

Regular Meeting and Work Session  
Monday, November 24, 2025 5:00 PM

District Office Training Room  
West St. Paul/Mendota Heights/Eagan Area  
Schools  
1897 Delaware Avenue  
Mendota Heights, Minnesota 55118

## **Agenda**

1. Call Meeting to Order and Recite Pledge of Allegiance - 5:00 p.m.  
**Presenter:** Sarah Larsen, Chair
2. Approval of the Agenda  
**Presenter:** Sarah Larsen, Chair
3. Approval of the Consent Agenda  
**Presenter:** Sarah Larsen, Chair
  - 3.A. Approval of Minutes of the November 10, 2025 School Board Meeting
  - 3.B. Approval of Personnel Recommendations
  - 3.C. Administrative Review of Policy 410, Family and Medical Leave
  - 3.D. Administrative Review of Policy 714, Fund Balance
  - 3.E. Final Reading of Policy 501, School Weapons Policy
4. Comments to the School Board - 5:05 p.m.  
**Presenter:** Sarah Larsen, Chair
5. American Indian Education Plan Presentation - 5:10 p.m.  
**Presenter:** Kevin Sheridan, Educational Equity Coordinator, and Nell Barri, American Indian Education Coordinator
6. First Reading of Policy 905, Advertisements - 5:30 p.m.  
**Presenter:** Sara Blair, Director of Communications
7. Action Item - Approval of Proposed Academic Calendars: 2026-2027 and 2027-2028 - 5:40 p.m.  
**Presenter:** Cari Jo Drewitz, Director of Curriculum, Instruction, and Assessment
8. Closed Session Pursuant to Minnesota Statute 13D.03 to Discuss Labor Negotiations Strategy - 5:50 p.m.
9. Adjournment  
**Presenter:** Sarah Larsen, Chair

School District 197  
West St. Paul-Mendota Heights-Eagan Area Schools  
Regular Meeting  
Monday, November 10, 2025  
Mendota Heights City Hall, Council Chambers

A meeting of the School Board of Independent School District 197 was held on Monday, November 10, 2025 beginning at 6:00 p.m. pursuant to due notice.

The meeting was called to order by current Vice-Chair Vaupel at 6:00 p.m. School Board members present: Tim Aune, Byron Schwab, Morgan Steele, Jon Vaupel, Marcus Hill, and Randi Walz. School Board members absent: Sarah Larsen. Superintendent Peter Olson-Skog was present. Student representatives Rhys Walsh and Evangeline Fuentes were present.

Also present for the meeting were: Peter Mau, Assistant Superintendent; Cari Jo Drewitz, Director of Curriculum, Instruction, and Assessment; Sara Lein, Director of Special Programs; Brian Schultz, Director of Finance; Sara Blair, Director of Communications; Lisa Grathen, Director of Community Education; and Dave Sandum, Director of Technology.

**Agenda**

*Agenda items 6 and 7 were re-ordered. The site report from Somerset Elementary was canceled and will be rescheduled for a future meeting.*

*It was moved by Ms. Steele and seconded by Ms. Walz to approve the agenda as amended.*

*Aye: Tim Aune, Byron Schwab, Morgan Steele, Jon Vaupel, Marcus Hill, Randi Walz  
Nay: none*

*The motion carried (6-0)*

**Consent Agenda**

*It was moved by Mr. Schwab and seconded by Mr. Aune to approve the consent agenda items as amended:*

- Approval of the October 20, 2025 School Board Regular Meeting Minutes
- Approval of Personnel Recommendations
- Approval of Gifts to the District
- Approval of FY24 Audit
- Approval of July 2025 Treasurer's Report
- Approval of July 2025 Accounts Payable Report
- Approval of August 2025 Treasurer's Report
- Approval of August 2025 Accounts Payable Report
- Approval of September 2025 Wire Transfers Report
- Approval of October 2025 Wire Transfers Report
- Second Reading of Policy 501, School Weapons Policy
- Final Reading of Policy 503, Student Attendance

*Aye: Tim Aune, Byron Schwab, Morgan Steele, Jon Vaupel, Marcus Hill, Randi Walz  
Nay: none*

## ***The motion carried (6-0)***

### **Listening Session Report**

Two individuals were present for a general discussion about district updates.

### **Student Representatives' Report**

At the elementary level, Mendota hosted a third-grade performance of *The Three Little Pigs* with Story Book Theater and is collecting grocery gift cards to support families in need; Somerset students are participating in a Read-a-Thon; and Pilot Knob is preparing for a *Feed My Starving Children* service event. In the middle schools, Heritage students enjoyed a visit from the Metropolitan Mosquito Control District, both schools participated in National Walk and Bike to School Day, and classes took field trips to Dodge Nature Center to learn about bees, navigation, and teamwork. At Two Rivers High School, Sada Gustafson broke her own diving record, and several students and teams qualified for state tournaments in Cross Country, Tennis, and Diving. The National Honor Society hosted a successful blood drive, the high school showcase welcomed incoming 8th graders, and students in the Youth Leadership class began service projects volunteering throughout the district.

### **Recognitions**

Ava and Stella, members of the Somerset Elementary Spanish Club, along with their advisor, Stephanie Quick Espinoza, shared a presentation about the club's origins and purpose. The club was created to support students' educational growth and cultural development and now includes 24 students in grades 2-4 who meet weekly, with plans to expand membership to younger students. Club activities include exploring cultural traditions and foods, engaging in open conversations about identity and family connections to Mexico, playing Lotería, and finding ways to continue learning and strengthening their Spanish language skills. Members emphasized the strong sense of belonging the club fosters within the school community.

American Indian Education Coordinator Nell Barri shared updates about the Native Student Group along with two of the group's members, Aubrey and Clara. Highlights included sharing information about the upcoming Native American Heritage Event on November 19th which will feature food, dance, games, poetry, and drumming. The student group recently decorated the library in honor of Native American Heritage Month and spoke to the growth of the club and the positive impact that it has had on students' sense of belonging and cultural identity. Goals of the club included getting more Native students involved and starting an after-school club for all interested students to join and learn more about Native culture and traditions.

### **Superintendent's Report**

The Superintendent recognized November as Native American Heritage Month and highlighted the district's American Indian Education Program serving over 160 students. Two Rivers High School is participating in Direct Admissions Minnesota, through which seniors have already received automatic admission notifications from more than 50 state colleges and universities. Middle school updates included new electives: "Medical Detectives" at Friendly Hills, where students conducted hands-on labs culturing bacteria, and "What's Happening at Heritage," where students produce multimedia stories, including coverage of a farm-to-school tasting project supported by the Minnesota Department of Agriculture's 'First Bite' Grant. Families with children turning five by September 1, 2026 were invited to Kindergarten Showcase events this week across all five elementary schools, with dates available at [isd197.org](http://isd197.org). The Superintendent also acknowledged uncertainty from the federal government shutdown and noted the district is sharing resources on meal distribution and financial assistance in the community newsletter.

### **College and Career Readiness Focus Area Update**

The presentation focused on expanding and sustaining opportunities to improve student outcomes through curriculum alignment, college and career integration, and student support initiatives. Key objectives included

implementing the Ojibwe language course in 2025-26, aligning Warrior Seminar curriculum, integrating career planning into personal finance, and conducting a 5-12 counseling program review. Additional goals highlighted reducing barriers for underrepresented students via focus groups, smoother transitions between grade levels, and developing AI guidelines for classroom use. Direct student supports include new middle school electives, diverse college visit options, family training on Naviance, and new technology support systems such as a student help desk and repair workshop. Career and Technical Education (CTE) expansion plans feature a new CAPS course in *Natural Resources, Sustainability & Food Systems*, a career and college center, and an advanced computer science course planned for 2026-27.

### **Special Education Unified Program Highlight**

Sara Lein, Director of Special Programs, and Jennifer Miller, Special Education Supervisor, joined by TRHS teachers/Unified Club advisors Karen Erickson and Michelle Muller and Unified PE teacher Kyle Earnest, presented an update on the district's Unified programming. They reviewed the program's origins - beginning with a PE curriculum review and launching a Unified Club in 2022, followed by the first Unified PE course in September 2022 - and highlighted student-led activities and fundraising, including Polar Plunge totals of ~\$1,700 (2024) and ~\$2,000 (2025). Current offerings include an 80-member Unified Club with monthly before-school/Warrior Time meetings; two sections of Unified PE each semester (57 students in fall, 43 in spring) with community-based experiences; and a Unified Foods class piloted in spring 2025, with another section planned for next spring. The team also noted the October 7, 2025 Unified Club Flag Football Invitational at TCO Field (with Special Olympics and partner schools). Looking ahead, plans include holiday service projects, an April Autism Awareness campaign, a Unified basketball tournament, and exploration of Unified opportunities in middle school and additional coursework.

### **Site Report: Friendly Hills Middle School**

Presented by Principal Chris Hiti and Associate Administrator Kira Fischler, the report highlighted a vibrant and inclusive school culture, emphasizing opportunities for every student through clubs, EmpowerED programs, and music participation. Student leadership and service were celebrated through the Student Council, Future Cities team, and Yearbook Club. The report showcased technology initiatives including SmartPass, TalkingPoints, and Student Support Time to improve communication and academic tracking. Looking ahead, the school outlined its school-wide reading campaign with partnerships with Dakota County Libraries, classroom and free libraries, and events such as Read-A-Thon and Battle of the Books. Pride initiatives like Warrior Rallies, Warrior Tickets, and Spirit Weeks were featured, along with new courses - Medical Detectives, Myths and Legends, and Coding - reflecting a continued commitment to innovation and student engagement.

### **Adjournment**

*It was moved by Mr. Schwab and seconded by Mr. Hill to adjourn the meeting at 7:58 p.m.*

*Aye: Tim Aune, Byron Schwab, Morgan Steele, Jon Vaupel, Marcus Hill, Randi Walz*

*Nay: none*

*The motion carried (6-0)*

The next regularly scheduled School Board meeting of Independent School District 197 will be Monday, November 24, 2025 at 5:00 p.m. It will be held in the School District 197 District Office Training Room, 1897 Delaware Avenue, Mendota Heights. *Please refer to the district website for possible changes to any meeting times/locations.*

Upon approval by the School Board, official minutes will be available at the District Office, 1897 Delaware Avenue, Mendota Heights, and on the district website. The full meeting materials are available for public inspection at the administrative offices of the school district and on the district website.

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Sarah Larsen  
School Board Chair

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Jon Vaupel  
School Board Clerk



**TO:** School Board Members

**FROM:** Tye Michaels, Director of Human Resources

**DATE:** November 24, 2025

**SUBJECT:** Personnel Recommendations

The following personnel items are recommended for approval on November 24, 2025, at the School Board Meeting.

**Non-Licensed Employment**

- Bare, Fatuma, 6 hours a day Districtwide Bus Monitor at an hourly rate of \$20.57, effective November 17, 2025.
- Chrysler, Tonya, 7 hours a day Districtwide Bus Driver at an hourly rate of \$25.18, effective November 17, 2025.
- Mena, Anthony, 7 hours a day Districtwide Bus Driver at an hourly rate of \$25.18 effective November 17, 2025.
- Westermeyer, Sally, 3.75 hours a day Kitchen Assistant at Two Rivers High School at an hourly rate of \$18.68, effective November 17, 2025.

**Licensed Resignation, Retirement, Termination**

- Arechigo, Gabriel - ESL Teacher at Garlough Elementary, resignation effective December 1, 2025.

**Non-Licensed Resignation, Retirement, Termination**

- Abdirahman, Yusra - Special Education Paraprofessional at Two Rivers High School, resignation effective November 6, 2025.
- Ansarian, Catherine - Special Education Paraprofessional at Friendly Hills Middle School resignation effective November 29, 2025.
- Eggers, Ellie - Special Education Paraprofessional at Early Learning Center, resignation effective November 25, 2025.
- Inserra, Michelle - Satellite Lead at St. Josephs, resignation effective December 25, 2025.



**TO:** School Board Members

**FROM:** Tye Michaels, Director of Human Resources

**DATE:** November 24, 2025

**SUBJECT:** Administrative Review of Policy 410, Family and Medical Leave

### **BACKGROUND**

A review of Policy 410, Family and Medical Leave, has been completed. This policy was last reviewed in January 2023 and has undergone only minor changes from the MSBA model policy recommendations. This includes striking language which stated that employees needed at least one year of service with the district and an average work schedule of at least half-time over the prior year to be eligible for twelve-week leave under state law. Additionally, MSBA removed a cross-reference that is no longer applicable.

School District 197 reviews its policies on a 3-year cycle unless otherwise required by law. Typically, recommended policy changes are brought to the school board for three readings, with approval at the third reading. However, when the administration is recommending minor or no changes to the policy, it is labeled as an "administrative review." Consistent changes the board has asked to be applied to policies are considered minor. One example is using more inclusive language such as using "parent/guardian" instead of just "parent."

When labeled an "administrative review" the policy is placed on the consent agenda for a single reading with a recommendation to approve the policy as presented. As a reminder, board members always have the opportunity to remove a policy from the consent agenda to discuss it as part of the main agenda.

This policy was also reviewed using the district's Four-Way Equity Test. Without a clear policy governing the rules and regulations around family and medical leave, unconscious or implicit bias could privilege some groups over others. This policy provides consistent guidelines for granting family, medical, and parenting leave to school district employees in accordance with the Family and Medical Leave Act of 1993 (FMLA).

### **RESOLUTION**

***BE IT RESOLVED*** by the School Board of School District 197 to approve Policy 410, Family and Medical Leave, as presented.



## **OPERATIONAL EXPECTATIONS**

**ISD 197 School Board**

Employment/Personnel

Contact: Director of Human Resources

### **410 FAMILY AND MEDICAL LEAVE POLICY**

#### **I. PURPOSE**

The purpose of this policy is to provide for family and medical leave to school district employees in accordance with the Family and Medical Leave Act of 1993 (FMLA) and also with parent/guardian leave under state law.

#### **II. GENERAL STATEMENT OF POLICY**

The following procedures and policies regarding family and medical leave are adopted by the school district, pursuant to the requirements of the FMLA and consistent with the requirements of the Minnesota parent/guardian leave laws.

#### **III. DEFINITIONS**

A. "Covered active duty" means:

1. in the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; and
2. in the case of a member of a reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty under a provision of law referred to in 10 U.S.C. section 101(a)(13)(B).

- B. “Covered servicemember” means:
1. a member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or
  2. a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, and was discharged or released under conditions other than dishonorable, at any time during the period of five years preceding the first date the eligible employee takes FMLA leave to care for the covered veteran.
- C. “Eligible employee” means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. An employee returning from fulfilling their Uniformed Services Employment and Reemployment Rights Act (USERRA)- covered service obligation shall be credited with the hours of service that would have been performed but for the period of absence from work due to or necessitated by USERRA-covered service. In determining whether the employee met the hours of service requirement, and to determine the hours that would have been worked during the period of absence from work due to or necessitated by USERRA-covered service, the employee’s pre-service work schedule can generally be used for calculations. While the 12 months of employment need not be consecutive, employment periods prior to a break in service of seven years or more may not be counted unless the break is occasioned by the employee’s fulfillment of their USERRA-covered service obligation or a written agreement, including a collective bargaining agreement, exists concerning the school district’s intention to rehire the employee after the break in service.
- D. “Military caregiver leave” means leave taken to care for a covered servicemember with a serious injury or illness.
- E. “Next of kin of a covered servicemember” means the nearest blood relative other than the covered servicemember’s spouse, parent/guardian, child, in the following order of priority: blood relatives who have been granted legal

custody of the covered servicemember by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered servicemember has specifically designated in writing another blood relative as their nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered servicemember, all such family members shall be considered the covered servicemember's next of kin, and the employee may take FMLA leave to provide care to the covered servicemember, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered servicemember's only next of kin.

- F. "Outpatient status" means, with respect to a covered servicemember who is a current member of the Armed Forces, the status of a member of the Armed Forces assigned to:
1. a military medical treatment facility as an outpatient; or
  2. a unit established for the purpose of providing command and control of members of the Armed Forces receiving care as outpatients.
- G. "Qualifying exigency" means a situation where the eligible employee seeks leave for one or more of the following reasons:
1. to address any issues that arise from a short-notice deployment (seven calendar days or less) of a covered military member;
  2. to attend military events and related activities of a covered military member;
  3. to address issues related to childcare and school activities of a covered military member's child;
  4. to address financial and legal arrangements for a covered military member;
  5. to attend counseling provided by someone other than a health care provider for oneself, a covered military member, or their child;

6. to spend up to 15 calendar days with a covered military member who is on short-term, temporary rest and recuperation leave during a period of deployment;
  7. to attend post-deployment activities related to a covered military member;
  8. to address care needs of a covered military member's parent/guardian who is incapable of self care; and
  9. to address other events related to a covered military member that both the employee and school district agree is a qualifying exigency.
- H. "Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves:
1. inpatient care in a hospital, hospice, or residential medical care facility; or
  2. continuing treatment by a health care provider.
- I. "Spouse" means a husband or wife. For purposes of this definition, husband or wife refers to the other person with whom an individual entered into marriage as defined or recognized under state law for purposes of marriage in the state in which the marriage was entered into or, in the case of a marriage entered into outside of any state, if the marriage is valid in the place where entered into and could have been entered into in at least one state. This definition includes an individual in a same-sex or common law marriage that either: (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state.
- J. "Veteran" has the meaning given in 38 U.S.C. section 101.

#### **IV. LEAVE ENTITLEMENT**

##### **A. Twelve-week Leave**

1. Eligible employees are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:
  - a. birth of the employee's child and to care for such child;
  - b. placement of an adopted or foster child with the employee;
  - c. to care for the employee's spouse, child, or parent/guardian with a serious health condition;
  - d. the employee's serious health condition makes the employee unable to perform the functions of the employee's job; and/or
  - e. any qualifying exigency arising from the employee's spouse, child, or parent/guardian being on covered active duty, or notified of an impending call or order to cover active duty in the Armed Forces.
2. For the purposes of this policy, "year" is defined as a rolling 12-month period measured backward from the date an employee's leave is to commence.
3. An employee's entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.
4. A "serious health condition" typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short-term conditions for which treatment and recovery are very brief.
5. A "serious injury or illness," in the case of a member of the Armed Forces, including a member of the National Guard or Reserves, means:

- a. injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating; and
  
- b. in the case of a veteran who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time, during the period of five years preceding the date on which the veteran undergoes the medical treatment, recuperation, or therapy, means a qualifying injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty in the Armed Forces and that manifested itself before or after the member became a veteran, and is:
  - (1) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the servicemember unable to perform the duties of the servicemember's office, grade, rank, or rating; or
  
  - (2) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service- Related Disability (VASRD) rating of 50 percent or greater and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or
  
  - (3) a physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or
  
  - (4) an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled

in the Department of Veterans Affairs Program of  
Comprehensive Assistance for Family Caregivers.

6. Eligible spouses employed by the school district are limited to an aggregate of 12 weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care, or to care for a parent/guardian. This limitation for spouses employed by the school district does not apply to leave taken: by one spouse to care for the other spouse who is seriously ill; to care for a child with a serious health condition; because of the employee's own serious health condition; or pursuant to Paragraph IV.A.1.e. above.
7. Depending on the type of leave, intermittent or reduced schedule leave may be granted in the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.
8. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child, or parent/guardian, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.
9. If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.

10. Requests for leave shall be made to the school district. When leave relates to an employee's spouse, child, parent/guardian, or covered servicemember being on covered active duty, or notified of an impending call or order to cover active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days' written notice of a leave of absence where practicable. The failure to provide the required notice may result in a delay of the requested leave. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.
11. The school district may require that a request for leave under Paragraph IV.A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.
12. During the period of a leave permitted under this policy, the school district will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage. An employee who does not return to work after the leave may be required, in some situations, to reimburse the school district for the cost of the health plan premiums paid by it.
13. The school district may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. The superintendent shall be responsible to develop directives and

guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board for annual review. The school district shall comply with written notice requirements as set forth in federal regulations.

14. Employees returning from a leave permitted under this policy are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the leave.

B. Twelve-week Leave under State Law

An employee who does not qualify for parent/guardian leave under Paragraphs IV.A.1.a. or IV.A.1.b. above may qualify for a 12-week unpaid parent/guardian leave which is available to a biological or adoptive parent/guardian in conjunction with the birth or adoption of a child, or to a female employee for prenatal care or incapacity due to pregnancy, childbirth, or related health conditions. The length of the leave shall be determined by the employee but must not exceed 12 weeks unless agreed to by the school district. ~~The employee may qualify if they have worked for the school district for at least 12 months and has worked an average number of hours per week equal to one-half of the full time equivalent during the 12-month period immediately preceding the leave.~~ This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs but may be reduced by any period of paid parent/guardian, disability, personal, or medical, or sick leave, or accrued vacation provided by the school district so that the total leave does not exceed 12 weeks, unless agreed by the employer, or leave taken for the same purpose under the FMLA. The leave taken under this section shall begin at a time requested by the employee. An employee who plans to take leave under this section must give the school district reasonable notice of the date the leave shall commence and the estimated duration of the leave. For leave taken by a biological or adoptive parent/guardian in conjunction with the birth or adoption of a child, the leave must begin within 12 months of the birth or adoption; except that, in the case where the child must remain in the hospital longer than the mother, the leave must begin within 12 months after the child leaves the hospital.

C. Twenty-six-week Servicemember Family Military Leave

1. An eligible employee who is the spouse, child, parent/guardian, or next of kin of a covered servicemember shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for the servicemember. The leave described in this paragraph shall be available only during a single 12-month period. For purposes of this leave, the need to care for a servicemember includes both physical and psychological care.
2. During a single 12-month period, an employee shall be entitled to a combined total of 26 work weeks of leave under Paragraphs IV.A. and IV.C. above.
3. The 12-month period referred to in this section begins on the first day the eligible employee takes leave to care for a covered servicemember and ends 12 months after that date.
4. Eligible spouses employed by the school district are limited to an aggregate of 26 weeks of leave during any 12-month period if leave is taken for birth of the employee's child or to care for the child after birth; for placement of a child with the employee for adoption or foster care or to care for the child after placement; to care for the employee's parent/guardian with a serious health condition; or to care for a covered servicemember with a serious injury or illness.
5. The school district may request or require the employee to substitute accrued paid leave for any part of the 26-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave.
6. An employee will be required to submit sufficient medical certification issued by the health care provider of the covered servicemember and other information in support of requested leave and eligibility for such leave under this section within 15 days from the date of the request or as soon as practicable under the circumstances.

7. The provisions of Paragraphs IV.A.7., IV.A.10., IV.A.12., IV.A.13., and IV.A.14. above shall apply to leaves under this section.

**V. SPECIAL RULES FOR INSTRUCTIONAL EMPLOYEES**

- A. An instructional employee is one whose principle function is to teach and instruct students in a class, a small group, or an individual setting. This includes, but is not limited to, teachers, coaches, driver's education instructors, and special education assistants.
- B. Instructional employees who request foreseeable medically necessary intermittent or reduced work schedule leave greater than 20 percent of the work days in the leave period may be required to:
  1. take leave for the entire period or periods of the planned medical treatment; or
  2. move to an available alternative position for which the employee is qualified, and which provides equivalent pay and benefits, but not necessarily equivalent duties.
- C. Instructional employees who request continuous leave near the end of a semester may be required to extend the leave through the end of the semester. The number of weeks remaining before the end of a semester does not include scheduled school breaks, such as summer, winter, or spring break.
  1. If an instructional employee begins leave for any purpose more than five weeks before the end of a semester and it is likely the leave will last at least three weeks, the school district may require that the leave be continued until the end of the semester.
  2. If the instructional employee begins leave for a purpose other than the employee's own serious health condition during the last five weeks of a semester, the school district may require that the leave be continued until the end of the semester if the leave will last more than two weeks or if the employee's return from leave would occur during the last two weeks of the semester.

3. If the instructional employee begins leave for a purpose other than the employee's own serious health condition during the last three weeks of the semester and the leave will last more than five working days, the school district may require the employee to continue taking leave until the end of the semester.
4. If the school district requires an instructional employee to extend leave through the end of a semester as set forth in this paragraph, only the period of leave until the employee is ready and able to return to work shall be charged against the employee's FMLA leave entitlement. Any additional leave required by the school district to the end of the school term is not counted as FMLA leave but as an unpaid or paid leave, to the extent the instructional employee has accrued paid leave available and the school district shall maintain the employee's group health insurance and restore the employee to the same or equivalent job, including other benefits, at the conclusion of the leave.

## **VI. OTHER**

- A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.
- B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

## **VII. DISSEMINATION OF POLICY**

- A. A poster prepared by the U.S. Department of Labor summarizing the major provisions of the Family and Medical Leave Act and informing employees how to file a complaint shall be conspicuously posted in each school district building in areas accessible to employees and applicants for employment.
- B. This policy will be reviewed at least annually for compliance with state and federal law.

**Legal References:** Minn. Stat. §§ 181.940-181.944 (Parenting Leave and Accommodations)  
10 U.S.C. § 101 *et seq.* (Armed Forces General Military Law)  
29 U.S.C. § 2601 *et seq.* (Family and Medical Leave Act)  
38 U.S.C. § 101 (Definitions)  
29 C.F.R. Part 825 (Family and Medical Leave Act)

**Cross References:** ~~MSBA School Law Bulletin “M” (Licensed and Non-Licensed School District Employee Leave)~~

**POLICY ADOPTED:** October 16, 2006  
**POLICY REVIEWED/REVISED:** July 11, 2011; January 4, 2017; January 16, 2018; December 17, 2018; November 18, 2019; November 16, 2020; October 18, 2021; January 23, 2023  
**Monitoring Method:** Administrative Review  
**Monitoring Frequency:** Annually



**TO:** School Board Members

**FROM:** Brian Schultz, Director of Finance

**DATE:** November 24, 2025

**SUBJECT:** Administrative Review of Policy 714, Fund Balance

### **BACKGROUND**

An administrative review of Policy 714 on fund balance has been performed and the current policy adheres to the district's processes and procedures currently in place. This policy was last reviewed in November of 2022. The district's current policy was reviewed against MSBA's model policy and continues to substantially match that language. The district is working toward getting the fund balance at or above the policy threshold. This will need to be accomplished over several years initiating measures identified in section II of the policy. Based on this review, no changes to our current policy are recommended at this time.

School District 197 reviews its policies on a 3-year cycle unless otherwise required by law. Typically, recommended policy changes are brought to the school board for three readings, with approval at the third reading. However, when the administration is recommending minor or no changes to the policy, it is labeled as an "administrative review." Consistent changes the board has asked to be applied to policies are considered minor. One example is using more inclusive language such as using "parent/guardian" instead of just "parent."

When labeled an "administrative review" the policy is placed on the consent agenda for a single reading with a recommendation to approve the policy as presented. As a reminder, board members always have the opportunity to remove a policy from the consent agenda to discuss it as part of the main agenda.

The policy was also reviewed using the district's Four-Way Equity Test. Within the Strategic Framework, equity is specified as a core value of the district, further emphasizing our commitment to providing all students with equitable access to educational resources and opportunities.

### **RESOLUTION**

***BE IT RESOLVED*** by the School Board of School District 197 to approve Policy 714, Fund Balance, as presented.



## OPERATIONAL EXPECTATIONS

ISD 197 School Board

Non-Instructional Operations and Business Services

Contact: Director of Finance

### 714 FUND BALANCE

#### I. PURPOSE

The purpose of this policy includes:

- To ~~insure~~ ensure financial stability of the district.
- To provide adequate resources to preserve a positive cash flow and avoid or alleviate short-term borrowing.
- To provide a sound basis for continuation of the strong financial rating of the district.
- To provide an adequate reserve that will enable the district to deal with unexpected budget circumstances.
- To establish fund balance classifications to allow for more useful fund balance reporting and for compliance with the reporting guidelines specified in Statement No. 54 of the Governmental Accounting Standards Board (GASB).

#### II. GENERAL STATEMENT OF POLICY

To ensure the financial strength and stability of the district, the School Board will maintain an unrestricted fund balance as of June 30th each year at a minimum of 8% of the district's general fund operating expenditure budget.

When the unrestricted fund balance is projected to decrease below 8% of the general fund operating expenditures budget, the district shall initiate one or more of the following measures to ensure that the year-end general fund unrestricted fund balance for the budget year in question does not fall below 8%.

1. Reduce expenditures through implementation of cost containment measures.
2. Seek opportunities to increase revenue.
3. Develop and initiate a plan to achieve a 8% unrestricted fund balance over a designated period of time.

The policy of this school district is to comply with GASB Statement No. 54. To the extent a specific conflict occurs between this policy and the provisions of GASB Statement No. 54, the GASB Statement shall prevail.

### **III. DEFINITIONS**

- A. "Assigned" fund balance amounts are comprised of unrestricted funds constrained by the school district's intent that they be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount that is not restricted or committed. The assigned fund balance category will cover the portion of a fund balance that reflects the school district's intended use of those resources. The action to assign a fund balance may be taken after the end of the fiscal year. An assigned fund balance cannot be a negative number.
- B. "Committed" fund balance amounts are comprised of unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the school board and that remain binding unless removed by the school board by subsequent formal action. The formal action to commit a fund balance must occur prior to fiscal year end; however, the specific amounts actually committed can be determined in the subsequent fiscal year. A committed fund balance cannot be a negative number.
- C. "Enabling legislation" means legislation that authorizes a school district to assess, levy, charge, or otherwise mandate payment of resources from external providers and includes a legally enforceable requirement that those resources be used only for the specific purposes listed in the legislation.
- D. "Fund balance" means the arithmetic difference between the assets and liabilities reported in a school district fund.
- E. "Nonspendable" fund balance amounts are comprised of funds that cannot be spent because they are either not in spendable form or are legally or

contractually required to be maintained intact. They include items that are inherently unspendable, such as, but not limited to, inventories, prepaid items, long-term receivables, non-financial assets held for resale, or the permanent principal of endowment funds.

- F. “Restricted” fund balance amounts are comprised of funds that have legally enforceable constraints placed on their use that either are externally imposed by resource providers or creditors (such as through debt covenants), grantors, contributors, voters, or laws or regulations of other governments, or are imposed by law through constitutional provisions or enabling legislation.
- G. “Unassigned” fund balance amounts are the residual amounts in the general fund not reported in any other classification. Unassigned amounts in the general fund are technically available for expenditure for any purpose. The general fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.
- H. “Unrestricted” fund balance is the amount of fund balance left after determining both nonspendable and restricted net resources. This amount can be determined by adding the committed, assigned, and unassigned fund balances.

#### **IV. CLASSIFICATION OF FUND BALANCES**

The school district shall classify its fund balances in its various funds in one or more of the following five classifications: nonspendable, restricted, committed, assigned, and unassigned.

#### **V. ORDER OF RESOURCE USE**

If resources from more than one fund balance classification could be spent, the school district will strive to spend resources from fund balance classifications in the following order (first to last): restricted, committed, assigned, and unassigned.

#### **VI. COMMITTING FUND BALANCE**

A majority vote of the school board is required to commit a fund balance to a specific purpose and subsequently to remove or change any constraint so adopted by the board.

## **VII. ASSIGNING FUND BALANCE**

The school board, by majority vote, may assign fund balances to be used for specific purposes when appropriate. The board also delegates the power to assign fund balances to the superintendent or the superintendent's designee. Assignments so made shall be reported to the school board on a monthly basis, either separately or as part of ongoing reporting by the assigning party if other than the school board.

An appropriation of an existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance.

## **VIII. REVIEW**

The Superintendent or designee shall, each year, prepare a calculation of the district's current financial position related to this fund balance policy for review by the school board. The fund balance calculation shall be accompanied by such written commentary as may be necessary for it to be clearly understood by the members of the school board and the public. Prior to the preparation of **the** draft budget for each fiscal year, the school board shall review the fund balance calculation and the sufficiency of the unrestricted general fund balance level to achieve the purposes enumerated above in section I.

**Legal References:** Statement No. 54 of the Governmental Accounting Standards Board

**Cross References:** MSBA Service Manual, Chapter 7, Education Funding

<b>POLICY ADOPTED:</b>	December 5, 2011
<b>POLICY REVIEWED/REVISED:</b>	September 19, 2016; August 19, 2019; November 28, 2022
<b>Monitoring Method:</b>	Administrative Review
<b>Monitoring Frequency:</b>	Every three years



**TO:** School Board Members

**FROM:** Peter Mau, Assistant Superintendent

**DATE:** November 24, 2025

**SUBJECT:** Final Reading of Policy 501, School Weapons Policy

### **BACKGROUND**

School District 197 Policy 501, School Weapons Policy was reviewed against Minnesota School Board Association (MSBA) Model Policy, and the recommended changes are as follows:

- Reorganization of definitions alphabetically with additions of clarifying notes, reflecting alignment with updated MSBA/MASA model policy guidance.
- It expands the list of exceptions under which weapons may be lawfully present on school property, explicitly including gun and knife shows and clarifying conditions for possession on unimproved property, while the older version listed fewer exceptions.
- Reporting obligations are broadened: the updated policy requires both reporting of dangerous weapon incidents to the Commissioner of Education and filing after-action reviews for active shooter incidents and threats with the Minnesota Fusion Center, which was not included in the earlier version.
- The updated policy also adds detailed explanatory notes about statutory authority, superintendent-level discretion, and district flexibility to impose stricter rules than state criminal law, whereas the older version provides only baseline policy statements.

### **RESOLUTION**

***BE IT RESOLVED*** by the School Board of School District 197 to approve Policy 501, School Weapons Policy, as presented.



## OPERATIONAL EXPECTATIONS

ISD 197 School Board

Students

Contact: Assistant Superintendent

### 501 SCHOOL WEAPONS POLICY

#### I. PURPOSE

The purpose of this policy is to assure a safe school environment for students, staff and the public.

#### II. GENERAL STATEMENT OF POLICY

No student or nonstudent, including adults and visitors, shall possess, use or distribute a weapon when in a school location except as provided in this policy. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

#### III. DEFINITIONS

##### ~~“Weapon”~~

- ~~1. A “weapon” means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; nunchucks; throwing stars; explosives; fireworks; mace and other propellants; stunguns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.~~
- ~~2. No person shall possess, use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed~~

~~above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.~~

~~3. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, seissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.~~

- A. “Dangerous Weapon” means any firearm, whether loaded or unloaded, or any device designed as a weapon and capable of producing death or great bodily harm, any combustible or flammable liquid or other device or instrumentality that, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm, or any fire that is used to produce death or great bodily harm. As used in this definition, "flammable liquid" means any liquid having a flash point below 100 degrees Fahrenheit and having a vapor pressure not exceeding 40 pounds per square inch (absolute) at 100 degrees Fahrenheit but does not include intoxicating liquor. As used in this subdivision, "combustible liquid" is a liquid having a flash point at or above 100 degrees Fahrenheit.**
- B. “Possession” means having a weapon on one’s person or in an area subject to one’s control in a school location.**
- C. “School Location” includes any school building or grounds, whether leased, rented, owned or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or departure from school premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the school district.**
- D. “Weapon”**
- 1. A “weapon” means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stunguns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.**

2. **No person shall possess, use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.**
3. **No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.**

~~C. "Possession" means having a weapon on one's person or in an area subject to one's control in a school location.~~

~~D. "Dangerous Weapon" means any firearm, whether loaded or unloaded, or any device designed as a weapon and capable of producing death or great bodily harm, any combustible or flammable liquid or other device or instrumentality that, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm, or any fire that is used to produce death or great bodily harm. As used in this definition, "flammable liquid" means any liquid having a flash point below 100 degrees Fahrenheit and having a vapor pressure not exceeding 40 pounds per square inch (absolute) at 100 degrees Fahrenheit but does not include intoxicating liquor. As used in this subdivision, "combustible liquid" is a liquid having a flash point at or above 100 degrees Fahrenheit.~~

#### **IV. EXCEPTIONS**

- A. A student who finds a weapon on the way to school or in a school location, or a student who discovers that they accidentally have a weapon in their possession, and takes the weapon immediately to the school office shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the principal's office, a student shall not be considered to possess a weapon if they immediately turns the weapon over to an administrator, teacher or head coach or immediately notifies an administrator, teacher or head coach of the weapon's location.
- B. It shall not be a violation of this policy if a nonstudent (or student where specified) falls within one of the following categories:
  1. active licensed peace officers;

2. military personnel, or students or nonstudents participating in military training, who are on duty performing official duties;
3. persons authorized to carry a pistol under Minn. Stat. § 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;
4. persons who keep or store in a motor vehicle pistols in accordance with Minn. Stat. §§ 624.714 or 624.715 or other firearms in accordance with § 97B.045;
  - a. Section 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section 624.715 defines an exception to the pistol permit requirements for “antique firearms which are carried or possessed as curiosities or for their historical significance or value.”
  - b. Section 97B.045 generally provides that a firearm may not be transported in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with §§ 624.714 and 624.715.
5. firearm safety or marksmanship courses or activities for students or nonstudents conducted on school property;
6. possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;
7. possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the school or the director of a child care center; or
8. persons who are on unimproved property owned or leased by a child care center, school or school district unless the person knows that a student is currently present on the land for a school-related activity.

C. Policy Application to Instructional Equipment/Tools

While the school district does not allow the possession, use or distribution of weapons by students, or nonstudents, such a position is not meant to interfere with instruction or the use of appropriate equipment and tools by students or nonstudents. Such equipment and tools, when properly possessed, used and stored, shall not be considered in violation of the rule against the possession, use or distribution of weapons. However, when authorized instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

D. Firearms in School Parking Lots and Parking Facilities

A school district may not prohibit the lawful carry or possession of firearms in a school parking lot or parking facility. For purposes of this policy, the “lawful” carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minn. Stat. § 624.714 to carry a pistol in the interior of a vehicle or outside the motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder’s vehicle shall constitute a violation of this policy.

**V. CONSEQUENCES FOR STUDENT WEAPON POSSESSION/USE/DISTRIBUTION**

- A. The school district does not allow the possession, use or distribution of weapons by students. Consequently, the minimum consequence for students possessing, using or distributing weapons shall include:
1. immediate out-of-school suspension;
  2. confiscation of the weapon;
  3. immediate notification of police;
  4. parent or guardian notification; and
  5. recommendation to the superintendent of dismissal for a period of time not to exceed one year.
- B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The school board may modify this requirement on a case-by-case basis.

- C. The building principal shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a student who brings a firearm to school unlawfully.
- D. Administrative Discretion

While the school district does not allow the possession, use or distribution of weapons by students, the superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

## **VI. CONSEQUENCES FOR WEAPON POSSESSION/USE/DISTRIBUTION BY NONSTUDENTS**

### A. Employees

1. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, or discharge as deemed appropriate by the school board.
2. Sanctions against employees, including nonrenewal, suspension, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.
3. When an employee violates the weapons policy, law enforcement may be notified, as appropriate.

### B. Other Nonstudents

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another school district, that school district may be contacted concerning the policy violation.

2. If appropriate, law enforcement will be notified of the policy violation by the member of the public and may be asked to provide an escort to remove the member of the public from the school location.

**VII. REPORTS OF DANGEROUS WEAPON AND ACTIVE SHOOTER INCIDENTS IN SCHOOL ZONES**

- A. The school district must electronically report to the ~~Minnesota~~ Commissioner of **the Minnesota Department of Education (“Commissioner”)** incidents involving the use or possession of a dangerous weapon in school zones, as required under Minnesota Statutes § 121A.06.
- B. The school district must electronically file an after-action review report for active shooter incidents and active shooter threats to the Minnesota Fusion Center as required under Minnesota Statutes, § 121A.06.
  1. “Active shooter incident” means an event involving an armed individual or individuals on campus or an armed assailant in the immediate vicinity of the school.
  2. “Active shooter threat” means a real or perceived threat that an active shooter incident will occur.

**Legal References:** Minn. Stat. § 97B.045 (Transportation of Firearms)  
 Minn. Stat. § 121A.05 (Referral to Police)  
 Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)  
 Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act) Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)  
 Minn. Stat. § 152.01, Subd. 14(a) (Definition of a School Zone)  
 Minn. Stat. § 609.02, Subd. 6 (Definition of Dangerous Weapon) Minn. Stat. § 609.605 (Trespass)  
 Minn. Stat. § 609.66 (Dangerous Weapons)  
 Minn. Stat. § 624.714 (Carrying of Weapons without Permit; Penalties) Minn. Stat. § 624.715 (Exemptions; Antiques and Ornaments)  
 18 U.S.C. § 921 (Definition of Firearm)  
*In re C.R.M.* 611 N.W.2d 802 (Minn. 2000)  
*In re A.D.*, 883 N.W.2d 251 (Minn. 2016)

**Cross References:** School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
 School District Policy 506 (Student Discipline)  
 School District Policy 903 (Visitors to School District Buildings and Sites)

<b>POLICY ADOPTED:</b>	October 16, 2006
<b>POLICY REVIEWED/REVISED:</b>	November 2, 2009; September 19, 2016; September 17, 2018; August 19, 2019; November 28, 2022
<b>Monitoring Method:</b>	Administrative Review
<b>Monitoring Frequency:</b>	Every three years



# American Indian Education Program Update

Presented to the School Board on November 24, 2025  
By Peter Mau, Assistant Superintendent  
Kevin Sheridan, Educational Equity Coordinator  
Nell Barri, American Indian Education Coordinator

# Purpose



**The goals of our American Indian Education program are twofold:**

- First, to increase educational access and opportunity for our American Indian students in order to increase their academic achievement and graduation rates
- Second, to improve the school climate for PreK-12 American Indian students through (a) both intra- and intercultural awareness and (b) the cultural relevance of materials, programs, and activities

Addresses 4-Way Equity Test: providing opportunities for students who have been historically underserved, underrepresented and disadvantaged by the current system; ensures the same rigorous standards for academic performance that exist for all students.

# American Indian Education Aid - MDE



A school district enrolling at least 20 American Indian students on October 1 of the previous school year is eligible for Indian Education Aid from the state.

	Student Count	Indian Ed. Aid
<b>2022-2023</b>	84	\$42,912
<b>2023-2024</b>	91	\$75,500
<b>2024-2025</b>	173	\$116,500
<b>2025-2026</b>	<b>161</b>	<b>\$110,500</b>

# Our Journey



## Evolution of the American Indian Cultural Liaison Position

- **21-22 and 22-23**
  - Regular turnover in the halftime liaison position
- **23-24**
  - Full time liaison led programming activities
- **24-25 and 25-26**
  - American Indian Education Coordinator position carrying out a comprehensive program

# Spring 2025 Accomplishments

- Native Student Group established at Garlough
- Winter storytelling
- Augsburg Native Youth Day
- Red Lake Nation College Tour
- Literacy and math support programming
- South of the River Powwow
- End of the Year Celebration & Senior Honoring



# Fall 2025 Accomplishments

- Summer backpack distribution
- Supporting Native Students PD for new teachers
- Native Student Groups established at Moreland, Mendota, & Somerset
- University of Minnesota American Indian Visit Day
- Native American Heritage Month Celebration
- Overall increase in program participation



# American Indian Education Program Plan



## Support Postsecondary Preparation for American Indian Pupils

**Goal:** The number of TRHS American Indian students participating in at least one AIEP college readiness activity will increase from 15 students to 20 students in the 2025-2026 school year.

### Strategies:

- All American Indian 12th graders will be invited to participate in an American Indian student FAFSA night.
- College tours to the University of Minnesota Twin Cities, Red Lake Nation College, and Augsburg University
- ACT preparation sessions, ACT prep books, and AP study guides offered to all American Indian students
- Celebrate American Indian graduates with dedicated honoring event



## Support the Academic Achievement of American Indian Pupils

**Goal:** The percentage of American Indian students scoring "low risk" according to the FASTbridge aReading assessment will increase from 47% in winter 2025 to 50% in winter 2026.

### Strategies:

- The American Indian Education Coordinator will meet with the Elementary Curriculum Coordinator each semester to review FASTbridge aReading scores and determine appropriate interventions.
- The American Indian Education Coordinator will work with the Elementary Curriculum Coordinator to offer tools and resources for supporting at home literacy development.
- Offer access to GRASP Summer Reading and Math Program for American Indian students in grades K-8 to maintain and strengthen skills.

## American Indian Education Program Plan



### Make Curriculum Relevant to the Needs, Interests, and Cultural Heritage of American Indian Pupils

**Goal:** The number of opportunities for elementary American Indian students to meet in affinity spaces will increase from zero to one monthly meeting at each of the five elementary schools during the 2025-2026 school year.

#### Strategies:

- Native American Student Groups will be established at each elementary school, providing consistent and culturally affirming spaces for American Indian students
- All American Indian students across ISD 197's eight school sites will be invited to participate in these groups, which aim to build cultural knowledge, foster peer connections, and explore Ojibwe and Dakota cultures, with a focus on Ojibwe culture and language

## American Indian Education Program Plan



### Provide Positive Reinforcement of the Self-Image of American Indian Pupils

**Goal:** The percentage of American Indian families participating in at least one AIEP activity will increase from 43% (44 families) to 49% (50 families) during the 2025-2026 school year.

#### Strategies:

- Provide consistent programming to maintain community connection and visibility
- Coordinate timely updates and event information in multiple ways such as our AIE Program website page, social media, text messages, newsletter, and ParentSquare
- Promote cultural connection through food by distributing local Indigenous cookbooks, providing wild rice and fry bread mixes, and offering Trickster Tacos food truck vouchers to American Indian families

# American Indian Education Program Plan



## Develop Intercultural Awareness Among Pupils, Parents, and Staff

**Goal:** Increase average attendance at AIPAC meetings from 3 members during the 2024-2025 school year to at least 5 members per meeting during the 2025-2026 school year.

### Strategies:

- AIPAC members will host information tables at back-to-school nights and open houses to raise awareness and encourage participation
- AIPAC meetings will be offered in a hybrid format allowing both in-person and virtual participation
- The AIPAC will review and revise the bylaws.

# American Indian Parent Advisory Committee (AIPAC)



Minnesota Statutes, section 124D.78, requires that all Minnesota districts with 10 or more American Indian students have an American Indian Parent Advisory Committee (AIPAC).

## **2025-2026 AIPAC Members:**

Nicole McMahon (Chair), Sally Reinhardt, Luann Raymond, Lee Violet, Joan Palmer, Teresa Zaffiro-Day, Jake Day, Anna Greer, Teanna Moye, Janessa Mulder, Cj Mulder, Racquel Pickett



# Questions?





**TO:** School Board Members

**FROM:** Sara Blair, Director of Communications

**DATE:** November 24, 2025

**SUBJECT:** First Reading of Policy 905, Advertising

### **BACKGROUND**

A review of Policy 905, Advertising, has been conducted, and the current policy adheres to the district's processes and procedures. This policy was last reviewed in November of 2022. The district's current policy was reviewed against MSBA's model policy and continues to match that language. Based on this review, no changes are recommended.

While the administration is not proposing any changes to the policy itself, the policy is being presented through three readings due to the addition of an addendum. The addendum lists the advertising locations already approved by the board at the July 17, 2023 board meeting.

This policy was reviewed using the district's Four-Way Equity Test. The policy requires that, prior to acceptance of paid advertising, advertisements be reviewed to ensure they are consistent with the district's educational objectives and appropriate for inclusion in a publication. Further, they will be screened to ensure they comply with the school district policy prohibiting sexual, racial, and religious harassment.

### **RESOLUTION**

None at this time. This is a first reading.



## OPERATIONAL EXPECTATIONS

## ISD 197 School Board

School District-Community Relations

Contact: Director of Communications

### 905 ADVERTISING

#### I. PURPOSE

The purpose of this policy is to provide guidelines for the advertising or promoting of products or services to students and parents/guardians in the schools.

#### II. GENERAL STATEMENT OF POLICY

It is the school district's policy that the name, facilities, staff, students, or any part of the school district shall not be used for advertising or promoting the interests of a commercial or nonprofit agency or organization except as set forth below.

#### III. ADVERTISING GUIDELINES

- A. School publications, including publications such as programs and calendars, may accept and publish paid advertising provided they receive advance approval from the appropriate administrator. In no instance shall publications accept advertising or advertising images for alcohol, tobacco, drugs, drug paraphernalia, weapons, or obscene, pornographic or illegal materials. Advertisements may be rejected by the school district if determined to be inconsistent with the educational objectives of the school district or inappropriate for inclusion in the publication. For example, advertisements may be rejected if determined to be false, misleading, or deceptive, or if they relate to an illegal activity or antisocial behavior. The faculty advisor is responsible for screening all such advertising for appropriateness, including compliance with the school district policy prohibiting sexual, racial, and religious harassment.

- B. The school board may approve advertising in school district facilities or on school district property. Any approval will state precisely where such advertising may be placed. The restrictions listed in Section A. above will apply. Advertising will not be allowed outside the specific area approved by the school board. Specific advertising must be approved by the superintendent or designee. In no instance will an advertising device be erected or maintained on school district property or within 100 feet of a school that is visible to and primarily intended to advertise and inform or to attract or which does attract the attention of operators and occupants of motor vehicles.
- C. Donations which include or carry advertisements must be approved by the school board.
- D. The school district or a school may acknowledge a donation it has received from an organization by displaying a “donated by,” “sponsored in part by,” or a similar by-line with the organization’s name and/or symbol on the item. Examples include activity programs or yearbooks.
- E. Nonprofit entities and organizations may be allowed to use the school district name, students, or facilities for purposes of advertising or promotion if the purpose is determined to be educationally related and prior approval is obtained from the school board. Advertising will be limited to the specific event or purpose approved by the school board.
- F. Contracts for computers or related equipment or services that require advertising to be disseminated to students will not be entered into or permitted unless done pursuant to and in accordance with state law.
- G. The inclusion of advertisements in school district publications, in school district facilities, or on school district property does not constitute approval and/or endorsement of any product, service, organization, or activity. Approved advertisements will not imply or declare such approval or endorsement.

#### **IV. ACCOUNTING**

Advertising revenues must be accounted for and reported in compliance with UFARS. A periodic report shall be made to the school board by the superintendent regarding the scope and amount of such revenues.

***Legal References:*** Minn. Stat. § 123B.93 (Advertising on School Buses)  
Minn. Stat. § 125B.022 (Contracts for Computers or Related Equipment or Service)  
Minn. Stat. § 173.08 (Excluded Road Advertising Devices)

***Cross References:*** School District Policy 421 (Gifts to Employees)  
School District Policy 702 (Accounting)

**POLICY ADOPTED:** April 4, 2011  
**POLICY REVIEWED/REVISED:** May 6, 2019; November 28, 2022  
**Monitoring Method:** Administrative Review  
**Monitoring Frequency:** Every three years



## **905 ADVERTISING - ADDENDUM**

### **I. ADVERTISING CATEGORIES AND APPROVED LOCATIONS**

#### **A. Digital Content**

Advertising and sponsor recognition are permitted on the following district-controlled digital platforms. All digital content must comply with Policy 905 content restrictions. Ads shall not imply district endorsement and may be removed if inconsistent with district standards.

1. Warrior Field Video Board
2. Two Rivers High School (TRHS) Gymnasium Score Table
3. TRHS Touch Pro Screens (digital hallway monitors)
4. TRWarriors.com website
5. TRHS Social Media Channels (official accounts)
6. TRHS Monitors (interior digital displays)

#### **B. Written Content**

Advertising is permitted in the following printed materials:

1. TRHS Programs (e.g., athletic, fine arts, or activity programs)
2. TRHS Calendars

#### **C. Signage**

1. Advertising signage may be displayed in the following approved facilities and athletic locations:

##### **a. Main Scoreboards:**

- i. Warrior Field
- ii. Varsity Baseball Field
- iii. Varsity Softball Field
- iv. TRHS Gymnasiums
- v. TRHS Aquatics Facility

b. Fence or Wall Banners:

- i. Warrior Field
- ii. Varsity Baseball and Softball Fields
- iii. Tennis Courts
- iv. Matson Field
- v. TRHS Gymnasiums
- vi. TRHS Fitness Center
- vii. TRHS Aquatics Facility

2. Size Parameters (Approximate):

Outdoor banners: up to 3' x 5'

Indoor banners: up to 2' x 4'

Scoreboard displays: up to 3' x 3' (outdoor) or 1.5' x 1.5' (indoor)

a. Conditions:

- i. Placement must face inward toward spectators and not toward public roadways (Minn. Stat. §173.08).
- ii. Signage shall remain in good condition and may not obstruct safety signage or instructional space.
- iii. All final designs and placements require superintendent or designee approval.

D. Audio Advertising

Advertising acknowledgments are permitted through:

1. Public Address Announcements at athletic games, contests, or events
2. Broadcasts of TRHS events or competitions (e.g., livestreams, local media)

All audio content must be preapproved, appropriate in tone, and limited in frequency to avoid disruption of events.

E. Apparel and Equipment

Limited sponsor recognition is permitted on:

1. Team or camp apparel (e.g., t-shirts, sweatshirts, hats)

2. Issued team warm-ups or equipment, where consistent with Minnesota State High School League (MSHSL) rules

Logos or text must be modest, secondary to school branding, and free of prohibited content. All apparel designs require advance approval from the Activities Director or Superintendent's designee.

## **II. PROHIBITED ADVERTISING LOCATIONS**

In alignment with Policy 905, advertising is not permitted in or on the following areas:

1. Classrooms, hallways, restrooms, or instructional materials
2. Exterior walls, rooftops, or outdoor areas visible from public roads
3. Playgrounds or outdoor learning environments
4. District vehicles, including school buses (except as allowed by law)
5. Student technology devices or instructional software
6. Any area that conveys or implies district endorsement of a commercial product or service

## **III. APPROVAL AND OVERSIGHT**

### Building-Level Approval:

Principals or Activities Directors may approve advertising within these designated areas.

### District-Level Oversight:

The Superintendent or designee must approve all advertising contracts and verify compliance with Policy 905.

### Board Review:

Any new advertising location not listed in this addendum requires School Board approval prior to implementation.

## **IV. REVIEW AND REPORTING**

The Superintendent shall include advertising activity as part of the periodic Policy 905 review and report to the Board on:

1. Active advertising locations;

2. Total revenues generated; and
3. Compliance with established standards.

**V. EFFECTIVE UPON BOARD APPROVAL**

This addendum becomes part of Policy 905 and shall be reviewed during each regular three-year policy review cycle.



**TO:** School Board Members

**FROM:** Cari Jo Drewitz, Director of Curriculum, Instruction, and Assessment

**DATE:** November 24, 2025

**SUBJECT:** Approval of FY 2026-2027 and Draft 2027-2028 District Academic Calendars

## **BACKGROUND**

Each fall, the School Board reviews two academic calendars: the upcoming year for *final approval* and the following year as a *draft*. This two-year review process, developed in collaboration with the Meet and Confer Committee, provides predictability for families and staff while allowing time for refinement before final adoption the following year.

Calendar development follows School Board Policy 602 and all Minnesota statutory requirements for instructional days and hours. Draft calendars are reviewed with the Meet and Confer Committee before being brought to the School Board in November. This timeline ensures that high school registration and other systems can be updated in a timely manner.

Both the 2026-27 and 2027-28 calendars reflect continued attention to balancing instructional consistency, professional learning needs, and inclusion of the district's diverse community.

## **Meet and Confer Committee Input**

As part of the calendar development process, the Meet and Confer Committee - which includes representatives from the teachers' federation, principals, and district administration - met to review the draft 2026-27 and 2027-28 calendars. The committee reviewed proposed start and end dates, placement of professional development days, and considerations related to religious observances and instructional balance.

The committee reached consensus on adjustments for the 2026-2027 calendar, including moving the November professional development day from November 9 to November 2 and shifting the January professional development days from January 25-26 to January 28-29 to improve semester balance. Committee members also supported maintaining a post-Labor Day start for both years.

The committee's conversation also included broader reflection on start dates, holiday observances, and flexibility within the calendar framework.

## Discussion Summary

During the Meet and Confer discussion, committee members explored both the advantages and disadvantages of starting the school year before versus after Labor Day. Some participants favored an earlier start, noting that students tend to be more engaged in late August than in mid-June, and that an earlier end to the year can reduce scheduling conflicts for families. Others preferred maintaining a post-Labor Day start for the sake of consistency with family schedules, the Minnesota State Fair, and alignment with neighboring districts. After discussion, the consensus was to continue starting the school year after Labor Day for both the 2026–27 and 2027–28 calendars.

The committee also discussed potential adjustments to include additional religious observances as non-student days. While there was agreement that further recognition of major religious holidays would reflect the district's values of inclusion and equity, the group was unable to reach consensus on which days to exchange, given statutory requirements, contractual parameters, and the need to preserve instructional continuity. Members acknowledged that greater flexibility for staff absences on such observances could potentially be addressed through future contractual language negotiations.

Finally, the discussion tied into the district's ongoing work to support religious inclusivity through policy and practice. While the calendars themselves do not add new non-school days for observances, the district continues to strengthen guidance for excused absences and classroom practices through its School Events and Religious Holidays expectations. This ensures that students and families who observe religious holidays can do so without academic penalty or disadvantage, reflecting a broader and equally important form of inclusion.

### 2026-2027 Calendar (Final Approval)

The 2026-27 calendar was approved last year in draft form and is now presented for final approval. It continues the use of transition days for Kindergarten, grade 5, and grade 9 students on the first day of school, with all other grades starting the following day.

A key change since the draft version is the implementation of the new teacher contract, which converted quarterly *grading days* to *professional collaboration days*. This shift removed the need to strictly balance quarters within each semester, allowing more flexibility in scheduling professional development and work time.

Specifically:

- The professional development day originally scheduled for November 9 has been moved to November 2, eliminating a one-day school week and improving calendar flow.
- The January end-of-quarter/professional development days were moved from January 25-26 to January 28-29 to balance the number of days in each semester.
- A professional development day remains on Election Day (November 3) to reduce building access concerns and avoid safety protocol changes when community members are voting.
- The calendar maintains a post-Labor Day start (September 8) and a last student day of June 10, 2027, with 169–170 student days and 185 teacher days.

## **2027-2028 Calendar (Draft Approval)**

The 2027-28 calendar continues the district's pattern of starting after Labor Day, with transition days for early grades. It includes 169-170 student days and 185 teacher days and maintains the emphasis on consistency, balance, and inclusion.

Highlights include:

- Rosh Hashanah and Eid al-Adha are considered through the placement of professional development days on October 1 and May 5, respectively.
- Collaboration with the College Board ensures that AP testing is adjusted to avoid conflicts with religious observances on May 5.
- Winter Break runs from December 22-31, preventing the school year from extending into mid-June.
- Professional development days are again aligned with Election Day and related Mondays to avoid security adjustments for public access to school buildings.
- These adjustments reflect the district's continued practice of aligning non-student days with both operational and community considerations.

### **Religious and Cultural Observances**

The district continues to refine its administrative guidance for accommodating religious observances. Staff are reminded that absences for religious holidays must be excused, that make-up work should allow reasonable completion time, and that tests and events should be avoided on major observances when possible.

The District's *Religious Holidays and School Events* guidance document is updated annually to help staff plan thoughtfully. In addition, the district continues to use professional development and non-student days strategically to reduce potential conflicts with religious observances of the religions observed by a significant portion of our population.

### **Summary**

The calendars presented this year reflect ongoing collaboration through the Meet and Confer process and careful consideration of staff feedback, instructional needs, community diversity, and operational realities. Together, these calendars provide a stable foundation for planning while maintaining flexibility and sensitivity to community needs.

### **RESOLUTION**

***BE IT RESOLVED*** by the School Board of School District 197 to approve the proposed 2026-2027 and draft 2027-2028 district academic calendars as presented.

July 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JULY	
3	July 3-District Closed

AUGUST	
11	Primary Election-No meetings from 6:00-8:00pm
26-27	New Teacher Workshop
31	K-12 Workshop

SEPTEMBER	
1-3	K-12 Workshop
7	Labor Day-District Closed
8	First Day of School K, 5 and 9
9	First Day of School 1-4, 6-8, 10-12

OCTOBER	
5	Professional Dev-No Students
15-16	Education MN Conference

NOVEMBER	
2	No Students- Professional Collab Elem/ Prof Dev Secondary
3	No Students-Prof Dev Elem/ Professional Collab Secondary
3	General Election-No School-No meetings from 6:00-8:00pm
25	Conference Comp-No Students
26-27	Thanksgiving Break-District Closed

DECEMBER	
23-31	Winter Break (District Closed 24, 25, 31, Jan 1)

JANUARY	
1	Winter Break - District Closed
4	School Resumes
18	Martin Luther King, Jr. Day - District Closed
28	No Students-Prof Dev Elem/ End of Semester Grading Secondary
29	No Students-Prof Dev Secondary/ End of Semester Grading Elem

FEBRUARY	
15	Presidents' Day-District Closed

MARCH	
26	No Students - Professional Collab
29-31	Spring Break

APRIL	
1-2	Spring Break

MAY	
17	Professional Dev-No Students
31	Memorial Day - District Closed

JUNE	
10	Last Student Day
11	No Students - Teacher Grading Day
14	Conference Comp Day
15	Conference Comp Day
18	Juneteenth Holiday-District Closed

January 2027						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- Primary or General Election or Caucus
- New Teacher Workshop Days
- No Students - Teacher Work Day
- District Closed
- First Day of School Grades K, 5, 9
- No School Grades 1-4, 6-8, and 10-12
- Conference Comp Days-No students or teachers

Key:  
Grey Shaded = No School  
Color Shaded w/box = No Students

**STUDENT DAYS / QUARTER**

S1 85 days – 9/7 to 1/27  
84 days – 9/8 to 1/27

S2 85 days – 2/1 to 6/10

**TOTAL**

**170 student days (K, 5, 9)**

**169 student days (1-4, 6-8, 10-12)**

**STUDENT DAYS / MONTH**

0 – August  
16 or 17 – September  
19 – October  
16 – November  
16 – December  
17 – January  
19 – February  
19 – March  
20 – April  
19 – May  
8 – June

**TOTAL = 169 or 170 student days**

**TEACHER DAYS / MONTH**

1 – August  
20 – September  
20 – October  
19 – November  
16 – December  
19 – January  
19 – February  
20 – March  
20 – April  
20 – May  
11 – June

**TOTAL = 185 teacher days**

*Plus 5 Holidays*

- Labor Day
- Thanksgiving
- Friday after Thanksgiving
- President's Day
- Memorial Day

**District Office Closed:**

- July 3, 2026
- September 7, 2026
- November 26, 2026
- November 27, 2026
- December 24, 2026
- December 25, 2026
- December 31, 2026
- January 1, 2027
- January 18, 2027
- February 15, 2027
- May 31, 2027
- June 18, 2027

July 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2027						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2027						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2027						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2027						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2027						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

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Grey Shaded = No School  
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JULY	
5	July 5-District Closed

AUGUST	
10	Primary Election-No meetings from 6:00-8:00pm
25-26	New Teacher Workshop
30-31	K-12 Workshop

SEPTEMBER	
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7	First Day of School K, 5 and 9
8	First Day of School 1-4, 6-8, 10-12

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DECEMBER	
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FEBRUARY	
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MARCH	
24	No Students - Professional Collab
27-31	Spring Break

APRIL	
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MAY	
5	Professional Dev-No Students
29	Memorial Day - District Closed

JUNE	
8	Last Student Day
9	No Students-Teacher Grading Day
12&13	Conference Comp Day
19	Juneteenth Holiday-District Closed

January 2028						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2028						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29				

March 2028						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2028						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2028						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2028						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Primary or General Election or Caucus  
New Teacher Workshop Days  
No Students - Teacher Work Day  
District Closed  
First Day of School Grades K, 5, 9  
No School Grades 1-4, 6-8, and 10-12  
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17 or 18 – September  
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17 – November  
15 – December  
18 – January  
20 – February  
17 – March  
20 – April  
21 – May  
6 – June

**TOTAL = 169 or 170 student days**

**TEACHER DAYS / MONTH**

2 – August  
20 – September  
19 – October  
20 – November  
15 – December  
20 – January  
20 – February  
18 – March  
20 – April  
22 – May  
9 – June

**TOTAL = 185 teacher days**

*Plus 5 Holidays*

- Labor Day
- Thanksgiving
- Friday after Thanksgiving
- President's Day
- Memorial Day

**District Office Closed:**

- July 5, 2027
- September 6, 2027
- November 25, 2027
- November 26, 2027
- December 23, 2027
- December 24, 2027
- December 30, 2027
- December 31, 2027
- January 17, 2028
- February 21, 2028
- May 29, 2028
- June 19, 2028