

Regular School Board Meeting of ISD 857

Monday, November 10, 2025 6:00 PM

Board & Public in HS Library/Remote viewing via ZOOM, 100 County Road 25 ,
Lewiston, MN 55952

I. Call Meeting to Order

II. Pledge of Allegiance.

III. Quorum Call

**David Baer
Sara Daley
Daniel Kreidermacher
Bree Maki
Luke Miller
Amber Pasche
Dave Pringle**

IV. Approve the November 10, 2025 Meeting Agenda

V. L-A High School Student Report

**VI. Amended FY26 Budget with a total of \$12,539,421
in Total Revenue and \$21,747,830 in Total
Expenditures (Expenditures include \$9,184,511
in construction from FY25 building bond
revenue.)**

**VII. Approve modification to 2025-2027 School Bus
and Supplemental Drivers Wages and Benefits
Handbook to reflect an increase of \$200.00 per
month to go towards health insurance premiums
as included in the 2025-2027 Support Staff
Handbook effective January 1, 2026.**

VIII. Facilities Project Updates

**IX. Comprehensive Civic and Readiness Plan Report
by Superintendent Porter**

X. Open Forum

**Guideline: Three minutes per speaker; 15
minutes maximum. Complaints about personnel or
individuals are prohibited. No Board action is
taken during the Open Forum. This is the only
time during the Board meeting that audience
participation is allowed unless scheduled
prior.**

XI. Consent Agenda

A. Board Meeting Minutes: October 13, 2025

B. Approve October 2025 Financial Reports

- Payments by Check and Wire
- October 2025 Multi -Year Guideline

XII.

C. Accept resignation of Dale Marxhausen as a bus driver effective 9/1/2025.

XIII.

D. Approve the reassignment of Jean Bronk from HS Paraprofessional to substitute teacher effective 10/22/2025. She will be paid at the long-term substitute teacher rate. If we do not receive any acceptable applicants for a special education teacher, the district will apply to PELSB for an Out of Field placement enabling Ms. Bronk to be a licensed special education teacher. If Ms. Bronk is approved for an Out of Field Placement license, then she will be placed on the Master Agreement Salary Schedule at MA/Step 10. This position will continue for an undetermined amount of time (not to exceed the end of the FY26 school year), pending the needs of students.

E. Thank you to the Lewiston Lions for their \$500 donation to the FFA Activity Account in honor of the memory of Lion and FFA supporter Eldon Salway.

F. Accept resignation of Jana Benter, Elementary Food Service, effective November 21, 2025.

G. Approve the hire of Sandy Randall, paraprofessional, effective November 3, 2025 at the rate of \$16.00 per hour.

H. Thank you to The Masonic Lodge for their \$200 donation to our CTE programs.

I. Approve the hire of Dawson Bunke as JH Girls Basketball Coach.

J. Thank you to the Booster Club for their donation of \$2290.00 to cover the costs of repairing several gates on the athletic fields' fencing.

XIV. Policies and Forms on 1st Reading

- a. 101 Legal Status of the School District
- b. 527 Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches
- c. 527F Student Parking Permit Request
- d. 528 Student Parental, Family and Marital Status Nondiscrimination
- e. 710 Extracurricular Transportation

XV. Policies Approved on One- Meeting Adoption:
(Updates with quotes directly from MN or federal laws or other legal sources).

- a. 306 Administrator Code of Ethics (Inserts MN Code of Ethics, removes NAESP's statement of ethics)
- b. 606 Textbooks and Instructional Materials
- c. 712 Video Recording Other Than on Buses (changes 'surveillance' to 'recording')
- d. 722 Public Data and Data Subject Requests (adds 2025 legis update on data requests)

XVI. PK-6 Principal's Report

XVII. L-A High School Principal's Report

XVIII. Dashir Facility Report and Superintendent's Report

XIX. Board Committee Reports

XX. Upcoming Meeting Schedule
Wednesday, November 12th, 5:00pm - EdMN/L-A Negotiations
Thursday, November 20th, 7:00am - Policy Review (online)
Thursday, November 20th, 3:30pm - L-A Business Meeting (HS Library)
December 8th, 6:00pm - Truth in Taxation Public Meeting/Regular Board Meeting
December 11th, 7:00am Health and Safety Committee
December 15th, 3:30pm Community Ed/Early Childhood Advisory Committee
December 18th, 7:00am Policy Review (online)
January 5th, - 2026 Organizational Meeting?
January 12th, - Regular Board Meeting?

XXI. Motion to Enter Closed Session for the purposes of discussing negotiations with EdMN/L-A and LAPA.

XXII. Motion to re-open the meeting to the public.

XXIII. **Adjourn**

Lewiston Altura
Budget / Fund Balance Overview (BUDGET)
FY26 Revised Budget

	Beginning				End of Year	Net Increase
	Fund Balance	Revenues	Expenditures	Transfers	Proj. Balance	or Decrease
General Fund - 01						
422 Unassigned Fund Balance	743,005	8,002,182	7,710,103	(297,000)	738,085	(4,920)
	8.29%	-	-	-	7.86%	-
Restricted						
403 Staff Development	-	91,376	91,376	-	-	-
424 Operating Capital	405,812	145,165	228,482	-	322,495	(83,317)
428 Learning and Development	-	103,642	103,642	-	-	-
Literacy Incentive Aid	23,439	7,939	31,378	-	-	(23,439)
READ Act Literacy Aid	166	453,332	453,498	-	-	(166)
READ Act Teacher Training	7,343	18,739	26,082	-	-	(7,343)
467 Long-Term Facilities Maint	359,423	582,533	582,533	-	359,423	-
Nonspendable	42,920	-	-	-	42,920	-
472 Medical Assistance	79,213	13,429	13,429	-	79,213	-
Subtotal Restricted	918,316	1,416,155	1,530,420	-	804,051	(114,265)
Assigned Funds						
Assigned-Scholarships	85,649	-	-	-	85,649	-
Assigned-Vehicles	175,000	-	147,000	147,000	175,000	-
Assigned-Instructional Tech	25,000	-	-	50,000	75,000	-
Assigned - Facilities/Capital	25,000	-	-	25,000	50,000	-
Assigned-Technology	25,000	-	-	50,000	75,000	-
Assigned-Curriculum	40,000	-	-	25,000	65,000	-
Subtotal Assigned - 462	375,649	-	147,000	297,000	525,649	150,000
Total General Fund	2,036,970	9,418,337	9,387,523	-	2,067,785	30,815
Activities Fund - 30						
Restricted/Reserved - Subtotal	118,875	150,850	150,850	-	118,875	-
Total Activities Fund	118,875	150,850	150,850	-	118,875	-
Food Service Fund - 02						
460 Nonspendable	11,901	-	-	-	11,901	-
464 Restricted	235,344	610,050	676,967	-	168,427	(66,917)
Total Food Service	247,245	610,050	676,967	-	180,328	(66,917)
Community Services - 04						
464 Restricted	9,855	60,160	60,160	-	9,855	-
Restricted / Reserved						
431 Community Education	-	83,000	83,000	-	-	-
432 Early Childhood	65,873	35,379	35,379	-	65,873	-
Preschool Screening	-	2,077	-	-	-	-
444 School Readiness	46,359	96,241	142,600	-	-	(46,359)
Restricted/Reserved - Subtotal	112,232	216,697	263,056	-	65,873	(46,359)
Total Community Education	122,087	276,857	323,216	-	75,728	(46,359)
Construction - 06						
464 Restricted	19,335,083	-	9,184,511	-	10,150,572	(9,184,511)
LTFM Fund 06	354,419	-	-	-	354,419	-
Prepaid Fund 06	254,517	-	-	-	254,517	-
Total Construction Fund	19,944,019	-	9,184,511	-	10,759,508	(9,184,511)
Debt Service - 07						
464 Restricted	120,883	2,083,328	2,024,764	-	179,447	58,564
Total Debt Service Fund	120,883	2,083,328	2,024,764	-	179,447	58,564
Total All Funds:	22,590,078	12,539,421	21,747,830	-	13,381,670	(9,208,409)

Matches YE Audit FY25



Purpose: To provide monthly updates to the School Board regarding progress on facility construction and improvement projects.

Key updates from this month include:

HIGH SCHOOL & ELEMENTARY IMPROVEMENTS

Significant improvements are continuing at the High School campus.

- Roof repairs – Roofing work continues at the High School and has now progressed to the education wing on the south side of the building. The project remains on schedule, with roofing completion anticipated around December 1. Sheet metal flashing will continue through the winter months as weather allows.
- Exterior Wall Repairs (Tuckpointing) – Exterior masonry wall repairs and brick tuckpointing are now 100% complete at both the High School and Elementary School.
- C-Gym Upgrades – The High School C-Gym floor refinishing is complete, and the space is ready for use as of November 7. The new bleachers have been slightly delayed and are now expected to arrive on November 24, with installation planned for November 25-26. The Activities Director has confirmed that temporary seating will be used for the first JV basketball game on November 20.

HIGH SCHOOL & ELEMENTARY DESIGN

Design efforts continue to progress in preparation for the upcoming phase of bidding and construction. The project team has conducted a number of final design meetings with administration including: outlet/data locations, camera locations, door hardware types, and card reader locations. The project team is currently focused on finalizing specifications and bid documents for the major construction work planned for next summer.

Bid documents are anticipated to be advertised from mid-November through mid-December, with a pre-bid meeting scheduled for December 3 and bid opening on December 16 at 2 p.m.

1. Architectural Design

Design teams have finalized plans for interior and exterior designs at both schools with only a few minor items left to coordinate. Recent activity includes:

- Reviewed door hardware types and fobbed entrance points throughout for both buildings

2. HVAC, Plumbing, and Electrical Upgrades:

Engineering teams completed designs for issue. Current status includes:

- Reviewed the locations for cameras, outlets/data, and card reader access on exterior doors.
- Held final internal review meetings prior to issue for bidding.

4. Bus and Parent Drop-off Planning:

- A revised plan with a new entrance into the current staff parking lot from County Road 25 at the High School was reviewed with Winona County and no objections were raised. The existing bus drop-off location will remain. The school proposed two new crosswalk locations to be reviewed with the City of Lewiston. The Elementary parking lot and entrance off County Road 29 was also reviewed with the county engineer with a few minor changes suggested. Two new crosswalks will be reviewed with the city to better align with walking patterns to increase safety.



**LEWISTON-ALTURA PUBLIC SCHOOLS ISD 857
SCHOOL BOARD REPORT
11.10.2025**

NEXT STEPS

- Continue roofing and flashing installation at the High School through December and winter months.
- Complete bid document preparation and advertisement in mid-November.
- Conduct pre-bid meeting and bid opening December.
- Monitor construction progress and prepare for transition to next summer's major construction phase.

**MINUTES OF THE ISD #857 LEWISTON-ALTURA REGULAR SCHOOL BOARD MEETING
October 13, 2025**

A regular meeting of the School Board of Independent School District #857 was held on October 13, 2025 at 6:00pm in the High School Library. Members present were Bree Maki, Daniel Kreidermacher, David Baer, Sara Daley, Luke Miller, Amber Pasche, Dave Pringle.

Chair Maki called the meeting to order at 6:00pm. The Pledge of Allegiance was recited.

Motion by Pringle and seconded by Baer to approve the meeting agenda. MCU.

Riley Merchlewitz presented a LAHS student report.

Luke Greden from CliftonLarsonAllen LLP presented the FY25 Audit.

Early childhood teachers Stacy Walth, Valerie Hettenbach, Tina Sand, Courtney Fricke, Kayli Zezulka and Rebecca Scharmer presented information about the district's early childhood education programming through Early Childhood Family Education, School Readiness/Voluntary PreK, Early Childhood Screening and Early Childhood Special Education birth -age 6 services. Cardinal Club also provides quality childcare for children 33-months through 5th grade.

The Board discussed updates on the facility renovation planning and projects.

Motion by Miller and seconded by Pringle to approve modifications effective October 1, 2025, to the 2025-2027 Bus Driver and Supplemental Driver's Handbook to reflect a change in pay for supplemental (van) drivers who hold a school bus endorsement to be the same as the activities driving rate, and a stipulation that a supplemental (van) driver must have a Class D license for at least two years prior to hire. MCU.

Motion by Baer and seconded by Miller to approve Policy 104 School District Vision and Mission Statements on a Final Reading. MCU.

The Board discussed potential administration positions' restructuring for the 2026-2027 school year. Motion by Baer and second by Pringle to send a letter to the L-A Principals Association to open 2026-2027 contract negotiations. MCU.

Reports were presented by Elementary Principal Riebel, High School Principal Hanson, Superintendent Carman and Board members.

Daley moved and Pringle seconded to go into Closed Session for the purpose of discussing negotiations with EdMN/L-A at 8:03pm. MCU.

Motion by Pringle and seconded by Miller to reopen the meeting to the public at 9:00pm.

Motion by Pasche and seconded by Kreidermacher to adjourn the meeting at 9:01pm. MCU.

Dave Pringle, Clerk

Lewiston-Altura Public Schools
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
001	P2607	69736		Wire	1 1053		MINNESOTA ELECTRONIC FUNDS		No	Yes	No	10/15/2025	7,247.67
001	P2607	69737		Wire	1 1054		FEDERAL TAXES		No	Yes	No	10/15/2025	44,217.56
001	P2607	69738		Wire	1 18600		MINNESOTA TEACHERS RETIREMENT.		No	Yes	No	10/15/2025	28,366.44
001	P2607	69739		Wire	1 18610		Public Employers Retirement Association		No	Yes	No	10/15/2025	6,196.42
001	P2607	69740		Wire	1 4072		MINNESOTA REVENUE		No	Yes	No	10/15/2025	473.07
001	P2607	69741		Wire	1 4373		ING		No	Yes	No	10/15/2025	1,919.32
001	P2607	69742		Wire	1 6283		MinnWest Bank Group		No	Yes	No	10/15/2025	226.00
001	P2607	69743		Wire	1 6496		EDUCATORS BENEFIT CONSULTANTS		No	Yes	No	10/15/2025	7,582.02
001	P604AM	69795		Wire	1 3128		Amazon.com		No	Yes	No	10/01/2025	662.82
001	ME604P	69829		Wire	1 5956		MiEnergy Cooperative		No	No	No	10/28/2025	14,295.13
001	ME604P	69830		Wire	1 3571		MINNESOTA ENERGY RESOURCES		No	Yes	No	10/28/2025	1,984.56
001		69874		Wire	1 5546		VISA		Yes	No	Yes	10/21/2025	(879.99)
001	P2608	69877		Wire	1 1053		MINNESOTA ELECTRONIC FUNDS		No	No	No	10/31/2025	8,067.77
001	P2608	69878		Wire	1 1054		FEDERAL TAXES		No	Yes	No	10/31/2025	48,298.29
001	P2608	69879		Wire	1 18600		MINNESOTA TEACHERS RETIREMENT.		No	Yes	No	10/31/2025	29,051.44
001	P2608	69880		Wire	1 18610		Public Employers Retirement Association		No	Yes	No	10/31/2025	6,515.78
001	P2608	69881		Wire	1 4373		ING		No	Yes	No	10/31/2025	1,919.32
001	P2608	69882		Wire	1 6283		MinnWest Bank Group		No	Yes	No	10/31/2025	226.00
001	P2608	69883		Wire	1 6496		EDUCATORS BENEFIT CONSULTANTS		No	No	No	10/31/2025	7,582.02
001	P603P	69897		Wire	1 5546		VISA		No	Yes	No	10/21/2025	2,667.43
001	P603P	69898		Wire	1 5546		VISA		No	Yes	No	10/21/2025	422.84
001	P603P	69899		Wire	1 5546		VISA		No	Yes	No	10/21/2025	25.43
001	P0426	69720	77978	Check	1 5100		DELTA DENTAL OF MINNESOTA		Yes	Yes	No	10/01/2025	5,466.59
001	P0426	69721	77979	Check	1 5346		DEPARTMENT OF HUMAN SERVICES		Yes	Yes	No	10/01/2025	104.00
001	P0426	69724	77980	Check	1 6496		EDUCATORS BENEFIT CONSULTANTS		Yes	Yes	No	10/01/2025	419.25
001	P0426	69726	77981	Check	1 6987		FAMILY ZONE, INC.		Yes	No	No	10/01/2025	3,122.36
001	P0426	69711	77982	Check	1 2135		FASTENAL COMPANY		Yes	Yes	No	10/01/2025	110.84
001	P0426	69707	77983	Check	1 06180	R1	GOPHER SPORT		Yes	Yes	No	10/01/2025	4,773.70
001	P0426	69727	77984	Check	1 7077		Happy Dancing Turtle		Yes	Yes	No	10/01/2025	75.00
001	P0426	69729	77985	Check	1 7252		Houghton Mifflin Harcourt Publishing Comp		Yes	Yes	No	10/01/2025	2,359.10
001	P0426	69717	77986	Check	1 3172	R1	Hy-Vee Accounts Receivable		Yes	Yes	No	10/01/2025	247.73
001	P0426	69733	77987	Check	1 7355		KELLY SERVICES INC,		Yes	Yes	No	10/01/2025	2,726.86
001	P0426	69732	77988	Check	1 7320		LRS of Minnesota		Yes	Yes	No	10/01/2025	1,329.78
001	P0426	69714	77989	Check	1 2752		Mabel-Canton FFA		Yes	Yes	No	10/01/2025	36.00
001	P0426	69723	77990	Check	1 6380		McGraw Hill		Yes	Yes	No	10/01/2025	430.70
001	P0426	69715	77991	Check	1 2899		Meca Sportswear		Yes	Yes	No	10/01/2025	249.00
001	P0426	69716	77992	Check	1 3061		MENARDS		Yes	Yes	No	10/01/2025	59.71
001	P0426	69719	77993	Check	1 4877		MINNESOTA Public Employees Insurance		Yes	Yes	No	10/01/2025	44,690.50

Lewiston-Altura Public Schools
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
001	P0426	69728	77994	77994	Check	1	7241	MISSION FILTRATION		Yes	Yes	No	10/01/2025	281.01
001	P0426	69708	77995	77995	Check	1	12540	MISSISSIPPI WELDERS SUPPLY COMP,		Yes	Yes	No	10/01/2025	127.50
001	P0426	69731	77996	77996	Check	1	7262	MN District Lutheran Teachers Conference		Yes	No	No	10/01/2025	850.00
001	P0426	69722	77997	77997	Check	1	6280	Music Mart		Yes	Yes	No	10/01/2025	2,309.11
001	P0426	69713	77998	77998	Check	1	2555	National FFA Organization		Yes	Yes	No	10/01/2025	2,096.00
001	P0426	69718	77999	77999	Check	1	3263	North Central Truck Equipment		Yes	Yes	No	10/01/2025	137,471.43
001	P0426	69725	78000	78000	Check	1	6514	Peterson, Christine		Yes	Yes	No	10/01/2025	230.40
001	P0426	69712	78001	78001	Check	1	2444	POPP BINDING AND LAMINATING		Yes	No	No	10/01/2025	261.63
001	P0426	69710	78002	78002	Check	1	1930	PROJECT FINE		Yes	Yes	No	10/01/2025	563.75
001	P0426	69730	78003	78003	Check	1	7258	SOLAR CONNECTION		Yes	Yes	No	10/01/2025	128,328.00
001	P0426	69709	78004	78004	Check	1	19210	TRI STATE BUSINESS MACHINES		Yes	Yes	No	10/01/2025	1,518.59
001	P0426	69766	78005	78005	Check	1	3474	AAA Awards		Yes	No	No	10/13/2025	44.60
001	P0426	69786	78006	78006	Check	1	7265	Agape Therapies and Educational Services		Yes	Yes	No	10/13/2025	7,925.00
001	P0426	69771	78007	78007	Check	1	5059	ALVAREZ, KIM		Yes	Yes	No	10/13/2025	23.00
001	P0426	69793	78008	78008	Check	1	7361	AMERICAN MASONRY RESTORATION		Yes	Yes	No	10/13/2025	334,400.00
001	P0426	69784	78009	78009	Check	1	7257	Apple Valley High School		Yes	Yes	No	10/13/2025	325.00
001	P0426	69782	78010	78010	Check	1	7096	Brown's Ice Cream Co		Yes	Yes	No	10/13/2025	600.72
001	P0426	69789	78011	78011	Check	1	7356	BUEGE, HEATHER		Yes	Yes	No	10/13/2025	23.00
001	P0426	69749	78012	78012	Check	1	1451	Century High School		Yes	Yes	No	10/13/2025	100.00
001	P0426	69757	78013	78013	Check	1	2440	Culligan Water Services		Yes	Yes	No	10/13/2025	36.00
001	P0426	69767	78014	78014	Check	1	3906	D & A TESTING SERVICES		Yes	Yes	No	10/13/2025	221.00
001	P0426	69781	78015	78015	Check	1	7089	Dashir Management Services, Inc		Yes	Yes	No	10/13/2025	14,055.80
001	P0426	69777	78016	78016	Check	1	6376	Ed Midwest LLC		Yes	Yes	No	10/13/2025	5,400.00
001	P0426	69779	78017	78017	Check	1	6496	EDUCATORS BENEFIT CONSULTANTS		Yes	Yes	No	10/13/2025	139.95
001	P0426	69792	78018	78018	Check	1	7360	FRANZEN, MELANIE		Yes	Yes	No	10/13/2025	23.00
001	P0426	69759	78019	78019	Check	1	2524	GRAINGER		Yes	Yes	No	10/13/2025	443.19
001	P0426	69780	78020	78020	Check	1	6935	GW S - Gredent's Welding Shop		Yes	Yes	No	10/13/2025	194.00
001	P0426	69763	78021	78021	Check	1	3210	HBC		Yes	Yes	No	10/13/2025	1,611.67
001	P0426	69744	78022	78022	Check	1	07141	HIGH PLAINS COOPERATIVE		Yes	Yes	No	10/13/2025	8,642.15
001	P0426	69762	78023	78023	Check	1	3157	Hobart Service: ITW Food Equipment Grou		Yes	Yes	No	10/13/2025	1,808.81
001	P0426	69768	78024	78024	Check	1	4085	IEA, INC		Yes	Yes	No	10/13/2025	7,129.44
001	P0426	69765	78025	78025	Check	1	3267	INNOVATIVE OFFICE SOLUTIONS, LLC		Yes	Yes	No	10/13/2025	292.22
001	P0426	69788	78026	78026	Check	1	7355	KELLY SERVICES INC,		Yes	Yes	No	10/13/2025	5,114.97
001	P0426	69750	78027	78027	Check	1	1663	LACRESCENT HIGH SCHOOL		Yes	Yes	No	10/13/2025	200.00
001	P0426	69745	78028	78028	Check	1	11017	LAKE CITY HIGH SCHOOL		Yes	Yes	No	10/13/2025	200.00
001	P0426	69790	78029	78029	Check	1	7358	LARSON, ANNE		Yes	No	No	10/13/2025	23.00
001	P0426	69775	78030	78030	Check	1	5865	Loffler Companies -- 131511		Yes	Yes	No	10/13/2025	248.09
001	P0426	69778	78031	78031	Check	1	6415	Lutheran Education Association		Yes	Yes	No	10/13/2025	2,002.50

Lewiston-Altura Public Schools
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001	P0426	69787	78032	78032	Check	1 7344		McDowall Company		Yes	Yes	No	10/13/2025	641,250.00
001	P0426	69760	78033	78033	Check	1 3061		MENARDS		Yes	Yes	No	10/13/2025	412.19
001	P0426	69773	78034	78034	Check	1 5801		Midwest Bus Parts, Inc.		Yes	Yes	No	10/13/2025	389.29
001	P0426	69747	78035	78035	Check	1 12540		MISSISSIPPI WELDERS SUPPLY COMP,		Yes	Yes	No	10/13/2025	321.80
001	P0426	69776	78036	78036	Check	1 6280	R1	Music Mart		Yes	Yes	No	10/13/2025	558.23
001	P0426	69764	78037	78037	Check	1 3263		North Central Truck Equipment		Yes	Yes	No	10/13/2025	223.11
001	P0426	69761	78038	78038	Check	1 3098	R1	Pan-O-Gold Baking Company		Yes	Yes	No	10/13/2025	927.65
001	P0426	69791	78039	78039	Check	1 7359		PASSOW, MARIE		Yes	Yes	No	10/13/2025	23.00
001	P0426	69746	78040	78040	Check	1 1240		PLAINVIEW-ELGIN-MILLVILLE		Yes	Yes	No	10/13/2025	175.00
001	P0426	69772	78041	78041	Check	1 5781		Prigge Electric LLC		Yes	Yes	No	10/13/2025	100.00
001	P0426	69754	78042	78042	Check	1 1930		PROJECT FINE		Yes	Yes	No	10/13/2025	605.00
001	P0426	69783	78043	78043	Check	1 7125		Randall, Abbigail		Yes	Yes	No	10/13/2025	23.00
001	P0426	69756	78044	78044	Check	1 2411		REINHART FOOD SERVICE		Yes	Yes	No	10/13/2025	32,537.88
001	P0426	69751	78045	78045	Check	1 17130		RISLOW SERVICE CENTER		Yes	Yes	No	10/13/2025	525.72
001	P0426	69753	78046	78046	Check	1 18397		SOUTHEAST SERVICE COOPERATIVE		Yes	Yes	No	10/13/2025	2,845.43
001	P0426	69748	78047	78047	Check	1 1350		ST. CHARLES PUBLIC SCHOOLS		Yes	Yes	No	10/13/2025	325.00
001	P0426	69785	78048	78048	Check	1 7261		Steak Shop Catering Inc		Yes	Yes	No	10/13/2025	1,482.98
001	P0426	69770	78049	78049	Check	1 4673		STEWARTVILLE FFA		Yes	No	No	10/13/2025	91.00
001	P0426	69755	78050	78050	Check	1 2157		TRUGREEN		Yes	Yes	No	10/13/2025	4,968.00
001	P0426	69769	78051	78051	Check	1 4448		VERIZON WIRELESS		Yes	Yes	No	10/13/2025	192.20
001	P0426	69794	78052	78052	Check	1 7362		WATERVILLE-ELYSIAN-MORRISTOWN :		Yes	Yes	No	10/13/2025	225.00
001	P0426	69774	78053	78053	Check	1 5851		Winona Boat Tours		Yes	Yes	No	10/13/2025	300.00
001	P0426	69752	78054	78054	Check	1 1780		WINONA SR. HIGH ATHLETICS		Yes	No	No	10/13/2025	250.00
001	P0426	69758	78055	78055	Check	1 25014		ZIEBELL'S HIAWATHA FOODS, INC.		Yes	Yes	No	10/13/2025	9,048.81
001	P2607	69805	78056	78056	Check	1 7128		Affinity Plus Credit Union		Yes	Yes	No	10/15/2025	100.00
001	P2607	69803	78057	78057	Check	1 6265		ALERUS RETIREMENT BENEFITS ATTN		Yes	Yes	No	10/15/2025	150.00
001	P2607	69802	78058	78058	Check	1 5594		ALTRA FEDERAL CREDIT UNION		Yes	Yes	No	10/15/2025	15.00
001	P2607	69804	78059	78059	Check	1 6406		Ameritas Life Insurance Corp		Yes	Yes	No	10/15/2025	33.24
001	P2607	69801	78060	78060	Check	1 5100		DELTA DENTAL OF MINNESOTA		Yes	Yes	No	10/15/2025	969.54
001	P2607	69796	78061	78061	Check	1 11202		Education Minnesota - Lewiston-Altura		Yes	Yes	No	10/15/2025	2,002.47
001	P2607	69797	78062	78062	Check	1 17090		MADISON NATIONAL LIFE		Yes	Yes	No	10/15/2025	433.51
001	P2607	69799	78063	78063	Check	1 4786		Merchants Bank		Yes	Yes	No	10/15/2025	470.00
001	P2607	69800	78064	78064	Check	1 4877	R1	MINNESOTA Public Employees Insurance		Yes	No	No	10/15/2025	11,131.17
001	P2607	69807	78065	78065	Check	1 7354		UMB HEALTHCARE SERVICES		Yes	No	No	10/15/2025	195.00
001	P2607	69806	78066	78066	Check	1 7203		WCF - CARDINAL FOUNDATION		Yes	Yes	No	10/15/2025	105.00
001	P2607	69798	78067	78067	Check	1 3545		Winona National Bank		Yes	Yes	No	10/15/2025	130.00
001	P0426	69808	78068	78068	Check	1 1494	R1	Ancom Communications		Yes	No	No	10/21/2025	93.00
001	P0426	69809	78069	78069	Check	1 2105		BATTERIES PLUS		Yes	Yes	No	10/21/2025	484.70

Lewiston-Altura Public Schools
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
001	P0426	69821	78070	Check	1	7212	BERG TURF LLC		Yes	Yes	No	10/21/2025	242.50
001	P0426	69811	78071	Check	1	4481	CHANHASSEN DINNER THEATERS		Yes	Yes	No	10/21/2025	270.00
001	P0426	69812	78072	Check	1	4570	DRIVER IMPROVEMENT ASSOCIATES		Yes	Yes	No	10/21/2025	247.50
001	P0426	69817	78073	Check	1	6990	ERTL, ROBERT		Yes	Yes	No	10/21/2025	1,100.00
001	P0426	69810	78074	Check	1	3174	Excel Images Inc.		Yes	Yes	No	10/21/2025	240.46
001	P0426	69816	78075	Check	1	6989	FULL COURT CUSTOM APPAREL INC		Yes	Yes	No	10/21/2025	360.00
001	P0426	69822	78076	Check	1	7266	Glenns Motorcoach Tours		Yes	No	No	10/21/2025	1,200.00
001	P0426	69818	78077	Check	1	7077	Happy Dancing Turtle		Yes	Yes	No	10/21/2025	175.00
001	P0426	69815	78078	Check	1	6429	Heartland Country Club		Yes	Yes	No	10/21/2025	600.00
001	P0426	69820	78079	Check	1	7166	Metropolitan Mechancial Contractors, INC		Yes	Yes	No	10/21/2025	48,303.96
001	P0426	69814	78080	Check	1	5249	Speltz Concrete LLC		Yes	Yes	No	10/21/2025	11,820.00
001	P0426	69819	78081	Check	1	7111	Ventris Learning		Yes	No	No	10/21/2025	160.00
001	P0426	69813	78082	Check	1	4603	WINONA HEALTH		Yes	Yes	No	10/21/2025	1,800.00
001	P0426	69866	78083	Check	1	7265	Agape Therapies and Educational Services		Yes	No	No	10/28/2025	7,075.00
001	P0426	69867	78084	Check	1	7308	Ahern		Yes	No	No	10/28/2025	4,876.00
001	P0426	69859	78085	Check	1	6739	Alchemy Sound and Vision		Yes	No	No	10/28/2025	1,240.00
001	P0426	69852	78086	Check	1	5631	BSN Sports, LLC		Yes	No	No	10/28/2025	8,620.30
001	P0426	69832	78087	Check	1	1114	Century Link		Yes	No	No	10/28/2025	256.77
001	P0426	69834	78088	Check	1	1366	CUSTOM ALARM		Yes	No	No	10/28/2025	634.50
001	P0426	69863	78089	Check	1	7091	Dalco Enterprises		Yes	No	No	10/28/2025	1,339.87
001	P0426	69862	78090	Check	1	7089	Dashir Management Services, Inc		Yes	No	No	10/28/2025	13,831.63
001	P0426	69860	78091	Check	1	6775	Don's Doors		Yes	No	No	10/28/2025	405.00
001	P0426	69854	78092	Check	1	5691	EMC Insurance Companies		Yes	No	No	10/28/2025	4,448.87
001	P0426	69872	78093	Check	1	7365	GOSSEN, DAMIAN		Yes	No	No	10/28/2025	60.00
001	P0426	69843	78094	Check	1	2524	GRAINGER		Yes	No	No	10/28/2025	149.00
001	P0426	69846	78095	Check	1	3737	Hiawatha Valley Ed District		Yes	No	No	10/28/2025	36,126.04
001	P0426	69861	78096	Check	1	7063	InGensa, Inc		Yes	No	No	10/28/2025	181,912.17
001	P0426	69870	78097	Check	1	7355	KELLY SERVICES INC,		Yes	No	No	10/28/2025	6,325.00
001	P0426	69845	78098	Check	1	3282	Kennedy & Graven Chartered		Yes	No	No	10/28/2025	1,098.00
001	P0426	69871	78099	Check	1	7364	KIMOS PUMPING AND PORTABLE TOILI		Yes	No	No	10/28/2025	652.75
001	P0426	69831	78100	Check	1	10141	KWIK TRIP		Yes	No	No	10/28/2025	82.69
001	P0426	69855	78101	Check	1	5756	LEARNING A-Z		Yes	No	No	10/28/2025	250.00
001	P0426	69842	78102	Check	1	2521	LEITHOLD MUSIC		Yes	No	No	10/28/2025	637.42
001	P0426	69844	78103	Check	1	3038	Lewiston Hardware, LLC		Yes	No	No	10/28/2025	267.52
001	P0426	69868	78104	Check	1	7320	LRS of Minnesota		Yes	No	No	10/28/2025	1,272.34
001	P0426	69856	78105	Check	1	5801	Midwest Bus Parts, Inc.		Yes	No	No	10/28/2025	176.37
001	P0426	69840	78106	Check	1	2303	MINNESOTA STATE COLLEGE-SOUTHE		Yes	No	No	10/28/2025	3,000.00
001	P0426	69849	78107	Check	1	4712	MINNESOTA UNEMPLOYMENT INSURA		Yes	No	No	10/28/2025	20,484.96

Lewiston-Altura Public Schools
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
001	P0426	69833	78108	78108	Check	1	12540	MISSISSIPPI WELDERS SUPPLY COMP,		Yes	No	No	10/28/2025	353.91
001	P0426	69864	78109	78109	Check	1	7109	On-site Computers		Yes	No	No	10/28/2025	410.40
001	P0426	69839	78110	78110	Check	1	1930	PROJECT FINE		Yes	No	No	10/28/2025	233.75
001	P0426	69858	78111	78111	Check	1	6511	Quadient Leasing USA, Inc.		Yes	No	No	10/28/2025	111.00
001	P0426	69850	78112	78112	Check	1	4800	Region 1A		Yes	No	No	10/28/2025	280.00
001	P0426	69835	78113	78113	Check	1	17077	REGION V COMPUTER SERVICES		Yes	No	No	10/28/2025	3,278.00
001	P0426	69836	78114	78114	Check	1	17130	RISLOW SERVICE CENTER		Yes	Yes	No	10/28/2025	1,446.22
001	P0426	69841	78115	78115	Check	1	2363	SHERWIN WILLIAMS		Yes	No	No	10/28/2025	560.94
001	P0426	69865	78116	78116	Check	1	7258	SOLAR CONNECTION		Yes	No	No	10/28/2025	420,538.00
001	P0426	69869	78117	78117	Check	1	7334	SPELTZ, GRAYSON		Yes	No	No	10/28/2025	60.00
001	P0426	69857	78118	78118	Check	1	6266	SPRING GROVE SCHOOLS		Yes	No	No	10/28/2025	100.00
001	P0426	69851	78119	78119	Check	1	5318	The McDowell Agency, Inc.		Yes	No	No	10/28/2025	22.00
001	P0426	69837	78120	78120	Check	1	19062	THREE RIVERS CONFERENCE		Yes	No	No	10/28/2025	396.06
001	P0426	69838	78121	78121	Check	1	19210	TRI STATE BUSINESS MACHINES		Yes	No	No	10/28/2025	229.02
001	P0426	69848	78122	78122	Check	1	4448	VERIZON WIRELESS		Yes	No	No	10/28/2025	96.10
001	P0426	69847	78123	78123	Check	1	3945	WSCA		Yes	No	No	10/28/2025	400.00
001	P0426	69853	78124	78124	Check	1	5887	Youth Frontiers, Inc.		Yes	No	No	10/28/2025	3,595.00
001	P0426	69876	78125	78125	Check	1	08089	WABASHA-KELLOGG SCHOOLS # 811		Yes	No	No	10/30/2025	270.00
001	P0426	69884	78126	78126	Check	1	7367	Big Springs Farm		Yes	No	No	10/30/2025	288.00
001	P2608	69894	78127	78127	Check	1	7128	Affinity Plus Credit Union		Yes	No	No	10/31/2025	100.00
001	P2608	69892	78128	78128	Check	1	6265	ALERUS RETIREMENT BENEFITS ATTN		Yes	No	No	10/31/2025	150.00
001	P2608	69891	78129	78129	Check	1	5594	ALTRA FEDERAL CREDIT UNION		Yes	No	No	10/31/2025	15.00
001	P2608	69893	78130	78130	Check	1	6406	Ameritas Life Insurance Corp		Yes	No	No	10/31/2025	33.24
001	P2608	69890	78131	78131	Check	1	5100	DELTA DENTAL OF MINNESOTA		Yes	No	No	10/31/2025	969.54
001	P2608	69885	78132	78132	Check	1	11202	Education Minnesota - Lewiston-Altura		Yes	Yes	No	10/31/2025	2,002.47
001	P2608	69886	78133	78133	Check	1	17090	MADISON NATIONAL LIFE		Yes	No	No	10/31/2025	433.51
001	P2608	69888	78134	78134	Check	1	4786	Merchants Bank		Yes	No	No	10/31/2025	340.00
001	P2608	69889	78135	78135	Check	1	4877	MINNESOTA Public Employees Insurance		Yes	No	No	10/31/2025	11,131.17
001	P2608	69896	78136	78136	Check	1	7354	UMB HEALTHCARE SERVICES		Yes	No	No	10/31/2025	65.00
001	P2608	69895	78137	78137	Check	1	7203	WCF - CARDINAL FOUNDATION		Yes	No	No	10/31/2025	105.00
001	P2608	69887	78138	78138	Check	1	3545	Winona National Bank		Yes	No	No	10/31/2025	130.00

Bank Total: \$2,472,530.86

Report Total: \$2,472,530.86

Lewiston-Altura Public Schools Exp Multi Year Guideline

Sequence: Fd, Org, Pro, Crs, Fin, O/S

		202404		202504		202604				
L	Fd Org Pro Crs Fin O/S Description	Budget 2REV	Year to Date	%	Budget 25REV2	Year to Date	%	Budget 26ADP	Year to Date	%
01	General									
01	General	8,874,568.00	2,088,914.25	24%	8,815,884.00	1,990,771.93	23%	8,821,091.00	2,262,486.29	26%
02	Food Service									
02	Food Service	611,178.00	103,992.60	17%	632,584.00	109,146.37	17%	682,634.00	152,752.78	22%
04	Community Education									
04	Community Education	430,824.00	107,251.34	25%	284,885.00	87,760.67	31%	290,054.00	89,549.35	31%
06	Bldg Construction									
06	Bldg Construction	0.00	0.00	0%	1,271,952.00	390.00	0%	9,184,511.00	2,239,340.12	24%
07	Debt									
07	Debt	507,425.00	68,287.50	13%	546,325.00	59,325.00	11%	2,024,764.00	475,851.39	24%
30	Student Activity									
30	Student Activity	134,750.00	71,498.83	53%	150,850.00	20,482.45	14%	150,850.00	24,916.39	17%
Report Totals:		10,558,745.00	2,439,944.52	23%	11,702,480.00	2,267,876.42	19%	21,153,904.00	5,244,896.32	25%

Adopted: _____

MSBA/MASA Model Policy 101

Orig. 1995

Revised: _____

Rev. 2022

101 LEGAL STATUS OF THE SCHOOL DISTRICT

I. PURPOSE

A primary principle of this nation is that the public welfare demands an educated and informed citizenry. The power to provide for public education is a state function vested in the state legislature and delegated to local school districts. The purpose of this policy is to clarify the legal status of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district is a public corporation subject to the control of the legislature, limited only by constitutional restrictions. The school district has been created for educational purposes.
- B. The legislature has authority to prescribe the school district's powers and privileges, its boundaries and territorial jurisdictions.
- C. The school district has only the powers conferred on it by the legislature; however, the school board's authority to govern, manage, and control the school district, to carry out its duties and responsibilities, and to conduct the business of the school district includes implied powers in addition to any specific powers granted by the legislature.

III. RELATIONSHIP TO OTHER ENTITIES

- A. The school district is a separate legal entity.
- B. The school district is coordinate with and not subordinate to the county(ies) in which it is situated.
- C. The school district is not subservient to municipalities within its territory.

IV. POWERS AND AUTHORITY OF THE SCHOOL DISTRICT

- A. Funds
 - 1. The school district, through its school board, has authority to raise funds for the operation and maintenance of its schools and authority to manage and expend such funds, subject to applicable law.
 - 2. The school district has wide discretion over the expenditure of funds under its control for public purposes, subject to the limitations provided by law.
 - 3. School district officials occupy a fiduciary position in the management and expenditure of funds entrusted to them.
- B. Raising Funds
 - 1. The school district shall, within the limitations specified by law, provide by levy

of tax necessary funds for the conduct of schools, payment of indebtedness, and all proper expenses.

2. The school district may issue bonds in accordance with the provisions of [Minnesota Statutes chapter 475](#)~~Minn. Stat. Ch. 475~~, or other applicable law.
3. The school district has authority to accept gifts and donations for school purposes, subject to applicable law.

C. Property

1. The school district may acquire property for school purposes. It may sell, exchange, or otherwise dispose of property which is no longer needed for school purposes, subject to applicable law.
2. The school district shall manage its property in a manner consistent with the educational functions of the district.
3. The school district may permit the use of its facilities for community purposes which are not inconsistent with, nor disruptive of, its educational mission.
4. School district officials hold school property as trustees for the use and benefit of students, taxpayers, and the community.

D. Contracts

1. The school district is empowered to enter into contracts in the manner provided by law.
2. The school district has authority to enter into installment purchases and leases with an option to purchase, pursuant to [Minnesota Statutes section 465.71](#)~~Minn. Stat. § 465.71~~ or other applicable law.
3. The school district has authority to make contracts with other governmental agencies and units for the purchase, lease or other acquisition of equipment, supplies, materials, or other property, including real property.
4. The school district has authority to enter into employment contracts. As a public employer, the school district, through its designated representatives, shall meet and negotiate with public employees in an appropriate bargaining unit and enter into written collective bargaining agreements with such employees, subject to applicable law.

E. Textbooks, Educational Materials, and Studies

1. The school district, through its school board and administrators, has the authority to determine what textbooks, educational materials, and studies should be pursued.
2. The school district shall establish and apply the school curriculum.

F. Actions and Suits

The school district has authority to sue and to be sued.

Legal References:

Minn. Const. art. 13, § 1
Minn. Stat. Ch. 123B (School Districts, Powers and Duties)
Minn. Stat. Ch. 179A (Public Employment Labor Relations)
Minn. Stat. § 465.035 (Public Corporation, Conveyance or Lease of Land)
Minn. Stat. §§ 465.71; 471.345; 471.6161; 471.6175; 471.64 (Rights, Powers, Duties; ~~Municipalities of Political Subdivisions~~)
Minnesota Association of Public Schools v. Hanson, 287 Minn. 415, 178 N.W.2d 846 (1970)
Independent School District No. 581 v. Mattheis, 275 Minn. 383, 147 N.W.2d 374 (1966)
Village of Blaine v. Independent School District No. 12, 272 Minn. 343, 138 N.W.2d 32 (1965)
Huffman v. School Board, 230 Minn. 289, 41 N.W.2d 455 (1950)
State v. Lakeside Land Co., 71 Minn. 283, 73 N.W.970 (1898)

Cross References:

MSBA/MASA Model Policy 201 (Legal Status of School Board)
MSBA/MASA Model Policy 603 (Curriculum Development)
MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 606 (Textbooks and Instructional Materials)
MSBA/MASA Model Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)
MSBA/MASA Model Policy 705 (Investments)
MSBA/MASA Model Policy 706 (Acceptance of Gifts)
MSBA/MASA Model Policy 801 (Equal Access to School Facilities)
MSBA School Law Bulletin "F" (School District Contract and Bidding Procedures)

527 STUDENT USE AND PARKING OF MOTOR VEHICLES; PATROLS, INSPECTIONS AND SEARCHES

I. PURPOSE

The purpose of this policy is to provide guidelines for use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools and to protect the health, safety and welfare of students and school personnel.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to allow the limited use and parking of motor vehicles by students in school district locations. The position of the school district is that a fair and equitable district-wide student motor vehicle policy will contribute to the quality of the student's educational experience, will maintain order and discipline in the schools, and will protect the health, safety and welfare of students and school personnel. This policy applies to all students in the school district.

III. DEFINITIONS

- A. "Contraband" means any unauthorized item possession of which is prohibited by school district policy and/or law. It includes but is not limited to weapons and "look-alikes," alcoholic beverages, controlled substances and "look-alikes," overdue books and other materials belonging to the school district, and stolen property.
- B. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student, parent or staff member, a student's suspicious behavior, a student's age and past history or record of conduct both in and out of the school context, or other reliable sources of information.
- C. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g. to prevent violence, serious and immediate risk of harm or destruction of evidence), and the age of the student.
- D. "School district location" means property that is owned, rented, leased, or borrowed by the school district for school purposes, as well as property immediately adjacent to such property that may be used for parking or gaining access to such property. A school district location also shall include off school property at any school-sponsored or school-approved activity, event, or function,

such as a field trip or athletic event, where students are under the jurisdiction of the school district.

IV. STUDENT USE OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

Students generally are not permitted to use motor vehicles during the school day in any school district location. Students may use motor vehicles on the high school campus during the school day only under the following conditions:

- A. There is an emergency and permission has been granted to the student by School Administration to use a motor vehicle.
- B. The student is driving to or from a Post Secondary class.
- C. The student is involved in an off campus construction class and has permission to drive.
- D. The student is involved in a Services class and has permission to drive.
- E. The student is involved in a work experience class and has permission to drive.
- F. The student has a medical appointment and has permission to drive.

V. STUDENT PARKING OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

- A. Parking in a school district location is a privilege not a right. Students driving a motor vehicle to a high school campus may park the motor vehicle in the parking lot designated for student parking only. Students will not park vehicles in driveways, on private property, or in parking lots designated for use only by staff or by the general public, unless authorized by administration.
- B. When there are unauthorized vehicles parked on school district property, school officials may:
 - 1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 - 2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off school district property.

VI. PATROLS, INSPECTIONS AND SEARCHES

School officials may conduct routine patrols of school district locations and routine inspections of the exteriors of the motor vehicles of students. In addition, the interiors of motor vehicles of students in school district locations may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule.

- A. Patrols and Inspections.
School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exteriors of the motor

vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

B. Search of Interior of Student Motor Vehicle.

The interiors of motor vehicles of students in school district locations, including glove or trunk compartments, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student will be subject to withdrawal of parking privileges and to discipline if the student refuses to open a locked motor vehicle under the student's control or its compartments upon the request of a school official.

C. Prohibition of Contraband and Interference with Patrols, Inspections, Searches and/or Seizures.

A violation of this policy occurs when students store or carry contraband in motor vehicles in a school district location or interfere with patrols, inspections, searches and/or seizures as provided by this policy.

D. Seizure of Contraband.

If a search yields contraband, school officials will seize the item and may turn it over to legal officials for ultimate disposition when appropriate.

E. Dissemination of Policy.

A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate.

VII. DIRECTIVES AND GUIDELINES

The superintendent is granted authority to develop and present for school board review and approval reasonable directives and guidelines which address specific needs of the school district related to student use and parking of motor vehicles in school district locations, such as a permit system and parking regulations. Approved directives and guidelines shall be attached as an addendum to this policy.

VIII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to withdrawal of parking privileges and/or to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion, or expulsion. In addition, the student may be referred to legal officials when appropriate.

Adopted: December 12, 2005

Revised: March 10, 2008

Revised: January 26, 2016

Revised: October 25, 2016

Revised: March 9, 2020

Legal References: U.S. Const., amend. IV
Minn. Const., art. I, §10
Minn. Stat. § 123B.02, Subds. 1 and 5 (General Powers of Independent School Districts)
New Jersey v. T.L.O., 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)

Cross References: MSBA/MASA Model Policy 417 (Chemical Use/Abuse)
MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)
MSBA/MASA Model Policy 501 (School Weapons)
MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions and Student's Person)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)

527 STUDENT USE AND PARKING OF MOTOR VEHICLES; PATROLS, INSPECTIONS AND SEARCHES

I. PURPOSE

The purpose of this policy is to provide guidelines for use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools and to protect the health, safety and welfare of students and school personnel.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to allow the limited use and parking of motor vehicles by students in school district locations. The position of the school district is that a fair and equitable district-wide student motor vehicle policy will contribute to the quality of the student's educational experience, will maintain order and discipline in the schools, and will protect the health, safety and welfare of students and school personnel. This policy applies to all students in the school district.

III. DEFINITIONS

- A. "Contraband" means any unauthorized item possession of which is prohibited by school district policy and/or law. It includes but is not limited to weapons and "look-alikes," alcoholic beverages, controlled substances and "look-alikes," overdue books and other materials belonging to the school district, and stolen property.
- B. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student, parent or staff member, a student's suspicious behavior, a student's age and past history or record of conduct both in and out of the school context, or other reliable sources of information.
- C. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g. to prevent violence, serious and immediate risk of harm or destruction of evidence), and the age of the student.
- D. "School district location" means property that is owned, rented, leased, or borrowed by the school district for school purposes, as well as property immediately adjacent to such property that may be used for parking or gaining access to such property. A school district location also shall include off school property at any school-sponsored or school-approved activity, event, or function,

such as a field trip or athletic event, where students are under the jurisdiction of the school district.

IV. STUDENT USE OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

Students generally are not permitted to use motor vehicles during the school day in any school district location. Students may use motor vehicles on the high school campus during the school day only under the following conditions:

- A. There is an emergency and permission has been granted to the student by School Administration to use a motor vehicle.
- B. The student is driving to or from a Post Secondary class.
- C. The student is involved in an off campus construction class and has permission to drive.
- D. The student is involved in a Services class and has permission to drive.
- E. The student is involved in a work experience class and has permission to drive.
- F. The student has a medical appointment and has permission to drive.

V. STUDENT PARKING OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

- A. Parking in a school district location is a privilege not a right. Students driving a motor vehicle to a high school campus may park the motor vehicle in the parking lot designated for student parking only. Students will not park vehicles in driveways, on private property, or in parking lots designated for use only by staff or by the general public, unless authorized by administration.
- B. When there are unauthorized vehicles parked on school district property, school officials may:
 - 1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 - 2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off school district property.

VI. PATROLS, INSPECTIONS AND SEARCHES

School officials may conduct routine patrols of school district locations and routine inspections of the exteriors of the motor vehicles of students. In addition, the interiors of motor vehicles of students in school district locations may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule.

- A. Patrols and Inspections.
School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exteriors of the motor

vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

B. Search of Interior of Student Motor Vehicle.

The interiors of motor vehicles of students in school district locations, including glove or trunk compartments, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student will be subject to withdrawal of parking privileges and to discipline if the student refuses to open a locked motor vehicle under the student's control or its compartments upon the request of a school official.

C. Prohibition of Contraband and Interference with Patrols, Inspections, Searches and/or Seizures.

A violation of this policy occurs when students store or carry contraband in motor vehicles in a school district location or interfere with patrols, inspections, searches and/or seizures as provided by this policy.

D. Seizure of Contraband.

If a search yields contraband, school officials will seize the item and may turn it over to legal officials for ultimate disposition when appropriate.

E. Dissemination of Policy.

A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate.

VII. DIRECTIVES AND GUIDELINES

The superintendent is granted authority to develop and present for school board review and approval reasonable directives and guidelines which address specific needs of the school district related to student use and parking of motor vehicles in school district locations, such as a permit system and parking regulations. Approved directives and guidelines shall be attached as an addendum to this policy.

VIII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to withdrawal of parking privileges and/or to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion, or expulsion. In addition, the student may be referred to legal officials when appropriate.

Adopted: December 12, 2005

Revised: March 10, 2008

Revised: January 26, 2016

Revised: October 25, 2016

Revised: March 9, 2020

Legal References: U.S. Const., amend. IV
Minn. Const., art. I, §10
Minn. Stat. § 123B.02, Subds. 1 and 5 (General Powers of Independent School Districts)
New Jersey v. T.L.O., 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)

Cross References: MSBA/MASA Model Policy 417 (Chemical Use/Abuse)
MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)
MSBA/MASA Model Policy 501 (School Weapons)
MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions and Student's Person)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)

Adopted: _____

MSBA/MASA Model Policy 528

Orig. 1999

Revised: _____

Rev. 202203

528 STUDENT PARENTAL, FAMILY, AND MARITAL STATUS NONDISCRIMINATION

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

Students are protected from discrimination on the basis of sex and marital status pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. This includes discrimination on the basis of pregnancy. The purpose of this school district policy is to provide equal educational opportunity for all students and to prohibit discrimination on the grounds of sex, parental, family, or marital status.

II. GENERAL STATEMENT OF POLICY

- A. The school district provides equal educational opportunity for all students, and will not apply any rule concerning a student's actual or potential parental, family, or marital status which treats students differently on the basis of sex.
- B. The school district will not discriminate against any student, or exclude any student from its education program or activity, including any class or extracurricular activity, on the basis of such students' pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery therefrom, unless the student requests voluntarily to participate in a separate portion of the program or activity of the recipient.
- C. The school district may require such a student to obtain the certification of a physician that the student is physically and emotionally able to continue participation in the normal education program or activity so long as such a certification is required of all students for other physical or emotional conditions requiring the attention of a physician.
- D. The school district will ensure that any separate and voluntary instructional program is comparable to that offered to non-pregnant students.
- E. It is the responsibility of every school district employee to comply with this policy.
- F. The school board has designated [The High School Principal, 100 County Road 25, Lewiston MN, 507-522-3232](#) [title, name, office address, and telephone number] as its Title IX coordinator. This employee coordinates the school district's efforts to comply with and carry out its responsibilities under Title IX.
- G. Any student, parent or guardian having questions regarding the application of Title IX and its regulations and/or this policy should discuss them with the Title IX coordinator. Questions relating solely to Title IX and its regulations may be referred to the Assistant Secretary for Civil Rights of the United States Department of Education. In the absence of a specific designee, an inquiry or complaint should be referred to the superintendent or the school district human rights officer.
- H. Any reports of unlawful discrimination under this policy will be handled, investigated, and acted upon in the manner specified in Policy 522, ~~— Student Sex Nondiscrimination.~~

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
34 C.F.R. Part 106 (Implementing Regulations of Title IX)

Cross References: MSBA/MASA Model Policy 102 (Equal Educational Opportunity)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 522 ([Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process](#))~~Student Sex Nondiscrimination~~)

Adopted: _____

MSBA/MASA Model Policy 710

Orig. 1995

Revised: _____

Rev. 20~~22~~12

710 EXTRACURRICULAR TRANSPORTATION

I. PURPOSE

The purpose of this policy is to make clear to students, parents, and staff the school district's policy regarding extracurricular transportation.

II. GENERAL STATEMENT OF POLICY

The determination as to whether to provide transportation for students, spectators, or participants to and from extracurricular activities shall be made solely by the school district administration. This determination shall include, but is not limited to, the decision to provide transportation, the persons to be transported, the type or method to be utilized, all transportation scheduling and coordination, and any other transportation arrangements or decisions. Employees who are involved in extracurricular activities shall be advised by the administration as to the transportation arrangements made, if any.

III. ARRANGEMENT OF EXTRACURRICULAR TRANSPORTATION

School district employees shall not undertake independent arrangement, scheduling, or coordination of transportation for extracurricular activities unless specifically directed or approved by the school district administration. All transportation arrangements made by a school district employee must be approved by a building administrator. If the school district makes no arrangements for extracurricular transportation, students who wish to participate are responsible for arranging for or providing their own transportation.

IV. NO EMPLOYEE TRANSPORTATION OF STUDENTS WITH PERSONAL VEHICLES

An employee must not use a personal vehicle to transport one or more students except as provided herein. However, employees may make appropriate transportation arrangements for students as necessary in an emergency or other unforeseeable circumstance.

In a nonemergency situation, an employee must get prior, written approval from the administration before transporting a student in a personal vehicle. If a school vehicle is available, the employee will use the school vehicle. The administration has the sole discretion to make a final determination as to the appropriate use of a personal vehicle to transport one or more students.

If any emergency transportation arrangements are made by employees pursuant to this section, the relevant facts and circumstances shall be reported to the administration as soon thereafter as practicable.

All vehicles used to transport students shall be properly registered and insured.

[Note: This policy provides that employees may use a personal vehicle to transport students in an emergency or other unforeseeable circumstance. An "emergency or other unforeseeable circumstance" does not include situations where regular transportation is available or scheduled.]

For example, if a scheduled extracurricular event occurs outside of the school district and the school district transports a team or group of students to and from the event, an employee would be prohibited by law from using a personal vehicle to transport some students to the event. In contrast, if a student attending this same event became ill or injured and required immediate transportation home or to a health care facility, the exigent need to transport one student would not constitute regular or scheduled transportation. An employee would have authority to transport the student in a personal vehicle under these circumstances, if using a vehicle that is properly registered and insured. The expectation of the school district is that the employee would immediately contact administration about these circumstances to ensure oversight of the employee's use of this exception.

Nonregular and nonscheduled transportation also would include situations where some notice may be provided of the need for transportation to a nonscheduled event for which transportation generally is not provided by the school district. For example, a group of students may participate in a scheduled debate competition for which regular school district transportation is provided. Two students advance to a regional competition the following day. Transportation would not have been scheduled to the regional competition as the students' advancement was not predicted. These circumstances may justify an employee's use of a personal vehicle to transport the two students to the regional competition, if the vehicle is properly registered and insured. Because the employee has sufficient time to contact an administrator, advance written permission by an administrator would be expected for the purpose of overseeing that the reasons for an employee using a personal vehicle comply with the requirements of the law.]

V. FEES

In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional.

Legal References:

Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 169.011, Subd. 71(a) (~~Definitions of a School Bus~~)
Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards—~~Exemption~~)

Cross References:

MSBA/MASA Model Policy 610 (Field Trips)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
~~MSBA Service Manual, Chapter 2, Transportation~~

Adopted: _____

Revised: _____

MSBA/MASA Model Policy 306
Orig. 1995
Rev. 2025

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to establish the requirements of the school board that school administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

II. GENERAL STATEMENT OF POLICY

The standards of professional conduct are as follows:

- A. A school administrator must provide professional educational services in a nondiscriminatory manner.
- B. A school administrator must take reasonable action to protect students and staff from conditions harmful to health and safety.
- C. A school administrator must take reasonable action to provide an atmosphere conducive to learning.
- D. A school administrator must not use professional relationships with students, parents and caregivers, staff, or colleagues to private advantage.
- E. A school administrator must disclose confidential information about individuals only when a compelling professional purpose is served in accordance with state and federal laws and school district policies.
- F. A school administrator must not knowingly falsify or misrepresent records or facts relating to the administrator's qualifications or to the qualifications of other staff or personnel.
- G. A school administrator must not knowingly make false or malicious statements about students, students' families, staff, or colleagues.
- H. A school administrator must not accept gratuities, gifts, or favors that impair professional judgment, nor offer any favor, service, or item of value to obtain special advantage.
- I. A school administrator must only accept a contract for a position when licensed for the position or when a school district is issued a variance by the board.
- J. A school administrator, in filling positions requiring licensure, must employ, recommend for employment, and assign only appropriately licensed personnel, or persons for whom the school district has been issued a variance by the appropriate state board or agency, unless, after making reasonable efforts to obtain a variance, an appropriately licensed person cannot be assigned and the position must be filled to meet a legitimate emergency educational need.
- K. A school administrator must not engage in conduct involving dishonesty, fraud, or

misrepresentation in the performance of professional duties.

- A. ~~An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.~~
- B. ~~The Educational Administrator:~~
- ~~1. Makes the well-being of students the fundamental value of all decision-making and actions.~~
 - ~~2. Fulfills professional responsibilities with honesty and integrity.~~
 - ~~3. Supports the principle of due process and protects the civil and human rights of all individuals.~~
 - ~~4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.~~
 - ~~5. Implements the school board's policies.~~
 - ~~6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.~~
 - ~~7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.~~
 - ~~8. Accepts academic degrees or professional certification only from duly accredited institutions.~~
 - ~~9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.~~
 - ~~10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.~~
 - ~~11. Adheres to the Code of Ethics for School Administrators in Minnesota Rule.~~

Legal References: Minn. Stat. § 122A.14, Subd. 4 (Duties of Board of School Administrators)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

Cross References: None

Adopted: _____

MSBA/MASA Model Policy 606

Orig. 1995

Revised: _____

Rev. 2025

606 TEXTBOOKS AND INSTRUCTIONAL MATERIALS

I. PURPOSE

The purpose of this policy is to provide direction for selection of textbooks and instructional materials.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that selection of textbooks and instructional materials is a vital component of the school district's curriculum. The school board also recognizes that it has the authority to make final decisions on selection of all textbooks and instructional materials.

III. RESPONSIBILITY OF SELECTION

- A. While the school board retains its authority to make final decisions on the selection of textbooks and instructional materials, the school board recognizes the expertise of the professional staff and the vital need of such staff to be primarily involved in the recommendation of textbooks and instructional materials. Accordingly, the school board delegates to the superintendent the responsibility to direct the professional staff in formulating recommendations to the school board on textbooks and other instructional materials.
- B. In reviewing textbooks and instructional materials during the selection process, the professional staff shall select materials that:
1. support the goals and objectives of the education programs;
 2. consider the needs, age, and maturity of students;
 3. foster respect and appreciation for cultural diversity and varied opinion;
 4. fit within the constraints of the school district budget;
 5. are in the English language. Another language may be used, pursuant to Minnesota Statutes, sections 124D.59 to 124D.61;
 6. permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and
 7. do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings, speeches, proclamations, or records.
- C. The superintendent shall be responsible for developing procedures and guidelines to establish an orderly process for the review and recommendation of textbooks and other instructional materials by the professional staff. Such procedures and guidelines shall

provide opportunity for input and consideration of the views of students, parents, and other interested members of the school district community. This procedure shall be coordinated with the school district's curriculum development effort and may utilize advisory committees.

IV. SELECTION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS

- A. The superintendent shall be responsible for keeping the school board informed of progress on the part of staff and others involved in the textbook and other instructional materials review and selection process.
- B. The superintendent shall present a recommendation to the school board on the selection of textbooks and other instructional materials after completion of the review process as outlined in this policy.

V. RECONSIDERATION OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS

- A. The school board recognizes differences of opinion on the part of some members of the school district community relating to certain areas of the instruction program. Interested persons may request an opportunity to review materials and submit a request for reconsideration of the use of certain textbooks or instructional materials.
- B. The superintendent shall be responsible for the development of guidelines and procedures to identify the steps to be followed to seek reconsideration of textbooks or other instructional materials.
- C. The superintendent shall present a procedure to the school board for review and approval regarding reconsideration of textbooks or other instructional materials. When approved by the school board, such procedure shall be an addendum to this policy.

D. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program shall be available for inspection by the parents or guardians of the students.

Legal References: Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction)
Minn. Stat. § 120B.235 (American Heritage Education)
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities)
Minn. Stat. § 124D.59-124D.61 (Education for English Learners Act)
Minn. Stat. § 127A.10 (State Officials and School Board Members to be Disinterested; Penalty)
20 U.S.C. 1232h(a) (Protection of Pupil Rights)
Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988)
Pratt v. Independent Sch. Dist. No. 831, 670 F.2d 771 (8th Cir. 1982)

Cross References: MSBA/MASA Model Policy 603 (Curriculum Development)
MSBA/MASA Model Policy 604 (Instructional Curriculum)

Adopted: _____

MSBA/MASA Model Policy 712

Orig. 1996

Revised: _____

Rev. 2025 (Oct.)

712 VIDEO ~~SURVEILLANCE~~RECORDING OTHER THAN ON BUSES

[NOTE: See MSBA/MASA Model Policy 711 for Video Recording on School Buses.]

I. PURPOSE

Maintaining the health, welfare, and safety of students, staff, and visitors while on school district property and the protection of school district property are important functions of the school district. The behavior of individuals who come on to school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school district property. The school board recognizes the value of video/~~electronic surveillance~~recording systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. School district buildings and grounds may be equipped with video cameras.
2. Video ~~surveillance~~recording may occur in any school district building or on any school district property.
3. Video ~~surveillance~~recording will normally not be used in bathrooms or locker rooms, although these areas may be ~~monitored~~placed under surveillance by individuals of the same sex as the occupants of the bathrooms or locker rooms. ~~Video surveillance in bathrooms or locker rooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the superintendent.~~

B. Use of Video Recordings

1. Video recordings will be viewed by school district personnel on a random basis and/or when problems have been brought to the attention of the school district.
2. A video recording of the actions of students and/or employees may be used by the school district as evidence in any disciplinary action brought against any student or employee arising out of the student's or employee's conduct in school district buildings or on school grounds.
3. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13, and the Family Educational Rights and Privacy Act, 20 United States Code, section 1232g, and the rules and/or regulations promulgated thereunder.

C. Security and Maintenance

1. The school district shall establish appropriate security safeguards to ensure that video recordings are maintained and stored in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13, and the Family

Educational Rights and Privacy Act, 20 United States Code, section 1232g, and the rules and/or regulations promulgated thereunder.

2. The school district shall ensure that video recordings are retained in accordance with the school district's records retention schedule.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
~~Minn. Stat. § 121A.585 (Notice of Recording Device)~~
Minn. Stat. § 138.17 (Government Records; Administration)
Minn. Stat. § 609.746 (Interference with Privacy)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross References:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)

Resources:

[U.S. Department of Education: FAQs on Photos and Videos under FERPA \(Accessed 10/12/25\)](#)

Adopted: _____

MSBA/MASA Model Policy 722

Orig. 2017

Revised: _____

Rev. 2025

722 PUBLIC DATA AND DATA SUBJECT REQUESTS

[NOTE: School districts are required by statute to establish procedures consistent with the Minnesota Government Data Practices Act for public data requests and data subject requests.]

I. PURPOSE

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

II. GENERAL STATEMENT OF POLICY

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (MGDPA), and Minnesota Rules, parts 1205.0100-1205.2000 in responding to requests for public data.

III. DEFINITIONS

A. Confidential Data on Individuals

Data made not public by statute or federal law applicable to the data and are inaccessible to the individual subject of those data.

B. Data on Individuals

All government data in which any individual is or can be identified as the subject of that data, unless the appearance of the name or other identifying data can be clearly demonstrated to be only incidental to the data and the data are not accessed by the name or other identifying data of any individual.

C. Data Practices Compliance Officer

The data practices compliance official is the designated employee of the school district to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems. The responsible authority may be the data practices compliance official.

D. Government Data

All data collected, created, received, maintained or disseminated by any government entity regardless of its physical form, storage media or conditions of use.

E. Individual

"Individual" means a natural person. In the case of a minor or an incapacitated person as defined in Minnesota Statutes, section 524.5-102, subdivision 6, "individual" includes a parent or guardian or an individual acting as a parent or guardian in the absence of a parent or guardian, except that the responsible authority shall withhold data from parents or guardians, or individuals acting as parents or guardians in the absence of

parents or guardians, upon request by the minor if the responsible authority determines that withholding the data would be in the best interest of the minor.

F. Inspection

“Inspection” means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public’s own computer equipment.

G. Not Public Data

Any government data classified by statute, federal law, or temporary classification as confidential, private, nonpublic, or protected nonpublic.

H. Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data: (a) not accessible to the public; and (b) accessible to the subject, if any, of the data.

I. Private Data on Individuals

Data made by statute or federal law applicable to the data: (a) not public; and (b) accessible to the individual subject of those data.

J. Protected Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data (a) not public and (b) not accessible to the subject of the data.

K. Public Data

All government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.

L. Public Data Not on Individuals

Data accessible to the public pursuant to Minnesota Statutes, section 13.03.

M. Public Data on Individuals

Data accessible to the public in accordance with the provisions of Minnesota Statutes, section 13.03.

N. Responsible Authority

The individual designated by the school board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the school board, the responsible authority is the superintendent.

O. Summary Data

Statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable. Unless classified pursuant to Minnesota Statutes, section 13.06, another statute, or federal law, summary data is public.

IV. REQUESTS FOR PUBLIC DATA

A. All requests for public data must be made in writing directed to the responsible authority.

1. A request for public data must include the following information:

- a. Date the request is made;
- b. A clear description of the data requested;
- c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
- d. Method to contact the requestor (such as phone number, address, or email address).

2. Unless specifically authorized by statute, the school district may not require persons to identify themselves, state a reason for, or justify a request to gain access to public government data. A person may be asked to provide certain identifying or clarifying information for the sole purpose of facilitating access to the data.

3. The identity of the requestor is public, if provided, but cannot be required by the government entity.

4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.

B. The responsible authority will respond to a data request at reasonable times and places as follows:

1. The responsible authority will notify the requestor in writing as follows:

- a. The requested data does not exist; or
- b. The requested data does exist but either all or a portion of the data is not accessible to the requestor; or

(1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority will inform the requestor of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.

(2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.

c. The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pick-up, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.

2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.

3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.

4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.

5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

C. If the school district notifies the requesting person that responsive data or copies are available for inspection or collection, and the requesting person does not inspect the data or collect the copies within five business days of the notification, the school district may suspend any further response to the request until the requesting person inspects the data that has been made available, or collects and pays for the copies that have been produced.

[NOTE: The 2025 Minnesota legislature enacted Paragraph C.]

V. REQUEST FOR SUMMARY DATA

A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.

1. A request for the preparation of summary data must include the following information:

a. Date the request is made;

b. A clear description of the data requested;

c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

d. Method to contact requestor (phone number, address, or email address).

- B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:
 - 1. The estimated costs of preparing the summary data, if any; and
 - 2. The summary data requested; or
 - 3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or
 - 4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.
- C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

VI. DATA BY AN INDIVIDUAL DATA SUBJECT

- A. Collection and storage of all data on individuals and the use and dissemination of private and confidential data on individuals shall be limited to that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.
- B. Private or confidential data on an individual shall not be collected, stored, used, or disseminated by the school district for any purposes other than those stated to the individual at the time of collection in accordance with Minnesota Statutes section 13.04, except as provided in Minnesota Statutes, section 13.05, subdivision 4.
- C. Upon request to the responsible authority or designee, an individual shall be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge and, if desired, shall be informed of the content and meaning of that data.
- D. After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six (6) months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.
- E. The responsible authority or designee shall provide copies of the private or public data upon request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.
- F. The responsible authority or designee shall comply immediately, if possible, with any request made pursuant to this subdivision, or within ten (10) days of the date of the request, excluding Saturdays, Sundays and legal holidays, if immediate compliance is not possible.
- G. An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall

within 30 days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (2) notify the individual that the authority believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.

- H. The determination of the responsible authority may be appealed by a data subject pursuant to the provisions of the Administrative Procedure Act relating to contested cases. Upon receipt of an appeal by an individual, the Commissioner of the Minnesota Department of Administration ("Commissioner") shall, before issuing the order and notice of a contested case hearing required by Minnesota Statutes, chapter 14, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the Commissioner may refer the matter to mediation. Following these efforts, the Commissioner shall dismiss the appeal or issue the order and notice of hearing.
- I. Data on individuals that have been successfully challenged by an individual must be completed, corrected, or destroyed by a government entity without regard to the requirements of Minnesota Statutes, section 138.17.
- J. After completing, correcting, or destroying successfully challenged data, the school district may retain a copy of the Commissioner's of administration's order issued under Minnesota Statutes, chapter 14 or, if no order were issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.

VII. REQUESTS FOR DATA BY AN INDIVIDUAL SUBJECT OF THE DATA

- A. All requests for individual subject data must be made in writing directed to the responsible authority.
- B. A request for individual subject data must include the following information:
 - 1. Statement that one is making a request as a data subject for data about the individual or about a student for whom the individual is the parent or guardian;
 - 2. Date the request is made;
 - 3. A clear description of the data requested;
 - 4. Proof that the individual is the data subject or the data subject's parent or guardian;
 - 5. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - 6. Method to contact the requestor (such as phone number, address, or email address).
- C. The identity of the requestor of private data is private.
- D. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.

- E. Policy 515 (Protection and Privacy of Pupil Records) addresses requests of students or their parents for educational records and data.

VIII. COSTS

A. Public Data

1. The school district will charge for copies provided as follows:
 - a. One hundred (100) or fewer pages of black and white, letter or legal sized paper copies will be charged at twenty-five (25) cents for a one-sided copy or fifty (50) cents for a two-sided copy.
 - b. More than one hundred (100) pages or copies on other materials are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.
 - (1) The actual cost of making copies includes employee time, the cost of the materials onto which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).
 - (2) Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.
2. All charges must be paid for [in cash or by check] in advance of receiving the copies.

[Note: The district should identify the payment methods that it will accept.]

B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.
2. The school district may assess costs associated with the preparation of summary data as follows:
 - a. The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;
 - b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

C. Data Belonging to an Individual Subject

1. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

The responsible authority shall not charge the data subject any fee in those instances where the data subject only desires to view private data.

The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies. Based on the factors set forth in Minnesota Rule, 1205.0300, subpart 4, the school district determines that a reasonable fee would be the charges set forth in section VIII.A of this policy that apply to requests for data by the public.

2. The school district may not charge a fee to search for or to retrieve educational records of a child with a disability by the child's parent or guardian or by the child upon the child reaching the age of majority.

IX. Annual Review and Posting

- A. The responsible authority shall prepare a written data access policy and a written policy for the rights of data subjects (including specific procedures the school district uses for access by the data subject to public or private data on individuals). The responsible authority shall update the policies no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.
- B. Copies of the policies shall be easily available to the public by distributing free copies to the public or by posting the policies in a conspicuous place within the school district that is easily accessible to the public or by posting them on the school district's website.

Data Practices Contacts

Responsible Authority:

[Name]

[Location]

[Phone number; email address]

Data Practices Compliance Official:

[Name]

[Location]

[Phone number; email address]

Data Practices Designee(s):

[Name]

[Location]

[Phone number; email address]

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.01 (Government Data)
Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.025 (Government Entity Obligation)
Minn. Stat. § 13.03 (Access to Government Data)
Minn. Stat. § 13.04 (Rights of Subjects to Data)
Minn. Stat. § 13.05 (Duties of Responsible Authority)
Minn. Stat. § 13.32 (Educational Data)
Minn. Rules Part 1205.0300 (Access to Public Data)
Minn. Rules Part 1205.0400 (Access to Private Data)

Cross References:

MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Resources:

[MN Department of Administration: *Actual Cost*](#)

[MN Department of Administration: *Copy Costs*](#)

[MN Department of Administration: *Education Data*](#)

Report to the School Board

November 10, 2025

By Elementary School Principal Dave Riebel

Strategic Priority 1: Student Success



- Story teller -

Our students were treated to a professional storyteller that was a part of the Sandbar Storytelling Festival taking place in Winona. Our performance was part of an afternoon assembly on Oct. 9.

- Unity Week / Unity Day

Our entire building emphasized friendship and anti bullying efforts during Unity Week from Oct. 20 – 24 with some orange emphasis on Unity Day, Oct. 22. The messages during morning announcements and morning meetings encourage and practice how to be a positive and safe friend to all.



- LA CARES assembly

Our October 24th assembly had a Assertion focus, following a month of lessons on confidence and standing up for what we know is right.

- All Hallows Eve Dress Up

The energy level was high for the classroom parties on Oct. 30. Students and staff enjoyed a dress up afternoon during their scheduled parties. Thank you to the PLAY group for donated snacks and a beverage.

- Youth Frontiers = Kindness Retreat

Our fifth-grade students took part in a Kindness Retreat on Nov. 4th, put on by the Youth Frontiers group. This high energy day is put on to give students tools to develop empathy and promote kindness. We thank the Mark Morris Foundation for funding this Youth Frontiers retreat. We also thank the Crossings Center for the use of their beautiful facilities for this event.

Strategic Priority 2: Effective Staffing



- Workshop day

The Elementary Staff Development team put together a staff team building morning at Big Springs Farm near Lanesboro. After a beautiful fall morning taking part in the corn maze and all the activities at Big Springs, the staff ended their trip with a quick visit to historic B&B Fremont Store before returning for the afternoon of workshop.

Strategic Priority 3: Finance

- Fundraising final amount

The PLAY group set the fundraising goal of \$13,000, enough to cover the costs of the elementary school field trips. The school students and families smashed that goal, collecting just over \$15,000 through their sales efforts. This will cover this year's costs and give a great start on next year's costs as well. Thank you to the PLAY group volunteers for their efforts in tabulating during the fundraiser.

Strategic Priority 4: Facilities

- Last step completed

A patch of tar was added to the back of the elementary taking care of the broken pavement as the final step of the solar panel addition.

Strategic Priority 5: Community Engagement

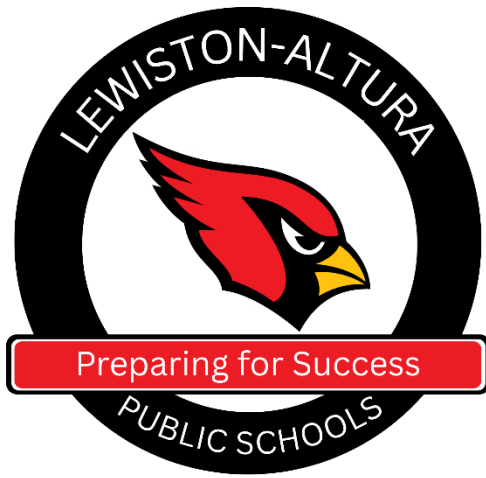
- PLAY Group Trunk or Treat and Haunted House –

PLAY Group volunteers put on a Trunk or Treat event in Altura on Oct.17 as well as spooking up the elementary STEAM room for a haunted house open to the public on Nov. 1. Both events drew great crowds of excited students and their parents. Thank you to our PLAY group volunteers for the fun efforts!



- Sharing Tree activated Nov. 10 - 28

For families with needs for the holiday season, the Lewiston-Altura Community Sharing Tree is open from Nov. 10-28 for community members. The site will accept student needs and accept donations from members of our communities.



Independent School Dist. No. 857
100 County Road 25
Lewiston, MN 55952

Gwen Carman, Superintendent
Dave Riebel, PreK-5 Elementary Principal
Cory Hanson, 6-12 High School Principal

Priority 1: Student Success



- Congratulations to the 2025 State Champion Boy's Cross Country team. L to R: Assistant Coach Seb Kingsburry, Cole Timm, Damian Gossen, Aaron Ploetz, Hunter Rislov, Isaac Rasmussen, Trey Hegland, Grayson Speltz, Will Jewison, Brennan Kunst, Head Coach Matt Kingsburry. Thanks to our Kingsbury coaches on the win. LA's Grayson Speltz was the first team finisher for the group.
- Thank you to the middle school student council and middle school teachers for a great fun night on October 30.
- Congratulations to our winning Math League team in the first meet of the year and second place math master's teams. LA students are currently in 19 of the top 40 spots in the SE region. We have just over 40 students participating. Congratulations to our the following students in the top 10 power rankings: Nate McCann (3rd), Johan Simon (tied for 4th), Carter Bronk (7th), and Seth Harper (tied for 8th). LA has five 9th grade students in the top 40 out of only six total 9th graders in the top 40.
- Congratulations to the boy's football team on a second round win in the section playoff and making it to the section championship game against Fillmore Central.
- Congratulations to the girl's volleyball team on a first round win in their playoffs. They were defeated in the second round at the Rochester Center.
- Congratulations to the cast, crew, and directors of the middle school play. They had a showing for grades 2-8 on Friday afternoon and a community performance on Friday night.
- Honor Band and Choir were part of a large group performance on November 3. We had 16 choir and band members perform.
- A small group of student council leaders went to Red Wing for regional student council event on October 24.
- Thank you to the five high school students that were group leaders for the elementary kindness retreat.

Priority 2: Effective Staffing

- Welcome Sandy Randall as a new paraprofessional joining the LAHS staff.
- Thank you to Ethan Scheck for organizing a chili cookoff on Oct. 31 for staff on their grading and standards-based grading day. Thank you to Lori Anderson for providing ice cream from the Lanesboro ice cream shop as a sweet treat for staff.

- We just filled our final winter coaching position this week in time for the season to begin this week.

Priority 3: Finance

- Thank you to the Winona Masons for two \$100 donations to the tech program.
- Thank you to the LA Booster Club for donations to repair gates to our sporting facilities.
- Thank you to Fastenal for a donation to the girl's basketball program.
- Thank you to Premier Lumber and the Cardinal Foundation for their support of items for the Middle School Play. Thank you to Josh Randall for putting the doors together.

Priority 4: Facilities

- C-Gym sanding and painting are complete. Bleachers have been slightly delayed which will impact the first game or two of the junior high basketball season.

Priority 5: Community Engagement

- Thank you to all of our fall sport spectators and supporters throughout playoffs. It was a great fall season and it is wonderful to hear our fans at home and away events.
- Thank you to all that were able to come to the middle school play performance.

Upcoming Events:

- 11/11 – Veteran's Day Program at 10:15 and Veteran's Lunch at 11:00
- 12/4 – Senior Citizen's Dinner (10:45 doors open, 11:00 performances, 11:30 meal)

Dashir Management Services, Inc.

www.dashirmanagement.com

Lewiston Altura School District

Custodial / Maintenance Report

November 2025

Personnel Information

We are currently fully staffed.

Training Conducted

Staff completed OSHA required safety training on Material Safety Data Sheets.

Inspections

- IEA completed a mock OSHA inspection at the elementary, high school, and bus garage.
- Ahern completed a five-year inspection of the sprinkler system at the high school and the system passed. Along with the five-year inspection Ahern completed some repairs that we needed

Progress on Projects

- The solar panels have been producing power since they were commissioned with only one outage at both schools on the same day. The outage was found checking the Solis App. The breaker on the system was reset at both buildings and power production resumed.
- Tuckpointing has been completed high school and elementary.
- Roof work is in progress at high school. They are currently working on the A-wing.
- Mavo removed asbestos from room three roof drains in the B-wing and the six roof drains in the A-wing on October 15.
- HVAC filters change out has been completed in high school and elementary school.
- Maintenance/Van garage has some heating issues. We replaced the heat exchanger in the small Munchkin hot water unit and one of the circulating pumps for the in-floor heat. Currently we are having issues removing the air from the system but working at it. The system is getting to the end of its service life with many of the components out of production. We may need to plan on having the system upgraded at some point.

Comments

November is here and winterization of the outside facilities has been completed. We are stocked up on sidewalk salt, and snow equipment is ready to go. Looking forward to winter sports but not the snow.

Respectfully Submitted,
Dan Buege
Facility Manager



Independent School Dist. No. 857
100 County Road 25
Lewiston, MN 55952
(507) 523-2191

Gwen Carman, Superintendent
Cory Hanson, High School Principal • Dave Riebel, PK - Elementary Principal

Building A Caring, Adaptable, Respectful, Determined, Successful Community of Learners

Belief Statements (internal operations- beliefs to drive decisions):

- **LIFELONG LEARNERS:** We believe in the value of education for all ages.
- **ACCOUNTABILITY:** We believe we are accountable for our actions and outcomes.
- **COMMUNITY CENTERED:** We believe our schools are the central hub of our community and essential for building strong communities.
- **ADAPTABLE:** We believe in being responsive to an ever-changing world.
- **RESPECTFUL:** We believe in everyone’s right to safety, respect, and dignity in our schools.
- **DIVERSE:** We believe in fostering the value of each other’s individual differences, perspectives, and life experiences.
- **STUDENT FOCUSED:** We believe that we are all responsible for the success of students.

Goals

1. **STUDENT SUCCESS:** Provide all students with the education they need for success: academically, emotionally, and socially.
2. **EFFECTIVE STAFFING:** Hire, maintain, train and support staff to be as effective as possible.
3. **FINANCE:** Be financially healthy and sustainable.
4. **FACILITIES:** Have facilities that are safe, modern and conducive to 21st century education.
5. **COMMUNITY ENGAGEMENT:** Engage with parents, community members and business owners.

Superintendent’s Report to the School Board

Respectfully Submitted by Gwen Porter

November 10, 2025

Meeting Agenda Items Notes

Facilities Updates Luke Pfothenauer will be present at the meeting. There is also a written update summary attached in the packet.

BID TIMELINE (These bids will be for the bulk of the construction to happen Summer 2026.)

- Pre-bid meeting for Wednesday, December 3rd at 10:00am: This meeting is facilitated by Gary Lovitz.
- Bid-Opening: December 16th at 2:00pm, in the HS Cafeteria.

Revised FY26 Budget Julie Grant, Business Manager and admin/dept heads have been working on an amended budget to reflect any adjustments from the budget approved in June 2025. Final amended budget recommendations will be put on the agenda on Monday. Julie will be present at the meeting to present and answer questions.

CACR Report I will be doing the annual/required public presentation for our Comprehensive Achievement and Civic Readiness Report. This will include an overview of our MCA data – which we have discussed previously, as well as data specific to the CACR plan.

OTHER ITEMS

Paid Family Medical Leave This will take effect on January 1, 2026. I have been in multiple meetings/conversations about this and how it will impact the district. The information and details continue to evolve.

MSBA Leadership Conference: January 15-16, at the Minneapolis Convention Center. Please let me know if you want to attend.

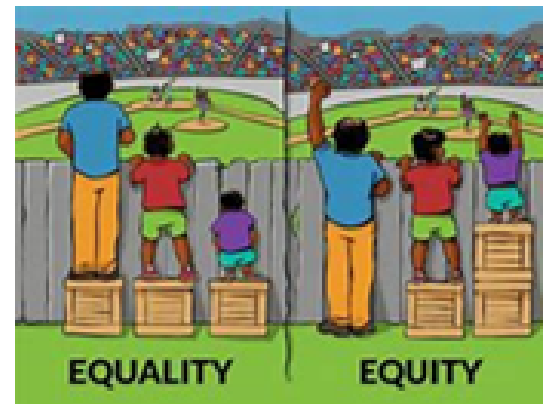
Local Business Meeting We have invited Lewiston and Altura business owners to a meeting on Thursday, November 20th at 3:30pm. This will be our 3rd meeting, since last spring. We will be updating them on the CTE space renovations, our personal skill development grading plans to more intentionally prepare students to be successful employees, opportunities for them to visit classrooms and/or students visit their locations, and a Career Fair Day (February 26th) that we are planning and hoping they will participate in. The Fair will be for students in grades 5-12.

Senior Citizen Dinner We are having this annual dinner on Thursday, December 4th. The doors will open at 10:45am, the meal will be served starting at 11:30am. The high school choir and band will perform starting at 11:00am. We are estimating the cost per meal to be \$7.00. We are going to ask for free-will donation at the door. If the amount of revenue we take in is significantly less than our expenses, I will pursue additional funding from outside resources. Let me know if you would like to help serve this meal.

Lewiston Chamber of Commerce: Activities Director/Dean of Students Ryan Eppen is going to be the guest speaker at the meeting on Wednesday, November 19th at noon at the Heartland Country Club. This is an important opportunity for Mr. Eppen to thank local businesses for their sponsorship of our athletic programs and how we use the funds.

Enrollment

Grade Level	May 29, 2025	Sept 4, 2025	October 6, 2025	November 1, 2025
Kdg	38	29	28	28
1st	26	39	38	38
2nd	36	28	28	28
3rd	38	36	36	36
4th	25	41	41	41
5th	39	29	28	28
6th	38	44	44	44
7th	38	36	36	36
8th	37	39	39	39
9th	55	45	45	45
10th	58	55	54	54
11th	48	58	58	58
12th	56	48	48	48
Total	532	527	523	523



Equity is important in all of our decision making.