

Nerstrand Elementary School
Board of Directors Meeting
December 11, 2023; 3:30pm
Nerstrand Media Center

Mission: Nerstrand Elementary School will empower students to be self-directed lifelong learners by providing a nurturing multi-age environment which fosters cooperation and character development.

- 1.0 Call to Order
 - 1.1 Roll Call
- 2.0 Approve Agenda
- 3.0 Opportunity to Report any Board Conflicts of Interest
- 4.0 Approve Meeting Minutes
 - 4.1 Approve November 13th Meeting Minutes
- 5.0 Community Comment
- 6.0 Reports
 - 6.1 Director's Report
 - a) Student Achievement
 - b) NEO update including ties to Contract Goals
 - c) Director's Performance
 - 6.2 Enrollment for 23-24;

K	16
1	20
2	19
3	14

4	16
5	12

K = 16

1 = 20

2-3 = 17 & 15

4-5 = 28

96 Total

6.5 Finance Report

- a) Monthly Financial Update; Traci
- b) Vote on donations over \$500 per policy from Nov 11-Dec 11;

7.0 Policy

- a) 102 Equal Educational Opportunity - Vote
- b) 103 Complaints - Vote
- c) 206 Public Comments at School Board Meeting - Vote
- d) 101 Legal Status of the Charter School - First Look
- e) 101.1 Name of the Charter School - First Look
- f) 104 Charter School Mission Statement - First Look

8.0 New Business

8.1 Review staffing

- a) Sara Flom; SPED Paraprofessional, Leave of Absence from February 2, 2024 through March 2, 2024

8.2 Board of Director On-Going Training on State Data

Practices Law - Safeguard Personnel Data

8.3 Copier Lease Decision (see document with proposals) - Vote

9.0 Old Business

- 9.1 Chair reminds new board members that they have 1 year to complete 3 required trainings (finance, governance and employment), but one training must be completed within the first 6 months. This effects Board Members Bossmann and McBride (Feb. 22, 2024 & Aug. 22, 2024)

10.0 Other

10.1 Opportunity for BOD member comments on meeting:

Did we stay on track?

Strategic vs. micro-manage?

Everyone able to participate?

10.2 Next Board of Directors meeting is January 8, 2024 at
3:30pm in the Nerstrand Media Center

11.0 Adjournment



Nerstrand Elementary School
205 2nd St | PO Box 156
Nerstrand MN 55053

Board of Directors Meeting Minutes

Charter District #4055

November 13, 2023 | 3:30 p.m.

Nerstrand Elementary Media Center

Members Present	Members Absent	Staff Present	Other Attendees
Carmen Bonde	Ali Bossmann	Nicole Musolf	
Kelly McGregor		Traci LaFerriere	
Carissa Erickson			
Phil McBride			
Kelly McGregor			
Terri Neumann			
Tara Vondrasek			

1.0 Call to Order at 3:32 p.m.

1.1 Roll Call

2.0 Approve Agenda

Approved. First: Terri, Second: Carmen, Yay: 7, Nay: 0, Abstentions: 0

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve October 9, 2023 Board Meeting Minutes

Approved. First: Carmen, Second: Kelly, Yay: 7, Nay: 0, Abstentions: 0

5.0 Community Comment

None present

Nerstrand Elementary Charter Authorizer is:
Novation Education Opportunities (NEO)
3432 Denmark Ave, Ste 130
Eagan, MN 55123



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6.0 Reports

6.1 Director Report

a) News

- Discovery Day was canceled due to weather
- Fall conferences were a huge success with 94% family participation
- Harvest Parade was fantastic and students and staff enjoyed seeing one another dressed up
- November 21st is the end of our first trimester

b) Student Achievement

- Daily reading and math interventions are in place
- Progress monitoring is taking place every 2 weeks
- Reading Corp has started with 16 students receiving services

c) NEO Update

- NEO observed October meeting
- Board will review 3 items marked emerging; student performance as agenda item, finances being tied to pupil units, and board monitors and evaluates school progress referencing strategic plans

d) Director Performance

- The Director will continue to focus on instruction
- Teachers are curriculum mapping reading and math
- Monthly reviews by the director are taking place on the maps

6.2 Enrollment Update

- Current enrollment for 2023-2024 is 96 (lost 3 due to travel and HR

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issue and gained 1)

- Kindergarten:16, 1st:20, 2nd:18, 3rd:14, 4th:16, 5th:12

6.3 Finance Report

a) Monthly Financial Report by Traci LaFerriere

Motion to approve Monthly Financial Report

Motion approved. First: Kelly, Second: Tara, roll call vote.

Yay: 7, Nay: 0, Abstentions: 0

b) Review and vote to approve donations over \$500

Motion to approve donations over \$500 per policy from 10/3-11/10

Motion approved. First: Carmen, Second: Terri, Yay: 7, Nay: 0,

Abstentions: 0

7.0 Policy

a) Evacuation/Relocation Procedure

Motion to approve Evacuation/Relocation Procedure

Motion approved. First: Terri, Second: Carmen, Yay: 7, Nay: 0,

Abstentions: 0

b) Policy 721 Capitalization

Motion to approve policy 721 Capitalization

Motion approved. First: Carmen, Second: Tara, Yay: 7, Nay: 0,

Abstentions: 0

c) First look at policy 102 Equal Educational Opportunity

d) First look at policy 103 Complaints

e) First look at policy 206 Public Comments at School Board Meeting

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8.0 New Business

8.1 Review Staffing

No change

8.2 Vote to form Director Support and Evaluation Committee

- Carmen, Terri and Phil will serve on the Director Support Committee

8.3 Board of Director On-Going Training on Governance

- Board viewed when to close a Board Meeting

8.4 Discuss NEO's Rubric Feedback

- Director will contact NEO for more information
- Board plans to include student performance as an agenda item under Directors report
- Budget will be updated for 96 pupils

9.0 Old Business

- 9.1 Chair reminds new board members Bossmann and McBride that they have 1 year to complete 3 required trainings (finance, governance, employment). One training must be completed within the first 6 months. (Feb. 22, 2024 & Aug. 22, 2024)

10.0 Other

10.1 Opportunity for BOD member comments on meeting:

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Did we stay on track? Strategic vs. micro-manage? Everyone able to participate? Yes, the meeting went well, good discussion and passing of motions.

10.2 Next Board of Directors meeting – December 11th, 2023 at
3:30pm, Nerstrand Media Center

11.0 Adjournment

Motion to adjourn at 4:15 p.m.

Approved. First: Tara, Second: Carmen, Yay: 7, Nay: 0, Abstentions: 0

Carissa Erickson, Chairperson of the Board

Tara Vondrasek, Clerk of the Board

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Director's Report:

November has been eventful at NES. As a school community, we are trying to raise \$15,000. To date, we have raised \$4000. At one thousand intervals, students earn rewards. So far, they have chewed gum for a class period, enjoyed an extra recess, and been able to wear hats all week, some of which were very creative. Their next reward for reaching \$4000 will be an ice cream treat. They are 400 dollars away from another milestone (\$5K) of a fancy lunch, which means they get served at their tables including dessert. Since we are selling Kwik Trip Car Washes through December 8th, we are anticipating making more goals.

We ended our first trimester of the year. Prairie students held their Thanksgiving Feast, which is always a hit. Savannah students are learning about the Westward Expansion and our Woodland students invited me down to all give me a turkey call; 28 turkeys made that each make noise. It was incredible. Turkey hunters would be impressed.

Student Achievement:

Students who scored in the at-risk category on our FAST assessments are being given interventions throughout the week and then progressed monitored every two weeks. This data reflects students who are above the trendline on their progress monitoring, which means they are on-target.

Reading	Math
51% above trend line; on target	93% above trend line; on target

NEO Update including Contract Goals:

One of our contract goals is tied to attendance. Right now, our attendance rate for the school is 95.03%.

Director's Performance:

As instruction continues to be looked at, I have visited each classroom for between 15-20 minutes a total of 11 times thus far. It is important for each classroom to be continually thinking about their instructional practice and what adjustments can be made so more learning can take place at its maximum capacity. Each teacher has been asked about their professional goals from last year and has reflected on them. We will continually do that this year. Learning continues to be at the center of what we do.

Nerstrand Elementary School #4055
Financial Report to the School Board
November 2023

The following reports are provided for review: bank statements, journal entries listing, receipt listing, check listing, wire listing, bank reconciliation, outstanding payments listing, balance sheet and cashflow schedule.

The balance sheet shows the school has a \$647,713 cash balance that is sufficient to meet the school's expected obligations. Also, the school has received \$8408 more than expected from governments for the prior year that will be recaptured eventually and \$7046 of the fund balance is reserved for medical assistance expenditures.

The cashflow schedule shows November actual and December through June projected revenues and expenditures. The column to the right shows the projected end of year accruals which are primarily the 10% state aid holdback, payroll earned in FY2024 but paid after June 30, and lease costs. The actual column to the right shows expected variance from the budget.

The FY2024 budget is based on 103 adm. State revenues in the actual column have been adjusted for 96 adm. \$3191 has been added for Hourly Worker Unemployment Revenue. Corresponding expenditures will have to offset that revenue or it will have to be paid back. This is something the school will have to review with Edvisions Cooperative because the school does not reimburse unemployment claims directly. Additionally, \$20,000 of new school library aid and corresponding expenditures have been added. The school should review the allowable object codes to be used with that revenue. \$20,000 of new student support personnel aid has not been added to the actual column because corresponding expenditures need to be determined to offset the revenue. The student support personnel aid must be paid back if not spent on allowable salaries and/or contracted services. Revenues and expenditures should be monitored to prevent actual from falling short of or exceeding budget.

The prior year ending fund balance/current year beginning balance is \$23,886 less than the budget at \$570,221. The FY2024 actual ending fund balance is expected to be \$406,451 or 25.12% of general fund expenditures. The most significant adjustments to estimated actuals have been state aid from decreased enrollment but the addition of unemployment and library aid; purchased services changes from replacing a general education teacher and replacing a music teacher with a physical education teacher and adding contracted music services and changing special education director service providers. Also, supply expenses are increased to offset the new library aid.

NERSTRAND ELEMENTARY SCHOOL #4055
FY2024 Cashflow Schedule

GENERAL FUND REVENUES	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Accrual	FY2024 Actual	FY2024 Budget
Fees From Patrons	110.00	0.00	0.00	0.00	0.00	0.00	295.00	0.00	0.00	5,280.00	5,665.00
Med Assist Fr Dept of HS	0.00	0.00	0.00	0.00	0.00	0.00	3,117.54	0.00	0.00	6,500.00	6,500.00
Interest Earnings	2,443.33	0.00	943.15	943.15	943.15	943.15	943.15	943.15	0.00	18,587.98	18,587.98
Gifts And Bequests	5,898.90	0.00	0.00	0.00	0.00	0.00	19,929.70	0.00	0.00	30,000.00	30,000.00
Peace Garden Gift	450.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00	0.00
Misc Local Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	504.87	0.00
Endow Fund Apportion	0.00	0.00	0.00	0.00	2,712.43	0.00	0.00	0.00	0.00	5,546.26	5,081.22
General Education Aid	0.00	50,382.37	50,382.37	50,382.37	50,382.37	50,382.37	50,382.37	50,382.37	74,284.42	742,844.18	767,509.23
State Literacy Aid	2,871.51	0.00	0.00	0.00	5,743.02	0.00	0.00	0.00	957.17	9,571.70	13,964.70
Facility Maintenance Revenue	12,231.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	440.90	12,672.00	13,596.00
Hrly Wk Unemploy	3,191.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,191.31	0.00
School Library Aid (Restricted)	9,060.86	0.00	0.00	0.00	8,939.14	0.00	0.00	0.00	2,000.00	20,000.00	0.00
Building Lease Aid	47,369.70	0.00	0.00	0.00	49,941.39	0.00	0.00	16,218.51	12,614.40	126,144.00	135,342.00
Sturt Support Personnel Aid (Equal Exp)	5,791.05	0.00	0.00	0.00	0.00	0.00	0.00	-5,791.05	0.00	0.00	0.00
Title II	524.00	0.00	0.00	-259.67	0.00	0.00	0.00	0.00	0.00	264.33	1,300.00
Title II	0.00	0.00	0.00	1,374.70	0.00	0.00	0.00	0.00	0.00	1,374.70	0.00
Spec Ed Fed FlowThru	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,467.76	0.00	8,467.76	0.00
Spec Ed Fed FlowThru	0.00	0.00	0.00	0.00	17,347.21	0.00	0.00	0.00	0.00	17,347.21	20,725.00
Spec Ed Fed FlowThru	0.00	8,396.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,396.68	0.00
Spec Ed EC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Aids & Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,289.71	0.00	3,289.71	3,691.00
REAP Direct Fed Aid&Grant	0.00	0.00	23,315.00	0.00	0.00	0.00	0.00	0.00	0.00	23,315.00	23,315.00
State Special Education Aid	30,598.24	37,284.85	37,284.85	37,284.85	37,284.85	37,284.85	37,284.85	37,284.85	41,030.98	410,309.82	442,057.41
REVENUES TOTAL	120,540.00	96,063.89	111,925.36	89,725.39	173,293.55	88,610.36	111,952.60	110,795.30	131,327.87	1,454,057.51	1,487,334.54
EXPENDITURES											
EDIVISIONS SALARY & BENEFIT TOTAL	79,753.17	81,507.59	84,531.63	84,531.63	84,531.63	84,531.63	84,531.63	84,531.63	127,135.98	953,397.34	935,262.35
FACILITY LEASE TOTAL	13,687.50	13,687.50	13,687.50	13,687.50	13,687.50	13,687.50	13,687.50	13,687.50	13,687.50	164,250.00	164,250.00
PURCHASED SERVICES											
Board Wksp/Conference	0.00	0.00	0.00	25.00	0.00	0.00	0.00	0.00	0.00	25.00	25.00
Consult Fees (Ed/visions)	1,609.76	1,646.71	1,690.63	1,690.63	1,690.63	1,690.63	1,690.63	1,690.63	2,776.72	19,358.66	18,938.34
Marketing/Advert/Promo Fees	0.00	0.00	0.00	5,862.64	0.00	0.00	0.00	0.00	0.00	6,000.00	6,000.00
Business Consult Fees	-31.21	5,956.36	5,956.36	5,956.36	5,956.36	5,956.36	5,956.36	5,956.36	0.00	71,937.51	71,937.51
Phone	563.02	456.00	456.00	456.00	456.00	456.00	456.00	456.00	0.00	5,775.20	5,455.00
Postage & Parcel Svc	33.01	0.00	0.00	879.43	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Technology Svc	115.48	306.39	306.39	306.39	306.39	306.39	306.39	306.39	0.00	2,999.92	3,000.00
Utility Services	2,311.37	4,442.61	4,442.61	4,442.61	4,442.61	4,442.61	4,442.61	4,442.61	0.00	57,365.49	57,355.49
Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	213.00	0.00
Maintenance Peace Garden	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00
Custodial Reimburse To Mn District	6,114.19	7,318.86	7,318.86	7,318.86	7,318.86	7,318.86	7,318.86	7,318.86	0.00	75,790.81	75,790.81
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,410.02	9,254.87

NERSTRAND ELEMENTARY SCHOOL #4055
FY2024 Cashflow Schedule

	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Accrual	FY2024 Actual	FY2024 Budget
Elem non-student Consulting	295.50	307.88	307.88	307.88	307.88	307.88	307.88	307.88	0.00	2,588.65	1,050.00
Short Term Lease Copiers	308.98	309.00	309.00	309.00	309.00	309.00	309.00	309.00	0.00	3,707.92	3,708.00
Music Contract	0.00	1,663.57	1,663.57	1,663.57	1,663.57	1,663.57	1,663.57	1,663.57	0.00	11,645.00	0.00
Title II - Prof Dev	0.00	939.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,439.03	0.00
Title II - Prof Dev	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,300.00
3rd Ply Biller Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27.00	0.00
Contracted Speech Services	5,525.00	3,872.43	3,872.43	3,872.43	3,872.43	3,872.43	3,872.43	957.83	0.00	35,700.00	35,700.00
DCD(M-W) Contracted Services	0.00	71.43	71.43	71.43	71.43	71.43	71.43	71.43	0.00	500.00	500.00
Phys Impaired	0.00	142.86	142.86	142.86	142.86	142.86	142.86	142.86	0.00	1,000.00	1,000.00
Trav/Conv/Conference	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	5,327.46	5,327.46
DHH Sp Ed Sal Pur F Other D	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,327.46	0.00	1,326.00	1,326.00
DHH Sp Ed Benis	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,326.00	0.00	158.00	0.00
Dev Delay Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,501.10	12,375.00
Fed Sub-contract under \$25k	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,897.78	0.00
Fed Sub-contract under \$25k	0.00	5,948.89	0.00	0.00	5,948.89	0.00	0.00	0.00	0.00	8,396.68	0.00
Fed Sub-contract under \$25k	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
SpEd Postage, Employ Advert	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,430.76
SpEd Postage, Employ Advert	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,515.00
Tran-Contract/Pub	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66,300.00	66,300.00
Contracted SpEd Specialists, Psysc, OT	5,754.00	7,807.71	7,807.71	7,807.71	7,807.71	7,807.71	7,807.71	5,797.71	0.00	1,500.00	1,500.00
Trav/Conv/Conference	0.00	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	500.00
StaffDev - Travel+Conferences	0.00	188.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PURCHASED SERVICES TOTAL	22,699.10	42,877.81	34,345.73	41,102.80	40,294.62	34,345.73	34,345.73	37,574.59	2,776.72	413,410.99	383,958.48
SUPPLIES											
Marketing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	233.95	0.00	0.00	250.00	250.00
Sup/Mat Non-Inst.	0.00	0.00	0.00	0.00	0.00	0.00	541.39	0.00	0.00	714.00	714.00
Library Aid Exp Placeholder	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00
Tech Non Instr Software/License	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,046.37	1,900.00
Sup/Mat Non-Inst.	31.50	0.00	0.00	0.00	0.00	0.00	128.36	0.00	0.00	300.00	300.00
Sup/Mat Non-Inst.	58.04	0.00	0.00	0.00	0.00	0.00	3,959.22	0.00	0.00	4,000.00	4,000.00
Non-Instruct Software	0.00	0.00	0.00	0.00	0.00	0.00	2,702.32	0.00	0.00	3,500.00	3,500.00
Non-Instruct Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	378.40	400.00
Instructional software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,273.60	3,000.00
Sup/Mat N-Indiv Inst	240.27	0.00	0.00	0.00	0.00	0.00	13,713.31	0.00	0.00	15,000.00	15,000.00
Textbooks/Workbooks	0.00	0.00	0.00	0.00	0.00	0.00	1,440.16	0.00	0.00	1,600.00	1,600.00
Standardized Tests	0.00	0.00	0.00	0.00	0.00	0.00	1,650.00	0.00	0.00	1,650.00	1,650.00
Title II PD Supplies	0.00	0.00	0.00	0.00	0.00	0.00	176.00	0.00	0.00	200.00	0.00
PhysEd/Health-Supplies	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00	500.00
Music Sup/Mat N-Indiv Inst	0.00	0.00	0.00	0.00	0.00	0.00	150.00	0.00	0.00	150.00	150.00
SpEd Forms MA Software/Bill Fees	0.00	0.00	0.00	0.00	0.00	0.00	2,980.71	0.00	0.00	1,000.51	824.00
SpEd supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,980.71	3,000.00
SpEd supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.29	0.00
SpEd Forms Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00
SpEd Forms Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,033.32	0.00

NERSTRAND ELEMENTARY SCHOOL #4055
FY2024 Cashflow Schedule

	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Accrual	FY2024 Actual	FY2024 Budget
SpEd Instructional supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,882.77	2,500.00
SpEd Sup/Mat N-Indiv Inst	0.00	0.00	0.00	0.00	0.00	0.00	234.48	0.00	0.00	250.00	250.00
Staff Dev Supplies	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	100.00	100.00
SUPPLIES TOTAL	329.81	0.00	20,000.00	0.00	0.00	0.00	28,509.90	0.00	0.00	63,828.97	40,888.00
OTHER EXPENDITURES											
BOD Fees to Authorizer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,107.41	11,779.04
Dues/Membership - RegV,JMC,MACS	0.00	0.00	829.75	0.00	0.00	829.75	0.00	0.00	0.00	7,127.40	7,858.78
OTHER EXPENDITURES TOTAL	0.00	0.00	829.75	0.00	0.00	829.75	0.00	0.00	0.00	19,234.81	19,637.82
OTHER FINANCING USES											
Perm Interfd Transf	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,706.00	3,706.00	4,439.28
OTHER FINANCING USES TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,706.00	3,706.00	4,439.28
EXPENDITURES TOTAL	116,469.58	138,072.90	153,394.61	139,321.93	138,513.75	133,394.61	161,074.76	135,793.72	147,306.20	1,617,828.11	1,548,435.93
NET INCOME	4,070.42	-42,009.01	-41,469.25	-49,596.54	34,779.80	-44,784.25	-49,122.16	-24,998.42	-15,978.33	-163,770.59	-61,101.39
BEGINNING BALANCE	635,558.72	639,629.14	597,620.13	556,150.89	506,554.35	541,334.15	496,549.90	447,427.74	422,429.32	570,221.59	594,107.60
ENDING BALANCE	639,629.14	597,620.13	556,150.89	506,554.35	541,334.15	496,549.90	447,427.74	422,429.32	406,451.00	406,451.00	533,006.21
FUND BALANCE AS % OF EXPENDITURES										25.12%	34.42%
FUND 04											
REVENUES											
Fees From Patrons	829.50	500.00	500.00	500.00	500.00	500.00	500.00	170.50	0.00	4,830.50	7,215.50
Perm Interfd Transf	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,706.00	3,706.00	4,439.28
REVENUES TOTAL	829.50	500.00	500.00	500.00	500.00	500.00	500.00	170.50	3,706.00	8,536.50	11,654.78
EXPENDITURES											
EdVisions Regal Eagle Staff	734.75	827.89	950.00	950.00	950.00	950.00	950.00	950.00	0.00	8,535.51	11,654.78
EXPENDITURES TOTAL	734.75	827.89	950.00	950.00	950.00	950.00	950.00	950.00	0.00	8,535.51	11,654.78
NET INCOME	94.75	-327.89	-450.00	-450.00	-450.00	-450.00	-450.00	-779.50	3,706.00	0.99	0.00
BEGINNING BALANCE	-442.37	-347.62	-675.51	-1,125.51	-1,575.51	-2,025.51	-2,475.51	-2,925.51	-3,705.01	0.00	0.00
ENDING BALANCE	-347.62	-675.51	-1,125.51	-1,575.51	-2,025.51	-2,475.51	-2,925.51	-3,705.01	0.99	0.99	0.00

NERSTRAND ELEMENTARY SCHOOL #4055
Balance Sheet Through November 2023

	<u>General</u> <u>Fund</u>	<u>Community</u> <u>Fund</u>	<u>Total</u> <u>Funds</u>
Assets			
Cash and investments	648,061.46	-347.62	647,713.84
Accounts receivable	0.13	0.00	0.13
Due from governments	-8,408.45	0.00	-8,408.45
Prepaid items	0.00	0.00	0.00
Total assets	<u>639,653.14</u>	<u>-347.62</u>	<u>639,305.52</u>
Liabilities			
Accounts payable	24.00	0.00	24.00
Due to Other MN Districts	0.00	0.00	0.00
Salaries payable	0.00	0.00	0.00
Taxes payable	0.00	0.00	0.00
Total liabilities	<u>24.00</u>	<u>0.00</u>	<u>24.00</u>
Net Assets			
Unreserved	<u>631,687.71</u>	<u>0.00</u>	<u>631,687.71</u>
Nonspendable	895.00	0.00	895.00
Restricted	0.00	-347.62	-347.62
Reserved for Med Assist	7,046.43	0.00	7,046.43
Total liabilities and net assets	<u>639,653.14</u>	<u>-347.62</u>	<u>639,305.52</u>

Nerstrand Charter School #4055

Journal Entry Listing

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JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Crs	Fin	O/S	Account Description	Debit Amount	Credit Amount
4176	202405	11/12/2023	P	JE	Nov Ed	EdVisions Nov EFT	EdVisions (Fd1)	B	01	101	002				Liquid Asset Account	0.00	81,362.93
							EdVisions (Fd4)	B	04	101	000				USB Cash	0.00	734.75
							Musolf, Nicole	E	01	005	050	000	000	305	EdVisions School Administr	8,554.58	0.00
							EdVisions Pysl Srvc Fee	E	01	005	105	000	000	305	Consult Fees (EdVisions)	1,609.76	0.00
							Shroyer, Paula	E	01	010	201	000	000	394	EdVisions Kinder Staff	7,794.58	0.00
							Harris, Amy	E	01	010	203	000	000	394	EdVisions General Staff	54.97	0.00
							Hougen-Eitzman, L-GenEd Para	E	01	010	203	000	000	394	EdVisions General Staff	0.00	0.00
							Huber, Margaret-GenEd Para	E	01	010	203	000	000	394	EdVisions General Staff	71.76	0.00
							Johnson, Sarah	E	01	010	203	000	000	394	EdVisions General Staff	5,442.74	0.00
							McCorkell Gen Ed	E	01	010	203	000	000	394	EdVisions General Staff	116.85	0.00
							McGregor, Kelly	E	01	010	203	000	000	394	EdVisions General Staff	5,511.97	0.00
							Peterson, Andrea	E	01	010	203	000	000	394	EdVisions General Staff	7,166.44	0.00
							Vondrasek, T	E	01	010	203	000	000	394	EdVisions General Staff	8,191.90	0.00
							Bonde, Carmen-PhyEd Tch	E	01	010	240	000	000	394	EdVisions PhysEd Staff	3,891.41	0.00
							McBride, Philip	E	01	010	407	000	740	396	EdVisions Sp Ed Sal Pur F	4,153.00	0.00
							McBride, Philip	E	01	010	407	000	740	397	EdVisions Sp Ed Ben Pur F	756.60	0.00
							McBride, Philip-ESY	E	01	010	407	013	740	396	Sp Ed Sal Pur F Other D	0.00	0.00
							McBride, Philip-ESY	E	01	010	407	013	740	397	Sp Ed Ben Pur F Other D	0.00	0.00
							Schaefer, Nicole	E	01	010	408	013	740	396	Sp Ed Sal Pur F Other D	0.00	0.00
							Schaefer, Nicole	E	01	010	408	013	740	397	Sp Ed Ben Pur F Other D	0.00	0.00
							Schaefer, Nicole	E	01	010	411	000	740	396	EdVisions Sp Ed Sal Pur F	4,729.92	0.00
							Schaefer, Nicole	E	01	010	411	000	740	397	Sp Ed Ben Pur F Other D	1,495.39	0.00
							Ades, Hudson-Sped Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	0.00	0.00
							Bonde, Carmen-Sped Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	522.99	0.00
							Bonde, Carmen SpEd Retreat	E	01	010	420	000	740	396	EdVisions SpEd Staff	0.00	0.00
							Flom, Sara-Sped Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	2,744.67	0.00
							Harris, Amy-Sped Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	2,298.78	0.00
							Hougen-Eitzman, L-Sped Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	60.19	0.00
							Huber SpEd Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	2,172.69	0.00
							McCorkell, Kate	E	01	010	420	000	740	396	EdVisions SpEd Staff	2,241.59	0.00
							Reuvers, Suzanne	E	01	010	420	000	740	396	EdVisions SpEd Staff	2,237.04	0.00
							Waddell, Cara SpEd Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	1,337.04	0.00
							Ades, Hudson-Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							Bonde, Carmen-Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	236.09	0.00
							Bonde, Carmen SpEd Retreat	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							Flom, Sara-Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	1,195.37	0.00
							Harris, Amy-Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	228.63	0.00
							Hougen-Eitzman, L-Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	5.65	0.00

Nerstrand Charter School #4055

Journal Entry Listing

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JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Crs	Fin	O/S	Account Description	Debit Amount	Credit Amount
4176	202405	11/12/2023	P	JE	Nov Ed	EdVisions Nov EFT	Huber Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	945.37	0.00
							McCorkell, Kate	E	01	010	420	000	740	397	EdVisions SpEd Benefits	223.65	0.00
							Reuvers, Suzanne	E	01	010	420	000	740	397	EdVisions SpEd Benefits	223.59	0.00
							Waddell, Cara Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	125.34	0.00
							Jans, Dana-Admin	E	01	010	605	000	000	394	EdVisions InstructionalSupp	5,022.38	0.00
							Turi, Carrie	E	04	005	570	000	000	394	EdVisions Regal Eagle Staff	734.75	0.00
																\$82,097.68	\$82,097.68
4180	202405	11/12/2023	P	JE	CEIS re	CEIS re code	K McCorkell Nov	E	01	010	420	000	740	396	EdVisions SpEd Staff	0.00	102.50
							K McCorkell Nov	E	01	010	422	000	425	303	CEIS para	102.50	0.00
																\$102.50	\$102.50
4181	202405	11/12/2023	P	JE	adj JE4	adj JE4180 CEIS	K McCorkell Nov	E	01	010	420	000	740	396	EdVisions SpEd Staff	9.30	0.00
							K McCorkell Nov	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	9.30
																\$9.30	\$9.30
4192	202405	11/30/2023	P	JE	je4176	je4176 adj		B	01	101	000				USB Cash	0.00	81,362.93
								B	01	101	002				Liquid Asset Account	81,362.93	0.00
																\$81,362.93	\$81,362.93

[illegible]

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type	
1351	FLOM DISPOSAL SERVICE							
	4055	USB			16851			
		E	01	005	810 000 000 330	Nov		\$306.45
	PO#:	Voucher #:	8359	Invoice	Invoice No: 20231025	11/12/2023		
							Paid Amt:	\$306.45
						Check Amount:	\$306.45	
Vendor Total:								
\$306.45								
1733	HOPE STUMP REMOVAL							
	4055	LCCB			2730			
		E	01	005	810 016 000 350	stump grinding		\$50.00
	PO#:	Voucher #:	8374	Invoice	Invoice No: 1	11/1/2023		
							Paid Amt:	\$50.00
						Check Amount:	\$50.00	
Vendor Total:								
\$50.00								
1133	INDEPENDENT SCHOOL DIST # 656							
	4055	USB			16853			
		E	01	005	850 000 348 335	oct rent		\$13,687.50
		E	01	005	810 000 000 391	oct custodian		\$6,114.19
		E	01	005	630 000 000 305	oct tech		\$115.48
PO#:	Voucher #:	8358	Invoice	Invoice No: 42166	11/12/2023			
						Paid Amt:	\$19,917.17	
						Check Amount:	\$19,917.17	
Vendor Total:								
\$19,917.17								
1545	KEYSTONE INTERPRETING SOLUTIONS, INC							
	4055	USB			16854			
		E	01	010 203 000 000 305	10/17 ASL			\$295.50
	PO#:	Voucher #:	8360	Invoice	Invoice No: 2297-00026	11/12/2023		
							Paid Amt:	\$295.50
						Check Amount:	\$295.50	
Vendor Total:								
\$295.50								
1574	MARCO							
	4055	USB			16861			
		E	01	010 203 000 000 380	copier			\$308.98
		E	01	005 110 000 000 329	freight			\$13.50
	PO#:	Voucher #:	8368	Invoice	Invoice No: 35246943	11/30/2023		
						Paid Amt:	\$322.48	
						Check Amount:	\$322.48	
Vendor Total:								
\$322.48								

Nerstrand Charter School #4055
Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type	
1673		METRONET INC						
		4055	USB		16855		Check	
			E 01 005 110 000 000 320		Phone			\$239.00
	PO#:	Voucher #:	8361 Invoice		Invoice No: acct 1677211	11/12/2023	Paid Amt:	\$239.00
							Check Amount:	\$239.00
		4055	USB		16862		Check	
			E 01 005 110 000 000 320		Phone			\$324.02
	PO#:	Voucher #:	8371 Invoice		Invoice No: acct 1705956	11/30/2023	Paid Amt:	\$324.02
							Check Amount:	\$324.02
							Vendor Total:	\$563.02
1492		ON THE MOVE - THERAPY SERVICES						
		4055	USB		16856		Check	
			E 01 010 420 000 740 394		10/16-10/26			\$1,820.00
	PO#:	Voucher #:	8362 Invoice		Invoice No: 2515	11/12/2023	Paid Amt:	\$1,820.00
			E 01 010 420 000 740 394		10/31-11/8			\$1,924.00
	PO#:	Voucher #:	8363 Invoice		Invoice No: 2535	11/12/2023	Paid Amt:	\$1,924.00
							Check Amount:	\$3,744.00
							Vendor Total:	\$3,744.00
1727		UPTICK EDUCATION LLC						
		4055	USB		16863		Check	
			E 01 010 420 000 740 394		10/2-10/30 B Holtorf			\$2,010.00
	PO#:	Voucher #:	8367 Invoice		Invoice No: 1171	11/30/2023	Paid Amt:	\$2,010.00
							Check Amount:	\$2,010.00
							Vendor Total:	\$2,010.00
1017		XCEL ENERGY						
		4055	USB		16864		Check	
			E 01 005 810 000 000 330		9/26-10/25			\$1,295.05
	PO#:	Voucher #:	8366 Invoice		Invoice No: 850653814	11/30/2023	Paid Amt:	\$1,295.05
							Check Amount:	\$1,295.05
							Vendor Total:	\$1,295.05
							Report Total:	\$35,068.81

11/30/2023

Co	Pmt No	Pmt Type	Grp Code	Vendor	Pmt Date	Check No	Amount
4055	8302	Check	1	HOPE STUMP REMOVAL	11/12/2023	16852	50.00
	8310	Check	1	CAPITAL ONE	11/30/2023	16857	280.27
	8303	Check	1	CITY OF NERSTRAND	11/30/2023	16858	267.60
	8308	Check	1	COMMUNICATION MATTERS, LLC	11/30/2023	16859	2,914.60
	8305	Check	1	COMMUNITY CO-OP OIL ASSN	11/30/2023	16860	442.27
	8306	Check	1	MARCO	11/30/2023	16861	322.48
	8307	Check	1	METRONET INC	11/30/2023	16862	324.02
	8309	Check	1	UPTICK EDUCATION LLC	11/30/2023	16863	2,010.00
	8304	Check	1	XCEL ENERGY	11/30/2023	16864	1,295.05
				Bank		Total	7,906.29
						Total	\$7,906.29

Nerstrand Charter School #4055
Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1732		CAPITAL ONE	4055	LCCB			Wire
				E 01	010 203 000 000 430		\$1.34
				E 01	010 203 000 000 430		\$67.71
PO#:		Voucher #:		8365	Invoice	Invoice No: 20231102	11/2/2023
						Paid Amt:	\$59.05
						Check Amount:	\$69.05
						Vendor Total:	\$69.05
1700		USBANK	4055	USB			Wire
				E 01	005 110 000 000 305		\$13.79
PO#:		Voucher #:		8375	Invoice	Invoice No: 20231114	11/14/2023
						Paid Amt:	\$13.79
						Check Amount:	\$13.79
						Vendor Total:	\$13.79
						Report Total:	\$82.84

Nerstrand Charter School #4055
Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1838	4055	USB														
IDEAS				1862	Credit	A	11/15/23	Wire	1	MDE	MDE					
							4055	R	01	000	000	000	348	300	Building Lease Aid	
															24,096.39	0.00
															Receipt Total:	\$49,240.51
																\$0.00
															Deposit Total:	\$49,240.51
																\$0.00
1839	4055	USB														
IDEAS				1863	Credit	A	11/30/23	Wire	1	MDE	MDE					
							4055	R	01	000	000	000	740	360	State Special Education Aid	
															5,454.12	0.00
							4055	R	01	000	000	000	348	300	Building Lease Aid	
															23,273.31	0.00
							4055	R	01	000	000	000	000	317	Facility Maintenance Revenue	
															12,231.10	0.00
							4055	R	01	000	000	000	000	212	State Literacy Aid	
															2,871.51	0.00
							4055	R	01	000	000	000	000	369	Hlly Wrk Unemployment	
															3,191.31	0.00
							4055	R	01	000	000	000	343	300	Library Aid	
															9,060.86	0.00
							4055	R	01	000	000	000	373	300	Student Support Aid	
															5,791.05	0.00
															Receipt Total:	\$61,873.26
																\$0.00
															Deposit Total:	\$61,873.26
																\$0.00
1840	4055	USB														
Interest				1864	Credit	A	11/30/23	Wire	1	M	Miscellaneous					
							4055	R	01	000	000	000	000	092	Interest Earnings	
															2,163.30	0.00
															Receipt Total:	\$2,163.30
																\$0.00
															Deposit Total:	\$2,163.30
																\$0.00
1841	4055	USB														
MEGS fin 414				1865	Credit	A	11/06/23	Wire	1	MDE	MDE					
							4055	R	01	000	000	000	414	400	Title II	
															524.00	0.00
															Receipt Total:	\$524.00
																\$0.00
															Deposit Total:	\$524.00
																\$0.00
1842	4055	USB														
Interest				1866	Credit	A	11/30/23	Wire	1	M	Miscellaneous					
							4055	R	01	000	000	000	000	092	Interest Earnings	
															280.03	0.00
															Receipt Total:	\$280.03
																\$0.00
															Deposit Total:	\$280.03
																\$0.00
															Report Total:	\$121,369.50
																\$0.00

Nerstrand Charter School #4055
Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1834	4055	LCCB														
PeaceGarden Supply AgriCtr																
1858	Credit	A	11/12/23					Check	1	M				Miscellaneous		
	4055	R	01	000	000	016	000	096		Peace Garden Gift				450.00		0.00
	4055	R	01	000	000	000	000	050		Supply & Tech				110.00		0.00
	4055	R	01	000	000	000	000	096		AgriCtr Gift				3,071.77		0.00
	Receipt Total:													\$3,631.77		\$0.00
	Deposit Total:													\$3,631.77		\$0.00
1835	4055	LCCB														
GTTM																
1859	Credit	A	11/01/23					Wire	1	M				Miscellaneous		
	4055	R	01	000	000	000	000	096		GTTM				550.00		0.00
	Receipt Total:													\$550.00		\$0.00
	Deposit Total:													\$550.00		\$0.00
1836	4055	LCCB														
RE & Gifts																
1860	Credit	A	11/30/23					Check	1	M				Miscellaneous		
	4055	R	04	000	000	000	000	050		RE Richardson				71.50		0.00
	4055	R	04	000	000	000	000	050		RE Kiehmeyer				316.00		0.00
	4055	R	04	000	000	000	000	050		RE Bonde Jones				134.50		0.00
	4055	R	04	000	000	000	000	050		RE Pancos				41.00		0.00
	4055	R	04	000	000	000	000	050		RE Bonde				187.00		0.00
	4055	R	04	000	000	000	000	050		RE Wagner				79.50		0.00
	4055	R	01	000	000	000	000	096		Ann Bonde Gift				50.00		0.00
	4055	R	01	000	000	000	000	096		Agri Cntr Gift				1,277.13		0.00
	4055	R	01	000	000	000	000	096		Neuman Gift				800.00		0.00
	Receipt Total:													\$2,956.63		\$0.00
	Deposit Total:													\$2,956.63		\$0.00
1837	4055	LCCB														
MightyCause Fdnt																
1861	Credit	A	11/28/23					Wire	1	M				Miscellaneous		
	4055	R	01	000	000	000	000	096		MightyCause				150.00		0.00
	Receipt Total:													\$150.00		\$0.00
	Deposit Total:													\$150.00		\$0.00
1838	4055	USB														
IDEAS																
1862	Credit	A	11/15/23					Wire	1	MDE				MDE		
	4055	R	01	000	000	000	740	360		State Special Education Aid				25,144.12		0.00

Nerstrand Charter School #4055
Reconciliation Worksheet Report
11/30/2023

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1291	11/30/2023	4055	USB	US BANK
				CHECKING ACCOUNT

Worksheet has been Finalized

Statement Amount	591,053.41	
Deposits in Transit	0.00	
Outstanding Payments		
Checks	7,906.29	
Wires	0.00	
SHR - Payments	0.00	
SHR - Third Party	0.00	
Cash	0.00	
ACH	0.00	
Adjustment Amount	(737.24)	
Amount Per Bank	582,409.88	
GL Account Balance	582,409.88	
Difference	0.00	

Adjustments
Manual 11/17/2023 1 Deposit (737.24) nov bank rec

Co L Fd Org Pro Crs Fin O/S
4055 B 01 101 000
F Ty

Nerstrand Charter School #4055
Reconciliation Worksheet Report
11/30/2023

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1290	11/30/2023	4055	LCB	Lake Country Community Bank
				Lake Country Community Bank

Worksheet has been Finalized

Statement Amount	65,303.96
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	0.00
Amount Per Bank	65,303.96
GL Account Balance	65,303.96
Difference	0.00

Adjustments
00/00/0000

Co L Fd Org Pro Crs Fin O/S
4055 B 01 101 003
F Ty

Gifts Received 11/9-12/11			
Name	Donated Amount		Restriction
Neumann Family	\$800.00		
Agri Center	\$1,277.13		

Nerstrand Elementary School Policy 102
Independent Charter School District #4055

Adopted: 1/14/2002

Revised:

102 EQUAL EDUCATIONAL OPPORTUNITY

I. PURPOSE

The purpose of this policy is to ensure that equal educational opportunity is provided for all students of the charter school.

II. GENERAL STATEMENT OF POLICY

A. The policy of the charter school is to provide equal educational opportunity for all students. The charter school does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, including gender identity and expression, or age. The charter school also makes reasonable accommodation for students with disabilities.

B. The charter school prohibits harassment and discrimination of any individual based on any of the protected classifications listed above. For information about the types of conduct that constitute violation of the charter school's policy on harassment and violence and the charter school's procedures for addressing such complaints, refer to the charter school's policy on harassment and violence (Policy 413).

C. The charter school prohibits discrimination of students with a disability, within the intent of Section 504 of the Rehabilitation Act of 1973 ("Section 504"), who need services, accommodations, or programs in order to receive a free appropriate public education. For information as to protections that may apply pursuant to Section 504 and the charter school's corresponding procedures for addressing disability discrimination complaints, refer to the charter school's policy on student disability nondiscrimination (Policy 521).

D. The charter school prohibits sexual harassment discrimination of any individual on the basis of sex in its education programs or activities. For information as to the protections that apply pursuant to Title IX and charter

school's corresponding procedures and processes for addressing sexual harassment and discrimination, refer to the charter school's policy on Title IX sex nondiscrimination (Policy 522).

E. The charter school shall provide equal opportunity for members of each sex and to members of all races and ethnicities to participate in its athletic program. In determining whether equal opportunity to participate in athletic programs is available for the purposes of this law, at least the following factors shall be considered to the extent that they are applicable to a given situation: whether the opportunity for males and females to participate in the athletic program reflects the demonstrated interest in athletics of the males and females in the student body of the educational institution; whether the opportunity for members of all races and ethnicities to participate in the athletic program reflects the demonstrated interest in athletics of members of all races and ethnicities in the student body of the educational institution; whether the variety and selection of sports and levels of competition effectively accommodate the demonstrated interests of members of each sex; whether the variety and selection of sports and levels of competition effectively accommodate the demonstrated interests of members of all races and ethnicities; the provision of equipment and supplies; scheduling of games and practice times; assignment of coaches; provision of locker rooms; practice and competitive facilities; and the provision of necessary funds for teams of one sex.

F. This policy applies to all areas of education including academics, coursework, co-curricular and extracurricular activities, or other rights or privileges of enrollment.

G. Every charter school employee shall be responsible for complying with this policy.

H. Any student, parent, or guardian having a question regarding this policy should discuss it with the appropriate charter school official as provided by policy. In the absence of a specific designee, an inquiry or a complaint should be referred to the executive director.

Legal References: Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
Minn. Stat. § 121A.04 (Athletic Programs; Sex Discrimination)

Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1681 *et seq.* (Title IX of the Education Amendments of 1972)
42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process)

Nerstrand Elementary School Policy 103
Independent Charter School District #4055

Adopted: 04/14/2003

Reviewed: 04/13/2015

Reviewed:

103 COMPLAINTS – STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS

I. PURPOSE

The charter school takes seriously all concerns or complaints by students, employees, parents, or other persons. If a specific complaint procedure is provided within any other policy of the charter school, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that may be used.

II. GENERAL STATEMENT OF POLICY

A. Students, parents, employees, or other persons may report concerns or complaints to the charter school. While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the executive director or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the executive director. A person may file a complaint at any level of the charter school; i.e., principal, executive director, or board of directors.

B. Depending upon the nature and seriousness of the complaint, the executive director or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the executive director, who shall determine whether an internal or external investigation should be conducted. In either case, the executive director shall determine the nature and scope of the investigation and designate the person responsible for investigation or follow-up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.

C. The appropriate administrator shall respond in writing to the complaining party concerning the outcome of the investigation or follow up, including any appropriate action or corrective measure that was taken. The executive director shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act) or other law.

D. The charter school must include identifying and contact information for the school's authorizer on the school's official website and in other school materials it makes available to the public.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) Minn. Stat. § 124E.07, Subd. 7 (Board of Directors)

Cross References: MSBA/MASA Model Policy 206 (Public Participation in Charter School Board Meetings/Complaints about Persons at Charter School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of Charter School Employees)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 514 (Bullying Prohibition)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)

206. Public Participation at School Board Meetings

I. Purpose

The charter school board recognizes the value of public participation in the decisions of school matters; however, the charter school board also recognizes the need to conduct orderly and efficient proceedings. The purpose of this policy is to provide procedures to allow open and orderly public discussion and to ensure protection of the due process and privacy rights of individuals under the law.

II. General Statement of Policy

A. The charter school board establishes the procedures set forth in this policy to ensure efficient and orderly public participation at charter school board meetings. The charter school board may adopt reasonable time, place, and manner restrictions on public expression in order to facilitate free discussion by all interested parties.

B. The charter school board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

III. Right to Privacy

A. Charter school employees have a right to privacy related to matters which may come before the charter school board, including, but not limited to, the following:

1. Right to privacy of personnel data per Minn. Stat. § 13.43.
2. Right to consideration by the charter school board of certain data treated as not public per Minn. Stat. § 13D.05.

B. Charter school students have a right to privacy related to matters which may come before the charter school board, including, but not limited to, the following:

1. Right to a private hearing per Minn. Stat. § 121A.47, subd. 5.

2. Right to privacy of educational data per Minn. Stat. § 13.32 and FERPA.
3. Right to privacy of complaints as provided by Minn. Stat. chapters 260E and 363A.

IV. Community Participation at Public Hearings

Public hearings are required by law concerning certain issues, but may also be held by the charter school board on charter school matters at the board's discretion. The charter school board may decide to hold certain types of public meetings where the public will not be invited to address the charter school board. The public will still be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the board.

When the charter school board determines public comment at a hearing is appropriate, the board will strive to give all persons an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place, and manner restrictions.

V. Procedures

A. Requests to address the charter school board

An individual or group who wishes to address the charter school board should indicate their desire in advance of the hearing by providing a written request to the clerk. Any request to address the charter school board made after the commencement of the hearing will be granted only at the charter school board's discretion.

1. Format of Request

The written request shall include the name and addresses of the person seeking to address the charter school board and a brief statement of the issue to be addressed. When a group seeks to address the board, the request should include the names and addresses of the individuals appearing, as well as that of the group represented. Groups should designate one spokesperson to address the board.

2. Requests on Matters Involving Data Privacy Concerns

If an individual or group seeks to address the charter school board on a matter which may involve data privacy concerns, preliminary allegations, or may be potentially libelous or slanderous in nature, the matter shall not be considered in public, but shall be processed as

determined by the charter school board in accordance with governing law.

B. Order of Speakers

The charter school board chair will recognize one speaker at a time and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak and individuals who interfere with or interrupt speakers, the charter school board, or the proceedings may be directed to leave.

C. Time Limitation

The charter school board may limit the time for each speaker as needed.

D. Personal Attacks

Personal attacks by anyone addressing the charter school board are unacceptable and may result in the termination of that person's privileges to address the board.

E. Inappropriate Discussion

The charter school board chair shall promptly rule out of order any discussion by any person, including charter school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.

F. Efficiency

Individuals or groups addressing the charter school board should endeavor to keep their presentations concise and avoid repetition. If a particular issue has already been presented on, or similar comment made during the hearing, the speaker should move on to new issues or comments.

G. Limitations on Participation

Based on the number of persons seeking to address the charter school board, the board may impose additional limitations and restrictions as necessary to ensure an orderly, efficient, and fair hearing.

Nerstrand Elementary School Policy 101
Independent Charter School District #4055
Adopted:

101 LEGAL STATUS OF THE CHARTER SCHOOL

I. PURPOSE

A primary purpose of charter schools is to improve all pupil learning and achievement. Additional purposes include to (1) increase learning opportunities for all pupils; (2) encourage the use of different and innovative teaching methods; (3) measure learning outcomes and create different and innovative forms of measuring outcomes; (4) establish new forms of accountability for schools; and (5) create new professional opportunities for teachers, including the opportunity to be responsible for the learning program at the school site.

II. GENERAL STATEMENT OF POLICY

A. The charter school is subject to the control of the legislature, limited only by constitutional restrictions. The charter school has been created for educational purposes.

B. The legislature has authority to prescribe the charter school's powers and privileges, its boundaries, and territorial jurisdictions.

C. The charter school has only the powers conferred on it by the legislature; however, the board of directors' authority to govern, manage, and control the charter school, to carry out its duties and responsibilities, and to conduct the business of the charter school includes implied powers in addition to any specific powers granted by the legislature.

III. NONPROFIT CORPORATION

The charter school must be organized and operated as a nonprofit corporation under Minnesota Statutes Chapter 317A and the provisions of that chapter shall apply to the charter school except as provided in Minnesota Statutes Chapter 124E.

IV. POWERS AND AUTHORITY OF THE CHARTER SCHOOL

A. Funds

1. The charter school, through its board of directors, has authority to raise funds for the operation and maintenance of its schools and authority to manage and expend such funds, subject to applicable law.
2. The charter school has wide discretion over the expenditure of funds under its control for public purposes, subject to the limitations provided by law.
3. Charter school officials occupy a fiduciary position in the management and expenditure of funds entrusted to them.

B. Raising Funds

The charter school has authority to accept gifts and donations for school purposes, subject to applicable law.

C. Property

1. The charter school may lease space from: an independent or special school board; other public organization, private, nonprofit, nonsectarian organization; private property owner; or a sectarian organization if the leased space is constructed as a school facility. The charter school must not enter into a lease of real property with a related party unless the lessor is a nonprofit corporation under chapter 317A or a cooperative under Minnesota Statutes chapter 308A, and the lease cost is reasonable under Minnesota Statutes chapter 124E.
2. The charter school shall manage its property in a manner consistent with the educational functions of the school.
3. The charter school may permit the use of its facilities for community purposes which are not inconsistent with, nor disruptive of, its educational mission.

D. Contracts

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

E. Textbooks, Educational Materials, and Studies

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

F. Actions and Suits

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

Legal References: Minn. Const. art. 13, § 1

Minn. Stat. Ch. 124E (Charter Schools)

Minn. Stat. § 124E.03 (Applicable Law)

Minn. Stat. 124E.13 (Facilities)

Minn. Stat. Ch. 179A (Public Employment Labor Relations)

Minn. Stat. Ch. 317A (Nonprofit Corporations)

Minn. Stat. § 465.035 (Public Corporation, Conveyance or Lease of Land)

Minnesota Association of Public Schools v. Hanson, 287 Minn. 415, 178 N.W.2d 846 (1970)

Independent School District No. 581 v. Mattheis, 275 Minn. 383, 147 N.W.2d 374 (1966)

Village of Blaine v. Independent School District No. 12, 272 Minn. 343, 138 N.W.2d 32 (1965)

Huffman v. School Board, 230 Minn. 289, 41 N.W.2d 455 (1950)

State v. Lakeside Land Co., 71 Minn. 283, 73 N.W.970 (1898)

Cross References: MSBA/MASA Model Policy 201 (Legal Status of the Charter School Board)

MSBA/MASA Model Policy 603 (Curriculum Development)

MSBA/MASA Model Policy 604 (Instructional Curriculum)

MSBA/MASA Model Policy 606 (Textbooks and Instructional Materials)

MSBA/MASA Model Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)

MSBA/MASA Model Policy 705 (Investments)

MSBA/MASA Model Policy 706 (Acceptance of Gifts)

MSBA/MASA Model Policy 801 (Equal Access to Charter School Facilities)

Nerstrand Elementary School Policy 101.1
Independent Charter School District #4055
Adopted:

101.1 NAME OF THE CHARTER SCHOOL

I. PURPOSE

The purpose of this policy is to clarify the name of the charter school.

II. GENERAL STATEMENT OF POLICY

The official name of the charter school is Nerstrand Elementary Charter School. However, the charter school may be referred to by other informal names. To avoid confusion and to encourage consistency in charter school letterheads, signage, publications and other materials, the charter school board intends to establish a uniform name for the charter school.

III. UNIFORM NAME

A. The name of the charter school shall be Nerstrand Elementary Charter School.

B. The name specified above may be used to refer to the charter school and may be shown on charter school letterheads, signage, publications and other materials.

C. In official communications and on school district ballots, the school district shall be referred to as Independent School District No. 4055-07 (Nerstrand Elementary Charter School), but inadvertent failure to use the correct name shall not invalidate any legal proceeding or matter or affect the validity of any document.

Legal References: Minn. Stat. § 124E.05 (Authorizers)

Nerstrand Elementary School Policy 104
Independent Charter School District #4055
Adopted:

104 CHARTER SCHOOL MISSION STATEMENT

I. PURPOSE

The purpose of this policy is to establish a clear statement of the purpose for which the charter school exists.

II. GENERAL STATEMENT OF POLICY

The board of directors believes that a mission statement should be adopted. The mission statement should be based on the beliefs and values of the community, should direct any change effort and should be the basis on which decisions are made. The board of directors, on behalf of and with extensive participation by the community, should develop a consensus among its members regarding the nature of the enterprise the board of directors governs, the purposes it serves, the constituencies it should consider, including student representation, and the results it intends to produce.

III. MISSION STATEMENT

Nerstrand Elementary School will empower students to be self-directed lifelong learners by providing a nurturing multi-age environment which fosters cooperation and character development.

IV. REVIEW

The board of directors will review the charter school's mission every two years, especially when members of the board change. The board of directors will conduct a comprehensive review of the mission, including the beliefs and values of the community, every five to seven years.

Legal References: Minn. Stat. Ch. 124E (Charter Schools)

Copier	Cost/month
A Company	\$560.62
B Company	\$486.81
C Company	\$468.50
D Company	\$424.44
E Company	\$390.01

D Company because it has more pages per minute than E Company. They partner with Faribault School District so technology wise that is a plus. Willing to pay per copy vs. a minimum commitment which hurts us in the summer. Sales representative is supportive/transparent and customer service comes highly recommended. Transition should be smooth because they already know the tech people who contract with. D Company's machine is higher rated than E Company. Transition would take place on January 22nd.

