING WIPES , ALL PURPOSE C
Check Total:							\$513.10			
CSB	47010	CH	1	3327	GREAT MINDS PBC	09/21/2026	\$515.90	56248	E 01 300 220 000 460 000	Grade 7 & 8 Teacher Edition Print Bundle
Check Total:							\$515.90			
CSB	47011	CH	1	2024	HEIM, RON	09/21/2026	\$725.00	56440	E 04 005 505 321 305 000	SBRASEL/RLEMPART ONLINE COURSE
Check Total:							\$725.00			
CSB	47012	CH	1	12082	HERC U LIFT	09/21/2026	\$170.39	56300	E 01 005 810 000 350 000	ANUAL MAINTENANCE INSPECTION VE
Check Total:							\$170.39			
CSB	47013	CH	1	3362	ICS CONSULTING, LLC-138006	09/21/2026	\$2,750.00	56361	E 01 005 110 000 305 000	PROGRESS BILLING THROUGH 8/31/202
Check Total:							\$2,750.00			
CSB	47014	CH	1	10065	IND. SCHOOL DISTRICT #31	09/21/2026	\$165.99	56375	E 01 300 211 000 390 000	KFEILER TUITION
Check Total:							\$165.99			
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$1,863.85	56246	E 01 300 294 000 820 206	BOYS TRACK EXPENSES FY26
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$1,863.86	56246	E 01 300 294 000 820 206	GIRLS TRACK EXPENSES FY 26
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$2,749.83	56246	E 01 300 294 000 401 207	GOLF EXPENSES
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$197.86	56246	E 01 300 296 000 401 203	GBB BANNERS
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$49.56	56246	E 01 300 294 000 401 201	FB BANNERS
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$57.72	56246	E 01 300 298 000 820 000	UPS STORE
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$147.88	56246	E 01 300 296 000 401 204	SOFTBALL BANNERS
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$278.00	56246	E 01 300 296 000 401 203	GBB KRJB RADIO
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$89.84	56246	E 01 300 294 000 401 207	GOLF BANNERS
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$260.34	56246	E 01 300 298 000 820 000	SOFTWARE FOR PICTURES
CSB	47015	CH	1	10337	IND. SCHOOL DISTRICT #363	09/21/2026	\$7,766.67	56428	E 01 300 294 000 401 207	GOLF COACHES
Check Total:							\$15,325.41			
CSB	47016	CH	1	2575	IT OUTLET	09/21/2026	\$570.00	56240	E 01 005 630 000 555 000	MAX CASES EXTREME SHELL

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	47016	CH	1	2575	IT OUTLET	09/21/2026	\$3,450.00	56371	E 01 005 630 000 555 000	DELL PRO MICRO DESKTOP COMPUTE
Check Total:							\$4,020.00			
CSB	47017	CH	1	2442	IXL SUBSCRIPTION DEPT.	09/21/2026	\$3,175.00	56370	E 01 100 203 000 555 000	IXL SITE LISCENSE GRADES PK-8 100 S
CSB	47017	CH	1	2442	IXL SUBSCRIPTION DEPT.	09/21/2026	\$3,175.00	56370	E 01 300 211 000 555 000	IXL SITE LISCENSE 9-12
Check Total:							\$6,350.00			
CSB	47018	CH	1	10108	JOHNSON CONTROLS FIRE PROTECT	09/21/2026	\$2,425.00	56350	E 01 005 865 363 305 000	CHARGES THAT WERE NOT INCLUDED
CSB	47018	CH	1	10108	JOHNSON CONTROLS FIRE PROTECT	09/21/2026	\$542.05	56368	E 01 005 865 363 305 000	ANNUAL INVOICE FOR THE FIRE ALARM
CSB	47018	CH	1	10108	JOHNSON CONTROLS FIRE PROTECT	09/21/2026	\$1,845.21	56238	E 01 005 865 363 305 000	02/02/2026 LABOR HOURS NOT INVOICE
Check Total:							\$4,812.26			
CSB	47019	CH	1	10072	KELLIHER, CITY OF	09/21/2026	\$242.31	56438	E 01 006 810 000 330 000	OLD SCHOOL
CSB	47019	CH	1	10072	KELLIHER, CITY OF	09/21/2026	\$356.82	56438	E 01 005 810 000 331 000	NEW SCHOOL
CSB	47019	CH	1	10072	KELLIHER, CITY OF	09/21/2026	\$843.79	56438	E 01 005 760 720 330 000	NEW BUS GARAGE
Check Total:							\$1,442.92			
CSB	47020	CH	1	12037	LUEKEN'S VILLAGE FOODS	09/21/2026	\$116.81	56356	E 01 005 640 316 490 000	HEALTHY SNACKS TEACHERS
Check Total:							\$116.81			
CSB	47021	CH	1	2877	MENARDS - BEMIDJI	09/21/2026	\$355.69	56336	E 01 005 810 000 401 000	HIGH VELOCITY FLOOR,PVC CAP,HOSE
CSB	47021	CH	1	2877	MENARDS - BEMIDJI	09/21/2026	\$19.98	56337	E 01 005 810 000 401 000	60W ST19 AMB DLED 2PK
Check Total:							\$375.67			
CSB	47022	CH	1	1581	MIDWEST BUS PARTS, INC.	09/21/2026	\$231.10	56357	E 01 005 760 720 401 000	MITO AM/FM/BT RADIO W/PA & MUTE FC
Check Total:							\$231.10			
CSB	47023	CH	1	2902	MINNESOTA BACKFLOW	09/21/2026	\$1,611.00	56234	E 01 005 810 000 350 000	TESTING RPZ BACKFLOW ASSEMBLIES
Check Total:							\$1,611.00			
CSB	47024	CH	2	30015	MN PEIP	09/21/2026	\$18,217.04	56270	B 28 215 025	Health Ins Payable--Employee & Board
CSB	47024	CH	2	30015	MN PEIP	09/21/2026	\$2,132.86	56284	B 28 215 025	Health Ins Payable--Employee & Board
CSB	47024	CH	2	30015	MN PEIP	09/21/2026	\$240.28	56294	B 28 215 025	Health Ins Payable--Employee & Board
CSB	47024	CH	2	30015	MN PEIP	09/21/2026	\$56,861.27	56416	B 28 215 025	Health Ins Payable--Employee & Board
CSB	47024	CH	2	30015	MN PEIP	09/21/2026	(\$6,128.27)	56416	E 01 100 203 000 220 000	Health Ins Payable--Employee & Board
Check Total:							\$71,323.18			
CSB	47025	CH	1	10305	MN STATE HIGH SCHOOL LEAGUE	09/21/2026	\$1,729.00	56367	E 01 300 292 000 820 000	FY27 MSHSL DUES
Check Total:							\$1,729.00			
CSB	47026	CH	2	30005	NCPERS MINNESOTA	09/21/2026	\$16.00	56296	B 28 215 028	PERA Life Insurance Payable
Check Total:							\$16.00			
CSB	47027	CH	1	10106	NORTHWEST SERVICE COOPERATIVE	09/21/2026	\$665.00	56348	E 01 005 640 316 366 000	PARAPROFESSIONAL TRAINING

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	47027	CH	1	10106	NORTHWEST SERVICE COOPERATIVE	09/21/2026	\$150.00	56349	E 02 005 770 701 305 000	2026 FOOD NUTRITION WORKSHOP
Check Total:							\$815.00			
CSB	47028	CH	1	10710	NW MN HAZARD. WASTE MGMT.	09/21/2026	\$422.75	56244	E 01 005 811 000 305 000	EXPIRED HAND SANITIZER
Check Total:							\$422.75			
CSB	47029	CH	1	2663	PAYSCHOOLS	09/21/2026	\$500.00	56302	E 02 005 770 701 305 000	ANNUAL MAINTENANCE FEES
Check Total:							\$500.00			
CSB	47030	CH	1	2531	PEACEMAKER RESOURCES	09/21/2026	\$1,161.33	56372	E 01 300 740 320 305 000	HISTORIC TRAUMA TRAINING
CSB	47030	CH	1	2531	PEACEMAKER RESOURCES	09/21/2026	\$950.17	56372	E 01 005 640 316 366 000	HISTORIC TRAUMA TRAINING
Check Total:							\$2,111.50			
CSB	47031	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/21/2026	\$681.40	56433	E 02 005 770 705 490 000	BREAKFAST FOOD
CSB	47031	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/21/2026	\$1,642.85	56434	E 02 005 770 701 490 000	HOT LUNCH FOOD
CSB	47031	CH	1	3030	PERFORMANCE FOODSERVICE - TWI	09/21/2026	\$11.52	56435	E 02 005 770 701 401 000	HOT LUNCH SUPPLIES
Check Total:							\$2,335.77			
CSB	47032	CH	1	3286	PERFORMANCE OFFICE PAPERS INC	09/21/2026	\$5,024.00	56243	E 01 200 050 000 401 000	160 CASES OF 8 1/2 X 11 20# XERO
Check Total:							\$5,024.00			
CSB	47033	CH	1	10449	POPPLER'S MUSIC, INC.	09/21/2026	\$148.00	56341	E 01 300 258 000 350 000	SERVICE OF CLARINET SRL# E10206
CSB	47033	CH	1	10449	POPPLER'S MUSIC, INC.	09/21/2026	\$188.47	56397	E 01 300 258 000 430 112	WILD MOUNTAIN THYME,LET'S ALL SING
CSB	47033	CH	1	10449	POPPLER'S MUSIC, INC.	09/21/2026	\$382.21	56394	E 01 300 258 000 430 112	SONG FROM MOTION PICTURE SING, S
CSB	47033	CH	1	10449	POPPLER'S MUSIC, INC.	09/21/2026	\$113.10	56342	E 01 300 258 000 350 000	SERVICE OF FLUTE SRL#030819062
Check Total:							\$831.78			
CSB	47034	CH	1	11510	PORT-ABLE JOHN, INC.	09/21/2026	\$300.00	56365	E 01 005 810 000 370 000	KELLIHER SCHOOL
CSB	47034	CH	1	11510	PORT-ABLE JOHN, INC.	09/21/2026	\$176.72	56364	E 01 300 292 000 401 300	JUL 28 - AUG 11 2 UNITS
CSB	47034	CH	1	11510	PORT-ABLE JOHN, INC.	09/21/2026	\$41.25	56364	E 01 300 292 000 401 300	AUG 12 - AUG 18 1 UNIT REMOVED
CSB	47034	CH	1	11510	PORT-ABLE JOHN, INC.	09/21/2026	(\$30.00)	56364	E 01 300 292 000 401 300	DISCOUNT
CSB	47034	CH	1	11510	PORT-ABLE JOHN, INC.	09/21/2026	\$300.00	56366	E 01 005 810 000 370 000	KELLIHER SCHOOL FB
Check Total:							\$787.97			
CSB	47035	CH	1	1844	POSTMASTER	09/21/2026	\$296.00	56358	E 01 005 110 000 305 000	FY2027 MAILBOX
Check Total:							\$296.00			
CSB	47036	CH	1	2413	RAINY LAKE OIL, INC.	09/21/2026	\$391.40	56247	E 01 006 810 000 440 000	CHANGING OUT TANKS / REFILLING BA
Check Total:							\$391.40			
CSB	47037	CH	1	3313	RAPID PRESS PRINTING	09/21/2026	\$189.00	56392	E 01 300 292 000 401 000	OUTDOOR BANNERS/MATTE DECALS
CSB	47037	CH	1	3313	RAPID PRESS PRINTING	09/21/2026	\$189.00	56392	E 01 300 292 000 401 300	CHAMP OUTDOOR BANNER/DECALS
Check Total:							\$378.00			

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Pay/Void										
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	47038	CH	1	3092	ROWDY RAVEN DJ	09/21/2026	\$350.00	56439	E 21 005 298 301 401 720	HOMECOMING DANCE
Check Total:							\$350.00			
CSB	47039	CH	1	3117	SANDSTROM'S	09/21/2026	\$736.78	56327	E 02 005 770 701 495 000	Hot Lunch Milk
CSB	47039	CH	1	3117	SANDSTROM'S	09/21/2026	\$414.50	56332	E 02 005 770 701 495 000	Hot Lunch Milk
CSB	47039	CH	1	3117	SANDSTROM'S	09/21/2026	\$660.28	56396	E 02 005 770 701 495 000	Hot Lunch Milk
Check Total:							\$1,811.56			
CSB	47040	CH	1	3197	SAVVAS LEARNING COMPANY	09/21/2026	\$2,682.72	56432	E 01 100 258 000 430 112	K-5 Interactive Music
Check Total:							\$2,682.72			
CSB	47041	CH	1	1550	SCHOLASTIC EQUIPMENT CO.	09/21/2026	\$52,104.16	56241	E 01 300 211 000 530 000	HEAVY DUTY KD LOCKERS
Check Total:							\$52,104.16			
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$4.92	56138	E 01 100 203 000 430 000	1506440 Prang Medium Weight Constructi
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$4.14	56138	E 01 100 203 000 430 000	299528 Prang Medium Weight Constructio
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$12.73	56138	E 01 100 203 000 430 000	1465881 Childcraft Construction Paper, 9 x
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$12.73	56138	E 01 100 203 000 430 000	1465885 Childcraft Construction Paper, 9 x
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$7.78	56138	E 01 100 203 000 430 000	201200 Prang Medium Weight Constructio
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$5.96	56138	E 01 100 203 000 430 000	054411 Tru-Ray Sulphite Construction Pap
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$11.16	56138	E 01 100 203 000 430 000	054651 Tru-Ray Sulphite Construction Pap
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$8.94	56138	E 01 100 203 000 430 000	053997 Tru-Ray Sulphite Construction Pap
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$4.92	56138	E 01 100 203 000 430 000	201189 Prang Medium Weight Constructio
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$5.96	56138	E 01 100 203 000 430 000	054033 Tru-Ray Sulphite Construction Pap
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$11.16	56138	E 01 100 203 000 430 000	054414 Tru-Ray Sulphite Construction Pap
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$3.40	56138	E 01 100 203 000 430 000	201202 Prang Medium Weight Constructio
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$11.16	56138	E 01 100 203 000 430 000	054069 Tru-Ray Sulphite Construction Pap
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$12.73	56138	E 01 100 203 000 430 000	1465882 Childcraft Construction Paper, 9 x
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$59.79	56245	E 01 100 212 000 430 000	2218290 Kwik Stix Solid Tempera Paint Sti
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	\$0.00	56245	E 01 100 212 000 430 000	FREIGHT Shipping for School Specialty
CSB	47042	CH	1	11865	SCHOOL SPECIALTY, LLC	09/21/2026	(\$137.40)	56158	E 01 300 212 000 430 000	241575 PAINT WATERCOLOR YARKA 12
Check Total:							\$40.08			
CSB	47043	CH	1	2145	SHOGREN ELECTRIC	09/21/2026	\$1,800.00	56236	E 01 005 810 000 350 000	REST OF INV-756
Check Total:							\$1,800.00			
CSB	47044	CH	1	3367	SOLIANT	09/21/2026	\$2,343.90	56436	E 01 200 407 740 396 000	A WATKINS 7/8 SPED
CSB	47044	CH	1	3367	SOLIANT	09/21/2026	\$2,343.90	56437	E 01 200 407 740 396 000	A WATKINS 7/8 SPED
Check Total:							\$4,687.80			

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	47045	CH	1	1152	TAYLOR PUBLISHING	09/21/2026	\$1,404.00	56347	E 21 005 298 301 401 703	FINAL PAYMENT FOR THE 2026 YEARBC
Check Total:							\$1,404.00			
CSB	47046	CH	1	2785	TECHNIQUES INC.	09/21/2026	\$1,147.91	56363	E 01 005 810 000 401 000	FILTERS
Check Total:							\$1,147.91			
CSB	47047	CH	1	12140	TRAINING ROOM, INC.	09/21/2026	\$1,045.68	56250	E 01 300 292 000 401 000	IBUPROFEN,MOUTHGAURDS, HERO RE
CSB	47047	CH	1	12140	TRAINING ROOM, INC.	09/21/2026	\$1,263.17	56251	E 01 300 292 000 401 000	GATORADE BOTTLES WHISTLES TEAR
CSB	47047	CH	1	12140	TRAINING ROOM, INC.	09/21/2026	\$695.70	56249	E 01 300 292 000 401 000	SUPER PRO SCISSORS, COLD PACKS E
CSB	47047	CH	1	12140	TRAINING ROOM, INC.	09/21/2026	\$89.10	56252	E 01 300 292 000 401 000	MUELLER QT WATER BOTTLES
Check Total:							\$3,093.65			
CSB	47048	CH	1	11087	US FOODSERVICE	09/21/2026	\$50.95	56426	E 02 005 770 705 490 000	BREAKFAST FOOD
CSB	47048	CH	1	11087	US FOODSERVICE	09/21/2026	\$602.29	56374	E 04 005 505 321 430 051	CONCESSIONS
CSB	47048	CH	1	11087	US FOODSERVICE	09/21/2026	\$193.38	56427	E 02 005 770 701 490 000	HOT LUNCH FOOD
CSB	47048	CH	1	11087	US FOODSERVICE	09/21/2026	\$58.70	56427	E 02 005 770 701 401 000	HOT LUNCH SUPPLIES
CSB	47048	CH	1	11087	US FOODSERVICE	09/21/2026	\$136.66	56329	E 02 005 770 701 490 000	HOT LUNCH FOOD
CSB	47048	CH	1	11087	US FOODSERVICE	09/21/2026	\$145.54	56328	E 02 005 770 705 490 000	Breakfast Food
CSB	47048	CH	1	11087	US FOODSERVICE	09/21/2026	\$155.45	56328	E 02 005 770 705 401 000	BREAKFAST SUPPLIES
CSB	47048	CH	1	11087	US FOODSERVICE	09/21/2026	(\$3.46)	56303	E 02 005 770 701 490 000	CUSTOMER REBATE
Check Total:							\$1,339.51			
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$19.17	56376	E 02 005 770 469 495 000	CHILDCARE MILK
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$16.47	56376	E 01 005 810 000 401 000	MR CLEAN CLEANER
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$24.56	56376	E 02 005 770 469 495 000	CHILDCARE MILK
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$20.06	56376	E 01 005 810 000 401 000	MR CLEAN CLEANER, STARTING FLUID
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$18.27	56376	E 02 005 770 469 495 000	CHILDCARE MILK
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$18.27	56376	E 02 005 770 469 495 000	CHILDCARE MILK
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$18.47	56376	E 02 005 770 469 495 000	CHILDCARE MILK
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$42.97	56376	E 01 300 294 000 401 201	FB BATTERIES FOR WATER PUMP
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$18.27	56376	E 02 005 770 469 495 000	CHILDCARE MILK
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$10.98	56376	E 01 005 810 000 401 000	MR CLEAN CLEANER
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$24.56	56376	E 02 005 770 469 495 000	CHILDCARE MILK
CSB	47049	CH	1	10134	VILLAGE ONE STOP	09/21/2026	\$24.56	56376	E 02 005 770 469 495 000	CHILDCARE MILK
Check Total:							\$256.61			
CSB	47050	CH	1	3351	VISION21 SOLUTIONS	09/21/2026	\$4,665.00	56360	E 01 005 630 000 555 000	CyberPower PR1500RT2UC Smart App Si
Check Total:							\$4,665.00			

Kelliher Public Schools #36
Payment Reg by Check-No Voids

Check Number: 0-2147483647 Payment Date: 8/18/2026-9/21/2026

					Pay/Void					
Bank	Check No	Ty	Grp	Code	Vendor	Date	Amount	Voucher #	Account Code	Description
CSB	47051	CH	1	1928	WASTE MANAGEMENT	09/21/2026	\$1,400.95	56345	E 01 005 810 000 333 000	Garbage Service
CSB	47051	CH	1	1928	WASTE MANAGEMENT	09/21/2026	\$385.90	56346	E 01 005 810 000 333 000	Garbage Service-OLD SCHOOL
Check Total:							\$1,786.85			
CSB	47052	CH	1	3360	WPS	09/21/2026	\$502.00	56257	E 01 100 401 740 433 000	SKU: W-688 ARIZONA-4 ARTICULATION
CSB	47052	CH	1	3360	WPS	09/21/2026	\$327.00	56257	E 01 100 401 740 433 000	SKU: EM-141 TEST OF PRAGMATIC LAN
CSB	47052	CH	1	3360	WPS	09/21/2026	\$82.90	56257	E 01 100 401 740 433 000	S & H
Check Total:							\$911.90			
Bank CSB Total:							\$282,461.39			
Report Total:							\$282,461.39			

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

Sequence: Group-Sub, Crs

										A27			% YTD			Remaining
L	Fd	Org	Pro	Fin	O/S	Crs	Class	Sub	Description	Annual Budget	Period 202702	Year To Date	% YTD	Encumbrances	+ Enc	Balance
00									ASSETS							
B	21	101	000				100	00	Student Activity Cash	0.00	2,225.28	62,443.27	0%	0.00	0%	(62,443.27)
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	2,225.28	62,441.26	0%	0.00	0%	(62,441.26)
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)	0.00	(3,000.00)	200%	0.00	200%	1,500.00
707									Robotics	4,800.00	0.00	(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 August 31, 2026

Sequence: Group-Sub, Crs

										A27			% YTD			Remaining
L	Fd	Org	Pro	Fin	O/S	Crs	Class	Sub	Description	Annual Budget	Period 202702	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)	0.00	(848.00)	7%	0.00	7%	(11,152.00)
735 Spanish Club										(6,000.00)	0.00	(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	340.00	340.00	20%	0.00	20%	1,360.00
750 Trap Shooting										1,700.00	340.00	340.00	20%	0.00	20%	1,360.00
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	81.59	1,007.39	25%	0.00	25%	2,992.61
R	21	005	298	301	099	755	401	755	Golf Revenue	(6,000.00)	(4,836.00)	(6,186.00)	103%	0.00	103%	186.00
755 Golf										(2,000.00)	(4,754.41)	(12,231.15)	612%	0.00	612%	10,231.15
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	0.00	1,053.83	19%	43.96	20%	4,402.21

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

Sequence: Group-Sub, Crs

										A27			% YTD			Remaining
L	Fd Org	Pro	Fin	O/S	Crs	Class	Sub	Description		Annual Budget	Period 202702	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	0.00	(3,081.24)	(162%)	43.96	(160%)	4,937.28
	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	8,519.13	8,519.13	43%	0.00	43%	11,480.87
R 21	005	298	301	099	770	401	770	Girls Basketball Team Rever		(16,000.00)	(6,330.00)	(6,430.00)	40%	0.00	40%	(9,570.00)
	770	Girls Basketball Team								4,000.00	2,189.13	(4,791.26)	(120%)	0.00	(120%)	8,791.26
	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 August 31, 2026

Sequence: Group-Sub, Crs

										A27					% YTD	Remaining	
L	Fd	Org	Pro	Fin	O/S	Crs	Class	Sub	Description	Annual Budget	Period 202702	Year To Date	% YTD	Encumbrances	+ Enc	Balance	
						829	Class of 2029										
B	21	401					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					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%)	43.96	(0%)	(22,467.96)	

School Board Working Session #2 — Minutes

Strategic Planning — Survey Review & Committee Roster

Kelliher Public Schools — ISD 36

Date	Monday, August 3, 2026
Time	6:00 PM – 7:02 PM
Location	Media Center
Members Present	Mary Thayer, Dawn Jensen, Tessa Koisti, Kevin Waldo, Rachel Jorgensen
Members Absent	Jake Neft
Also Present	Jeff Nelson, Superintendent

Purpose: This was the second of two Board working sessions to lay the groundwork for the fall strategic planning process — reviewing the schedule confirmed by MSBA consultant Gail Gilman, finalizing the Strategic Planning Committee roster, and reviewing the draft Internal and External Perception Survey templates.

1. Call to Order

The meeting was called to order at 6:00 PM, followed by the Pledge of Allegiance.

2. Confirmed Strategic Planning Schedule (MSBA / Gail Gilman)

The Board reviewed the strategic planning schedule confirmed by MSBA consultant Gail Gilman:

- **Listening Sessions – Administrative Team:** Monday, September 21, 8:00 AM.
- **Listening Sessions – All Staff, School Board, External Stakeholders:** Monday, September 28 — All Staff at 3:15 PM; School Board at 5:00 PM; External Stakeholders at 6:00 PM.
- **Listening Session – Students (grades 7–9 and 10–12):** date to be determined, during the noon hour between September 21 and October 1.
- **Survey window:** opens the week of September 21, 2026, and closes Sunday, October 11, 2026, at midnight.
- **Strategic Planning Committee Meetings:** Thursday, October 29; Tuesday, November 10; and Monday, November 23, 6:00–8:00 PM, with food/snacks at 5:30 PM. (Revised from the originally proposed October 26 and November 2 dates due to playoff-game conflicts.)
- **Special Board–Superintendent Wrap-Up Meeting:** confirmed for Monday, December 7 at 5:00 PM (up to three hours allowed).

Discussion: The Board also confirmed that the Truth in Taxation hearing will be held at 6:00 PM on Monday, December 14, preceding the regularly scheduled Board meeting that same evening.

3. Working Task 1 — Strategic Planning Committee Roster

The Board reviewed the process for finalizing the Strategic Planning Committee roster:

- Community member nominees (target 6–8): each Board member to submit 3–5 names to the Board Chair, who will select invitees.
- Staff representatives (4–8, licensed and non-licensed) and student representatives (4–8, middle through high school) to be confirmed.
- Administrative Team / upper-level management representatives to be confirmed.
- Target overall committee size: 25–40 members.

4. Working Task 2 — Survey Review

The Board reviewed the draft Internal and External Perception Survey templates and discussed feedback on adding, deleting, or revising survey statements, as well as language-option needs for the External survey (and Internal, if desired). A question was raised regarding survey distribution — specifically, whether surveys would be mailed and whether the district mailing list would be used for the External survey — for follow-up with Gail Gilman.

5. Virtual Platform Logistics

Gail Gilman will facilitate all strategic planning sessions virtually via Zoom.

6. Next Steps

- Gail Gilman to send a Toolkit of Resources, including letter invitations, advertising/PR notifications (including social media), and a State of the District presentation template.
- Confirm final schedule and committee roster with Gail Gilman.
- Distribute Strategic Planning Committee invitations.
- Follow up with Gail Gilman regarding possible incentives for survey and listening-session participation.

7. Adjournment

A motion to adjourn was made by Kevin Waldo and seconded by Rachel Jorgensen. The meeting adjourned at 7:02 PM.

Attachments: (1) Strategic Planning Committee Nomination Sheet; (2) Perception Survey — Internal Template; (3) Perception Survey — External Template; (4) Potential Facilities Feedback Survey Questions.

**IND. SCHOOL DISTRICT #36
KELLIHER PUBLIC SCHOOL
REGULAR SCHOOL BOARD MEETING
Monday, August 17, 2026**

The School Board of ISD #36, Kelliher, MN met August 17, 2026 in the School Media Center. The meeting was called to order by Chair Mary Thayer at 6:00 p.m. Members present: Mary Thayer, Rachel Jorgensen, Tessa Koisti, Dawn Jensen, Kevin Waldo and Jeff Nelson, Superintendent, Ex-Officio. Members absent: Jake Neft.

Visitors: Hannah McCurdy, Curtis Lundin, Sherri Dahl, Chase Pink, and Aliza Lundin

The Pledge of Allegiance was said.

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

Citizen's Forum:

1. None.

Reports & Presentations:

1. Presentations
 - i. None.
2. Administrative Reports
 - a. Superintendent Jeff Nelson gave an overview of the Strategic Goal Planning timeline of completion, updated the board on the status and next steps of the ICS Facilities Assessment, relayed Beltrami Electric's energy efficiency visit and proposals, gave an update on dugouts, relayed handbooks will be approved in September, and had discussion on substitute rates and summer weight room supervision pay.
 - b. Business Manager Aliza Lundin relayed information and timeline for upcoming election for three school board member vacancies beginning January 2027, where five candidates including Mary Thayer and Jacob Neft seeking reelection and Frank Duresky, Devin Rennemo, and Chris Nistler will be running, audit status was also relayed and levy proposal will be at September board meeting.
 - c. Principal Sherri Dahl relayed August 31, 2026 as the start of workshop week with all staff and lunch provided, discussion was had for school board members serving lunch again, LETRS training for secondary teachers was discussed, and a

paraprofessional training through the NW Service Cooperative on August 20, 2026 was relayed.

Directors' Forum:

1. Rachel Jorgensen wished teachers and students a good start to the school year.
2. Mary Thayer thanked the board for all their work they have put in so far towards the strategic planning and for the community nominees.

Regular Business:

Motion by Dawn Jensen, second by Tessa Koisti to approve the July 20, 2026 Regular Board Meeting Minutes. Motion passed unanimously.

Motion by Kevin Waldo, second by Dawn Jensen to approve the July's Treasurer's Report, Payroll, and District bills in the amount of \$428940.90. Motion passed unanimously.

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 Entrée \$3.25

3. Set 2026-2027 Athletic Gate Prices:

a. Volleyball, Football, Girls & Boys Basketball 2025-2026 2026-2027

Adult \$7.00 \$7.00

Student \$4.00 \$4.00

Seniors 62 years of age Free Free

b. Season Pass Prices (Fall and Winter) 2025-2026 2026-2027

Family \$60.00 \$60.00

Adult \$30.00 \$30.00

Student \$10.00 \$10.00

c. Special Option – Family Only 2025-2026 2026-2027

Fall \$40.00 \$40.00

Winter \$40.00 \$40.00

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

Current Rates

Sub. Teachers \$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 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, if meals not covered by registration.

6. Approve appointment of Staci Lagerquist as High School English Teacher for 2026-2027 school year under Education Minnesota – Kelliher Master Agreement at BS, Step 1, \$52,171.

Motion made by Kevin Waldo, seconded by Tessa Koisti to approve the consent agenda.
Motion passed unanimously.

Action Items:

- 1. Bus Driver Policy #750**

Motion made by Dawn Jensen, seconded by Kevin Waldo to approve Policy #750 Bus Driver Personnel Policies; Full-Time Bus Drivers for FY27. Motion passes unanimously.

- 2. Special Education Virtual Services Contract**

Motion made by Tessa Koisti, second by Kevin Waldo to 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 passed unanimously.

- 3. Trailer Purchase**

Motion made by Dawn Jensen, second by Kevin Waldo to approve the purchase of Alcom EZ Loader 6 x 12 trailer for \$7,245.00 and to sell old sealed bid. Motion passed unanimously.

- 4. Summer Weight Room**

Motion by Rachel Jorgensen, second by Kevin Waldo to approve Summer 2026 Weight Room Supervisor Stipends to Ella Thayer and Zach Charnoski at \$1,600 each.

- 5. Adjourn**

Motion by Tessa Koisti, second by Kevin Waldo to close meeting at 7:28 p.m. Motion passed unanimously.

The next Regular School Board Meeting is scheduled for Monday, September 21, 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)
VARIOUS DONORS	\$500.00	T-SHIRT FUNDRAISER DONATIONS TO GIRLS BASKETBALL STUDENT ACCOUNT
VARIOUS DONORS	\$1180.00	SPAGHETTI FEED FREE WILL DONATIONS TO GIRLS BASKETBALL STUDENT ACCOUNT
VARIOUS DONORS	\$345.00	SCRAMBLE EVENT DONATIONS TO GOLF STUDENT ACCOUNT

Whereupon, said Resolution was declared duly adopted.

By: _____
Chair

By: _____
Clerk

2026 PAY 2027 PROPERTY TAX CERTIFICATION WORKSHEET

2024 Pay 2025 Proposed Levy	Certified	Corresponding State Aid	2025 Pay 2026 Proposed Levy	Certified	Corresponding State Aid	2026 Pay 2027 Proposed Levy	MAX	To Certify	Corresponding MAX State Aid	Adjusted State Aid
General Fund: Referendum Market Value			General Fund: Referendum Market Value			General Fund: Referendum Market Value				
Equity	53,118.21	0.00	Equity	51,801.75	0.00	Equity	49,518.88	49,518.88	0.00	0.00
Transition	52,084.46	0.00	Transition	50,667.41	0.00	Transition	50,950.82	50,950.82	0.00	0.00
Local Optional Tier 1	58,189.61	41,050.39	Local Optional Tier 1	58,376.27	38,163.73	Local Optional Tier 1	58,264.85	58,264.85	38,815.15	38,815.15
Local Optional Tier 2	39,878.37	9,741.63	Local Optional Tier 2	25,171.21	4,690.75	Local Optional Tier 2	107,941.42	107,941.42	29,264.98	29,264.98
Adjustments	(51,701.97)	0.00	Adjustments	(56,968.87)	0.00	Adjustments	(46,781.40)	(46,781.40)	0.00	0.00
	151,568.68	50,792.02		129,047.77	42,854.48		219,894.57	219,894.57	68,080.13	68,080.13
Net Tax Capacity			Net Tax Capacity			Net Tax Capacity				
Operating Capital	21,665.44	52,202.20	Operating Capital	25,889.06	46,264.94	Operating Capital	24,907.19	24,907.19	46,264.94	46,264.94
Alt Teacher Comp	0.00	52,354.51	Alt Teacher Comp	0.00	53,709.89	Alt Teacher Comp	27,909.70	0.00	51,832.30	51,832.30
Safe Schools	0.00	0.00	Safe Schools	11,584.80	0.00	Safe Schools	11,649.60	11,649.60	0.00	0.00
Integration	0.00	43,085.00	Integration	0.00	38,361.76	Integration	17,207.30	0.00	40,150.38	40,150.38
LT Facilities Maintenance	40,582.23	80,883.75	LT Facilities Maintenance	47,197.58	74,457.53	LT Facilities Maintenance	48,607.39	48,607.39	76,869.82	76,869.82
Adjustments	12,979.92	0.00	Adjustments	(3,343.63)	0.00	Adjustments	(9,389.43)	(9,389.43)	0.00	0.00
	75,227.59	228,525.46		81,327.81	212,794.12		120,891.75	75,774.75	215,117.44	215,117.44
Community Service Fund: Net Tax Capacity			Community Service Fund: Net Tax Capacity			Community Service Fund: Net Tax Capacity				
Basic Community Ed.	7,397.75	3,549.25	Basic Community Ed.	8,349.55	3,932.45	Basic Community Ed.	7,999.76	7,999.76	477.49	477.49
ECFE	4,484.12	20,634.88	ECFE	4,727.26	21,855.74	ECFE	4,586.90	4,586.90	22,641.10	22,641.10
Adjustments	(7.39)	0.00	Adjustments	(385.53)	0.00	Adjustments	60.20	60.20	0.00	0.00
	11,874.48	24,184.13		12,691.28	25,788.19		12,646.86	12,646.86	23,118.59	23,118.59
Debt Service Fund: Net Tax Capacity			Debt Service Fund: Net Tax Capacity			Debt Service Fund: Net Tax Capacity				
Debt Service	453,557.96	13,062.04	Debt Service	461,914.40	3,025.60	Debt Service	462,971.11	462,971.11	183.89	183.89
Adjustments	(51,217.57)	0.00	Adjustments	(178.72)	0.00	Adjustments	(57,924.45)	(57,924.45)	0.00	0.00
	402,340.39	13,062.04		461,735.68	3,025.60		405,046.66	405,046.66	183.89	183.89
TOTAL LEVY:			TOTAL LEVY:			TOTAL LEVY:				
	641,011.14	316,563.65		684,802.54	284,462.39		758,479.84	713,362.84	306,500.05	306,500.05
		0.36%			6.832%	Increase (Decrease)	10.759%	4.171%	7.747%	7.747%
		\$ 2,274.03			\$ 43,791.40	from prior year	\$ 73,677.30	\$ 28,560.30	22,037.66	22,037.66

Yearly Overall Comparison	Levy + Aid	Increase (Decrease)	Increase (Decrease) on Referendum Market Value:	MAX Available	To Certify	Excludes Ag, Seasonal Rec
Total Revenue	\$ 957,575	\$ 67,230.23		\$ 90,846.80	\$ 90,846.80	
Total Revenue	\$ 969,265	\$ 11,690.14	Increase (Decrease) on Net Tax Capacity:	\$ (17,169.50)	\$ (62,286.50)	All Parcels
Total Revenue	\$ 1,019,863	\$ 50,597.96				

TO: BELTRAMI COUNTY SCHOOL DISTRICTS

FROM: BELTRAMI COUNTY REAL ESTATE & TAX SERVICES

SUBJ: TRUTH IN TAXATION PUBLIC MEETING DATE

DATE: SEPTEMBER 11, 2026

Please complete the bottom portion of this notice indicating the date, time and place of your Payable 2026 Truth in Taxation public meeting. Public meetings are to be included as part of a regularly scheduled meeting, held at or after 6:00 pm, between November 25th and December 28th, 2026. Please submit the information listed below to this office on or before September 30, 2026.

SCHOOL DISTRICT Kelliker Public School
DATE Monday, December 14, 2026
TIME 6:00 PM
PLACE Kelliker Public School Media Center

PENDING REFERENDUM: YES ☒ (NO) (Please Circle)

CONTACT NAME Jeff Nelson
ADDRESS 345 4th Street NW
Kelliker, MN 56650
PHONE NUMBER 218-647-3232
WEBSITE ADDRESS kellikerschools.org

BELTRAMI COUNTY AUDITOR-TREASURER

PHONE – 218-333-4107

701 MINNESOTA AVE, SUITE 220

EMAIL - leah.ophus@co.beltrami.mn.us

BEMIDJI MN 56601



HEADWATERS

Regional Development Commission

Leading the Way

Energy Efficiency and Conservation Strategies Grant Application

Applicant Information

- **Name of City/School:** Kelliher School District
- **Contact Name and Title:** ALIZA LUNDIN, BUSINESS MANAGER
- **Phone Number:** 218-647-3233
- **Email Address:** alundin@kelliher.k12.mn.us
- **Mailing Address:** PO Box 259, Kelliher, MN 56650

Project Type (choose all that apply)

☐ **Energy and Environment Planning (one or more of the following)**

- Energy Efficiency Planning
- Renewable Energy Planning
- Climate Resilience Planning
- Updating a Comprehensive Plan

☐ Energy Audit of Local Government Buildings/Facilities

☐ Climate and/or Energy-Focused Preliminary Work (e.g., Engineering)

☐ Energy Related Studies

Brief Project Description (500 Character Limit)

At Kelliher Public School we are looking for energy efficiency opportunities so that as we are updating our facilities we are making the most cost effective decisions, both short and long-term. We are contracting with ICS for a facilities evaluation and also obtaining suggestions from our current electric provider, Beltrami Electric.

Kelliher Public School district is asking that this grant be used to cover costs of the planning work done.

Intended Service Providers (Select All That Apply)

☐ Headwaters Regional Development Commission (HRDC)

☐ **Other Firm(s); if known**

Firm Name(s):

- Beltrami Electric
- ICS
-

If fund distribution via reimbursement poses a significant difficulty to your city, please explain here for additional consideration (300 Character Limit)

*If awarded, please submit a brief story of the successful project along with a photo/quote; this will be highlighted on our success story page. Email information strana@hrdc.org

***Energy Efficiency and Conservation Strategies Policies and Guidelines section 4.4**

☐ I have read the Energy Efficiency and Conservation Strategies Policies and Guidelines

Submit application and questions to:

Naomi Carlson

Community Development Planner

NCarlson@hrdc.org

218-333-6539



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



26-27 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	
Lempert, 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
Aas, Julie – 5 & 6 th Grade Band Dreher, Shana – Grades 4-6 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 Zeman, Shauntel – Speech/Grades 1-3 Sp. Ed Teacher	Aas, Julie – Band Alto, Dan – Science (Robotics Rm) Period 4 Christiansen, Kari – Spanish Kindem, Miriam – Choir/Music Kuleta, Betsy – Special Education (Grs. 9-12) Lagerquist, Staci – English/Language Arts Mosier, Tuija – Art Moyer, Courtney – FCS Nord, Eric – Industrial Arts Poxleitner, Nancy – English/Language Arts Rorie, Chelsey – Math Rude, Pennie – Social Studies Rygg, Sarah - Physical Education Shinabarger, Collin – Social Studies Skaar, Alisa – Science Wickham, Laetita – Math Watkins, April – Vitruvian SPED 7-8 Grade
Paraprofessionals	
Adegun, Lizzy – Grade 1 - (Sam Lundin) Binkley, Amanda – Grade 5 - (Justin Lundin) Forsberg, Cassie – TBD Frenzel, Regina – Grade 3 - (Renee Pollard) Frenzel, Terra – Grade 2 - (Susan Wachtler) Frenzel, Nicole – Sp. Ed – (Betsy Kuleta) Jahnke, Laurie - MLC (T-TH) Jansen, Dawn - On-Line Spec. Ed (MS) Jean, Jeannie – Title I Elementary/4-8 Inter. Johnson, Caitlin – Kidnergarten (Rachael Neft) Persons, Nicole – Media Center Poxleitner, Gwen – Sp. Ed – (Shana Dreher) Salisbury, Katie – Grade 6 (Taylor Heidelberg) Schmidt, Barb – Sp. Ed.– (Betsy Kuleta) Talberg, Lori – Grade 4 – (Curt Lundin) Thomas, Tiffany – Sp. Ed. (Betsy Kuleta)	
Support Services	
Amsden, Carly – PBIS/Counselor Brambrink, Missy – Nurse Budde Sonja – NA Liaison Lundin, Christine – Counselor Notsch, Solveig – Mental Health/CTSS (Stellher) Pemberton, Aleisha – NA Coordinator Pink, Chase – Technology/Testing Coordinator	
Early Childhood	Child Care Center
Arel, Jenna – 4 Y/O Preschool Teacher Bender, Amber – ECSE, KG Sped Rennemo, Destiny – 4 Y/O Preschool Para	Gehlert, Dawn – Director Horton, Deb – Toddler Teacher Hufnagle, Jacqueline – Infant Teacher Trigueros, Destani -



Mustang Pride

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.

Kelliher School Guidebook for Personnel	3
Assembly Supervision/Expectations	3
Attachments	3
Attendance	3
Board Policies	3
Calling the Office for Substitute	3
Cell Phones	3
Classroom Management	3
Class Records	4
Course Offerings Handbook	4
Crisis Situation Communication Protocol	4
Custodians	4
Daily Bulletin	4
Discipline	4
Dress Code -Appropriate clothing, includes, but is not limited to..... Inappropriate clothing includes but is not limited to.....	4
Duty Free Lunch	5
Earned Sick and Safe Time Employee Notice	5
Expectations	5
Field Trips/Class Trips	5
Fund Raising Activities	5
Grading	6
Halls/Commons Area/Bathroom Supervision/Obligations	6
Homework	6
LOCKDOWN – A.L.I.C.E	7
Mailbox	7
Make Up Work/Grading Procedures	7
Medical Attention for Students	7
Movies, Videotapes, DVD's	7
Pledge of Allegiance	7
Positive Behavior Intervention (SW=PBIS)	7-8
Progress Reporting	8
Promotion/Retention Guidelines	8
Purchase Orders/Purchasing Items for the School	9
Recognition and Parties	9
Removal of Students from Class	9
Semester Tests	9
Signing In	9
Sign Out	9
Staff Meetings	9
Student Handbook	9
Substitute Teacher	10
Supervision	10
Teams/Committees	10
Textbooks/Workbooks	10
Theft of Personal/School Property	10
Time Schedule for Teachers	11
POLICIES – (Back Page)	
Bullying Prohibition Policy ISD #36 Report of Student Bullying	
Internet Acceptable Use Policy	
Promotion-Retention Policy	
Wellness Policy	
Complaints-Students, Employees, Parents, Other Persons	
Equal Education Opportunity	
Hazing Policy	
Tobacco-Free Environment	
Kelliher Public School – Procedures for Complaints	
Religious, Racial or Sexual Harassment and Violence Report Form	
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 \$5.75, and an adult breakfast is \$3.25. 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. Second entrée only - \$3.25. **To purchase meal you must have funds in your account. There will be NO charging this year.**

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

SPA Scale for online college classes is as follows:

A-4.5
B-3.5
C-2.5
D-1.5

Kelliher School Classes Scale

A-4.0
B-3.0
C-2.0
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)

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." CrisisGo notification system will also be used in conjunction with the public announcement notice.

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.

(behavior flow chart)

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](#)



KELLIHER PARENT-STUDENT HANDBOOK

2026-2027

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

MISSION STATEMENT	5
KELLIHER SCHOOL VISION	5
CORE BELIEFS	5
DISTRICT DIRECTIVE	5
Daily Class Schedule	5
BOARD OF EDUCATION	6
Arrival and Dismissal Hours	8
Assigned Classes	8
Cell Phones	8
Closed Campus	8
Complaints	9
Courtesy	10
Dances/Parties	10
Distribution of Non School-Sponsored Materials on School Premises	10
Eighteen-Year-Old Students	10
Employment Background Checks	10
Equal Access to School Facilities	11
Fees	11
Field Trips/Class Trips	11
Fire Drills/Emergency Drills	11
Food in the Classrooms	11
Fundraising	11
Gifts to Employees	12
Gold Cards	12
Graduation Ceremony	12
Hallways/Hallway Passes	12
Interviews of Students by Outside Agencies	12
Library and Media Center	12
Lockers, Desks & Personal Possessions within a Locker and/or Desk	13
Meals	13
Messages to Students	13
Nondiscrimination	13

Notice of Violent Behavior by Students	13
Parent-Teacher Conferences	14
Parent Volunteers/Visitors	14
Parking on School District Property/Patrols/Searches Students	14
Personal Possessions and Student's Person	14
Pledge of Allegiance	14
Posters/Advertising	15
Recess	15
Records	15
Restrooms	15
Schedule	15
School Activities	15
Student Conduct	20
School Closing Procedures	20
School-Sponsored Student Publications Materials	21
Senior Class Trip/Senior Year	21
Snowmobiles and ATV's	21
Student Surveys	21
Student Visitors	21
Tardies	22
Telephones	22
Textbooks/School Property	22
Transportation of Public-School Students	22
Video- and Audio-Taping on School Buses	23
Video & Audio Taping Places Other Than Buses	23
Visitors Parking	23
PART II — ACADEMICS	23
Alternative Educational Opportunities	23
Cheating and Plagiarism (Academic Dishonesty)	23
Class Load Requirements	23
Class Rank/Academic Standing	24
Extended School Year Opportunities	24
Grades	24
Graduation Requirements	25
Course Credits Required	25
Minnesota Academic Standards	26
Homework	26

Honor Student/Graduate Status	26
Online College Enrollment Options	27
Parent Right to Know	28
Promotion - Retention Guidelines	28
Summer School	29
PART III — RULES AND DISCIPLINE	29
Attendance	29
Bullying Prohibition	31
Buses—Conduct on School Buses and Consequences for Misbehavior	32
Discipline	33
Specific Behaviors and Consequences	33
SCHOOL-WIDE POSITIVE BEHAVIOR INTERVENTION (SW-PBIS)	36
Kelliher High School Behavior Flowchart	37
CODE OF STUDENT CONDUCT	37
Detention Policy	38
Dress and Appearance	39
Drug-Free School and Workplace	39
Harassment and Violence Prohibition	40
Hazing Prohibition	40
Internet Acceptable Use	40
Laptop/iPad/iPod Acceptable Use	40
Student Email Acceptable Use	41
Vandalism	41
PART IV — HEALTH AND SAFETY	41
Accidents & Medical Attention for Students	41
First Aid	41
Asbestos Management Update	41
Automated External Defibrillators	41
Communicable Diseases	41
Crisis Management	42
Immunizations	42
Lice/Bed Bugs	42
Pink Eye	42
Pesticide Application Notice	42
Safety	42
Tobacco-Free Schools	43
Weapons Prohibition	43

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.

Staff Directory / Kelliher Public School / School Year 2026-2027

Administration	Transportation
Alto, Dan - Athletic Director/Dean of Students Dahl, Sherri - Principal Lundin, Aliza - Business Manager Nelson, Jeff - Superintendent	Dreher, Jim Hillman, Buddy 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, Ray Eitenmiller, Zach Frenzel, Ray Lundin, Mark Mayers, Calvin - Head Custodian
Elementary Staff	Middle Level & High School Staff
Arel, Jenna - PreK ^g Teacher Bender, Amber - ECSE, KG Sped (Bric) Dreher, Shana - Grades 4-6 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, Sue - Second Grade Teacher Zeman, Shauntel - Speech/Grades 1-3 Sp. Ed Teacher	Aas, Julie - Band /5 th & 6 th Grade Band Alto, Dan - Science (Robotics Rm) Period 4 Christiansen, Kari - Spanish Kindem, Miriam - Choir/Music Kuleta, Betsy - Special Education (Grs. 9-12) Lagerquist, Staci - English/Language Arts Mosier, Tuija - Art Moyer, Courtney - FCS Nord, Eric - Industrial Arts Poxleitner, Nancy - English/Language Arts Rorie, Chelsey - Math Rude, Pennie - Social Studies Rygg, Sarah - Physical Education Shinabargar, Collin - Social Studies Skaar, Alisa - Science Wickham, Laetitia - Math Watkins, April - Virtual Sp. Ed. 7-8 Grade
Paraprofessionals	
Adegun, Lizzy - Grade 1 - (Sam Lundin) Binkley, Amanda - Grade 5 - (Justin Lundin) Forsberg, Cassie - TBD Frenzel, Nicole - Sp. Ed - (Betsy Kuleta) Frenzel, Regina - Grade 3 - (Renee Pollard) Frenzel, Terra - Grade 2 - (Susan Wachtler) Jahnke, Laurie - MLC (T-TH) Jansen, Dawn - On-Line Spec. Ed (MS) Jean, Jeannie - Title I Elementary/4-8 Inter. Johnson, Caitlin - Kindergarten (Rachael Neft) Persons, Nicole - Media Center Poxleitner, Gwen - Sp. Ed - (Shana Dreher) Rennemo, Destiny - PreK ^g (Jenna Arel) Salisbury, Katie - Grade 6 (Taylor Heidelberg) Schmidt, Barb - Sp. Ed.- (Betsy Kuleta) Talberg, Lori - Grade 4 - (Curt Lundin) Thomas, Tiffany - Sp. Ed. (Betsy Kuleta)	 <i>Mustang Pride</i>
Support Services	Child Care Center
Amsden, Carly - Student Support Services Brambrink, Missy - Health Officer Budde Sonja - Native American Liaison Lundin, Christine - Counselor Notsch, Solveig - Mental Health/CTSS (Stellher)	Gehlert, Dawn - Director Deb Horton, Toddler Teacher Hufnagle, Jacqueline, Infant Teacher Trigueros, Destani - Preschool 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 K-12 will have their phones turned OFF and stored in their lockers. 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 NOT** be permitted to carry backpacks from class to class. Backpacks must be kept in lockers throughout the school day.

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 2026-27 School Year - Meal prices are tentatively as follows:

	Student	Adult
Breakfast	FREE	\$3.25
Hot lunch	FREE	\$5.65

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

A 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 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, KVLy – 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 Banquet/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 ½ 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 dishonest 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 coursed 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

*The announcing/determination of Valedictorian, Salutatorian, and Honor Students will be determined after grades are posted for the third nine weeks of the senior year. Semester grades to be included in this determination will include, semesters 1 and 2 of grades 9, 10, and 11 and grade 12 first semester and third nine weeks grades.

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:

A-4.5
B-3.5
C-2.5
D-1.5

Kelliher School Classes Scale

A-4.0
B-3.0
C-2.0
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 an 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, making up the missed work during the next school year, 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> All students are to be in class. Students must have a pass to leave a class, the building, or school grounds	Leaving school or grounds without permission. Skipping less than 1 hour Skipping 1-4 hours	½ or 1 day MLC/ASD 1-2 noon detention/ ½ day MLC/ASD 1-day MLC/ 2-days ASD / Parent conference
<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</u> <u>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/skipping.	<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</i> <i>(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> A referral on the student will be given to the Truancy/Attendance Committee.

<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> 1-2 days of MLC or ASD and as an educational tool students will participate in the school Vape Education Curriculum <u>Second Offense:</u> 2-3 days in the Modified Learning Center (MLC) <u>Third Offense:</u> 3-5 days in the MLC or OSS 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 student's 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 ADMINISTRATION MAY REFER TO LAW 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 student's 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 remainder 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.

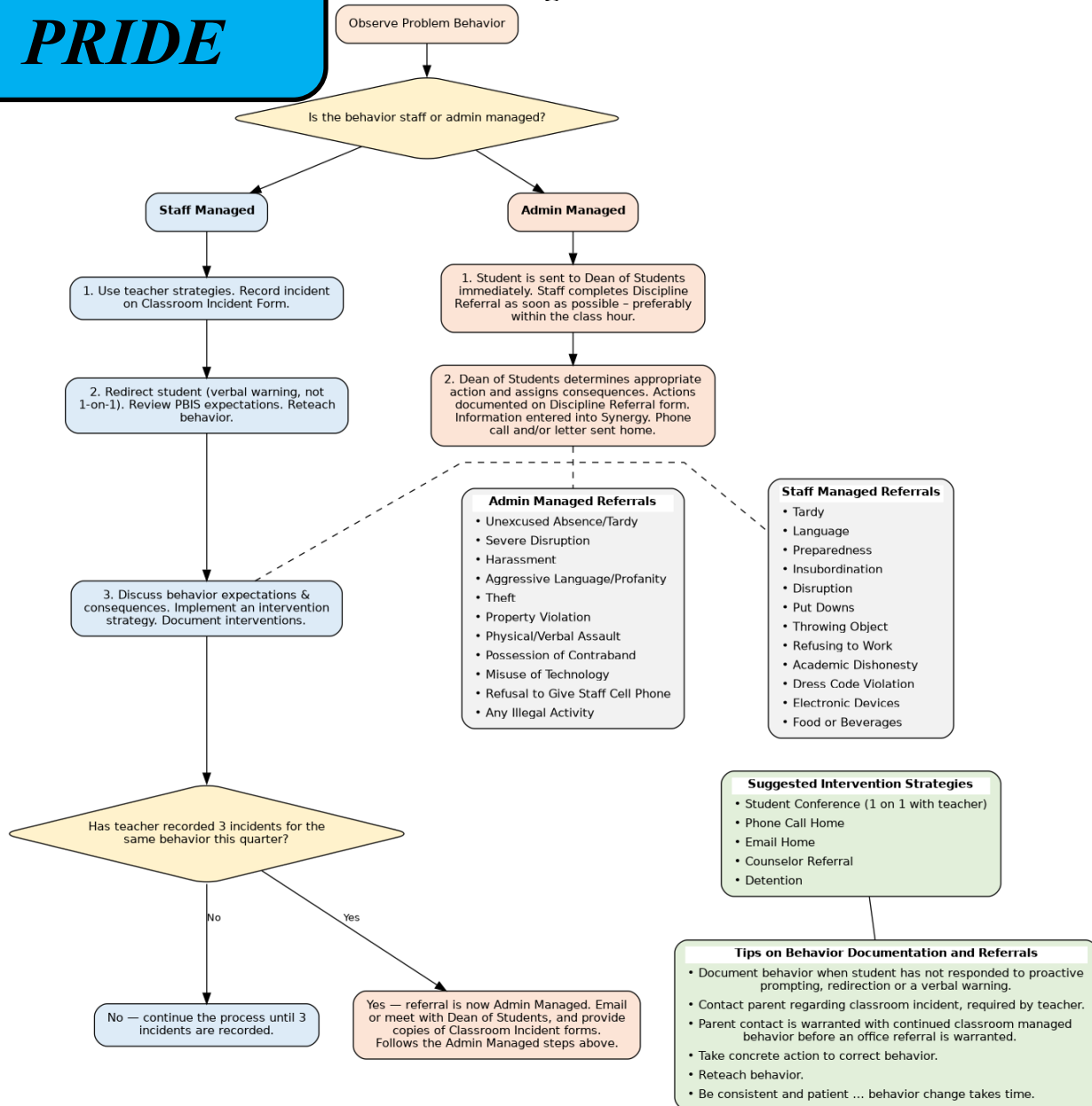
Any student suspended for more than 1 day, excluded, or expelled from school, must have a student/parental meeting with the administration before the student will be readmitted to classes.

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.

Kelliher High School Behavior Flowchart



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 exit;
- 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 ARE NOT ALLOWED IN CLASSROOMS, THEY SHOULD BE PLACED IN YOUR LOCKER THROUGHOUT THE SCHOOL DAY FROM 8:20 AM – 3:15 PM. AS A REMINDER FOR STUDENTS, IF YOU ARE GOING TO YOUR LOCKER BETWEEN EACH CLASS, YOU WILL NEED TO MAKE WISE USE OF YOUR TIME AS YOU WILL BE MARKED TARDY FOR BEING LATE TO CLASSES.

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; nun chucks; 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