

Nerstrand Elementary School
Board of Directors Meeting
November 10, 2025; 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 October 20, 2025 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 25-26; attrition of family of 1st and 4th Grader; talk 3rd grade

K	1	2	3	4	5	Total
22	25 (closed)	23	24 (closed)	28 (closed)	10	132

K = 22 1 = 25 2-3 = 23 & 24 4-5 = 19 & 19

6.3 Finance Report

- a) Monthly Financial Update;
- b) Donations over \$500 per policy from Oct 20-Nov 10; Vote

7.0 Policy

- a) 24-25 Annual Report - For Vote
- b) Policy 424.1 License Status - For Vote
- c) Policy 427 Workload Limits for Certain Special Education Teachers - For Vote
- d) Policy 501 School Weapons - First Look
- e) Policy 502 Search of a Student's Locker, Desk, possessions and Person - First Look
- f) Policy 504.5 Family Vacation Policy and Request Form; First Look
- g) Discuss Changes to Policy 205 Open Meetings and Closed Meetings; 4 Procedures A.8 Interactive Technology

8.0 New Business

- 8.1 Review staffing; NA
- 8.2 Building Update
- 8.3 Approve Building Lease with Faribault Public Schools for September 2025-November 2025 for 13,687.50 per month; For Vote
- 8.4 Approve Technology Service Agreement with Faribault Public Schools for September 2025-November 2025 via per pupil formula based on October 1 child count: For Vote
- 8.5 Ongoing Board Training in Employment: Development & Use Policies; sign certificate

9.0 Old Business

- 9.1 Board Chair checks in with Member Peterson regarding board trainings. One is due Jan 2026 and remaining two are due June 2026.

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 December 8, 2025 at
3:30 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

October 20, 2025 | 3:30 p.m.

Nerstrand Elementary Media Center

Members Present	Members Absent	Staff Present	Other Attendees
Carmen Bonde		Nicole Musolf	
Andrea Peterson		Traci LaFerriere	
Carissa Erickson			
Sarah Johnson			
Paula Shroyer			
Terri Neumann			
Ali Bossmann (3:36)			

1.0 Call to Order at 3:30 p.m.

1.1 Roll Call

2.0 Approve Agenda

Approved. First: Terri, Second: Paula, Yay:6 , Nay: 0, Abstentions:0

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve Board Meeting Minutes

4.1 Approve September 8, 2025 Board Meeting Minutes

Approved. First: Terri, Second: Carmen, Yay: 6, Nay: 0, Abstentions: 0

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



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

5.0 Community Comment

None noted

6.0 Reports

6.1 Director Report

a) News

- Our whole school went to the Big Woods for Discovery Day and learned about migration and every group went to River Bend for a half day of learning.
- Our student committees have started meeting and begun their important work for the year. This year we added 3-D printing.
- Ben returned this year for another semester for music with our students, which they enjoy so much. He is helping to prepare them for the winter concert.

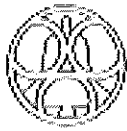
b) Student Achievement

- Science MCA results: 35.7 (us) vs. 26.2 (State)
- This is a new test so we can't accurately compare it to past scores.
- We completed all FAST testing for grades K-5, dyslexia screening and F&P testing.
- Staff had a professional development day to plan interventions based on testing data.

c) NEO Update

- We will review our contract goals as all data is entered.

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d) Director Performance

- The Director continues to observe, informally, all teachers multiple times per month. Our new reading curriculum is being implemented and we are working through the challenges that it brings, as well as the rewards.

6.2 Enrollment for 25-26

- Current enrollment for 2025-2026 is 134
- Kindergarten: 22, 1st: 26, 2nd:23, 3rd:24, 4th:29, 5th:10
- 1st & 4th grade are closed

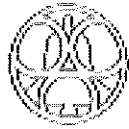
6.3 Finance Report

- a) Monthly Financial Report by Traci LaFerriere
Motion to approve Monthly Financial Report
Motion approved. First: Carmen, Second: Sarah,
Yay: 7, Nay: 0, Abstentions: 0
- b) Vote on donations over \$500 from August 12- October 20, 2025
Motion to approve donation
Motion approved. First: Terri, Second: Sarah
Yay: 7, Nay: 0, Abstentions: 0
- c) Audit Report from 24-25 school year; Abdo via video; No findings; Members signed certificate as ongoing board training on finance.

7.0 Policy

- a) Policy #419 Tobacco Free Environment

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Motion to approve Policy #419 Tobacco Free Environment

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

b) Policy #420 Infectious Disease

Motion to approve Policy #420 Infection Disease

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

c) Policy #421 Gifts to Employees or Board Members

Motion to approve Policy #421 Gifts to Employees or Board
Members

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

d) Policy #423 Employee-Student Relationship

Motion to approve Policy #423 Employee-Student Relationship

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

e) 24-25 Annual Report - First Look

f) Policy #424.1 License Status - First Look

g) Policy #427 Workload Limits for Certain Special Education Teachers
- First Look

8.0 New Business

8.1 Review Staffing

a) Discuss Bri Melford

8.2 Building Update

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9.0 Old Business

- 9.1 Board Chair checks in with Member Peterson regarding board trainings.

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? Yes, the meeting went well, good discussion and passing of motions.

- 10.2 Next Board of Directors meeting – November 10, 2025 at 3:30pm, Nerstrand Media Center

11.0 Adjournment

Motion to adjourn at 4:02 p.m.

Approved. First: Paula, Second: Sarah, Yay: 7, Nay: 0, Abstentions: 0

Carissa Erickson, Chairperson of the Board

Sarah Johnson, Clerk of the Board

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Director's Report:

October was a very productive month at NES. Faribault came with the Tour of Schools and we saw former alumni, which is always special. We hosted our Eagle Bluff Family meeting as that trip is slated for November for our fifth graders. We held fall conferences, which were great. We had a 94% turn-out. We appreciate the partnership with our families. PTO held a Book Fair during conferences, which is always a hit. Students love going in and coming out with new books. Our school participated in the Harvest Parade on October 31st. We are very appreciative of the area businesses who support our school for this annual tradition. The kids looked great and the staff theme of food was a success too.

The purchase agreement between Faribault Public Schools and Grace Lutheran Church has been signed. There is now a 30 day window until closing in which legal obligations need to take place such as a land survey and title commitment. Once Grace is officially the owner, NES will put out a statement. Until then, FBO remains our landlord.

Student Achievement:

Students completed their Fountas and Pinnell testing for the beginning of the year. Teachers will use this information to guide instruction decisions related to reading.

NEO Update including Contract Goals:

No update this month.

Director's Performance:

The director will check in with teachers this month on their yearly goals as the first trimester comes to an end.

Nerstrand Elementary School #4055
Financial Report to the School Board
October 2025

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 \$894,482 cash balance that is sufficient to meet the school's expected obligations. Also, the school received \$7482 more than expected from the state for the prior year. The school's fund balance has the following restrictions: \$20,000 is restricted for student support personnel expenses, \$21,045 is restricted for medical assistance expenses and \$1582 is restricted for the Regal Eagles program.

The cashflow schedule shows October actual and November 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 and payroll earned in FY2026 but paid after June 30. The actual column on the right shows expected variance from the budget.

The FY2026 budget is based on 119 adm. The cashflow actual has updated state revenues based on 130 adm and increased lease expense. Revenues and expenditures should be monitored to prevent actual from falling short of or exceeding budget.

The prior year general fund ending fund balance was \$792,437. The FY2026 actual general fund ending fund balance is expected to be \$779,583.

NERSTRAND ELEMENTARY SCHOOL #4055

FY2026 Cashflow / Income Statement

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Accrual	FY2026 Actual	FY2026 Budget
GENERAL FUND												
REVENUES												
Fees From Patrons	1,212.86	555.00	0.00	0.00	0.00	0.00	0.00	0.00	1,958.14	0.00	10,268.00	10,020.26
Med Assist Fr Dept of HS	0.00	0.00	150.88	482.86	0.00	0.00	0.00	0.00	7,366.26	0.00	8,000.00	8,000.00
Interest Earnings	2,596.30	0.00	4,100.00	1,900.00	1,800.00	1,700.00	1,800.00	1,500.00	1,400.00	0.00	24,199.04	21,120.41
Gifts And Bequests	644.05	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	39,705.95	0.00	46,500.00	47,000.00
Peace Garden Gift	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00
Fundraising Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-12,298.50	0.00	-12,298.50	-12,298.50
Fundraising Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26,046.00	0.00	26,046.00	26,046.00
Endow Fund Apportion	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,103.00	0.00	6,103.00	6,103.00
General Education Aid	134,946.50	0.00	210,000.00	105,000.00	52,500.00	52,500.00	52,500.00	52,500.00	16,100.28	104,408.33	1,044,083.35	942,038.58
Facility Maintenance Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Literacy Incentive Aid	0.00	0.00	4,903.77	0.00	0.00	3,923.01	0.00	0.00	0.00	980.75	9,807.53	9,807.53
School Library Aid (Restricted)	0.00	0.00	7,000.00	0.00	0.00	0.00	0.00	0.00	2,000.00	1,000.00	10,000.00	20,000.00
Building Lease Aid	0.00	0.00	48,286.56	0.00	0.00	0.00	0.00	0.00	106,655.94	15,877.50	170,820.00	147,825.00
Student Support Personnel Aid (Equal Exp)	0.00	0.00	6,000.00	0.00	0.00	0.00	0.00	0.00	12,000.00	0.00	0.00	0.00
Title II	0.00	0.00	0.00	1,653.72	0.00	0.00	0.00	0.00	1,653.72	0.00	1,653.72	4,500.88
Spec Ed Fed FlowThru	0.00	0.00	9,037.50	4,037.50	1,608.97	0.00	4,037.50	0.00	4,037.50	0.00	22,758.97	25,405.35
Spec Ed EC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17.47	0.00	17.47	823.56
Federal Aids & Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,074.34	0.00	2,074.34	3,692.20
REAP Direct Fed Aid&Grant	0.00	0.00	0.00	29,734.00	0.00	0.00	0.00	0.00	0.00	0.00	29,734.00	31,242.00
Slate Special Education Aid	0.00	0.00	27,348.15	14,755.98	13,719.09	89,914.49	50,331.92	35,945.90	110,604.30	49,750.75	437,507.56	441,135.37
REVENUES TOTAL	139,899.71	5,555.00	316,826.86	157,564.06	69,628.06	151,046.76	108,469.42	89,945.90	317,667.68	148,017.33	1,838,441.18	1,748,130.04
EXPENDITURES												
EDVISIIONS SALARY & BENEFIT TOTAL	104,563.29	101,409.44	101,875.82	103,793.50	103,249.54	101,878.82	101,879.82	101,880.82	102,483.92	160,458.44	1,169,040.66	1,143,219.25
FACILITY LEASE TOTAL	0.00	27,375.00	16,881.25	16,881.25	16,881.25	16,881.25	16,881.25	16,881.25	16,881.25	16,881.25	189,800.00	164,250.00
PURCHASED SERVICES												
Consult Fees (EdVisions)	2,114.60	2,052.81	2,054.73	2,085.39	2,093.01	2,053.84	2,048.10	2,054.72	2,059.35	3,209.17	23,539.52	23,015.26
Marketing/Advert/Promo Fees	0.00	0.00	204.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	204.00	204.00
Business Consult Fees	9,437.62	1,285.00	0.00	14,223.49	29.74	9,151.00	823.85	13.80	16,486.30	0.00	74,100.00	74,100.00
ABC Consult Svc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,485.00	0.00
Phone	437.04	239.00	239.00	663.61	446.49	446.49	446.49	446.70	983.35	0.00	5,656.46	5,656.46
Postage & Parcel Svc	8.32	0.00	0.00	0.00	0.00	245.60	0.00	0.00	313.43	0.00	313.43	313.43
Technology Svc	89.27	56.86	0.00	0.00	0.00	0.00	0.00	0.00	325.91	0.00	472.04	472.04
Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	366.00	0.00
Consult	0.00	2,804.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,519.03	0.00
Utility Services	1,306.26	7,441.24	11,170.52	3,206.38	307.08	1,956.68	2734.98	1,761.12	5,175.59	0.00	47,699.15	47,699.15
Maintenance	756.53	0.00	0.00	311.60	368.83	401.88	0.00	494.55	0.00	0.00	3,127.77	3,127.77
Maintenance	2,171.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,171.60	0.00
Maintenance Peace Garden	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	436.69	0.00	436.69	0.00
Custodial Reimburse To Mn District	7,001.93	6,961.56	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	14,000.00	0.00	83,894.95	79,285.59
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,108.88	13,864.62
Elem non-student Consulting	297.56	0.00	0.00	498.40	202.44	148.78	0.00	276.80	448.06	0.00	2,327.44	2,327.44
Field Trips, Lyeums, River Bend. admissions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,502.30	0.00
Field Trip Transportation	0.00	0.00	0.00	0.00	0.00	0.00	1,190.00	0.00	0.00	0.00	1,190.00	0.00
Music Contract	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3rd Pty Biller Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Contracted Speech Services	6,183.75	2,911.25	2,082.50	7,225.00	1,445.00	3,774.00	0.00	0.00	0.00	0.00	6,208.07	6,208.07
Trav/Conv/Conference	0.00	0.00	0.00	0.00	0.00	0.00	3,400.00	7,225.00	4,080.00	17,146.00	59,000.00	59,000.00
DHH Sp Ed Sal Pur F Other D	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,515.36	0.00	0.00	1,515.36	1,000.00
DHH Sp Ed Benis	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,961.94	0.00	0.00	8,961.94	8,856.00
ASD Contracted Services	650.00	625.00	0.00	0.00	0.00	0.00	0.00	2,071.77	0.00	0.00	2,636.00	2,636.00
Dev Delay Contracted Services	845.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,425.00	0.00
ECSE Svc	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,010.25	1,000.00
Fed Sub-contr under \$25k	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17.47	743.87
SpEd Repair & Maintenance	0.00	4,037.50	0.00	0.00	4,037.50	0.00	0.00	4,037.50	0.00	0.00	21,150.00	24,000.00
Tran-Contract/Pub	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99.86	0.00
Contracted SpEd Specialists, Psyc. OT	0.00	0.00	0.00	0.00	0.00	0.00	2,671.57	0.00	0.00	0.00	5,618.53	5,618.53
Trav/Conv/Conference	7,232.50	3,270.00	3,940.00	6,200.00	2,460.00	5,117.50	3,065.00	5,480.00	5,157.50	0.00	44,532.50	39,500.00
StaffDev - Travel+Conferences	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	153.00
PURCHASED SERVICES TOTAL	38,532.23	31,923.50	26,690.75	41,413.87	18,384.09	30,295.77	25,881.69	41,356.73	49,134.76	20,355.17	421,548.94	400,904.77

NERSTRAND ELEMENTARY SCHOOL #4055

FY2026 Cashflow / Income Statement

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Accrual	FY2026 Actual	FY2026 Budget
SUPPLIES												
Marketing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	525.00	0.00
Sup/Mat Non-Instr.	125.86	0.00	11.00	0.00	31.11	17.59	54.99	21.95	0.00	0.00	280.50	280.50
Software - JMC, RegionV	0.00	0.00	2,880.41	0.00	0.00	0.00	0.00	403.71	0.00	0.00	5,085.42	5,085.42
Non Instruct Tech Supplies	0.00	0.00	11.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.21	11.21
Tech Non Instr Software/License	420.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	420.00	40.80
Sup/Mat Non-Instr.	0.00	0.00	0.00	0.00	32.02	0.00	0.00	0.00	0.00	0.00	510.00	510.00
Sup/Mat Non-Instr.	195.82	0.00	0.00	0.00	0.00	0.00	0.00	16.41	0.00	0.00	488.80	488.80
Sup/Mat Non-Instr.	289.19	226.95	200.00	81.50	231.43	320.34	55.78	0.00	1,579.59	0.00	3,398.13	3,398.13
Peace Garden Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63.31	0.00	63.31	63.31
Music Non-instruct supplies	0.00	0.00	97.48	0.00	0.00	0.00	0.00	124.35	0.00	0.00	221.83	221.83
Library Non instruct supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,099.92
Library Non instruct software	1,249.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,236.74	1,236.74
Instructional software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,640.10	2,873.63
Sup/Mat N-Indiv Inst	217.91	0.00	644.14	255.20	174.98	155.36	446.16	3,815.03	1,494.22	0.00	10,200.00	10,200.00
Textbooks/Workbooks	82.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,916.00	0.00	8,633.25	26,923.00
Instruct Tech Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	5,000.00	5,000.00
PhysEd/Health-Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	510.00	0.00	510.00	510.00
Music Instructional software	80.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	136.19	0.00	264.79	264.79
Music Sup/Mat N-Indiv Inst	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	185.61	0.00	185.61	185.61
Library Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	198.80	0.00	198.80	198.80
Library Aid Supplies Placeholder	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,129.54
MA Supplies Non-Instruct	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,980.00	0.00
SpEd Forms MA Software/Bill Fees	75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,298.45	945.28
SpEd supplies	173.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	211.11	0.00	1,136.08	36.77
SpEd Forms Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,221.50	1,136.08
SpEd Forms Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	76.50	0.00	76.50	76.50
EC SpEd Instruct Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80.09	80.09
SpEd Sup/Mat N-Indiv Inst	131.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,123.67	48.09
SUPPLIES TOTAL	3,040.27	226.95	3,824.24	337.70	469.54	493.29	556.93	4,859.43	16,162.22	0.00	48,797.06	62,047.85
CAPITAL EXPENDITURES												
Princ LT Tech Leases	213.14	0.00	426.28	213.14	213.14	213.14	213.14	213.14	213.14	0.00	2,557.68	2,557.68
CAPITAL EXPENDITURES TOTAL	213.14	0.00	426.28	213.14	213.14	213.14	213.14	213.14	213.14	0.00	2,557.68	2,557.68
OTHER EXPENDITURES												
BOD Fees to Authorizer	0.00	12,119.22	0.00	0.00	0.00	0.00	0.00	3,029.81	0.00	0.00	15,149.03	14,257.94
Dues/Membership - MSBA, MACS, RegionV	833.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,401.50	2,725.00
OTHER EXPENDITURES TOTAL	833.25	12,119.22	0.00	0.00	0.00	0.00	0.00	3,029.81	0.00	0.00	19,550.53	16,982.94
EXPENDITURES TOTAL	147,182.18	173,054.11	149,696.34	162,639.46	139,197.56	149,762.27	145,412.84	168,221.18	184,875.29	197,694.86	1,851,294.86	1,789,972.49
NET INCOME	-7,282.47	-167,499.11	167,128.52	-5,075.40	-69,569.50	1,284.48	-36,943.42	-78,275.28	132,792.39	-49,677.53	-12,853.68	-41,842.45
BEGINNING BALANCE	892,700.66	885,418.19	717,919.08	885,047.60	879,972.20	810,402.70	811,687.19	774,743.77	696,468.49	829,260.88	779,583.35	499,687.36
ENDING BALANCE	885,418.19	717,919.08	885,047.60	879,972.20	810,402.70	811,687.19	774,743.77	696,468.49	829,260.88	779,583.35	42.11%	457,844.91
FUND BALANCE AS % OF EXPENDITURES												25.58%
FUND 04												
REVENUES												
Fees From Patrons	1,415.00	7.00	0.00	0.00	1,431.50	0.00	1,203.50	0.00	1,307.00	1,087.15	7,178.65	7,178.65
REVENUES TOTAL	1,415.00	7.00	0.00	0.00	1,431.50	0.00	1,203.50	0.00	1,307.00	1,087.15	7,178.65	7,178.65
EXPENDITURES												
EdVisions Regal Eagle Staff	1,166.57	1,145.08	860.49	475.82	1,400.93	813.24	525.38	855.20	494.11	0.00	7,849.05	7,543.97
Regal Eagles Sup/Mat Non-Instr.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	114.22	0.00	0.00	0.00
EXPENDITURES TOTAL	1,166.57	1,145.08	860.49	475.82	1,400.93	813.24	525.38	855.20	494.11	0.00	7,963.27	7,543.97
NET INCOME	248.43	-1,138.08	-860.49	-475.82	30.57	-813.24	678.12	-855.20	822.89	1,087.15	-784.62	-365.32
BEGINNING BALANCE	1,334.00	1,582.43	444.35	-416.14	-891.96	-861.39	-1,674.63	-996.51	-1,851.71	-1,028.82	842.95	707.00
ENDING BALANCE	1,582.43	444.35	-416.14	-491.96	-861.39	-1,674.63	-996.51	-1,851.71	-1,028.82	58.33	58.33	341.68

Nerstrand Charter School #4055
Reconciliation Worksheet Report
10/31/2025

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1337	10/31/2025	4055	USB	US BANK CHECKING ACCOUNT

Worksheet has been Finalized

Statement Amount 825,598.82

Deposits in Transit 0.00

Outstanding Payments

Checks 16,436.11

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 809,162.71

GL Account Balance 809,162.71

Difference 0.00

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

Ty
F

Adjustments
00/00/0000

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1336	10/31/2025	4055	LCCB	Lake Country Community Bank
				Lake Country Community Bank

Worksheet has been Finalized

Statement Amount	85,320.13
Deposits in Translt	0.00
<u>Outstanding Payments</u>	
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	85,320.13
GL Account Balance	85,320.13
Difference	0.00

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

Adjustments
00/00/0000

NERSTRAND ELEMENTARY SCHOOL #4055

Balance Sheet Through October 2025

	<u>General</u> <u>Fund</u>	<u>Community</u> <u>Fund</u>	<u>Total</u> <u>Funds</u>
Assets			
Cash and investments	892,900.41	1,582.43	894,482.84
Accounts receivable	0.00	0.00	0.00
Due from governments	-7,482.22	0.00	-7,482.22
Prepaid items	0.00	0.00	0.00
Total assets	<u>885,418.19</u>	<u>1,582.43</u>	<u>887,000.62</u>
Liabilities			
Accounts payable	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Assets			
Unreserved	<u>823,416.75</u>	<u>0.00</u>	<u>823,416.75</u>
Nonspendable	20,956.08	0.00	20,956.08
Restricted Library Aid	0.00	0.00	0.00
Restricted Student Support Aid	20,000.00	0.00	20,000.00
Restricted	0.00	1,582.43	1,582.43
Reserved for Med Assist	<u>21,045.36</u>	<u>0.00</u>	<u>21,045.36</u>
Total liabilities and net assets	<u>885,418.19</u>	<u>1,582.43</u>	<u>887,000.62</u>

Code	Rcd	Vendor	Bank	Check No		Pmt/Void Date	Pmt Type
1187		AMAZON.COM					
LCCB							
PO#:	E	01	005	110	000 401	ofc keypad	
	Voucher #: 8949 Invoice Invoice No: 20251001					10/1/2025	Wire
						\$24.98	
						Paid Amt: \$24.98	
						Check Amount: \$24.98	
LCCB							
PO#:	E	01	010	420	000 419 401	safety pads	
	Voucher #: 8952 Invoice Invoice No: 20251015					10/15/2025	Wire
						\$163.66	
						Paid Amt: \$163.66	
						Check Amount: \$163.66	
LCCB							
PO#:	E	01	010	203	000 000 430	Sup/Mat N-Indiv Inst	
	E	01	010	203	000 000 430	Sup/Mat N-Indiv Inst	\$256.94
	E	01	010	203	000 000 430	Sup/Mat N-Indiv Inst	(\$256.94)
	E	01	010	203	000 000 401	Sup/Mat N-Indiv Inst	\$217.91
	E	01	010	420	000 740 433	Sup/Mat N-Indiv Inst	\$8.20
	Voucher #: 8956 Invoice Invoice No: 20251030					10/30/2025	Wire
						\$30.83	
						Paid Amt: \$256.94	
						Check Amount: \$256.94	
							Vendor Total: \$445.58

CAPITAL ONE		PO BOX 4069 CAROL STREAM, IL 60197-4069						
LCCB								Wire
E	01	010	203	000	000	460	math learning books	\$82.00
E	01	010	203	000	000	401	amazon name labels	\$53.45
E	01	005	110	000	000	401	walmart monitor cords	\$53.17
E	01	005	110	000	000	401	amazon clipbrds	\$12.99
E	01	005	810	000	000	401	amazon wipes	\$180.84
E	01	010	203	000	000	401	hyvee headphone bags	\$21.58
E	01	010	203	000	000	401	amazon paper report cards	\$79.99
E	01	005	110	000	000	401	amazon computer cord	\$16.94
E	01	005	630	000	000	405	CDW google chrome	\$420.00
E	01	010	203	000	000	401	amazon discovery day supplies	\$17.28
E	01	010	203	000	000	401	sams testing gum	\$17.98
E	01	010	420	000	740	433	sams swing camp chair	\$44.69
E	01	010	203	000	000	401	amazon disinfectant caughts lips bandaids batter	\$90.71
E	01	010	420	000	740	433	amazon spin chair	\$55.99
E	01	010	420	000	419	401	amazon para whistles	\$9.49

Check Number: 0-2147483647 Payment Date: 10/1/2025-10/31/2025 Period: 202601-202604 Void Status: N

Detail Payment Register by Vendor

Code	Rcd	Vendor	Bank	Check No		Pmt/Void Date	Pmt Type
1732	CAPITAL ONE	PO BOX 4069	CAROL STREAM, IL 60197-4069				
		LCCB					Wire
		E 01 005 110 000 000 401	amazon laminator sheets			10/20/2025	\$17.78
PO#:	Voucher #:	8953 Invoice	Invoice No: 20251020				
							Paid Amt: \$1,174.88
							Check Amount: \$1,174.88
							Vendor Total: \$1,174.88
1481	MENARDS						
		LCCB					Wire
		E 01 005 810 000 000 401	door sweep			10/15/2025	\$14.98
PO#:	Voucher #:	8951 Invoice	Invoice No: 20251015				
							Paid Amt: \$14.98
							Check Amount: \$14.98
							Vendor Total: \$14.98
1673	METRONET INC	PO BOX 630546	CINCINNATI, OH 45263-0546				
		LCCB					Wire
		E 01 005 110 000 000 320	Phone			10/13/2025	\$239.00
PO#:	Voucher #:	8946 Invoice	Invoice No: 1677211				
							Paid Amt: \$239.00
							Check Amount: \$239.00
							Vendor Total: \$239.00
		LCCB					Wire
		E 01 005 110 000 000 320	Phone			10/13/2025	\$198.04
PO#:	Voucher #:	8947 Invoice	Invoice No: 1705956				
							Paid Amt: \$198.04
							Check Amount: \$198.04
							Vendor Total: \$437.04
1297	PLANK ROAD PUBLISHING, INC	PO BOX 26627	WAUWATOSA, WI 53226				
		LCCB					Wire
		E 01 010 258 000 000 406	music downloads			10/29/2025	\$80.75
PO#:	Voucher #:	8955 Invoice	Invoice No: 20251029				
							Paid Amt: \$80.75
							Check Amount: \$80.75
							Vendor Total: \$80.75
1004	US POSTAL SERVICE	ATTN: POSTMASTER 309 MAIN ST	NERSTRAND, MN 55053				
		LCCB					Wire
		E 01 005 110 000 000 329	Postage & Parcel Svc			10/28/2025	\$8.32
PO#:	Voucher #:	8954 Invoice	Invoice No: 20251028				
							Paid Amt: \$8.32
							Check Amount: \$8.32
							Vendor Total: \$8.32

Code	Rcd	Vendor	Bank	Check No	Pmt/Void Date	Pmt Type
1700		USBANK	USB			
			E	01 005 110 000 000 305	service fee	Wire
PO#:		Voucher #:	8957	Invoice	Invoice No: 20251015	
					10/15/2025	
						Paid Amt: \$13.62
						Check Amount: \$13.62
						Vendor Total: \$13.62
1017		XCEL ENERGY	PO BOX 9477	MINNEAPOLIS, MN 55484-9477		
			USB			
			E	01 005 810 000 000 330	8/25-9/24	Wire
PO#:		Voucher #:	8950	Invoice	Invoice No: 946032685	
					10/13/2025	
						Paid Amt: \$999.76
						Check Amount: \$999.76
						Vendor Total: \$999.76
						Report Total: \$3,174.93

Code	Rcd	Vendor	Bank	Check No	Pmt/Void Date	Pmt Type	
1722		INDIGO EDUCATION		2550 UNIVERSITY AVE W SUITE 200N ST PAUL, MN 55114			
		USB		17194		Check	
		E 01 010 400	000	372 405	9/22 online trng subscription		
PO#:		Voucher #:	8936 Invoice	Invoice No: 21844	10/13/2025	Paid Amt:	\$75.00
						Check Amount:	\$75.00
						Vendor Total:	\$75.00
1545		KEYSTONE INTERPRETING SOLUTIONS, INC		1799 HILLCREST AVENUE ST. PAUL, MN 55116-2152			
		USB		17200		Check	
		E 01 010 203	000	000 305	10/13-10/14 ASL interpreting		
PO#:		Voucher #:	8958 Invoice	Invoice No: 2297-00040	10/31/2025	Paid Amt:	\$297.56
						Check Amount:	\$297.56
						Vendor Total:	\$297.56
1492		ON THE MOVE - THERAPY SERVICES		PO BOX 22428 EAGAN, MN 55122			
		USB		17195		Check	
		E 01 010 420	000	740 394	9/4-24 OT		
PO#:		Voucher #:	8939 Invoice	Invoice No: 3060	10/13/2025	Paid Amt:	\$2,860.00
						Check Amount:	\$2,860.00
		USB		17201		Check	
		E 01 010 420	000	740 394	9/29-10/13 OT Katie Friedig		
PO#:		Voucher #:	8961 Invoice	Invoice No: 5013	10/31/2025	Paid Amt:	\$2,392.50
						Check Amount:	\$2,392.50
						Vendor Total:	\$5,252.50
1787		PAAPE COMPANIES, INC		307 MCKINZIE STREET SOUTH MANKATO, MN 56001			
		USB		17196		Check	
		E 01 005 810	000	000 350	9/9 repair HVAC		
PO#:		Voucher #:	8937 Invoice	Invoice No: 118905	10/13/2025	Paid Amt:	\$960.80
		E 01 005 810	000	000 350	HVAC repair		\$1,210.80
PO#:		Voucher #:	8938 Invoice	Invoice No: 118907	10/13/2025	Paid Amt:	\$1,210.80
						Check Amount:	\$2,171.60
						Vendor Total:	\$2,171.60
1005		REGION V COMPUTER SERVICES		1917 EXCEL DRIVE MANKATO, MN 56001			
		USB		17202		Check	
		E 01 005 110	000	000 820	FY26 Ctr 2		
PO#:		Voucher #:	8959 Invoice	Invoice No: 18252	10/31/2025	Paid Amt:	\$833.25
						Check Amount:	\$833.25
						Vendor Total:	\$833.25

Check Number: 0-2147483647 Payment Date: 10/1/2025-10/31/2025 Period: 202604-202604 Void Status: N

Code	Rcd	Vendor	Bank	Check No	Pmt/Void Date	Pmt Type
1785		RENO MOTHERS		8683 JANERO AVE S COTTAGE GROVE, MN 55016		
		USB		17197		Check
		E 01 010 411 000 740 394		9/8-29 DAPE		\$650.00
PO#:		Voucher #:	8943 Invoice	Invoice No: NER-0002	10/13/2025	Paid Amt: \$650.00
						Check Amount: \$650.00
1561		STUDENT-CENTERED SERVICES, LLC		2490 INDIAN WAY NORTH ST PAUL, MN 55109		
		USB		17204		Check
		E 01 010 412 000 740 394		9/13-10/12 ECSE Rebecca Knutsen		\$845.25
PO#:		Voucher #:	8963 Invoice	Invoice No: 1350	10/31/2025	Paid Amt: \$845.25
						Check Amount: \$845.25
1703		TRACI LAFERRIERE		3535 S POINTE DR HASTINGS, MN 55033		
		USB		17203		Check
		E 01 005 110 000 000 305		Sept - Oct		\$9,200.00
PO#:		Voucher #:	8962 Invoice	Invoice No: 20251020	10/31/2025	Paid Amt: \$9,200.00
						Check Amount: \$9,200.00
1727		UPTICK EDUCATION LLC		13119 DANUBE LANE ROSEMOUNT, MN 55068		
		USB		17198		Check
		E 01 010 420 000 740 394		9/3-30		\$1,980.00
PO#:		Voucher #:	8944 Invoice	Invoice No: 1591	10/13/2025	Paid Amt: \$1,980.00
						Check Amount: \$1,980.00
						Vendor Total: \$1,980.00
						Report Total: \$37,329.36

Nerstrand Charter School #4055

Journal Entry Listing

JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Crs	Fin	O/S	Account Description	Debit Amount	Credit Amount	
4603	202604	10/13/2025	P	JE	Oct	EdV	Visions Oct EFT	B	01	101	000				USB Cash	0.00	0.00	
								B	01	101	000				USB Cash	0.00	106,677.89	
								B	01	206	000			Other Accts Payable	0.00	0.00		
								B	04	101	000			USB Cash	0.00	1,166.57		
								E	01	005	050	000	000	305	EdV	Visions School Administr	9,889.69	0.00
								E	01	005	105	000	000	305	Consult Fees (EdV	isions)	2,114.60	0.00
								E	01	010	201	000	000	394	EdV	isions Kinder Staff	8,435.12	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	7,122.37	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	0.00	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	1,044.18	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	7,226.20	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	0.00	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	55.04	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	7,789.71	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	5,653.91	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	0.00	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	0.00	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	333.62	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	0.00	0.00
								E	01	010	203	000	000	394	EdV	isions General Staff	0.00	0.00
								E	01	010	204	000	414	303	EdV	isions Title II	0.00	0.00
								E	01	010	204	000	514	303	EdV	isions REAP CSR - Fec	8,835.69	0.00
								E	01	010	240	000	000	394	EdV	isions PhysEd Staff	6,021.72	0.00
								E	01	010	240	000	000	394	EdV	isions PhysEd Staff	0.00	0.00
								E	01	010	407	000	740	396	EdV	isions Sp Ed Sal Pur F (	0.00	0.00
								E	01	010	407	000	740	396	EdV	isions Sp Ed Sal Pur F (	4,877.23	0.00
								E	01	010	407	000	740	397	EdV	isions Sp Ed Ben Pur F	0.00	0.00
								E	01	010	407	000	740	397	EdV	isions Sp Ed Ben Pur F	955.70	0.00
								E	01	010	407	013	740	396	Sp Ed	Sal Pur F Other D	0.00	0.00
								E	01	010	407	013	740	397	Sp Ed	Ben Pur F Other D	0.00	0.00
E	01	010	411	000	740	396	EdV	isions Sp Ed Sal Pur F (	5,283.65	0.00								
E	01	010	411	000	740	397	Sp Ed	Ben Pur F Other D	1,649.62	0.00								
E	01	010	411	013	740	396	Sp Ed	Sal Pur F Other D	0.00	0.00								
E	01	010	411	013	740	397	Sp Ed	Ben Pur F Other D	0.00	0.00								
E	01	010	420	000	740	396	EdV	isions SpEd Staff	0.00	0.00								
E	01	010	420	000	740	396	EdV	isions SpEd Staff	0.00	0.00								
E	01	010	420	000	740	396	EdV	isions SpEd Staff	0.00	0.00								
E	01	010	420	000	740	396	EdV	isions SpEd Staff	3,220.26	0.00								

Journal Entry Listing

JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Crs	Fin	O/S	Account Description	Debit Amount	Credit Amount
4603	202604	10/13/2025	P	JE	Oct Ed	EdVisions Oct EFT	Harris, Amy-SpEd Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	3,128.69	0.00
							Houghten-Eitzman, Laura	E	01	010	420	000	740	396	EdVisions SpEd Staff	675.98	0.00
							Huber, Margaret-GenEd Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	0.00	0.00
							Hunt, Mary SpEd Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	148.16	0.00
							McCorkell, Kate	E	01	010	420	000	740	396	EdVisions SpEd Staff	3,133.44	0.00
							Miller, Meghan	E	01	010	420	000	740	396	EdVisions SpEd Staff	2,835.53	0.00
							Moreno	E	01	010	420	000	740	396	EdVisions SpEd Staff	0.00	0.00
							Pepin Julie Para Sub	E	01	010	420	000	740	396	EdVisions SpEd Staff	115.75	0.00
							Reuvers, Suzanne	E	01	010	420	000	740	396	EdVisions SpEd Staff	0.00	0.00
							Schweisthal Para Sub	E	01	010	420	000	740	396	EdVisions SpEd Staff	2,779.73	0.00
							Temple, Linda	E	01	010	420	000	740	396	EdVisions SpEd Staff	0.00	0.00
							Turi Carrie	E	01	010	420	000	740	396	EdVisions SpEd Staff	2,464.94	0.00
							Waddell, Cara-Sped Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	0.00	0.00
							Bollinger -Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							Bonde, Riann-Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							Cook, Dana SpEd Para	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	1,248.42	0.00
							Harris, Amy-SpEd Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	314.25	0.00
							Houghten-Eitzman, Laura	E	01	010	420	000	740	397	EdVisions SpEd Benefits	68.44	0.00
							Huber, Margaret-GenEd Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							Hunt, Mary SpEd Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	15.00	0.00
							McCorkell, Kate	E	01	010	420	000	740	397	EdVisions SpEd Benefits	315.69	0.00
							Miller, Meghan	E	01	010	420	000	740	397	EdVisions SpEd Benefits	270.05	0.00
							Moreno	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							Pepin Julie Para Sub	E	01	010	420	000	740	397	EdVisions SpEd Benefits	11.72	0.00
							Reuvers, Suzanne	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							Schweisthal Para Sub	E	01	010	420	000	740	397	EdVisions SpEd Benefits	281.42	0.00
							Temple, Linda	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							Turi Carrie	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							Waddell, Cara-Sped Para	E	01	010	420	000	740	397	EdVisions SpEd Benefits	234.40	0.00
							McCorkell, K ESY	E	01	010	420	000	740	397	EdVisions SpEd Benefits	0.00	0.00
							McCorkell, K ESY	E	01	010	420	013	740	396	ESY Para	0.00	0.00
							Waddell, Cara-CEIS	E	01	010	422	000	425	303	CEIS para	0.00	0.00
							Jans, Dana Secretary	E	01	010	605	000	000	394	EdVisions InstructionalSupp	1,233.35	0.00
							Waddell, Cara-Media Para	E	01	010	620	000	343	396	Library Salary	4,979.94	0.00
							Waddell, Cara - Media Para	E	01	010	620	000	343	397	Library Benefits	1,750.00	0.00
							Schaefer, Nicole Read Trng	E	01	010	640	000	000	394	To Non-Ed Agency	166.68	0.00
							Musolf, Nicole Literacy	E	01	010	640	000	312	185	Literacy Aid Tchrr Trng	0.00	0.00

4607	202604	10/13/2025	P	JE	adj	rcpt	adj	rcpt	2052	peace garden
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Co	Pmt No	Pmt Type	Grp Code	Vendor	Pmt Date	Check No	Amount
4055	8852	Check	1 1593	DANA JANS	09/29/2025	17177	83.80
	8888	Check	1 1755	EVERGREEN THERAPY SOLUTIC	10/31/2025	17199	2,783.75
	8886	Check	1 1545	KEYSTONE INTERPRETING SOLI	10/31/2025	17200	297.56
	8885	Check	1 1492	ON THE MOVE - THERAPY SERVI	10/31/2025	17201	2,392.50
	8884	Check	1 1005	REGION V COMPUTER SERVICE	10/31/2025	17202	833.25
	8887	Check	1 1703	TRACI LAFERRIERE	10/31/2025	17203	9,200.00
	8889	Check	1 1561	STUDENT-CENTERED SERVICES	10/31/2025	17204	845.25
Bank						Total	16,436.11
						Total	\$16,436.11

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	Gpr Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
2027	4055	USB		2055	Credit	A	10/31/25	Wire	1	Miscellaneous				387.61		0.00
	Interest			4055	R	01	000	000	000	092	Interest Earnings					
														Receipt Total:	\$387.61	\$0.00
														Deposit Total:	\$387.61	\$0.00
2028	4055	USB		2056	Credit	A	10/31/25	Wire	1	Miscellaneous				2,208.69		0.00
	Interest			4055	R	01	000	000	000	092	Interest Earnings					
														Receipt Total:	\$2,208.69	\$0.00
														Deposit Total:	\$2,208.69	\$0.00
2029	4055	USB		2057	Credit	A	10/15/25	Wire	1	Miscellaneous				98.00		0.00
	RE & Fees			4055	R	04	000	000	000	050	RE Marley					
				4055	R	01	000	000	000	050	Supply & Tech Fees Marley				53.86	0.00
														Receipt Total:	\$151.86	\$0.00
														Deposit Total:	\$151.86	\$0.00
														Report Total:	\$166,854.72	\$0.00

Gifts Received Oct 21-Nov 10		
Name	Donated Amount	Restriction
Doug Jones	\$5,000.00	

424.1 LICENSE STATUS

I. PURPOSE

The purpose of this policy is to ensure that qualified teachers are employed by the school district and to fulfill its duty to ascertain the licensure status of its teachers. A school board that employs a teacher who does not hold a valid teaching license or permit places itself at risk for a reduction in state aid. This policy does not negate a teacher's duty and responsibility to maintain a current and valid teaching license.

II. GENERAL STATEMENT OF POLICY

A. A qualified teacher is one holding a valid license to perform the particular service for which the teacher is employed by the school district.

B. No person shall be a qualified teacher until the school district verifies, through the Minnesota education licensing system available on the Minnesota Professional Educator Licensing and Standards Board website, that the person is a qualified teacher consistent with state law.

C. The school district has a duty to ascertain the licensure status of its teachers and ensure that the school district's teacher license files are up to date. The school district shall establish a procedure for annually reviewing its teacher license files to verify that every teacher's license is current and appropriate to the particular service for which the teacher is employed by the school district.

D. The school district must annually report to the Professional Educator Licensing and Standards Board: (1) all new teacher hires and terminations, including layoffs, by race and ethnicity; and (2) the reasons for all teacher resignations and requested leaves of absence. The report must not include data that would personally identify individuals.

III. PROCEDURE

A. The superintendent or the superintendent's designee shall establish a schedule for the annual review of teacher licenses.

B. Where it is discovered that a teacher's license will expire within one year from the date of the annual review, the superintendent or the superintendent's designee will advise the teacher in writing of the approaching expiration and that the teacher must complete the renewal process and file the license with the superintendent prior to the expiration of the current license. However, failure to provide this notice does not relieve a teacher from his/her duty and responsibility of ensuring that his/her teaching license is valid, current and appropriate to his/her teaching assignment.

C. If it is discovered that a teacher's license has expired, the superintendent will immediately investigate the circumstances surrounding the lack of license and will take appropriate action. The teacher shall be advised that the teacher's failure to have the license reinstated will constitute gross insubordination, inefficiency and willful neglect of duty which are grounds for immediate discharge from employment.

D. The duty and responsibility of maintaining a current and valid teaching license appropriate to the teaching assignment as required by this policy shall remain with the teacher, notwithstanding the superintendent's failure to discover a lapsed license or license that does not support the teaching assignment. A teacher's failure to comply with this policy may be grounds for the teacher's immediate discharge from employment.

Legal References:

Minn. Stat. § 122A.16 (Qualified Teacher Defined)

Minn. Stat. § 122A.22 (District Verification of Teacher Licenses)

Minn. Stat. § 122A.40 (Employment; Contracts; Termination – Immediate Discharge)

Minn. Stat. § 127A.42 (Reduction of Aid for Violation of Law)

Vettleson v. Special Sch. Dist. No. 1, 361 N.W.2d 425 (Minn. App. 1985)

Lucio v. School Bd. of Independent Sch. Dist. No. 625, 574 N.W.2d 737 (Minn. App. 1998)

In the Matter of the Proposed Discharge of John R. Statz (Christine D. VerPloeg), June 8, 1992, *affirmed*, 1993 WL 129639 (Minn. App. 1993)

Cross References: None

427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

I. PURPOSE

The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

II. DEFINITIONS

A. Special Education Staff; Special Education Teacher

“Special education staff” and “special education teacher” both mean a teacher employed by the charter school who is licensed under the rules of the Minnesota Professional Educator Licensing and Standards Board to instruct children with specific disabling conditions.

B. Direct Services

“Direct services” means special education services provided by a special education teacher or a related service professional when the services are related to instruction, including cooperative teaching.

C. Indirect Services

“Indirect services” means special education services provided by a special education teacher or a related service professional which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with the pupil to monitor and observe.

D. Workload

“Workload” means a special education teacher’s total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the executive director.

B. In determining workload limits for special education staff, the charter school shall take into consideration the following factors: student contact minutes, evaluation and reevaluation time, indirect services, management of IEPs, travel time, and other services required in the IEPs of eligible students.

IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

This policy shall not be construed as a reopening of negotiations between the charter school and the special education teachers’ exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the charter school set forth in the Public Employment Labor Relations Act or in the collective bargaining agreement between the school and the special education teachers’ exclusive representative.

Legal References:

Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)
Minn. Rule 3525.0210, Subps. 14, 27, 44, and 49 (Definitions)
Minn. Rule 3525.2340, Subp. 4.B. (Case Loads for School-Age Educational Service Alternatives)

Cross References:

MSBA/MASA Model Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)
MSBA/MASA Model Policy 608 (Instructional Services – Special Education)

501 SCHOOL WEAPONS POLICY

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

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

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

C. “School location” includes any school building or grounds, whether leased, rented, owned, or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or departure from school premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the charter school.

D. “Weapon”

1. A “weapon” means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

2. No person shall possess, use, or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.

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

IV. EXCEPTIONS

A. A student who finds a weapon on the way to school or in a school location, or a student who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon immediately to the principal’s office shall not be considered to possess a weapon. If it would be impractical or

dangerous to take the weapon to the principal's office, a student shall not be considered to possess a weapon if he or she immediately turns the weapon over to an administrator, teacher or head coach or immediately notifies an administrator, teacher, or head coach of the weapon's location.

B. It shall not be a violation of this policy if a nonstudent (or student where specified) falls within one of the following categories:

1. active licensed peace officers;
2. military personnel, or students or nonstudents participating in military training, who are on duty performing official duties;
3. persons authorized to carry a pistol under Minnesota Statutes, section 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;
4. persons who keep or store in a motor vehicle pistols in accordance with Minnesota Statutes, sections 624.714 or 624.715 or other firearms in accordance with Minnesota Statutes, section 97B.045;
 - a. Section 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section 624.715 defines an exception to the pistol permit requirements for "antique firearms which are carried or possessed as curiosities or for their historical significance or value."
 - b. Section 97B.045 generally provides that a firearm may not be transported in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with Sections 624.714 and 624.715.

5. firearm safety or marksmanship courses or activities for students or nonstudents conducted on school property;
6. possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;
7. a gun or knife show held on school property;
8. possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the school or the director of a child care center; or
9. persons who are on unimproved property owned or leased by a child care center, school or charter school unless the person knows that a student is currently present on the land for a school-related activity.

C. Policy Application to Instructional Equipment/Tools

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

D. Firearms in School Parking Lots and Parking Facilities

A charter school may not prohibit the lawful carry or possession of firearms in a school parking lot or parking facility. For purposes of this policy, the “lawful” carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minnesota Statutes, section 624.714 to carry a pistol in the interior of a vehicle or outside the

motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder's vehicle shall constitute a violation of this policy.

V. CONSEQUENCES FOR STUDENT WEAPON POSSESSION/USE/DISTRIBUTION

A. The charter school does not allow the possession, use, or distribution of weapons by students. Consequently, the minimum consequence for students willfully possessing, using, or distributing weapons shall include:

1. immediate out-of-school suspension;
2. confiscation of the weapon;
3. immediate notification of police;
4. parent or guardian notification; and
5. recommendation to the executive director of dismissal for a period of time not to exceed one (1) year.

B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one (1) year. The charter school board may modify this requirement on a case-by-case basis.

C. The appropriate school official shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a student who brings a firearm to school unlawfully.

D. Administrative Discretion

While the charter school does not allow the possession, use, or distribution of weapons by students, the executive director may use discretion in determining

whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

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

A. Employees

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

B. Other Nonstudents

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another charter school, that charter school may be contacted concerning the policy violation.
2. If appropriate, law enforcement will be notified of the policy violation by the member of the public and may be asked to provide an escort to remove the member of the public from the school location.

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

A. The charter school must electronically report to the Commissioner of the Minnesota Department of Education incidents involving the use or possession of a dangerous weapon in school zones, as required under Minnesota Statutes, section 121A.06.

B. The charter school must electronically file an after-action review report for active shooter incidents and active shooter threats to the Minnesota Fusion Center as required under Minnesota Statutes, section 121A.06.

1. "Active shooter incident" means an event involving an armed individual or individuals on campus or an armed assailant in the immediate vicinity of the school.

2. "Active shooter threat" means a real or perceived threat that an active shooter incident will occur.

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

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of Charter School Employees)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 525 (Violence Prevention)

MSBA/MASA Model Policy 903 (Visitors to Charter School Buildings
and Sites)

502 SEARCH OF STUDENT LOCKERS, DESKS, PERSONAL POSSESSIONS, AND STUDENT'S PERSON

I. PURPOSE

The purpose of this policy is to provide for a safe and healthful educational environment by enforcing the charter school's policies against contraband.

II. GENERAL STATEMENT OF POLICY

A. Lockers and Personal Possessions Within a Locker

Pursuant to Minnesota statutes, school lockers are the property of the charter school. At no time does the charter school relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school officials must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

B. Desks

School desks are the property of the charter school. At no time does the charter school relinquish its exclusive control of desks provided for the convenience of students. Inspection of the interior of desks may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

C. Personal Possessions and Student's Person

The personal possessions of students and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

D. A violation of this policy occurs when students use lockers and desks for unauthorized purposes or to store contraband. A violation occurs when students carry contraband on their person or in their personal possessions.

III. DEFINITIONS

A. "Contraband" means any unauthorized item possession of which is prohibited by charter school policy and/or law. It includes, but is not limited to, weapons and "look-alikes," alcoholic beverages, controlled substances and "look-alikes," overdue books and other materials belonging to the charter school, and stolen property.

B. "Personal possessions" includes, but is not limited to, purses, backpacks, bookbags, packages, and clothing.

C. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g., to prevent violence, serious and immediate risk of harm or destruction of evidence), and the age of the student.

D. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of charter school policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student, parent or staff member, a student's suspicious behavior, a student's age and past history or record of conduct both in and out of the school context, or other reliable sources of information.

IV. PROCEDURES

A. School officials may inspect the interiors of lockers and desks for any reason at any time, without notice, without student consent, and without a search warrant.

B. School officials may inspect the personal possessions of a student and/or a student's person based on a reasonable suspicion that the search will uncover a violation of law or school rules. A search of personal possessions of a student and/or a student's person will be reasonable in its scope and intrusiveness.

C. As soon as practicable after a search of personal possessions within a locker pursuant to this policy, the school officials must provide notice of the search to students whose possessions were searched unless disclosure would impede an ongoing investigation by police or school officials.

D. Whenever feasible, a search of a person shall be conducted in private by a school official of the same sex. A second school official of the same sex shall be present as an observer during the search of a person whenever feasible.

E. A strip search is a search involving the removal of coverings or clothing from private areas. Mass strip searches, or body cavity searches, are prohibited. Strip searches will be conducted only in circumstances involving imminent danger.

F. A school official conducting any other search may determine when it is appropriate to have a second official present as an observer.

G. This policy must be disseminated to parents and students in the way that other policies of general application to students are disseminated. The charter school shall provide a copy of this policy to a student the first time that the student is given the use of a locker.

V. DIRECTIVES AND GUIDELINES

School administration may establish reasonable directives and guidelines which address specific needs of the charter school, such as use of tape in lockers, standards of cleanliness and care, posting of pin-ups and posters which may constitute sexual harassment, etc.

VI. SEIZURE OF CONTRABAND

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

VII. VIOLATIONS

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

Legal References:

- U. S. Const., amend. IV
- Minn. Const., art. I, § 10
- Minn. Stat. § 121A.72 (School Locker Policy)
- New Jersey v. T.L.O.*, 469 U.S. 325 (1985)
- G.C. v. Owensboro Public Schools*, 711 F.3d 623 (6th Cir. 2013)

Cross References:

- MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
- MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)
- MSBA/MASA Model Policy 501 (School Weapons)
- MSBA/MASA Model Policy 506 (Student Discipline)

504.5 FAMILY VACATION POLICY AND REQUEST FORM

We have made positive changes as to how family vacations will be documented in attendance. We understand that vacations cannot always be planned around school breaks; however, we want to make sure that students are getting the best education possible and parents will be able to enjoy their vacation knowing the attendance is taken care of.

To assist us with doing this, we are asking parents to get vacations and family trips pre-approved by the Director.

- a. These forms can be found at the school office and on our school website. We ask that the forms be completed and returned 2 weeks before the vacation.
- b. Vacations which have not had prior approval will be documented as unexcused absences.

The Family Vacation Request Form is attached as a part of this policy.

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.

Family Vacation Request Form

When at all possible, family trips should be planned so as not to interfere with a student's school attendance and education. If this cannot be arranged and students must be absent from school for the purpose of a family trip, prior authorization is needed for the absences to be considered excused.

Student absence requests should be submitted two weeks before the planned absences. The request should be made on this form and submitted to the Director for approval.

It may not be possible for all the missed schoolwork to be prepared ahead of time. Some work may be very difficult to complete outside of the classroom. The teacher(s) will inform you of any homework that needs to be completed during the missed school days. If homework is provided ahead of time, it is expected that the work be completed and turned in when the student returns to school.

I request that _____ Grade _____ Teacher _____
be excused from attendance at school on the following dates for a family vacation.

Dates: _____ Parent Signature: _____

**To be completed by teacher
(please check all that apply)**

_____ District or state testing will
occur during requested absence.
_____ Student is likely to maintain
progress even with missed days.
_____ ~~Student may struggle with~~
gaps created by missed instruction.
_____ Student has difficulty
whenever a day is missed.

To be filled out by office

Days of Absence: _____ Current Year _____
Year _____ Last _____
Unex: _____ Ex: _____
Unex: _____ Ex: _____

_____ Absence approved
_____ Absence approved with
reservations due to previous

Director's Signature _____ Date _____

OPEN MEETING LAW CHANGES – (MN Statute 13D.02)

NEW: REMOTE BOARD PARTICIPATION MORE FLEXIBLE

Charter School Board Members who are not at the regular meeting location, may now use interactive technology without providing the location from which they are participating.

A board member using interactive technology is no longer required to be in a space that is accessible to the public.

This type of participation is no longer limited in occurrences.

Charter School Boards must still follow the other interactive technology open meeting law meeting requirements, including:

- All members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present
- Members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body
- At least one member of the body is physically present at the regular meeting location
- All votes are conducted by roll call so each member's vote on each issue can be identified and recorded

The Charter School Board must follow the remaining interactive technology open meeting law notice requirements, including:

- Provide notice of the regular meeting location
- Provide notice of the fact that members may participate in the meeting by interactive technology
- The notice follows the requirements for the timing and method in MN Statute 13D.04 (which outlines requirements for regular, special and emergency meetings).

EFFECTIVE DATE – JULY 1, 2025

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

A. The charter school board of directors embraces accountability and transparency in the conduct of its business, in the belief that openness produces better programs, more efficient-administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The charter school board shall conduct its business under a presumption of openness. At the same time, the charter school board recognizes and respects the privacy rights of individuals as provided by law. The charter school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the charter school board.

B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at charter school board meetings, while also protecting an individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

A. Except as otherwise expressly provided by statute, all meetings of the charter school board, including executive sessions, shall be open to the public and comply with Minnesota's Open Meeting Law

B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

"Meeting" means a gathering of at least a quorum of charter school board members-or quorum of a committee or subcommittee of charter school board members, at which

members discuss, decide, or receive information as a group on issues relating to the official business of the charter school board. The term does not include a chance or social gathering or the use of social media by members of a public body so long as the social media use is limited to exchanges with all members of the public. For purposes of the Open Meeting Law, social media does not include email.

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the charter school board shall be kept on file at the charter school office. If the charter school board decides to hold a regular meeting at a time or place different from the time or place stated in its regular meeting schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

a. For a special meeting, the charter school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the charter school or on the door of the charter school board's usual meeting room if there is no principal bulletin board. The charter school board's actions at the special meeting are limited to those topics included in the notice.

b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings. This notice shall be posted and mailed or delivered at least three days before the date of the meeting.

c. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the charter school board may publish the notice once, at least three days before the meeting, in the official newspaper of the charter school or, if none, in a qualified newspaper of general circulation within the area of the charter school.

d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the charter school board is required to send notice to that person only concerning those particular subjects.

e. The charter school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than sixty (60) days before the expiration date of request for notice, the charter school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

a. An emergency meeting is a special meeting called because of circumstances that, in the charter school board's judgment, require immediate consideration.

b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.

c. The charter school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.

d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the charter school board.

e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the charter school board members.

f. Notice shall include the subject of the meeting.

g. Posted or published notice of an emergency meeting shall not be required.

h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the charter school board at least twenty-four (24) hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Meetings during Pandemic or Chapter 12 Emergency

In the event of a health pandemic or an emergency declared under Minnesota Statutes chapter 12, a meeting may be conducted by telephone or interactive technology in compliance with Minnesota Statutes section 13D.021.

8. Meetings by Interactive Technology

A meeting may be conducted by interactive technology, Zoom, Skype, or other similar electronic means in compliance with Minnesota Statutes section 13D.02.

B. Votes

The votes of charter school board members shall be recorded in a journal or minutes kept for that purpose. The journal or any minutes used to record votes of a meeting must be open to the public during all normal business hours at the charter school's administrative offices.

C. Written Materials

1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the charter school board or its employees and distributed to or available to all charter school board members shall be available in the meeting room for inspection by the public while the charter school board considers their subject matter.

2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Open Meetings and Data

1. Meetings may not be closed to discuss data that are not public data, except as provided under Minnesota law.

2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the charter school board's authority and is reasonably necessary to conduct the business or agenda item before the charter school board.

3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

a. The charter school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider

strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota's Public Employment Labor Relations Act (PELRA)

b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of charter school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings of a closed meeting to discuss negotiation strategies shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the charter school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation meetings, and hearings between the charter school board and its employees or their respective representatives are public meetings. Mediation meetings may be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods is prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Allegations or Charges

The charter school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the charter school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the charter school, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The charter school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The charter school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the charter school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the charter school, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Privilege Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the charter school board needs advice above the level of general legal advice, for example, regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

a. A hearing on dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.

b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent, or guardian requests an open hearing.

c. To the extent a teacher or student dismissal hearing is held before the charter school board and is closed, the closed meeting must be electronically recorded at the expense of the charter school, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

a. If the charter school board has declined to renew the coaching contract of a licensed or unlicensed head varsity coach, it must notify the coach within fourteen (14) days of that decision.

b. If the coach requests the reasons for the nonrenewal, the charter school board must give the coach its reasons in writing within ten (10) days of receiving the request. The existence of parent complaints must not be the sole reason for the charter school board not to renew a coaching contract.

c. On the request of the coach, the charter school board must provide the coach with a reasonable opportunity to respond to the reasons at a charter school board meeting.

d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minnesota Statutes section 13D.05, subdivision 2, to discuss educational or certain other nonpublic data.

e. A meeting closed for this purpose must be electronically recorded at the expense of the charter school, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

a. Any portion of a meeting must be closed if the following types of data are discussed:

(1) data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;

(2) active investigative data collected or created by a law enforcement agency;

(3) educational data, health data, medical data, welfare data, or mental health data that are not public data; or

(4) an individual's personal medical records.

b. A closed meeting must be electronically recorded at the expense of the charter school, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

a. The charter school board may close a meeting:

(1) to determine the asking price for real or personal property to be sold by the charter school;

(2) to review confidential or nonpublic appraisal data; and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

b. Before closing the meeting, the charter school board must identify on the record the particular real or personal property that is the subject of the closed meeting.

c. The closed meeting must be tape recorded at the expense of the charter school. The tape must be preserved for eight years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the charter school board has abandoned the

purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of charter school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.

d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the charter school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

a. The charter school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.

b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.

c. Before closing a meeting, the charter school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.

d. The closed meeting must be tape recorded at the expense of the charter school and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the charter school, and the recording must be preserved for at least three

years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The charter school board shall provide notice of a closed meeting just as for an open meeting. A charter school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the charter school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Expulsion Procedures)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn. Rules Part 5510.2810 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993)
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)
Dept. of Admin. Advisory Op. No. 21-003 (April 19, 2021)
Dept. of Admin. Advisory Op. No. 21-002 (January 13, 2021)
Dept. of Admin. Advisory Op. No. 19-012 (October 24, 2019)
Dept. of Admin. Advisory Op. No. 19-008 (May 22, 2019)
Dept. of Admin. Advisory Op. No. 19-006 (April 9, 2019)
Dept. of Admin. Advisory Op. No. 18-019 (December 28, 2018)
Dept. of Admin. Advisory Op. No. 17-005 (June 22, 2017)

Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

Cross References:

MSBA/MASA Model Policy 204 (Charter School Board Meeting Minutes)
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 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Law Bulletin "C" (Minnesota's Open Meeting Law)

Building Lease

THIS EXTENDED LEASE AGREEMENT, Originally made and entered into the 1st day of July, 2025 by and between Independent School District #656 hereinafter referred to as "School District" whose address is 710 17th St SW, Faribault, MN 55021 and Nerstrand Charter School whose address is 205 South Second Street, Nerstrand, MN 55053.

WITNESS THAT:

- 1) **PREMISES TO BE LEASED:** Nerstrand Elementary School including the building, storage area, and adjacent grounds.
- 2) **TERM:** The term of this lease shall begin on the 1st day of September 2025 and shall continue for a period of three months, ending on November 30, 2025 with ongoing renewals with mutual agreement between the School District and Nerstrand Charter School.
- 3) **RENT:** The basic rent for the leased property shall be \$41,062.50 payable in monthly installments of \$13,687.50 due the 1st day of each month beginning September 2025.
- 4) **USE:** During the term of this lease the property shall be used only for operating Nerstrand Charter School and for its activities. All other rental of this facility shall be coordinated with Nerstrand Charter Schools
- 5) **CARE AND MAINTENANCE OF PREMISES:** Landlord shall be solely responsible and liable for all major repairs necessary to maintain the structural integrity of the interior and exterior of the building; to maintain all heating, cooling, electrical and plumbing systems efficient working order; and to repair and replace as necessary. The landlord shall comply with all laws. Landlord will also be responsible for all health and safety testing and monitoring.
- 6) **UTILITIES:** The Tenant shall be liable for payment of heat and electric utilities and garbage/recycling costs as the same become due and payable month to month during the term of this lease.
- 7) **INDEMNIFICATION OF LANDLORD:** To the extent authorized by law, tenant will indemnify Landlord and save it harmless from and against any and all claims, actions, damages, liability and expenses in connection with loss of life and/or personal injury and/or property damage arising from or out of the occupancy or use by Tenant of the Premises or any part thereof or any other part of Landlord's property, occasioned wholly or in part by any willful or

negligent act or omission of Tenant, its officers, agents contractors or employees.

- 8) INSURANCE: The tenant shall additionally keep the leased property insured throughout the term of this lease against the following:
 - (a) Claims for personal injury or property damage under a policy of general public liability insurance with such limits as may be reasonably requested by the landlord.
 - (b) Nerstrand Charter School shall purchase insurance as required by law and provide the school district with documentation of said coverage. The types and amounts of insurance obtained by Nerstrand Charter School will cover the exposure limits of municipal corporations established by Minnesota Statute 466.04, subd. 1. Faribault Public Schools, ISD #656 shall be named as additional insured.
- 9) INSPECTION OF THE PREMISES BY LANDLORD: (a) The tenant shall permit the landlord and authorized representatives of the landlord to enter the lease property upon reasonable prior notice to the tenant during the usual business hours, whether or not the tenant or tenant's representatives are present (and at any time in the event of emergencies) for the purpose of (1) inspecting the same, and (2) performing any work therein which may be necessary by reason of the tenant's default under any terms of this lease. Nothing herein shall imply any duty upon the part of the landlord to do any such work which under any provision of this lease the tenant may be required to perform not to place upon the landlord any obligation or liability whatsoever, for the care, supervision or repair of the leased property. The landlord may during the progress of any work in the leased property keep and store therein all necessary materials, tools, and equipment. The landlord shall not in any event be responsible for inconvenience, loss of business or other damage to the tenant by reason of the performance of any such work in the leased property or on account of bringing materials, supplies and equipment into or through the leased property during the course thereof. (b) The landlord is hereby given the right during usual business hours to enter the leased property and to exhibit the same in a reasonable manner for the purpose of sale during the last three months of the initial term to exhibit the same to any prospective tenant.
- 10) SURRENDER IN GOOD REPAIR AND CONDITION: The tenant shall surrender the leased property in good repair and condition, rooms cleaned and free of tenant's property.
- 11) NON-ASSIGNABILITY: Tenant may not sublease, assign, transfer, mortgage, or encumber its interest in this lease.

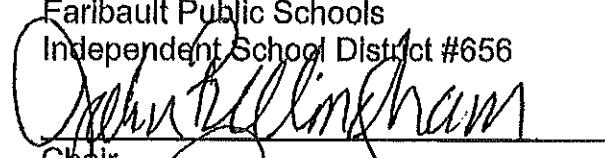
- 12) PERFORMANCE OF LANDLORD'S OBLIGATION: If the landlord defaults in the observance or performance of any term or covenant required to be performed under this lease, and such default is not being legally contested, the tenant after no less than 30 days' notice to the landlord may but shall not be obligated to remedy such default and in connection therewith may pay expenses and employ counsel, provided that the tenant shall have the right to remedy such default without notice in the event of emergency. All sums expended or obligations incurred by the tenant in connection therewith shall be paid by the landlord to the tenant upon demand; and if the landlord fails to reimburse the tenant, then tenant in addition to any other right or remedy that tenant may have may deduct such amount in subsequent installments of basic rent which from time to time thereafter may become due to the landlord.
- 13) TERMINATION OF LEASE AND DEFAULT OF TENANT: (a) Upon default in payment of rent herein or upon any other default by the tenant in accordance with the terms and provisions of this lease, the lease may at the option of the landlord be cancelled or forfeited, PROVIDED HOWEVER, that before any such cancellation or forfeiture except as provided in subparagraph (b) hereof, the Landlord shall give Tenant a written notice specifying the default or defaults and stating that this lease will be cancelled and forfeited 30 days after the giving of such notice unless default or defaults are remedied within such grace period. (b) Bankruptcy or Insolvency of tenant: In the event the Tenant is adjudicated a bankrupt or in the event of a judicial sale or other transfer of tenant's leasehold interest by reason of any bankruptcy or insolvency proceedings or by the other operation of law, but not by death, and such bankruptcy, judicial sale or transfer has not been vacated or set aside within 30 days from the giving of notice thereof by the landlord to the tenant, then and in such event the landlord may at its option immediately terminate this lease, re-enter the premises upon giving 30 days' notice by landlord to tenant. (c) Termination of Charter School contract: Pursuant to Minn. Stat. § 124E.22, (a)(3)(ii), this Lease is subject to cancellation upon thirty (30) days prior written notice by Tenant to Landlord, if the Tenant's charter contract is terminated or not renewed. This provision shall not be constructed or construed to relieve the Tenant of its lease obligations in effect before the charter contract is terminated or not renewed.
- 14) MECHANIC'S LIENS: Neither the tenant nor anyone claiming by, through or under the tenant shall have the right to file or place upon said premises or upon any building or improvement thereon or upon the leasehold interest of the tenant therein any mechanic's lien or other lien of any kind or character whatsoever, and notice is hereby given that no contractor, sub-contractor or anyone else who may furnish any materials, services or labor for any building, improvement, alterations, repair or any part thereof, shall be or become entitled to any lien thereon and for the further security of the landlord the tenant covenants and agrees to give actual notice thereof in advance to any

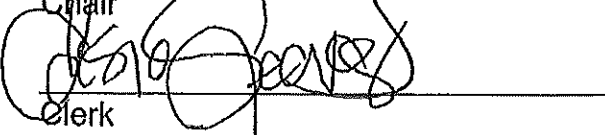
and all contractors and sub-contractors who may furnish or agree to furnish any such materials, service of labor.

- 15) CONSENT OF LANDLORD AND IMPROVEMENTS TO BECOME PROPERTY OF LANDLORD: No alteration, addition or improvement in excess of \$1,000 to the leased property shall be made by the tenant without the written consent of the landlord. Any alteration, addition or improvement made by the tenant after such consent shall have been given and any fixtures installed as part thereof shall at the landlord's option become the property of the landlord upon expiration or other sooner termination of this lease: provided, however, that the landlord shall have the right to require the tenant to remove such fixtures at the tenant's cost upon such termination of this lease.
- 16) NOTICE AND DEMANDS: Notices as provided for in this lease shall be given to the respective parties hereto at the respective addresses designated on Page 1 of this lease unless either party notified the other in writing of a different address. Without prejudice to any other method of notifying a party in writing or making a demand or other communication, such message shall be considered given under the terms of this lease when sent, addressed as above designated, postage prepaid by certified mail, return receipt requested, and so deposited in the United States Mail Box.
- 17) CHANGE TO BE IN WRITING: None of the covenants, provisions, terms or conditions of this lease to be kept or performed by the landlord or tenant shall be in any manner modified, waived or abandoned except by a written instrument duly signed by the parties and delivered to the landlord and tenant. This lease contains the whole agreement of the parties.
- 18) FIRE AND OTHER CASUALTY LOSS: In case of damage by fire or other casualty to the building in which the leased property is located, if the damage is so extensive as to amount practically to the substantial destruction of the leased property or of such building, the rent shall be apportioned to the time of the damage and the lease shall cease unless the tenant, at his option, requests that the premise be restored as nearly as possible of the business for which this lease is intended at the present location. Since under the terms hereof, it is the obligation of the landlord to insure said premises, said insurance should therefore be maintained at a level adequate to restore the premises to substantially the same degree as they now exist. In all other cases where the leased property is damaged by fire or other casualty, the landlord shall repair the damage with reasonable dispatch and if the damage has rendered the leased property untenable, in whole or in part, there shall be an apportionment of the rent until the damage has been repaired. In determining what constitutes reasonable dispatch, consideration shall be given to delays caused by strikes, adjustments of insurance and other causes beyond the landlord's control.

- 19) REMEDIES CUMULATIVE: All remedies conferred in this Lease shall be deemed cumulative and no one exclusive of the other, or of any other remedy conferred by law.
- 20) PARTIES BOUND: The covenants and conditions contained in this Lease shall apply to and bind the heirs, successors, executors, administrators, and assigns of all the parties to the Agreement.
- 21) TIME OF THE ESSENCE Time is of the essence of this Lease, and of each and every covenant, term, condition, and provision of this Lease.
- 22) SECTION CAPTIONS: The captions appearing after the section number designations of this Lease for are convenience only and are not a part of this Agreement and do not in any way limit or amplify the terms and provisions of this Agreement.
- 23) CONSTRUCTION OF LEASE: It is agreed that this Lease shall be governed by, construed, and enforced in accordance with the laws of the State of Minnesota. It is further agreed that both parties have participated in the drafting of this Lease, by and through their respective legal counsel, and that the rule of construction that ambiguities in such agreements will be construed against the drafter will have no application on any interpretation or construction of this Lease or the party's rights and responsibilities hereunder.
- 24) MODIFICATION OF LEASE: Any modification of this Lease or additional obligation assumed by either party in connection with this Lease shall be binding only if evidenced in a writing signed by each party or an authorized representative of each party.
- 25) ADDITIONAL DOCUMENTS: The parties agree to execute whatever papers and documents may be necessary to effectuate the terms of this Lease, including without limitation, a memorandum of this Lease in recordable form.

Faribault Public Schools
Independent School District #656


Chair


Clerk

10/27/2025
Date

Nerstrand Charter School

Chair

Clerk

Date


E.D.
10/28/2025

SERVICE AGREEMENT
BETWEEN NERSTRAND ELEMENTARY SCHOOL
AND FARIBAULT PUBLIC SCHOOLS

SERVICE

IT IS HEREBY AGREED, for September 2025 through November 2025 school year, technical support services will be provided as follows:

- 1) **Data Technician Services** will be provided by staff employed by Faribault Public Schools. Nerstrand Elementary School will be billed for the actual hours of work performed for Data Technician Services, either on or offsite, at the employee's hourly rate. Services for infrastructure will incur costs.
- 2) **Infrastructure services**, including Internet, CIPA-compliant filtering, and Firewall service, will be provided at a per-pupil portion of non-erate eligible actual costs based on October 1 enrollment. Expansions or enhancements specific to Nerstrand Elementary School will incur costs.
- 3) **Software services** such as Library Management and Endpoint/Managed Detection and Response to be billed at actual annual cost.
- 4) **Phone Services** such as provisioning, trunking, and DID services, E911 and troubleshooting will be provided by Faribault Public Schools at no cost. Nerstrand Elementary School will directly pay the fiber phone provider for fiber phone services and equipment.

RELATIONSHIP

The Data Technicians shall remain solely the employees of Faribault Public Schools. The hiring, evaluation, and termination of such employees shall be the responsibility of Faribault Public Schools. Faribault Public Schools reserves the right to assign Data Technicians providing services under this agreement after consultation with representatives of Nerstrand Elementary School. Thus, the cost of providing services may vary according to the applicable salary and benefits the Data Technician(s) providing services.

Faribault Public Schools reserves the right to coordinate and secure Data, Infrastructure, Software, and Phone Services and the respective vendors and contractors. Any additional services provided outside of Faribault Public Schools' financial responsibility will be facilitated, in consultation with Nerstrand Elementary School, by Faribault Public Schools.

PAYMENT

Nerstrand Elementary School shall pay to Faribault Public Schools as Invoiced an amount not to exceed the hourly rate times the actual hours of Data Technician Services performed for Nerstrand Elementary School.

Nerstrand Elementary School shall pay to Faribault Public Schools, annually, as Invoiced an amount not to exceed Nerstrand Elementary School's per-pupil portion of non-erate eligible actual costs for Infrastructure Services.

For the purposes of Infrastructure Services, per-pupil portion of non-erate eligible actual costs is calculated as follows:

$$\frac{\text{Non-erate eligible actual costs} \times \text{Count of Nerstrand Elementary School Students}}{\text{Sum of Nerstrand Elementary School Students and Faribault Public School Students}} = \text{Annual Cost}$$

The count of pupils will be based on the enrollment on October 1.

Nerstrand Elementary School shall pay to Faribault Public Schools, annually, as Invoiced an amount not to exceed actual annual cost of Library Management and Endpoint/Managed Detection and Response.

ADMINISTRATIVE FEE

Nerstrand Elementary School shall pay Faribault Public Schools a yearly administrative fee of 8%. The fee will be applied to the total cost of this agreement and Invoiced at the same time as other costs of the agreement are Invoiced.

TERM

This agreement shall be in effect for one school year and is to be renegotiated annually. The school year shall be July 1, 2025 through June 30, 2026. Further, this agreement can only be amended, in whole or in part, during the time it is in effect by mutual agreement of both parties. If this agreement is not to be renewed by either party, said party wishing to non-renew must notify the other party by April 1, 2026.

NOTICE

All notices required to be given under this agreement shall be in writing and be addressed to either the Chair of the Board of Education of Faribault Public Schools or the Chair of the Board of Directors of Nerstrand Elementary School. All notices required to be provided on a specific day or date shall be considered as timely if postmarked on or before the due date.

WAIVER

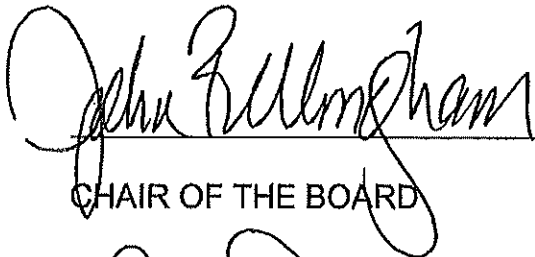
The waiver by Faribault Public Schools or Nerstrand Elementary School or any provision of this agreement in a particular instance does not constitute a waiver overall. Both parties, rather, continue to reserve all of its rights pursuant hereto at all times.

HEREBY, this agreement is approved by the following:

FARIBAULT PUBLIC SCHOOLS

NERSTRAND ELEMENTARY SCHOOL

DISTRICT #656



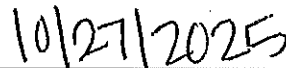
CHAIR OF THE BOARD

CHAIR OF THE BOARD



CLERK OF THE BOARD

SECRETARY OF THE BOARD



DATE OF BOARD APPROVAL

DATE OF BOARD APPROVAL


ED
10/28/25

Employment: Policy Training

On-Going Board Training

Monday, November 10, 2025

By: MN Charter Online

Carissa: _____ Andrea: _____

Carmen: _____ Ali: _____

Sarah: _____ Paula: _____

Terri: _____ Nicole: _____

Video & Date: _____