

Dawson-Boyd School Board

Monday, March 10, 2025 Regular Meeting Time - 6:00 p.m.

Upstairs High School Commons Area

Monthly Board Meeting

Google Meet joining info:

School Board Meeting

Monday, March 10 · 6:00 - 9:00pm

Time zone: America/Chicago

Google Meet joining info

Video call link: <https://meet.google.com/evh-ngcf-uxo>

Or dial: ?(US) +1 260-218-1593? PIN: ?566 467 919?#

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Meeting Agenda

1. Call to order - 6:00 p.m.
 - Pledge of Allegiance
2. Adopt/Amend Agenda
3. Public Comments
Erin Crosby
4. Consent Agenda: THE FOLLOWING ITEMS ARE SUBMITTED FOR CONSENT APPROVAL
 - a. Approval of Meeting Minutes
- February 10, 2025
 - b. Approval of Financial Report and Monthly Claims and Accounts
 - c. Approval of Staffing Matters/Personnel

Retirements

Tim Stensrud - Maintenance Director - 2/13/2025

Jeri Popma - 3rd Grade Teacher - 4/1/2025

Resignation

Kendra McBride - daycare & JV softball coach - 3/14/2025

Maternity Leave

Kassi Albertson - 5/10/2025 - EOY

Hiring

Kendra McBride - daycare sub - 3/17/2025

Keith Knutson - Industrial Tech Teacher - 03/10/2025

Chuck Stark - Director of Buildings and Grounds - 03/31/2025

5. Communications: THE FOLLOWING ITEMS ARE SUBMITTED FOR CONSIDERATION

6. Information Items:

- a. Board Member Reports
- b. Teacher Reports
Ashley Schacherer- CPR manikins
- c. Principal Reports
- d. Superintendent Report
- e. Fleet proposals

7. Discussion/Approval Items:

- a. Budget Reduction Recommendations
- b. 2025-2026 Preschool Calendar and Rates and 2025-2026 Daycare Rates Calendar and Rates to be presented at meeting

8. Action Items:

- a. Resolution-District Donations
- b. Approval of School Fundraisers
- c. Mid-Year Lane Changes
- Brandon Hurley - MA to MA30
- Chelsea Ludvigson - MA to MA10
- Danielle Wager - MA to MA10

d. Resolution discontinuing or reducing programs and services

Resolution Reducing and Discontinuing Educational Programs and Positions

_____ introduced the following resolution and moved its adoption:

WHEREAS the School Board of Independent District No. 375 adopted a resolution on December 9, 2024 directing the Administration to make recommendations regarding the reduction and/or discontinuance of programs and positions, and

WHEREAS, said recommendations have been received and considered by the School Board,

BE IT RESOLVED, by the School Board of Independent District No. 378, as follows:

That the following programs and positions, or portions thereof, be discontinued:

- .25 FTE Family and Consumer Science position
- .75 FTE English position
- Continued realignment of administration (Community Ed, Athletic Director, Transportation)
- Reduction of 1.0 FTE Visual Arts position
- Elimination of Healthiest You benefit
- Reorganization of custodial department
- Elimination of 1 bus route
- Elimination of Skyward Software
- Reduction of technology spending by \$3,811
- Reduction of District paid HUDL

VOTING RECORD

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

_____ and upon vote being taken thereon,

the following voted in favor thereof,

The following voted against the same:

whereupon said resolution was declared duly passed and adopted on March 10, 2025.

e. Non-renewals

Resolution Proposing Placement of a Continuing Contract/Tenured Teacher on Unrequested Leave of Absence

_____ introduced the following resolution and moved its adoption:

That it is proposed that Jeshsalem Salisbury, a continuing contract/tenured teacher of said District, be placed on unrequested leave of absence without pay or fringe benefits, at the end of the 2024 - 2025 school year effective 06/02/2025. Said action is taken in accordance with the District master agreement and pursuant to Minn. Stat. 122A.40, subd. 10.1 upon the grounds described in said statute and which are specifically as follows:

- Financial limitations

BE IT FURTHER RESOLVED, that a notice of proposed placement on unrequested leave, together with a copy of this resolution be forwarded to said teacher and that an affidavit of the same be placed in the teacher's personnel file with a copy of the notice and resolution.

VOTING RECORD

The motion for the adoption of the preceding resolution was duly seconded by _____ and upon vote being taken thereon, the following voted in favor thereof,

The following voted against the same:

whereupon said resolution was declared duly passed and adopted on March 10, 2025.

Resolution Nonrenewing a Probationary Teacher

_____ introduced the following resolution and moved its adoption:

WHEREAS, Loral Webster is a probationary teacher in Independent District No. 378.

BE IT RESOLVED, by the School Board of Independent District No. 378, that pursuant to Minn. Stat. 122A.40, subd. 51 and the District master agreement, the teaching contract of Loral Webster, a probationary teacher in Independent District No. 378, shall be nonrenewed at the end of the 2024-2025 school year effective June 2, 2025.

BE IT FURTHER RESOLVED, that written notice be sent to said teacher regarding the nonrenewal of the teacher's teaching contract.

VOTING RECORD

The motion for the adoption of the preceding resolution was duly seconded by _____ and upon vote being taken thereon, the following voted in favor thereof,

The following voted against the same:

whereupon said resolution was declared duly passed and adopted on March 10, 2025.

- f. Greater MN Contract for Challenge Program
 - g. SWWC SC Contract
 - h. A&I Budget
Budget to be presented Monday
 - i. Policies
2nd Reading: Policy 524.5 - Personal Electronic Communication Devices.
 - j. Fleet bid proposals
9. Adjournment

Dawson-Boyd Independent School District No. 378

Regular February Board Meeting

February 10, 2025

The regular February meeting of the Board of Education was held on February 10, 2025, in the Dawson-Boyd upstairs common area. Members present were Kelly, Schindler, Jurgenson, Marotzke, Schacherer, Bothun, and Lynch as well as student representative Ochsendorf and administrative staff. Chair Kelly called the board meeting to order at 6:01 pm. There were no public comments. The agenda was approved (Marotzke/Schacherer).

The Consent Agenda, which included the January minutes, the finance report, monthly claims and accounts, and staffing matters, was approved (Marotzke/Jurgenson). Regular claims and accounts totaling \$468,875.16, \$111,942.13 for construction, and \$3,943.85 for student activities were approved as presented. The board approved electronic transfers and state tax payments made in January. Minutes from the January Regular Board Meeting were approved as presented. In staffing matters the board approved the following hirings: Nick Gruwell, varsity softball coach; Alisha Schindler, junior high softball coach; Danielle Adams, daycare; Kirsten Bublitz, daycare; Caitlyn Baird, daycare; Keith Knutson, long-term substitute for industrial technology and a transfer for Eva Trevino Hernandez from daycare to Title. The board accepted the resignations of custodian, Ted Nelson - effective 1/31/25, and paraprofessional, Ashley Lewis - effective 2/21/2025. The board approved a day without pay for Jen Mork on March 31, 2025.

In Communications, Amy Bjornjeld of Dana F. Cole and Finance Director Stratmoen reviewed findings and balances in the FY's 24 financial audit. The audit showed the school district to be in sound financial condition at this time. The board formally accepted the audit as presented.

In Information, board members Schacherer, Kelly, Marotzke, and Lynch shared their experience at the MSBA Leadership Conference and the new board members training for Schacherer and Lynch. Kelly shared that many schools are facing similarly challenging financial situations. Several districts have reached out since the conference regarding the financial success of our daycare and its ability to support our preschool program. Kelly also shared that the cell phone policy was discussed at the conference and schools that have removed cell phones from their academic spaces are seeing positive increases in students' mental health. Principal Hiedeman shared updates on the READ Act, the end of the semester and quarter 2, MRVED Melt, and the upcoming MRVED common day, para recognition week was January 20-24, and she updated on the spelling bee finalists, her recent time at the Minnesota elementary principal conference as well as I Love to Read month. Principal/AD Stotesbery was not present to give an oral report but did submit a written report. Superintendent Ward's report included an update on athletics and activities, the new board members completing MSBA's Phase 1 & 2 training, a youth skills training grant opportunity, the hiring of a long-term substitute teacher and his work soliciting donations for the industrial technology program, the completion of the SMART transition and Stratmoen's diligent work with the roll-over, an update on the finance advisory committee, and her work lobbying at the capital. Ward shared that the American Indian Parent Advisory Committee reached a vote of concurrence for our American Indian student programming. The district received \$42,500 in American Indian Education Aid this school year.

RESOLUTION #R1-84A NOW THEREFORE BE IT RESOLVED BY THE DAWSON-BOYD SCHOOL DISTRICT OF DAWSON MINNESOTA, that the gift of \$500 from Tim and Ann Borstad be accepted by the district. BE IT FURTHER RESOLVED, that the gift will be used by the musical department. RESOLUTION #R1-84B NOW THEREFORE BE IT

RESOLVED BY THE DAWSON-BOYD SCHOOL DISTRICT OF DAWSON MINNESOTA, that the gift of \$1,000 from Farmers for Dawson be accepted by the district. BE IT FURTHER RESOLVED, that the gift will be used by the musical department. RESOLUTION #R1-84C NOW THEREFORE BE IT RESOLVED BY THE DAWSON-BOYD SCHOOL DISTRICT OF DAWSON MINNESOTA, that the gift of \$900 from the Dawson Chamber of Commerce Agricultural Community account be accepted by the district. BE IT FURTHER RESOLVED, that the gift will be used in the industrial arts classroom. RESOLUTION #R1-84D NOW THEREFORE BE IT RESOLVED BY THE DAWSON-BOYD SCHOOL DISTRICT OF DAWSON MINNESOTA, that the gift of \$770 from Greater Community Credit Union be accepted by the district. BE IT FURTHER RESOLVED, that the gift will be used for community education K-12 basketball shirts. RESOLUTION #R1-84E NOW THEREFORE BE IT RESOLVED BY THE DAWSON-BOYD SCHOOL DISTRICT OF DAWSON MINNESOTA, that the gift of \$2,400 from the Dawson Fire Department be accepted by the district. BE IT FURTHER RESOLVED, that the gift will be used by the district with \$600 going to the robotics program, \$600 going to ECFE, \$300 going to girls' volleyball, \$600 going to the Spanish club, and \$300 going to girls basketball. RESOLUTION #R1-84F NOW THEREFORE BE IT RESOLVED BY THE DAWSON-BOYD SCHOOL DISTRICT OF DAWSON MINNESOTA, that the gift of \$1,000 from Lac Qui Parle Co-op Oil be accepted by the district. BE IT FURTHER RESOLVED, that the gift will be used in the industrial arts classroom. RESOLUTION #R1-84G NOW THEREFORE BE IT RESOLVED BY THE DAWSON-BOYD SCHOOL DISTRICT OF DAWSON MINNESOTA, that the gift of \$5,000 from CEDA - City of Dawson be accepted by the district. BE IT FURTHER RESOLVED, that the gift will be used by the daycare program. RESOLUTION #R1-84H NOW THEREFORE BE IT RESOLVED BY THE DAWSON-BOYD SCHOOL DISTRICT OF DAWSON MINNESOTA, that the gift of \$1,000 from David Liebl be accepted by the district. BE IT FURTHER RESOLVED, that the gift will be used by the robotics program. Members voting in favor of the resolutions were Marotzke, Schindler, Jurgenson, Kelly, Schacherer, Lynch, and Bothun. There were no dissenting or abstaining votes.

In Action Items, the board approved a 50/50 raffle for the National Honor Society on 2/11/25 and a 50/50 raffle and half-time shoot out on 2/20/25 with proceeds being donated to the Lac Qui Parle Hope network(Jurgenson/Marotzke). The board voted to rescind the 2024 version of Policy 522 and reinstate the 2020 version of the policy (Marotzke/Bothun) and had a first reading of Policy 524.5. The board voted to approve a continuation of Director Schacherer's employment with the district as a substitute bus driver (Jurgenson/Schindler - MCU). The board voted to approve hiring Vice Chair Marotzke as a substitute nurse and substitute administrative support person (Lynch/Schindler - MCU).

With no further business, Chair Kelly adjourned the meeting at 7:07 pm (Marotzke/Schacherer).

Clint Schindler, School Board Clerk

FEBRUARY 2025 TRANSFERS FROM MN TRUST TO GREATER COMMUNITY CREDIT UNION

2/14/2025	\$225,000.00
2/28/2025	\$325,000.00

FEBRUARY 2025 TRANSFERS FROM INVESTMENTS (CONSTRUCTION) TO GREATER COMM CU

FEBRUARY 2025 MANUAL CHECKS

WIRE	2/12/2025	Minnesota UI	\$	387.00
WIRE	2/14/2025	Aviben	\$	5,812.53
WIRE	2/14/2025	TRA	\$	25,559.78
WIRE	2/14/2025	WEX	\$	3,117.63
WIRE	2/14/2025	PERA	\$	11,495.41
73209	2/11/2025	Hiedeman, Amy	\$	790.60
73210	2/11/2025	Carrie Kleven	\$	369.07
73211	2/11/2025	DB Robotics	\$	1,500.00
73212	2/11/2025	EMC Insurance	\$	10,505.62
73213	2/11/2025	Farmer's Mutual Telephone Company	\$	423.64
73214	2/11/2025	Hillyard/Hutchinson	\$	4,579.01
73215	2/11/2025	Hutt's Texaco	\$	33.92
73216	2/11/2025	Johnson Memorial Health Services	\$	4,471.75
73217	2/11/2025	Lukas Pohlmeier	\$	303.60
73218	2/11/2025	Maland, Camey	\$	202.07
73219	2/11/2025	Otter Tail Power Company	\$	12,205.39
73220	2/11/2025	Seedling Speech Therapy LLC	\$	10,182.20
73221	2/11/2025	State of MN Department of Public Safety	\$	100.00
73222	2/11/2025	Steven Ricard	\$	49.00
73223	2/11/2025	Teachwell Solutions	\$	818.55
73224	2/11/2025	Titan Machinery	\$	623.15
73225	2/11/2025	Wager Chiropractic	\$	150.00
73226	2/11/2025	Wolfbauer Matside Productions	\$	575.00
73227	2/13/2025	Great Plains Natural Gas	\$	9,270.02
73228	2/13/2025	Gruwell Electric	\$	166.60
73229	2/13/2025	Pemberton, Sorlie, Rufer & Kershner	\$	190.00
73230	2/13/2025	Pitney Bowes Global Financial Services	\$	540.12
73231	2/13/2025	Tonya Kelly	\$	23.34
73232	2/13/2025	William Benson	\$	450.00
WIRE	2/13/2025	Blue Cross Blue Shield of Minnesota	\$	69,814.60
73233	2/18/2025	Blake Karas	\$	150.00
73234	2/18/2025	Michael Bruer	\$	150.00
73235	2/18/2025	Michael Rademacher	\$	150.00
73236	2/18/2025	Carrie Kleven	\$	295.45
73237	2/18/2025	Dufault Publishing	\$	103.68
73238	2/21/2025	IFD Food Service	\$	6,259.99
73239	2/21/2025	ISD #378-Food Service	\$	65.00
73240	2/21/2025	Region 3A Secretary-Section Team Wrestling	\$	1,703.00
73241	2/21/2025	Region 3A Secretary-Conference Wrestling	\$	200.00

WIRE	2/28/2025	Aviben	\$	5,757.53
WIRE	2/28/2025	TRA	\$	26,885.12
WIRE	2/28/2025	WEX	\$	3,005.21
WIRE	2/28/2025	PERA	\$	12,061.67
WIRE	2/28/2025	Delta Dental	\$	2,612.18
WIRE	2/28/2025	Greater Community Credit Union	\$	20.00
WIRE	2/28/2025	WEX	\$	1,225.00
WIRE	2/28/2025	Colonial	\$	2,952.40
WIRE	2/28/2025	Merchants Bank	\$	107.91
WIRE	2/28/2025	Payline Data LLC	\$	25.00
WIRE	2/28/2025	Healthiest You Holdings Co	\$	1,138.50
WIRE	2/28/2025	WEX	\$	50.00
73242	2/28/2025	DBEA	\$	4,091.12
73243	2/28/2025	Everly Life Insurance	\$	99.78
73244	2/28/2025	Madison National Life	\$	1,325.80
73245	2/28/2025	NCPERS	\$	16.00
73246	2/28/2025	Dairy Queen	\$	2,024.00
73247	2/28/2025	Gruwell Electric	\$	182.19
73248	2/28/2025	Hank Ireland (State Wrestling per diem for c/s)	\$	320.00
73249	2/28/2025	ISD #378 (Food Service)	\$	35.00
73250	2/28/2025	Johnson Memorial Health Services	\$	855.00
73251	2/28/2025	Marco Technologies	\$	4,314.74
73252	2/28/2025	MRVED	\$	414.00
73253	2/28/2025	West Central Conference	\$	2,850.00
73254	3/01/2025	VOID	\$	0.00
73255	3/05/2025	Amy Schlemmer	\$	119.94
73256	3/05/2025	Erika Ramirez	\$	42.89
73257	3/05/2025	Luke Bothun	\$	252.00
73258	3/05/2025	Madison Lee	\$	70.00
				<u>\$ 256,639.70</u>

FEBRUARY 2025 FEDERAL & STATE TAX PAYMENT

FEDERAL	02/14/25	\$48,258.85	STATE	02/14/25	\$8,026.21
	02/28/25	\$53,389.59		02/28/25	\$9,027.71

Grp Code	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	1019	N	A & B AUTO PARTS	030725	2932	351034	29.98	0.00	29.98	03/07/2025	03/07/2025	03/07/2025
1	1019	N	A & B AUTO PARTS	030725	2934	351211	5.80	0.00	5.80	03/07/2025	03/07/2025	03/07/2025
1	1019	N	A & B AUTO PARTS	030725	2933	351115	14.90	0.00	14.90	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$50.68			
1	1075	N	AL'S MERCANTILE	030725	2937	281803	0.99	0.00	0.99	03/07/2025	03/07/2025	03/07/2025
1	1075	N	AL'S MERCANTILE	030725	2935	281300	7.99	0.00	7.99	03/07/2025	03/07/2025	03/07/2025
1	1075	N	AL'S MERCANTILE	030725	2936	281734	84.98	0.00	84.98	03/07/2025	03/07/2025	03/07/2025
1	1075	N	AL'S MERCANTILE	030725	2938	281851	22.97	0.00	22.97	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$116.93			
1	1135	N	AMERICAN WELDING & GAS INC	030725	2940	0010701442	158.34	0.00	158.34	03/07/2025	03/07/2025	03/07/2025
1	1135	N	AMERICAN WELDING & GAS INC	030725	2939	0010665469	198.00	0.00	198.00	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$356.34			
1	1131	N	AMERITAS LIFE INSURANCE CORP	030725	2941	010-485252	631.64	0.00	631.64	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$631.64			
1	1217	N	AVIBEN	030725	2942	36385	68.20	0.00	68.20	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$68.20			
1	5119	N	BULLET PROOF MECHANICAL SER	030725	2943	11456	495.84	0.00	495.84	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$495.84			
1	1481	N	CARLSON & STEWART REFRIG. IN	030725	2944	66067	1,430.66	0.00	1,430.66	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$1,430.66			
1	1535	N	CITY OF DAWSON	030725	2946	01-00000180-00-2	586.23	0.00	586.23	03/07/2025	03/07/2025	03/07/2025
1	1535	N	CITY OF DAWSON	030725	2945	02-00000581-00-2	110.97	0.00	110.97	03/07/2025	03/07/2025	03/07/2025
1	1535	N	CITY OF DAWSON	030725	2947	01-00000262-00-5	134.61	0.00	134.61	03/07/2025	03/07/2025	03/07/2025
1	1535	N	CITY OF DAWSON	030725	2948	01-00000263-11-6	2,936.26	0.00	2,936.26	03/07/2025	03/07/2025	03/07/2025
1	1535	N	CITY OF DAWSON	030725	2949	02-00000573-00-1	8.00	0.00	8.00	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$3,776.07			
1	1654	N	CULLIGAN WATER CONDITIONING	030725	2950	592-00079699-1	620.75	0.00	620.75	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$620.75			
1	1696	N	DAVE'S PLUMBING, HEATING & A/C	030725	2951	16433	300.00	0.00	300.00	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$300.00			
1	1718	N	DAWSON SENTINEL	030725	2952	DAWBOY	1,299.20	0.00	1,299.20	03/07/2025	03/07/2025	03/07/2025

Grp Code	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	1718	N	DAWSON SENTINEL	030725	2953	HOLLY WARD SUBSCF	49.00	0.00	49.00	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$1,348.20			
1	2202	N	HARRY'S FROZEN FOOD	030725	2964	75480	455.00	0.00	455.00	03/07/2025	03/07/2025	03/07/2025
1	2202	N	HARRY'S FROZEN FOOD	030725	2963	77118	455.00	0.00	455.00	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$910.00			
1	2278	N	HILLYARD/HUTCHINSON	030725	2960	700637227	80.71	0.00	80.71	03/07/2025	03/07/2025	03/07/2025
1	2278	N	HILLYARD/HUTCHINSON	030725	2959	700636760	33.83	0.00	33.83	03/07/2025	03/07/2025	03/07/2025
1	2278	N	HILLYARD/HUTCHINSON	030725	2956	605739364	48.54	0.00	48.54	03/07/2025	03/07/2025	03/07/2025
1	2278	N	HILLYARD/HUTCHINSON	030725	2958	605750547	1,420.27	0.00	1,420.27	03/07/2025	03/07/2025	03/07/2025
1	2278	N	HILLYARD/HUTCHINSON	030725	2957	605744330	117.78	0.00	117.78	03/07/2025	03/07/2025	03/07/2025
1	2278	N	HILLYARD/HUTCHINSON	030725	2955	605736467	1,679.38	0.00	1,679.38	03/07/2025	03/07/2025	03/07/2025
1	2278	N	HILLYARD/HUTCHINSON	030725	2954	605731363	145.65	0.00	145.65	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$3,526.16			
1	2287	N	HOFFMAN FILTER SERVICE LLC	030725	2961	98081	67.50	0.00	67.50	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$67.50			
1	4787	N	HOLLY L WARD	030725	3033	EXP REPORT	879.14	0.00	879.14	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$879.14			
1	2337	N	HUTTS TEXACO	030725	2962	9253	34.06	0.00	34.06	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$34.06			
1	2344	N	ICS CONSULTING, LLC	030725	2965	12317	346.05	0.00	346.05	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$346.05			
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	3039	inv-574530	967.45	0.00	967.45	03/08/2025	03/08/2025	03/08/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2976	INV-578949	4,892.62	0.00	4,892.62	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2975	INV-578939	246.27	0.00	246.27	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2974	INV-576579	7,177.49	0.00	7,177.49	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2973	INV-576567	472.35	0.00	472.35	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2972	INV-574535	650.90	0.00	650.90	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2971	INV-571839	8,269.99	0.00	8,269.99	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2970	INV-571830	433.80	0.00	433.80	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2969	INV-571837	184.75	0.00	184.75	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2968	INV-571825	175.40	0.00	175.40	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2967	INV-571829	154.62	0.00	154.62	03/07/2025	03/07/2025	03/07/2025
1	2348	N	IFD FOODSERVICE DISTRIBUTOR	030725	2966	INV-571828	76.64	0.00	76.64	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$23,702.28			

Grp Code	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	2467	N	JOHNSON MEMORIAL HEALTH SVC	030725	2980	1500004453	55.00	0.00	55.00	03/07/2025	03/07/2025	03/07/2025
1	2467	N	JOHNSON MEMORIAL HEALTH SVC	030725	2979	INV332	1,501.50	0.00	1,501.50	03/07/2025	03/07/2025	03/07/2025
1	2467	N	JOHNSON MEMORIAL HEALTH SVC	030725	2978	INV331	465.85	0.00	465.85	03/07/2025	03/07/2025	03/07/2025
1	2467	N	JOHNSON MEMORIAL HEALTH SVC	030725	2977	INV333	2,307.50	0.00	2,307.50	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$4,329.85			
1	2528	N	KDMA RADIO	030725	2988	27092-1	125.00	0.00	125.00	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$125.00			
1	2540	N	KEMPS LLC (DBA CASS-CLAY CRE)	030725	2987	5639389	474.05	0.00	474.05	03/07/2025	03/07/2025	03/07/2025
1	2540	N	KEMPS LLC (DBA CASS-CLAY CRE)	030725	2986	5634417	549.68	0.00	549.68	03/07/2025	03/07/2025	03/07/2025
1	2540	N	KEMPS LLC (DBA CASS-CLAY CRE)	030725	2985	5623356	436.38	0.00	436.38	03/07/2025	03/07/2025	03/07/2025
1	2540	N	KEMPS LLC (DBA CASS-CLAY CRE)	030725	2983	5604507	894.66	0.00	894.66	03/07/2025	03/07/2025	03/07/2025
1	2540	N	KEMPS LLC (DBA CASS-CLAY CRE)	030725	2982	5604502	397.90	0.00	397.90	03/07/2025	03/07/2025	03/07/2025
1	2540	N	KEMPS LLC (DBA CASS-CLAY CRE)	030725	2981	5599513	927.50	0.00	927.50	03/07/2025	03/07/2025	03/07/2025
1	2540	N	KEMPS LLC (DBA CASS-CLAY CRE)	030725	2984	5616861	910.80	0.00	910.80	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$4,590.97			
1	4162	N	KEN SATHER CONSTRUCTION LLC	030725	2990	2176	4.25	0.00	4.25	03/07/2025	03/07/2025	03/07/2025
1	4162	N	KEN SATHER CONSTRUCTION LLC	030725	2989	2175	71.29	0.00	71.29	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$75.54			
1	2619	N	LAC QUI PARLE COOP OIL	030725	2992	200619	8,213.15	0.00	8,213.15	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$8,213.15			
1	2739	N	LIVESTOCK SYSTEMS OF DAWSON	030725	2991	STEEL	43.00	0.00	43.00	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$43.00			
1	2800	N	MADISON BOTTLING CO.	030725	2994	400789	632.00	0.00	632.00	03/07/2025	03/07/2025	03/07/2025
1	2800	N	MADISON BOTTLING CO.	030725	2993	400478	472.00	0.00	472.00	03/07/2025	03/07/2025	03/07/2025
1	2800	N	MADISON BOTTLING CO.	030725	2996	400263	184.00	0.00	184.00	03/07/2025	03/07/2025	03/07/2025
1	2800	N	MADISON BOTTLING CO.	030725	2995	400694	580.00	0.00	580.00	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$1,868.00			
1	2917	N	MENARDS	030725	2997	35779	291.82	0.00	291.82	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$291.82			
1	5120	N	MINNESOTA DEPARTMENT OF HEA	030725	2998	2024 DATA REQUEST	15.00	0.00	15.00	03/07/2025	03/07/2025	03/07/2025
							Check Amount:		\$15.00			
1	3056	N	MINNESOTA RIVER ED DIST.	030725	3000	QTR 2 2025	9,474.89	0.00	9,474.89	03/08/2025	03/08/2025	03/08/2025

Bank Code: BNK1 Voucher Number: 0-999999999 Due Date: 3/8/2024-3/8/2025 Disc Date: 3/8/2024-3/8/2025

Grp Code	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	3056	N	MINNESOTA RIVER ED DIST.	030725	2999	25-30	3,245.76	0.00	3,245.76	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$12,720.65			
1	3067	N	MINNESOTA VALLEY COOP CENTE	030725	3004	4TH QTR-SPED SVC 21	14,354.00	0.00	14,354.00	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$14,354.00			
1	3142	N	MSBA/MASA POLICY SERVICE	030725	3003	INV-12781-B9S3D6	420.00	0.00	420.00	03/08/2025	03/08/2025	03/08/2025
1	3142	N	MSBA/MASA POLICY SERVICE	030725	3002	INV-12838-D8Y6F0	230.00	0.00	230.00	03/08/2025	03/08/2025	03/08/2025
1	3142	N	MSBA/MASA POLICY SERVICE	030725	3001	INV-12591-V1V9R9	230.00	0.00	230.00	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$880.00			
1	3163	N	MUSIC STREET	030725	3012	193468775	18.00	0.00	18.00	03/08/2025	03/08/2025	03/08/2025
1	3163	N	MUSIC STREET	030725	3011	193333608	6.00	0.00	6.00	03/08/2025	03/08/2025	03/08/2025
1	3163	N	MUSIC STREET	030725	3010	193234494	15.00	0.00	15.00	03/08/2025	03/08/2025	03/08/2025
1	3163	N	MUSIC STREET	030725	3009	193194861	54.00	0.00	54.00	03/08/2025	03/08/2025	03/08/2025
1	3163	N	MUSIC STREET	030725	3008	192668870	35.00	0.00	35.00	03/08/2025	03/08/2025	03/08/2025
1	3163	N	MUSIC STREET	030725	3007	192630520	166.00	0.00	166.00	03/08/2025	03/08/2025	03/08/2025
1	3163	N	MUSIC STREET	030725	3006	192630341	36.00	0.00	36.00	03/08/2025	03/08/2025	03/08/2025
1	3163	N	MUSIC STREET	030725	3005	192183541	35.00	0.00	35.00	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$365.00			
1	3268	N	NOBELUS	030725	3013	INV000146251	1,309.50	0.00	1,309.50	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$1,309.50			
1	3331	N	OLSON SANITATION LLC	030725	3015	169	33.79	0.00	33.79	03/08/2025	03/08/2025	03/08/2025
1	3331	N	OLSON SANITATION LLC	030725	3014	591	1,180.32	0.00	1,180.32	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$1,214.11			
1	3371	N	OTTER TAIL POWER	030725	3020	4044935	23.44	0.00	23.44	03/08/2025	03/08/2025	03/08/2025
1	3371	N	OTTER TAIL POWER	030725	3019	4041095	381.31	0.00	381.31	03/08/2025	03/08/2025	03/08/2025
1	3371	N	OTTER TAIL POWER	030725	3018	4041094	3,095.36	0.00	3,095.36	03/08/2025	03/08/2025	03/08/2025
1	3371	N	OTTER TAIL POWER	030725	3017	4041093	2,300.89	0.00	2,300.89	03/08/2025	03/08/2025	03/08/2025
1	3371	N	OTTER TAIL POWER	030725	3016	20036383	28.54	0.00	28.54	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$5,829.54			
1	3394	N	PARALLEL TECHNOLOGIES INC	030725	3021	103260	1,021.50	0.00	1,021.50	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$1,021.50			
1	3434	N	PEMBERTON, SORLIE, RUFER & KE	030725	3038	20176301M	506.00	0.00	506.00	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$506.00			

Pre Payment Report

Bank Code: BNK1 Voucher Number: 0-999999999 Due Date: 3/8/2024-3/8/2025 Disc Date: 3/8/2024-3/8/2025

Grp Code	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	3570	N	PURCHASE POWER	030725	3022	23420201	2,532.25	0.00	2,532.25	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$2,532.25			
1	4156	N	SARLETTES MUSIC	030725	3036	204044	3.60	0.00	3.60	03/08/2025	03/08/2025	03/08/2025
1	4156	N	SARLETTES MUSIC	030725	3035	204050	9.95	0.00	9.95	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$13.55			
1	5016	N	SEEDLINGS SPEECH THERAPY LLC	030725	3023	007	8,820.00	0.00	8,820.00	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$8,820.00			
1	4273	N	SFM	030725	3024	168593.202	3,329.00	0.00	3,329.00	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$3,329.00			
1	4433	N	STRATMOEN, STACY	030725	3037	EXP REPORT	205.80	0.00	205.80	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$205.80			
1	4479	N	SW/AWC SERVICE COOP	030725	3026	78449	100.00	0.00	100.00	03/08/2025	03/08/2025	03/08/2025
1	4479	N	SW/AWC SERVICE COOP	030725	3025	78338	7,121.66	0.00	7,121.66	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$7,221.66			
1	4530	N	TEACHWELL SOLUTIONS	030725	3027	8032500141	6,420.00	0.00	6,420.00	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$6,420.00			
1	4605	N	TIM'S FOOD PRIDE	030725	3028	FEBRUARY 2025	134.58	0.00	134.58	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$134.58			
1	4607	N	TITAN MACHINERY	030725	3031	SO0175219-1	778.49	0.00	778.49	03/08/2025	03/08/2025	03/08/2025
1	4607	N	TITAN MACHINERY	030725	3030	SO0175176-1	637.51	0.00	637.51	03/08/2025	03/08/2025	03/08/2025
1	4607	N	TITAN MACHINERY	030725	3029	SO0173820-1	4,562.48	0.00	4,562.48	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$5,978.48			
1	4737	N	VESTIS	030725	3032	2560357320	186.80	0.00	186.80	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$186.80			
1	2407	N	WILLMAR PUBLIC SCHOOLS	030725	3034	KNOW BOWL	60.00	0.00	60.00	03/08/2025	03/08/2025	03/08/2025
							Check Amount:		\$60.00			
							Report Total:		\$131,315.25			

*Does not meet minimum amount
**Exceeds maximum amount

ISD 378 Dawson Boyd Public Schools Reconciliation Worksheet Report

02/28/2025

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1026	02/28/2025	0378	BNK1	Greater Community Credit Union Finance Checking

Statement Amount 115,510.80

Deposits in Transit 0.00

Outstanding Payments

Checks 22,663.96

Wires 17,790.45

SHR - Payments 0.00

SHR - Third Party 0.00

Cash 0.00

ACH 0.00

Adjustment Amount (9,160.07)

Amount Per Bank 65,896.32

GL Account Balance 65,896.32

Difference 0.00

Co	L	Fd	Org	Pro	Crs	Fin	O/S	Ty
0378	B	01	101	000				F

Adjustments

Manual	02/28/2025	Manual	Wire	408.66	partial clear pmt 2174
Manual	02/28/2025	Void	Wire	(9,568.73)	Void pmt 2179 in 202509

ISD 378 Dawson Boyd Public Schools Reconciliation Worksheet Report

02/28/2025

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1025	02/28/2025	0378	PMA	PMA/MNTrust PMA Bank

Statement Amount 1,413,987.82

Deposits in Transit 0.00

Outstanding Payments

Checks 0.00

Wires 0.00

SHR - Payments 0.00

SHR - Third Party 0.00

Cash 0.00

ACH 0.00

Adjustment Amount

Amount Per Bank 1,413,987.82

GL Account Balance 1,413,987.82

Difference 0.00

Co L Fd Org Pro Crs Fin O/S
0378 B 01 104 000

Ty
F

Adjustments
00/00/0000

**REQUEST FOR PROPOSALS (RFP)
DAWSON-BOYD PUBLIC SCHOOLS
FLEET MAINTENANCE SERVICES**



Dawson-Boyd Public Schools is seeking proposals from qualified vendors to provide regular maintenance services for its fleet of vehicles. This includes two separate RFPs: one for school bus maintenance and one for all other district vehicles.

1. SCHOOL BUS FLEET MAINTENANCE RFP

Scope of Services:

The selected vendor will provide routine maintenance and repair services for the district's school buses. Services must include but are not limited to:

- Oil changes, tire rotations, and brake inspections
- Engine diagnostics and repairs
- Electrical system maintenance
- Heating and cooling system repairs
- Transmission and suspension maintenance
- Fuel system inspections
- MN DOT inspection compliance to ensure all buses pass required state safety inspections

Fleet Information:

The district operates multiple school buses, averaging 10,000 miles per year. A full inventory, including bus types and VINs, will be provided upon request.

Vendor Requirements:

- ASE-certified technicians with experience in school bus maintenance
- Compliance with all MN DOT regulations and inspection standards
- Ability to provide emergency repair services as needed
- Proof of insurance and business licensing

Proposal Submission:

Vendors should submit a detailed proposal including:

- Company background and experience
- Service pricing structure
- References from school districts or similar clients
- Proof of required certifications and insurance
- Availability for routine and emergency service calls
- A bid not to exceed an average of 12 hours per vehicle per year
- A price structure for any work the district agrees to above and beyond regular maintenance

2. GENERAL FLEET VEHICLE MAINTENANCE RFP

Scope of Services:

The selected vendor will provide regular maintenance and repair services for all non-bus district vehicles, including:

- Oil changes, fluid checks, and filter replacements
- Tire inspections and rotations
- Brake system repairs and replacements
- Battery and electrical system maintenance
- Suspension and alignment services
- Heating and cooling system maintenance
- Ensuring MN DOT inspection compliance where applicable

Fleet Information:

The district operates various non-bus vehicles, with an average usage of 10,000 miles per year. A full vehicle list will be provided upon request.

Vendor Requirements:

- ASE-certified technicians with experience in maintaining a variety of vehicle types
- Compliance with MN DOT inspection requirements
- Ability to provide on-site or emergency repairs
- Proof of insurance and business licensing

Proposal Submission:

Vendors should submit a detailed proposal including:

- Company background and experience
- Service pricing structure
- References from similar clients
- Proof of required certifications and insurance

- Availability for routine and emergency service calls
- A bid not to exceed an average of 12 hours per vehicle per year
- A price structure for any work the district agrees to above and beyond regular maintenance

Submission Deadline & Contact Information:

All proposals must be submitted by 03/07/2025 to:

Holly Ward
Superintendent
Dawson-Boyd Public Schools
848 Chestnut Street
Dawson, MN
hward@dwby.k12.mn.us
320-312-2301

Dawson-Boyd Public Schools reserves the right to accept or reject any and all proposals based on the best interests of the district.

TITAN

MACHINERY

TITAN MACHINERY - DAWSON

950 Oak St • Dawson, MN 56232-2303

Phone: 320-769-4337

www.titanmachinery.com

3/4/2025

To whom it may concern,

Titan machinery is a new name but still is taking on the medium and heavy duty repair services as the pryor name Midwest. We have 6 full time techs and one part time tech, with 2 techs being DOT certified. Between the techs there is over 50 years of experience in the repair services field. We have two service trucks to aid in the ability to provide emergency repair or on-site services when needed. We also have the ability to have many parts on hand so repair time turn around is limited to get the buses back on the road. Titan Machinery is here to provide best-in-class solutions to our customers who serve our community. Our success is rooted in the strong relationships we build with our customers and in collaborative approach to problem solving.

Service and check over pricing as follows: 2hrs plus parts = \$600.00 plus a free wash (includes parts in pricing)

Check over only pricing as follows: \$107.00

Labor rate for above and beyond is \$149.00 an hr , we can do estimates for you as well on above and beyond repairs

We can also do washes and pricing for that is as follows - \$45.00 a wash

We also can do tire repairs as well pricing as follows – labor \$149.00 plus repair cost or tire cost

Titan machinery is here to offer parts and service support to keep your equipment running in the most efficient and cost effective way possible. As the service manager here at Titan Machinery you can have peace of mind that we will do what it takes to keep your buses on the road. You will be able to reach me at any time with any issues that arise.

References –

Madison Bottling – John 320-226-6406

Fieldcrest – Russ 320-841-0620

Ag Processing – Rick 320-226-4739

Respectfully,



John Bowyer Service Manager



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/25/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
FEDERATED MUTUAL INSURANCE COMPANY
HOME OFFICE: P.O. BOX 328
OWATONNA, MN 55060

CONTACT NAME: CLIENT CONTACT CENTER
PHONE (A/C, No, Ext): 888-333-4949 FAX (A/C, No): 507-446-4664
E-MAIL ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM

INSURED
TITAN MACHINERY INC
644 E BEATON DR
WEST FARGO, ND 58078-2648

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A:	FEDERATED MUTUAL INSURANCE COMPANY	13935
INSURER B:	FEDERATED SERVICE INSURANCE COMPANY	28304
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 0

REVISION NUMBER: 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	N	N	9135563	08/01/2024	08/01/2025	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
							MED EXP (Any one person)	EXCLUDED
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS & COMPIOP AGG	\$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:							
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	9135563	08/01/2024	08/01/2025	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
							BODILY INJURY (Per Person)	
							BODILY INJURY (Per Accident)	
							PROPERTY DAMAGE (Per Accident)	
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE	N	N	9135566	08/01/2024	08/01/2025	EACH OCCURRENCE	\$10,000,000
							AGGREGATE	\$30,000,000
							DED	
							RETENTION	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	N	9135567	08/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L EACH ACCIDENT	\$1,000,000
							E.L DISEASE EA EMPLOYEE	\$1,000,000
							E.L DISEASE - POLICY LIMIT	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
THIS COPY IS NOT TO BE REPRODUCED FOR ISSUANCE OF CERTIFICATES.

CERTIFICATE HOLDER

A CERTIFICATE HAS BEEN FILED WITH EACH OF YOUR CERTIFICATE HOLDERS.

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CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Location Summary

Location Begin Date	01-Jun-2023
Location Type	Sales and Use
Location on a Minnesotan Indian Reservation	No
NAICS Code	811310

Location Address

Attention

Address Line 1

950 OAK ST

Unit Type and Number

City

DAWSON

State

MINNESOTA

Zip

562322303

Country

USA

TITAN
MACHINERY

CASEIH

John Bowyer
Service Manager

950 Oak Street
Dawson, MN 56232
www.titanmachinery.com
john.bowyer@titanmachinery.com

Office: 320-769-4337
Cell: 507-591-3420

Bus and Fleet Service

Corey Reiffenberger <creiffenberger@lqpcoop.com>
To: Holly Ward <hward@dwby.k12.mn.us>
Cc: Corey Reiffenberger <creiffenberger@lqpcoop.com>

Fri, Mar 7, 2025 at 11:48 AM

Good Morning Holly,

I wanted to reach out to the school in regard to the vehicle maintenance request you are looking for. As you know LQP Coop has been doing the service work for the school's fleet for 40 plus years. We would like to continue to do the work and help the school district in any way possible. We have proven this by stopping work on projects to get a bus or vehicle back on the road as soon as possible when we are asked and fall within our abilities.

We have mechanics that are certified to complete the oil changes, brake inspections, basic engine diagnostics and repairs, electrical system trouble shooting and maintenance, tire repair and replacement, and numerous other items and tasks that have been completed over our work history with the school for both the bus and general fleet.

We do not have a tow truck or some diagnostic equipment for the school buses so that limits some of those capabilities based on the extent of the breakdown. Also our team of mechanics have decades of experience but do not have the ASE certification you requested in your email.

Our rate would be \$100/hour. Our customers are aware of the work and the cost of the repairs required prior to completing the job. If we run into any issues while performing basic maintenance, we will reach out to get repairs approved. This would apply to both the bus fleet and general fleet. I would be happy to discuss this in more detail with you if you have questions and would like more details.

Thank you for your consideration.

Corey Reiffenberger

CEO

LQP Coop Oil

PO Box 350

Dawson MN 56232

Cell: 605-924-0370

Office: 320-769-4306

creiffenberger@lqpcoop.com



From: Holly Ward <hward@dwby.k12.mn.us>

Sent: Friday, February 21, 2025 2:37 PM

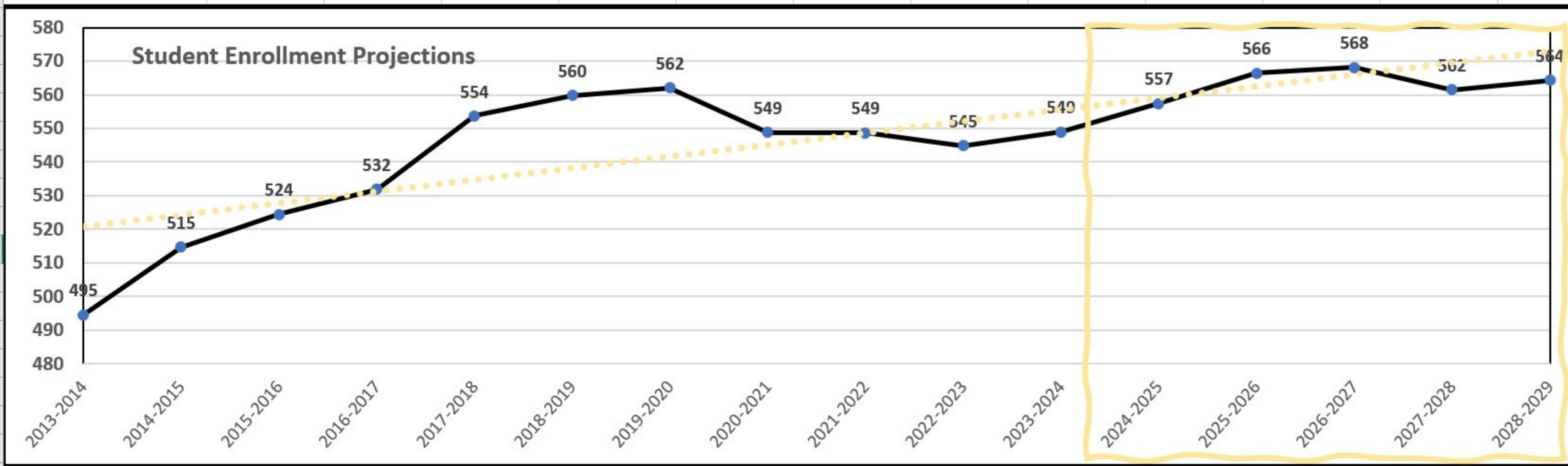
To: Corey Reiffenberger <creiffenberger@lqpcoop.com>

Subject: Bus and Fleet Service

[Quoted text hidden]

Dawson-Boyd Public Schools - Student Enrollment and Projections

Grade	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029
PreK	2.94	5.30	6.40	9.76	8.13	5.50	6.52	8.02	5.90	6.53	10.89	2.27	2.27	2.27	2.27	2.27
Kindergarten	32.95	36.35	44.90	41.13	33.55	38.32	40.14	35.36	44.95	42.09	38.01	45.29	54.00	44.00	35.00	46.00
1st Grade	39.07	33.56	37.49	41.87	45.90	31.92	34.98	41.23	33.19	39.58	41.26	38.40	42.93	51.64	41.64	32.64
2nd Grade	28.84	39.39	34.78	40.22	44.91	46.72	32.64	34.13	40.64	35.49	39.05	44.50	38.96	43.49	52.20	42.20
3rd Grade	39.66	33.12	42.04	37.23	42.00	47.38	45.43	32.47	38.00	44.28	37.68	40.78	46.20	40.66	45.19	53.90
4th Grade	28.65	41.65	37.30	44.85	42.17	42.16	48.73	46.36	32.13	40.51	46.11	36.65	41.66	47.08	41.54	46.07
5th Grade	40.75	33.00	43.00	39.11	46.00	43.34	44.13	44.82	47.21	36.52	40.72	44.44	37.39	42.40	47.82	42.42
6th Grade	48.03	42.94	31.00	41.55	42.11	50.00	42.59	46.25	45.00	45.09	45.11	39.30	45.33	38.27	43.28	48.71
7th Grade	34.01	52.69	47.32	34.78	41.85	43.32	49.95	44.82	44.69	44.48	47.54	46.00	39.58	45.61	38.55	43.56
8th Grade	45.67	35.61	52.16	49.27	38.78	44.87	40.20	50.02	44.99	41.74	44.43	44.29	45.52	39.10	45.13	38.07
9th Grade	33.98	44.99	38.00	51.19	52.33	38.45	45.62	39.32	51.56	48.89	43.47	46.16	44.89	46.12	39.70	45.72
10th Grade	37.72	33.96	45.95	36.09	49.75	51.69	40.44	47.45	40.01	47.57	45.24	44.27	46.07	44.80	46.03	39.61
11th Grade	46.30	40.90	35.01	40.73	32.91	52.64	51.43	40.07	44.33	37.49	45.28	44.40	43.56	45.36	44.09	45.32
12th Grade	38.93	46.56	35.49	33.89	41.41	29.03	45.74	46.49	41.97	41.12	35.03	42.95	40.41	39.57	41.38	40.10
Total [K-12]	494.56	514.72	524.44	531.91	553.67	559.84	562.02	548.79	548.67	544.85	548.93	557.43	566.50	568.10	561.54	564.32
		20.16	9.72	7.47	21.76	6.17	2.18	(13.23)	(0.12)	(3.82)	4.08	8.50	9.07	1.60	(6.56)	2.78
Total [PreK-12]	497.50	520.02	530.84	541.67	561.80	565.34	568.54	556.81	554.57	551.38	559.82	559.70	568.77	570.37	563.81	566.59
Total APU	541.88	565.66	575.23	581.10	605.08	611.84	616.70	602.42	602.18	597.11	601.13	611.04	618.50	620.21	612.51	614.80



Dawson-Boyd Public School - ISD #378

Five-Year Financial Projection - General Fund - With 3/25 MARSS updates, WITHOUT \$350,000 in Reductions

Categories	Actual FY 2023	Actual FY 2024	% Chg	Adopted Budget FY 2025	% Chg	Projected FY 2026	% Chg	Projected FY 2027	% Chg	Projected FY 2028	% Chg	Projected FY 2029	% Chg
Revenue	8,649,628	8,765,180	1.3%	8,481,108	-3.2%	8,637,589	1.8%	8,786,551	1.7%	8,859,767	0.8%	8,995,419	1.5%
Expenditures	9,425,942	8,890,562	-5.7%	8,175,392	-8.0%	8,696,279	6.4%	9,063,851	4.2%	9,409,459	3.8%	9,804,538	4.2%
Difference over/(under)	(776,314)	(125,382)		305,716		(58,690)		(277,300)		(549,692)		(809,119)	
Assigned/Unassigned Fund Balance	568,329	621,947		927,663		868,973		591,672		41,980		(767,139)	
Fund Balance %	6.03%	7.0%		11.35%		9.99%		6.53%		0.45%		-7.82%	

Operational Adjustments (\$298,646) (\$435,469) (\$767,906) (\$1,369,439) (\$2,237,820)

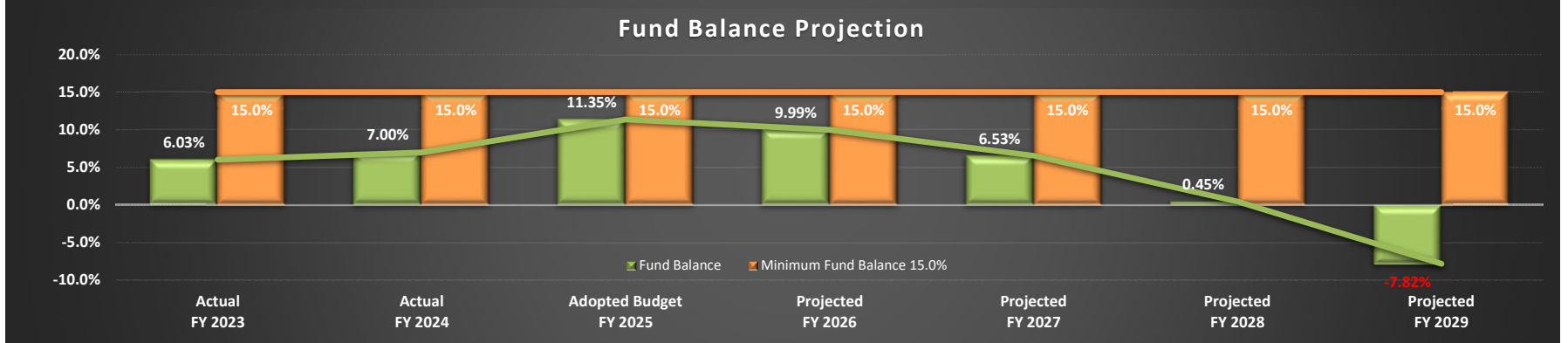
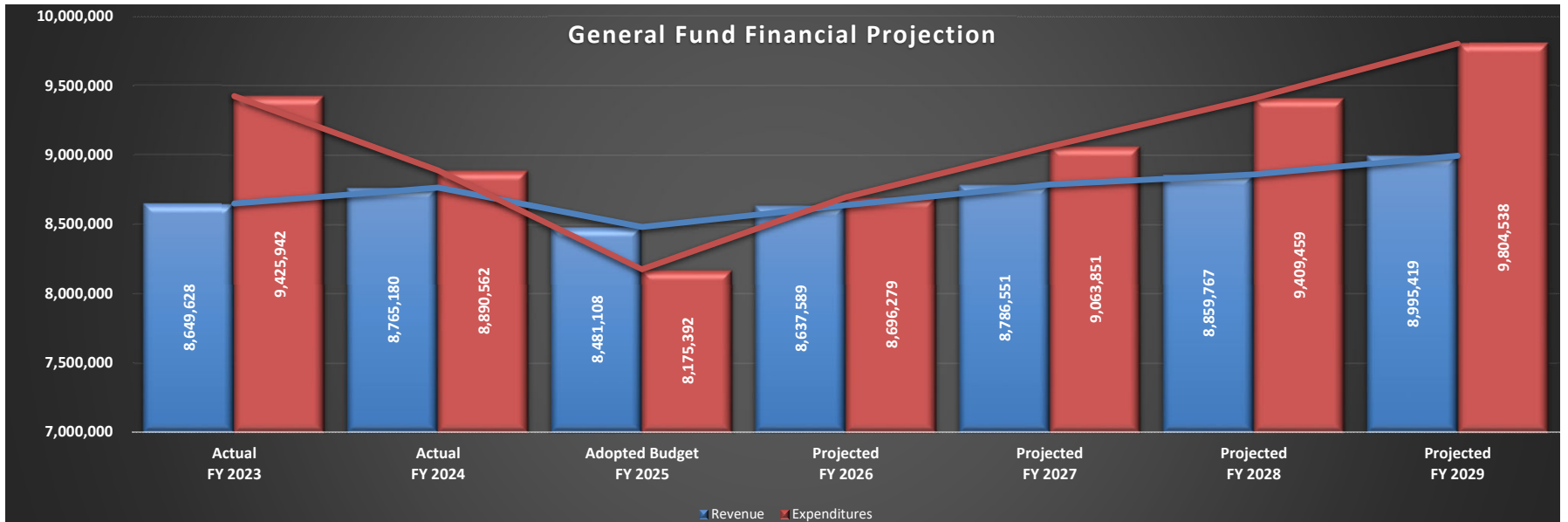
S.O.D.

Assumptions

General Formula increase 2% FY 2025, and then 2-3% based on CPI

Expenditure increase of 3.0% annually

(\$5,109,279) in total operational adjustments needed to meet minimum fund balance requirement



FY 2018 - SEVEN AREAS OF EXPENDITURES USING PER PUPIL AMOUNTS FOR COMPARISONS																																										
FISCAL YEAR 2018	ISD 378 - DAWSON-BOYD						ISD 84 - SLEEPY EYE						ISD 2137 - KINGSLAND						ISD 2176 - WARREN-ALVARADO-OSLO						ISD 787 - BROWERVILLE						ISD 319 - NASHWAUK-KEEWATIN						ISD 550 - UNDERWOOD					
All Grade Enrollment	565						610						584						462						564						604						553					
	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank												
District Level Admin	471,857	836	5	450,061	737	4	352,112	603	2	391,879	849	6	1,289,762	2,286	7	409,114	677	3	296,537	536	1																					
School Admin	302,494	536	4	235,691	386	1	332,454	569	5	343,421	744	7	229,036	406	2	413,311	684	6	292,689	529	3																					
Instruction Regular	2,606,163	4,615	4	3,197,620	5,238	5	2,676,325	4,580	3	2,439,646	5,285	6	2,381,111	4,221	1	3,534,248	5,849	7	2,479,890	4,481	2																					
Instructional Support	111,314	197	1	288,867	473	5	229,031	392	4	223,139	483	6	181,038	321	2	331,269	548	7	181,387	328	3																					
Pupil Support Services	300,743	533	7	137,724	226	4	107,330	184	1	190,630	413	6	108,654	193	2	151,123	250	5	111,812	202	3																					
Operation Maintenance	515,200	912	3	582,521	954	4	638,900	1,093	5	759,579	1,645	7	441,562	783	2	660,713	1,093	6	330,167	597	1																					
Transportation	394,947	699	4	401,205	657	2	395,330	677	3	276,168	598	1	589,999	1,046	6	675,999	1,119	7	395,159	714	5																					
TOTAL	4,702,718	8,327	28	5,293,689	8,671	25	4,731,482	8,097	23	4,624,462	10,018	39	5,221,161	9,255	22	6,175,778	10,220	41	4,087,640	7,387	18																					

FY 2019 - SEVEN AREAS OF EXPENDITURES USING PER PUPIL AMOUNTS FOR COMPARISONS																																										
FISCAL YEAR 2019	ISD 378 - DAWSON-BOYD						ISD 84 - SLEEPY EYE						ISD 2137 - KINGSLAND						ISD 2176 - WARREN-ALVARADO-OSLO						ISD 787 - BROWERVILLE						ISD 319 - NASHWAUK-KEEWATIN						ISD 550 - UNDERWOOD					
All Grade Enrollment	565						601						565						479						572						588						564					
	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank												
District Level Admin	613,754	1,086	7	505,354	841	5	417,809	740	3	504,886	1,054	6	377,600	661	2	444,924	757	4	332,981	590	1																					
School Admin	298,868	529	3	249,956	416	1	272,026	482	2	378,603	790	7	311,295	545	5	444,465	756	6	303,496	538	4																					
Instruction Regular	2,612,770	4,621	3	3,352,682	5,579	6	2,539,266	4,497	2	2,602,010	5,431	5	2,404,449	4,207	1	3,295,829	5,605	7	2,653,893	4,705	4																					
Instructional Support	102,930	182	1	293,068	488	5	223,414	396	4	248,641	519	6	196,720	344	2	377,210	642	7	197,996	351	3																					
Pupil Support Services	289,382	512	7	148,989	248	4	105,706	187	1	201,094	420	6	124,914	219	2	178,041	303	5	136,617	242	3																					
Operation Maintenance	542,338	959	3	578,027	962	4	564,191	999	5	739,164	1,543	7	474,435	830	2	681,368	1,159	6	324,013	574	1																					
Transportation	372,065	658	2	424,735	707	3	414,712	734	4	298,917	624	1	629,781	1,102	6	693,564	1,180	7	420,862	746	5																					
TOTAL	4,832,107	8,547	26	5,552,811	9,240	28	4,537,123	8,035	21	4,973,315	10,381	38	4,519,193	7,907	20	6,115,401	10,401	42	4,369,858	7,747	21																					

FY 2020 - SEVEN AREAS OF EXPENDITURES USING PER PUPIL AMOUNTS FOR COMPARISONS																																										
FISCAL YEAR 2020	ISD 378 - DAWSON-BOYD						ISD 84 - SLEEPY EYE						ISD 2137 - KINGSLAND						ISD 2176 - WARREN-ALVARADO-OSLO						ISD 787 - BROWERVILLE						ISD 319 - NASHWAUK-KEEWATIN						ISD 550 - UNDERWOOD					
All Grade Enrollment	564						610						547						554						545						623						577					
	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank												
District Level Admin	478,162	848	5	458,509	752	4	360,818	660	1	475,090	858	6	503,470	924	7	414,480	665	2	391,549	679	3																					
School Admin	305,802	542	3	247,101	405	1	285,642	522	2	429,799	776	7	316,189	580	5	464,991	746	6	319,252	553	4																					
Instruction Regular	2,751,311	4,878	5	3,131,131	5,133	6	2,468,042	4,512	1	2,618,892	4,727	4	2,531,329	4,645	2	3,489,700	5,601	7	2,721,374	4,716	3																					
Instructional Support	125,610	223	1	273,390	448	6	162,077	296	3	214,348	387	5	138,028	253	2	349,801	561	7	216,679	376	4																					
Pupil Support Services	298,339	529	7	198,093	325	5	117,905	216	1	189,246	342	6	151,178	277	4	167,027	268	3	150,224	260	2																					
Operation Maintenance	543,170	963	6	537,592	881	2	484,615	886	3	839,197	1,515	7	517,353	949	5	574,012	921	4	312,899	542	1																					
Transportation	354,843	629	2	408,834	670	4	357,167	653	3	155,339	280	1	584,431	1,072	7	647,238	1,039	6	421,083	730	5																					
TOTAL	4,857,237	8,612	29	5,254,650	8,614	28	4,236,266	7,745	14	4,921,910	8,884	36	4,741,977	8,701	32	6,107,248	9,803	35	4,533,060	7,856	22																					

FY 2021 - SEVEN AREAS OF EXPENDITURES USING PER PUPIL AMOUNTS FOR COMPARISONS																																										
FISCAL YEAR 2021	ISD 378 - DAWSON-BOYD						ISD 84 - SLEEPY EYE						ISD 2137 - KINGSLAND						ISD 2176 - WARREN-ALVARADO-OSLO						ISD 787 - BROWERVILLE						ISD 319 - NASHWAUK-KEEWATIN						ISD 550 - UNDERWOOD					
All Grade Enrollment	560						576						533						542						531						597						563					
	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank	Dollars Spent	Per Pupil	Rank												
District Level Admin	508,617	908	5	474,599	824	2	649,244	1,218	7	529,278	977	6	455,520	858	3	514,649	862	4	338,385	601	1																					
School Admin	294,082	525	2	259,338	450	1	292,567	549	4	393,800	727	6	313,881	591	5	442,677	742	7	308,089	547	3																					
Instruction Regular	2,766,155	4,940	2	3,125,120	5,426	5	2,629,893	4,934	1	3,227,793	5,955	7	2,684,234	5,055	3	3,456,716	5,790	6	2,855,459	5,072	4																					
Instructional Support	309,513	553	6	309,187	537	5	177,711	333	1	235,982	435	3	213,170	401	2	530,044	888	7	265,722	472	4																					
Pupil Support Services	377,357	674	6	349,353	607	5	140,860	264	1	287,875	531	4	165,531	312	3	183,455	307	2	447,744	795	7																					
Operation Maintenance	740,624	1,323	6	639,269	1,110	5	531,606	997	4	823,595	1,520	7	506,221	953	2	583,008	977	3	373,066	663	1																					
Transportation	378,521	676	4	403,002	700	5	333,142	625	3	162,892	301	1	581,301	1,095	7	618,818	1,037	6	351,270	624	2																					
TOTAL	5,374,869	9,598	31	5,559,867	9,653	28	4,755,025	8,921	21	5,661,216	10,445	34	4,919,858	9,265	25	6,329,366	10,602	35	4,939,735	8,774	22																					

FY 2022 - SEVEN AREAS OF EXPENDITURES USING PER PUPIL AMOUNTS FOR COMPARISONS																												
FISCAL YEAR 2022	ISD 378 - DAWSON-BOYD				ISD 84 - SLEEPY EYE				ISD 2137 - KINGSLAND				ISD 2176 - WARREN-ALVARADO-				ISD 787 - BROWERVILLE				ISD 319 - NASHWAUK-KEEWATIN				ISD 550 - UNDERWOOD			
All Grade Enrollment	557				595				524				581				540				599				581			
	Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank	
District Level Admin	559,192	1,004	7		475,954	800	3		475,189	907	4		564,000	971	6		523,528	969	5		475,725	794	2		347,133	597	1	
School Admin	315,127	566	3		270,474	455	1		296,520	566	4		412,234	710	7		327,547	607	5		390,817	652	6		299,414	515	2	
Instruction Regular	2,774,917	4,982	1		3,385,141	5,689	5		2,739,437	5,228	4		3,371,882	5,804	6		2,804,551	5,194	3		3,644,668	6,085	7		2,980,715	5,130	2	
Instructional Support	280,039	503	3		306,420	515	4		166,374	318	1		314,529	541	5		210,866	390	2		538,656	899	7		363,239	625	6	
Pupil Support Services	335,601	603	5		252,479	424	4		154,154	294	1		446,636	769	7		204,531	379	3		192,512	321	2		434,872	748	6	
Operation Maintenance	638,176	1,146	5		602,343	1,012	2		571,289	1,090	4		870,979	1,499	7		578,408	1,071	3		746,445	1,246	6		362,706	624	1	
Transportation	500,987	899	5		420,903	707	3		438,571	837	4		293,750	506	1		612,392	1,134	7		651,247	1,087	6		409,995	706	2	
TOTAL	5,404,037	9,702	29		5,713,715	9,603	22		4,841,534	9,240	22		6,274,009	10,799	39		5,261,824	9,744	28		6,640,070	11,085	36		5,198,073	8,947	20	

FY 2023 - SEVEN AREAS OF EXPENDITURES USING PER PUPIL AMOUNTS FOR COMPARISONS																												
FISCAL YEAR 2023	ISD 378 - DAWSON-BOYD				ISD 84 - SLEEPY EYE				ISD 2137 - KINGSLAND				ISD 2176 - WARREN-ALVARADO-				ISD 787 - BROWERVILLE				ISD 319 - NASHWAUK-KEEWATIN				ISD 550 - UNDERWOOD			
All Grade Enrollment	553				588				550				559				551				551				576			
	Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank	
District Level Admin	493,762	894	4		566,090	964	5		476,406	865	2		600,760	1,075	7		481,835	874	3		545,140	990	6		439,235	763	1	
School Admin	335,325	607	5		269,861	459	1		298,799	543	2		427,777	765	7		313,702	569	4		394,984	717	6		327,712	569	3	
Instruction Regular	3,076,672	5,568	5		3,376,454	5,747	6		2,607,858	4,738	1		2,814,964	5,036	2		2,802,628	5,085	3		3,802,265	6,904	7		2,948,919	5,114	4	
Instructional Support	254,705	461	3		298,163	508	4		298,077	542	5		350,632	627	6		253,404	460	2		519,941	944	7		231,449	402	1	
Pupil Support Services	386,605	700	5		326,648	556	4		138,277	251	1		680,616	1,218	7		180,285	327	2		184,253	335	3		488,945	849	6	
Operation Maintenance	892,000	1,614	7		601,756	1,024	2		692,333	1,258	4		817,661	1,463	6		635,895	1,154	3		784,933	1,425	5		387,103	672	1	
Transportation	511,816	926	5		457,801	779	3		461,351	838	4		356,107	637	1		691,276	1,254	7		610,322	1,108	6		432,601	751	2	
TOTAL	5,950,885	10,769	34		5,896,772	10,037	25		4,973,102	9,035	19		6,048,516	10,822	36		5,359,024	9,724	24		6,841,839	12,424	40		5,255,958	9,124	18	

FY 2024 - SEVEN AREAS OF EXPENDITURES USING PER PUPIL AMOUNTS FOR COMPARISONS																												
FISCAL YEAR 2024	ISD 378 - DAWSON-BOYD				ISD 84 - SLEEPY EYE				ISD 2137 - KINGSLAND				ISD 2176 - WARREN-ALVARADO-				ISD 787 - BROWERVILLE				ISD 319 - NASHWAUK-KEEWATIN				ISD 550 - UNDERWOOD			
All Grade Enrollment	564				589				545				565				567				556				565			
	Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank	
District Level Admin	515,560	914	4		561,464	954	5		425,532	780	3		611,884	1,083	7		441,825	780	2		539,243	969	6		438,542	777	1	
School Admin	343,222	609	5		307,790	523	2		313,303	575	3		504,028	892	7		335,358	592	4		410,079	737	6		265,947	471	1	
Instruction Regular	3,393,655	6,017	5		3,391,557	5,763	4		3,116,643	5,715	2		3,788,950	6,708	6		3,130,273	5,523	1		3,951,674	7,102	7		3,243,480	5,744	3	
Instructional Support	170,710	303	1		339,761	577	4		378,361	694	5		407,122	721	6		180,433	318	2		453,650	815	7		238,884	423	3	
Pupil Support Services	303,353	538	6		315,569	536	5		78,492	144	1		496,779	880	7		146,961	259	2		189,190	340	3		295,603	524	4	
Operation Maintenance	753,509	1,336	4		689,486	1,172	2		1,119,064	2,052	7		803,563	1,423	5		679,519	1,199	3		795,058	1,429	6		396,542	702	1	
Transportation	534,823	948	5		515,471	876	4		470,216	862	3		460,247	815	2		671,800	1,185	6		764,824	1,374	7		380,330	674	1	
TOTAL	6,014,832	10,665	30		6,121,098	10,401	26		5,901,610	10,822	24		7,072,573	12,522	40		5,586,169	9,857	20		7,103,719	12,766	42		5,259,328	9,314	14	

DISTRICT SUMMARY RANKING OF ABOVE FOR FY 2024														
Expenditure (1 Low to 7 High)	Middle	5	Middle	4	Middle	3	High	6	Low	2	High	7	Low	1
Revenue (1 Low to 7 High)	Middle	4	Low	2	High	6	High	7	Low	2	High	5	Low	1

QUICK REVENUE LOOK - FY 2026								INITIAL EXPENDITURE BUDGET ADJUSTMENT CONSIDERATIONS (USING FY 2024 DATA)							
District No.	Op Levy \$ per PU	LOR \$ per PU	CAP PROJ \$ per PU	Total \$ per Adj PU	Adj PU per LLC FY 2026	Op Levy/LOR/ Cap. Proj	Rank	EXPENDITURE CATEGORY	CURRENT	INPUT AFFORD LEVEL	PLUS/ MINUS	OLD RANK	OLD PER PU	NEW PER PU	NEW RANK
ISD 378	460	724	0	1,184	606	717,030	4	District Level Admin	515,560	471,926	(43,634)	4	914	837	4
ISD 84	0	724	0	724	599	433,386	2	School Admin	343,222	327,056	(16,166)	5	609	580	4
ISD 2137	842	724	0	1,566	563	881,032	6	Instruction Regular	3,393,655	3,202,854	(190,801)	5	6,017	5,679	2
ISD 2176	1,900	724	0	2,624	634	1,664,403	7	Instructional Support	170,710	170,710	0	1	303	303	1
ISD 787	0	724	0	724	592	428,318	2	Pupil Support Services	303,353.11	283,353	(20,000)	6	538	502	4
ISD 319	685	724	0	1,409	586	826,014	5	Operation Maintenance	753,509	705,576	(47,933)	4	1,336	1,251	4
ISD 550	0	600	0	600	594	356,640	1	Transportation	534,823	503,357	(31,466)	5	948	892	5
								Total	6,014,832	5,664,832	(350,000)	30	10,665	10,044	24

RANKING AFTER EXPENDITURE BUDGET ADJUSTMENTS																												
All Grade Enrollment	ISD 378 - DAWSON-BOYD				ISD 84 - SLEEPY EYE				ISD 2137 - KINGSLAND				ISD 2176 - WARREN-ALVARADO-				ISD 787 - BROWERVILLE				ISD 319 - NASHWAUK-KEEWATIN				ISD 550 - UNDERWOOD			
	Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank		Dollars Spent	Per Pupil	Rank	
District Level Admin	471,926	837	4		561,464	954	5		425,532	780	3		611,884	1,083	7		441,825	780	2		539,243	969	6		438,542	777	1	
School Admin	327,056	580	4		307,790	523	2		313,303	575	3		504,028	892	7		335,358	592	4		410,079	737	6		265,947	471	1	
Instruction Regular	3,202,854	5,679	2		3,391,557	5,763	4		3,116,643	5,715	2		3,788,950	6,708	6		3,130,273	5,523	1		3,951,674	7,102	7		3,243,480	5,744	3	
Instructional Support	170,710	303	1		339,761	577	4		378,361	694	5		407,122	721	6		180,433	318	2		453,650	815	7		238,884	423	3	
Pupil Support Services	283,353	502	4		315,569	536	6		78,492	144	1		496,779	880	7		146,961	259	2		189,190	340	3		295,603	524	5	
Operation Maintenance	705,576	1,251	4		689,486	1,172	2		1,119,064	2,052	7		803,563	1,423	5		679,519	1,199	3		795,058	1,429	6		396,542	702	1	
Transportation	503,357	892	5		515,471	876	4		470,216	862	3		460,247	815	2		671,800	1,185	6		764,824	1,374	7		380,330	674		

Expenditure (1 Low to 7 High)	Middle 3	Middle 5	Middle 4	High 6	Low 2	High 7	Low 1
Revenue (1 Low to 7 High)	Middle 4	Low 2	High 6	High 7	Low 2	High 5	Low 1

District Admin	School Admin	Instruction Regular	Instructional Support	Pupil Support Services	Operation Maintenance	Transportation
Superintendent salary/benefits	El principal salary/ben	.5 Tech Dir sal/ben (REAP)	Subs	Scanning Services	Custodians salary/ben	Transportation Dir salary/ben
.5 Tech Dir salary/benefits	HS principal salary/ben	AD salary/ben	Project Respect	.33 AD Support	Mechanic salary/ben	.33 admin suppt sal/ben
Finance Dir salary/benefits	El admin suppt sal/ben	Teacher salary/ben	YMIC Grant	Lunchroom Supervision	Workers Comp Claims	Coding includes portion of Supt and Fin Dir sal/ben
HR Coordinator salary/benefits	HS admin suppt sal/ben	Para salary/ben	Summer School	Para subs	Utilities	Drivers salary/benefits
School Board Stipends	Dues, memberships, fees	Subs	Targeted Services	Media para salary/ben	Insurance	Para salary/benefits
Staff Development salaries		Coaches salary/ben	Spanish Teach sal/ben	SPED Lead stipend	Repairs / Maint	Utilities
Staff Development Fees		Mental Health Supports	HS Counselor sal/ben	School Nurse salary/ben	Supplies/Materials	Fuel
Postage		Services for students placed out of district	Travel and Conferences	School Soc Workers salary/ben - part of each	School Safety Tech (grant)	Supplies / Materials
Non-Instr Supplies		PSEO	Gen Ed Supplies	Furniture	Non-Instr Tech	Insurance
Non-Instr Software		MRVED	Media Resources	Legal Fees	Consulting:	
Non-Instr Tech		SWWC		Safe Schools	School Safety Grant	
Dues, memberships, lic		MCCC		Testing Material	Pest Control	
Consulting:		Co-op Sports		Student Technology	Traine (Air Handling)	
Extra Supt hours		Sports / gym equip		Some PSEO Costs		
ALICE		Supplies / materials		supplies / materials		
Audit		Instructional Software		Standardized Tests		
		Textbooks / workbooks				
		Standardized Tests				
		Media				

Dawson-Boyd Public School - ISD #378

Five-Year Financial Projection - General Fund - With 3/25 MARSS updates, WITH \$350,000 in Reductions

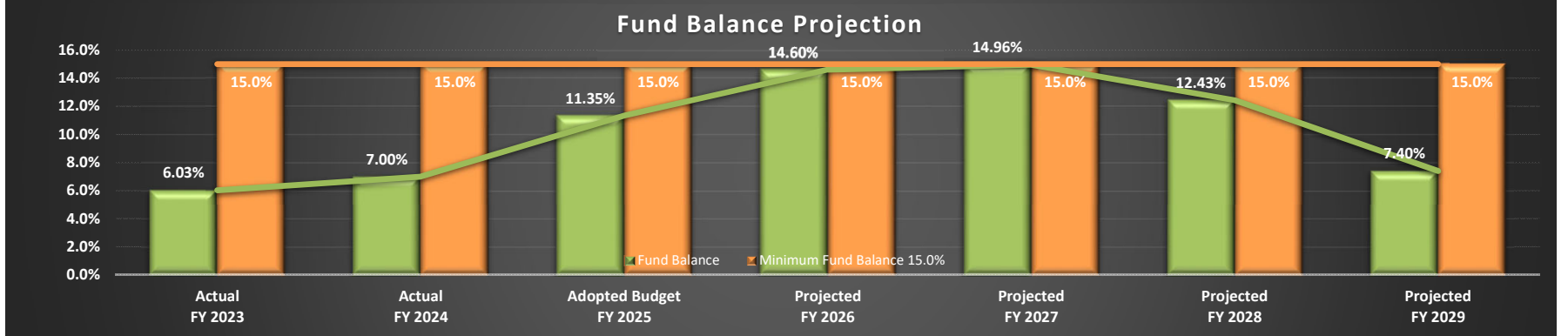
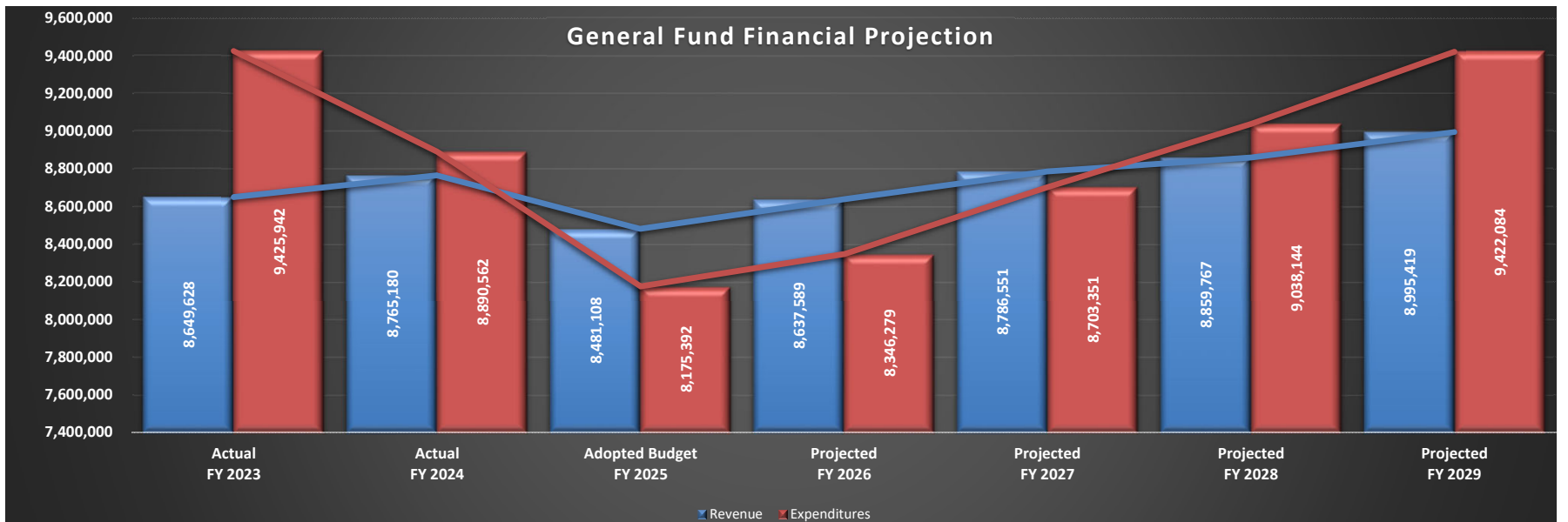
Categories	Actual FY 2023	Actual FY 2024	% Chg	Adopted Budget FY 2025	% Chg	Projected FY 2026	% Chg	Projected FY 2027	% Chg	Projected FY 2028	% Chg	Projected FY 2029	% Chg
Revenue	8,649,628	8,765,180	1.3%	8,481,108	-3.2%	8,637,589	1.8%	8,786,551	1.7%	8,859,767	0.8%	8,995,419	1.5%
Expenditures	9,425,942	8,890,562	-5.7%	8,175,392	-8.0%	8,346,279	2.1%	8,703,351	4.3%	9,038,144	3.8%	9,422,084	4.2%
Difference over/(under)	(776,314)	(125,382)		305,716		291,310		83,200		(178,377)		(426,664)	
Assigned/Unassigned Fund Balance	568,329	621,947		927,663		1,218,973		1,302,172		1,123,795		697,131	
Fund Balance %	6.03%	7.0%		11.35%		14.60%		14.96%		12.43%		7.40%	
Operational Adjustments				(\$298,646)		(\$32,969)		(\$3,331)		(\$231,927)		(\$716,182)	

Assumptions

General Formula increase 2% FY 2025, and then 2-3% based on CPI

Expenditure increase of 3.0% annually

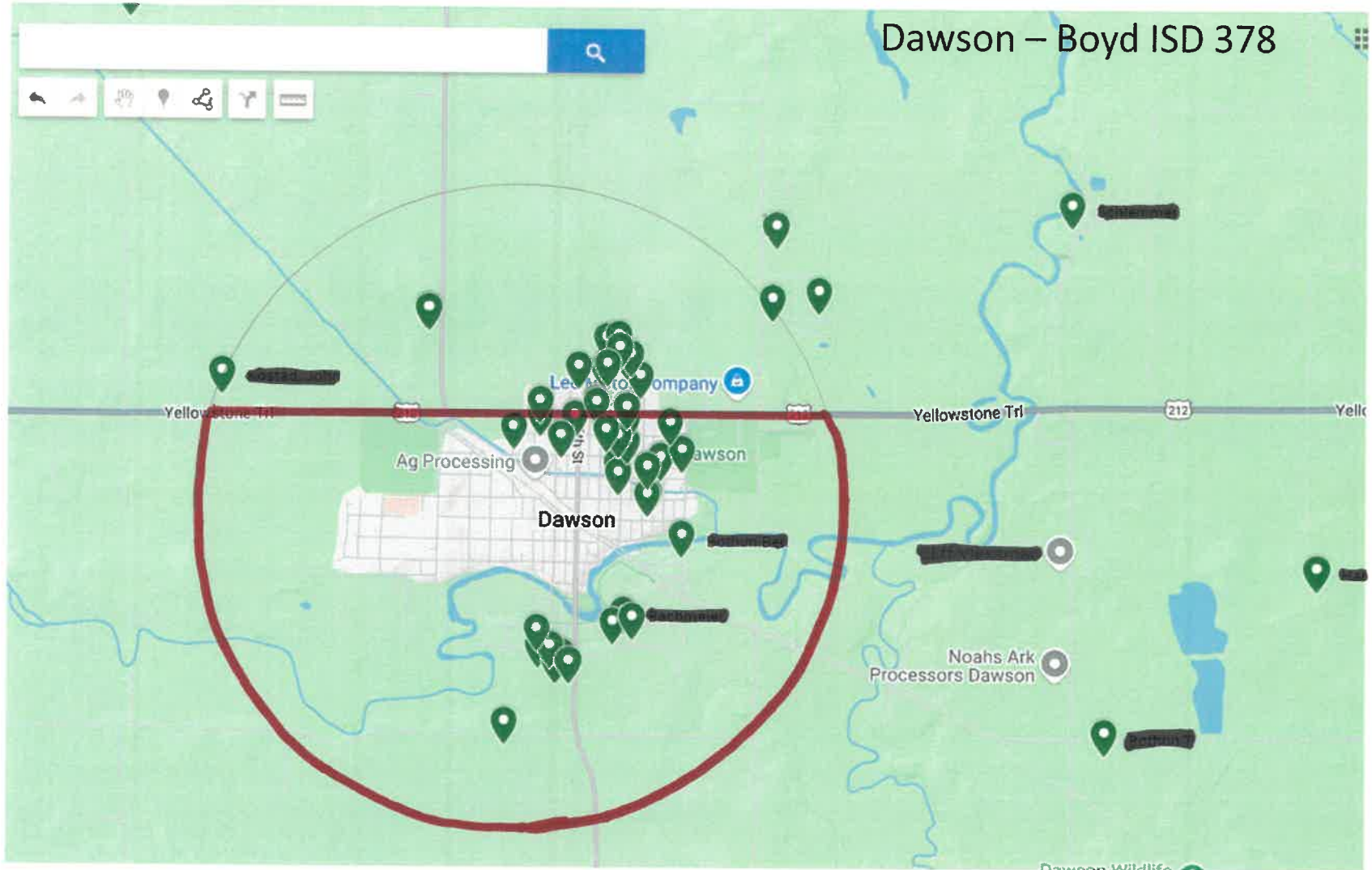
(\$1,283,054) in total operational adjustments needed to meet minimum fund balance requirement



Superintendent Recommendation for FY 26 Budget Reductions

				Dist Admin	Building Admin	Instruction Regular	Instruction Support	Pupil Support Services	Operations and Maintenance	Transportation	
Reduction of .25 FTE FACS position	\$23,476.50	These two combined are current FACS position				\$23,476.50					
Reduction of .75 FYE English position	\$70,429.50					\$70,429.50					
Maintain admin realignment (Comm Ed/AD/Transp)	\$47,998.00			\$26,666.00	\$10,666.00					\$10,666.00	
Reduction of 1 FTE visual arts position	\$74,222.00					\$74,222.00					
Elimination of Healthiest You	\$13,662.00			\$1,000.00	\$500.00	\$10,862.00			\$500.00	\$800.00	
Reorganization of Custodial Department	\$47,433.29								\$47,433.29		
Eliminate 1 bus route. (No bussing 1 mile radius)	\$20,000.00									\$20,000.00	
Skyward/ISCorp	\$15,968.00			\$15,968.00							
Tech	\$3,810.71					\$3,810.71					
Student support dollars	\$20,000.00							\$20,000.00			
Elem principal into Indian Ed	\$5,000.00				\$5,000.00						
HUDL (Change from pd by districts to paid by advertisers and/or streaming?)	\$8,000.00					\$8,000.00					
				\$515,560.00	\$343,222.00	\$3,393,655.00	\$170,710.00	\$303,353.00	\$753,509.00	\$534,823.00	
	\$350,000.00			\$43,634.00	\$16,166.00	\$190,800.71	\$0.00	\$20,000.00	\$47,933.29	\$31,466.00	\$350,000.00
				8.46%	4.71%	5.62%	0.00%	6.59%	6.36%	5.88%	
			Finance Advisory Average Ranking	3	5	4	7	1/2	6	1/2	
			Supt. Recommended Rank	1	6	5	7	2	3	4	

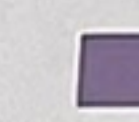





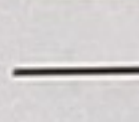
Proposed bus route reduction inside red line



City of Dawson - Prioritized Sidewalk Routes

Prioritized Routes

- (1) Lincoln Pl.*
- (2) Highway 212*
- (3) Elm St.*
- (4) Walnut St.
- (5) Linden St.
- (6) Hickory St.
- (7) 12th St.
- (8) 5th St.
- (9) 7th St.
- (10) Locust St.
- (11) 6th St.
- (12) Chestnut St.
- (13) Pine St.

-  Clinic
-  City Building
-  School
-  Parks
-  Grocery
-  Library
-  Trail

* Indicates routes with no existing sidewalks

Chestnut to Memorial
on South Side
Pine to Memorial
on South Side

Hickory - North side
7th st. west side



2/12/2025	Industrial Arts Classroom	Larson Brothers Concrete	\$200.00	
2/12/2025	Equipment	MSHSL-Form B	\$4,949.00	
2/12/2025	Musical Department	Karen Bergeson	\$75.00	
2/21/2025	Band Department	David M. Pederson	\$500.00	
2/21/2025	Concordia Music Visit-B Hurley	David M. Pederson	\$3,500.00	Approved @ the 3/10/25

Independent School District No. 378
Dawson-Boyd Public Schools

FUNDRAISER APPLICATION

Today's Date: 3-5-25

Person Completing Form: John Shurb

Organization Represented: FFA

Describe Fundraiser Activity: [i.e. varsity hockey team selling candy door-to-door]

2 = 1/2 hog bundles raffle

Start Date & End Date: Sometime end of March or April - when I get State approval

Estimated Revenue From Activity: \$ 1,500.⁰⁰

Who Will Collect/Receipt Revenue: John Shurb / Stacy Strawn / Carrie Kluwen

How Will Revenue Be Used: + entry fees
FFA travel to competitions

Who Makes Decisions On How Revenue Will Be Disbursed: FFA Chapter - Student Activities

John Shurb

Signature of Advisor / or /
Organization Representative

- ▶ For Office Use Only ◀
- ▶ Fundraiser ◀
- ▶ _____ Authorized ◀
- ▶ _____ Not Authorized ◀

Independent School District No. 378
Dawson-Boyd Public Schools

FUNDRAISER APPLICATION

Today's Date:

3/10/25

Person Completing Form:

Keith Knutson

Organization Represented:

Ind Arts

Describe Fundraiser Activity: [i.e. varsity hockey team selling candy door-to-door]

we would like to make pens + custom names for staff/
"out of tile, on laser engraver.
Businesses to purchase.

Start Date & End Date:

asap / ongoing

Estimated Revenue From Activity:

\$500

Who Will Collect/Receipt Revenue:

Keith

How Will Revenue Be Used:

tools / equipment

Who Makes Decisions On How Revenue Will Be Disbursed:

myself with approval

Keith Knutson

Signature of Advisor / or /
Organization Representative

► For Office Use Only ◀
► Fundraiser ◀
► _____ Authorized ◀
_____ Not Authorized

PURCHASE OF SERVICE CONTRACT AGREEMENT BETWEEN

DAWSON-BOYD PUBLIC SCHOOLS ISD # 378

AND

GREATER MINNESOTA FAMILY SERVICES

for

SCHOOL FAMILY MENTAL HEALTH SERVICES

JULY 1, 2025 TO JUNE 30, 2026

This Agreement is entered into by and between Dawson-Boyd Public Schools ISD # 378, 848 Chestnut St., Dawson, MN 56232, (hereafter District), and Greater Minnesota Family Services, 2320 East Highway 12, Suite 2, Willmar, MN 56201, (hereafter Contractor).

RECITALS

WHEREAS, the Contractor is an organization approved under Minnesota Department of Human Services (DHS) MS 245i.20 as a certified mental health clinic, and C.T.S.S. (Children's Therapeutic Support Services) provider,

WHEREAS the District wishes to purchase the services of the Contractor for Mental Health Services and Supports to Students, and Indirect/Consultative Support to teachers and administrative staff for clients and general mental health information to the District when requested,

WHEREAS, there are funds available for the purchase of these services,

NOW THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the District and the Contractor agree as follows:

TERM AND COST OF THE AGREEMENT

This contract shall be in effect by all parties, or from commencement of services hereunder. All of the agreed upon services are available to the District at the same rate with or without the service being included in an individual educational plan.

PRIMARY FUNDING SOURCE FROM MEDICAL ASSISTANCE PROGRAMS:

Medical Assistance (MA) and Prepaid Medical Assistance Programs (PMAP) and other insurances are the primary source of funding for this 2.0 FTE position, serving children who are Medical Assistance eligible, fully enrolled in a State of Minnesota MA plan, and meet diagnostic criteria of Medical Assistance for reimbursement. These services are:

1. Individual (at times Family, for critical care cases) direct service
2. Individual and Family Crisis Calls
3. Family sessions
4. Small Group Sessions
5. Travel to clients' homes/foster homes/crisis centers (at times for 'critical care' cases)

6. Diagnostic and Treatment Planning services required by Medical Assistance and DHS.

SECONDARY FUNDING SOURCE FROM THE DISTRICT:

1. For clients who are Non-Enrolled children in MA/PMAP programs.
2. For Non-Reimbursable MA/PMAP services. These are essential school-based services, often called 'Wraparound' or indirect care supports for children, that are not recognized by Medical Assistance but are critical for approaching children's Mental Health needs in the school environment: teacher/staff consultations, parent contact, IEP collaboration and meetings with District staff, classroom observations, case opening (up to 3 hours maximum per new case for opening documentation, signatures, client rights, testing and *required* DHS screens: 1. CBCL—Child Behavior Check List. 2. CASII—Child and Adolescent Service Intensity Instrument for CTSS services, and Inservice/staff trainings for the District.
3. The District agrees to reimburse the Contractor for non-eligible Medical Assistance Clients and non-reimbursable Wraparound Client Services *Not to Exceed* \$18,268.99 for twelve months. This Secondary funding amount will not be charged if the mental health professional is not in place (recruiting period, or the staff person leaves the position), or this amount will be prorated accordingly in the event the position is filled by less than 2.0 FTE. Payment for services shall be made directly to the Contractor yearly of \$18,268.99 and billed by the Contractor to the District each year.

Availability of Funds of the District: If payment under this Agreement is dependent upon the availability of federal, state, District or other funds and such funds are reduced or terminated, this Agreement may be renegotiated or terminated at the sole discretion of the District. In the event of termination, Contractor shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed. Time is an essential element of this Contract. If the Contractor fails for any reason, excepting delays caused by uncontrollable circumstances to complete installation of all items before the Contract completion date as set forth in Section 2, it is hereby agreed that the District shall have the right to deduct liquidated damages from any money or monies due or coming due to the Contractor. Any monies deducted are not to be construed as a penalty, but as liquidated damages to compensate for the additional cost and inconvenience incurred by the District. Contractor certifies that payment for purchased services will be in accordance with rates of payment which do not exceed amounts reasonable and necessary to assure quality of services and, if the services are being purchased from another public agency, the cost reasonably assignable to such services. For final payment, Contractor shall comply with all requirements contained in Minnesota Statute. §290.92 regarding the withholding of taxes and wages. Contractor shall submit documentation of compliance with its claim for final payment. A certificate by the Minnesota State Commissioner of Revenue will satisfy this requirement (Form IC-134). Contractor is not entitled to final payment until such documentation is submitted.

DISTRICT PHYSICAL PLANT AND SCHOOL STAFF COLLABORATION

The District will provide office space near the main office whenever possible, office furnishings, internet access and phone in each building of assignment during the school year and during the summer as well.

Also:

- a. Conduct a criminal background check to meet District requirements at the District's expense.
- b. Provide GMFS staff with Building Key Card Access.
- c. Support the Contractor by making appropriate mental health referrals.

- d. Support the Contractor by assisting in communicating the role of the professional with teachers and other staff.
- e. Support the Contractor by recognizing the need for students to improve their mental health, to improve in their educational abilities/readiness.
- f. Scheduling support: Support the Contractor by allowing students who need mental health services to spend the time needed with the professional (average of 30-60) minutes per session and 6 hours per month). This requires school administrators and teachers to schedule students out of classes where they are successful or rotating them out of a different class each week, so one school subject is not adversely affected. Study halls and lunchtimes may also be used for this purpose.
- g. Support the Contractor by welcoming the professional to staff meetings and allowing the professional to provide mental health education in the school/program as requested.
- h. Support the Contractor by providing school-wide staff email communications as appropriate, including weekly staff updates /newsletters.
- i. Support the Contractor by inviting them to District Mental health professional development (as appropriate).
- j. Support the Contractor by inviting GMFS staff to school meetings on a monthly basis to discuss students case managed by GMFS.
- k. An administrator or key person in the building must be assigned to be the primary contact to support the professional in the above matters.

DESIGNATED OFFICE SPACE REQUIREMENT: In order to serve the mental health needs of the students the contractor requires that the District provides a dedicated office space of ample size to accommodate a desk and 4 seating positions: chair for the clinician, chair for the client; chair for a parent, and a chair for school staff (which occurs at times throughout the year); and the space is in location that is adequately heated and cooled (GMFS offers services during the summer months), and is not near or in a noisy environment which can seriously disrupt the mental health counseling session. Note: GMFS has been offered settings where we were not able to provide Mental Health services for the District—such as a janitor’s closet, next to a band room with cubicle dividers (did not block noise), and in a library with curtains (obviously not private and confidential).

*If adequate space is not available for the professional, the Contractor will purchase and own a mobile satellite office space for each employee that can be rented to the District for \$275.00 per month (the Contractor will incur the loan for the satellite building and assume all liability with the Indemnification and Insurance clause herein). Zoning considerations for satellites are typically permitted on school property. The Contractor asks the District for the provision of electricity to the satellite to operate the HVAC system and lighting. No other utilities are required. The satellite office is used 12 months out of the year for the mental health needs of children, parents/caregivers, and families

AMOUNT OF SERVICES PROVIDED: This contract will be filled by 2.0 F.T.E. G.M.F.S. staff on a 260 day per year service employment agreement (staff continue services throughout summer months). All the contractor’s staff positions are qualified to access Medical Assistance/PMAP (Prepaid Medical Assistance Programs) or other insurances for direct client services for Medical Assistance eligible children. The Contractor’s positions for School Mental Health services are: ‘Counselor’ (GMFS job class)-aka-Mental Health Practitioner (per DHS language) under the direct supervision of a Therapist; Or, ‘Licensure Candidate’ (per DHS language with a Master’s degree) under the direct supervision of a Therapist; Or, ‘Therapist’ (GMFS job class)-aka-Qualified Mental Health Professional (per DHS language).

RATE LISTING REQUIRED BY THE DEPARTMENT OF HUMAN SERVICES (DHS) FOR GMFS'S DIRECT MENTAL HEALTH SERVICES:

- A. These are NOT billed to the District.
- B. Individual direct service. Counselor \$74.04 per hour. Licensure Candidate/Therapist \$104.60 per hour
- C. Individual and Family Crisis Calls. Counselor \$74.04 per hour. Licensure Candidate/Therapist \$104.60 per hour
- D. Small Group Sessions. Counselor \$74.04 per hour. Licensure Candidate/Therapist \$104.60 per hour
- E. Travel to clients' homes/foster homes/crisis centers. Counselor \$74.04 per hour. Licensure Candidate/Therapist \$104.60 per hour
- F. Diagnostic and Treatment Planning services required by Medical Assistance and DHS. Licensure Candidate/Therapist \$104.60 per hour

RATE LISTING REQUIRED BY THE DEPARTMENT OF HUMAN SERVICES (DHS) FOR 'WRAPAROUND' DISTRICT SERVICES NOT COVERED BY MEDICAL ASSISTANCE:

- A. These are NOT in addition to the 'Secondary funding source from the District.' These are not billed to the District.
- B. Individual Educational Plan Team Meetings for child receiving services. Counselor \$74.04 per hour. Licensure Candidate/Therapist \$104.60 per hour
- C. Classroom Observations, Teacher/staff consultation and meetings, parent contact. Formal and Informal Consultation and Team Meetings. Counselor \$74.04 per hour. Licensure Candidate/Therapist \$104.60 per hour
- D. Case opening (up to 3 hours maximum per new case for opening documentation, signatures, client rights, testing and *required* DHS screens: 1. CBCCL—Child Behavior Check List. 2. CASII—Child and Adolescent Service Intensity Instrument for CTSS services. Counselor \$74.04 per hour. Licensure Candidate/Therapist \$104.60 per hour.
- E. Staff Training and Inservice. Counselor \$74.04 per hour. Licensure Candidate/Therapist \$104.60 per hour.
- F. Day Treatment: The rate for day treatment services provided as part of a student's Individual Education Plan is \$89.96 per hour.

1. BONDS

If required and contemporaneous with the execution of this Agreement, Contractor agrees to provide payment and performance bond for the District pursuant to Minnesota Statute §§375.21 & 574.26 and in equal to or greater than the Contract amount. Said bonds shall guarantee the faithful performance of all obligations required of Contractor under terms of this Contract, including payment of labor and material.

2. INDEPENDENT CONTRACTOR

A. Contractor is to be and shall remain an independent contractor with respect to any and all work performed under this Contract. Nothing contained in this Agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the County. No tenure or any rights including worker's compensation,

unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available Contractor's employees, including indemnification for third party personal injury/property damage claims, shall accrue to the Contractor or employees of the Contractor performing services under this Agreement.

- B. Contractor acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or other, will be made from the payments due Contractor and it is Contractor's sole obligation to comply with all federal and state tax laws.
- C. Contractor shall at all times be free to exercise initiative, judgment, and discretion as to how to best perform or provide services identified in this Agreement.
- D. Contractor is responsible for hiring sufficient workers to perform the services required by this Agreement and withholding taxes and paying all other employment tax obligation on their behalf.
- E. The Contractor is solely responsible for supervision, control and direction of the Contract personnel utilized to provide the services under this agreement.

3. **INDEMNIFICATION AND INSURANCE**

Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims, or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any negligent act or omission of the party, its agents, servants, or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement.

It is understood and agreed that the District's and the Contractor's liability shall be limited by the provisions of Minnesota Statute § 466 and/or other applicable law.

Contractor further agrees that in order to protect itself as well as the District under the indemnity provision set forth above, it will at all times during the term of this Agreement keep in force liability insurance The following minimum limits apply:

- \$4,000,000 Aggregate
- \$1,000,000 Personal Injury and Advertising Injury
- \$1,000,000 Each Occurrence
- \$ 100,000 Fire Damage Limit
- \$ 5,000 Medical Expense

The policy should be written on an "occurrence" basis and not a "claims-made" basis.

- B. Automobile Liability Insurance including owned, non-owned, and hired vehicles in an amount not less than \$1,000,000 combined single limit (CSL) for total bodily injuries and/or damages arising from any one accident.

- C. Professional Liability Insurance (when required) the following minimum limits apply:
 - \$3,000,000 Aggregate
 - \$1,000,000 per claim
- D. Excess Umbrella Liability Policy will be additionally required if any of the above policies have lower limits than stated.
- E. Worker's Compensation Insurance.

4. DATA PRIVACY/DATA OWNERSHIP

A. Data Practices.

All data collected, created, received, maintained, or disseminated in any form, for any purposes by the activities of Contractor because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules promulgated pursuant to Chapter 13. The person responsible for release of all data under this Agreement shall be the Director of Special Education of the District employee identified in provision 10.

B. Health Insurance Portability and Accountability Act (HIPAA – 45 C.F.R. §§160,162,164)

If under this Agreement the exchange of Protected Health Information in any form is anticipated the Contractor shall comply with all regulatory obligations including signing any required agreements (e.g., Business Associate Agreement). Such Agreements shall be attached to and incorporated into this Agreement.

C. Release.

No educational data may be released by the Contractor to a third party without the express consent of the District's representative as indicated below – this includes any media relations.

D. Ownership.

Ownership of all data prepared for or by the District, whether having commercial value or not shall remain with the District. Any reports, studies, photographs, negatives or other documents or any other form of data prepared by the Contractor in the performance of its obligations under this contract shall be the exclusive property of the District, and all such material or data shall be remitted to the District by the Contractor upon completion, termination, or cancellation of this contract. The Contractor shall not use, allow, or cause to have such materials used for any purpose other than performance of the Contractor's obligations under this contract without the prior written consent of the District.

5. RECORDS: AVAILABILITY AND RETENTION

Pursuant to Minnesota Statute §16C.05, subd. 5, the Contractor agrees that the District, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, et., which are pertinent to the accounting practices and procedures of the

Contractor and involve transactions relating to this Agreement. Contractor agrees to maintain these records for a period of six years from the date of termination of this Agreement. Any educational data may be retained for a longer period, as the District may determine in accordance with applicable law and policy.

6. MERGER AND MODIFICATION

- A. It is understood and agreed that the entire Agreement between the parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are presumed to be incorporated or attached and are deemed to be part of this Agreement. Where the incorporated terms differ with the terms of this Agreement, the terms of this Agreement shall control.
- B. Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties.

7. DEFAULT AND CANCELLATION

- A. If the Contractor fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default. Unless the Provider's default is excused by the District, the District may, upon written notice to the Contractor's representative listed herein, cancel this Agreement in its entirety as indicated in (10 B.) below.
- B. This Agreement may be cancelled with or without cause by either party upon thirty (30) days written notice.
- C. Unless Contractor's default is excused under the terms of this Contract the District may recover from Contractor such damages as it may sustained by reason of additional administrative costs, expenses of re-awarding the contract and other damages sustained by the District by reason of delay, price changes, loss of other contracts, loss of income, inability of the District to fulfill other contracts, loss of other benefits of this Contract and any other damages directly or consequently arising out of this Contract or failure to perform the same by Contractor.
- D. The District and the Contractor agree to attempt to resolve quickly all matters related to uncontrollable circumstances and use all reasonable efforts to mitigate its effects.

8. SUBCONTRACTING AND ASSIGNMENT

- A. Contractor shall not enter into any subcontract for the performance of any services contemplated under this Agreement without the prior written approval of the District and subject to such conditions and provisions as the District may deem necessary. The Contractor shall be responsible for the performance of all Subcontracts. Any agreement between the Contractor and any subcontractor shall obligate the subcontractor with the general terms of this Contract.
- B. No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other Parties and a fully executed Assignment

Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors.

9. **NONDISCRIMINATION**

During the performance of this Agreement, the Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, sexual orientation, public assistance status, criminal record, creed, or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

10. **HEALTH AND SAFETY**

The Contractor shall be solely responsible for the health and safety of its employees and subcontractor's employees in connection with the services performed in accordance with this Agreement. The Contractor shall ensure that all employees, including those of all subcontractors, have received training required to properly and safely perform services outlined in this Agreement. Such training is to include, but not be limited to, all applicable sections of the State and Federal Occupation, Safety and Health Administration (OSHA) laws, Superfund Amendments and Reauthorization Act (SARA), Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), Uniform fire Code and/or any other applicable health and safety regulations. Upon the request of the District, the Contractor shall provide copies of any licenses and/or training records for Contractor and/or Contractor's employees or subcontractor's employees who perform services pursuant to this Agreement.

11. **NONWAIVER, SEVERABILITY & APPLICABLE LAWS**

- A. Nonwaiver.
Nothing in this Agreement shall constitute a waiver by the District of any statute of limitations or exceptions on liability. If the District does not enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- B. Severability.
If any part of this Agreement is rendered void, invalid or unenforceable, by a court of competent jurisdiction, such rendering shall not affect the remainder of this Agreement unless it shall substantially impair the value of the entire Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid provision that most closely approximates the intent of the invalid provision.
FORCE MAJEURE:
Both parties shall not be held responsible for damages caused by delay or failure to perform hereunder, when such delay or failure is due to fires, strikes, Acts of God, legal acts of the public authorities, delays or defaults caused by public carriers, or acts or demands of the Government in a time of war, or state or national emergency.
- C. Applicable Laws.

The Laws of the State of Minnesota shall apply to this Agreement. The Contractor shall abide by all Federal, State, or local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to this Contract or to the facilities, programs, and staff for which Contractor is responsible.

12. **SECTION HEADINGS**

The section headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

13. **THIRD PARTIES**

This Agreement does not create any rights, claims or benefits inuring to any person that is not a party hereto nor create or establish any third-party beneficiary.


14. **CONFLICT OF INTEREST**

Contractor agrees that it will not contract for or accept employment for the performance of any work or services with any individual, business, partnership, corporation, government, governmental unit, or any other organization that would create a conflict of interest in the performance of its obligations under this Contract.

District and Contractor, having signed this Agreement and pursuant to the proper District and Contractor officials having signed this Agreement, the parties hereto agree to be bound by the provisions herein and attached.

~~SIGNATURES ON NEXT PAGE~~

SIGNATURES :

Signed by:
 2/24/2025
Greater Minnesota Family Services/Date
George Dubie, CEO

ISD # 378/Date
Holly Ward, Superintendent

ISD # 378/Date
Tonya Kelly, Chair School Board

An Equal Opportunity/Affirmative Action Employer

Adopted: _____

MSBA/MASA Model Policy
524.5

Revised: _____

Orig. 2025

524.5 PERSONAL ELECTRONIC COMMUNICATION DEVICES

I. PURPOSE

The objective of this policy is to support the school district's focus on learning in alignment with the district's mission to ignite students' passion for learning, cultivate a strong foundation of knowledge, and foster a sense of community within our schools. Possession and use of personal electronic communication devices must be regulated to ensure that such devices do not disrupt or interfere with the education process or school operations, impair the safety, welfare, and privacy of students and staff, or are used as part of an act of academic dishonesty.

II. GENERAL STATEMENT OF POLICY

To minimize the impact of personal electronic communication devices on student behavior, mental health, and academic attainment and to support school environments in which students can engage fully with their classmates, their teachers, and instruction, the school board has determined the use of personal electronic communication devices by students during school hours should be limited.

III. DEFINITIONS

- A. "Bell-to-Bell" means from when the first bell rings at the start of the school day to begin instructional time until the dismissal bell rings at the end of the academic school day. "Bell-to bell" includes lunch and time in between class periods.
- B. "Cell Phone" means a personal device capable of making calls, transmitting pictures or video, or sending or receiving messages through electronic means. The definition of cell phone includes a non-smart phone that is limited to making phone calls or text messages and a smart phone that encompasses the above features.
- C. "Cyberbullying" means bullying using technology or other electronic communication, including but not limited to a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device.
- D. "Instructional Time" means any structured or unstructured learning experiences that occur from when the first bell rings at the start of the school day until the dismissal bell rings at the end of the academic school day.
- E. "Personal Electronic Communication Device" means any personal device capable of connecting to a cell phone, the internet, a cellular or Wi-Fi network, or directly connects to another similar device. Personal electronic communication devices may include cell phones, wearable devices such as smart watches, personal headphones, earbuds or pods, laptops, tablets, virtual reality devices, and other personal electronic communication devices with the abovementioned characteristics.
- F. "Stored" means a cell phone or personal electronic communication device not being carried on the student's person, including not in the student's pocket. Storage options may include, but are not limited to, in the student's backpack, in the student's locker, in a locked pouch, or in a designated place in the classroom, as determined by school administration.

IV. PERSONAL ELECTRONIC COMMUNICATION DEVICE USE AND STORAGE

A. Personal Electronic Communication Device Use

1. Elementary Schools (K-5)

- a. Personal electronic devices are not allowed during the school day. Examples could include, but are not limited to the following: headphones, iPods, MP3 players, DS, video games, cell phones, Gizmos, Apple Watches (or the like) etc. These items will not be allowed for use during the hours of 8:10 AM to 3:05 PM. Students are allowed to have these items in their lockers during the day; however, misplaced/stolen valuables are not the responsibility of the school. If a student needs to use their cell phone for an emergency, please go to the office to get permission to use it.
- b. Students are prohibited from recording video or taking pictures of other students or staff using cell phones or other recording devices on school property, in school vehicles, and at school related functions.

2. Middle School and High School (7-12)

- a. Students will be able to use cell phones (texting only) between classes and during lunch. Once a student enters the classroom, their phone must be put away the entire class period unless directed by the teacher to use it for an assignment (i.e. creating a video assignment). Students should have their cell phones on silent or vibrate from 8:00 AM to 3:12 PM. Students will need permission from a staff member to talk on their phone during the school day. If students need to talk on their phone, they should do so in the office or outside of the building.
- b. Students are prohibited from recording video or taking pictures of other students or staff using cell phones or other recording devices on school property, in school vehicles, and at school related functions.
- c. Students may wear smart or electronic watches but may not use any communication applications or features that are prohibited from use on other personal electronic communication devices and all notifications must be turned off.

B. Off-Campus School-Sponsored Activities

Students are prohibited from recording video or taking pictures of other students or staff using cell phones or other recording devices on school property, in school vehicles, and at school related functions. This includes school activities and events at other facilities. Examples include the school bus, locker rooms, and field trips. Possible student consequences include detention, loss of bus riding privileges, or other consequences deemed necessary by the high school principal. Students who are recording for school events would be exempt with proper permission.

V. LIMITATIONS ON USE OF AND STORAGE OF PERSONAL ELECTRONIC COMMUNICATION DEVICES

A. Limitations on Use of Personal Electronic Communication Devices

1. Personal electronic communication devices may not be used in any manner that causes or results in disruption of the educational environment or school-sponsored extracurricular activities or events or impairs or interferes with school district operations.
2. Devices, including but not limited to personal electronic communication devices, with audio, video, or photo-taking capabilities shall not be used at any time in locker rooms, bathrooms, or other locations where the presence of such devices poses an unreasonable risk to the safety, welfare, or privacy of others. Confiscation and search of such devices will occur if found in these areas.
3. Students may not use a device to record, transmit, or post audio, videos, or photos of a person or persons on school grounds or on a school bus without the express permission of school staff in addition to the express consent of the individual or individuals that are the subjects of the recording.
4. Personal electronic communication devices may not be used to engage in bullying, cyberbullying, harassment, discrimination, or other activity prohibited under federal or state law or under school district policy.
5. Personal electronic communication devices shall not be used during a lockdown drill, a fire drill, or a similar safety drill.

B. Storage of Personal Electronic Communication Devices

Students shall keep their personal electronic communication devices in a secure place, such as the student's locker, a closed backpack, a storage device provided by the school, or an area designated by the classroom teacher at all times when personal electronic communication device use is prohibited.

V. EXCEPTIONS

- A. Nothing in this policy prohibits a student from using a personal electronic communication device for a purpose documented in the student's individualized education program, a plan developed under section 504 of the Rehabilitation Act of 1973, or a health care plan in force regarding the student.
- B. A student may use a personal electronic communication device to monitor or address a health concern or medical condition upon permission granted by school administration.
- C. Students may use a personal electronic communication device when the use is necessary to respond to or report an emergency. For purposes of this policy, "emergency" means an actual or imminent threat to the health or safety of students and/or school personnel, which may result in death, bodily injury, or substantial property damage.
- D. A student may use a personal electronic communication device during a time at which use would otherwise be prohibited when the student has been granted permission from a staff member to use the device. If the school district implements a curriculum that uses technology, students may be allowed to use their own personal electronic communication devices to access the curriculum. Students who are allowed to use their own devices to access the curriculum will be granted access to any application or electronic materials when they are available to students who do not use their own

devices, or provided free of charge to students who do not use their own devices for curriculum.

- E. A personal electronic communication device may be stored in student vehicles parked on school district property provided that the device is not removed from the vehicle while on school district property.
- F. Students who need to make a call may request permission to use a telephone in the building office.

VI. CONSEQUENCES

A. Consequences for violation of this policy

1. Elementary Schools (K-5)

- a. Warning: phone stays in the office for the remainder of the day
- b. Warning: phone stays in the office and has to be picked up by adult
- c. Consequences determined by the principal - we have done a daily checkin/out typically
- d. 2024-25 Handbook

2. Middle School and High School (7-12)

- a. Warning: phone will stay in the office for the remainder of the day
- b. 3 days check phone into office or 30 minute detention
- c. 6 days check phone into office or 60 Minute Detention
- d. Consequences determined by the Principal.

VII. SCHOOL DISTRICT RESPONSIBILITY

- A. The school district is not responsible for, nor is it required to investigate, any lost, stolen, or damaged personal electronic communication devices brought onto school grounds or the bus or school-sponsored activities or events.
- B. The school board directs the superintendent and school district administration to establish additional rules and procedures regarding student possession and use of personal electronic communication devices in schools as the superintendent and school district administration find appropriate. These rules shall be consistent with this policy and other applicable school district policies. These rules and procedures should seek to minimize the impact of personal electronic communication devices on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or pursuant to similar criteria.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.73 (School Cell Phone Policy)

Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
29 U.S.C. § 794 (Nondiscrimination under Federal Grants and Programs)

Cross References:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 524 (Internet, Technology, and Cell Phone Acceptable Use and Safety Policy)
Away for the Day (www.awayfortheday.org)
MASSP/MESPA, *The Cell Phone Toolkit* (July 2024)