

Regular School Board Meeting  
Monday, October 9, 2023 6:00 PM

District Office Board Room  
2001 William Avenue  
Montevideo, MN 56265

## Agenda

1. ROUTINE BUSINESS ITEMS
  - 1.1. Call to Order/Pledge of Allegiance
  - 1.2. Roll Call: Birhanzi \_\_\_ Pauling \_\_\_ Wibben \_\_\_ Ohmacht \_\_\_ Shourds \_\_\_ and Stenson \_\_\_.
  - 1.3. Approval of Agenda
  - 1.4. Approval of Consent Agenda

*(Any item or items may be pulled off the consent agenda, at the request of any board member, for consideration by the board as a whole.)*

    - 1.4.1. Regular Board of Education Meeting Minutes
    - 1.4.2. Bills
    - 1.4.3. Treasurer's Report
    - 1.4.4. Budget Report
    - 1.4.5. Personnel Actions
      - 1.4.5.1. Employment
      - 1.4.5.2. Resignations/Retirements
      - 1.4.5.3. Reassignments
  - 1.5. Resolution Accepting a Gift, Donation, Contribution or Bequest RESOLUTION ACCEPTING MONETARY, PROPERTY, GOODS OR SERVICES DONATION
  - 1.6. Public Forum
  - 1.7. Superintendent's Report
  - 1.8. Board Reports
    - 1.8.1. Board Committees
    - 1.8.2. Student Representative Report
    - 1.8.3. Administrators
  - 1.9. Congratulatory Action and Recognition
2. DISCUSSION ITEMS
  - 2.1. Teacher Seniority List
  - 2.2. Policy First Read
3. ACTION ITEMS
  - 3.1. Approval of Policies 603, 504, and 605.
  - 3.2. Approve Fundraising Request
  - 3.3. Ratification of the 2023-2025 Contract with the Montevideo School Office Personnel
  - 3.4. Resolution Appointing Election Judges for the November 7, 2023 School District Special Election.
4. ADJOURNMENT

ISD 129 – MONTEVIDEO PUBLIC SCHOOLS  
Minutes of Regular School Board Meeting  
Held September 11, 2023 in Montevideo, MN

The regular meeting of the School Board of Independent School District #129 was called to order by Chairman Stenson at 6:00 p.m. on Monday, September 11, 2023. The meeting was held in the District Board Room of the Montevideo Middle School.

Members present were Pauling, Birhanzi, Ohmacht, Wibben, Shourds and Stenson. Also present were Mr. McKittrick, Mr. Huntley, Mr. Weber, Jesse Nelson, Kelly Snell, member of the media and members of the staff.

Director Ohmacht made and Director Pauling seconded a motion to approve the agenda as presented. Motion carried unanimously.

Kelly Snell, Community Education Director, gave a presentation on Community Education, providing participation statistics and future programming plans.

Director Pauling made and Director Ohmacht seconded a motion to approve the Consent Agenda as presented. Motion carried unanimously.

- Regular Board of Education Meeting Minutes – August 14, 2023
- September Bills

**TOTAL EXPENDITURES BY FUND**

GENERAL FUND	\$	270,933.42
FOOD SERVICE	\$	48,528.96
COMMUNITY SERVICES	\$	9,588.45
CAPITAL EXPENDITURE	\$	89,814.53
STUDENT ACTIVIES	\$	5,088.96
MINN RIVER VALLEY ED DIST	\$	61,075.92
MRVED COMMUNITY EDUCATION	\$	3,198.01
<b>TOTAL BY FUND</b>	<b>\$</b>	<b>488,228.25</b>

- Personnel Actions  
Employment:  
Elizabeth Brown, Indian Education Coordinator, Middle School  
Cassandra Waltz, Food Service, High School  
MacKenzie Kotek, ECSE Paraprofessional, Hawks Nest  
Mandy Saravia, SPED Paraprofessional, Ramsey  
Judy Olson, Kindergarten Assistant, Ramsey  
Jade Jensen, SPED Paraprofessional, Ramsey  
Holly Weckwerth, Kindergarten Assistant, Ramsey  
Lauren Blenker, OT Assistant, Ramsey  
Samantha Hasbrook, SPED Paraprofessional, Sanford

Rashelle Onnen, SPED Paraprofessional, Ramsey  
Maria Mercado, ELL Paraprofessional, MHS  
Robb Miller, Full-time Substitute Teacher, MHS  
Luis Valenzuela Cribas, ELL Paraprofessional, Ramsey  
Kalista Bowerman, Paraprofessional, MHS  
Becky Holzheimer, Paraprofessional, MHS  
Pat Mael, Head Custodian, MMS  
Laurie Aus, SPED Paraprofessional, Sanford  
Alexis Swick, Teacher Assistant - Ramsey, Program Lead - JTH  
Amoreena Petrich, SPED Paraprofessional, Sanford  
Mirian del Carmen Valenzuela Chaver, ELL Assistant, Sanford

#### Resignations/Retirements:

Nick Patton, resigned as Community Ed. Recreation Assistant, Hawks Nest  
Gary Peterson, resigned as Head Custodian, Middle School

#### Reassignments:

Heather Perkins, reassignment to the ALC as a Teacher Assistant  
Jessica Cantu, reassignment from ELL Assistant to PT ELL Assistant and PT Library Assistant, Ramsey

- Director Wibben made and Director Shourds seconded the motion to adopt the resolution accepting the listed gifts, donations, contributions and bequests. After a roll call vote, all members voted Aye. Motion carried unanimously.  
Kathleen & Joseph Waklee donated \$300 to Grade 4, Sanford Elementary "in memory of Harper".
- Director Stenson gave a report of the progress made with the Negotiations Committee as well as a review of the 2023-2024 Board Goals.
- Congratulatory Action and Recognition: None

#### Discussion Items

- Chief Business Official, Adam Spray, presented the preliminary levy information to the board. The final 2023 payable 2024 levy numbers will be discussed during the regular board meeting on Monday, December 11, 2023 at 6:00 PM.
- First reading of policies 603, 504, and 605. These are MSBA model policies for the board to review and will be brought back for adoption in October.
- Director Stenson presented the positive review of the Commissioner's Review and Comment of the district's submitted facility plan.

#### Action Items

- Director Ohmacht made and Director Shourds seconded the Motion to approve policies 504, 515, 524A, and 524.2 as presented. Motion carried unanimously.

- Director Pauling made and Director Wibben seconded the motion to approve the recommended staff for movement on the salary schedule for the 23-24 school year. Motion carried unanimously.
- Director Ohmacht made and Director Pauling seconded the motion to approve Fall and Full Year Extra-Curricular Assignments. Motion carried unanimously.
- Director Pauling made and Director Shourds seconded the motion to approve the maximum for the preliminary levy certification for 2023 Pay 2024 taxes. Motion carried unanimously.
- Director Birhanzi made and Director Pauling seconded the motion to approve the 2023-2025 work agreements for the district's Activities Director, Chief Technology Official, Community Education Director, and Director of Professional Development as presented. Motion carried unanimously.
- Director Shourds made and Director Ohmacht seconded the motion to approve the revised 2022-2024 Food Service work agreement as presented. Motion carried unanimously.
- Director Wibben made and Director Pauling seconded the motion to approve the Community Education Child Care work agreement for FY24 as presented. Motion carried unanimously.
- Director Ohmacht made and Director Wibben seconded the motion to Motion to approve the district vision and mission statement as presented. Motion carried unanimously.

Adjournment: Director Pauling made and Director Ohmacht seconded the motion to adjourn the meeting at 6:43 PM.

**MONTEVIDEO PUBLIC SCHOOLS  
MONTHLY WARRANTS  
October 9, 2023**

Check #	Vendor	Amount	Description
66414	A&B BUSINESS SOLUTIONS	\$ 2,800.71	COPIER/PRINTER LEASES
66415	Vendor Continued Check	\$ -	VOID
66416	Vendor Continued Check	\$ -	VOID
66417	Vendor Continued Check	\$ -	VOID
66418	Vendor Continued Check	\$ -	VOID
66419	Vendor Continued Check	\$ -	VOID
66420	Vendor Continued Check	\$ -	VOID
66421	Vendor Continued Check	\$ -	VOID
66422	Vendor Continued Check	\$ -	VOID
66423	AMAZON CAPITAL SERVICES, INC	\$ 4,988.07	MISC SUPPLIES
66424	ANDERSON'S	\$ 168.74	HOMECOMING SUPPLIES
66425	BENSON FOOD SERVICE	\$ 249.25	PARA CONFERENCE MEALS
66426	BEYOND PLAY	\$ 498.90	CLASSROOM SUPPLIES
66427	BLICK ART MATERIALS	\$ 128.24	CLASSROOM SUPPLIES
66428	BORCH'S SPORTING GOODS	\$ 9,003.55	UNIFORMS/SHIRTS/NETS/BASKETBALLS
66429	BUILDERS FIRSTSOURCE	\$ 203.50	IND ART SUPPLIES
66430	CENTRAL LAKES RESTAURANT SUPPLY	\$ 3,266.51	DISHWASHER REPAIR
66431	CENTRAL PRODUCTS LLC	\$ 9,171.45	FOOD SERVICE EQUIPMENT
66432	Vendor Continued Check	\$ -	VOID
66433	CHAPPEL CENTRAL INC	\$ 6,280.90	HVAC REPAIRS
66434	CHERRYROAD MEDIA	\$ 4,024.01	FALL BROCHURE/ADS
66435	CLARA CITY TELEPHONE	\$ 483.79	FIBER LEASES
66436	Vendor Continued Check	\$ -	VOID
66437	Vendor Continued Check	\$ -	VOID
66438	CLARK TRANSPORTATION, INC	\$ 109,831.40	TRANSPORTATION SERVICES
66439	CLEAN SITE LLC	\$ 977.50	PORTABLE RESTROOM RENTALS
66440	COLD STONE CREAMERY	\$ 1,802.00	CONCESSIONS
66441	COLUMN SOFTWARE PBC	\$ 390.30	NOTICE
66442	COMMUNITY EDUCATION DEPT	\$ 4,455.00	SWNS ECSE TUITION
66443	CREEK VIEW IMAGES	\$ 1,204.00	STUDENT IDS
66444	DOUBLE D DEVELOPMENT	\$ 15,074.53	HAWKS NEST LEASE
66445	DRAMATISTS PLAY SERVICE	\$ 477.56	FALL PLAY SCRIPTS
66446	DRIESSEN WATER INC	\$ 1,064.09	SALT/WATER
66447	EAST SIDE JERSEY DAIRY ESJD	\$ 11,059.49	FOOD SERVICE BILLING
66448	ECOLAB PEST ELIMINATION	\$ 418.80	PEST ELIMINATION
66449	FASTENAL COMPANY	\$ 3,344.00	WELDING HELMETS
66450	FLINN SCIENTIFIC	\$ 40.50	CLASSROOM SUPPLIES
66451	FOLLET CONTENT SOLUTIONS, LLC	\$ 2,810.37	LIBRARY SUPPLIES
66452	FUN AND FUNCTION	\$ 512.88	CLASSROOM SUPPLIES
66453	FUN EXPRESS, INC	\$ 54.24	CLASSROOM SUPPLIES
66454	GENERATION GENIUS, INC.	\$ 125.00	SUBSCRIPTION
66455	GREATER MN FAMILY SERVICES	\$ 833.33	CONTRACTED SERVICES
66456	HEALY AWARDS INC	\$ 1,140.26	ATHLETIC AWARDS
66457	HENDRICKX DEROUIN, ANNETTE	\$ 715.20	FOOD SERVICE CONSULTANT
66458	HENLE PRINTING COMPANY	\$ 1,906.49	NEWSLETTER
66459	Vendor Continued Check	\$ -	VOID
66460	Vendor Continued Check	\$ -	VOID
66461	Vendor Continued Check	\$ -	VOID
66462	HILLYARD FLOOR CARE SUPPLY	\$ 7,504.94	CUSTODIAL SUPPLIES
66463	INNOVATIVE OFFICE SOLUTIONS, LLC	\$ 942.67	CLASSROOM SUPPLIES

**MONTEVIDEO PUBLIC SCHOOLS  
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66464	ISD #129 - MONTEVIDEO	\$	69.12	FOOD SERVICE
66465	JIM'S CLOTHING & SPORTING GOOD	\$	1,290.00	SHIRTS
66466	JOHNSON CONTROLS FIRE PROTECTION LP	\$	4,899.17	FIRE ALARM SYSTEM REPAIRS/SERVICE
66467	J W PEPPER AND SON INC	\$	88.99	CLASSROOM SUPPLIES
66468	KDMA (AM)/KMGFM (FM)	\$	71.00	ADS
66469	KENNEDY & GRAVEN CHARTERED	\$	4,506.50	LEGAL SERVICES
66470	LENOVO (UNITED STATES) INC.	\$	1,000.00	CHROMEBOOK INSURANCE
66471	LIGHTSPEED TECHNOLOGIES INC	\$	350.00	TECHNOLOGY ORDER
66472	MINNESOTA HISTORICAL SOCIETY	\$	395.91	ENGLISH BOOKS
66473	MINNESOTA WEST CTC-CANBY	\$	4,845.75	FALL PSEO CONTRACT
66474	MN FFA	\$	285.00	AET SUBSCRIPTION
66475	MN RIVER VALLEY EDUCATION DIST	\$	14,388.65	FY 23 4TH QTR SERVICES
66476	MOLDE'S ELECTRIC & MECHANICAL INC	\$	365.00	ELECTRICAL REPAIRS
66477	MONTE CANDY CO	\$	690.00	CONCESSIONS
66478	MONTE FIRE AND SAFETY	\$	591.76	FIRE EXTINGUISHERS
66479	MONTE HARDWARE HANK	\$	263.80	CUSTODIAL SUPPLIES
66480	NORTHERN STATES SUPPLY INC	\$	1,076.55	HVAC BELTS
66481	OLSEN PLUMBING & HEATING INC	\$	168.35	PLUMBING REPAIRS
66482	OUTLAW GRAPHIX	\$	1,476.07	FFA SHIRTS/SUPPLIES
66483	OXYGEN SERVICE COMPANY	\$	567.58	AG SHOP SUPPLIES
66484	PAAPE ENERGY SERVICES	\$	5,530.00	HVAC CONTROLS
66485	PAN OF GOLD BAKING CO	\$	1,367.68	FOOD SERVICE BILLING
66486	PEPSI-COLA	\$	1,139.94	CONCESSIONS
66487	PETTY CASH FUND	\$	905.72	PETTY CASH REIMBURSEMENTS
66488	PIONEER	\$	824.40	FIELD PAINT
66489	RUNNING'S SUPPLY INC	\$	350.29	CUSTODIAL SUPPLIES
66490	SARLETTES MUSIC	\$	140.00	BAND SUPPLIES
66491	SCHOLASTIC INC MAGAZINES	\$	1,892.98	SUBSCRIPTION
66492	Vendor Continued Check	\$	-	VOID
66493	SCHOOL SPECIALTY INC	\$	1,911.44	CLASSROOM SUPPLIES
66494	SCHWIETERS FORD	\$	44.04	AUTO MAINTENANCE
66495	SDACCC	\$	350.00	CAREER FAIR
66496	SEACHANGE PRINT INNOVATIONS	\$	814.65	BALLOT PROGRAMMIING SERVICES
66497	SONOVA USA INC	\$	2,474.51	FM HEARING UNIT
66498	STAR GROUP, LLC	\$	139.16	CUSTODIAL SUPPLIES
66499	SUPER DUPER SCHOOL CO	\$	93.85	CLASSROOM SUPPLIES
66500	SYSLOUD INC	\$	3,000.00	TECHNOLOGY ORDER
66501	SYSCO WESTERN MN	\$	70,366.82	FOOD SERVICE BILLING
66502	T-MOBILE	\$	89.25	BUS ACCESS POINTS
66503	T.A. LAURITSEN SEPTIC & DRAIN	\$	325.00	DRAIN SERVICE
66504	TEACHBOOST	\$	7,020.00	SUBSCRIPTION
66505	TOSTENSON LANDFILL	\$	3,652.23	LANDFILL FEES/GARBAGE SERVICE
66506	TRANE US INC	\$	612.50	HVAC SERVICE
66507	UNITED WAY OF WEST CENTRAL MINNESOTA	\$	175.00	LTHC FIELD TRIP
66508	UNIVERSAL AWARDS	\$	2,469.00	ATHLETIC AWARDS
66509	US BANK EQUIPMENT FINANCE	\$	780.00	COPIER LEASE
66510	USI INSURANCE SERVICES LLC	\$	900.00	RISK MGMT FEE
66511	Vendor Continued Check	\$	-	VOID
66512	Vendor Continued Check	\$	-	VOID
66513	Vendor Continued Check	\$	-	VOID
66514	Vendor Continued Check	\$	-	VOID

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66515 Vendor Continued Check	\$	-	VOID
66516 VISA	\$	8,489.51	MISC SUPPLIES
66517 Vendor Continued Check	\$	-	VOID
66518 WALMART - CAPITAL ONE	\$	4,983.09	MISC SUPPLIES
66519 WENGER CORPORATION	\$	13,668.78	STAGING
66520 WESTERN PSYCHOLOGICAL SERVICES	\$	859.10	SEAT TESTS
66521 WILLIAM V. MACGILL & CO	\$	9,614.88	NURSE EQUIPMENT
66522 ZEP MANUFACTURING COMPANY	\$	729.89	CUSTODIAL SUPPLIES
232400052 ARNDT, KRISTI L	\$	11.53	BETWEEN BUILDING MILEAGE
232400053 BAG AUS, STACY M	\$	226.70	BETWEEN BUILDING MILEAGE
232400054 CARLSON, KAILEE A	\$	95.12	SPEECHPATHOLOGY REIMBURSEMENT
232400055 CHRISTOPHERSON, KRIS A	\$	94.11	ECFE BOOKS - REIMBURSEMENT
232400056 DAHL, CHARLYNN MARIE	\$	445.00	CONFERENCE EXPENSE REIMBURSEMENT
232400057 FRAGODT, CONNIE	\$	98.91	HOME VISIT MILEAGE
232400058 GEERDES, STACY T	\$	91.17	BETWEEN BUILDING MILEAGE
232400059 GOPHER STATE ONE CALL	\$	2.70	LOCATING SERVICES
232400060 HAMPTON, DANIEL H	\$	223.79	FALL PLAY/MUSICAL SUPPLY REIMBURSEMENTS
232400061 HAWKINS INC	\$	608.17	POOL CHEMICALS/SUPPLIES
232400062 HILDAHL, MELITA K	\$	57.56	REIMBURSEMENTS
232400063 IS-CORP	\$	281.25	SOFTWARE HOSTING
232400064 JASPERSEN, KERRY J	\$	139.00	REIMBURSEMENTS
232400065 MILLER, JENNIFER M	\$	117.07	REIMBURSEMENTS
232400066 MINER, MAQUELAH M	\$	192.32	REIMBURSEMENTS
232400067 NELSON, JESSE L	\$	42.50	MEMBERSHIP REIMBURSEMENT
232400068 REIDINGER, AMY K	\$	25.55	BETWEEN BUILDING MILEAGE
232400069 RICHARD, ILENE KAY	\$	42.58	TRAINING MILEAGE
232400070 RIPLEY, SCOTT D	\$	120.26	BETWEEN BUILDING MILEAGE
232400071 ROBARGE, NANCY ANN	\$	146.72	TRAINING MILEAGE
232400072 SMIENS, SARAH DONNA	\$	69.08	BETWEEN BUILDING MILEAGE
232400073 TOSTENSON, MOLLI K	\$	105.81	SPEECHPATHOLOGY REIMBURSEMENT
232400074 VICK, JENNA A	\$	19.72	BETWEEN BUILDING MILEAGE
232400075 WEBB, DEREK CHARLES	\$	129.50	BB CLINIC REGISTRATION
<b>TOTAL MONTEVIDEO WARRANTS</b>	<b>\$</b>	<b>394,441.20</b>	

**MONTEVIDEO PUBLIC SCHOOLS  
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**MINNESOTA RIVER VALLEY EDUCATION DISTRICT WARRANTS**

66384 BENSON FOOD SERVICE	\$	105.00	MRVED PARAPROFESSIONAL CONF FOOD
66385 BROWN CONSTRUCTION	\$	13,334.85	ALC GARAGE
66386 CITY OF MONTEVIDEO	\$	138.81	CITY UTILITIES
66387 CLARA CITY TELEPHONE	\$	402.00	TIBER LEASE
66388 CLARK TRANSPORTATION, INC	\$	679.40	ALC TRANSPORTATION
66389 COMMUNITY EDUCATION DEPT	\$	647.42	SUMMER TRANSPORTATION
66390 CULLIGAN SOFT WATER	\$	25.60	WATER
66391 GROVE, EMILY	\$	5,593.48	EL CONSULTANT
66392 HOWARD, LINDA KAY	\$	44.83	MEAL REIMBURSEMENTS
66393 ISD #129 - MONTEVIDEO	\$	26,287.81	VIEWBOARD; FY 23 TARGETED SERVICES
66394 ISD #378-DAWSON	\$	9,588.79	SUMMER TRANSP; FY 23 TARGETED SERVICES
66395 Vendor Continued Check	\$	-	VOID
66396 ISD #2167-LAKEVIEW	\$	124,269.95	SPECIAL ED; TARGETED SERVICES
66397 Vendor Continued Check	\$	-	VOID
66398 ISD #2853-LAC QUI PARLE VALLEY	\$	172,480.71	SPECIAL ED; TARGETED SERVICES
66399 ISD #2890-RCW	\$	6,191.57	FY 23 TARGETED SERVICES
66400 ISD #2903-ORTONVILLE SCHOOLS	\$	3,940.09	FY 23 TARGETED SERVICES
66401 JAHN, ZACHARY M	\$	181.10	SUPPLIES - REIMBURSEMENT
66402 LIGHTBEAM INTERNET	\$	35.27	ABE INTERNET
66403 MAAP STARS	\$	425.00	FALL CONFERENCE
66404 MINNESOTA VALLEY COOP CENTER	\$	5,172.72	FINAL FY 23 PAYMENT
66405 MINNESOTA WEST CTC-CANBY	\$	1,135.00	ABE RENT
66406 MONTEVIDEO MARKET	\$	44.03	REFRESHMENTS
66407 RAYMO, BRANDON J	\$	288.20	MILEAGE REIMBURSEMENT
66408 THE TAYLOR HOOTON FOUNDATION	\$	500.00	TEACHER WORKSHOP
66409 TOSTENSON LANDFILL	\$	107.84	GARBAGE
66410 TRISH KRUGER CATERING	\$	4,500.00	COMMON INSERVICE LUNCHEON
66411 VISA CARDMEMBER SERVICE	\$	9,434.61	MISC EXPENSES
66412 WORDEN, CATALINA R	\$	188.64	MILEAGE REIMBURSEMENT
66413 YME COMMUNITY EDUCATION	\$	267.42	GAME DAY REIMBURSEMENT

**TOTAL MRVED WARRANTS \$ 386,010.14**

**TOTAL EXPENDITURES BY FUND**

GENERAL FUND	\$	235,144.43
FOOD SERVICE	\$	97,864.23
COMMUNITY SERVICES	\$	6,482.19
CAPITAL EXPENDITURE	\$	45,043.80
STUDENT ACTIVIES	\$	9,468.31
MINN RIVER VALLEY ED DIST	\$	378,920.30
MRVED COMMUNITY EDUCATION	\$	7,528.08
<b>TOTAL BY FUND</b>	<b>\$</b>	<b>780,451.34</b>

**AUGUST 2023 WIRES / CASH TRANSFERS**

9/12/2023 WIRE FROM LAF TO OLD NATIONAL	\$	300,000.00	BOARD BILLS
9/13/2023 WIRE FROM PMA TO MINNWEST	\$	700,000.00	PAYROLL
9/28/2023 WIRE FROM PMA TO MINNWEST	\$	600,000.00	PAYROLL
9/28/2023 WIRE FROM PMA TO OLD NATIONAL	\$	200,000.00	INSURANCE PAYMENT

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**SEPTEMBER 2023 MANUAL CHECKS**

66183	VENDOR CONTINUED CHECK	\$	-	VOID
66184	VENDOR CONTINUED CHECK	\$	-	VOID
66185	VENDOR CONTINUED CHECK	\$	-	VOID
66186	VENDOR CONTINUED CHECK	\$	-	VOID
66187	VENDOR CONTINUED CHECK	\$	-	VOID
66188	AMAZON CAPITAL SERVICES, INC	\$	6,158.90	MISC SUPPLIES
66189	PETTY CASH FUND	\$	6,549.32	PETTY CASH REIMBURSEMENTS
66190	VENDOR CONTINUED CHECK	\$	-	VOID
66191	VENDOR CONTINUED CHECK	\$	-	VOID
66192	VENDOR CONTINUED CHECK	\$	-	VOID
66193	VENDOR CONTINUED CHECK	\$	-	VOID
66194	VENDOR CONTINUED CHECK	\$	-	VOID
66195	VISA	\$	11,518.17	MISC SUPPLIES
66196	WALMART - CAPITAL ONE	\$	1,493.91	MISC SUPPLIES
66351	ISD #129	\$	1,200.00	ADDITIONAL ACTIVITY STARTING CASH
66352	CHARTER COMMUNICATIONS	\$	239.96	PHONE & INTERNET SERVICES
66353	CLARA CITY TELEPHONE	\$	479.00	FIBER LEASES
66354	CUSTOM PRINTING	\$	1,006.00	ENVELOPE ORDER
66355	FARMERS UNION OIL COMPANY	\$	98.58	FUEL FOR DRIVERS ED CARS
66356	HENLE PRINTING COMPANY	\$	1,870.40	POSTCARD PRINTING
66357	HOLLYWOOD ON MAIN, LLC	\$	7,980.00	23-24 HOLLYWOOD RENTAL
66358	MONTE CANDY CO	\$	627.00	CONCESSIONS
66359	PEPSI-COLA	\$	2,444.11	CONCESSIONS
66360	VERIZON WIRELESS	\$	569.74	WIRELESS BILLING
66361	ISD #129	\$	250.00	MMS STUDENT COUNCIL PETTY CASH
65792	MONTEVIDEO PTSA	\$	(506.10)	VOID
66362	MONTEVIDEO PTSA	\$	506.10	RE-ISSUE
66363	CENTURYLINK-AZ	\$	111.72	ABE PHONE SERVICE
66364	CLARA CITY TELEPHONE	\$	200.00	FIBER LEASES
66365	TRISH KRUGER CATERING	\$	480.90	MEETING MEALS
66366	XCEL ENERGY	\$	1,315.94	ELECTRICAL SERVICE
66367	VENDOR CONTINUED CHECK	\$	-	VOID
66368	VENDOR CONTINUED CHECK	\$	-	VOID
66369	VENDOR CONTINUED CHECK	\$	-	VOID
66370	AMAZON CAPITAL SERVICES, INC	\$	3,325.84	MISC SUPPLIES
66371	CITY OF MONTEVIDEO UTILITIES	\$	4,570.90	CITY UTILITY BILLINGS
66372	PROCARE SOFTWARE	\$	1,536.00	23-24 DATA HOSTING
66373	XCEL ENERGY	\$	20,661.43	ELECTRICAL SERVICE
66374	PETTY CASH FUND	\$	6,364.66	PETTY CASH REIMBURSEMENTS

**TOTAL SEPTEMBER 2023 MANUAL CHECKS \$ 81,052.48**

**SEPTEMBER 2023 PAYROLL DEDUCT CHECKS/EFT PMTS**

US TREAS	US TREASURY	\$	136,629.29	FEDERAL PAYROLL TAX
US TREAS	US TREASURY	\$	122,790.80	FEDERAL PAYROLL TAX
MN REV	MN DEPARTMENT OF REVENUE	\$	21,760.67	STATE WITHHOLDING
MN REV	MN DEPARTMENT OF REVENUE	\$	18,753.16	STATE WITHHOLDING
MN TRA	MINNESOTA TEACHERS RETIREMENT ASSO	\$	67,538.90	TRA EFT

**MONTEVIDEO PUBLIC SCHOOLS****MONTHLY WARRANTS****October 9, 2023**

MN TRA	MINNESOTA TEACHERS RETIREMENT ASSO	\$	64,050.80	TRA EFT
MN PERA	MN PUBLIC EMPLOYEES RETIREMENT ASSO	\$	28,795.75	PERA EFT
MN PERA	MN PUBLIC EMPLOYEES RETIREMENT ASSO	\$	26,948.53	PERA EFT
SWWC	SOUTHWEST WEST CENTRAL SERVICE CO-	\$	244,918.28	HEALTH EFT
EBC	EDUCATORS BENEFIT CONSULTANTS	\$	24,228.00	PAYROLL 403(B) EFT
EBC	EDUCATORS BENEFIT CONSULTANTS	\$	23,698.50	PAYROLL 403(B) EFT
66342	AMERICAN FAMILY LIFE ASSURANCE	\$	493.10	PAYROLL ACCRUAL
66343	BLUE CROSS BLUE SHIELD OF MINN	\$	538.00	PAYROLL ACCRUAL
66344	ISD #129 - MONTEVIDEO	\$	2,641.94	PAYROLL ACCRUAL
66345	MEDICAREBLUE RX	\$	358.00	PAYROLL ACCRUAL
66346	MN CHILD SUPPORT PAYMENT CTR	\$	325.20	PAYROLL ACCRUAL
66347	MONTEVIDEO PUBLIC SCHOOL	\$	965.00	PAYROLL ACCRUAL
66348	MONTEVIDEO AREA COMMUNITY FOUNDATI	\$	136.50	PAYROLL ACCRUAL
66349	NCBERS MINNESOTA	\$	80.00	PAYROLL ACCRUAL
66350	AFSCME COUNCIL 65	\$	417.03	PAYROLL ACCRUAL
66375	AVIBEN	\$	21.42	PAYROLL ACCRUAL
66376	ISD #129 - MONTEVIDEO	\$	2,461.94	PAYROLL ACCRUAL
66377	MADISON NATIONAL LIFE INS	\$	5,482.82	PAYROLL ACCRUAL
66378	METLIFE	\$	7,546.16	PAYROLL ACCRUAL
66379	MN CHILD SUPPORT PAYMENT CTR	\$	325.20	PAYROLL ACCRUAL
66380	MONTEVIDEO PUBLIC SCHOOL	\$	170.00	PAYROLL ACCRUAL
66381	MONTEVIDEO AREA COMMUNITY FOUNDATI	\$	136.50	PAYROLL ACCRUAL
66382	AFSCME COUNCIL 65	\$	417.03	PAYROLL ACCRUAL
66383	VSP INSURANCE CO	\$	1,659.24	PAYROLL ACCRUAL

**TOTAL PAYROLL CHECKS/EFTS \$ 804,287.76**

**SEPTEMBER 2023 PETTY CASH DISBURSEMENTS**

9/8/2023	Ashling, Angela	\$	103.50	Lunch account refund
9/20/2023	Beseman, Tim	\$	140.00	VB Official 9/21/23
9/26/2023	Beseman, Tim	\$	140.00	VB Official 9/29/23
9/26/2023	Bureau Of Education & Research	\$	279.00	Registration - S Geerdes
9/8/2023	Central High School	\$	200.00	CC Meet entry fee
9/15/2023	Chippewa County Recorder	\$	15.00	Births for Chippewa County - 2022-2023
9/8/2023	Christians, Brittany	\$	40.80	Lunch account refund
9/8/2023	Cornelius, Kayla	\$	102.70	Lunch account refund
9/26/2023	Dawson Boyd Arts Association	\$	564.00	Cat Kid Comic Club
9/8/2023	Dirksen, Dave	\$	38.80	Lunch account refund
9/5/2023	Ellingson, James B.	\$	165.00	GSW Starter 9/5/23
9/12/2023	Ellingson, James B.	\$	165.00	GSW Starter 9/12/23
9/8/2023	Erickson, Kari	\$	11.90	Lunch account refund
9/8/2023	Gabrielson, Brooke	\$	144.00	Lunch account refund
9/26/2023	Greenwaldt, Brad	\$	140.00	VB Official 9/26/23
9/8/2023	Griess, Jessica	\$	118.40	Lunch account refund
9/8/2023	Hanna, Stephanie	\$	92.15	Lunch account refund
9/12/2023	Hansen, Kevin	\$	140.00	FB Official 9/15/23
9/12/2023	Hennen, Wayne	\$	140.00	FB Official 9/15/23
9/8/2023	Holzheimer, Sandra	\$	14.50	Lunch account refund
9/8/2023	Howell, Krista	\$	189.05	Lunch account refund
9/12/2023	Jansen, Odie	\$	140.00	VB Official 9/14/23
9/8/2023	Johnson, Bridget	\$	18.50	Lunch account refund

**MONTEVIDEO PUBLIC SCHOOLS**

**MONTHLY WARRANTS**

**October 9, 2023**

9/12/2023	Johnson, Steven	\$	140.00	FB Official 9/15/23
9/8/2023	Karas, Blake	\$	400.00	VB invite official 9/9/23
9/26/2023	Karas, Blake	\$	140.00	VB Official 9/26/23
9/20/2023	Kleinwolterink, John	\$	140.00	VB Official 9/21/23
9/8/2023	Listul, Lindsay	\$	17.30	Lunch account refund
9/8/2023	Matthys, Heather	\$	77.35	Lunch account refund
9/8/2023	Milbank High School	\$	80.00	CC Meet 9/9/23
9/8/2023	Mitlyng, Abbie	\$	7.00	Lunch account refund
9/15/2023	Montevideo Area Youth Center	\$	50.00	FFA Skating
9/5/2023	Moreno, Alma	\$	15.00	CB Insurance Refund
9/15/2023	Mundt, Jennifer	\$	21.51	Lunch account refund
9/12/2023	Ogdahl, Tom	\$	140.00	FB Official 9/15/23
9/26/2023	Pennie, Heather	\$	140.00	VB Official 9/29/23
9/8/2023	Raney, Jennifer	\$	31.50	Lunch account refund
9/8/2023	Roos, Jordan	\$	400.00	VB Invite official 9/9/23
9/8/2023	Rucker, Samantha	\$	53.80	Lunch account refund
9/12/2023	Ryan, Scott	\$	165.00	GSW Starter 9/14/23
9/8/2023	Saeger, Danielle	\$	16.40	Lunch account refund
9/8/2023	Schwalbach, Jayne	\$	400.00	VB invite official 9/9/23
9/8/2023	Templer, Taylor	\$	50.00	Lunch account refund
9/12/2023	Wagner, Kim	\$	140.00	FB Official 9/15/23
9/8/2023	Weckwerth, Chantel	\$	48.10	Lunch account refund
9/8/2023	Wittemore, Bruce	\$	400.00	VB invite offiical 9/9/23
9/20/2023	Wold, Denise	\$	49.40	Lunch account refund
9/12/2023	Woods, Mike	\$	140.00	VB Official 9/14/23
9/28/2023	Frito-Lay	\$	205.72	Chips for FFA Hot Dog Feed
9/28/2023	Johnson, Jesse	\$	140.00	FB Official 9/29/23
9/28/2023	Mills, Peyton	\$	140.00	FB Official 9/29/23
9/28/2023	Mills, William	\$	140.00	FB Official 9/29/23
9/28/2023	Nelson, Niel	\$	140.00	FB Official 9/29/23
9/28/2023	Nelson, Troy	\$	140.00	FB Official 9/29/23

**SEPTEMBER 2023 PETTY CASH TOTAL \$ 7,270.38**

**Independent School District No. 129  
TREASURER'S REPORT TO THE SCHOOL BOARD**

Date of Report: October 2023

For the Month of: September 2023

Funds	Balance Beginning of Month	Receipts	Disbursements	Accounting/ Prior Year Adjustment	Balance End of Month
General	2,246,580.65	4,376,832.10	3,726,501.10	73,107.59	2,970,019.24
Food Service	659,223.34	23,913.81	114,698.76	9,103.84	577,542.23
Community Service	130,858.24	160,449.30	203,111.26	-81,276.68	6,919.60
Capital Outlay	864,119.99	282.00	98,379.02		766,022.97
Debt Service	553,914.06	122,069.64	0.00		675,983.70
Flex Benefit	12,021.06	5,103.88	1,420.45		15,704.49
Student Activities	223,870.85	10,231.80	8,747.61		225,355.04
MRVED	3,414,930.87	317,044.28	227,557.48	-934.75	3,503,482.92
<b>TOTALS</b>	<b>8,105,519.06</b>	<b>5,015,926.81</b>	<b>4,380,415.68</b>	<b>0.00</b>	<b>8,741,030.19</b>

**RECONCILEMENT OF TREASURER'S BALANCE WITH BANK STATEMENTS**

Bank	Bank Balance	Outstanding Checks	Outstanding Deposits	Other Reconciling Items	Balance Per Treasurer's Books
<b>Checking</b>					
Old National Bank	\$399,370.77	\$95,703.83	\$5,757.11	-\$23,698.50	\$ 285,725.55
MinnWest Bank	\$32,354.88	\$274.60		-\$18,753.16	\$ 13,327.12
Flex Account	\$17,428.85	\$1,724.36			\$ 15,704.49
HS Checking - MW	\$4,186.33	\$1,275.20			\$ 2,911.13
<b>Trust Accounts</b>					
			<b>Interest Rate</b>		
PMA MN Trust			5.29%		\$ 3,383,099.68
Liquid Asset Fund			5.27% & 5.37%		\$ 919,990.34
<b>Investments</b>					
		<b>Maturity Date</b>			
Co-op Credit Union					\$ 321.59
Old National Bank- Scholarship		6/8/2024	5.20%		\$ 148,465.58
MN Trust Full Flex		10/31/2023	5.35%		\$ 876,445.89
Goldman Sachs Bank USA		12/1/2023	2.32%		\$ 246,655.72
Empower, NY		12/20/2023	4.83%		\$ 238,250.00
T Bank, Nat Assoc, TX		6/26/2024	4.74%		\$ 233,150.00
Pacific Western Bank, CA		6/26/2024	4.61%		\$ 233,500.00
Bank 7, OK		12/19/2024	4.69%		\$ 228,000.00
Fieldpoint Private Bank & Trust, CT		1/27/2025	4.88%		\$ 228,500.00
Preferred Bank, NY		3/14/2024	5.22%		\$ 237,500.00
US Treasury N/B		1/15/2024	3.15%		\$ 249,254.69
Financial Federal Bank, TN		4/29/2024	5.01%		\$ 238,000.00
Mercantile Bank		11/5/2024	4.76%		\$ 243,507.98
Western Alliance Bank		11/5/2024	4.86%		\$ 243,506.06
First Bank of Ohio		1/27/2025	4.75%		\$ 230,550.00
Huntington National Bank		5/5/2025	4.66%		\$ 244,664.19
Investors Choice			0.04%		\$ 0.18

**Treasurer's Balance Per Books**

**\$8,741,030.19**

PERIOD ENDING SEPTEMBER 30, 2023

MONTEVIDEO PUBLIC SCHOOLS

2023-2024 BUDGET COMPARISON REPORT

REVENUES	23-24 BUDGET	23-24 YTD RECEIVED	% RECEIVED	22-23 BUDGET	22-23 YTD RECEIVED	% RECEIVED
General Fund-01	\$22,131,396.00	\$3,863,584.14	17.46%	\$20,195,052.00	\$3,737,717.78	18.51%
Food Service Fund-02	\$1,268,900.00	\$11,707.61	0.92%	\$942,900.00	\$36,193.97	3.84%
Community Education Fund-04	\$1,574,896.00	\$314,912.28	20.00%	\$1,483,081.00	\$299,714.89	20.21%
Capital Outlay-05	\$1,066,141.00	\$0.00	0.00%	\$1,127,482.00	\$0.00	0.00%
Debt Redemption Fund-07	\$1,045,983.00	\$313,835.38	30.00%	\$1,477,382.00	\$317,819.04	21.51%
Student Activities - 50	\$381,400.00	\$14,892.05	3.90%	\$381,400.00	\$19,239.79	5.04%
<b>TOTAL OF ALL FUNDS</b>	<b>\$27,468,716.00</b>	<b>\$4,518,931.46</b>	<b>16.45%</b>	<b>\$25,607,297.00</b>	<b>\$4,410,685.47</b>	<b>17.22%</b>

EXPENDITURES	23-24 BUDGET	23-24 YTD EXPENDED	% EXPENDED	22-23 BUDGET	22-23 YTD EXPENDED	% EXPENDED
General Fund-01	\$21,595,751.00	\$2,476,547.79	11.47%	\$19,968,753.00	\$2,364,982.51	11.84%
Food Service Fund-02	\$1,475,120.00	\$128,420.47	8.71%	\$1,389,661.00	\$92,817.52	6.68%
Community Education Fund-04	\$1,594,757.00	\$340,719.42	21.36%	\$1,595,851.00	\$364,654.62	22.85%
Capital Outlay-05	\$1,590,880.00	\$302,574.29	19.02%	\$978,082.00	\$328,447.38	33.58%
Debt Redemption Fund-07	\$1,105,913.00	\$29,906.25	2.70%	\$1,230,440.00	\$41,220.00	3.35%
Student Activities - 50	\$366,800.00	\$8,767.56	2.39%	\$366,800.00	\$15,700.02	4.28%
<b>TOTAL OF ALL FUNDS</b>	<b>\$27,729,221.00</b>	<b>\$3,286,935.78</b>	<b>11.85%</b>	<b>\$25,529,587.00</b>	<b>\$3,207,822.05</b>	<b>12.57%</b>

Period Ending September 30, 2023

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2023-2024 / 2022-2023

DESCRIPTION	FY24 BUDGET	FY24 YTD	FY24 %	FY23 BUDGET	FY23 YTD	FY23 %
<b>GENERAL FUND - 01</b>						
<b>ADMINISTRATION 000-099</b>						
SALARIES--100	\$857,696	\$204,864	23.89%	\$826,640	\$189,986	22.98%
BENEFITS--200	\$337,710	\$66,861	19.80%	\$328,140	\$62,421.62	19.02%
PURCHASED SVC.--300	\$35,500	\$8,443	23.78%	\$40,500	\$8,300	20.49%
SUPPLIES--400	\$7,500	\$5,183	69.11%	\$7,500	\$832	11.09%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$20,080	\$11,077	55.16%	\$19,780	\$14,269	72.14%
<b>TOTAL ADMINISTRATION</b>	<b>\$1,258,486</b>	<b>\$296,428</b>	<b>23.55%</b>	<b>\$1,222,560</b>	<b>\$275,808</b>	<b>22.56%</b>
<b>DISTRICT SUPPORT 100-199</b>						
SALARIES--100	\$253,604	\$38,489	15.18%	\$268,939	\$37,809.87	14.06%
BENEFITS--200	\$72,826	\$17,910	24.59%	\$70,312	\$16,442.17	23.38%
PURCHASED SVC.--300	\$159,000	\$23,675	14.89%	\$159,000	\$13,994	8.80%
SUPPLIES--400	\$35,000	\$24,675	70.50%	\$35,000	\$21,239	60.68%
CAPITAL EXP--500	\$6,000	\$256	4.27%	\$6,000	\$544	9.07%
OTHER--800	\$21,000	\$7,401	35.24%	\$51,000	\$4,869	9.55%
<b>TOTAL DISTRICT SUPPORT</b>	<b>\$547,430</b>	<b>\$112,406</b>	<b>20.53%</b>	<b>\$590,251</b>	<b>\$94,898</b>	<b>16.08%</b>
<b>INSTRUCTIONAL SERVICES 200-299</b>						
SALARIES--100	\$6,804,366	\$507,869	7.46%	\$5,804,317	\$490,183.80	8.45%
BENEFITS--200	\$1,920,140	\$156,284	8.14%	\$1,750,683	\$147,234.01	8.41%
PURCHASED SVC.--300	\$1,996,980	\$28,935	1.45%	\$1,947,977	\$53,336	2.74%
SUPPLIES--400	\$135,500	\$50,543	37.30%	\$136,500	\$34,176	25.04%
CAPITAL EXP--500	\$68,250	\$12,329	18.06%	\$68,250	\$25,409	37.23%
OTHER--800	\$30,500	\$16,721	54.82%	\$39,500	\$10,484	26.54%
<b>TOTAL INSTRUCTIONAL SERVICES</b>	<b>\$10,955,736</b>	<b>\$772,682</b>	<b>7.05%</b>	<b>\$9,747,227</b>	<b>\$760,823</b>	<b>7.81%</b>
<b>VOCATIONAL 300-399</b>						
SALARIES--100	\$211,134	\$22,837	10.82%	\$209,378	\$21,747.07	10.39%
BENEFITS--200	\$69,254	\$5,051	7.29%	\$68,517	\$6,289.16	9.18%
PURCHASED SVC.--300	\$3,500	\$0	0.00%	\$3,500	\$486	13.90%
SUPPLIES--400	\$16,300	\$1,966	12.06%	\$15,300	\$380	2.49%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL VOCATIONAL</b>	<b>\$300,188</b>	<b>\$29,853</b>	<b>9.94%</b>	<b>\$296,695</b>	<b>\$28,903</b>	<b>9.74%</b>

Period Ending September 30, 2023

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2023-2024 / 2022-2023

DESCRIPTION	FY24 BUDGET	FY24 YTD	FY24 %	FY23 BUDGET	FY23 YTD	FY23 %
<b>SPED SERVICES 400-499</b>						
SALARIES--100	\$3,033,360	\$252,869	8.34%	\$2,937,154	\$203,760.17	6.94%
BENEFITS--200	\$1,131,300	\$75,226	6.65%	\$894,296	\$66,860.61	7.48%
PURCHASED SVC.--300	\$130,320	\$27,212	20.88%	\$105,325	\$23,691	22.49%
SUPPLIES--400	\$14,300	\$492	3.44%	\$14,200	\$9,044	63.69%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$40,000	\$0	0.00%	\$40,000	\$0	0.00%
<b>TOTAL SPED SERVICES</b>	<b>\$4,349,280</b>	<b>\$355,799</b>	<b>8.18%</b>	<b>\$3,990,975</b>	<b>\$303,356</b>	<b>7.60%</b>
<b>INSTRUCTIONAL SUPPORT 600-699</b>						
SALARIES--100	\$406,461	\$84,945	20.90%	\$421,677	\$103,636.24	24.58%
BENEFITS--200	\$159,078	\$28,340	17.81%	\$162,259	\$31,161.54	19.20%
PURCHASED SVC.--300	\$100,500	\$9,522	9.47%	\$109,000	\$7,102	6.52%
SUPPLIES--400	\$16,700	\$2,124	12.72%	\$21,700	\$1,737	8.00%
CAPITAL EXP--500	\$138,600	\$127,316	91.86%	\$138,600	\$239,777	173.00%
OTHER--800	\$85,000	\$26,834	31.57%	\$85,000	\$28,666	33.72%
<b>TOTAL INSTRUCTIONAL SUPPORT</b>	<b>\$906,339</b>	<b>\$279,080</b>	<b>30.79%</b>	<b>\$938,236</b>	<b>\$412,079</b>	<b>43.92%</b>
<b>PUPIL SUPPORT 700-799</b>						
SALARIES--100	\$252,796	\$27,742	10.97%	\$244,919	\$22,848.89	9.33%
BENEFITS--200	\$105,537	\$7,135	6.76%	\$101,735	\$7,422.71	7.30%
PURCHASED SVC.--300	\$904,305	\$12,091	1.34%	\$905,400	\$8,857	0.98%
SUPPLIES--400	\$98,100	\$3,638	3.71%	\$98,000	\$6,541	6.67%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$15,000	\$533	3.55%	\$15,000	\$676	4.51%
<b>TOTAL PUPIL SUPPORT</b>	<b>\$1,375,738</b>	<b>\$51,138</b>	<b>3.72%</b>	<b>\$1,365,054</b>	<b>\$46,346</b>	<b>3.40%</b>
<b>BUILDINGS/EQUIP 800-899</b>						
SALARIES--100	\$718,186	\$190,610	26.54%	\$714,096	\$166,078.71	23.26%
BENEFITS--200	\$295,868	\$59,460	20.10%	\$257,159	\$59,210.51	23.02%
PURCHASED SVC.--300	\$472,500	\$88,057	18.64%	\$455,500	\$100,165	21.99%
SUPPLIES--400	\$340,000	\$70,092	20.62%	\$315,000	\$43,110	13.69%
CAPITAL EXP--500	\$15,000	\$10,035	66.90%	\$15,000	\$5,134	34.23%
OTHER--800	(\$165,000)	\$0	0.00%	(\$160,000)	\$0	0.00%
<b>TOTAL BUILDINGS/EQUIP</b>	<b>\$1,676,554</b>	<b>\$418,254</b>	<b>24.95%</b>	<b>\$1,596,755</b>	<b>\$373,699</b>	<b>23.40%</b>

Period Ending September 30, 2023

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2023-2024 / 2022-2023

DESCRIPTION	FY24 BUDGET	FY24 YTD	FY24 %	FY23 BUDGET	FY23 YTD	FY23 %
<b>FIXED COSTS 900-999</b>						
SALARIES--100	\$0	\$0	0.00%	\$0	\$0	0.00%
BENEFITS--200	\$51,000	\$40,071	78.57%	\$61,000	\$42,012.00	68.87%
PURCHASED SVC.--300	\$175,000	\$120,836	69.05%	\$160,000	\$27,059	16.91%
SUPPLIES--400	\$0	\$0	0.00%	\$0	\$0	0.00%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL FIXED COSTS</b>	<b>\$226,000</b>	<b>\$160,907</b>	<b>71.20%</b>	<b>\$221,000</b>	<b>\$69,071</b>	<b>31.25%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$21,595,751</b>	<b>\$2,476,548</b>	<b>11.47%</b>	<b>\$19,968,753</b>	<b>\$2,364,983</b>	<b>11.84%</b>
<b>FOOD SERVICE FUND - 02</b>						
<b>PUPIL SUPPORT SERVICES 700-799</b>						
SALARIES--100	\$389,000	\$58,712	15.09%	\$367,831	\$34,560.56	9.40%
BENEFITS--200	\$190,620	\$13,328	6.99%	\$181,830	\$9,545	5.25%
PURCHASED SVC.--300	\$42,500	\$3,891	9.16%	\$62,500	\$5,318	8.51%
SUPPLIES--400	\$743,000	\$35,262	4.75%	\$672,500	\$43,394	6.45%
CAPITAL EXP--500	\$110,000	\$17,227	15.66%	\$105,000	\$0	0.00%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL FOOD SERVICE FUND</b>	<b>\$1,475,120</b>	<b>\$128,420</b>	<b>8.71%</b>	<b>\$1,389,661</b>	<b>\$92,818</b>	<b>6.68%</b>
<b>COMMUNITY SERVICE FUND - 04</b>						
<b>COMMUNITY EDUCATION/SERVICE 500-599</b>						
SALARIES--100	\$1,106,878	\$251,479	22.72%	\$1,110,679	\$229,094	20.63%
BENEFITS--200	\$325,403	\$54,631	16.79%	\$317,917	\$52,118	16.39%
PURCHASED SVC.--300	\$65,785	\$13,976	21.24%	\$71,535	\$11,567	16.17%
SUPPLIES--400	\$74,941	\$11,503	15.35%	\$75,070	\$61,434	81.84%
CAPITAL EXP--500	\$2,500	\$0	0.00%	\$2,500	\$5,869	234.76%
OTHER--800	\$19,250	\$9,131	47.43%	\$18,150	\$4,573	25.19%
<b>TOTAL COMMUNITY EDUCATION</b>	<b>\$1,594,757</b>	<b>\$340,719</b>	<b>21.36%</b>	<b>\$1,595,851</b>	<b>\$364,655</b>	<b>22.85%</b>

Period Ending September 30, 2023

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2023-2024 / 2022-2023

DESCRIPTION	FY24 BUDGET	FY24 YTD	FY24 %	FY23 BUDGET	FY23 YTD	FY23 %
<b>CAPITAL OUTLAY FUND - 05</b>						
<b>CAPITAL EXPENDITURES</b>						
SALARIES--100	\$11,855	\$2,806	23.67%	\$11,855	\$2,806	23.67%
BENEFITS--200	\$1,795	\$407	22.66%	\$1,795	\$416	23.17%
PURCHASED SVC.--300	\$417,230	\$91,043	21.82%	\$574,634	\$96,690	16.83%
SUPPLIES--400	\$95,000	\$125,323	131.92%	\$107,500	\$107,295	99.81%
CAPITAL EXP--500	\$1,065,000	\$82,995	7.79%	\$282,298	\$121,241	42.95%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$1,590,880</b>	<b>\$302,574</b>	<b>19.02%</b>	<b>\$978,082</b>	<b>\$328,447</b>	<b>33.58%</b>
<b>DEBT SERVICE FUND - 07</b>						
<b>FISCAL/FIXED COSTS 900-999</b>						
DEBT SERVICE--700	\$1,105,913	\$29,906	2.70%	\$1,230,440	\$41,220	3.35%
OTHER FINANCING ISSUES--900	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$1,105,913</b>	<b>\$29,906</b>	<b>2.70%</b>	<b>\$1,230,440</b>	<b>\$41,220</b>	<b>3.35%</b>
<b>STUDENT ACTIVITIES FUND - 50</b>						
SUPPLIES--400	\$366,800	\$8,768	2.39%	\$366,800	\$15,700	4.28%
<b>TOTAL STUDENT ACTIVITIES FUND</b>	<b>\$366,800</b>	<b>\$8,768</b>	<b>2.39%</b>	<b>\$366,800</b>	<b>\$15,700</b>	<b>4.28%</b>
<b>TOTAL ALL FUNDS</b>	<b>\$27,729,221</b>	<b>\$3,286,936</b>	<b>11.85%</b>	<b>\$25,529,587</b>	<b>\$3,207,822</b>	<b>12.57%</b>



# Montevideo Public Schools

*Students First, from Cradle to Career  
School Board Update*

## Superintendent Report

October 9, 2023

### Reading Plan

As you know one of our pillar goals in the district is to increase the number of students reading at grade level to 80% by June of 2025. A significant initiative to accomplish this is the implementation of the Science of Reading research. Our district has adopted LETRS as our methodology for teaching reading and we have our K-3 teachers going through this extensive training program (6 have completed it already). We are already seeing the fruits of our teachers' labor! Last year our first grade teachers were trained in LETRS and were implementing by the end of Qtr 1. Of the 31 students in first grade that received Title I services last year, only 10 are qualified and are receiving the services this year!!! That is 68% of students in first grade receiving Title I services last year are no longer. That means they have "achieved their way out of services." Last year our district had (70) 1st and 2nd graders receiving Title I services at this time, this year we have 41, a 42% drop! This is the effect that we believe LETRS is going to have on our students' learning. Our staff is attacking their professional development and implementing the Science of Reading as quickly as possible, I'm very proud of them and encourage you to join me in acknowledging their hard work.

### Referendum Community Informational Meetings

WHEN	WHAT	WHERE
October 16, 6:00pm	Community Information Meeting	Talking Waters
October 17, 12:00 noon	Community Information Meeting	Community Center
October 26, 6:00pm	Community Information Meeting	High School
October 30, 7pm	Hand out info at HS Concert	MHS Gym

### Fine Arts Center Title

The fine arts center lot title has cleared and title transfer can now be completed. Nelson, Oyen, Torvik Law Office has completed the paperwork on behalf of MAAC and are securing needed signatures to complete the transfer. This has been a long process, but by the end of the month ownership transfer will take place and MAAC can move forward with plans for the lots.

### District Enrollment

Fiscal Year	Date	Total ISD #129	K	1	2	3	4	5	6	7	8	9	10	11	12
2023-24	10/5	1,367	113	110	102	126	92	91	114	105	111	105	110	86	102

### Veterans Home

I met with the VA Home administration and public relations to discuss potential partnerships between our entities. There are many ways that we brainstormed and our next step will be bringing the school administrative team over to the VA Home to determine some first step opportunities. I am excited for our school, staff, and students to partner to create unique opportunities for kids and Vets alike.

*"THROUGH PARTNERSHIPS AND INNOVATION, THE MONTEVIDEO SCHOOL DISTRICT IS COMMITTED TO PROVIDING ALL STUDENTS, FROM CRADLE TO CAREER, A WORLD CLASS EDUCATIONAL FOUNDATION"*

*Equal Opportunity Employer*

## Active Threat Drills

As part of our safety plan we conduct a number of drills throughout the year. We must conduct fire drills, evacuation drills, tornado drill, and we choose to do active threat drills. All of these are for the purpose of ensuring our staff and students know what to do in the event that any of these incidents were to ever occur.

On Thursday, October 5 we conducted an active threat drill. This drill practices "Shelter in Place." Shelter in place is a strategy used when it is determined it is not safe to evacuate students from an area within the school. This is not the passive sit and wait from the past, rather it is barricading, preparing for a breach, and how to actively work on being safe. During this drill, depending on age level, students will have practiced blockading, discussing the response, or for our younger children talking through what to do. As part of our active threat drill procedure, parents were notified on October 4th of the drill to enable them to discuss this with their children.

**It is a GREAT time to be a Thunder Hawk!**

*"THROUGH PARTNERSHIPS AND INNOVATION, THE MONTEVIDEO SCHOOL DISTRICT IS COMMITTED TO PROVIDING ALL STUDENTS, FROM CRADLE TO CAREER, A WORLD CLASS EDUCATIONAL FOUNDATION"*

*Equal Opportunity Employer*



## Administrator Report October, 2023

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### **MHS Principal-Chris Weber**

#### **Sophomore Career Day**

The sophomore class attended the Career Expo at SMSU last Wednesday, 9/27. At the Expo, the students could meet with over 100 exhibitors to learn about careers in the southwest region. Students also participated in a career game show where they learned about current labor market information, as well as a campus tour. When students returned, they completed the YouScience Aptitude and Career Discovery assessment. An interpretation of their results is taking place on 10/4 where students will learn what careers are a good fit for them and how to use the information in their assessments to help them plan for the future. This full day provided the students with a very important first step to planning for their future careers. We will utilize the information from their career assessment in various ways throughout the rest of their high school career; identifying potential job shadows, career internships/work experiences, and which high school courses to take.

#### **Career Fair**

The 5th annual Career Fair @ MHS will happen on Monday, November 6th from 5:00 pm to 7:30 pm in the high school gym. All high school students and their parents are invited to attend. Based on another year of success in 2022, we are planning for more exhibitors and participants this year. Exhibitors include post-secondary and local businesses who typically bring something interactive for students to explore. We are also being recognized as an example of how to host a successful career event. RCW and MACCRAY school representatives have a meeting scheduled with us to learn more about our fair.

#### **Homecoming Week**

The MHS Student Council worked hard to provide activities that all students could participate in to celebrate our Hawk Pride! This year, the pep fest was moved from Friday to Monday to kick off the week. Feedback gathered shows a majority of staff from all buildings are in favor of keeping a Monday pep fest. In order to create more excitement in the community, the students planned a community spirit competition and encouraged businesses to decorate their storefronts/windows. From the submitted photos, the students selected the Millenium Theater as their community spirit award winner and they enjoyed the honor as Grand Marshall of the homecoming parade on Friday. The Freshman have the honor of the Spirit Stick this year as they won the competition which is based on participation in activities and attendance at events all of Homecoming week. This was an upset as in the previous two years the Senior class has won. New this year was the Homecoming After Party which student council hosted in the high school gym following the football game on Friday night. Attendance was around 250 students! Students were busy playing volleyball or basketball, competing in the bean bag tournament, eating pizza or popcorn and playing other yard games. Law enforcement stopped by the event and thanked the student organizers for providing a safe place for students to hang out. Student participation and behaviors were exceptional!

### **MMS Principal- Shawn Huntley**

I would like to share a goal area we are working on at the middle school. Below is an outline of the goal area, along with processes and supports. The main objective with this goal is to create a common digital platform to house our curriculum maps and pacing guides, along with daily lesson plans. We are utilizing the PowerSchool

Curriculum and Instruction tool as a resource to help us accomplish our goal. Please click on the following link for an overview on what we are working towards:

<https://www.powerschool.com/classroom/curriculum-and-instruction/>

Once you open the link, select “Watch a Demo” located in the middle of your screen. You will need to fill out some information, but will get access to the demo immediately. Let me know if you need any assistance!

<b>LEARNING LEVEL</b>	Montevideo Middle School		
<b>LEARNING LEVEL GOAL #1:</b>	All identified core classes in grades 5-8 will have an up-to-date, standards aligned curriculum map completed and uploaded to PowerSchool by the end of the 23-24 school-year.		
<b>DISTRICT GOAL ALIGNED TO:</b>	❖ 80% of students in grades K-8 are at or above grade level in reading and math according to Spring STAR assessments by June, 2025.		
<b>STRATEGIES/SUPPORTS UTILIZED</b>	<p><b>Time:</b>  TLC time is a possibility  Extra 2.5 hours/week PREP/Planning  PD time Sub during day or half-day  No before or after school supervision duties</p> <p><b>PD:</b></p> <ul style="list-style-type: none"> <li>PowerSchool Resources</li> <li>MRVED Brandon and Karen do curriculum mapping</li> <li>Teachers will be provided a district approved standard template.</li> <li>Current Teacher examples</li> <li>MDE Website</li> <li>Google!</li> </ul> <p><b>PowerSchool training:</b></p>		
<b>ACTION STEP</b> What will be done	<b>RESPONSIBILITY AND RESOURCES</b> Who will do it and what resources are needed?	<b>TIMELINE</b> By When (day/month)?	<b>BENCHMARKS</b> How will we monitor growth?
Intro to MTSS and PowerSchool - Shawn	<b>Who:</b> Shawn Huntley <b>Resources:</b> PowerSchool	August 23rd	
PowerSchool Tech Training	<b>Who:</b> Shawn Huntley <b>Resources:</b> PowerSchool	Once scheduled (Aug/Sept)	
Provide Curriculum Map Template via PowerSchool	<b>Who:</b> Shawn Huntley <b>Resources:</b> PowerSchool	August 28th	
Teachers required to have a completed curriculum map/pacing guide will be given time each week to update their maps/pacing guides.	<b>Who:</b> Identified Teachers <b>Resources:</b> PowerSchool, MRVED, MDE Standards and Benchmarks, MDE Test Specifications,	June 1, 2024	Completed Curriculum Maps/Pacing Guides

## **MES Principal- Heidi Sachariason**

### **FAMILY ENGAGEMENT**

#### **MES Hawk News**

MES is continuing with weekly newsletters. Below are the newsletters for families. Staff also receive a newsletter each week.

- September 10 [MES News for Families](#)
- September 18 [MES News for Families](#)
- September 25th [MES News for Families](#)
- October 2nd [MES News for Families](#)

### **COMMUNITY ENGAGEMENT**

#### **Mobile Dental Unit**

Nurse Jazell has been working with Children's Dental Services for a Mobile Dental services to come to the school to meet some of the dental needs of our students. For the 2022-2023 school year for Sanford and Ramsey there were 219 visits made to the nurses office for dental related issues. The hope is to relieve some of those issues.

So far at Ramsey there have been 60 kids signed up for the services and another 30 signed up at Sanford. The Dental Services have been to Ramsey on September 22nd, 29th and October 2nd, 2023. So far 27 students have been seen for an exam and cleaning. Out of the 27 students 21 need either fillings or sealants. One student alone had 14 cavities to be filled. We are working with Dental Health to get more education to families and students about taking care of our teeth and hope to make these visits an annual event.

The dental unit is able to be set up at school in order to see students. They can provide services which include exams, x-rays, cleanings, fluoride, sealants, silver diamine fluoride, fillings, crowns, extractions and other treatments. They take students that are insured, have medical assistance, and uninsured.

The first visit to Sanford is scheduled for November 7th. A big thank you to Nurse Jazell for her work on this initiative.

### **HOMECOMING**

We had a lot of fun during Homecoming Week! It was a great week to be a Thunder Hawk! Students were well behaved and showed their Hawk Pride. Homecoming is so much fun and we feel fortunate the high schoolers help us learn about what it means to be a Thunder Hawk! See what we were up to by checking out our [MES News for Families: Homecoming Edition](#).

### **STUDENT ACHIEVEMENT**

#### **Student Growth Meeting**

The first student growth meetings are set for early November. We are receiving training this month in STAR Phonics Assessment, that will help us identify areas we can strengthen with students. We will be including attendance along with academic achievement data this year.

We are encouraged to see growth with our students. In one group of students that experienced changes in Tier 1 instruction at the classroom level as well as Tier 2 instruction changes in Title, we noticed a drop in Tier 2 support needed this year. Last year, this grade level began the year with 37 students qualifying for the title. This year that same group of students began the year with only 10 students qualifying for title services (or Tier 2 support). That means we have been able to move an entire class size of students to achieving their target grade level. That is exciting! We are hoping to see more changes in student success with the focus our teachers are putting into LETRS training, choosing a curriculum rooted in the Science of Reading and continuing to refine our Title I programming and use of data to drive decision making.

### **Community Education Director- Kelly Snell**

The students at the Hawks Nest have had a great start to the school year. We have conducted our first fire and lockdown drills of the year. Imagine these with children 6 weeks - 5 year olds! Our staff do a wonderful job keeping everyone safe and calm.

Early Childhood Screening was held Sept 25-26 at Salem Lutheran Church. Organized by Kris Christopherson and with the help of Montevideo school staff, several community partners and community volunteers, this year's screening was a success. There were 70 pre-k children and 15 kindergartners screened over the course of these two days. 22 children were screened in Spanish and translation service was provided for their non-English speaking parents/guardians. There were 3 children referred for SPED evaluation and 7 children scheduled to be re-screened in February.

Junior Thunder Hawks is fully staffed and running smoothly. Dolly Lyngen, Community Education Advisory Council and former Director at the Minnesota Valley Area Youth Club has visited twice to mentor and offer suggestions to our new staff. We currently have 42 children attending regularly and 7 on the drop in roster. There is room for additional students now that we are fully staffed. Little Thunder Hawk classrooms remain full with waitlists at every level.

Small World Nursery School will hold their first "family days" events the week of Oct 9-13. During monthly family days, an adult in the life of the SWNS student is invited to join them at school one day a month. Licensed Early Childhood Family Educator, Kris Christopherson, offers a parenting piece and then family members are invited into the classroom to see what their child has been learning. This time in the classroom helps families on School Readiness scholarships complete the required ECFE/Family Engagement hours.

We have received positive feedback on the morning fitness swim program. Changes were made to the way people registered and paid recently that better met the needs of the people using the pool. Parent Child Aquatics are being offered in monthly sessions Sept-Nov.

Several new STEM and ART courses are being offered for youth ages K-6. Cross country, Volleyball and Football all had youth offerings well attended. EVOLVE continues to be a popular rec activity for youth. The basketball offerings for grades 1-4 in October are full thanks in part to full scholarships from the Montevideo Basketball Association.

Pickleball continues to be a popular activity for adults. Other adult offerings include canvas painting, Dementia Friends, and Intro to Bachata. Community Education is pleased to partner with MAMLN (Montevideo Area Memory Loss Network) to host Dr. Joe Gaugler from U of M School of Public Health on November 2 at 5PM. This is a free event with a meal provided by MAMLN.

Scholarship requests for ECFE and Youth Rec/Enrichment offerings continue to come in from families with financial need for help with registration costs. Donations are welcomed and can be made online here [Heroes in Action Scholarship](#).

### **Activities Director- Jesse Nelson**

The fall Sport season has been very eventful thus far. Our teams have had a lot of success. We most recently celebrated homecoming. We added a new twist this year and it went well. Volleyball played a Friday afternoon match followed by the homecoming parade. The finale was the Friday evening football game. This may have been the longest homecoming football game in school history. Unfortunately the weather won on Friday evening and we had to postpone the game until Saturday afternoon. Saturday looked like it was going to be a great day. Again the weather did not want to cooperate. We started the game at 4 pm and finally finished at 8:30. The marathon game brought us a homecoming victory Monte 64 Sauk 28. It will be one to remember.

### **Director of Special Education- Erin Hoffman**

Throughout the year, I would like to use this monthly report as a way to highlight special education topics relevant to the Montevideo School District.

This month, I am sharing information about [SWWC's Project Search Program](#). Project Search is designed to assist youth with disabilities reach their goals of community employment. Students have the opportunity to transition from high school to community employment by learning and working at a host partner site. SWWC currently operates a Project Search program at Avera Medical Center in Marshall. In the fall of 2024, SWWC plans for another site to open at Sanford Medical Center in Worthington. In looking at participants (past and present), many Montevideo students have participated in Project Search. If you would like more information, please visit the link above and reach out with your questions.

**It is a great time to be a Thunder Hawk!**







**Montevideo Public School, ISD 129 Policy Update**

<b>Policy Number</b>	<b>Policy Name and link</b>	<b>Current Date</b>	<b>Updated Approval Date</b>
721	<a href="#">Uniform Grant Guidance Policy</a>	2019	11/2023
520	<a href="#">Student Surveys</a>	2016	2022
535	<a href="#">Pledge of Allegiance</a>	2003	11/2023

**Montevideo Public School, ISD 129 Policy Update**

<b>Policy Number</b>	<b>Policy Name and link</b>	<b>Current Date</b>	<b>Updated Approval Date</b>
603	<a href="#">Curriculum Development</a>	2019	10/2023
604	<a href="#">Instructional Curriculum</a>	2017	10/2023
605	<a href="#">Alternative Programs</a>	1997	10/2023

**AGREEMENT BETWEEN  
INDEPENDENT SCHOOL DISTRICT #129**

**AND**

**MONTEVIDEO SCHOOLS OFFICE PERSONNEL**

**2023-2024  
2024-2025**

**ARTICLE I**

**PURPOSE**

This Agreement is entered into by and between the Montevideo Public Schools, Independent School District No. 129, hereinafter called the EMPLOYER, and Montevideo Schools Office Personnel.

**ARTICLE II**

**RECOGNITION OF EXCLUSIVE REPRESENTATIVE**

The Employer hereby recognizes the Montevideo Schools Office Personnel as the exclusive representative for: All Educational Office Personnel of School District No. 129, Montevideo, Minnesota, who are public employees within the meaning of Minnesota Statutes 179A.03, Subd. 7, excluding supervisory and confidential employees.

The Employer will not enter into any agreement with the educational office personnel in the bargaining unit, either individually or collectively, which in any way conflicts with the terms and conditions of this Agreement.

**ARTICLE III**

**DEFINITIONS**

Section 1. Terms and Conditions of Employment: Shall mean the hours of employment, the compensation therefore including fringe benefits except as outlined by the Public Employees Labor Relations Act, MS 179A (PELRA) and those employer's personnel policies affecting the working conditions of the employees.

Section 2. School District: For purposes of administering this agreement, the term "School District" shall mean the school board or its designated representative.

Section 3. Exclusive Representative: Shall refer to the Montevideo Schools Office Personnel as exclusive representatives whose purpose is to deal with the school district concerning grievances and terms and conditions of employment as defined by PELRA.

Section 4. Employee: Shall refer to the members of this bargaining unit, as defined by PELRA.

**ARTICLE IV**

**SCHOOL BOARD RIGHTS**

Section 1. Inherent Managerial Rights: The exclusive representative recognizes that the school board is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection of personnel and direction of personnel.

Section 2. Management Responsibilities: The exclusive representative recognizes the right and obligation of the school board to efficiently manage and conduct the operation of the school district within its legal limitations and with its primary obligation to provide educational opportunity for the students of the school district.

Section 3. Effect of Laws, Rules and Regulations: The exclusive representative recognizes that all employees covered by this agreement shall perform the services and duties prescribed by the school board and shall be governed by the laws of the state of Minnesota, and by school board rules, regulations, directives and orders, issued by properly designated officials of the school district. The exclusive representative also recognizes the right, obligation and duty of the school board and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the school board insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this agreement and recognizes that the school board, all employees covered by this agreement, and all provisions of this agreement are subject to the laws of the State. Any provision of this agreement found to be in violation of any such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

Section 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this agreement are reserved to the school district.

## ARTICLE V

### EMPLOYEE RIGHTS

Section 1. Right to Views: Nothing contained in this agreement shall be construed to limit, impair or affect the right of any employee or her/his representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designed to and does not interfere with the full, faithful and proper performance of the duties of employment or circumvent the rights of the exclusive representative.

#### Section 2. Personnel Records:

Subd. 1. Oral Reprimands: An oral reprimand may become part of an employee's personnel record.

Subd. 2. Copy of Record: Each employee shall be furnished with a copy of all evaluative and disciplinary action placed in her/his personnel office record and shall be entitled to have her/his written response included therein. All disciplinary action in the Personnel Office record shall state the corrective action expected of the employee and consequences of failure to correct.

Subd. 3. Right to View Record: The contents of an employee's personnel office record shall be disclosed to her/him upon request to the Superintendent of Schools for an appointment and in the presence of the Superintendent of Schools or his/her designee.

Subd. 4. Personnel Records: A copy of written reprimands, notices of suspension or discharge that are to become a part of the employee's personnel file shall be given to the employee with space for signature of acceptance or affidavit of service of said document.

Subd. 5. Right to Reproduce Contents: Members of the unit shall have the right to reproduce, at his/her own expense, any of the contents of his/her own personnel office record. Upon proper written authorization of the employee, the union may, at its own expense, copy any or all of the employee's personnel file. This information from the employee's personnel file must be obtained within five (5) days of the employee's authorization.

Section 3: Union Access – The School District shall allow exclusive representatives “reasonable access”, as outlined in PELRA, to employees in the bargaining units they represent. This access may not impede normal operations and must be without charge to pay or leave time of employees or exclusive representatives.

## ARTICLE VI

### RATES OF PAY

Section 1. Wages Commencing July 1, 2023 to June 30, 2025: The rates in Appendix "A" shall be a part of this agreement.

Section 2. Advancement on Salary Schedule: Employees shall advance on the salary schedule according to the periods of service indicated thereon. Employees will advance annually to the indicated steps on July 1. The Board has the right to withhold advancement on the salary schedule for good and sufficient grounds, subject to grievance procedures.

Section 3. Employees entitled to the benefits of Worker's Compensation Act as result of an accidental injury may choose the following option regarding utilization of her/his accrued sick leave: "During the first three (3) days of total temporary disability, I elect to use my accumulated sick leave that I have to my credit and after the expiration of the said three days, I elect to receive the weekly compensation rate as fixed by the Worker's Compensation Act, and in addition thereto, so much of my accumulated sick leave as may be necessary to equal my regular weekly rate of pay, it being my intention to avail myself after the finish of three (3) days of the benefits provided in the Minnesota Statutes, 1961, Section 176.021, Subdivision 5." An employee shall continue to acquire seniority, vacation and sick leave benefits and retain health insurance benefits for the duration of the Workers's Compensation related absence, and, in conformance with Minnesota Statutes Chapter 176.102, the Employer shall guarantee an employee the right to return to employment in the same or equal Work Classification which the employee held prior to the Worker's Compensation related absence.

## ARTICLE VII

### LEAVES OF ABSENCE

Section 1. Sick Leave:

Subd. 1. All full-time employees shall earn sick leave at the rate of one and one-quarter (1.25) day per month. Part-time employees shall earn sick leave on a pro-rated basis. Included in the earned sick leave is the Earned Sick and Safe Time (ESST) leave as defined by Minn. Stat. § 181.9445, subd. 4, at the rate of one hour for every 30 hours worked, up to a maximum of 48 hours, during the 12-month period beginning every July 1<sup>st</sup>. All sick leave exceeding the ESST will be in accordance with Section 1 Subd 3 and Section 2.

Subd. 2. Unused sick leave days may accumulate to a maximum credit of one hundred (100) days per employee. Unused ESST shall carry over from year to year to a maximum of 80 hours. The accumulated sick leave and ESST leave combined shall not exceed the equivalent of (100) days.

Subd. 3. Sick leave with pay shall be allowed by the school board whenever an employee's absence is found to have been due to the employee's illness or disability which prevented his/her attendance at school and the performance of duties on that day or days.

Subd. 4. The school board may require an employee to furnish a medical certificate from a qualified physician as evidence of the employee's illness, indicating that such absence was due to employee's personal illness and stating the length of time needed for recovery in order to qualify for sick leave pay. The school board may at its option, accept a certificate from the school health official in lieu of a certificate from a qualified physician. In the event that a medical certificate will be required, the employee will be so advised in writing within the first three (3) school days of the employee's return to work.

Subd. 5. Sick leave allowed shall be deducted from the accrued sick leave days earned by the employee.

Section 2. Serious Illness Leave: An employee may use up to 112 hours of accrued sick leave in a 12 month period, pursuant to M.S. 181.9413, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Serious illness leave granted shall be deducted from the employee's accumulated sick leave.

Serious illness is defined as any illness, injury, impairment, or physical or mental condition involving a period of hospitalization, continuing treatment for a chronic or long-term health condition, or any incapacity requiring an absence of three or more calendar days from work, school, or other regular daily activities. The district board may require a doctor's verification.

Subd. 1. Sick Child Care Leave: Employees covered by this Agreement will be allowed to use sick leave to care for a sick child under the age of eighteen (18) or twenty (20) if still attending secondary school, under the same conditions they are allowed sick leave for their own personal illness.

Section 3. Jury Duty: Employees shall be granted a leave of absence, with pay any time they are required to report for jury duty or jury service. Employees shall be paid the difference between jury duty (excluding travel and meal allowances) and their regular wage.

Section 4. Personal Leave:

Subd. 1. A full-time employee may be granted two (2) leave days per year for personal business which cannot be attended to when school is not in session and is not covered under other provisions of this agreement.

Subd. 2. Part-time employees regularly scheduled for a minimum of 30 hours per week may be granted three (3) leave days per year and all other part-time employees may be granted two (2) pro-rated leave days per year, for personal business which cannot be attended to when school is not in session and is not covered under other provisions of this agreement

Subd. 3. Requests for personal leave must be made in writing to the superintendent at least three (3) days in advance, except in the event of emergencies. The request must state the reason for the personal leave. No more than two office personnel shall be on leave at one time.

Section 5. Bereavement Leave:

Subd. 1.: For absence because of the death in the immediate family, the employee shall receive full pay for up to five (5) days. The immediate family shall include wife, husband, child, son-in-law, daughter-in-law, grandchild, or parent of the employee or employee's spouse. Up to three (3) day bereavement leave shall be granted for grandparent, brother or sister of the employee or employee's spouse. Additional days may be granted by the school district. Bereavement leave shall be deducted from the accrued sick leave days earned by the employee.

Subd. 2.: Two (2) days per year will be allowed for absence because of the death of relatives or friends other than those listed in Article VII, Section 6, Subd. 1. Such absence will be deducted from the employee's accumulated sick leave

Subd. 3: Employees may attend local funerals when such absence involves only an hour or so. The employee may arrange with his/her immediate supervisor to make up the time.

Section 6. Parenting Leave:

Subd. 1.: A parenting leave, pursuant to MS 181.94, shall be granted by the school board subject to the provisions of this section, to a parent in conjunction with the birth or adoption of a child.

Subd. 2.: An employee making application for parenting leave shall inform the superintendent in writing of the intention to take the leave at least thirty (30) days before commencement of the intended leave.

Subd. 3.: If the reason for the parenting leave is occasioned by pregnancy, an employee may utilize sick leave pursuant to the sick leave provision of the Agreement during a period of physical disability. However, an employee shall not be eligible for sick leave during a period of time covered by a parenting leave. A pregnant employee will also provide at the time of the leave application a statement from her physician indicating the expected date of delivery.

Subd. 5.: The school board shall not be required to grant more than twelve (12) weeks in a year.

Subd. 6.: An employee returning from parenting leave shall be re-employed in a position which he/she left or comparable position unless previously discharged or placed on unrequested leave.

Subd. 7.: Failure of the employee to return pursuant to the date determined under this section shall constitute grounds for termination unless the school district and the employee mutually agree to an extension in the leave.

Subd. 8.: An employee who returns from parenting leave within the provisions of this section shall retain all seniority for pay purposes and any unused leave time accumulated under the provisions of this Agreement at the commencement of the beginning of the leave. The employee shall not accrue additional seniority for pay purposes or leave time during the period of absence for parenting leave.

Subd. 9.: An employee on parenting leave will be eligible to continue participation in group insurance and the employer will continue to make contributions to the premium costs at the same level required under this agreement, up to a maximum of twelve (12) weeks.

Subd. 10.: Leave under this section shall be without pay or fringe benefits except as otherwise provided in this section.

#### Section 7. Adoption Leave:

Subd. 1.: The board shall grant an adoption leave without pay to any employee who makes a written application for such leave. Adoption leave benefits shall apply to both married and unmarried employees.

Subd. 2.: Upon learning of the date of home placement, the employee shall submit a written application for adoption leave to the school board. The inclusive dates of the leave shall be established prior to granting the leave.

Subd. 3.: Adoption leave will commence up to one (1) week prior to home placement and may continue up to five (5) weeks after home placement. The employee may not use sick leave for adoption leave. The Board may, at its discretion, grant a leave in excess of six (6) weeks.

Subd. 4.: An employee returning from adoption leave shall be re-employed in the same position or comparable position in which he/she left.

Subd. 5.: An employee who returns from adoption leave within the provisions of this section shall retain all seniority and any unused leave time accumulated under the provisions of this Agreement at the commencement of the beginning of the leave. The employee shall not accrue additional experience credit or leave time during the period of absence for adoption leave.

Subd. 6.: An employee on adoption leave is eligible to participate in group insurance programs if permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he/she wishes to retain.

#### Section 8. Political Leave.:

Subd. 1.: The school board will grant a leave of absence without pay to any employee to serve in a public office as provided for in the Minnesota Statutes 43A.32.

Subd. 2.: During this leave of absence, the employee shall retain all seniority rights without advancement on the salary schedule and shall be entitled to any fringe benefits provided by the district at his/her own expense.

Section 9. Request for Leave.: Any request for a leave of absence shall be submitted, in writing, by the employee to her/his immediate supervisor. The request shall state the type of leave requested and the length of time off the employee desires. Such request shall be handled promptly and in writing.

Section 10. Vacations.:

Subd. 1: Full-time employees shall earn vacation as follows:

- 0-5 years of service ..... 10 paid vacation days
- After 5 years of service..... 15 paid vacation days
- After 10 years of service..... 20 paid vacation days

Subd. 2: Time of vacation shall be coordinated with the Employer.

Subd. 3: Upon termination of employment, accrued vacation shall be paid to the employee in his/her final paycheck.

Subd. 4: Employees shall be allowed to carry over a maximum of eighteen (18) days of paid vacation into the next fiscal year. Any balance in excess of eighteen days as of June 30 each year shall be forfeited.

**ARTICLE VIII**

**HOURS OF WORK AND OVERTIME**

Section 1. Basic Week.: Full time employees shall be any employee whose position is scheduled for one thousand four hundred seventy-two hours (1,472 hours) or more per year. The basic work day shall, for full time employees, consist of eight (8) hours, exclusive of lunch. The basic work week shall consist of five (5) days, Monday through Friday except when extenuating circumstances dictate that school must be in session on Saturday. When mutually agreed to by the employee and the immediate supervisor, hours may be temporarily changed to cover hours outside the basic week.

Section 2. Working Hours.: Working hours shall be determined by the school administration. The district must, however, give at least five (5) working days notice before changing normal work shifts, during the time when school is in session.

Section 3. Overtime: For all employees working in excess of forty (40) hours per week, the additional time shall be computed at a regular time and one-half (1-1/2) rate. No overtime will be paid unless it has been specifically authorized in writing by the immediate supervisor. The immediate supervisor will not generally authorize overtime of less than fifteen (15) minutes.

Section 4. Breaks.: All employees' work schedules shall provide for a fifteen (15) minute rest period during each four (4) hour shift. This rest period shall be scheduled at the middle of each one-half shift whenever feasible. Breaks shall not be used to shorten an employee's scheduled work day or to lengthen an employee's lunch break, unless prior approval has been obtained from the employee's supervisor.

Section 5. School Cancellation: If school is canceled by the Superintendent of Schools or his designee because of inclement weather or some other emergency, employees shall be paid at their regular rate of pay for all hours not worked on that day, unless the day is rescheduled and/or made up.

Section 6. Late Starts and Early Dismissals: If school is delayed one hour or more, or dismissed early by the Superintendent of Schools or his designee because of inclement weather or some other emergency, employees shall be paid their regular rate of pay for all hours not worked on that day.

Section 7. Make Up Days: In the event a student day is lost for an emergency, all scheduled employees shall be required to work on the day(s) designated by the school board or its representative as a make-up day(s).

Section 8. After Hours Work: A \$1,000 annual substitute calling/other communication stipend will be paid for Principal Secretaries and Food Service Secretary. This payment will be made at the completion of each school year (June payroll) in acknowledgement of making substitute calls/other communications outside of regular work hours.

**ARTICLE IX**

**HOLIDAYS AND SPECIAL LEAVE DAYS**

Section 1. Holidays: The following shall be recognized and observed as paid holidays when school is not in session and the notice of assignment indicates the employee is scheduled to work:

- |                        |                    |  |
|------------------------|--------------------|--|
| 1. Independence Day    | 7. New Year's Eve  | 13. Veteran's Day (when not a school day)          |
| 2. Labor Day           | 8. New Year's Day  | 14. Martin Luther King Day (when not a school day) |
| 3. Thanksgiving Day    | 9. President's Day |  |
| 4. Thanksgiving Friday | 10. Good Friday    |  |
| 5. Christmas Eve       | 11. Memorial Day   |  |
| 6. Christmas Day       | 12. Juneteenth     |  |

Section 2. Special Leave: Employees will be granted leave without pay when it is not a recognized holiday as indicated in Article IX, Section 1, and school is not in session for students or the teaching staff.

Subd. 1. The above mentioned days are during the normal school year and do not pertain to summer with the exception of Independence Day for those employees who are scheduled to work during that time period.

Section 3. If a paid holiday falls during the employee's vacation, an additional day of paid vacation shall be granted.

Section 4. When a holiday falls on a Saturday or Sunday, another day shall be designated by the School District as the holiday.

Section 5. An employee required to work on a designated holiday when school is not in session will be paid time and one-half (1.5) their normal rate of pay.

**Article X**

**Group Insurance/403(b) Language**

Section 1. District Contribution: The employer agrees to contribute to all full-time employees, and employees whose work schedule is 30 hours or more per week during the school year, one thousand dollars (\$1,000) per month effective July 1, 2023 through June 30, 2024; and one thousand dollars (\$1,000) per month effective July 1, 2024 through June 30, 2025, toward a minimum \$50,000 term life insurance policy for employees, with the balance amount toward hospitalization/medical insurance for employees and their dependents. Cash in lieu will be allowed for those employees who elect a high deductible health plan (HDHP) through the school district.

Subd. 1. All part-time employees who received insurance benefits prior to the execution of this Agreement shall be grandfathered in to assure no loss of benefits.

Section 2: Continuation of Coverage: An employee terminating employment after age 55, who has been employed by the district for a minimum of 10 years may continue until reaching the age of 70, any insurance coverage available upon approval of the carrier and at the employee's own expense with the addition of a reasonable maintenance fee per month. Payment shall be made in advance to the Superintendent's Office by the 5th of each month. Failure to meet these terms shall result in forfeiture of this right.

Section 3. Long-Term Disability: Provided coverage can be obtained from an insurance carrier, the school district will provide an income protection plan to cover all eligible office personnel. Employees participating in the long term disability plan will have the premiums deducted from their pay checks.

Section 4. National Health Coverage: In the event a national health coverage program is imposed on the district, the provisions of that program will take precedence over Sections 1-4 above, and the district will comply with the regulations of the national health care program for its employees.

Section 5. 403 (b) Matching Contributions: Commencing with the 2021-2022 school year, employees covered by this agreement shall be entitled to a matching school district contribution to an approved Minnesota 403(b) pursuant to MS 356.24. The District shall contribute annually an amount equal to the amount contributed by the employee subject to the limits listed below.

The District's annual maximum benefits are as follows:

2023-2024 District Contribution – 1.50% of base salary

2024-2025 District Contribution – 1.50% of base salary

## ARTICLE XI

### PROBATIONARY PERIOD

#### Section 1. Probationary Period:

Subd. 1.: The first six (6) months of employment, not including summer lay off, shall be considered a probationary period. During such probationary period an employee shall have no recourse if discharged by the district and cannot bid on any job posting. Not more than five (5) days absence for any reason shall be credited for the purpose of computing the probationary period. Upon the satisfactory completion of the probationary period, the employee shall be entitled to seniority starting from the most recent date of hire by the district.

Subd. 2.: Upon transfer from one position to another, the school district shall, at its discretion, have a sixty (60) working day probationary period for the employee in the new position. The employee may be returned to his/her former position or a comparable position if he/she does not successfully complete his/her probationary period, as determined by the school district.

Section 2. Discipline/Discharge: The District reserves the right to discipline and/or discharge an employee for cause. Discipline before discharge may include suspension, oral reprimands, a conference with the employee, written reprimand, or withholding a step increase. The employer may use one or more of the listed disciplines. The employer agrees that employees will be treated fairly and equitably when applying discipline. This section will not prevent the employer from terminating an employee immediately when warranted.

## ARTICLE XII

### SENIORITY

Section 1. Seniority List: The employer shall provide a seniority list with the categories as follows:

1. Class I
2. Class II

The list shall be provided to the Montevideo Schools Office Personnel. The employer shall also post the same in buildings and make such changes prior to January 15 of each year. An office employee shall be listed in only one category.

Section 2. Length of Employment: Seniority shall mean continuous employment with the District in the categories covered by this agreement. Employees shall not acquire seniority while still on probation. After the completion of the probationary period, the employee's seniority shall revert to the first day of continuous employment.

Section 3. Reducing Personnel and Rehiring: In reducing personnel, the last employee hired within a category shall be the first employee laid off; and in returning employees to work, the last employee laid off shall be the first employee called back to work if the date of lay off is less than eighteen (18) months. In the case of a layoff, employer

and Montevideo Schools Office Personnel shall each appoint two individuals to negotiate changes in assignment due to the layoff and which assignments have similar hours and wages.

In negotiating the committee shall take into consideration the following:

1. Laid off employees, providing they have seniority, will have the right to displace the least senior employee in other categories who have similar hours and/or wages, providing the bumping employee has the applicable qualifications, job skills and acceptable past job performance as it pertains to the position into which the employee is bumping.

2. The number of employees changing assignments as a result of the layoff shall be minimized.

3. Senior employees shall be retained at positions with the least possible significant reduction in hours and pay.

Section 4. Temporary Position: Any bargaining unit position opened on a temporary basis shall be filled at the discretion of the Board of Education.

Section 5. Job Posting: Job openings in the categories covered in this Agreement will be posted in all buildings in the District for five (5) working days. A copy will be sent to the Montevideo Schools Office Personnel Steward.

Section 6. Movement Between Categories: Office personnel desiring to move to a different category when an opening is posted will be given consideration by the Board of Education. The posting will contain minimum qualifications required for the job. The qualifications and seniority will be considered.

Section 7. Change in Address: A laid off employee must advise the District of any changes in order to be notified of job openings for which she/he may be qualified.

Section 8. Loss of Seniority: Seniority shall be lost by any of the following:

1. Voluntary quit
2. Discharge.
3. Failure to report within seven (7) working days of being notified of recall from lay-off.
4. Lay-off for more than 18 months.

## **ARTICLE XIII**

### **GRIEVANCE PROCEDURE**

The primary purpose of this grievance procedure is to secure solutions to the grievance at the earliest possible step. Before submitting a grievance, an employee shall discuss it with the employee's immediate supervisor individually, or together with a representative of the Montevideo Schools Office Personnel.

Section 1. Procedure: Any grievance or dispute which may arise between the parties, including the interpretation or application of this Agreement, shall be settled in the following manner:

Step 1. The Montevideo Schools Office Personnel Representative, with the employee, shall take up the dispute with the employee's immediate supervisor within five (5) days of her/his knowledge of its occurrence. The supervisor shall attempt to adjust the matter and respond to the Representative within three (3) days.

Step 2. If the dispute has not been settled, it shall be presented, in writing to the Superintendent within seven (7) days after the supervisor's answer is due. The Superintendent shall respond in writing to the exclusive representative within three (3) days.

Step 3. If, after thirty (30) days, no settlement has been reached, the matter shall be presented, in writing to the next meeting of the Board of Education, who shall respond in writing within twenty (20) days to the exclusive representative.

Step 4. If no settlement is reached in Step 3, the grievance may be submitted to arbitration, and the decision of the arbitrator shall be final and binding on the parties. If the parties are unable to agree upon the appointment of the arbitrator within five (5) days after submission of the grievance to arbitration, either party may then request the Director, Bureau of Mediation Services, State of Minnesota, to furnish a list of five (5) prospective arbitrators. From this list, each

party shall, in turn, strike one (1) name until one (1) name remains, and the last remaining individual shall be designated as the arbitrator. The grieving party shall strike first. A hearing on the grievance will be held promptly by the arbitrator, and a decision shall be rendered by him within thirty (30) days after the date of the hearing. All expenses and costs of the arbitrator shall be shared equally between the exclusive representative and the school board.

Section 2. Time Limits: The number of days indicated in this Article at each step shall be considered as a maximum, and every effort shall be made to expedite the process. Notwithstanding the above, the time limits may be extended by mutual consent.

Section 3. Computation of Time: In computing any period of time prescribed by this Article XII, the day of the act or event giving rise to the grievance shall not be included in the designated period of time. The day upon which the grievance is filed, the last day of the period so computed, shall be included unless it is a Saturday, Sunday, or a holiday designated by this Agreement, in which event the period runs until the end of the next day which is not a Saturday, Sunday, or holiday designated in this Agreement. The term "day" means any working calendar day, excluding Saturdays, Sundays, and holidays designated in this Agreement. The filing or service of any response, notice or document shall be timely if it is personally served or sent by United States Mail to the other party at the address shown herein. If delivery is by United States Mail, it shall be timely, if posted no later than midnight of the last day of the time period, as shown on the postmark thereof.

**ARTICLE XIV**

**DURATION**

Section 1. Terms and Reopening Negotiations: This agreement shall remain in full force and effect for a period commencing July 1, 2023 through June 30, 2025 and thereafter until modifications are made pursuant to the P.E.L.R.A. If either party desires to modify or amend this agreement commencing at its expiration, it shall give written notice of such intent pursuant to the P.E.L.R.A. Unless otherwise mutually agreed, the parties shall not commence negotiations more than ninety (90) days prior to the expiration of this agreement.

Section 2. Effect: This agreement constitutes the full and complete agreement between the school district and the exclusive representative representing the employees. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, school district policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

Section 3. Finality: Any matters relating to the terms and conditions of employment, whether or not referred to in this agreement, shall not be open for negotiation during the term of this agreement.

Section 4. Severability: The provisions of this agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this agreement or the application of any provision thereof.

**IN WITNESS WHEREOF,** The parties have executed this Agreement as follows:

For Montevideo Schools Office Personnel

No. 129, Montevideo

\_\_\_\_\_  
Negotiator

\_\_\_\_\_  
Board Chairperson

\_\_\_\_\_  
Negotiator

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief District Negotiator

\_\_\_\_\_  
Date

**APPENDIX "A"**

**SALARY SCHEDULE**

<b>Fiscal Year</b>	<b><u>2023-2024</u></b>	<b><u>2024-2025</u></b>
<b><u>CLASS I</u></b>		
START	20.38	21.00
1	20.61	21.23
2	20.90	21.53
3	21.16	21.79
4	21.39	22.03
5	21.69	22.34
6	21.94	22.60
7	22.19	22.85
CAREER	22.47	23.15

Longevity pay of fifteen cents (\$.15) per hour will be granted to those employees completing ten (10) years of service.

<b><u>CLASS II</u></b>		
START	18.92	19.49
1	19.20	19.78
2	19.52	20.10
3	19.70	20.30
4	19.99	20.59
5	20.25	20.86
6	20.52	21.13
7	20.80	21.42
CAREER	21.10	21.74

Longevity pay of fifteen cents (\$.15) per hour will be granted to those employees completing ten (10) years of service.

The positions in each class are as follows:

**Class I:**

MVALC Secretary  
Middle School Principal's Secretary (full-time)  
Elementary School Principal's Secretary.  
High School Principal's Secretary (full-time)  
High School Athletic Director/Principal's Secretary (full-time)  
Community Education Office Personnel  
Special Education Secretary  
Food Service/Business Office/Office Manager's Secretary

**Class II:**

MRVED Secretary (part-time)  
Curriculum Coordinator's Secretary  
Receptionist – High School Office Entrance  
Middle School Principal's Secretary (part-time)

CERTIFICATION OF MINUTES RELATING

TO

SCHOOL BUILDING BONDS

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 129  
(MONTEVIDEO PUBLIC SCHOOLS)

GOVERNING BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING:

A Regular meeting, held October 9, 2023, at 6 o'clock p.m., in the School District.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents attached: Extract of Minutes of said meeting.

**RESOLUTION APPOINTING ELECTION JUDGES  
FOR THE NOVEMBER 7, 2023  
SCHOOL DISTRICT SPECIAL ELECTION**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer this 9th day of October, 2023.

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School District Clerk

EXTRACT OF MINUTES OF A MEETING  
OF THE SCHOOL BOARD  
OF INDEPENDENT SCHOOL DISTRICT NO. 129  
(MONTEVIDEO PUBLIC SCHOOLS)  
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a Regular meeting of the School Board of Independent School District No. 129 (Montevideo Public Schools), State of Minnesota, was duly held in the School District on October 9, 2023, at 6 o'clock p.m., for the purpose, in part, of adopting a resolution appointing election judges.

Member \_\_\_\_\_ moved the adoption of the following Resolution:

**RESOLUTION APPOINTING ELECTION JUDGES  
FOR THE NOVEMBER 7, 2023  
SCHOOL DISTRICT SPECIAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 129, State of Minnesota, as follows:

1. The individuals specified on EXHIBIT A attached hereto, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the School District's special election on November 7, 2023, to act as such at the combined polling place listed on said exhibit.
2. The election judges shall act as clerks of election, count the ballots cast, and submit the results to the School Board for canvass in the manner provided for other school district elections.
3. The School District Clerk and the Clerk's designee are hereby authorized to appoint additional election judges, as needed, to fill vacancies that may occur on or before election day.

The motion for the adoption of the foregoing resolution was duly seconded by \_\_\_\_\_ . On a roll call vote, the following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

## **EXHIBIT A**

### **COMBINED POLLING PLACE**

National Guard Training & Community Center

### **ELECTION JUDGES**

Head Election Judges – Carol Hayunga, Jeanna King

Becky Amborn

Jeanne Dann

Pamela Eklund

Sue Just

Mary Keller

Kathy Leindecker

Chanda Norby

Marie Pederson

Tammy Sauder

Dorothy Schultz

Robin Schwaegerl

Mary Sellner

Beth Slater

Lavonne Stegeman