

MACCRAY ISD 2180
Clara City, MN 56222
High School Media Center
Monday, November 9, 2020
6:00 pm

TENTATIVE AGENDA

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Approval of the Agenda/Additions/Deletions
- 4.0 Public Comment
- 5.0 Consent Agenda – Action Required
 - 5.1 Adoption of Minutes
 - 5.2 Approve payment of bills and financial report.
 - 5.3 Approve Medical Leave – A. Fragodt
 - 5.4 Approve Contract with full-time Covid Teacher Sub – P. Iverson
 - 5.5 Approve the following coaches and advisors.
 - 5.5.1 Janie Albertson – Dance Head Varsity
 - 5.5.2 Dakota Weber – Dance Asst./JH
 - 5.5.3 Alexis Mortenson – Dance Volunteer
 - 5.5.4 Steph Slager – Dance Volunteer
 - 5.5.5 Gracie Husman – Dance Volunteer
 - 5.5.6 Tyler Anderson – JH Boys Basketball
 - 5.5.7 Mitch Kent – JH Boys Basketball
 - 5.5.8 Cameron Macht – Knowledge Bowl
 - 5.5.9 Josie Donner – Yearbook
 - 5.5.10 Bryce Olson – Math League
 - 5.5.11 Aubrey Ross – Fall Play
 - 5.5.12 Laura Bristle – National Honor Society
- 6.0 Communication Report
 - 6.1 Administrative Reports
 - 6.1.1 ICS Construction Documents – Chris Ziemer and Dan Hiemenz
 - 6.1.2 Denise Smith, Community Education
 - 6.1.3 Jim Trulock, Activities Director
 - 6.1.4 Judd Wheatley, Elementary Principal
 - 6.1.5 Melissa Sparks, High School Principal
 - 6.1.6 Sherri Broderius, Superintendent
 - 6.2 Committee Reports
- 7.0 Discussion items – No action required
- 8.0 Business items – Action Required
 - 8.1 Motion to approve the Construction Documents Resolution.
 - 8.2 Motion to approve the Fund Transfer Resolution for Emergency Transfer.
 - 8.3 Motion to approve the Fund Transfer Resolution for local adjustments.

8.4 Motion to approve the Seniority List.

8.5 Motion to approve MSHSL Payment Resolution.

9.0 Upcoming Meetings

9.1 Special Board Meeting via Zoom. 7am, Friday, Nov. 13. Agenda: Canvass school board election.

9.2 Bid Opening, December 10, 2pm. TBD if virtual or in person. Optional for all.

9.3 Truth in Taxation Presentation, Monday, Dec. 14, 6pm, MACCRAY High School.

9.4 Regular Board Meeting, Monday, Dec. 14, following the TNT meeting, MACCRAY High School.

9.5 Special Board Meeting, Monday, Dec. 21, 6pm, MACCRAY High School. Agenda: Award bids.

9.6 Regular Board Meeting, Monday, January 11, 6pm, MACCRAY High School.

10.0 Adjournment

**Minutes of the Board of Education
Independent School District #2180
Regular Meeting #4
Monday, Oct. 12, 2020 6:00 PM
HS Media Center/Live Stream**

Members Present: Tate Mueller, Julie Alsum, Scott Ruiter, Debi Brandt, Carmel Thein, Lane Schwitters.
Others Present: Sherri Broderius, Superintendent; Melissa Sparks, HS Principal, Judd Wheatley, Elem.
Principal, Kim Sandry, Business Manager, Jim Trulock, Activities.

Chair Lane Schwitters called the meeting to order at 6:00 pm.
Pledge of Allegiance

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

Public comment: None.

Approval of Consent Agenda:

Motion by Thein, second by Alsum, to approve the consent agenda.
Motion carried by unanimous vote.

Adoption of Minutes

Approve payment of bills and financial report.

Employment agreement with SAC Paraprofessional – D. Johnson (1 year)

Approve Brandon Grund as Jr. High football – replacing Justin Tongen (resigned)

Approve Andrew DuHoux as Football volunteer.

Approve Brittany Koenen as short-term sub for Jr. High Volleyball.

Communications Reports:

ICS Building Update – C. Ziemer and D. Heimenz.

Mr. Trulock – activities update.

Mr. Wheatley: Distance Learning Update.

Ms. Sparks: HS Operations update

Ms. Broderius: District update, All-In update, Covid Revenue, Digital Citizenship.

Committee Report: none

Business Items:

Motion by Alsum, second by Ruiter, to approve the first and final reading of Policy 419 – Tobacco-Free Environment. Motion carried by unanimous vote.

Motion by Thein, second by Brandt, to approve the first and final reading of Policy 413 – Harassment and Violence. Motion carried by unanimous vote.

Motion by Ruiter, second by Mueller, to approve the first and final reading of Policy 601 – School District Curriculum and Instruction Goals. Motion carried by unanimous vote.

Motion by Alsum, second by Thein, to approve the first and final reading of Policy 607 – Organization of Grade Levels. Motion carried by unanimous vote.

Meetings and Workshops:

Regular Board Meeting, Monday, November 9, 2020, HS Media Center, 6pm.

Truth in Taxation presentation, Monday, December 14, 2020 HS Media Center, 6pm.

Regular Board Meeting, Monday, December 14, 2020, HS Media Center, following TNT meeting.

Regular Board Meeting, Monday, January 11, 2021, HS Media Center, 6pm.

Adjournment of Meeting

Motion by Thein, second by Alsum, for adjournment.

Motion carried by unanimous vote. Meeting adjourned at 7:11 pm.

Respectfully submitted,

Carmel Thein, Clerk

Kim Sandry, Business Manager

Ind. School District #2180 Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
2180	BND2		52132	5007	Check	1 4559	ICS		Yes	No	No	USD	10/14/2020	263,675.83
Bank Total: \$263,675.83														
2180	Pay		52035		Wire	1 00867	PERA		No	No	No	USD	10/02/2020	13,545.68
2180	Pay		52036		Wire	1 00868	MN Teachers Retirement Assoc.		No	No	No	USD	10/02/2020	26,602.15
2180	Pay		52037		Wire	1 2181	Aviben		No	No	No	USD	10/02/2020	12,490.88
2180	Pay		52038		Wire	1 2385	MN Department of Revenue		No	No	No	USD	10/02/2020	8,576.56
2180	Pay		52039		Wire	1 2875	Internal Revenue Service		No	No	No	USD	10/02/2020	58,103.01
2180	Pay		52089		Wire	1 3881	Vanco, Inc		No	No	No	USD	10/08/2020	30.35
2180	Pay		52133		Wire	1 00867	PERA		No	No	No	USD	10/15/2020	13,381.13
2180	Pay		52134		Wire	1 00868	MN Teachers Retirement Assoc.		No	No	No	USD	10/15/2020	28,903.60
2180	Pay		52135		Wire	1 2181	Aviben		No	No	No	USD	10/15/2020	10,944.56
2180	Pay		52136		Wire	1 2385	MN Department of Revenue		No	No	No	USD	10/15/2020	9,519.77
2180	Pay		52137		Wire	1 2875	Internal Revenue Service		No	No	No	USD	10/15/2020	63,322.84
2180	Pay		52107	7473	Check	1 4793	Off-Center Tavern		Yes	No	No	USD	10/09/2020	542.31
2180	Pay		52019	53143	Check	1 2541	Haug-Kubota LLC		Yes	No	Yes	USD	10/30/2020	(372.50)
2180	Pay		52034	53162	Check	1 2766	Shackelford, Rick		Yes	No	No	USD	10/02/2020	75.00
2180	Pay		52041	53163	Check	1 00878	American Family -AFLAC		Yes	No	No	USD	10/02/2020	893.23
2180	Pay		52044	53164	Check	1 2985	Aviben		Yes	No	No	USD	10/02/2020	2,147.33
2180	Pay		52043	53165	Check	1 1039	Citizens Alliance Bank		Yes	No	No	USD	10/02/2020	310.00
2180	Pay		52048	53166	Check	1 4594	Kensington Bank		Yes	No	No	USD	10/02/2020	191.67
2180	Pay		52045	53167	Check	1 3014	LegalShield		Yes	No	No	USD	10/02/2020	12.95
2180	Pay		52042	53168	Check	1 00881	NCBERS Group Life Ins.		Yes	No	No	USD	10/02/2020	32.00
2180	Pay		52047	53169	Check	1 4575	Old National Bank		Yes	No	No	USD	10/02/2020	396.02
2180	Pay		52046	53170	Check	1 3844	United Way of West Central MN		Yes	No	No	USD	10/02/2020	10.00
2180	Pay		52040	53171	Check	1 00023	UNJUM Life Insurance Company		Yes	No	No	USD	10/02/2020	260.75
2180	Pay		52049	53172	Check	1 1469	Xcel Energy		Yes	No	No	USD	10/07/2020	14.11
2180	Pay		52059	53173	Check	1 1817	Bennett Office Technologies		Yes	No	No	USD	10/07/2020	2,211.73
2180	Pay		52062	53174	Check	1 2642	BrainPOP Accounts Receivable	RE	Yes	No	No	USD	10/07/2020	1,795.00
2180	Pay		52050	53175	Check	1 00044	City of Clara City		Yes	No	No	USD	10/07/2020	1,504.71
2180	Pay		52051	53176	Check	1 00048	Clara City Telephone Company		Yes	No	No	USD	10/07/2020	423.54
2180	Pay		52071	53177	Check	1 4234	Clean Site LLC		Yes	No	No	USD	10/07/2020	225.00
2180	Pay		52054	53178	Check	1 00299	Countryside Public Health Serv		Yes	No	No	USD	10/07/2020	60.00
2180	Pay		52058	53179	Check	1 1427	East Side Jersey Dairy, Inc		Yes	No	No	USD	10/07/2020	1,987.24
2180	Pay		52061	53180	Check	1 2541	Haug-Kubota LLC		Yes	No	No	USD	10/07/2020	89.31
2180	Pay		52052	53181	Check	1 00105	Hillyard / Hutchinson		Yes	No	No	USD	10/07/2020	668.98
2180	Pay		52072	53182	Check	1 4488	Hultgren, Jaime		Yes	No	No	USD	10/07/2020	345.00
2180	Pay		52069	53183	Check	1 3962	Indianhead Foodservice Distributor		Yes	No	No	USD	10/07/2020	884.92
2180	Pay		52068	53184	Check	1 3523	IXL Learning		Yes	No	No	USD	10/07/2020	1,856.00

Ind. School District #2180 Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
2180	Pay		52074	53185	Check	1 4626		Kubota Leasing	Yes	No	No	USD	10/07/2020	583.78
2180	Pay		52076	53186	Check	1 4791		MACCRAY Class of 2026	Yes	No	No	USD	10/07/2020	480.00
2180	Pay		52065	53187	Check	1 3006		MACCRAY Lunch	Yes	No	No	USD	10/07/2020	35.00
2180	Pay		52053	53188	Check	1 00267		MARC	Yes	No	No	USD	10/07/2020	2,458.37
2180	Pay		52067	53189	Check	1 3484		MASMS	Yes	No	No	USD	10/07/2020	400.00
2180	Pay		52060	53190	Check	1 2126		Menards - Willmar	Yes	No	No	USD	10/07/2020	77.97
2180	Pay		52056	53191	Check	1 00761		Merle's Repair	Yes	No	No	USD	10/07/2020	66.90
2180	Pay		52073	53192	Check	1 4540		Meyer, Melissa	Yes	No	No	USD	10/07/2020	23.81
2180	Pay		52077	53193	Check	1 4792		MVTV Wireless	Yes	No	No	USD	10/07/2020	297.03
2180	Pay		52057	53194	Check	1 00763		Pan-O-Gold Baking Company	Yes	No	No	USD	10/07/2020	115.50
2180	Pay		52075	53195	Check	1 4750		Scholastic News	Yes	No	No	USD	10/07/2020	422.07
2180	Pay		52066	53196	Check	1 3276		Scripps National Spelling Bee	Yes	No	No	USD	10/07/2020	182.50
2180	Pay		52055	53197	Check	1 00308		SW & WC Service Cooperative	Yes	No	No	USD	10/07/2020	9,174.95
2180	Pay		52064	53198	Check	1 2943		Sweep Hardware	Yes	No	No	USD	10/07/2020	190.04
2180	Pay		52070	53199	Check	1 4210		Tebben Enterprises, Inc.	Yes	No	No	USD	10/07/2020	8.00
2180	Pay		52063	53200	Check	1 2923		VISA - CABank	Yes	No	No	USD	10/07/2020	9,008.18
2180	Pay		52080	53201	Check	1 01432		Chappell Central, Inc.	Yes	No	No	USD	10/07/2020	1,255.68
2180	Pay		52082	53202	Check	1 1960	RE	Chippewa County Auditor/Treasurer	Yes	No	No	USD	10/07/2020	15.00
2180	Pay		52081	53203	Check	1 1658		Kandiyohi County Recorder	Yes	No	No	USD	10/07/2020	15.00
2180	Pay		52084	53204	Check	1 4794		Anderson, Jeremy	Yes	No	No	USD	10/07/2020	110.00
2180	Pay		52083	53205	Check	1 3805		Belseth, Bruce	Yes	No	No	USD	10/07/2020	110.00
2180	Pay		52087	53206	Check	1 4797		Hastings, Shane	Yes	No	No	USD	10/07/2020	110.00
2180	Pay		52086	53207	Check	1 4796		Johnson, Jesse	Yes	No	No	USD	10/07/2020	110.00
2180	Pay		52085	53208	Check	1 4795		Nelson, Darron	Yes	No	No	USD	10/07/2020	110.00
2180	Pay		52088	53209	Check	1 2295		Hewlett-Packard Financial Services Co.	Yes	No	No	USD	10/07/2020	1,802.70
2180	Pay		52100	53210	Check	1 4786		Ascend Math	Yes	No	No	USD	10/09/2020	440.00
2180	Pay		52103	53211	Check	1 4798		Braun Intertec Corporation	Yes	No	No	USD	10/09/2020	21,471.00
2180	Pay		52093	53212	Check	1 01863	RE	Central Counties Cooperative	Yes	No	No	USD	10/09/2020	392.51
2180	Pay		52091	53213	Check	1 00246		City of Raymond	Yes	No	No	USD	10/09/2020	196.70
2180	Pay		52090	53214	Check	1 00048		Clara City Telephone Company	Yes	No	No	USD	10/09/2020	270.40
2180	Pay		52104	53215	Check	1 4799		Dannen, Laura	Yes	No	No	USD	10/09/2020	66.13
2180	Pay		52096	53216	Check	1 2881		Frikke, Allison	Yes	No	No	USD	10/09/2020	82.80
2180	Pay		52095	53217	Check	1 2249		Gustafson, Beth	Yes	No	No	USD	10/09/2020	128.80
2180	Pay		52099	53218	Check	1 4326		Kennedy & Graven, Chartered	Yes	No	No	USD	10/09/2020	1,282.50
2180	Pay		52097	53219	Check	1 4042		MACCRAY Class of 2022	Yes	No	No	USD	10/09/2020	15.00
2180	Pay		52102	53220	Check	1 4791		MACCRAY Class of 2026	Yes	No	No	USD	10/09/2020	30.00
2180	Pay		52094	53221	Check	1 2126		Menards - Willmar	Yes	No	No	USD	10/09/2020	33.27
2180	Pay		52101	53222	Check	1 4788		Minke, Kathy	Yes	No	No	USD	10/09/2020	112.70
2180	Pay		52092	53223	Check	1 00734		Tostenson, Inc.	Yes	No	No	USD	10/09/2020	245.17

Ind. School District #2180 Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
2180	Pay		52098	53224	Check	1 4245		Wheatley, Judd	Yes	No	No	USD	10/09/2020	55.32
2180	Pay		52106	53225	Check	1 4473		Asche, Mary	Yes	No	No	USD	10/09/2020	105.00
2180	Pay		52105	53226	Check	1 3595		Dripps, Jackie	Yes	No	No	USD	10/09/2020	105.00
2180	Pay		52123	53227	Check	1 4801		Clara City Speedway	Yes	No	No	USD	10/13/2020	415.79
2180	Pay		52111	53228	Check	1 00379		Donners Service Station	Yes	No	No	USD	10/13/2020	228.00
2180	Pay		52122	53229	Check	1 4789		Edegnuity	Yes	No	No	USD	10/13/2020	900.00
2180	Pay		52116	53230	Check	1 2912		EMC Insurance Companies	Yes	No	No	USD	10/13/2020	80.00
2180	Pay		52119	53231	Check	1 3988		Forum Communications Company	Yes	No	No	USD	10/13/2020	680.00
2180	Pay		52115	53232	Check	1 2844		Gregg's Body Shop	Yes	No	No	USD	10/13/2020	124.00
2180	Pay		52108	53233	Check	1 00105		Hillyard / Hutchinson	Yes	No	No	USD	10/13/2020	664.80
2180	Pay		52118	53234	Check	1 3962		Indianhead Foodservice Distributor	Yes	No	No	USD	10/13/2020	3,143.03
2180	Pay		52112	53235	Check	1 1908		MN Dept of Labor and Industry	Yes	No	No	USD	10/13/2020	160.00
2180	Pay		52121	53236	Check	1 4410		MN PEIP	Yes	No	No	USD	10/13/2020	75,497.14
2180	Pay		52114	53237	Check	1 2407		MRVED	Yes	No	No	USD	10/13/2020	3,651.48
2180	Pay		52109	53238	Check	1 00178		Nicklasson Athletic Co.	Yes	No	No	USD	10/13/2020	1,177.50
2180	Pay		52113	53239	Check	1 2347		Rochester Telecom Systems	Yes	No	No	USD	10/13/2020	263.72
2180	Pay		52110	53240	Check	1 00308		SW & WC Service Cooperative	Yes	No	No	USD	10/13/2020	9,903.33
2180	Pay		52117	53241	Check	1 3554		TRIO Supply Co	Yes	No	No	USD	10/13/2020	476.47
2180	Pay		52120	53242	Check	1 4242		Turbo Turf, LLC	Yes	No	No	USD	10/13/2020	150.00
2180	Pay		52126	53243	Check	1 4752		Glaeser, Cheryl Kay	Yes	No	No	USD	10/13/2020	2,166.66
2180	Pay		52127	53244	Check	1 4540		Meyer, Melissa	Yes	No	No	USD	10/13/2020	17.59
2180	Pay		52129	53245	Check	1 4760		Sawas Learning Company LLC	Yes	No	No	USD	10/13/2020	2,108.18
2180	Pay		52130	53246	Check	1 4785		Makela, Kim	Yes	No	No	USD	10/14/2020	320.00
2180	Pay		52131	53247	Check	1 2496		SHI International Corp	Yes	No	No	USD	10/14/2020	134.00
2180	Pay		52139	53248	Check	1 00878		American Family -AFLAC	Yes	No	No	USD	10/15/2020	539.46
2180	Pay		52143	53249	Check	1 2985		Aviben	Yes	No	No	USD	10/15/2020	2,147.33
2180	Pay		52142	53250	Check	1 1039		Citizens Alliance Bank	Yes	No	No	USD	10/15/2020	310.00
2180	Pay		52148	53251	Check	1 4802		Colonial Life	Yes	No	No	USD	10/15/2020	928.40
2180	Pay		52147	53252	Check	1 4594		Kensington Bank	Yes	No	No	USD	10/15/2020	191.67
2180	Pay		52144	53253	Check	1 3014		LegalShield	Yes	No	No	USD	10/15/2020	12.95
2180	Pay		52140	53254	Check	1 00880		MACCRAY Education Association	Yes	No	No	USD	10/15/2020	3,371.47
2180	Pay		52141	53255	Check	1 00881		NCPERS Group Life Ins.	Yes	No	No	USD	10/15/2020	36.00
2180	Pay		52146	53256	Check	1 4575		Old National Bank	Yes	No	No	USD	10/15/2020	396.02
2180	Pay		52145	53257	Check	1 3844		United Way of West Central MN	Yes	No	No	USD	10/15/2020	10.00
2180	Pay		52138	53258	Check	1 00023		UNUM Life Insurance Company	Yes	No	No	USD	10/15/2020	260.75
2180	Pay		52165	53259	Check	1 4016		Almich's Market	Yes	No	No	USD	10/21/2020	42.64
2180	Pay		52157	53260	Check	1 2181		Aviben	Yes	No	No	USD	10/21/2020	110.99
2180	Pay		52159	53261	Check	1 3592		Dooley's Natural Gas	Yes	No	No	USD	10/21/2020	1,489.74
2180	Pay		52166	53262	Check	1 4194		Drex-mart	Yes	No	No	USD	10/21/2020	176.33

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Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
2180	Pay		52167	53263	Check	1 4517		Driessen Water Inc.	Yes	No	No	USD	10/21/2020	105.81
2180	Pay		52149	53264	Check	1 00077		Farmers Coop Oil Co.	Yes	No	No	USD	10/21/2020	230.43
2180	Pay		52150	53265	Check	1 00105		Hillyard / Hutchinson	Yes	No	Yes	USD	10/21/2020	0.00
2180	Pay		52164	53266	Check	1 3962		Indianhead Foodservice Distributor	Yes	No	No	USD	10/21/2020	5,254.62
2180	Pay		52169	53267	Check	1 4790		Kajeet, Inc.	Yes	No	No	USD	10/21/2020	8,709.82
2180	Pay		52162	53268	Check	1 3908		MACCRAY Community Ed.	Yes	No	No	USD	10/21/2020	5.00
2180	Pay		52163	53269	Check	1 3961		New Dominion School	Yes	No	No	USD	10/21/2020	4,953.80
2180	Pay		52168	53270	Check	1 4553		Nordic Solar HoldCo Phase 2, LLC	Yes	No	No	USD	10/21/2020	10,905.90
2180	Pay		52156	53271	Check	1 1936		Palmer Bus Service, Inc	Yes	No	No	USD	10/21/2020	79,926.83
2180	Pay		52154	53272	Check	1 00763		Pan-O-Gold Baking Company	Yes	No	No	USD	10/21/2020	67.45
2180	Pay		52158	53273	Check	1 3125		Post, Lyndsey	Yes	No	No	USD	10/21/2020	80.50
2180	Pay		52161	53274	Check	1 3845		Ross, Aubrey	Yes	No	No	USD	10/21/2020	41.40
2180	Pay		52160	53275	Check	1 3737		SNA	Yes	No	No	USD	10/21/2020	456.00
2180	Pay		52153	53276	Check	1 00701		Southside Lumber	Yes	No	No	USD	10/21/2020	80.20
2180	Pay		52152	53277	Check	1 00666		West Central Roofing Cont.	Yes	No	No	USD	10/21/2020	4,750.00
2180	Pay		52155	53278	Check	1 00844		West Central Sanitation, Inc.	Yes	No	No	USD	10/21/2020	802.73
2180	Pay		52151	53279	Check	1 00277		Whitney Music	Yes	No	No	USD	10/21/2020	168.09
2180	Pay		52175	53280	Check	1 00105		Hillyard / Hutchinson	Yes	No	No	USD	10/21/2020	595.00
2180	Pay		52176	53281	Check	1 00512		MN Ass'n of Sec School Princip	Yes	No	No	USD	10/21/2020	125.00
2180	Pay		52177	53282	Check	1 4805		Fosso, Sarah	Yes	No	No	USD	10/21/2020	101.35
2180	Pay		52191	53283	Check	1 4806		Aker, Melissa	Yes	No	No	USD	10/23/2020	125.00
2180	Pay		52183	53284	Check	1 2359		Amazon.com	Yes	No	No	USD	10/23/2020	7,079.12
2180	Pay		52181	53285	Check	1 1680		BSN Sports	Yes	No	No	USD	10/23/2020	272.49
2180	Pay		52180	53286	Check	1 00138		City of Maynard	Yes	No	No	USD	10/23/2020	426.36
2180	Pay		52178	53287	Check	1 00046		Clara City Herald	Yes	No	No	USD	10/23/2020	261.30
2180	Pay		52185	53288	Check	1 2912		EMC Insurance Companies	Yes	No	No	USD	10/23/2020	80.00
2180	Pay		52184	53289	Check	1 2541		Haug-Kubota LLC	Yes	No	No	USD	10/23/2020	1,647.62
2180	Pay		52179	53290	Check	1 00105		Hillyard / Hutchinson	Yes	No	No	USD	10/23/2020	1,813.73
2180	Pay		52187	53291	Check	1 3006		MACCRAY Lunch	Yes	No	No	USD	10/23/2020	80.00
2180	Pay		52182	53292	Check	1 2284		Northern Business Products	Yes	No	No	USD	10/23/2020	1,036.22
2180	Pay		52192	53293	Check	1 4807		Rassat, Billie Jo	Yes	No	No	USD	10/23/2020	70.00
2180	Pay		52189	53294	Check	1 3832		Region 6A MSHSL	Yes	No	No	USD	10/23/2020	120.00
2180	Pay		52188	53295	Check	1 3697		Southern Minnesota Inspection Co., LLC	Yes	No	No	USD	10/23/2020	1,756.00
2180	Pay		52186	53296	Check	1 2972		Stacy's Nursery	Yes	No	No	USD	10/23/2020	100.00
2180	Pay		52190	53297	Check	1 4804		Vita Personal, LLC	Yes	No	No	USD	10/23/2020	1,207.60
2180	Pay		52202	53298	Check	1 4163		Dakota Mailing & Shipping Equipment, Inc.	Yes	No	No	USD	10/30/2020	82.05
2180	Pay		52196	53299	Check	1 1922		Frontier	Yes	No	No	USD	10/30/2020	382.38
2180	Pay		52205	53300	Check	1 4670		Hilbrands, Amber	Yes	No	No	USD	10/30/2020	22.40
2180	Pay		52204	53301	Check	1 4326		Kennedy & Graven, Chartered	Yes	No	No	USD	10/30/2020	718.50

Ind. School District #2180 Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void Date	Amount
2180	Pay		52201	53302	Check	1	4029	McGraw-Hill School Education Holdings, LI	Yes	No	No	USD	10/30/2020	3,952.96
2180	Pay		52197	53303	Check	1	2126	Menards - Willmar	Yes	No	No	USD	10/30/2020	19.27
2180	Pay		52195	53304	Check	1	1644	Pioneer Drama Service	Yes	No	No	USD	10/30/2020	294.50
2180	Pay		52200	53305	Check	1	2992	Pitney Bowes Global Financial Services	Yes	No	No	USD	10/30/2020	371.40
2180	Pay		52194	53306	Check	1	01797	Purchase Power	Yes	No	No	USD	10/30/2020	100.00
2180	Pay		52206	53307	Check	1	4809	Renville Sales, Inc	Yes	No	No	USD	10/30/2020	4,809.58
2180	Pay		52199	53308	Check	1	2347	Rochester Telecom Systems	Yes	No	No	USD	10/30/2020	179.14
2180	Pay		52198	53309	Check	1	2144	Smith, Denise	Yes	No	No	USD	10/30/2020	53.77
2180	Pay		52203	53310	Check	1	4242	Turbo Turf, LLC	Yes	No	No	USD	10/30/2020	250.00
2180	Pay		52207	53311	Check	1	2295	Hewlett-Packard Financial Services Co.	Yes	No	No	USD	10/30/2020	10,700.00
2180	Pay		52208	53312	Check	1	2144	Smith, Denise	Yes	No	No	USD	10/30/2020	59.23
2180	Pay		52209	53313	Check	1	2923	VISA - CABank	Yes	No	No	USD	10/30/2020	2,637.88
2180	Pay		52211	53314	Check	1	00878	American Family -AFLAC	Yes	No	No	USD	10/30/2020	539.46
2180	Pay		52215	53315	Check	1	2985	Aviben	Yes	No	No	USD	10/30/2020	2,147.41
2180	Pay		52214	53316	Check	1	1039	Citizens Alliance Bank	Yes	No	No	USD	10/30/2020	310.00
2180	Pay		52220	53317	Check	1	4802	Colonial Life	Yes	No	No	USD	10/30/2020	928.40
2180	Pay		52219	53318	Check	1	4594	Kensington Bank	Yes	No	No	USD	10/30/2020	191.67
2180	Pay		52216	53319	Check	1	3014	LegalShield	Yes	No	No	USD	10/30/2020	12.95
2180	Pay		52212	53320	Check	1	00880	MACCRAY Education Association	Yes	No	No	USD	10/30/2020	3,371.47
2180	Pay		52213	53321	Check	1	00881	NCPEERS Group Life Ins.	Yes	No	No	USD	10/30/2020	36.00
2180	Pay		52218	53322	Check	1	4575	Old National Bank	Yes	No	No	USD	10/30/2020	396.02
2180	Pay		52217	53323	Check	1	3844	United Way of West Central MN	Yes	No	No	USD	10/30/2020	10.00
2180	Pay		52210	53324	Check	1	00023	UNUM Life Insurance Company	Yes	No	No	USD	10/30/2020	260.75
Bank Total: \$592,737.61														
2180	SA		52079	21813	Check	1	4332	Minnesota FFA State Association	Yes	No	No	USD	10/07/2020	470.00
2180	SA		52078	21814	Check	1	2923	VISA - CABank	Yes	No	No	USD	10/07/2020	26.51
2180	SA		52125	21815	Check	1	4343	Flowers from the Heart	Yes	No	No	USD	10/13/2020	300.00
2180	SA		52124	21816	Check	1	3962	Indianhead Foodservice Distributor	Yes	No	No	USD	10/13/2020	34.12
2180	SA		52174	21817	Check	1	4016	Almich's Market	Yes	No	No	USD	10/21/2020	5.99
2180	SA		52171	21818	Check	1	1762	Donners Crossroads Truckstop	Yes	No	No	USD	10/21/2020	42.72
2180	SA		52173	21819	Check	1	3962	Indianhead Foodservice Distributor	Yes	No	No	USD	10/21/2020	80.76
2180	SA		52172	21820	Check	1	3139	Rambow, Inc.	Yes	No	No	USD	10/21/2020	216.25
2180	SA		52170	21821	Check	1	00507	West Central Trophies	Yes	No	No	USD	10/21/2020	65.00
Bank Total: \$1,241.35														
Report Total: \$857,654.79														

Ind. School District #2180
Exp Summary - Fd, Pro Series
Period Ending October 31, 2020

Sequence: Fd, Pro

		21ORIG											
	Description	Annual Budget	Period 202104	Year To Date	% YTD Encumbrances	% YTD + Enc	Remaining Balance						
01	General												
	000 Administration	668,583.00	26,417.79	204,730.79	31%	25,556.20	438,296.01						
	100 District Support Services	292,865.00	13,573.37	90,571.62	31%	8,477.48	193,815.90						
	200 Elem & Secondary Regular Instr	4,201,440.00	191,366.41	631,409.55	15%	177,436.64	3,392,593.81						
	300 Vocational Education Instr	210,757.00	15,949.60	41,392.49	20%	8,697.81	160,666.70						
	400 Special Education Instr	1,662,398.00	79,286.25	289,880.69	17%	73,724.58	1,298,792.73						
	600 Instructional Support Services	381,138.00	44,492.22	238,030.27	62%	24,405.79	118,701.94						
	700 Pupil Support Services	948,870.00	91,826.11	231,303.67	24%	9,058.27	708,508.06						
	800 Sites & Buildings	722,520.00	69,702.13	236,433.36	33%	51,607.48	434,479.16						
	900 Fiscal & Other Fixed Costs	96,000.00	160.00	104,677.38	109%	0.00	(8,677.38)						
01	General	9,184,571.00	532,773.88	2,068,429.82	23%	378,964.25	6,737,176.93						
02	Food Service												
	700 Pupil Support Services	499,585.00	27,216.63	93,215.32	19%	16,068.21	390,301.47						
02	Food Service	499,585.00	27,216.63	93,215.32	19%	16,068.21	390,301.47						
04	Community Service												
	500 Community Ed & Services	550,483.00	22,451.96	87,011.31	16%	26,243.74	437,227.95						
04	Community Service	550,483.00	22,451.96	87,011.31	16%	26,243.74	437,227.95						
05	Capital Outlay												
	200 Elem & Secondary Regular Instr	0.00	1,316.57	21,699.29	0%	6,013.86	(27,713.15)						
	600 Instructional Support Services	66,000.00	1,450.70	13,919.55	21%	0.00	52,080.45						
	800 Sites & Buildings	295,151.00	16,158.54	91,555.23	31%	0.00	203,595.77						
05	Capital Outlay	361,151.00	18,925.81	127,174.07	35%	6,013.86	227,963.07						
07	Debt Redemption												
	900 Fiscal & Other Fixed Costs	2,205,070.00	0.00	522,513.78	24%	0.00	1,682,556.22						
07	Debt Redemption	2,205,070.00	0.00	522,513.78	24%	0.00	1,682,556.22						
21	Student Activity												
	200 Elem & Secondary Regular Instr	122,125.00	1,783.66	6,057.22	5%	796.95	115,270.83						
21	Student Activity	122,125.00	1,783.66	6,057.22	5%	796.95	115,270.83						
Report Totals:		12,922,985.00	603,151.94	2,904,401.52	22%	428,087.01	9,590,496.47						

	Bond Building Account	Balance
Feb. 2020	Beginning Deposit	\$ 40,433,366.60
	Deposits	\$ 17,070.73 \$ 40,450,437.33
Mar-20	Deposits	\$ 127,015.64 \$ 40,577,452.97
	Withdrawals	\$ (539,281.39) \$ 40,038,171.58
Apr-20	Deposits	\$ 80,723.65 \$ 40,118,895.23
	Withdrawals	\$ (204,511.01) \$ 39,914,384.22
May-20	Deposits	\$ 901,656.08 \$ 40,816,040.30
	Withdrawals	\$ (724,901.83) \$ 40,091,138.47
Jun-20	Deposits	\$ 149,260.82 \$ 40,240,399.29
	Withdrawals	\$ (291,602.94) \$ 39,948,796.35
Jul-20	Deposits	\$ 87,074.70 \$ 40,035,871.05
	Withdrawals	\$ (321,581.56) \$ 39,714,289.49
Aug-20	Deposits	\$ 185,675.57 \$ 39,899,965.06
	Withdrawals	\$ (321,898.70) \$ 39,578,066.36
Sep-20	Deposits	\$ 61,265.95 \$ 39,639,332.31
	Withdrawals	\$ (356,797.69) \$ 39,282,534.62
Oct-20	Deposits	\$ 116,620.20 \$ 39,399,154.82
	Withdrawals	\$ (408,165.19) \$ 38,990,989.63

MACCRAY Schools Enrollment 20-21

	June 19-20	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	EOY
Pre-K	75	75	64	70	69	68							
K	62	46	52	54	54	56							
1	58	62	66	63	60	59							
2	69	58	60	58	58	59							
3	66	69	69	71	70	68							
4	44	66	65	60	58	59							
5	55	44	46	43	41	41							
6	55	55	56	52	52	52							
K-6 Subtotal	409	400	414	401	393	394	0	0	0	0	0	0	0
PreK-6 Subtotal	484	475	478	471	462	462	0	0	0	0	0	0	0
7	57	55	54	55	54	54							
8	61	57	61	58	59	59							
9	56	61	62	60	60	60							
10	55	56	57	54	54	52							
11	45	55	54	53	53	53							
12	36	45	47	46	46	46							
Subtotal	310	329	335	326	326	324	0	0	0	0	0	0	0
K-12 Total	719	729	749	727	719	718	0	0	0	0	0	0	0
P-12 Total	794	804	813	797	788	786	0	0	0	0	0	0	0



MACCRAY Community Ed & Rec
Denise Smith, Director

November 2020 School Board Report

Highlights

- ❖ MDE – Annual Community Ed Report Submitted (see attached)

- ❖ Recap – Spring/Summer 2020
 - Spring programming was cancelled or rescheduled to the fall due to COVID
 - Summer Rec Cancelled
 - 3 Traveling Baseball Teams/Willmar League
 - Doubles Tennis League

- ❖ Fall/Winter 2020 Programming Review – ***Following all COVID Guidelines***
 - Fall Youth Football
 - * 56er Flag Football (did not have tackle league) – 24 Kids
 - * 3 Teams played in Willmar Rec League
 - Head Coaches: Seth Falk, Kelby Jaenisch, Mark Schleski
 - * Grades 1-4: 69 Kids

 - Zoom Family Classes – Distance Learning Issues
 - * Limited Participation – most popular was Home Alone 101
 - * Setting up Resource Library on school website

 - Pumpkin Patch Party Activity Bags – 148 Bags Handed Out
 - * Filled with STEM, Sensory/Motor Activities, Snacks, and Art Projects
 - * Thanks to Kristine Klosterboer, Ashley Haff, Amber Hilbrands, Edith Tensen, Caitlin Geiselhart, Linda Ruschen, Marilyn Kray & Lori Kruger

 - Youth Programs: K-2 Art Club, Floral Arrangement, VB Camp, Karate

 - Adult Programs: Creating a Will (Zoom), Driver Improvement Classes, Art & Floral Classes, Zumba, Yoga

- ❖ ECFE/Pre-school/Screening Update
 - * *See Kristine Klosterboer's attached report.*

- ❖ Community Garden
 - 10 Gardeners
 - God's Garden
 - * Donated 16,669 pounds to Chippewa County Food Shelf
 - * Had a pumpkin that weighed 82 pounds!

- ❖ Winter/Spring 2021 Booklet - Programming
 - Ideas
 - May offer more Zoom classes

- ❖ Winter Elementary Traveling Teams & Programs
 - Grades 4-6 Girls & Boys Teams
 - Youth Wrestling?

- ❖ Youth Scholarship Fund
 - Current Balance: \$1,742.32
 - Will struggle to raise money – no concessions & 2180 Foundation Grant

	Community Education 1500 Highway 36 West Roseville, MN 55113-4266	COMMUNITY EDUCATION ANNUAL REPORT	ED-00226-26
			DUE: 11/01

GENERAL INFORMATION AND INSTRUCTIONS: Under the statutory authority of M.S. Section 124D.18, Minnesota Rules, part 3530.6200 require an annual report to the Minnesota Department of Education (MDE) from each school district having a community education levy. Please note that all information requested in this report relates to the period of July 1 to June 30 of the previous fiscal year. Return the completed report to Michelle Kamenov at the above address by **November 1** and retain a copy for your files.

IDENTIFICATION INFORMATION		
School District Name MACCRAY School District	Reporting year: 2019 - 2020	
District Number 2180	School District Type 1	
Community Education Director or Designee name Denise R. Smith	File Folder Number Pg 4	
Community Education Office Address 711 Wolverine Drive; Box 690		
City Clara City	State MN	Zip Code 56222 -
E-Mail smithd@maccray.k12.mn.us	Telephone Number (320) 847 - 2154	Fax Number (320) 847 - 3239
Name of Person Completing This Report Denise R. Smith		Title Community Ed Director

GENERAL PROGRAM INFORMATION	
65%	% of Director's time devoted to Community Education
No	Do you share community education director services with, or purchase director services from, another district? If so, district number.
85%	Estimated % of General Community Education aid/levy allocated to youth programs.
0%	If the district utilizes the Extended Day Levy/Aid indicate the unduplicated count of the number of children served.
Dates of Community Education Advisory Council meetings during the reporting year (minimum four):	
7-26-19	11-14-19 1-27-20 7-6-20
Chair of the Community Education Advisory Council	
Name Laura Bristle	Telephone Number (612) 644 - 6419

District Name
MACCRA Y School District

District Number
2180

STATEMENT OF ASSURANCES

By submitting this Annual Report, I affirm the following.

General:

- The district utilizes an appropriately licensed community education director unless the district population is less than 2000 or approval has been granted by the Minnesota Board of School Administrators (M.S. 124D.19, Subd. 3)
- The district utilizes a community education advisory council with representation from various service organizations, churches, public and nonpublic schools, local government, public and private nonprofit agencies, parents, youth, park, recreation or forestry services and other appropriate groups (M.S. 124D.19, Subd. 2)
- The community education advisory council meets at least four times each year (M.R. 3530.5900)
- The community education advisory council has adopted a policy to reduce and eliminate program duplication within the district (M.S. 124D.19, Subd. 5)

Youth Service:

- If youth service revenue is received by the district, the district has implemented a youth service plan and youth service program (M.S. 124D.20, Subd. 4)
- A district's youth service projects utilize community sponsors (M.S. 124D.19, Subd. 10(d))

Youth After School Enrichment:

- If youth after-school enrichment revenue is received by the district, activities support development of social, mental, physical and creative abilities of school-age youth; the district provides structured activities during high-risk times; and the district promotes youth leadership development and improved academic performance (M.S. 124D.19, Subd. 12)

School-Age Care:

- If the district operates a school-age care program, it includes: adult supervised programs while school is not in session; parental involvement in program design and direction; partnership with the district's K-12 programs and other public, private or nonprofit entities; opportunities for trained secondary school pupils to work with younger children; and access to school facilities including the gymnasium, sports equipment, computer labs, and media centers when not otherwise in use (M.S. 124D.19, Subd. 11(b))
- School-age care revenue is maintained in a separate account within the community services fund (M.S. 124D.19, Subd. 11(d))

Adults With Disabilities:

- If the district receives Adults With Disabilities revenue, it has received approval from MDE for its Adults With Disabilities program, adults with disabilities have been involved in program design and development, an assessment of the needs of adults with disabilities has been conducted, and programs are operated in cooperation with community organizations (M.S. 124D.19, Subd. 8)

Adult Enrichment:

- The direct activity costs (direct activity costs include the cost of the instructor, materials and transportation) of the district's Adult Enrichment program are not subsidized by the General Community Education aid or levy.

I have read the Statement of Assurances and am in compliance

Yes (X) No ()

COMMUNITY EDUCATION ANNUAL REPORT

PROGRAM SERVICE AND PARTICIPANTS

INSTRUCTIONS: Provide community education participant data in this section. Do not include participant data for Adult Basic Education, School Readiness, Preschool Screening or Early Childhood Family Education (that data is collected in other state reports). Enter data as whole numbers only. If comments are necessary, they should be entered on page 4.

Pre-K	SERVICE	NUMBER OF PARTICIPANTS BY GROUP					
		AGE 0-5	GRADE K-5	GRADE 6-8	GRADE 9-12	AGE 19-54	AGE 55+
		Academic	176				
Childcare							
Enrichment	183						
Health/Safety							
Recreation	No Summer Rec/COVID						
Service							
Sports							

Youth	SERVICE	NUMBER OF PARTICIPANTS BY GROUP					
		AGE 0-5	GRADE K-5	GRADE 6-8	GRADE 9-12	AGE 19-54	AGE 55+
		Academic		331	5		
Childcare							
Enrichment		55					
Health/Safety							
Recreation		529 No Summer Rec/COVID	95				
Service							
Sports							

Adult	SERVICE	NUMBER OF PARTICIPANTS BY GROUP					
		AGE 0-5	GRADE K-5	GRADE 6-8	GRADE 9-12	AGE 19-54	AGE 55+
		Academic					5
Enrichment					35	8	
Health/Safety					70	16	
Recreation					65	12	
Service							
Sports							

Adults With Disabilities	SERVICE	NUMBER OF PARTICIPANTS BY GROUP					
		AGE 0-5	GRADE K-5	GRADE 6-8	GRADE 9-12	AGE 19-54	AGE 55+
		Academic					
Enrichment							
Health/Safety							
Recreation							
Service							
Sports							

Community	SERVICE	NUMBER OF PARTICIPANTS BY GROUP					
		AGE 0-5	GRADE K-5	GRADE 6-8	GRADE 9-12	AGE 19-54	AGE 55+
		Community Concerns					

Community	SERVICE	NUMBER OF GROUPS	PARTICIPANTS
		(Do not include regular school activities)	
Facility Use		14	7,000

COMMUNITY EDUCATION ANNUAL REPORT

District Name
MACCRAY School District

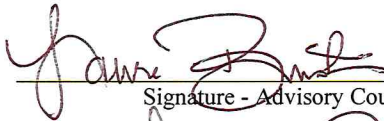
District Number
2180

Comments:

The MACCRAY School District falls under the following for the licensing requirements for the Community Ed Director due to our population being less than 2,000: "The district utilizes an appropriately licensed community education director unless the district population is less than 2,000 or approval has been granted by the Minnesota Board of School Administrations (M.S. 124D.19, Subd.3)".

SIGNATURES

I hereby certify that all of the information contained in this report is true and accurate to the best of my knowledge and belief.



Signature - Advisory Council Chairperson

10-29-2020

Date



Signature - Community Education Director

10-29-20

Date



Signature - District Superintendent / Responsible Authority

10-29-2020

Date

Early Childhood Update Fall 2020

By Kristine Klosterboer

Preschool

- 68 students enrolled
 - All classes are at 15-18 students
 - 4 Classes - 2 at Each Building for 3's & 4's

Early Childhood Screening

- We screened 30 students on October 5th
- Held at Bethany Reformed which was nice for spreading out the families and staff.
- Need a new developmental screening tool by July 1st. I have been communicating with other districts and looking into the different tools so we can get that ordered this winter and set up training for staff.

ECFE

- M-Cubs - planned for two 3 week sessions at each site to try to keep class sizes smaller. We had numbers to run West for the first session and East for the second session.
 - Classes were held outside for all classes (except the last class in October)
- Upcoming classes:
 - Splat the Cat is coming up on November 19th. We are hoping we are able to run that one since the numbers are looking good. (6 at West and 4 at East)
 - Holiday Hoopla in December 15th (6 at West and 2 at East)
- Still struggling to get East numbers up for ECFE classes. Any ideas on how to improve that would be great. 😊

November 2020 Activities Director Report

- I. The cross country team completed their season at the section tournament in Luverne on October 15. We had 4 girls and 5 boys compete. Kori Bristle (9th grade), in her first season, placed 23rd out of 127 runners. Brielle Janssen (7th grade) placed ahead of 54 runners.**
- II. The tennis season ended with a home match in the section tournament losing a close match to LQPV in the 5th place match. They ended their season with a 3-8 record.**
- III. Since we went to distance learning, we had to cancel 3 varsity FB games vs RTR, Canby and LQPV. Because of the timing, it was not reasonable to reschedule. Our last regular season game is Thursday night at Lakeview. Postseason dates are: November 17, 21 & either 27 or 28. JH FB had 3 games cancelled. JV FB had 2 games cancelled.**
- IV. 9-12 VB had 5 games cancelled due to distance learning but I have been able to reschedule 3 of them. At this point we will still get to play 12 of our 14 regular season matches. JH VB did get 4 matches cancelled that have not been able to be rescheduled at this time. Postseason dates are: November 30, December 1, 3, 8 & 11.**
- V. Thank you for approving the attached list of coaches and supervisors. More will be added as the seasons get approval to start.**
- VI. Aubrey Ross has started practicing for a Fall play. She has separated the blue and green groups to allow for social distancing. Each group will do a separate performance and Miss Ross will put them together for one presentation.**
- VII. GBB, BBB, Dance & Wrestling are all scheduled at this time. Like the Fall seasons, there will be many adjustments in the number of events, number of fans allowed etc. Sometimes things change daily.**
- VIII. Mr. Olson has begun meeting with the math league students. There are about 16 signed up at this time. Competitions will not be in person this season.**
- IX. Please view the attached fall participation numbers.**

2020-21 Fall Athletic Participation

Cross Country	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	3*	3*	3*	2	1	0	Total = 12
Football	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	11	14	19	2	13	9	Total = 68 +1 mgr
Tennis (G)	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	3	0	3	4	0	5	Total = 15
Volleyball	<u>7th</u>	<u>8th</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	
	10*	10*	8*	7	7	3	Total = 45 + 1 mgr
							Grand Total = 142

* two from 7th, 8th, 9th grades were in two fall sports because of COVID scheduling
 Grand Total of 142 - 6 (two sport athletes) = 136 athletes

In Grades 7-12, there are 136 of 325 students out for a fall sport (42%).

2020-21 Fall Participation by grade:

7th - 25/54 - 46%
 8th - 25/58 - 43%
 9th - 31/60 - 52%
 10th - 15/54 - 28%
 11th - 21/53 - 40%
 12th - 17/46 - 37%

2019-20 Fall Participation by grade:

7th - 27/59 - 46%
 8th - 31/62 - 50%
 9th - 16/56 - 29%
 10th - 23/59 - 39%
 11th - 20/49 - 41%
 12th - 16/38 - 42%

Winter 2020-21 MACCRAY Coaches/Supervisors - updated

11/06/20

Dance

Janie Albertson	Head Varsity
Dakota Weber	Asst./JH
Alexis Mortenson	Volunteer
Steph Slagter	Volunteer
Gracie Husman	Volunteer

JH BBB

Tyler Anderson
Mitch Kent

Knowledge Bowl - Cameron Macht

Yearbook - Josie Donner

Math League - Bryce Olson

Fall Play - Aubrey Ross

National Honor Society - Laura Bristle

Judd Wheatley per Sherri Broderius

On Monday evening, Judd will share a data analysis of elementary grades 1-6 baseline reading and math scores compared to pre-Covid 19 data.

Also, Achievement and Integration dollars are used to support the data collection and instructional coaching at the elementary schools.

November 2020 Superintendent Board Report

1. **COVID - Multiple Data Points - Support from PH and Regional Support**

Please know that since the start of the school year we have done what is now being strongly recommended by MDH, CPH and our Regional Support group at SWWC and that is we use multiple data points to determine our learning scenario. If we were to be using ONLY county numbers we would have been in Distance Learning for all students since numbers went over 50 in CPH. As it is, we use CPH, KPH, SWWC Support in tandem with MDH and even once the governor's office. We use individual community numbers and trends along with numbers of cases in isolation and quarantine numbers in each building.

2. **Construction** - ICS's Chris and Dan will be with us to share very important information about the phasing and bidding of our project. (Julie and Carmel may have ideas to add from our most recent POC Project Oversight Committee.)

3. **Technology Safety Instruction** - Please see the information sheet located under an label of FYI in your packet. This is training that will serve as Internet Safety and Digital Citizenship for our students in grades K - 12 over the course of the year.

4. **MSHSL** - I expect that the board will want to hold a discussion on the merits of paying or not paying the additional costs to MSHSL. Jim is doing an informal survey of the schools in our conference to determine what exactly they are doing regarding extra fees.

5. I will have a brief report for you at the meeting regarding activities and fundraisers since May.

Sherri Broderius

COVID Response Checklist - Template

MAKE A COPY

MACCRAY Public Schools

Date _____

Number of Active Cases: _____

- _____ Contact Sherri
- _____ Contact Laura
- _____ Contact MDH via report form, unless MDH made first contact
- _____ Sports report form
- _____ Email Shelly Maes at SWSC (grade/position and location)
and CPH (Kris or Liz)
- _____ Notify the school board
Initial _____
Update _____
Final _____
- _____ Interview necessary individuals (Contact Tracing)

Communication:

- _____ Inform close contact individuals in-person staff/student/coach
(attach quarantine document)
- _____ Inform coach (if necessary) & ADs (MACCRAY and RCW)
- _____ Inform the opposing team (if necessary) by email.
- _____ Cancel upcoming events/games -
Contact the AD _____
Contact the referees _____

Contact transportation _____

All Staff Letter/Community Letter/Alert -
Post to school website _____

_____ Translate the community letter and make sure that it is received by our
ELL students.

_____ Instant alert notifying parents to check our website for an update.

_____ Update the advisory committee of learning model change at the HS

_____ Press Release to local radio stations and newspapers

See above Close Contact Staff Letter

See above Close Contact Coach Letter

See above Close Contact Class/Team/Parent Letter

sheets Send list of quarantined HS students to Hailey Condon and add to DL

_____ Elem Only - Change of format backpack letter

Additional Notifications Needed:

_____ Have students call their parents and have office staff record that they have
permission to go home.

_____ Notify Palmer Bus of any transportation changes

_____ Notify Jane for any special education transportation changes.

_____ Notify Kitchen for numbers reduction

_____ Notify Nikki for Payroll/Leave purposes

- ___ Notify Lisa Kraft/Jane Groen of SpEd ramifications
- ___ Others: Tuition, MACPACS, F/R meal impact
- ___ Change MDE School Scenario Status (Kim)
- ___ Notify Woodland Centers
- ___ Notify substitute teachers - make sure they have class lists for attendance

Notes:



MACCRAY SCHOOL DISTRICT INTERNET SAFETY AND DIGITAL CITIZENSHIP EDUCATION PLAN

October 2020

[MACCRAY School District](#)

10/1/2020 - 30-minute planning meeting

10/6/2020 - Proposal/Recommendations Development/Vetting Resources:

Teachers/Staff/Administrators

1. Sourcewell Technology can provide a presentation to use with teachers/staff to raise awareness of digital citizenship and how to incorporate it in daily activities.
 - a. [Educator Digital Citizenship Lesson](#). This lesson was designed for teachers as part of an online class. It can be used live or online. It can be shared and modified as long as it is attributed to Sourcewell Technology. This lesson includes activities which can also be modified or skipped depending on how the district wishes to work with staff.
 - b. Teachers from every content area can reinforce digital citizenship concepts every time they work with students using technology. Some basic reminders they can give:
 - i. Set strong passwords. Strong passwords are now defined as the longer the better, along with original concepts of a mixture of upper/lower case, numbers, and symbols.
 - ii. Do not share your passwords.
 - iii. Check your privacy settings on social media apps.
 - iv. Think before you post.
 - v. Communicate politely and with respect.
 - vi. Log out of your accounts especially when using shared devices.

vii. Everything that goes online stays online.

2. School Climate

a. This is challenging in the pandemic because students and staff may not be consistently in school; however, positive school climate definitely influences how students behave online and offline.

i. [School Climate Resources from the Minnesota Department of Education](#)

ii. [National School Climate Center](#)

b. School Climate Resources for Teachers

i. [Teaching Tolerance](#)

3. Digital Citizenship Project Ideas

a. [Digital Citizenship Project-Based Learning Ideas – Edutopia](#)

4. Digital Citizenship Talks. [Netsmartz](#) has a variety of PowerPoint presentations that can be downloaded and used with students at various grade levels. They also have tip sheets that can be sent home for parents. Netsmartz also has impactful videos that can be used with students. Netsmartz has a PowerPoint for presenting to parents as well. All of their PowerPoints can be downloaded by providing an email address.

Students

For curriculum for digital citizenship, Sourcewell Technology recommends [Common Sense Media](#) and/or [Netsmartz](#). In light of the conversation with the administrators at MACCRAY, the following lessons and resources are recommended. These can be adapted based on the time available with students or the desired focus. The instruction can come from the computer teacher and/or classroom teacher or used to supplement existing instruction. Both Common Sense Media and Netsmartz have materials available in English and Spanish. In Common Sense Media, each lesson has a 15-minute quick activity in case there is not enough time to do the entire lesson. Each lesson on Common Sense Media also has take-home resources that can be shared with families. Some activities may need to be adapted for distance learning.

Kindergarten

[Safety in My Online Neighborhood](#) - Common Sense Media

Grade 1

[Pause and Think Online](#) - Common Sense Media

Grade 2

[That's Private!](#) - Common Sense Media

[Putting a Stop to Online Meanness](#) – Common Sense Media

Grade 3

[Your Rings of Responsibility](#) – Common Sense Media

[The Power of Words](#) – Common Sense Media

Grade 4

[Private and Personal Information](#) – Common Sense Media

[Be a Super Digital Citizen](#) – Common Sense Media

Grade 5

[Is it Cyberbullying?](#) - Common Sense Media

[Digital Friendships](#) – Common Sense Media

Grade 6

[Who Are You Online?](#) - Common Sense Media

[Digital Drama Unplugged](#) – Common Sense Media

Grade 7

[The Power of Digital Footprints](#) – Common Sense Media

[My Social Media Life](#) – Common Sense Media

[Upstanders and Allies](#) – Taking Action Against Cyberbullying – Common Sense Media

Grade 8

[Social Media and Digital Footprints](#) – Common Sense Media

[Sexting and Relationships](#) – Common Sense Media

[Responding to Online Hate Speech](#) – Common Sense Media

Grade 9

[Protecting Online Reputations](#) – Common Sense Media

[What You Send](#) – Common Sense Media

Grade 10

[Social Media and How You Feel](#) – Common Sense Media

[Curated Lives](#) – Common Sense Media

[Countering Hate Speech Online](#) – Common Sense Media

Grade 11

[Who is Looking at Your Digital Footprint](#) – Common Sense Media

[Online Disinhibition and Cyberbullying](#) – Common Sense Media

[Can Media be Addictive](#) – Common Sense Media

Grade 12

[The Change You Want to See](#) – Common Sense Media

[We Are Communicators](#) – Common Sense Media

[The Consequences of Online Hate Speech](#) – Common Sense Media

Parents/Community

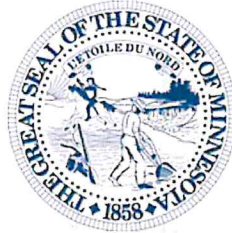
There are a wide variety of ways to approach parents on issues of digital citizenship depending on how the school district is engaging with them. Sourcewell Technology can work with you to establish a plan and recommended contents for communication. Here are some steps to consider:

1. Develop a communications plan for parents.
 - a. How often do you send communications out on email or a messaging system to parents?
 - b. Do you do a district newsletter for families? If so, can you include a section on digital citizenship?
 - c. Are you having parent nights? How often will you have them?
 - d. Have you considered having a technology use section on the MACCRAY website? See [Edina Public Schools](#) for an example.
 - e. When was the last time parents were sent or asked to review the Internet Safety/Acceptable Use policy for the district? There is a device use agreement in the Student Handbook but the Internet Safety/Acceptable Use Policy is mentioned with a reference to a district policy number but no link or mention of where a parent could review it.
 - f. Do parents know what you are teaching students about digital citizenship at school?
 - g. What has been the strategy for communicating with the community on the hate sites and any other potential technology related incidents of cyberbullying?
2. Engage with the existing parent advisory group on the topic and generate ideas on what those parents feel might be helpful to do or share with the community.
3. There are many resources for working with parents on digital citizenship topics.
 - a. [Netsmartz](#) (National Center for Missing and Exploited Children. Netsmartz provides videos on Internet safety and digital citizenship by age group, presentations for classrooms, tip sheets for parents, and classroom activities for teachers. Some recommended topics with the tip sheets are:
 - i. Parent's Guide to Smartphone Safety

- ii. Social Media Safety for Teens
 - iii. Think Before You Send
 - iv. Your Netsmartz Tips for Tweens
 - v. Internet Safety Tips While Safer at Home
- b. [Common Sense Media](#). In addition to their curriculum, Common Sense has many resources for parents. There is an excellent selection of topics under “Parents Need to Know.” These can be selected by age group. Some recommended topics to start:
- i. Cellphones
 - ii. Screen Time
 - iii. Social Media
 - iv. Privacy and Online Safety
 - v. Learning with Technology
- c. Sourcewell Technology Cybersecurity for Parents. Sourcewell Technology has created a self-paced online course for parents. If MACCRAY administrators would like to preview it as a potential resource for your community we can provide access.

STATE OF MINNESOTA

Executive Department



Governor Tim Walz

Emergency Executive Order 20-94

Authorizing the Commissioner of Education to Take Action to Improve the Education of Minnesota Students During the 2020-2021 School Year

I, Tim Walz, Governor of the State of Minnesota, by the authority vested in me by the Constitution and applicable statutes, issue the following Executive Order:

The COVID-19 pandemic continues to present an unprecedented and rapidly evolving challenge to our State. Minnesota has taken extraordinary steps to prevent and respond to the pandemic. On March 13, 2020, I issued Executive Order 20-01 and declared a peacetime emergency because this pandemic, an act of nature, threatens the lives of Minnesotans, and local resources are inadequate to address the threat. Since declaring the peacetime emergency, I have extended it every 30 days, with the most recent extension occurring on October 12, 2020.

The health and safety of Minnesotans is my top priority. In response to the COVID-19 pandemic and in consultation with the Commissioner of Education (“Commissioner”) and the Commissioner of Health, I issued Executive Orders 20-02 and 20-19, first closing schools to plan for a safe education environment and then implementing a distance learning period for Minnesota public school districts and charter schools. I also issued Executive Order 20-41 to extend the distance learning period to the end of the 2019-20 school year. On May 14, 2020, I issued Executive Order 20-57 to allow public school districts and charter schools the option to offer summer learning through a hybrid model or distance learning. On July 30, 2020, I issued Executive Order 20-82, establishing parameters for school districts and charter schools to safely implement in-person, hybrid, and distance learning models in the 2020-21 school year.

With safety, health, and wellness as our touchstones, Minnesota students and educators have started the school year in various learning models consistent with the “Safe Learning Plan for 2020-21 School Year” (“Safe Learning Plan”) available at the Minnesota Department of Education’s (“MDE”) COVID-19 website (<https://education.mn.gov/MDE/dse/health/covid19/>). Schools, local public health officials, regional experts, the Minnesota Department of Health (“MDH”), and MDE have collaborated to select and implement appropriate in person, hybrid, or distance learning models. I recognize and commend the tremendous sacrifices and hard work undertaken by all our students, families, educators, staff, and school leaders to make this school

year possible. State agencies are striving to listen and respond to the concerns of those implementing and participating in these learning models. There is more work to be done.

When we announced the Safe Learning Plan, we put the safety, health, and wellness of our students, families, and staff at the center of all that we do to ensure that each and every student has access to opportunities during the school day and before and after school. Schools serve as community hubs and provide critical supports to our students. We know that the pandemic has negatively impacted the health, education, and financial stability of too many families, especially families of color, indigenous families, and lower income families. While the virus may prevent in-person education in some situations, schools must continue to find ways to support our children and families most in need.

Minnesotans are grateful for the school-age care that school districts and charter schools have provided to families working in Tier 1 industries during this pandemic. We are grateful for the child care providers and staff who have helped to support families with school-age children during hybrid and distance learning. We recognize that our schools and community partners have been asked to continue to provide education services with limited staff and space capacity, all while complying with public health guidelines.

To support our students and families and respond to the pandemic, care for school-aged children of workers in Tier 1 industries (“Eligible Children”) must continue without charge during the implementation of distance and hybrid learning models. I also strongly encourage school districts and charter schools to provide care to as many other school-aged children as they can accommodate. To meet this demand, school districts and charter schools must have adequate resources. Permitting school districts and charter schools to charge families reasonable fees for school-aged care services for before and after school care will allow them to extend care to more students. All programs serving children must follow public health guidelines on masking, social distancing, personal hygiene, screening, and cleaning practice (“Public Health Guidelines”).

Children with disabilities and their families are particularly impacted by distance learning strategies, and they face unique and difficult challenges in receiving special education services. Current state law ends developmental delay services at age seven, but federal law, as allowed under IDEA Part B, 34 C.F.R. § 300.8(b), permits access to these services until age nine. During the peacetime emergency, some students are aging out of developmental delay services and are unable to be evaluated for other disabilities due to distance learning. This could cause students to fall behind. We must allow students who have aged out during the peacetime emergency to continue to receive services. I call upon school districts and charter schools to prioritize the safe provision of in-person instruction and services to students with disabilities whenever possible.

Certain special education services, such as special education transportation, have become especially strained during the pandemic. School districts and charter schools need access to expanded transportation capacity to meet public health and safety requirements. When schools are in a distance learning model, contractors do not receive payment and are forced to lay off drivers. When those school districts and charter schools return to hybrid or in-person learning, they need special education transportation capacity. The state must act to allow school districts and charter schools to continue to pay contracted special education transportation providers to

keep staff employed so that capacity is available when school districts and charter schools return to hybrid or in-person learning.

Student access to mental health services is all the more critical during this pandemic. At a time when many Minnesotans are experiencing increased trauma and challenges to mental well-being due to isolation, worries about the health of family and friends, racial trauma or injustice, economic struggles, and other concerns, access to mental health services is more complex than before. Prior to the pandemic, Minnesota students were reporting mental health distress at alarmingly increasing rates, and the pandemic has exacerbated the problem. Mental health care delivery is becoming more dependent on technology and school or community connections, and many children and families need in-person mental health services. I call upon our schools to increase access to mental health and share resources and tools to support our students during this stressful time.

During this pandemic, students and families face barriers to access and participation in educational opportunities. It is inappropriate to refer students, who have limited access to technology, connectivity, or educational resources, for truancy. Our schools must continue to implement creative and compassionate processes for engaging all students and their families rather than turning to punitive systems. This includes enlisting the help of community partners when possible.

Safety precautions against COVID-19, especially the wearing of protective face coverings, has become unnecessarily contentious. The health and safety of our students and all Minnesotans is my top priority. On July 22, 2020, I issued Executive Order 20-81, requiring Minnesotans to wear a face covering in certain settings to prevent the spread of COVID-19. Our administration has provided schools with face coverings for every student. We have also provided disposable coverings for students who forget their masks when they arrive at school. Despite this important collective requirement, some families will not comply with the COVID-19 precautions and restrictions. This has resulted in challenging circumstances for schools. Parents have stated that they intend to send their children to school without face coverings—even when their children present COVID-19 symptoms. In some situations, schools must determine how to isolate such students until they can safely return to their families. Students presenting symptoms cannot safely be provided an isolated education in the school building. To the extent possible, their education must continue through distance learning.

Educational opportunity is at risk for many students. Our educators need time to meet the needs of such students. Due to the variety of instructional models used across the state, teachers are required to prepare high-quality lessons and activities for distance learning while also providing a full, traditional instructional day. Teachers are stretched too thin. We must relieve pressures on schools and educators to allow for capacity and resources to focus on students' learning needs. Districts and charter schools should implement teaching and learning environments that do not require teachers to provide instruction simultaneously to students who are in person and those that are learning remotely. Additionally, current law does not provide needed flexibility related to minimum instructional hour requirements. Flexibility will allow for adequate preparation for teaching and learning, effective student engagement, and outreach to families. We must also

provide necessary flexibility to school districts and educators so that they can effectively mitigate the educational opportunity risk faced by many students.

In Minnesota Statutes 2019, section 12.02, the Minnesota Legislature recognized the “existing and increasing possibility of the occurrence of natural and other disasters of major size and destructiveness” and conferred upon the Governor the emergency and disaster powers provided in Chapter 12 to “ensure the preparations of this state will be adequate to deal with disasters,” to “generally protect the public peace, health, and safety,” and to “preserve the lives and property of the people of the state.” Pursuant to Minnesota Statutes 2019, section 12.21, subdivision 1, the Governor has general authority to control the State’s emergency management as well as carry out the provisions of Minnesota’s Emergency Management Act.

Under Minnesota Statutes 2019, section 12.21, subdivision 3(11), the Governor may authorize the Commissioner “to alter school schedules, curtail school activities, or order schools closed.” Pursuant to subdivision 3(1) of that same section, the Governor may “make, amend, and rescind the necessary orders and rules to carry out the provisions” of Minnesota Statutes 2019, Chapter 12. When approved by the Executive Council and filed in the Office of the Secretary of State, such orders and rules have the force and effect of law during the pendency of a peacetime emergency. Any inconsistent rules or ordinances of any agency or political subdivision of the State are suspended during the pendency of the emergency.

For these reasons, I order as follows:

1. Previous COVID-19 Executive Orders related to the Commissioner of Education remain in effect except as modified or superseded by this Executive Order.
2. This Executive Order applies to all schools as set forth in Minnesota Statutes 2019, section 12.21, subdivision 3(11). I continue encourage tribal and private schools to fulfill the spirit and directives of this and previous Executive Orders.
3. The following subparagraphs supersede paragraphs 25 and 26 of Executive Order 20-82. MDE will provide further guidance to districts, charter schools, and the public about these provisions.
 - a. School districts and charter schools must provide free care to Eligible Children during regular school hours under any of the instructional models authorized in Executive Order 20-82, provided that all of the parents or legal guardians in the child’s household are workers in Tier 1 industries as set forth in MDE’s *2020-21 Planning Guidance for Minnesota Public Schools* (“MDE 2020-21 Planning Guidance”), available at MDE’s COVID-19 website (<https://education.mn.gov/MDE/dse/health/covid19/>). School districts and charter schools may, and are encouraged to, provide care to all other children and may charge a fee on its normal sliding fee scale, but should prioritize those who qualify for free and reduced-price lunch, to the extent possible. School districts and charter schools may also encourage parents or legal guardians of Eligible Children to not use the school-age care program if they can work from home. Workers required to provide care to Eligible Children

under this Executive Order, which extends the requirement under Executive Order 20-02, paragraph 11, and Executive Order 20-19, paragraph 18, will continue to enjoy the presumption provided under Minnesota Laws 2020, Chapter 72, section 1.

- b. When providing in-person instruction, a school district or charter school must continue to run its early childhood programs pursuant to public health guidelines, including community education programs, and may charge fees on its normal sliding fee scale. When providing instruction through a distance learning or hybrid model, a school district or charter school may continue to run early childhood programs, including community education programs, and may charge fees on its normal sliding fee scale. I continue to encourage school districts and charter schools to provide before and after school care. School districts and charter schools may charge fees for before and after school care on their normal sliding fee scale, including for Eligible Children. In providing this care, schools must follow Public Health Guidelines. Schools are not required to provide care during previously scheduled breaks reflected on a school-board approved calendar. Districts are encouraged to coordinate and collaborate with child care providers and other care settings in their communities helping to meet these needs, create continuity of groupings wherever possible, and to prevent COVID-19 transmission and protect the public health of all children, staff, and families. Families may visit Minnesota's COVID-19 Resources for Families website (<https://mn.gov/childcare/families/>) to identify other care options, resources, and guidance.
4. School districts and charter schools are strongly encouraged to ensure that students have access to mental health and telehealth services and supports on their school-issued devices. They are also strongly encouraged to ensure that such services are fully accessible on students' school-issued devices. School districts and charter schools also must prioritize student mental health needs by implementing the MDE 2020-21 Planning Guidance on mental health and well-being, school climate, trauma-informed practices and social emotional learning, available at MDE's COVID-19 website (<https://education.mn.gov/MDE/dse/health/covid19/>). This may include providing information and resources to students and families on mental health and mental health services and supports, providing continuity of care with school-linked mental health, collaborating with community organizations to streamline referrals and resources for students in need of mental health supports, and providing training and support to school teachers and staff in identifying signs of mental health distress and options for supporting student mental wellbeing and access to supports.
5. School districts and charter schools operating in a distance or hybrid learning model that are providing in-person services in accordance with public health guidelines must prioritize providing in-person instruction and services to students with disabilities whose individualized education program calls for intensive services that cannot be provided in a distance learning model. MDE will continue to provide additional guidance to school districts and charter schools about this provision.

6. During the 2020-21 school year, school districts and charter schools are strongly discouraged from referring students for truancy programs and services under Minnesota Statutes 2019, section 260A.02, subdivision 3, or reporting students for educational neglect under Laws of Minnesota 2020, 1st Special Session, Chapter 2, article 7, until school districts and charter schools have exhausted all efforts to engage truant students and their families. MDE and the Minnesota Department of Human Services will continue to provide additional guidance to school districts and charter schools, and child welfare agencies regarding this provision.
7. School districts and charter schools are strongly encouraged to create a teaching and learning environment that allows teachers to provide asynchronous instruction to students who are in-person and learning remotely. School districts and charter schools may consider other models of hybrid learning schedules that allow teachers to most effectively meet the needs of students both in person and remotely.
8. Pursuant to paragraph 12 of Executive Order 20-81 and MDH's *2020-2021 Planning Guide for Schools*, available at MDE's COVID-19 website (<https://education.mn.gov/MDE/dse/health/covid19/>), which provides face covering and face shield guidance, all K-12 students, staff, and other persons present inside school buildings and district offices, on school grounds where social distancing cannot be maintained, or onboard school transportation vehicles, must wear a face covering. Students who have a medical condition, mental health condition, or disability that makes it unreasonable for the individual to maintain a face covering are not required to wear a face covering. For students who are able to wear a face covering but refuse to do so, school districts and charter schools are strongly discouraged from using suspension but may require such students to move to distance learning.
9. Upon approval by the Executive Council, a school district or charter school must count 30 minutes per day for teacher preparation to provide instruction to students in distance learning or a distance learning or hybrid learning model, as instructional time toward meeting the minimum hours required by Minnesota Statutes 2019, section 120A.41. This teacher preparation time is for students receiving instruction in distance learning or a distance learning or hybrid model. This time is in addition to a school district's or charter school's teacher preparation time established under Minnesota Statutes 2019, section 122A.50.
10. Upon approval by the Executive Council, schools operating under a distance or hybrid model may charge additional special education contracted transportation costs beyond actual services provided but limited to what the school would have paid if they were fully on-site for State Fiscal Year 2021. Transportation contractors are strongly encouraged to provide discounts for fuel savings and other avoided costs related to idle vehicles.
11. Upon approval by the Executive Council, every child who has aged out of special education services for developmental delay under Minnesota Statutes 2019, section 125A.02, during the peacetime emergency established under Executive Order 20-01

may continue to be eligible for special education services for the duration of the peacetime emergency. A teacher who holds an Early Childhood Special Education license may provide services to students under this provision.

12. Upon approval by the Executive Council, paragraph 29 of Executive Order 20-82 is amended to allow school districts or charter schools to use up to five instructional days at one or more schools as planning days for movement between the various instructional models or for adjusting the current learning model to better meet the needs of students, even if students are not receiving instruction on those days at the impacted school or schools. Any days over five instructional days used for planning may be counted as instructional days upon MDE's approval.

Pursuant to Minnesota Statutes 2019, section 4.035, subdivision 2, and section 12.32, this Executive Order is effective immediately upon approval by the Executive Council. It remains in effect until the peacetime emergency declared in Executive Order 20-01 is terminated or until it is rescinded by proper authority.

A determination that any provision of this Executive Order is invalid will not affect the enforceability of any other provision of this Executive Order. Rather, the invalid provision will be modified to the extent necessary so that it is enforceable.

Signed on November 5, 2020.



Tim Walz
Governor

Filed According to Law:

Steve Simon
Secretary of State

Approved by the Executive Council on November 6, 2020:

Alice Roberts-Davis
Secretary, Executive Council



Education and Leadership for a Lifetime

2100 Freeway Boulevard, Brooklyn Center, Minnesota 55430-1735 | (763) 560-2262, FAX (763) 569-0499 | www.mshsl.org

September 3, 2020

Dear Superintendent, School Board Members, Presidents and Heads of School,

The Minnesota State High School League has provided educational opportunities for students through education-based fine arts activities and athletics for over 100 years. In addition, it provides leadership, education and governance for 43 different activities and all member schools in Minnesota. The impacts of the COVID-19 pandemic have been profound, yet the value of student experiences in MSHSL activities and athletics is important and well documented. As a result, the desire of students, families, schools, and communities to continue to provide and take part in these important opportunities remains strong. The League remains committed to these two primary goals in this difficult year:

- Provide participation opportunities in MSHSL activities and athletics to the greatest extent possible, and
- Provide these opportunities in the safest way possible for all participants, coaches, directors, schools and communities.

The COVID-19 pandemic has had and will continue to have dramatic impacts on the operations and financial situation of the Minnesota State High School League, yet it has only increased the workload for the League as it has for you and your school. As a direct result of the programming impacts of COVID-19 and the reduction of revenue, the financial responsibility of our member schools will increase significantly for this 2020-2021 school year. As a member school, the details of your membership dues for this school year have been set by the Board of Directors at their August 4, 2020 Board Meeting. These details can be found in the enclosed document titled "2020-2021 Membership Fee Summary."

Background

The Minnesota State High School League has maintained a practice of limiting the financial support from member schools to the greatest extent possible, while continuing to be responsive to the strong desires of our schools to grow programming within our organization. The League does not receive any direct financial support from state funding, but rather is primarily funded through four major sources: tournament ticket sales, member school dues and fees, sponsorship agreements, and broadcast contracts. In addition, it is important to know that the MSHSL is required to hold reserves that may not exceed 50% or be less than 20% of the annual expenses of the League. Over the past few years, ticket sales at tournaments has declined and expenses in all categories have grown. Therefore, the League has made reductions and accessed available reserves which are now at the lower limit of approximately 20%.

While the Board of Directors constantly monitors the League's financial situation, this past school year additional review was done to address the growing gap between revenues and expenses. While actions have been taken to reduce the costs in nearly all areas within the League, in February of 2020, the Board of Directors made the decision to approve increased fees for member schools which were projected to increase the annual revenue from member schools from \$1.2 million to \$1.9 million. Given the magnitude of the programming and services that are provided, this amount will be well short of the costs of operations for 2020-2021. More detail on these membership services and the additional programming that has been added since 2007, please see the enclosed document titled "Membership Benefits." For the past few years, the League's annual budget has been approximately \$9 million. The primary source of revenue has been our state tournaments, with more than 75% of League revenue coming from ticket sales, sponsorships and broadcast revenues. More detail on the MSHSL budget for 2019-2020 and 2020-2021 are available on the attachment titled "Minnesota State High School League Budget Summary."

The anticipated loss of 75% of the League's revenue due to the uncertainty of state tournament events has created the need for further adjustments in our finance model. Looking back, the 2019-2020 fiscal year for the League withstood nearly \$600,000 in losses due to the cancellation of the final stages of the Girls Basketball State Tournament and the entirety of the Boys Basketball State Tournament. Through reductions in operational costs, staffing, printing costs and many more items, and the anticipated forgiveness of a Paycheck Protection Program Loan obtained by the League, the final budget for last year is predicted to finish at approximately the same level as it was projected.

Process

Recognizing the unprecedented challenge that the League faces this fiscal year, the MSHSL Board of Directors called for the creation of a Finance Task Force to study the current situation and provide recommendations to the Board of Directors for their review and action in developing a 2020-2021 Budget. This task force included member school representatives in the positions of school board members, superintendents, principals, activities administrators and coaches and included the members of the MSHSL Board of Directors Audit/Finance Committee. Representation was sought from public and nonpublic schools, including home schools, that were both large and small, as well as metro and outstate. A detailed summary is included in this packet and titled "Finance Task Force Summary."

The Task Force studied the annual budget, the financial impact of COVID-19 on programming and tournaments, the anticipated costs of maintaining critical aspects of League programming including catastrophic and concussion insurance for all student participants, education and certification of coaches, registration and certification of officials, leadership and management of all activities and programs, eligibility and governance of bylaws, policies and rules as well as many other services.

The MSHSL Finance Task Force recommended the following for the coming fiscal year:

- Approve an annual budget of \$5 million (reduced from approximately \$9.1 million in 2019-2020).
- Maintain all MSHSL activities and athletics to the greatest extent possible within the COVID-19 pandemic.
- Fund the basic costs of the MSHSL through member fees based on traditional membership dues and activity fees as well as two additional installments based on size of school.
- Provide member school refunds or credits if revenues exceed expenses for the 2020-2021 school year. These refunds or credits should be based on the membership fees as determined by the Board.
- Establish financial advisory committee that extends beyond the members of the Audit/Finance Committee of the Board of Directors.

At the August 4, 2020 Board of Directors meeting, the Board approved the recommendations of the Task Force and established member dues based on the model recommended by the Task Force. The model for the 2020-2021 membership fees is illustrated in the "Finance Task Force Summary" and the actual amounts for your school or schools are included as a separate attachment, titled "2020-2021 Membership Fee Summary."

Responsive Financial Actions

The Board of Directors has been proactive in managing the expenses of the League and has implemented a number of cost-cutting measures over the past 24 months. Among the many actions of the Board are these examples:

- The League reduced its staffing from 23.5 FTE to 19.5 FTE through layoffs and retirements that were not rehired. This resulted in a reduction of 17% of League Staff.
- Placed a freeze on salaries for employees of the League for the 2020-2021 fiscal year.
- Reduced printing costs of the State Tournament programs in 2019-2020 through reduced volume and creative program options and has taken steps to reduce cost even further in 2020-2021 should tournaments be possible.
- Eliminated the MSHSL *Bulletin* and replaced it with the online newsletter titled MSHSL *Connect*.

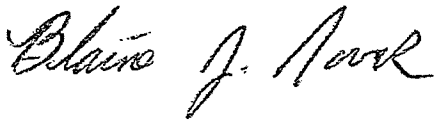
- Eliminated the costs of bi-annual Area Meetings and replaced these informative sessions with interactive online meetings for the entire state titled "*The LEAD Network.*"
- Reduced Board of Directors and Committee costs using online meetings which has eliminated most costs related to mileage, travel, food and lodging.
- Reduced operational costs of the MSHSL League Office through reduced maintenance, change in communications providers, significant reduction in staff expenses for travel, lodging, etc. and reductions in supplies.

Representatives of the League have been active in sharing the concerns regarding the MSHSL Budget over the past two years with our important professional organizations including Minnesota School Board Association (MSBA), Minnesota Association of School Administrators (MASA), Minnesota Association of Secondary School Principals (MASSP) and the Minnesota Association of Activities Administrators (MNIAAA). These presentations have taken place at annual conferences as well as direct interaction with the Board of Directors within each organization over the past few months. Each of the leadership groups in your fine organizations have shared their support for the opportunities and leadership provided by the League and recognize the unique challenges that the League has encountered.

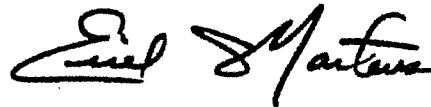
It is important for you to know that our Board has supported the actions to continue forward with the rebuild of our MSHSL website which is critical in the efforts to grow our communication with our activity administrators in each of our member schools, along with better informing the public of information and news of the MSHSL. With an initial rollout this past month, we are excited by the efficiencies it will provide and the ways it will better serve our member schools and the public.

With the direction of the Board of Directors and the creation of a model of an organization that is funded by its membership, the League is positioned to continue to lead our schools and provide opportunities for students. Everyone who participates in League activities and athletics thanks you and your school community for maintaining your membership and partnering in providing the opportunities that have long been a part of the Minnesota State High School League.

Sincerely,



Blaine Novak
President, MSHSL Board of Directors
Superintendent, New York Mills



Erich Martens
Executive Director, MSHSL

Enclosures:

- Finance Task Force Summary
- Membership Benefits
- Minnesota State High School League Budget Summary
- 2020-2021 Membership Fee Summary



2020-2021 MINNESOTA STATE HIGH SCHOOL LEAGUE

2020-2021 Membership Fee Summary for *MACCRAY High School*

This is not an invoice – please do not pay.
Schools will receive separate invoices on October 15, 2020 and January 15, 2021

*MACCRAY High School MSHSL Enrollment: 133

August Invoice Summary – sent July/August 2020, due 10/1/2020

Description	Fee
Annual Membership Fee	\$160.00
\$1 Per Student Fee	\$133.00
Activity Fee Registration Total (\$160 per activity)	\$3040.00

August Invoice TOTAL: **\$3333.00**

November Membership Fee – to be sent 10/15/2020, due 11/30/2020

Description	Fee
COVID-19 Installment 1	\$2500.00

February Membership Fee – to be sent 1/15/2021, due 2/28/2021

Description	Fee
COVID-19 Installment 2	\$2500.00

2020-2021 Membership Fee Total \$8333.00

*MSHSL Enrollments are determined in even-numbered years by the Board of Directors using the most current MARSS Report to the MDE for grades 9, 10, 11 and 12. From those enrollment numbers, the Board of Directors subtracts 40% of the free/reduced lunch count reported.



2020-2021 MINNESOTA STATE HIGH SCHOOL LEAGUE

Finance Task Force Summary

The MSHSL Board of Directors created a Finance Task Force to assist the League in creating a budget and a model of finance for the coming 2020-2021 school year. This task force was assembled with representation from large and small schools, public and nonpublic, as well as metro schools and outstate schools. Together this group reviewed historical financial information and programming costs. They assessed the current needs of the member schools and the impacts of the ongoing COVID-19 pandemic on MSHSL programming and finance. The primary tasks assigned by the Board of Directors was to prepare a potential budget that would sustain the programming and services that the MSHSL has provided for years and to build an equitable model of revenue to meet these needs.

The Task Force began with consensus on the guiding principles that would inform and direct the work that they would do. These guiding principles included:

- The opportunities provided for students in MSHSL activities and athletics are critical to the high school educational experience
- Maintaining current MSHSL programming and the support provided to our member schools are the major focus of the task force
- Building a sustainable financial model for the short term and long term is required.
- The model must address equity and fairness and recognize the unique characteristics of our member schools
- Sharing excess revenue back to member schools has been a consistent practice of the Minnesota State High School League and is a goal for future budgets

Through multiple meetings, and significant discussion along with the review of financial documents, and a strong consideration that state tournaments will not occur this year in the way they have in the past, the Task Force provided the Board of Directors with three potential models that could be used to equitably share the costs of the operations of the League across all members. The Board of Directors discussed these models and ultimately approved a hybrid model of membership dues which incorporates the activity fee model as a portion of the school's responsibility and then also added two additional membership dues installments that were identified by school size and mirrored the classification system that is in place for our four class athletic programs.

A basic grid of the installment plans for the 2020-2021 school year is shown here:

# of Schools	Enrollment	Class	Current Membership Fees due 10/1/2020	Installment Plan #1 due 11/30/2020	Installment Plan #2 due 2/28/2021
64	1234-3276	AAAA	Invoiced 8/1/2020	\$ 5,500	\$ 5,500
64	570-1228	AAA	Invoiced 8/1/2020	\$ 4,500	\$ 4,500
128	205-568	AA	Invoiced 8/1/2020	\$ 3,500	\$ 3,500
138	102-204	A	Invoiced 8/1/2020	\$ 2,500	\$ 2,500
66	51 - 100	A	Invoiced 8/1/2020	\$ 1,500	\$ 1,500
46	5-50	A	Invoiced 8/1/2020	\$ 500	\$ 500
Home Schools	1-4		Invoiced 8/1/2020	\$ 0	\$ 0
506			\$ 1,900,000	\$ 1,555,000	\$ 1,555,000

It is important to note that the installments will be invoiced approximately 45 days before the due date, and that these installments are in addition to the annual membership dues and corresponding activity fees for which each member school has already been invoiced.

The Task Force also provided two important recommendations for the MSHSL Board of Directors. These recommendations were also approved by the Board of Directors and will be implemented this school year in supporting the League financially going forward:

- The League should develop a strategic marketing plan, including accessing outside expertise, to generate significant financial support for MSHSL Athletics and Fine Arts, and
- The League should consider the creation of a (Coronavirus) Financial Advisory Committee with regular meetings to advise MSHSL staff and Board of Directors

The current plan for membership fees based on both activity fees plus installments over the course of the year based on school size was approved as a short-term plan. This would ensure that the League could continue to provide activities and services for member schools through a COVID-19 pandemic. When the effects of this pandemic subside, the League would continue forward with a long-term plan that aligns membership fees with the operational and insurance costs of the League. This long-term plan will be informed by the work of the Finance/Audit team along with the entire Board of Directors and created and approved by the Board of Directors later this school year.

The Minnesota State High School League thanks all of our member schools for their continued support and incredible work that they have done to create opportunities in our activities and athletics in the 2020-2021 school year.

Minnesota State High School League

Budget Summary

2019-2020 Approved Budget

2020-2021 Approved Budget

9/3/2020

	MSHSL Budget 2019-2020	MSHSL Approved Budget 2020-2021
Revenues		
Tournaments/Television/Sponsors	\$ 7,294,522	\$ -
School Registrations	\$ 1,216,000	\$ 5,000,000
Officials/Coaches Fee	\$ 443,500	\$ 170,000
Other/School Supplies	\$ 213,400	\$ 88,300
Total Revenues	\$ 9,167,422	\$ 5,258,300
Expenses		
Tournaments	\$ 3,345,150	\$ -
Membership Insurance	\$ 793,700	\$ 751,000
Membership Materials	\$ 283,900	\$ 223,200
Officials/Coaches	\$ 390,000	\$ 272,000
Personnel	\$ 3,385,200	\$ 2,982,000
Operations/Administration	\$ 1,376,900	\$ 1,144,200
Total Expenses	\$ 9,574,850	\$ 5,372,400
Excess of revenue over (under) expenses	(407,428)	(114,100)



MINNESOTA STATE HIGH SCHOOL LEAGUE

The following items for Member Schools were added at their request between 2007 and 2019. From 2007-2019, Member Schools Fees remained unchanged.

Added Activity or Athletic Programs:

- Robotics
- Clay Target
- Visual Arts
- Lacrosse

Safety Enhancements:

- Anyone Can Save a Life Program
- Purchase AED's for MSHSL events

Enhancements for Coaches

- Head Coaches Education Program
- Online Coaches Education Requirements

Enhancements for AD's

- New AD Education in conjunction with MNIAAA
- Athletic Directors Cohort
- Tournament Passes-AD's

Enhancements for Officials

- Officials Background Checks
- Officials Training Clinics
- Officials Online Contracts
- Hire Coordinator of Officials
- Tournament Passes-Officials

Additional Programming and Services:

- HeadStrong Concussion Insurance Program
- Cyber Liability Insurance
- 4-Class Baseball/Softball
- 3-Class Golf
- 2 Nordic Ski Teams per Section
- 6A Football
- Instant Replay-Hockey & Football
- Qtr. Final Football Neutral Sites
- Consolation Basketball-Girls and Boys
- Baseball Pitch Counts
- Adapted Bowling Online Score Reporting
- QRF utilized for seeding
- TrackWrestling Program for Section/State
- Statewide media coverage of activities- Hire Media Specialist

Membership Benefits

MEMBER-REQUESTED SERVICES AND PROGRAMMING



-
- 43 programs including Athletics, Fine Arts, and Adapted Athletics
 - On-call administrative support for Member Schools
 - Coaches education
 - Officials registration and education
 - Leadership and professional development opportunities
 - Eligibility and governance
 - Legislative advocacy
 - Sports medicine
 - Concussion insurance
 - Catastrophic insurance
 - Recognition and awards programs
 - Tournament administration
 - Statewide media coverage of events
 - Technology systems and services
 - Activity specific technology support
 - Publications
-

RESOLUTION TO EXPECT EQUITY IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE ADDITIONAL MEMBERSHIP DUES IDENTIFIED BY SCHOOL SIZE AND CLASSIFICATION SYSTEM

WHEREAS, the **District XX** School Board seeks equity in the additional membership fees installments that the Minnesota State High School League (MSHSL) has issued to member schools for the 2020-2021 school year that is identified by school size and classification system found in Table A below.

Table A

A basic grid of the installment plans for the 2020-2021 school year is shown here:

# of Schools	Enrollment	Class	Current Membership Fees due 10/1/2020	Installment Plan #1 due 11/30/2020	Installment Plan #2 due 2/28/2021
64	1234-3276	AAAA	Invoiced 8/1/2020	\$ 5,500	\$ 5,500
64	570-1228	AAA	Invoiced 8/1/2020	\$ 4,500	\$ 4,500
128	205-568	AA	Invoiced 8/1/2020	\$ 3,500	\$ 3,500
138	102-204	A	Invoiced 8/1/2020	\$ 2,500	\$ 2,500
66	51 - 100	A	Invoiced 8/1/2020	\$ 1,500	\$ 1,500
46	5-50	A	Invoiced 8/1/2020	\$ 500	\$ 500
Home Schools	1-4		Invoiced 8/1/2020	\$ 0	\$ 0
506			\$ 1,900,000	\$ 1,555,000	\$ 1,555,000

WHEREAS, the MSHSL Finance Task Force has, by consensus, adopted guiding principles that were to inform and direct their work. These guiding principles included:

- The opportunities provided for students in MSHSL activities and athletics are critical to the high school educational experience
- Maintaining current MSHSL programming and the support provided to our member schools are the major focus of the task force
- Building a sustainable financial model for the short term and long term is required
- The model must address equity, fairness, and recognize the unique characteristics of our member schools
- Sharing excess revenue back to member schools has been a consistent practice of the MSHSL and is a goal for future budgets.

WHEREAS, the Minnesota State High School League Finance Task Force and MSHSL Board of Directors have not followed their own guiding principles by adopting the installment plan identified in Table A above as it is not equitable, nor does it recognize the unique characteristics of its member schools as the MSHSL is placing a greater financial burden on smaller classification member schools budget as data in Table B below clearly articulates.

Table B

Current MSHSL Member Fee Increase Per Pupil Average Ratios								
# of schools		Avg Enrollment	Fees	Avg fee per pupil	Fees Collected	% of Fees	# of Students*	% Of Students
64	AAAA	2255	\$11,000	\$4.88	\$704,000	23%	144,320	52%
64	AAA	899	\$9,000	\$10.01	\$576,000	19%	57,536	21%
128	AA	386.5	\$7,000	\$18.11	\$896,000	29%	49,472	18%
138	A	153	\$5,000	\$32.68	\$690,000	22%	21,114	8%
66	A	75.5	\$3,000	\$39.74	\$198,000	6%	4,983	2%
46	A	27.5	\$1,000	\$36.36	\$46,000	1%	1,265	0.5%
					Revenue	\$3,110,000	Students*	278690
*students is based on averages								
Revenue per student calculated from data above								
\$11.16								

WHEREAS, the MSHSL is not following their own guiding principles nor are they recognizing that its member schools are funded primarily by the amount of pupils we serve and the most equitable fee structure should be charged similarly (per pupil) to provide an equal impact on any member schools operating budget as found in Table C below and not by the skewed range found in Table B above.

Table C

If MSHSL Fee Increase Was Calculated on a Per Pupil Basis							
# of schools		Avg Enrollment	Avg. Fees per pupil	Avg. School Fee per Class	Fees Collected	% of Fees	% Of Students
64	AAAA	2255	\$11.16	\$25,166	\$1,610,611	52%	52%
64	AAA	899	\$11.16	\$10,033	\$642,102	21%	21%
128	AA	386.5	\$11.16	\$4,313	\$552,108	18%	18%
138	A	153	\$11.16	\$1,707	\$235,632	8%	8%
66	A	75.5	\$11.16	\$843	\$55,610	2%	2%
46	A	27.5	\$11.16	\$307	\$14,117	0.5%	0.5%
Revenue					\$3,110,180		

WHEREAS, the District XX School Board recognizes the value of student participation in extracurricular activities and are unwavering as to the value added experiences that these activities offer and believe this issue demands the highest attention to preserve this mutual interest and each member school's ability to offer this integral programming necessary to help foster the social, emotional, character, and citizenship development of the children we serve.

THEREFORE, BE IT RESOLVED, that the District XX School Board will only approve MSHSL additional member fees at the Class AAAA rate of \$4.88 per pupil as this rate would impact District XX operating budget similar to Class AAAA member schools as there is no evidence to suggest that District XX should be paying an arbitrarily higher fee rate for MSHSL membership for the children we serve. Anything above the Class AAAA rate should be found inequitable by any other member school and places an added hardship upon their desire to provide similar, value added, MSHSL experiences for the children they serve.

The District XX School Board will revisit the MSHSL additional member fees once the MSHSL adopts a membership fee that has equity and does not disproportionately impact any member school's operating budget, recognizes our unique characteristics, and follows their own guiding principles.

Date

District XX, Board Chair

Date

District XX, Board Clerk - Treasurer



Resolution for Approval of the MACCRAY Bond Referendum Building Improvement Projects – Construction Phase

Member _____ introduced the following resolution and moved for its adoption:

BACKGROUND: Planning and design for the MACCRAY Bond Referendum Building Improvement Projects, divided into Schematic Design, Design Development, and Construction Documents phases, began in December 2019 with commencement of Schematic Design. Project Oversight and User Groups were established to provide input from the District staff, administration and community members in order to provide the necessary input and direction to ICS (the District’s Program Manager) and its Subconsultants to ensure design aligns with District goals, needs and standards.

WHEREAS, ICS (the District’s Program Manager) and its Subconsultants have submitted Construction Documents and presentation for the MACCRAY Bond Referendum Building Improvement Projects to the Project Oversight Committee members for review; and

WHEREAS, Project Oversight and User Group meetings have been held throughout the Construction Developments Phase for the MACCRAY Bond Referendum Building Improvement Projects, which includes participants from the ICS, ICS’s Subconsultants, representatives from District’s facilities, principals, teachers, and staff; and

WHEREAS, Project Oversight Committee, which includes participants from ICS, ICS’s Subconsultants, District facilities, District Staff, District Finance, District Superintendent, and Board members, has held regularly meetings throughout the Construction Document Phase for the MACCRAY Bond Referendum Building Improvement Projects and its members have reviewed and are in agreement with the improvements outlined in the Construction Documents and presentation; and

WHEREAS, at the MACCRAY Public Schools November 9, 2020 regular meeting, ICS (Program Manager) presented the MACCRAY Bond Referendum Building Projects Construction Documents and presentation for review and approval; and

WHEREAS, MACCRAY School Board considered and discussed the MACCRAY Bond Referendum Building Projects Construction Documents and presentation at its November 9, 2020 meeting, and after due deliberation, the MACCRAY School Board approved the Construction Documents and presentation and authorizes ICS (Program Manager) and its Subconsultants to proceed with the next phase of the project – Bidding.

THEREFORE, BE IT RESOLVED:



1. The Construction Documents and presentation for the MACCRAY Bond Referendum Building Improvement Projects are hereby approved; and
2. ICS (the Program Manager) and its Subconsultants are hereby authorized to proceed with the next phase of the project, the Bidding Phase.

The motion for adoption of the foregoing resolution was duly seconded by

Member _____ and upon vote being taken thereon, the following voted in favor

thereof: _____

and the following voted against the same: _____

The foregoing resolution was approved/not approved this 9th day of November 2020.

School Board Chair

School Board Clerk

Transfer of Funds Request under Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8

 Please submit this form with attachments via email to MDE.UFARS-Accounting@state.mn.us.

District Information

District Name: _____ District Number: _____ District Type: _____

Superintendent's Name: _____ Fiscal Year: _____

Requested Amount of Transfer: \$ _____

	Fund	Program Code	Finance Code	Balance Sheet Reserve Account Number	Balance Sheet Reserve Name	Funding Statute
To:						
From:						

Summarize the intended purpose and uses of the transferred funds (Please be specific):

The following must be attached:

- Copy of the board resolution stating the fund transfer must not interfere with the equitable delivery of distance learning or social distancing models.
- Copy of the board minutes documenting adoption of the board resolution (above) and board approval for the transfer of funds in the amount of this application.

Verification of Information

I hereby verify that the information provided on this form is true and accurate to the best of my knowledge.

 _____ Date

 Superintendent – Signature

 _____ Date

 Board Chair or Board Designee – Signature

Transfer of Funds Request under Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8

 Please submit this form with attachments via email to MDE.UFARS-Accounting@state.mn.us.

District Information

District Name: _____ District Number: _____ District Type: _____

Superintendent's Name: _____ Fiscal Year: _____

Requested Amount of Transfer: \$ _____

	Fund	Program Code	Finance Code	Balance Sheet Reserve Account Number	Balance Sheet Reserve Name	Funding Statute
To:						
From:						

Summarize the intended purpose and uses of the transferred funds (Please be specific):

The following must be attached:

- Copy of the board resolution stating the fund transfer must not interfere with the equitable delivery of distance learning or social distancing models.
- Copy of the board minutes documenting adoption of the board resolution (above) and board approval for the transfer of funds in the amount of this application.

Verification of Information

I hereby verify that the information provided on this form is true and accurate to the best of my knowledge.

 _____ Date

 Superintendent – Signature

 _____ Date

 Board Chair or Board Designee – Signature

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

RESOLUTION REGARDING FUND BALANCE TRANSFERS

WHEREAS, Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8, Subdivision 1, which stated in part:

“Section 8. FUND TRANSFERS; FISCAL YEARS 2020 AND 2021 ONLY. Subdivision 1.
Fund and account transfers allowed. Notwithstanding Minnesota Statutes, section 123B.80, subdivision 3, for fiscal years 2020 and 2021 only, a school district, charter school, or cooperative unit may transfer any funds not already assigned to or encumbered by staff salary and benefits, or otherwise encumbered by federal law, from any accounts or operating fund to the undesignated balance in any other operating fund...”

WHEREAS, a fund transfer is allowed if the transfer meets the criteria set forth in Section 8 of Minnesota Laws 2020, Chapter 116/House File 4415, Article 3:

1. The transfer does not increase state aid obligations to the district or result in additional property tax authority for the district or charter school.
2. A transfer is limited to the operating funds of a district or charter school.
3. A school board must approve a fund transfer by the fiscal year reporting deadline.
4. A district or charter school must maintain accounting records for the purpose of this Executive Order that are sufficient to document both the specific funds transferred and use of those funds. Such accounting records are subject to auditor review.
5. Any execution of this flexibility must not interfere with or jeopardize funding per federal requirements.
6. Any transfer must not interfere with the equitable delivery of distance learning or social distancing models

WHEREAS, the School Board of MACCRAY Public Schools, Independent School District 2180, has determined that that the criteria identified under Section 8 have been satisfied for a fund transfer pursuant to Minnesota Laws 2020, Chapter 116/House File 4415, Article 3;

WHEREAS, the School Board of Independent School District has reviewed and approved the attached *Request for Fund Transfer*

THEREFORE, BE IT RESOLVED, that the School Board of Independent School District 2180 authorizes the School District administration to submit the attached *Request for Fund Transfer*.

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted.

By: _____
Chair

By: _____
Clerk

Continuing Seniority List

1. This list is intended to reflect the 1st day of most continuous service in the MACCRAY ISD 2180 & major/ minor licenses filed on record on Nov. 9, 2020.
2. Time off for leave of any kind authorized by the district shall not be deemed a break in continuous service.
3. Expiration refers to license expiration. A license expires July 1 in the year indicated, unless otherwise noted.

	<u>NAME</u>	<u>START DATE</u>	<u>LICENSURE</u>	<u>EXPIRE DATE</u>	<u>File Folder Number</u>
1	Thoma, Nancy	Sept. 1978	1-6 Elementary Education 7-12 Coaching K-12 Specific Learning Disabilities K-12 Mild to Moderate Mentally Hdcp K-12 Moderate to Severe Mentally Hdcp	2021 2021 2021 2021 2021	256575
2	Schwitters, Brenda	Sept. 1992	1-6 Elementary Education 7-12 Coaching	2022 2022	321174
	(Family Leave 1996-1997)		(Family Leave 1999-2000 - Starting 12/6/1999)		
3-6	Harguth, Brenda	Sept. 1993	PreK - 12 Speech Language Pathologist	2023	345263
3-6	Sparks, Melissa	Sept. 1993	K-12 Principal K-12 Band	2022 2022	345588
	(Leave of Absence 1997-1999)		K-12 Orchestra 5-12 Classroom Music	2022 2022	
		Sept. 1999	7-12 Guidance Counselor	2022	
3-6	Lohse, Marilyn [ULA 2003-2004]	Sept. 1993	K-6 Elementary Education	2021	292628
3-6	Prekker, Tami	Sept. 1993	K-6 Elementary Education K-12 Emotionally/Behaviorally disordered	2023 2023	333604
7-8	Trulock, James [3-year extended Leave] (Starting August 29, 2011 - ending June 30, 2014)	Sept. 1994	K-12 Physical Education 7-12 Coaching K-12 Health Education 7-12 Driver and Traffic Safety	2025 2025 2025 2025	323819
7-8	Meyer, Rick	Oct. 1994	7-12 Social Studies -All- K-12 Emotional Behavior Disorders	2022 2022	348555
9	Cronen, Carrie	Sept. 1999	7-12 Social Studies -All- 7-12 Coaching	2025 2025	355116
10	Lindeman, Billy [Family Leave 8/28/06 - 12/30/06] [Family Leave 9/01/09 - 1/22/10]	Aug. 2000	Pre-Kindergarten K-6 Elementary Education Early Childhood Special Education	2021 2021 2021	374485
11	Gustafson, Bethany	Aug. 2004	K-6 Elementary Education 5-8 Communication Arts/Literature	2024 2024	409744
12	Zondervan, Terri	Aug. 2005	7-12 Spanish	2024	302818
13	Plagge, Jennifer	Aug. 2006	Pre K-12 School Social Worker	2021	373106
14	Groen, Jane	Aug. 2008	Pre K-12 Speech-Language Pathologist	2023	338063
15-19	Bourne, Terese	Aug. 2011	Pre-Kindergarten K-6 Elementary Education	2023 2023	386825
15-19	Gronseth, Joel	Aug. 2011	K-12 Instructor (Band/Orch) & Classroom Music	2022	463343
15-19	Hinrichs, Susan	Aug. 2011	K-6 Elementary Education Age 3-K Pre-Primary	2024 2024	438902
15-19	Condon, Stephanie	Aug. 2011	K-6 Elementary Education Age 3-K Pre-Primary	2022 2022	461734
15-19	Anderson, Tyler	Aug. 2011	K-12 Physical Education 9-12 Drivers Education	2021 2021	456136
20	Frikke, Allison	Feb. 2012	PreK-12 School Social Worker	2022	464121
21-24	Post, Lyndsey	Aug. 2012	K-6 Elementary Education	2024	407476

21-24	Cook, Brittany	Aug. 2012	5-8 Social Studies	2024	
			5-8 Science	2024	470438
			9-12 Life Science	2024	
			9-12 Chemistry	2024	
21-24	Van Eps, Jennifer	Aug. 2012	K-6 Elementary Education	2024	440295
			5-8 Mathematics	2024	
21-24	Johnson, Benjamin	Aug. 2012	5-12 Agricultural Education	2025	477702
			9-12 Teacher/Coordinator Work Based Lrng	2025	
25	Dikken, Julie	Aug. 2013	K-6 Elementary Education	2022	427297
			K-12 Reading	2022	
			Age 3-K Pre-Primary	2022	
26-28	Kent, Mitchell	Aug. 2013	K-6 Elementary Education	2024	474252
			K-12 Principal	2022	
26-28	Perry, Cheryl	Aug. 2013	K-6 Elementary Education	2022	292633
26-28	Hebrink, Tara	Sept. 2013	K-6 Elementary Education	2025	447305
			5-8 Communication Arts/Literature	2025	
29-31	Smith, Denise	July, 2014	5-12 Social Studies	2025	418367
29-31	Olson, Bryce	Aug. 2014	5-12 Mathematics	2025	481011
29-31	Swenson, Tera	Aug. 2014	K-6 Elementary Education	2021	437006
32	Peper, Kristine	Aug. 2007	Pre-K Pre-Kindergarten	2021	390336
			Pre-K Family Ed/Early Childhood Educator	2021	
			Adult - Parent and Family Education	2021	
33-38	Bristle, Laura	Aug. 2015	5-12 Communication Arts/Literature	2023	435041
			K-12 School Counselor	2023	
33-38	Ross, Aubrey	Aug. 2015	K-12 Vocal and Classroom Music	2021	490114
			K-12 Instr(Band/Orch) and Classroom Music	2021	
33-38	Geiselhart, Caitlin	Aug. 2015	K-6 Elementary Education	2024	466120
33-38	Olson, Jessica	Aug. 2015	K-12 Academic and Behavioral Strategist	2021	484686
			K-12 Learning Disabilities	2021	
			B-12 Autism Spectrum Disorders	2021	
			K-6 Elementary Education	2021	
33-38	Haff, Ashley	Aug. 2015	K-6 Elementary Education	2025	484442
			B-Grade 3 Early Childhood Education	2025	
33-38	Jaenisch, Tania	Aug. 2015	K-6 Elementary Education	2021	420733
			3-K Pre-Primary Education	2021	
39	Klosterboer, Kristine	Aug. 2016	K-6 Elementary Education	2021	421714
			Age 3-K Pre-Primary	2021	
40	Carmany, Leanne	Aug. 2018	7-12 Life Sciences	2024	333309
			7-12 Driver Education	2024	
41-49	Carlson, Trent	Aug. 2017	K-12 Physical Education	2022	503999
			Pre K-12 Developmental/Adapted Physical Ed.	2020	
41-49	Suchanek, Trisha	Aug. 2017	K-6 Elementary Education	2023	503302
41-49	Christopher, Cole	Aug. 2017	K-12 Physical Education	2022	493071
			5-12 Health Education	2022	
41-49	Honken, Shayla	Aug. 2017	PreK Pre-Kindergarten	2021	388978
			PreK FamilyEd/Early Childhood Educator	2021	
41-49	Johnson, Dana	Aug. 2017	K-6 Elementary Education	2025	482939
41-49	Tonderum, Abbey	Aug. 2017	K-6 Elementary Education	2021	498502
			Age3-K Pre-Primary	2021	
41-49	VanDenEinde, Beth	Aug. 2017	1-6 Elementary Education	2023	325261
41-49	Wheatley, Judd	Aug. 2017	5-12 Communication Arts/Literature	2021	426238
			Principal K-12	2021	
50	Hilbrands, Amber	Dec. 2017	B-Grade 3 Early Childhoon Education	2022	505282
51-53	Sunderland, Meghan	Aug. 2019	K-6 Elementary Education	2022	462817
			5-8 Communication Arts/Literature	2022	

51-53	Westbrock, Renae	Aug. 2019	K-6 Elementary Education	2023	466339
			5-8 Mathematics	2023	
51-53	Westbrock, Jesse	Aug. 2019	5-12 Mathematics	2023	466389
Probationary					
54-57	Liebl, Erin	Aug. 2018	5-12 Mathematics	2023	507734
54-57	Swenson, Stephanie	Aug. 2018	K-12 Academic and Behavioral Strategist	2022	439059
54-57	Bradford, Erica	Aug. 2018	B-Grade 3 Early Childhood Education	2023	505504
54-57	Strunc, Amy	Aug. 2018	K-6 Elementary Education	2022	405057
			B-Grade 3 Early Childhood Education	2022	
			ECSE (Out of Field Permission B-Age 6)	2020	
58-62	Lewandowski, Andrea	Aug. 2019	5-12 Communication Arts/Literature	2025	482798
58-62	Grund, Brandon	Aug. 2019	K-6 Elementary Education	2021	513114
58-62	Tongen, Justin	Aug. 2019	K-12 Academic and Behavioral Strategist	2022	492045
58-62	Tongen, Tara	Aug. 2019	B-Grade 3 Early Childhood Education	2023	492047
58-62	Krizan, Christine	Aug. 2019	PreK PrePrimary	2024	403018
			K-6 Elementary Education	2024	
63	Dannen, Laura	July 2020	Pre-K School Nurse	2023	1004575
64-71	Werner, Christina	Aug. 2020	K-6 Elementary Education	2022	1002192
64-71	Beekman, Mitch	Aug. 2020	5-12 Social Studies	2021	485216
64-71	Erickson, Megan	Aug. 2020	K-12 Vocal and Classroom Music	2023	1006121
64-71	Larson, Ashley	Aug. 2020	5-12 Mathematics	2023	1004414
64-71	Kutzke, Kayla	Aug. 2020	5-12 Agriculture Education	2023	1005076
64-71	Torkelson, Emily	Aug. 2020	K-6 Elementary Education	2022	1000838
			5-8 Social Studies	2022	
64-71	Hedtke, Jacklin	Aug. 2020	K-6 Elementary Education	2021	487100
64-71	Spicer, Holly	Aug. 2020	K-12 Academic and Behavioral Strategist	2023	501651
			K-12 Learning Disabilities	2023	
			K-12 Emotional Behavior Disorders	2023	
Special Permissions					
	Pieper, Rhonda	Aug. 2017	5-12 Business (Tier 2)	2021	503520
	Donner, Josie	Aug. 2018	5-12 Communication Arts/ Literature (Tier 2)	2021	509977
	Hultgren, Jaime	Aug. 2019	K-12 English as Second Language (Tier 1)	2020	1002439
	Kalkbrenner, Jayde	Aug. 2020	K-12 Academic and Behavioral Strategist (Tier 1)	2021	1005690
	Macht, Sarah	Aug. 2017			
One Year Covid Contract					
	Wheatley, Joanne	Sept. 2020	1-6 Elementary Education	2024	377933
			B-Grade 3 Early Childhood Education	2021	
	Condon, Hailey	Aug. 2020	Short Call Substitute Teacher	2023	1006341

RESOLUTION TO EXPECT EQUITY IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE ADDITIONAL MEMBERSHIP DUES IDENTIFIED BY SCHOOL SIZE AND CLASSIFICATION SYSTEM

WHEREAS, the ISD 2180 School Board seeks equity in the additional membership fees installments that the Minnesota State High School League (MSHSL) has issued to member schools for the 2020-2021 school year that is identified by school size and classification system found in Table A below.

Table A

A basic grid of the installment plans for the 2020-2021 school year is shown here:

# of Schools	Enrollment	Class	Current Membership Fees due 10/1/2020	Installment Plan #1 due 11/30/2020	Installment Plan #2 due 2/28/2021
64	1234-3276	AAAA	Invoiced 8/1/2020	\$ 5,500	\$ 5,500
64	570-1228	AAA	Invoiced 8/1/2020	\$ 4,500	\$ 4,500
128	205-568	AA	Invoiced 8/1/2020	\$ 3,500	\$ 3,500
138	102-204	A	Invoiced 8/1/2020	\$ 2,500	\$ 2,500
66	51 - 100	A	Invoiced 8/1/2020	\$ 1,500	\$ 1,500
46	5-50	A	Invoiced 8/1/2020	\$ 500	\$ 500
Home Schools	1-4		Invoiced 8/1/2020	\$ 0	\$ 0
506			\$ 1,900,000	\$ 1,555,000	\$ 1,555,000

WHEREAS, the MSHSL Finance Task Force has, by consensus, adopted guiding principles that were to inform and direct their work. These guiding principles included:

- The opportunities provided for students in MSHSL activities and athletics are critical to the high school educational experience
- Maintaining current MSHSL programming and the support provided to our member schools are the major focus of the task force
- Building a sustainable financial model for the short term and long term is required
- The model must address equity, fairness, and recognize the unique characteristics of our member schools
- Sharing excess revenue back to member schools has been a consistent practice of the MSHSL and is a goal for future budgets.

WHEREAS, the Minnesota State High School League Finance Task Force and MSHSL Board of Directors have not followed their own guiding principles by adopting the installment plan identified in Table A above as it is not equitable, nor does it recognize the unique characteristics of its member schools as the MSHSL is placing a greater financial burden on smaller classification member schools budget as data in Table B below clearly articulates.

Table B

Current MSHSL Member Fee Increase Per Pupil Average Ratios								
# of schools		Avg Enrollment	Fees	Avg fee per pupil	Fees Collected	% of Fees	# of Students*	% Of Students
64	AAAA	2255	\$11,000	\$4.88	\$704,000	23%	144,320	52%
64	AAA	899	\$9,000	\$10.01	\$576,000	19%	57,536	21%
128	AA	386.5	\$7,000	\$18.11	\$896,000	29%	49,472	18%
138	A	153	\$5,000	\$32.68	\$690,000	22%	21,114	8%
66	A	75.5	\$3,000	\$39.74	\$198,000	6%	4,983	2%
46	A	27.5	\$1,000	\$36.36	\$46,000	1%	1,265	0.5%
					Revenue	\$3,110,000	Students*	278690

*students is based on averages

Revenue per student calculated from data above \$11.16

WHEREAS, the MSHSL is not following their own guiding principles nor are they recognizing that its member schools are funded primarily by the amount of pupils we serve and the most equitable fee structure should be charged similarly (per pupil) to provide an equal impact on any member schools operating budget as found in Table C below and not by the skewed range found in Table B above.

Table C

If MSHSL Fee Increase Was Calculated on a Per Pupil Basis							
# of schools		Avg Enrollment	Avg. Fees per pupil	Avg. School Fee per Class	Fees Collected	% of Fees	% Of Students
64	AAAA	2255	\$11.16	\$25,166	\$1,610,611	52%	52%
64	AAA	899	\$11.16	\$10,033	\$642,102	21%	21%
128	AA	386.5	\$11.16	\$4,313	\$552,108	18%	18%
138	A	153	\$11.16	\$1,707	\$235,632	8%	8%
66	A	75.5	\$11.16	\$843	\$55,610	2%	2%
46	A	27.5	\$11.16	\$307	\$14,117	0.5%	0.5%
Revenue					\$3,110,180		

WHEREAS, the ISD 2180 School Board recognizes the value of student participation in extracurricular activities and are unwavering as to the value added experiences that these activities offer and believe this issue demands the highest attention to preserve this mutual interest and each member school's ability to offer this integral programming necessary to help foster the social, emotional, character, and citizenship development of the children we serve.

THEREFORE, BE IT RESOLVED, that the District 2180 School Board will only approve MSHSL additional member fees at the Class AAAA rate of \$4.88 per pupil as this rate would impact ISD 2180 operating budget similar to Class AAAA member schools as there is no evidence to suggest that ISD 2180 should be paying an arbitrarily higher fee rate for MSHSL membership for the children we serve. Anything above the Class AAAA rate should be found inequitable by any other member school and places an added hardship upon their desire to provide similar, value added, MSHSL experiences for the children they serve.

The ISD 2180 School Board will revisit the MSHSL additional member fees once the MSHSL adopts a membership fee that has equity and does not disproportionately impact any member school's operating budget, recognizes our unique characteristics, and follows their own guiding principles.

Date

ISD 2180, Board Chair

Date

ISD 2180, Board Clerk - Treasurer



Teacher Contract

The School Board of Independent School District 2180 of the State of Minnesota, Clara City, Minnesota, enters into this agreement, pursuant to M.S. 125.12 as amended, with Phillip J. Iverson, a legally qualified and licensed teacher who agrees to teach in the public schools of said district as Covid Long Term Substitute for the school year 2020-2021.

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

- 1. Basic Services: Said teacher shall faithfully perform the services prescribed by the school board or its designated representative...
2. Duration: This contract is subject to the provision of M.S. 125.12 as amended...
3. Duty Year: The teacher's duty year and vacation days shall be as adopted by the school board...
4. Additional Services: The school board, or its designated representative, may assign the teacher to extracurricular, co-curricular, or other assignments...
5. Reference: This contract shall be subject to the agreement between the school district and the exclusive representative...
6. Special Provision: (Insert here any other contractual provisions).

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

Table with 2 columns: Additional Service, Additional Compensation. Contains two rows of blank lines for service and compensation details.

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

\$ 8692 For Basic Services: (October 27, 2020 thru December 30, 2020)
\$ For Additional Services as set forth in paragraph 6
\$ 8692 Total salary, exclusive of fringe benefits.

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

IN WITNESS THEREOF I have subscribed my signature this 27 day of October, 2020

Teacher: Phillip Iverson [Signature]

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

Independent School District No. 2180

Clerk: _____

Chairperson: _____