

Nerstrand Elementary School
 Board of Directors Meeting
 April 13, 2026; 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 March 9, 2026 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;

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

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

6.3 Enrollment for 26-27;

K	1	2	3	4	5	Total
12	24	25 Closed	20	24 Closed	27 Closed	132
		2 Wait List		1 Wait List	2 Wait List	

6.3 Finance Report

- a) Monthly Financial Update; For Vote
- b) 25-26 Budget Revision Adoption - For Vote
- c) Financial Budget Update for 26-27
- d) Teacher Salary Matrix 26-27 - First Look
- e) Paraprofessional Salary Matrix 26-27 - First Look
- f) Donations over \$500 per policy from Nov 10-April 13; For Vote

7.0 Policy

- a) Policy 520 Student Surveys - For Vote
- b) Policy 521 Student Disability Nondiscrimination (504) - For Vote
- c) Policy 524 Internet, Technology & Cell Phone Acceptable Use & Safety Policy - For Vote
- d) Policy 524.5 Personal Electronic Communication Devices - For Vote
- e) Policy 525 Violence Prevention - First Look
- f) Policy 526 Hazing Prohibition - First Look
- g) Policy 528 Student Parent, Family and Marital Status Nondiscrimination - First Look
- h) Policy 529 Staff Notification of Violent Behavior by Students - First Look
- i) Policy 530 Immunization Requirements - First Look
- j) Policy 533 Wellness, plus template - First Look

8.0 New Business

8.1 Review staffing;

- a. Resignation of Mikayla Sannes, SPED Teacher, effective June 5, 2026
- b. Resignation of Alyssa Clark, 4-5 Teacher, effective June 5, 2026
- c. Hire Jamie Moyer, SPED Teacher, effective August 24, 2026 at \$72,991.64/year

8.2 Review & Discuss Family Satisfaction Survey Results

8.3 Adopt Uptick Education Contact for 26-27 school year; \$120/hour with a ceiling of \$24,600 - For Vote

8.4 Adopt Edvisions Cooperative Contract for 26-27 school year; 2% of salaries - For Vote

8.5 Adopt Indigo Education for Special Education Director for 26-27 school year: \$150.00/hour with a ceiling of \$21,500, plus \$50 a trip for mileage not to exceed \$2500 - For Vote

8.6 Adopt Student Center Services Contract for 26-27 school year; \$125.00/hour with a ceiling of \$8000. - For Vote

8.7 Adopt Evergreen Therapy Solutions Contract for 26-27 school year; \$95/hour with a ceiling of \$66,000 - For Vote

8.8 Adopt Indigo Education DCD Consult for 25-26 school year; \$120/hour with a ceiling of \$1000 - For Vote

8.9 Update from Director Support & Evaluation Committee

8.10 Update on ABC Board meeting and next steps

9.0 Old Business

9.1 Board Chair checks in with Member Peterson regarding board trainings. Remaining one is 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 May 11, 2026 at 3:30 in the Nerstrand Media Center

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

Board of Directors Meeting Minutes

Charter District #4055

March 9, 2026 | 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 (out at 4:18)			
Ali Bossmann (online)			
Terri Neumann			

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

1.1 Roll Call

2.0 Approve Agenda

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

3.0 Opportunity to Report any Board Conflicts of Interest

None noted

4.0 Approve Board Meeting Minutes

4.1 Approved February 2, 2026 Board Meeting Minutes

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

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

5.0 Community Comment

None noted

6.0 Reports

6.1 Director Report

a) News

- We celebrated I Love to Read month with an Olympic theme.
- We hosted winter conferences and had a turn out of 96.5%.
- Our SPED staff finished up their CPI training.

b) Student Achievement

- Students continue to participate in progress monitoring and interventions.
- Staff will be trained to administer the tests in March, with administration happening in April.

c) NEO Update

- The annual Family Satisfaction Survey was given to families during conferences. Results will be shared with the board in full.
- NEO completed their formal Site Visit in February. We have a few items to complete yet, such as teacher evaluations and then we will be marked as met. The feedback given was positive.

d) Director Performance

- The Director is almost done with all paraprofessional formal observations and will begin formal teacher observations shortly. Formal observations will take through the middle of May to complete. Staff should be proud of the work they are doing.

6.2 Enrollment for 25-26

- Current enrollment for 2025-2026 is 132
- Kindergarten: 23, 1st: 25, 2nd:22, 3rd:24, 4th:28, 5th:10
- 1st, 3rd, & 4th grade are closed

6.3 Enrollment or 26-27

- Sending home fliers with Head Start families and posting fliers at local libraries was suggested to help fill our Kindergarten class next year.

6.4 Finance Report

- a) Monthly Financial Report by Traci LaFerriere
Motion to approve Monthly Financial Report
Motion approved. First: Sarah, Second: Terri,
Yay: 7, Nay: 0, Abstentions: 0

- b) Vote on donations over \$500 from November 10, 2025- March 9, 2026; No Vote

7.0 Policy

- a) Policy #517 Student Recruiting
Motion to approve Policy #517 Student Recruiting
Motion approved. First: Terri, Second: Paula, Yay: 7, Nay: 0,

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Abstentions: 0

- b) Policy #518 DNR-DNI Orders
Motion to approve Policy #518 DNR-DNI Orders
Motion approved. First: Carmen, Second: Paula, Yay: 7, Nay: 0,
Abstentions: 0
- c) Policy #519 Interviews of Students by Outside Agencies
Motion to approve Policy #519 Interviews of Students by Outside
Agencies
Motion approved. First: Sarah, Second: Andrea, Yay: 7, Nay: 0,
Abstentions: 0
- e) Policy #520 Student Surveys- First Look
- f) Policy #521 Student Disability Nondiscrimination (504) - First Look
- g) Policy #524 Internet, Technology & Cell Phone Acceptable
Use & Safety Policy - First Look
- h) Policy #524.5 Personal Electronic Communication Devices- First
Look

8.0 New Business

- 8.1 Review Staffing NA
- 8.2 ABC Update and Discussion included the formal name
- 8.3 Resolution for the Formation of ABC Corporation
Motion to approve formation of ABC Corporation
Motion approved. First: Carmen, Second: Ali,
Yay: 7, Nay: 0, Abstentions: 0

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8.4 On-Going Training with Edvision's Cooperative Employment- Paid Family Leave presentation by Andrea Harder

8.5 Approval of 2026-2027 Calendar
Motion to approve 2026-2027 Calendar
Motion approved. First: Terri, Second: Andrea,
Yay: 6, Nay: 0, Abstentions: 0

8.6 Director Support & Evaluation Committee began; protocol was reviewed

8.7 Approval of On the Move Therapy, 2026-2028 contract, \$117/per hour and \$120 per hour; ceiling of \$80,000
Motion to approve On the Move Therapy
Motion approved. First: Sarah, Second: Andrea,
Yay: 6, Nay: 0, Abstentions: 0

8.8 Approval of Fernbrook Family Center Contract for 2026-2027; no cost to school; school linked mental health counselor Pepper Clemmensen
Motion to approve Fernbrook Family Center Contract
Motion approved. First: Terri, Second: Ali,
Yay: 6, Nay: 0, Abstentions: 0

8.9 Approval of Business Manager Traci LaFerriere for 2026-2027, 3% increase, yearly total of \$56,865
Motion to approve contract for Traci LaFerriere
Motion approved. First: Sarah, Second: Terri,
Yay: 6, Nay: 0, Abstentions: 0

9.0 Old Business

9.1 Board Chair checks in with Member Peterson regarding board trainings. Remaining one is due June 2026.

10.0 Other

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205 2nd St | PO Box 156
Nerstrand MN 55053

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 – April 13, 2026 at 3:30pm,
Nerstrand Media Center

11.0 Adjournment

Motion to adjourn at 4:50 p.m.

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

Carissa Erickson, Chairperson of the Board

Sarah Johnson, Clerk of the Board

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Eagan, MN 55123

Director's Report:

March was a month of many days off, but we managed to get in some pivotal learning. Woodlands went to River Bend. Paula's homeroom won the I Love to Read Olympic Kahoot; it was really fun to see everyone compete in a healthy and fun way. NEST held a dance party before the all school Sock Hop. Savannahs went to River Bend. Savannah students had their Cinderella Ball. Spring Break came and went. We are now ready for the final 9 weeks of this school year and we have a lot left to do.

Student Achievement:

Staff who will participate in the MCAs were trained. We have scheduled our final FAST assessments. The year is coming to a close.

NEO Update including Contract Goals:

The annual Family Satisfaction Survey results are available to discuss with the board.

The ABC Board got Incorporated. The next step is to host their first Board Meeting and file with the IRS.

Director's Performance:

Director has completed all paraprofessional observations. She is part way through teacher observations. Staff have completed 360 feedback on Director.

**Nerstrand Elementary School #4055
Financial Report to the School Board
March 2026**

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 that includes a budget revision to be reviewed by the board.

The balance sheet shows the school has a \$785,256 cash balance that is sufficient to meet the school's expected obligations. 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 \$1869 is restricted for the Regal Eagles program.

The cashflow schedule shows March actual and April 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 Rv Bdgt 2 column on the right shows expected variance from the original budget and the budget revision reviewed last month and is the proposed FY2026 budget revision.

The FY2026 budget is based on 119 adm. The budget revision has updated state revenues based on 131.36 adm, increased lease expense, and possible repayment of \$4000 for maintenance of effort. General fund revenues are expected to be \$75,801 more than originally budgeted. Expenditures are \$70,181 more.

With those changes, the school's annual expenditures in the general fund are expected to be \$36,223 more than revenues. The prior year general fund ending fund balance is \$292,750 more than estimated in the budget at \$792,437. The FY2026 actual general fund ending fund balance is expected to be \$298,370 more than budget at \$756,214 or 40.65% of expenditures.

The Regal Eagles program ended the prior year with an \$843 fund balance. This year revenues are expected to be \$158 more than expenditures and increase the ending fund balance to \$1001.

The budget revision does not include a transfer from fund 01 to fund 04 but it is recommended that the board authorize a transfer in the minimum amount necessary to keep the fund 04 fund balance positive.

The finance committee will review the draft FY27 Budget.

NERSTRAND ELEMENTARY SCHOOL #4055
 FY2026 Cashflow / FY26 Rv Budget

	Mar-26	Apr-26	May-26	Jun-26	Accrual	FY2026 Rv Bdgt 2	FY2026 Rv Bdgt 1	FY2026 Budget
GENERAL FUND REVENUES								
Fees From Patrons	0.00	0.00	0.00	220.00	0.00	9,345.86	9,345.86	10,020.26
Med Assist Ft Dept of HS	0.00	0.00	0.00	5,070.56	0.00	8,510.82	8,510.82	8,000.00
Interest Earnings	1,985.14	1,500.00	1,400.00	1,317.10	0.00	25,000.00	25,000.00	21,120.41
Gifts And Bequests	1,200.00	0.00	0.00	2,219.62	0.00	13,300.00	12,690.38	47,000.00
Peace Garden Gift	0.00	0.00	0.00	0.00	0.00	500.00	500.00	0.00
Night Out Gift	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Misc Local Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising Expense	-191.09	0.00	0.00	-1,275.00	0.00	-17,078.09	-17,108.09	-12,298.50
NNO Fundraising Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising Revenue	0.00	0.00	0.00	9,300.00	0.00	27,923.00	28,823.00	26,046.00
NNO Fundraising Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Endow Fund Apportion	4,006.89	0.00	0.00	0.00	0.00	7,767.33	7,520.88	6,103.00
General Education Aid	43,590.98	63,206.91	63,206.92	63,055.34	60,728.11	1,050,704.00	1,057,093.00	942,038.58
Facility Maintenance Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,708.00
Literacy Incentive Aid	3,776.94	0.00	0.00	0.00	944.23	9,442.34	9,442.34	9,807.53
Para Training Aid	0.00	0.00	1,453.19	0.00	0.00	1,453.19	1,453.19	0.00
School Library Aid (Restricted)	0.00	0.00	4,914.62	0.00	1,000.00	10,000.00	10,000.00	20,000.00
Building Lease Aid	0.00	0.00	48,357.49	63,206.92	59,255.59	170,820.00	170,820.00	147,825.00
Student Support Personnel Aid (Equal Exp)	0.00	0.00	0.00	0.00	-6,000.00	0.00	0.00	0.00
Title II	0.00	0.00	0.00	0.00	0.00	1,700.06	1,700.06	4,500.88
Spec Ed Fed FlowThru	0.00	19,334.97	0.00	4,212.50	0.00	23,547.47	23,547.47	25,405.35
Spec Ed EC	0.00	0.00	0.00	201.44	0.00	201.44	0.00	823.96
Federal Aids & Grant	0.00	2,074.43	0.00	2,415.75	0.00	4,490.18	2,074.43	3,652.20
REAP Direct Fed Aid&Grant	0.00	29,734.00	0.00	0.00	0.00	29,734.00	29,734.00	31,242.00
State Special Education Aid	77,498.46	63,055.34	0.00	0.00	67,186.55	446,569.80	448,387.44	441,135.37
REVENUES TOTAL	131,867.32	178,905.65	119,332.22	149,944.23	183,114.48	1,823,931.40	1,829,534.78	1,748,130.04
EXPENDITURES								
EDVISIONS SALARY & BENEFIT TOTAL	100,966.78	93,145.26	104,366.57	110,974.86	160,586.84	1,176,564.33	1,174,255.26	1,143,219.25
FACILITY LEASE TOTAL	6,329.10	6,383.12	17,337.50	17,337.50	0.00	189,800.00	189,800.00	164,250.00
PURCHASED SERVICES								
Consult Fees (EDVissions)	2,039.38	1,899.21	2,111.33	2,243.50	3,214.44	23,798.43	23,729.25	23,015.26
Marketing/Advert/Promo Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	204.00
Business Consult Fees	764.32	10,128.00	2,415.00	10,868.68	0.00	76,495.80	76,495.80	74,100.00
Phone	437.97	198.97	680.00	441.00	0.00	5,276.14	5,276.17	5,656.46
Postage & Parcel Svc	21.35	8.20	0.00	45.15	0.00	313.43	313.43	313.43
Technology Svc	0.00	0.00	0.00	200.71	0.00	472.04	472.04	472.04
Maintenance	1,198.60	0.00	0.00	556.00	0.00	2,215.60	1,617.00	0.00
Utility Services	4,259.00	3,151.46	3,080.00	3,080.00	1,999.97	45,000.00	43,637.47	47,699.15
Maintenance	676.80	400.00	423.71	0.00	0.00	4,700.00	4,399.49	3,127.77
Custodial Reimburse To Mn District	6,978.81	7,000.00	7,000.00	14,000.00	0.00	83,768.92	83,768.92	79,285.59
Insurance	0.00	2,403.61	0.00	0.00	0.00	17,512.49	15,108.88	13,864.62
Elem svc (interpreting)	214.70	0.00	600.00	0.00	0.00	1,819.46	1,819.46	2,327.44
Field Tmps, Lyceums, River Bend, admissions	0.00	2,210.00	0.00	0.00	0.00	4,870.00	4,870.00	0.00
Field Trip Transportation	0.00	0.00	0.00	0.00	0.00	1,240.00	1,240.00	0.00

NERSTRAND ELEMENTARY SCHOOL #4055
 FY2026 Cashflow / FY26 Rv Budget

	Mar-26	Apr-26	May-26	Jun-26	Accrual	FY2026 Rv Bdg't 2	FY2026 Rv Bdg't 1	FY2026 Budget
Music Contract	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,208.07
3rd Ply Biller Fees	0.00	0.00	0.00	0.00	0.00	28.00	28.00	27.54
Contracted Speech Services	8,287.50	6,000.00	6,000.00	3,533.75	0.00	51,722.50	51,722.50	59,000.00
Trav/Conv/Conference	0.00	0.00	1,515.36	0.00	0.00	1,515.36	1,515.36	1,000.00
DHH Sp Ed Sal Pur F Other D	0.00	0.00	8,856.00	0.00	0.00	8,856.00	8,856.00	8,856.00
DHH Sp Ed Benis	0.00	0.00	2,639.00	0.00	0.00	2,639.00	2,639.00	2,639.00
SLD Contracted Services	0.00	-72.60	0.00	0.00	0.00	0.00	72.60	0.00
ASD Contracted Services	50.00	25.00	25.00	25.00	0.00	2,025.00	2,025.00	0.00
Dev Delay Contracted Services	0.00	72.60	0.00	0.00	0.00	1,082.85	1,010.25	1,000.00
ECSE Svc	0.00	201.44	0.00	0.00	0.00	201.44	0.00	743.87
Fed Sub-contr under \$25K	0.00	0.00	4,037.50	100.00	0.00	21,350.00	21,350.00	24,000.00
SpEd Repair & Maintenance	0.00	0.00	0.00	0.00	0.00	99.86	99.86	0.00
Tran-Contract/Pub	0.00	0.00	0.00	0.00	0.00	2,946.96	2,946.96	5,618.53
Contracted SpEd Specialists, Psyc. OT	2,400.00	4,831.06	6,210.00	6,210.00	2,699.89	55,500.00	55,500.00	39,500.00
Trav/Conv/Conference	0.00	0.00	0.00	75.00	0.00	650.00	650.00	153.00
StaffDev - Travel+Conferences	0.00	0.00	0.00	0.00	0.00	3,004.00	3,004.00	2,093.00
PURCHASED SERVICES TOTAL	25,156.83	38,456.95	45,592.90	41,378.79	7,914.30	419,103.28	413,667.44	400,904.77

SUPPLIES

Marketing Supplies	0.00	0.00	0.00	0.00	0.00	525.00	525.00	0.00
Sup/Mat Non-Inst.	0.00	0.00	0.00	100.22	0.00	300.00	280.50	280.50
Software - JMC, RegionV	0.00	2,499.75	833.25	0.00	0.00	5,154.30	5,154.30	5,085.42
Non Instruct Tech Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.21
Tech Non Inst Software/License	0.00	0.00	0.00	0.00	0.00	460.00	460.00	40.80
Sup/Mat Non-Inst.	298.24	268.43	0.00	0.00	0.00	596.99	510.00	510.00
Sup/Mat Non-Inst.	346.08	1,177.89	0.00	258.42	0.00	1,500.00	977.61	488.80
Sup/Mat Non-Inst.	443.03	185.17	0.00	395.25	0.00	4,000.00	3,976.55	3,398.13
Peace Garden Supplies	0.00	0.00	0.00	0.00	0.00	150.00	150.00	63.31
Music Non-instruct supplies	0.00	0.00	0.00	0.00	0.00	159.99	159.99	221.83
Library Non Instruct supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,099.92
Library Non Instruct software	0.00	0.00	0.00	0.00	0.00	1,249.08	1,236.74	1,236.74
Instructional software	0.00	0.00	0.00	0.00	0.00	3,790.10	3,790.10	2,873.63
Sup/Mat N-Indiv Inst	0.00	0.00	0.00	0.00	0.00	10,200.00	10,200.00	10,200.00
Textbooks/Workbooks	387.29	807.36	0.00	4,261.92	0.00	10,200.00	8,633.25	26,923.00
Instruct Tech Equip	0.00	386.10	0.00	6,598.65	0.00	8,700.00	5,000.00	5,000.00
Phys/Ed/Health-Supplies	0.00	0.00	0.00	5,000.00	0.00	5,000.00	5,000.00	5,000.00
Music Instructional software	0.00	0.00	0.00	0.00	0.00	500.00	510.00	510.00
Music Sup/Mat N-Indiv Inst	0.00	0.00	0.00	600.00	0.00	128.60	128.60	264.79
Library Supplies	104.49	0.00	0.00	0.00	0.00	600.00	600.00	185.61
Library Aid Supplies Placeholder	0.00	0.00	0.00	0.00	0.00	104.49	0.00	198.80
MA Supplies Non-Instruct	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,129.54
SpEd Forms MA Software/Bill Fees	0.00	0.00	0.00	0.00	0.00	3,980.00	3,980.00	0.00
SpEd supplies	0.00	0.00	0.00	0.00	0.00	1,298.45	1,298.45	945.29
SpEd Forms Software	0.00	0.00	0.00	0.00	0.00	211.11	211.11	39.77
SpEd Forms Software	0.00	0.00	0.00	0.00	0.00	1,236.50	1,236.50	1,136.08
EC SpEd Instruct Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	76.50
SpEd Sup/Mat N-Indiv Inst	6.48	54.11	0.00	549.54	0.00	0.00	0.00	80.09
SUPPLIES TOTAL	1,585.61	4,318.81	833.25	18,264.00	0.00	54,244.61	53,420.91	62,047.85

NERSTRAND ELEMENTARY SCHOOL #4055
 FY2026 Cashflow / FY26 Rv Budget

	Mar-26	Apr-26	May-26	Jun-26	Accrual	FY2026 Rv Bdg't 2	FY2026 Rv Bdg't 1	FY2026 Budget
CAPITAL EXPENDITURES								
Princ LT Tech Leases	213.14	213.14	213.14	213.14	213.14	2,557.68	2,557.68	2,557.68
CAPITAL EXPENDITURES TOTAL	213.14	213.14	213.14	213.14	213.14	2,557.68	2,557.68	2,557.68
OTHER EXPENDITURES								
BOD Fees to Authorizer	0.00	0.00	3,029.81	0.00	0.00	15,149.03	15,149.03	14,267.94
Dues/Membership - MSBA,MACS, RegionV	0.00	-2,499.75	0.00	0.00	0.00	2,735.00	2,735.00	2,725.00
OTHER EXPENDITURES TOTAL	0.00	-2,499.75	3,029.81	0.00	0.00	17,884.03	17,884.03	16,992.94
EXPENDITURES TOTAL	134,251.46	140,017.53	171,373.17	188,168.28	168,714.28	1,860,153.93	1,851,585.31	1,789,972.49
NET INCOME	-2,384.14	38,888.12	-52,040.95	-38,224.05	14,400.20	-36,222.53	-22,050.53	-41,842.45
BEGINNING BALANCE	795,575.32	793,191.18	832,079.30	780,038.35	741,814.29	792,437.03	792,437.03	499,687.36
ENDING BALANCE	793,191.18	832,079.30	780,038.35	741,814.29	756,214.50	756,214.50	770,386.50	457,844.91
FUND BALANCE AS % OF EXPENDITURES						40.65%	41.61%	25.58%

	574.00	0.00	0.00	2,332.00	0.00	9,430.00	9,430.00	7,178.65
FUND 04								
REVENUES								
Fees From Patrons	574.00	0.00	0.00	2,332.00	0.00	9,430.00	9,430.00	7,178.65
REVENUES TOTAL	574.00	0.00	0.00	2,332.00	0.00	9,430.00	9,430.00	7,178.65
EXPENDITURES								
EdVisions Regal Eagle Staff	1,002.36	665.09	1,200.00	1,200.00	134.91	9,121.34	9,121.34	7,543.97
Regal Eagles Sup/Mat Non-Inst.	31.00	0.00	0.00	0.00	0.00	150.21	119.21	0.00
EXPENDITURES TOTAL	1,033.36	665.09	1,200.00	1,200.00	134.91	9,271.55	9,240.55	7,543.97
NET INCOME	-459.36	-665.09	-1,200.00	-1,132.00	-134.91	158.45	189.45	-365.32
BEGINNING BALANCE	2,328.76	1,869.40	1,204.31	4.31	1,136.31	842.95	842.95	707.00
ENDING BALANCE	1,869.40	1,204.31	4.31	1,136.31	1,001.40	1,001.40	1,032.40	341.68

Code	Rcd	Vendor	Bank	Check No	Pmt/Void Date	Pmt Type
1391		BUREAU OF CRIMINAL APPREHENSION				
		LCCB		2756		Check
			E 01 005 110 000 000 305	13 checks		\$104.00
			Voucher #: 9076 Invoice	Invoice No: 20260304	3/4/2026	Paid Amt: \$104.00
						Check Amount: \$104.00
						Vendor Total: \$104.00
1006		CITY OF NERSTRAND				
				17274		Check
			E 01 005 810 000 000 330	1/15-2/15		\$128.90
			Voucher #: 9080 Invoice	Invoice No: 107	3/5/2026	Paid Amt: \$128.90
			E 01 005 810 000 000 330	1/15-2/15		\$143.68
			Voucher #: 9079 Invoice	Invoice No: 108	3/5/2026	Paid Amt: \$143.68
						Check Amount: \$272.58
						Vendor Total: \$272.58
1023		COMMUNITY CO-OP OIL ASSN				
				17275		Check
			E 01 005 810 000 000 330	Utility Services		\$1,066.10
			Voucher #: 9081 Invoice	Invoice No: 20260218	3/5/2026	Paid Amt: \$1,066.10
						Check Amount: \$1,066.10
						Vendor Total: \$2,137.20
1800		CSG DIRTWORKS				
				17283		Check
			E 01 005 810 000 000 305	11/30-1/21 snowplow		\$600.00
			Voucher #: 9088 Invoice	Invoice No: 1423	3/8/2026	Paid Amt: \$600.00
						Check Amount: \$600.00
						Vendor Total: \$2,137.20
				17285		Check
			E 01 005 810 000 000 305	2/1 2/19 snow plow		\$200.00
			Voucher #: 9090 Invoice	Invoice No: 1450	3/27/2026	Paid Amt: \$200.00
						Check Amount: \$200.00
						Vendor Total: \$800.00
1738		E.O. JOHNSON CO. INC.				
				17286		Check
			E 01 010 203 000 000 560	copier		\$213.14
						Vendor Total: \$800.00

Code	Rcd	Vendor	Bank	Check No	Pmt/Void Date	Pmt Type
1738		E.O. JOHNSON CO. INC.	USB	17286		Check
		PO BOX 660831 DALLAS, TX 75266-0831				
		E 01 010 203 000 000 350			usage	\$676.80
		E 01 010 203 000 000 401			shipping	\$0.00
		Paid Amt:				\$676.80
		Check Amount:				\$676.80
		Vendor Total:				\$676.80
1755		EVERGREEN THERAPY SOLUTIONS, LLC-S	USB	17276		Check
		515 WATER ST S NORTHFIELD, MN 55057				
		E 01 010 401 000 740 394			2/5-27 SLP	\$4,887.50
		Paid Amt:				\$4,887.50
		Check Amount:				\$4,887.50
		Vendor Total:				\$4,887.50
1351		FLOM DISPOSAL SERVICE	USB	17277		Check
		5865 KENYON BLVD FARIBAULT, MN 55021				
		E 01 005 810 000 000 330			March	\$298.25
		Paid Amt:				\$298.25
		Check Amount:				\$298.25
		Vendor Total:				\$298.25
1133		INDEPENDENT SCHOOL DIST # 656	USB	17278		Check
		FARIBAULT PUBLIC SCHOOLS 710 17th St SW FARIBAULT, MN 55021				
		E 01 005 810 000 000 391			February custodian	\$6,978.81
		Paid Amt:				\$6,978.81
		Check Amount:				\$6,978.81
		Vendor Total:				\$6,978.81
1545		KEYSTONE INTERPRETING SOLUTIONS, INC	USB	17279		Check
		1799 HILLCREST AVENUE ST. PAUL, MN 55116-2152				
		E 01 010 203 000 000 305			2/12 Interpreter	\$214.70
		Paid Amt:				\$214.70
		Check Amount:				\$214.70
		Vendor Total:				\$214.70

Code	Rcd	Vendor	Bank	Check No	Pmt/Void Date	Pmt Type
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1187		AMAZON.COM				
		LCCB				Wire
	R	01	000	000	000	619
						color run color
						\$191.09
PO#:		Voucher #:		9075 Invoice	Invoice No:	20260302
						3/5/2026
						Paid Amt: \$191.09
						Check Amount: \$191.09
						Vendor Total: \$191.09

1732		CAPITAL ONE				
		LCCB				Wire
	E	01	005	110	000	000
						329
						usps
						\$21.35
	E	01	010	203	000	000
						430
						amazon copy paper
						\$168.36
	E	01	010	203	000	000
						430
						amazon glue
						\$92.43
	E	01	010	203	000	000
						401
						amazon wipes
						\$119.22
	E	01	005	720	000	000
						401
						amazon wipes
						\$298.24
	E	01	010	420	000	740
						433
						amazon acupressure
						\$6.48
	E	04	005	570	000	000
						401
						amazon sand
						\$31.00
	E	01	010	203	000	000
						401
						hyvee conf supplies
						\$89.87
	E	01	010	203	000	000
						401
						jimmy johns conf supplies
						\$175.67
	E	01	010	203	000	000
						401
						jimmy johns conf supplies
						\$16.31
	E	01	010	203	000	000
						401
						target conf supplies
						\$17.97
	E	01	010	620	000	000
						470
						amazon library flash drives
						\$104.49
	E	01	010	203	000	000
						430
						amazon paper & sharplies
						\$73.72
	E	01	010	203	000	000
						401
						amazon contact paper
						\$23.99
	E	01	005	810	000	000
						401
						amazon water additive
						\$48.62
	E	01	010	203	000	000
						430
						amazon paper & shpratectors
						\$34.41
PO#:		Voucher #:		9097 Invoice	Invoice No:	20260320
						3/20/2026
						Paid Amt: \$1,322.13
						Check Amount: \$1,322.13
						Vendor Total: \$1,322.13

1481		MENARDS				
		LCCB				Wire
	E	01	005	810	000	000
						401
						light wire salt
						\$237.22
PO#:		Voucher #:		9095 Invoice	Invoice No:	20260325
						3/25/2026
						Paid Amt: \$237.22
						Check Amount: \$237.22
						Vendor Total: \$237.22

		LCCB				Wire
	E	01	005	810	000	000
						401
						Lights & Wire
						\$60.24
PO#:		Voucher #:		9096 Invoice	Invoice No:	20260320
						3/20/2026
						Paid Amt: \$60.24
						Check Amount: \$60.24
						Vendor Total: \$297.46

Nerstrand Charter School #4055
 Detail Payment Register by Vendor

Check Number: 0-2147483647 Payment Date: 3/1/2026-3/31/2026 Period: 202609-202609 Void Status: N

Code	Rcd	Vendor	Bank	Check No		Pmt/Void Date	Pmt Type
1802		MERCHANT ONE					
			LCCB				Wire
PO#:		Voucher #:	E 01 005 110 000 000 305	9106 Invoice	Business Consult Fees	3/13/2026	Paid Amt: \$19.95
							Check Amount: \$19.95
							Vendor Total: \$19.95
1673		METRONET INC					
			LCCB				Wire
PO#:		Voucher #:	E 01 005 110 000 000 320	9077 Invoice	Phone	3/5/2026	Paid Amt: \$198.97
							Check Amount: \$198.97
							Vendor Total: \$198.97
1700		USBANK					
			USB				Wire
PO#:		Voucher #:	E 01 005 110 000 000 320	9078 Invoice	Phone	3/1/2026	Paid Amt: \$239.00
							Check Amount: \$239.00
							Vendor Total: \$437.97
			USB				Wire
PO#:		Voucher #:	E 01 005 110 000 000 305	9098 Invoice	Svc fee	3/16/2026	Paid Amt: \$13.37
							Check Amount: \$13.37
							Vendor Total: \$13.37
1017		XCEL ENERGY					
			USB				Wire
PO#:		Voucher #:	E 01 005 810 000 000 330	9074 Invoice	1/27-2/26	3/5/2026	Paid Amt: \$1,550.97
							Check Amount: \$1,550.97
							Vendor Total: \$1,550.97
							Report Total: \$3,832.94

Nerstrand Charter School #4055
 Detail Payment Register by Vendor

Check Number: 0-2147483647 Payment Date: 3/1/2026-3/31/2026 Period: 202609-202609 Void Status: N

Code	Rcd	Vendor	Bank	Check No	Pmt/Void Date	Pmt Type	Amount
1412		RATWIK, ROSZAK, & MALONEY, PA			444 CEDAR STREET, SUITE 2100 ST PAUL, MN 55101		
		USB		17280		Check	
		E 01	005	110	000 000 305		\$627.00
		E 01	005	110	019 000 305		\$4,157.50
		E 01	005	110	019 000 305		(\$4,157.50)
		E 01	005	850	000 348 335	paid for church	\$4,157.50
		PO#:		Voucher #:	9084 Invoice	Invoice No: 81869	
						Paid Amt:	\$4,784.50
						Check Amount:	\$4,784.50
						Vendor Total:	\$4,784.50
1785		RENO MOTHES			8683 JANERO AVE S COTTAGE GROVE, MN 55016		
		USB		17281		Check	
		E 01	010	411	000 740 394		\$50.00
		PO#:		Voucher #:	9085 Invoice	Invoice No: NER-0005	
						Paid Amt:	\$50.00
						Check Amount:	\$50.00
						Vendor Total:	\$50.00
1044		TARA VONDRASEK			1601 ARMSTRONG ROAD NORTHFIELD, MN 55057		
		USB		17288		Check	
		E 01	010	203	000 000 430	food for ball	\$18.37
		PO#:		Voucher #:	9093 Invoice	Invoice No: 20260318	
						Paid Amt:	\$18.37
						Check Amount:	\$18.37
						Vendor Total:	\$18.37
1727		UPTICK EDUCATION LLC			13119 DANUBE LANE ROSEMOUNT, MN 55068		
		USB		17282		Check	
		E 01	010	420	000 740 394		\$2,400.00
		PO#:		Voucher #:	9087 Invoice	Invoice No: 1727	
						Paid Amt:	\$2,400.00
						Check Amount:	\$2,400.00
						Vendor Total:	\$2,400.00
1801		WITTE BROTHERS, INC.			5274 MORRISTOWN BLVD FARIBAULT, MN 55021		
		USB		17289		Check	
		E 01	005	810	000 000 305	January plow & sand	\$398.60
		PO#:		Voucher #:	9094 Invoice	Invoice No: 54166	
						Paid Amt:	\$398.60
						Check Amount:	\$398.60
						Vendor Total:	\$398.60
						Report Total:	\$27,634.45

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
4687	202609	03/08/2026	P	JE	March EdVisions March EFT											
						Edvisions	B	01	101	000				USB Cash	0.00	0.00
						Edvisions	B	01	101	000				USB Cash	0.00	103,006.16
						Edvisions (Fd1)	B	01	206	000				Other Accts Payable	0.00	0.00
						Edvisions (Fd4)	B	04	101	000				USB Cash	0.00	1,002.36
						Musolf, Nicole	E	01	005	050	000	000	305	EdVisions School Administr	10,062.80	0.00
						Edvisions Pysl Srce Fee 2%	E	01	005	105	000	000	305	Consult Fees (EdVisions)	2,039.38	0.00
						Edvisions Fee Dec Adj	E	01	005	105	000	000	305	Consult Fees (EdVisions)	0.00	0.00
						Shroyer, Paula K	E	01	010	201	000	000	394	EdVisions Kinder Staff	8,568.45	0.00
						Clark, Alyssa 4-5	E	01	010	203	000	000	394	EdVisions General Staff	4,826.47	0.00
						Clark, A STD Payroll	E	01	010	203	000	000	394	EdVisions General Staff	0.00	0.00
						Bonde, Linda-Sub	E	01	010	203	000	000	394	EdVisions General Staff	1,334.94	0.00
						Flom, Sara - Sub Tchr	E	01	010	203	000	000	394	EdVisions General Staff	200.23	0.00
						Harris, Amy	E	01	010	203	000	000	394	EdVisions General Staff	0.00	0.00
						Huber, Margaret-Sub Tchr	E	01	010	203	000	000	394	EdVisions General Staff	0.00	0.00
						Huber Oct TRA credit	E	01	010	203	000	000	394	EdVisions General Staff	0.00	0.00
						Johnson, Sarah 2-3	E	01	010	203	000	000	394	EdVisions General Staff	7,278.22	0.00
						McCorkell, Kate	E	01	010	203	000	000	394	EdVisions General Staff	361.12	0.00
						Peterson, Andrea 4-5	E	01	010	203	000	000	394	EdVisions General Staff	7,923.04	0.00
						Peterson, A Eagle Bluff Stipen	E	01	010	203	000	000	394	EdVisions General Staff	0.00	0.00
						Rosenhamer, Janine Tchr Sub	E	01	010	203	000	000	394	EdVisions General Staff	151.31	0.00
						Temple, Inhana 1	E	01	010	203	000	000	394	EdVisions General Staff	6,719.99	0.00
						Temple Insur Adj	E	01	010	203	000	000	394	EdVisions General Staff	0.00	0.00
						Temple, Linda	E	01	010	203	000	000	394	EdVisions General Staff	0.00	0.00
						Turi, Carrie	E	01	010	203	000	000	394	EdVisions General Staff	277.50	0.00
						Vondrasek, T 2-3	E	01	010	203	000	000	394	EdVisions General Staff	8,969.03	0.00
						Waddell, Para CEIS code Gene	E	01	010	203	000	000	394	EdVisions General Staff	474.00	0.00
						Vondrasek Class Sz	E	01	010	204	000	514	303	EdVisions REAP CSR - Fec	0.00	0.00
						Vondrasek REAP 2-3	E	01	010	204	000	000	394	EdVisions REAP CSR - Fec	4,898.46	0.00
						Bonde, Carmen-PhysEd Tchr	E	01	010	240	000	000	394	EdVisions PhysEd Staff	1,817.08	0.00
						Melford, Bri Music Tchr	E	01	010	258	000	000	394	EdVisions Music Staff	4,877.23	0.00
						Sannes, Mikayla Sped Tchr	E	01	010	407	000	740	396	EdVisions Sp Ed Sal Pur F	1,016.54	0.00
						Sannes, Mikayla Sped Tchr	E	01	010	407	000	740	397	EdVisions Sp Ed Ben Pur F	5,283.65	0.00
						Schaefer, Nicole Sped Tchr	E	01	010	411	000	740	396	EdVisions Sp Ed Sal Pur F	1,751.14	0.00
						Schaefer, Nicole Sped Tchr	E	01	010	411	000	740	397	EdVisions Sp Ed Sal Pur F	0.00	0.00
						Schaefer, Nicole ESY	E	01	010	411	013	740	396	Sp Ed Ben Pur F Other D	0.00	0.00
						Schaefer, Nicole ESY	E	01	010	411	013	740	397	Sp Ed Ben Pur F Other D	0.00	0.00
						Bollinger-Sped Para Sub	E	01	010	420	000	740	396	EdVisions SpEd Staff	1,101.94	0.00
						Bonde, Rianm-Sped Para	E	01	010	420	000	740	396	EdVisions SpEd Staff	0.00	0.00

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	
4687	202609	03/08/2026	P	JE	March	EDVisions March EFT										
						Cook, Dana SpEd Para	E	01	010	420	000	740	396	EDVisions SpEd Staff	0.00	0.00
						Florn, Sara-SpEd Para	E	01	010	420	000	740	396	EDVisions SpEd Staff	2,652.99	0.00
						Harris, Amy-SpEd Para	E	01	010	420	000	740	396	EDVisions SpEd Staff	2,724.81	0.00
						Houghten-Eizman, Laura	E	01	010	420	000	740	396	EDVisions SpEd Staff	64.82	0.00
						Huber, Margaret-Sped Para	E	01	010	420	000	740	396	EDVisions SpEd Staff	0.00	0.00
						Hunt, Mary SpEd Para Sub	E	01	010	420	000	740	396	EDVisions SpEd Staff	231.50	0.00
						McCorkell, Kate	E	01	010	420	000	740	396	EDVisions SpEd Staff	2,596.24	0.00
						Miller, Meghan	E	01	010	420	000	740	396	EDVisions SpEd Staff	2,460.16	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	0.00	0.00
						Rosenhamer, Janine Para Sub	E	01	010	420	000	740	396	EDVisions SpEd Staff	0.00	0.00
						Rosenhamer, Lydia Para Sub	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	2,475.38	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	2,022.51	0.00
						Waddell, Cara-Sped Para	E	01	010	420	000	740	396	EDVisions SpEd Staff	106.49	0.00
						Bollinger -SpEd Para Sub	E	01	010	420	000	740	397	EDVisions SpEd Benefits	123.92	0.00
						Bonde, Rianm-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
						Florn, Sara-SpEd Para	E	01	010	420	000	740	397	EDVisions SpEd Benefits	1,210.25	0.00
						Harris, Amy-SpEd Para	E	01	010	420	000	740	397	EDVisions SpEd Benefits	301.75	0.00
						Houghten-Eizman, Laura	E	01	010	420	000	740	397	EDVisions SpEd Benefits	8.11	0.00
						Huber, Margaret-Sped Para	E	01	010	420	000	740	397	EDVisions SpEd Benefits	0.00	0.00
						Hunt, Mary SpEd Para Sub	E	01	010	420	000	740	397	EDVisions SpEd Benefits	26.02	0.00
						McCorkell, Kate	E	01	010	420	000	740	397	EDVisions SpEd Benefits	287.45	0.00
						Miller, Meghan	E	01	010	420	000	740	397	EDVisions SpEd Benefits	276.15	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	0.00	0.00
						Rosenhamer, Janine Para Sub	E	01	010	420	000	740	397	EDVisions SpEd Benefits	0.00	0.00
						Rosenhamer, Lydia Para Sub	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	274.09	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	222.75	0.00
						Waddell, Cara-Sped Para	E	01	010	420	000	740	397	EDVisions SpEd Benefits	11.98	0.00
						McCorkell, K ESY	E	01	010	420	013	740	396	ESY Para	0.00	0.00
						McCorkell, K ESY	E	01	010	420	013	740	397	ESY Para Fringe	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	5,006.27	0.00

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
4887	202609	03/08/2026	P	JE	March EDVisions March EFT											
						Waddell, Cara-Media Para	E	01	010	620	000	343	396	Library Salary	0.00	0.00
						Waddell, Cara - Media Para	E	01	010	620	000	343	397	Library Benefits	0.00	0.00
						Schaefer, Nicole Read Trng	E	01	010	640	000	000	394	To Non-Ed Agency	0.00	0.00
						Musoff, Nicole Literacy	E	01	010	640	000	312	185	Literacy Aid Tchr Trng	0.00	0.00
						Musoff, Nicole Literacy Trng	E	01	010	640	000	356	185	Read Act Literacy	0.00	0.00
						Shroyer, Paula Literacy	E	01	010	640	000	356	185	Read Act Literacy	0.00	0.00
						Temple, Immana Literacy	E	01	010	640	000	356	185	Read Act Literacy	0.00	0.00
						Vondrasek, T Literacy	E	01	010	640	000	356	185	Read Act Literacy	0.00	0.00
						Johnson, Sarah Read Trng	E	01	010	640	000	357	185	Read Act Tchr Comp Trng	0.00	0.00
						Peterson, Andrea Read Trng	E	01	010	640	000	357	185	Read Act Tchr Comp Trng	0.00	0.00
						Bollinger, Heather RE Sub	E	04	005	570	000	000	394	EDVisions Regal Eagle Staff	0.00	0.00
						Harris, Amy RE Sub	E	04	005	570	000	000	394	EDVisions Regal Eagle Staff	0.00	0.00
						Miller, Meghan RE Sub	E	04	005	570	000	000	394	EDVisions Regal Eagle Staff	0.00	0.00
						Schweisthal, RE	E	04	005	570	000	000	394	EDVisions Regal Eagle Staff	0.00	0.00
						Turi, Carrie	E	04	005	570	000	000	394	EDVisions Regal Eagle Staff	1,002.36	0.00
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: right;">\$104,008.52</td> <td style="width: 50%; text-align: left;">\$104,008.52</td> </tr> </table>															\$104,008.52	\$104,008.52
\$104,008.52	\$104,008.52															

Nerstrand Charter School #4055 Outstanding Payments by Payment Date

Bank: USB
Acct#: 152100023570

3/31/2026

Co	Pmt No	Pmt Type	Grp Code	Vendor	Pmt Date	Check No	Amount	
4055	9009	Check	1 1800	CSG DIRTWORKS	03/08/2026	17283	600.00	
	9014	Check	1 1800	CSG DIRTWORKS	03/27/2026	17285	200.00	
	9012	Check	1 1738	E.O. JOHNSON CO. INC.	03/27/2026	17286	889.94	
	9011	Check	1 1044	TARA VONDRASEK	03/27/2026	17288	18.37	
	9015	Check	1 1801	WITTE BROTHERS, INC.	03/27/2026	17289	398.60	
						Bank	Total	2,106.91
							Total	\$2,106.91

Nerstrand Charter School #4055

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Fct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
2058	4055	LCCB		2088	Credit A	03/04/26		Check 1		Miscellaneous						
RE						4055	R 04	000 000 000 050	RE Bonde					210.00	210.00	0.00
						4055	R 04	000 000 000 050	RE Eskelson					7.00	7.00	0.00
						4055	R 04	000 000 000 050	RE Meyers					15.00	15.00	0.00
						4055	R 04	000 000 000 050	RE Siltala Choban					7.00	7.00	0.00
														Receipt Total:	\$239.00	\$0.00
														Deposit Total:	\$239.00	\$0.00
2059	4055	LCCB		2089	Credit A	03/31/26		Check 1		Miscellaneous						
Gifts & RE						4055	R 01	000 000 000 096	Blackbaud gift					300.00	300.00	0.00
						4055	R 01	000 000 000 096	Color Rund Tee gift					150.00	150.00	0.00
						4055	R 04	000 000 000 050	RE fees					21.00	21.00	0.00
														Receipt Total:	\$471.00	\$0.00
														Deposit Total:	\$471.00	\$0.00
2060	4055	LCCB		2090	Credit A	03/19/26		Check 1		Miscellaneous						
RE & color run						4055	R 04	000 000 000 050	RE Geibe					118.00	118.00	0.00
						4055	R 04	000 000 000 050	RE Wagner					140.00	140.00	0.00
						4055	R 04	000 000 000 050	RE Pick					56.00	56.00	0.00
						4055	R 01	000 000 000 096	Color Run Tee Streltz					150.00	150.00	0.00
						4055	R 01	000 000 000 096	Color Run Tee River City					150.00	150.00	0.00
						4055	R 01	000 000 000 096	Color Run Tee Agri Ctr					150.00	150.00	0.00
						4055	R 01	000 000 000 096	Color Run Tee Lake City					150.00	150.00	0.00
						4055	R 01	000 000 000 096	Color Run Tee Flom					150.00	150.00	0.00
														Receipt Total:	\$1,064.00	\$0.00
														Deposit Total:	\$1,064.00	\$0.00
2061	4055	USB		2091	Credit A	03/31/26		Wire 1		Miscellaneous						
interest						4055	R 01	000 000 000 092	Interest Earnings					1,601.43	1,601.43	0.00
														Receipt Total:	\$1,601.43	\$0.00
														Deposit Total:	\$1,601.43	\$0.00

Nerstrand Charter School #4055

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
2062	4055	USB		Credit	A	03/31/26		Wire	1	Miscellaneous						
	interest					4055	R 01	000	000	092	Interest Earnings			383.71		0.00
														Receipt Total:	\$383.71	\$0.00
														Deposit Total:	\$383.71	\$0.00
2063	4055	USB		Credit	A	03/15/26		Wire	1	MDE						
	IDEAS					4055	R 01	000	000	201	Endow Fund Apportion			4,006.89		0.00
						4055	R 01	000	000	211	General Education Aid			43,590.98		0.00
						4055	R 01	000	000	360	State Special Education Aid			14,369.15		0.00
						4055	R 01	000	000	312	Literacy Incentive Aid			3,776.94		0.00
														Receipt Total:	\$65,743.96	\$0.00
														Deposit Total:	\$65,743.96	\$0.00
2064	4055	USB		Credit	A	03/30/26		Wire	1	MDE						
						4055	R 01	000	000	740	State Special Education Aid			63,129.31		0.00
														Receipt Total:	\$63,129.31	\$0.00
														Deposit Total:	\$63,129.31	\$0.00
														Report Total:	\$132,632.41	\$0.00

Nerstrand Charter School #4055
Reconciliation Worksheet Report
03/31/2026

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1346	03/31/2026	4055	LCCB	Lake Country Community Bank Lake Country Community Bank

Worksheet has been Finalized

Statement Amount 88,753.54

Deposits in Transit 0.00

Outstanding Payments

Checks 0.00

Wires 0.00

SHR - Payments 0.00

SHR - Third Party 0.00

Cash 0.00

ACH 0.00

Adjustment Amount

Amount Per Bank 88,753.54

GL Account Balance 88,753.54

Difference 0.00

Co L Fd Org Pro Crs Fln O/S
4055 B 01 101 003

Ty
F

Adjustments
00/00/0000

Nerstrand Charter School #4055
Reconciliation Worksheet Report
03/31/2026

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1347	03/31/2026	4055	USB	US BANK CHECKING ACCOUNT

Worksheet has been Finalized

Statement Amount	698,609.55
Deposits in Transit	0.00
<u>Outstanding Payments</u>	
Checks	2,106.91
Wires	0.00
SHR - Payments	0.00
SHR - Third Party	0.00
Cash	0.00
ACH	0.00
<u>Adjustment Amount</u>	<u>0.00</u>
Amount Per Bank	696,502.64
GL Account Balance	<u>696,502.64</u>
Difference	0.00

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

Adjustments
 00/00/0000

NERSTRAND ELEMENTARY SCHOOL #4055
Balance Sheet Through March 2026

	<u>General</u> <u>Fund</u>	<u>Community</u> <u>Fund</u>	<u>Total</u> <u>Funds</u>
Assets			
Cash and Investments	783,386.78	1,869.40	785,256.18
Accounts receivable	0.00	0.00	0.00
Due from governments	8,026.04	0.00	8,026.04
Prepaid items	1,778.36	0.00	1,778.36
Total assets	<u>793,191.18</u>	<u>1,869.40</u>	<u>795,060.58</u>
Liabilities			
Accounts payable	0.00	0.00	0.00
Total liabilities	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Assets			
Unreserved	731,189.74	0.00	731,189.74
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	1,869.40	1,869.40
Reserved for Med Assist	21,045.36	0.00	21,045.36
Total liabilities and net assets	<u>793,191.18</u>	<u>1,869.40</u>	<u>795,060.58</u>

NERSTRAND ELEMENTARY SCHOOL #4055
 FY2027 Draft Budget

		FY2026 Rv Bdgt	FY2027 Drft Bdgt	FY27 Notes
GENERAL FUND				
REVENUES				
01 000 000 000 000 050	Fees From Patrons	9,345.86	15,360.00	\$55*142 fees, \$185*28+\$210*5+\$40*33 Eagle Bluff
01 000 000 000 372 071	Med Assist Fr Dept of HS	8,510.82	8,510.82	equal to PY
01 000 000 000 092	Interest Earnings	25,000.00	25,000.00	equal to PY
01 000 000 000 096	Gifts And Bequests	13,300.00	13,300.00	equal to PY
01 000 000 016 000 096	Peace Garden Gift	500.00	500.00	equal to PY
01 000 000 017 000 096	Night Out Gift	0.00	7,800.00	equal to FY24
01 000 000 000 000 619	Fundraising Expense	-17,078.09	-17,078.09	equal to PY
01 000 000 017 000 619	NNO Fundraising Expense	0.00	-1,183.49	equal to FY24
01 000 000 000 000 620	Fundraising Revenue	27,923.00	27,923.00	equal to PY
01 000 000 017 000 620	NNO Fundraising Revenue	0.00	12,700.74	equal to FY24
01 000 000 000 000 201	Endow Fund Apportion	7,767.33	6,769.70	6769.70 fy26 whatif 142 adm 2.69% inc basic
01 000 000 000 000 211	General Education Aid	1,050,704.00	1,175,611.87	1,175,611.87 fy26 whatif 142 adm 2.69% inc basic
01 000 000 000 312 300	Literacy Incentive Aid	9,442.34	9,442.34	equal to PY
01 000 000 000 314 300	Para Training Aid	1,453.19	1,366.03	equal to PY expense
01 000 000 000 343 300	School Library Aid (Restricted)	10,000.00	10,000.00	equal to expense max 10K
01 000 000 000 348 300	Building Lease Aid	170,820.00	170,820.00	
01 000 000 000 414 400	Title II	1,700.06	1,700.06	
01 000 000 000 419 400	Spec Ed Fed FlowThru	23,547.47	23,000.00	equal to expense max alloc
01 000 000 000 420 400	Spec Ed EC	201.44	201.44	equal to expense max alloc
01 000 000 000 425 400	Federal Aids & Grant	4,490.18	4,490.18	equal to expense max alloc
01 000 000 000 514 500	REAP Direct Fed Aid&Grant	29,734.00	31,642.00	equal to expense max alloc
01 000 000 000 740 360	State Special Education Aid	446,569.80	481,251.08	95% expense 100% transpo
	REVENUES TOTAL	1,823,931.40	2,009,127.68	
EXPENDITURES				
EDVISIONS SALARY & BENEFIT				
01 005 050 000 000 305	EdVisions School Administration	120,123.01	134,119.28	
01 010 640 000 000 394	Tmg Stipend	847.47	847.47	
01 010 640 000 314 305	Para Trng	1,366.03	1,366.03	
01 010 201 000 000 394	EdVisions Kinder Staff	102,343.13	106,061.11	
01 010 203 000 000 394	EdVisions General Staff	428,443.15	448,615.16	
01 010 204 000 414 303	Edvisions Title II	1,700.06	1,700.06	
01 010 204 000 514 303	EdVisions REAP CSR - Fed Sub-contr under \$25k	29,734.00	31,642.00	
01 010 240 000 000 394	EdVisions PhysEd Staff	62,167.70	83,667.61	
01 010 258 000 000 394	EdVisions Music Staff	12,731.25	65,835.48	
01 010 620 000 000 394	Library Aid Exp Cara Salary & Fringe	2,252.45	1,814.85	
01 010 620 000 343 396	Library Aid Exp Cara Salary & Fringe	7,938.03	8,185.15	
01 010 620 000 343 397	Library Aid Exp Cara Salary & Fringe	812.89	564.85	
01 010 407 000 740 396	EdVisions Sp Ed Sal Pur F Other D	58,526.76	70,647.26	
01 010 407 000 740 397	EdVisions Sp Ed Ben Pur F Other D	12,239.48	23,407.00	
01 010 411 000 740 396	EdVisions Sp Ed Sal Pur F Other D	63,403.80	67,048.48	
01 010 411 000 740 397	EdVisions Sp Ed Ben Pur F Other D	20,480.19	22,431.91	
01 010 411 013 740 396	EdVisions Sp Ed Sal Pur F Other D	1,887.86	1,887.86	
01 010 411 013 740 397	EdVisions Sp Ed Ben Pur F Other D	518.52	518.52	
01 010 420 000 740 396	EdVisions SpEd Staff	158,608.24	152,349.20	
01 010 420 000 740 397	EdVisions SpEd Benefits	25,946.93	28,709.35	

NERSTRAND ELEMENTARY SCHOOL #4055
 FY2027 Draft Budget

	FY2026 Rv Bdgt	FY2027 Drft Bdgt	FY27 Notes
01 010 420 000 740 396	0.00	16,465.00	
01 010 420 000 740 397	0.00	2,494.45	
01 010 422 000 425 303	4,490.18	4,490.18	
01 010 605 000 000 394	60,003.20	63,506.20	
EDVISIONS SALARY & BENEFIT TOTAL	1,176,564.33	1,322,647.80	
FACILITY LEASE			
01 005 850 000 348 335	189,800.00	189,800.00	
ST Bid/Land Leases			
FACILITY LEASE TOTAL	189,800.00	189,800.00	
PURCHASED SERVICES			
01 005 105 000 000 305	23,798.43	26,924.54	2% of payroll
Consult Fees (EdVisions)	76,495.80	78,790.67	3% increase
01 005 110 000 000 320	5,276.14	5,276.14	equal to PY
Phone	313.43	400.00	400.00
01 005 110 000 000 329	472.04	400.00	400.00
Postage & Parcel Svc	2,215.60	6,684.00	pest 4*95, proturf 1229, mowing \$95*25, snow \$85*2H*10, sand/salt 1000
01 005 630 000 000 305	45,000.00	46,350.00	3% increase
Technology Svc	4,841.00	4,841.00	3% increase
01 005 810 000 000 305	47,000.00	89,632.74	89,632.74
Maintenance	17,512.49	18,037.86	3% increase
01 010 203 000 000 330	83,768.92	1,500.00	1,500.00
Utility Services	1,819.46	1,500.00	1,500.00
01 005 810 000 000 391	4,870.00	6,180.00	4900 EB, 160x8 Theatre
Custodial Reimburse To Mn District	1,240.00	1,500.00	1500 EB, theatre paid direct PTO
01 005 940 000 000 340	28.00	28.00	equal to PY
Insurance	51,722.50	43,000.00	43K (evergreen \$95/H 12-18H/W cap 66K)
01 010 203 000 000 305	1,515.36	1,515.00	1,515.00
Elem svc (interpreting)	8,856.00	8,962.00	8,962.00
01 010 401 000 740 394	2,639.00	3,361.16	3,361.16
Field Trips, Lyceums, River Bend, admissions	2,025.00	125.00	No Dape but indirect \$25*5
01 010 203 000 733 360	1,082.85	0.00	0.00
Field Trip Transportation	201.44	201.44	equal to PY
01 010 400 000 372 305	21,350.00	21,350.00	equal to PY
3rd Pty Biller Fees	99.86	0.00	one time expense
01 010 401 000 740 394	2,946.96	3,000.00	3,000.00
Contracted Speech Services	55,500.00	56,100.00	psych uptick Bri 22K, OT OTM \$117H 33K cap 80K, SCS 1100
01 010 405 000 740 366	650.00	150.00	0 CPI 2*75 ParaPro
Trav/Conv/Conference	3,004.00	500.00	TmBid 200 Miscel 300
01 010 405 000 740 397	419,103.28	424,809.57	
DHH Sp Ed Sal Pur F Other D			
01 010 411 000 740 394			
ASD Contracted Services			
01 010 412 000 740 394			
Dev Delay Contracted Services			
01 010 411 000 420 303			
ECSE Svc			
01 010 420 000 419 303			
Fed Sub-contr under \$25k			
01 010 420 000 419 350			
SpEd Repair & Maintenance			
01 010 420 000 723 360			
Tran-Contract/Pub			
01 010 420 000 740 394			
Contracted SpEd Specialists, Psync, OT			
01 010 420 640 419 366			
Trav/Conv/Conference			
01 010 640 000 000 366			
StaffDev - Travel+Conferences			
PURCHASED SERVICES TOTAL	419,103.28	424,809.57	
SUPPLIES			
01 005 107 000 000 401	525.00	0.00	0.00
Marketing Supplies	300.00	300.00	equal to PY
01 005 110 000 000 401	5,154.30	5,154.30	equal to PY
Sup/Mat Non-Instr.	460.00	440.00	CDW chrome 0, Wix 400, ISD656 40
01 005 630 000 000 405	596.99	550.00	550.00
Software - JMC, RegionV	1,500.00	1,000.00	1,000.00
01 005 720 000 000 401	4,000.00	5,000.00	5,000.00
Tech Non Instr Software/License			
01 005 810 000 000 401			
Sup/Mat Non-Instr.			
01 010 203 000 000 401			
Sup/Mat Non-Instr.			

Nerstrand 2026-2027 Salary Scale

Based on 95% prior year #656 (prorated for 7.5 hour contract day)

Step	AdminAssist	BS/BA + 15	BS/BA + 30	BS/BA + 45	MS/MA	MS/MA + 15	MS/MA + 30
1	45,351	46,085	47,175	48,645	50,110	51,017	54,491
2	46,753	47,471	48,572	50,259	51,951	52,859	56,332
3	48,104	48,934	50,204	52,073	53,955	54,852	58,318
4	49,544	50,411	51,834	53,892	55,901	56,841	60,304
5	51,030	52,009	53,460	55,695	57,925	58,817	62,274
6	52,520	53,636	55,260	57,622	59,984	60,885	64,326
7	54,052	55,243	57,054	59,548	62,044	62,936	66,373
8	54,052	57,065	58,838	61,466	64,085	64,983	68,407
9	54,052	58,928	60,918	63,535	66,154	67,048	70,670
10	54,052	60,782	63,066	65,689	68,300	69,200	72,808
11	54,052	62,624	65,413	68,030	70,647	71,537	74,962
12	54,052	64,558	67,857	70,421	72,992	73,958	77,318
13	54,052	67,437	70,671	73,182	75,704	76,657	79,952
14	58,320	72,172	75,518	78,119	80,725	81,716	85,120

* Director salary @ regular salary + 20%

Substitute teacher rate is \$25 per hour.

Nerstrand 2026-2027 Special Education Paraprofessional Hourly Rates
Based on #656 2025-2026

Base Hourly Rate \$21.10 per hour
Special Education Paraprofessional Substitute hourly rate is \$19.00

Longevity Increases	
After 3 years of service	\$1.00 per hour
After 5 years of service	\$1.25 per hour
After 10 years of service	\$1.75 per hour
After 15 years of service	\$2.25 per hour
After 20 years of service	\$2.75 per hour
After 25 years of service	\$3.25 per hour
After 30 years of service	\$3.75 per hour

Average 20 or more hours per week required to be eligible for longevity increases

Maximum hourly rate is \$24.85

Example: Completed 10 years of service, initial hourly rate is \$21.10 + \$1.75.

After 15 years of service, assuming the same scale the increase would be \$21.10 + \$2.25

Gifts Received Nov 11-April 13		
Name	Donated Amount	Restriction
Richard Hanson	\$600.00	

520 STUDENT SURVEYS

I. PURPOSE

Occasionally, the charter school utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

II. GENERAL STATEMENT OF POLICY

Student surveys may be conducted as determined necessary by the charter school. Surveys, analyses, and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with 20 United States Code, section 1232h.

III. STUDENT SURVEYS IN GENERAL

A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student returning a survey will be maintained.

B. The executive director may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.

C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality,

and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey depending upon how the survey is funded. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the charter school in a file separate from the survey responses.

D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses to a survey, the charter school will take appropriate steps to ensure the data is protected in accordance with Minnesota Statutes, chapter 13 (Minnesota Government Data Practices Act), 20 United States Code, section 1232g (Family Educational Rights and Privacy Act) and 34 Code of Federal Regulations, Part 99.

E. The charter school must not impose an academic or other penalty on a student who opts out of participating in a student survey.

IV. STUDENT SURVEYS CONDUCTED AS PART OF DEPARTMENT OF EDUCATION PROGRAM

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

B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or, in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey, analysis, or evaluation that reveals information concerning:

1. political affiliations or beliefs of the student or the student's parent;
2. mental and psychological problems of the student or the student's family;
3. sex behavior or attitudes;
4. illegal, antisocial, self-incriminating, or demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. religious practices, affiliations, or beliefs of the student or the student's parent; or
8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

C. A charter school that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Paragraphs IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.

1. The following policies are to be adopted in consultation with parents:
 - a. The right of a parent of a student to inspect, upon request of the parent, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including any applicable procedures for granting a

parent's request for reasonable access to such survey within a reasonable period of time after the request is received.

“Parent” means a legal guardian or other person acting *in loco parentis* (in place of a parent), such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.

b. Arrangements to protect student privacy in the event of the administration or distribution of a survey to a student, including an evaluation, to a student which contains one or more of the items listed in Paragraph IV.B., above, including the right of a parent of a student to inspect, upon request of the parent, any such survey.

c. The right of a parent of a student to inspect, upon request of the parent, any instructional material used as part of the educational curriculum for the student and any applicable procedures for granting a request by a parent for reasonable access to instructional material within a reasonable period of time after the request is received.

“Instructional material” means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

d. The administration of physical examinations or screenings that the charter school may administer to a student. This provision does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (20 United States Code, section 1400, *et seq.*).

e. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing the information to others for that purpose), including arrangements to protect student privacy that are provided by the charter school in the event of such collection, disclosure, or use.

(1) “Personal information” means individually identifiable information including a student or parent’s first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; or a Social Security identification number.

(2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:

(a) college or other postsecondary education recruitment or military recruitment;

(b) book clubs, magazines, and programs providing access to low cost literary products;

(c) curriculum and instructional materials used by elementary and secondary schools;

(d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments and

the subsequent analysis and public release of the aggregate data from such tests and assessments;

(e) the sale by students of products or services to raise funds for school-related or education-related activities; and

(f) student recognition programs.

(3) The right of a parent to inspect, on request, any instrument used in the collection of information, as described in Subparagraph IV.C.1.e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent for reasonable access to such an instrument within a reasonable period of time after the request is received.

2. The policies adopted under Subparagraph IV.C.1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the charter school.

a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.

b. The notice will provide parents with an opportunity to opt out of participation in the following activities:

(1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.

(2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Paragraph IV.B., above.

(3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

c. The notice will advise students of the specific or approximate dates during the school year when the activities in Subparagraph IV.C.2.b., above, are scheduled, or expected to be scheduled.

d. The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

V. NOTICE

A. The charter school must give parents and students direct notice of this policy at the beginning of each school year and after making substantive changes to this policy.

B. The charter school must inform parents at the beginning of the school year if the school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The charter school must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, e-mail, or another direct form of communication.

C. The charter school must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information;
Parent Notice and Opportunity for Opting Out)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. § 1232h (Protection of Pupil Rights)
34 C.F.R. § 99 (Family Educational Rights and Privacy Act Regulations)
Gonzaga University v. Doe, 536 U.S. 273 (2002)
C.N. v. Ridgewood Bd. of Educ., 430 F.3d. 159 (3rd Cir. 2005)
Fields v. Palmdale School Dist., 427 F.3d. 1197 (9th Cir. 2005)

Cross References:

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil
Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination,
Grievance Procedure and Process)

Resources:

U.S. Department of Education, *Family Educational Rights Privacy Act
(FERPA)* (accessed 11/03/25)
U.S. Department of Education, *Protection of Pupil Rights Amendment
(PPRA)* (accessed 11/03/25)

521 STUDENT DISABILITY NONDISCRIMINATION

I. PURPOSE

The purpose of this policy is to protect students with disabilities from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

II. GENERAL STATEMENT OF POLICY

A. Students with disabilities who meet the criteria of Paragraph C. below are protected from discrimination on the basis of a disability.

B The responsibility of the charter school is to identify and evaluate learners who, within the intent of Section 504, need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

C. For this policy, a learner who is protected under Section 504 is one who:

1. has a physical or mental impairment that substantially limits one or more of such person's major life activities; or
2. has a record of such an impairment;
3. is regarded as having such an impairment; or

4. has an impairment that is episodic or in remission and would materially limit a major life activity when active.

D. Learners may be protected from disability discrimination and be eligible for services, accommodations, or programs under the provisions of Section 504 even though they are not eligible for special education pursuant to the Individuals with Disabilities Education Act.

III. COORDINATOR

Persons who have questions or comments should contact **Executive Director, Nicole Musolf, 205 S 2nd Street, Nerstrand, MN 55053, 507-333-6854**. This person is the charter school's Americans with Disabilities Act/Section 504 coordinator. Persons who wish to make a complaint regarding a disability discrimination matter may use the accompanying Student Disability Discrimination Grievance Report Form. The form should be given to the ADA/Section 504 coordinator.

Legal References:

Minn. Stat. § 363A.03, Subd. 12 (Definitions) 42 U.S.C. Ch. 126 (Equal Opportunity for Individuals with Disabilities)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
34 C.F.R. Part 104 (Section 504 Implementing Regulations)

Cross References:

MSBA/MASA Model Policy 402 (Disability Nondiscrimination)

524 INTERNET, TECHNOLOGY, AND CELL PHONE ACCEPTABLE USE AND SAFETY POLICY

I. PURPOSE

The purpose of this policy is to set forth policies and guidelines for access to the charter school computer system and acceptable and safe use of the Internet, including electronic communications.

II. GENERAL STATEMENT OF POLICY

In making decisions regarding student and employee access to the charter school computer system and the Internet, including electronic communications, the charter school considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the charter school computer system and to the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The charter school expects that faculty will blend thoughtful use of the charter school computer system and the Internet throughout the curriculum and will provide guidance and instruction to students in their use.

III. LIMITED EDUCATIONAL PURPOSE

The charter school is providing students and employees with access to the charter school computer system, which includes Internet access. The purpose of the system is more specific than providing students and employees with general access to the Internet. The charter school system has a limited educational purpose, which includes use of the system for classroom activities, educational research, and professional or career development

activities. Users are expected to use Internet access through the charter school system to further educational and personal goals consistent with the mission of the charter school and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network.

IV. USE OF SYSTEM IS A PRIVILEGE

The use of the charter school system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the charter school system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate charter school policies, including suspension, expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws.

V. UNACCEPTABLE USES

A. While not an exhaustive list, the following uses of the charter school system and Internet resources or accounts are considered unacceptable:

1. Users will not use the charter school system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
 - d. information or materials that could cause damage or danger of disruption to the educational process;

e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.

2. Users will not use the charter school system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.

3. Users will not use the charter school system to engage in any illegal act or violate any local, state, or federal statute or law.

4. Users will not use the charter school system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the charter school system software, hardware, or wiring or take any action to violate the charter school's security system, and will not use the charter school system in such a way as to disrupt the use of the system by other users.

5. Users will not use the charter school system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.

6. Users will not use the charter school system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a

message that was sent to the user privately without permission of the person who sent the message.

a. This paragraph does not prohibit the posting of employee contact information on charter school webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).

b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:

(1) such information is classified by the charter school as directory information and verification is made that the charter school has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with the charter school's Protection and Privacy of Pupil Records policy; or

(2) such information is not classified by the charter school as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with the charter school's Protection and Privacy of Pupil Records policy.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

c. These prohibitions specifically prohibit a user from utilizing the charter school system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as “Facebook,” “X,” “Instagram,” “Snapchat,” “TikTok,” “Reddit,” and similar websites or applications.

7. Users must keep all account information and passwords on file with the designated charter school official. Users will not attempt to gain unauthorized access to the charter school system or any other system through the charter school system, attempt to log in through another person’s account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the charter school system may not be encrypted without the permission of appropriate school authorities.

8. Users will not use the charter school system to violate copyright laws or usage licensing agreements, or otherwise to use another person’s property without the person’s prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.

9. Users will not use the charter school system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the charter school. Users will not use the charter school system to offer or provide goods or services or for product advertisement. Users will not use the charter school system to purchase goods or services for personal use without authorization from the appropriate charter school official.

10. Users will not use the charter school system to engage in bullying or cyberbullying in violation of the charter school’s Bullying Prohibition Policy. This prohibition includes using any technology or other electronic

communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.

B. The charter school has a special interest in regulating off-campus speech that materially disrupts classwork or involves substantial disorder or invasion of the rights of others. A student or employee engaging in the foregoing unacceptable uses of the Internet when off charter school premises also may be in violation of this policy as well as other charter school policies. Examples of such violations may include, but are not limited to, serious or severe bullying or harassment targeting particular individuals, threats aimed at teachers or other students, failure to follow rules concerning lessons, the writing of papers, the use of computers, or participation in other online school activities, and breaches of school security devices.

If the charter school receives a report of an unacceptable use originating from a non-school computer or resource, the charter school may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the charter school computer system and the Internet and discipline under other appropriate charter school policies, including suspension, expulsion, exclusion, or termination of employment.

C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate charter school official. In the case of a charter school employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a charter school employee, the building administrator.

VI. FILTER

A. With respect to any of its computers with Internet access, the charter school will monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:

1. Obscene;
2. Child pornography; or
3. Harmful to minors.

B. The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.

D. An administrator, supervisor, or other person authorized by the Executive Director may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.

E. The charter school will educate students about appropriate online behavior.

VII. CONSISTENCY WITH OTHER SCHOOL POLICIES

Use of the charter school computer system and use of the Internet shall be consistent with charter school policies and the mission of the charter school.

VIII. LIMITED EXPECTATION OF PRIVACY

A. By authorizing use of the charter school system, the charter school does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the charter school system.

B. Routine maintenance and monitoring of the charter school system may lead to a discovery that a user has violated this policy, another charter school policy, or the law.

C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or charter school policy.

D. Parents may have the right at any time to investigate or review the contents of their child's files and e-mail files in accordance with the charter school's Protection and Privacy of Pupil Records Policy. Parents have the right to request the termination of their child's individual account at any time.

E. Charter school employees should be aware that the charter school retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, charter school employees should be aware that data and other materials in files maintained on the charter school system may be subject to review, disclosure, or discovery under Minnesota Statutes, chapter 13 (Minnesota Government Data Practices Act).

F. The charter school will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or

activities not in compliance with charter school policies conducted through the charter school system.

IX. INTERNET USE AGREEMENT

A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the charter school.

B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.

C. The Internet Use Agreement form for students must be read and signed by the user and parents/guardians. The Internet Use Agreement form for employees must be signed by the employee. The form must then be filed at the school office.

X. LIMITATION ON CHARTER SCHOOL LIABILITY

Use of the charter school system is at the user's own risk. The system is provided on an "as is, as available" basis. The charter school will not be responsible for any damage users may suffer, including, but not limited to, loss, damage, or unavailability of data stored on charter school diskettes, tapes, hard drives, or servers, or for delays or changes in or interruptions of service or misdeliveries or nondeliveries of information or materials, regardless of the cause. The charter school is not responsible for the accuracy or quality of any advice or information obtained through or stored on the charter school system. The charter school will not be responsible for financial obligations arising through unauthorized use of the charter school system or the Internet.

XI. USER NOTIFICATION

A. All users shall be notified of the charter school policies relating to Internet use.

B. This notification shall include the following:

1. Notification that Internet use is subject to compliance with charter school policies.
2. Disclaimers limiting the charter school's liability relative to:
 - a. Information stored on charter school diskettes, hard drives, or servers.
 - b. Information retrieved through charter school computers, networks, or online resources.
 - c. Personal property used to access charter school computers, networks, or online resources.
 - d. Unauthorized financial obligations resulting from use of charter school resources/accounts to access the Internet.
3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
4. Notification that, even though the charter school may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
5. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.
6. Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Public and Private Personnel Data Policy, and Protection and Privacy of Pupil Records Policy.

7. Notification that, should the user violate the charter school's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.

8. Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE

A. Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents are responsible for monitoring their student's use of the charter school system and of the Internet if the student is accessing the charter school system from home or a remote location.

B. Parents will be notified that their students will be using charter school resources/accounts to access the Internet and that the charter school will provide parents the option to request alternative activities not requiring Internet access. This notification should include:

1. A copy of the user notification form provided to the student user.
2. A description of parent/guardian responsibilities.
3. A notification that the parents have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.
4. A statement that the Internet Use Agreement must be signed by the user, the parent or guardian, and the supervising teacher prior to use by the student.

5. A statement that the charter school's acceptable use policy is available for parental review.

XIII. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS

A. "Technology provider" means a person who:

1. contracts with the charter school, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
2. creates, receives, or maintains educational data pursuant or incidental to a contract with the charter school.

B. "Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.

C. Within thirty (30) days of the start of each school year, the charter school must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data.

The notice must:

1. identify each curriculum, testing, or assessment technology provider with access to educational data;
2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and
3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.

- D. The charter school must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.
- E. A contract between a technology provider and the charter school must include requirements to ensure appropriate security safeguards for educational data. The contract must require that:
 - 1. the technology provider's employees or contractors have access to educational data only if authorized; and
 - 2. the technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.
- F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agency or institution are not the technology provider's property.

XIV. SCHOOL-ISSUED DEVICES

- A. "School-issued device" means hardware or software that the charter school, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.
- B. Except as provided in Paragraph C, the charter school or a technology provider must not electronically access or monitor:
 - 1. any location-tracking feature of a school-issued device;
 - 2. any audio or visual receiving, transmitting, or recording feature of a school-issued device; or
 - 3. student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.

C. The charter school or a technology provider may only engage in activities prohibited by Paragraph B if:

1. the activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by charter school employees, student teachers, staff contracted by the charter school, a vendor, or the Minnesota Department of Education, and notice is provided in advance;
2. the activity is permitted under a judicial warrant;
3. the charter school is notified or becomes aware that the device is missing or stolen;
4. the activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;
5. the activity is necessary to comply with federal or state law, including but not limited to Minnesota Statutes, section 121A.031; or
6. the activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.

D. If the charter school or a technology provider interacts with a school-issued device as provided in Paragraph C.4, it must, within seventy-two (72) hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time when the notice itself would pose an imminent threat to life or safety, but must instead be given within seventy-two (72) hours after that imminent threat has ceased.

XV. CELL PHONE USE

The school board directs the executive director and school administration to establish rules and procedures regarding student possession and use of cell phones in schools. These rules and procedures should seek to minimize the impact of cell phones on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or similar criteria and can be found in Policy 524a.

XVI. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

XVII. IMPLEMENTATION; POLICY REVIEW

- A. The charter school administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms, and procedures shall be an addendum to this policy.
- B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.
- C. The charter school Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.
- D. Because of the rapid changes in the development of the Internet, the school board shall conduct an annual review of this policy.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.73 (School Cell Phone Policy)
Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)
17 U.S.C. § 101 *et seq.* (Copyrights)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))
47 C.F.R. § 54.520 (FCC rules implementing CIPA)
Mahanoy Area Sch. Dist. v. B.L., 594 U.S. 180, 141 S. Ct. 2038 (2021)
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969)
United States v. Amer. Library Assoc., 539 U.S. 1942003)
Sagehorn v. Indep. Sch. Dist. No. 728, 122 F.Supp.2d 842 (D. Minn. 2015)
R.S. v. Minnewaska Area Sch. Dist. No. 2149, 894 F.Supp.2d 1128 (D. Minn. 2012)
Tatro v. Univ. of Minnesota, 800 N.W.2d 811 (Minn. App. 2011), *aff’d* on other grounds 816 N.W.2d 509 (Minn. 2012)
S.J.W. v. Lee’s Summit R-7 Sch. Dist., 696 F.3d 771 (8th Cir. 2012)
Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)
M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)

Cross References:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of Charter School Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)

MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)

MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination Grievance Procedures and Process)

MSBA/MASA Model Policy 603 (Curriculum Development)

MSBA/MASA Model Policy 604 (Instructional Curriculum)

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

MSBA/MASA Model Policy 806 (Crisis Management Policy)

MSBA/MASA Model Policy 904 (Distribution of Materials on Charter School Property by Nonschool Persons)

Forms:

INTERNET USE AGREEMENTS:

STUDENT: I have read and do understand the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print): _____

User Signature: _____

Date: _____

PARENT OR GUARDIAN: As the parent or guardian of this student, I have read the school district policies relating to safety and acceptable use of the school district computer system and the Internet. I understand that this access is designed for educational purposes. The school district has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the school district to restrict access to all controversial materials and I will not hold the school district or its employees or agents responsible for materials acquired on the Internet. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian's Name (please print): _____

Parent or Guardian's Signature: _____

Date: _____

SCHOOL DISTRICT EMPLOYEE: I have read and do understand the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print): _____

User Signature: _____

Date: _____

524.5 PERSONAL ELECTRONIC COMMUNICATION DEVICES

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

A. "Bell-to-Bell" means from when the first bell rings at the start of the school day to begin instructional time until the dismissal bell rings at the end of the academic school day. "Bell-to bell" includes lunch and time in between class periods.

B. "Cell Phone" means a personal device capable of making calls, transmitting pictures or video, or sending or receiving messages through electronic means. The definition of cell phone includes a non-smart phone that is

limited to making phone calls or text messages and a smart phone that encompasses the above features.

C. “Cyberbullying” means bullying using technology or other electronic communication, including but not limited to a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device.

D. “Instructional Time” means any structured or unstructured learning experiences that occur from when the first bell rings at the start of the school day until the dismissal bell rings at the end of the academic school day.

E. “Personal Electronic Communication Device” means any personal device capable of connecting to a cell phone, the internet, a cellular or Wi-Fi network, or directly connects to another similar device. Personal electronic communication devices may include cell phones, wearable devices such as smart watches, personal headphones, earbuds or pods, laptops, tablets, virtual reality devices, and other personal electronic communication devices with the abovementioned characteristics.

F. “Stored” means a cell phone or personal electronic communication device not being carried on the student’s person, including not in the student’s pocket. Storage options may include, but are not limited to, in the student’s backpack, in the student’s locker, in a locked pouch, or in a designated place in the classroom, as determined by school administration.

IV. PERSONAL ELECTRONIC COMMUNICATION DEVICE USE AND STORAGE

A. Personal Electronic Communication Device Use

a. Students are prohibited from using personal electronic communication devices on school premises from drop-off until pick-up, which includes but is not limited to instructional time,

lunch periods, recess, school-sponsored programs, events or activities, or any other time during the designated school day.

b. All personal electronic communication devices shall be kept in designated areas and turned off.

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

A. Limitations on Use of Personal Electronic Communication Devices

1. Personal electronic communication devices may not be used in any manner that causes or results in disruption of the educational environment or school-sponsored extracurricular activities or events or impairs or interferes with charter school operations.

2. Devices, including but not limited to personal electronic communication devices, with audio, video, or photo-taking capabilities shall not be used at any time in locker rooms, bathrooms, or other locations where the presence of such devices poses an unreasonable risk to the safety, welfare, or privacy of others. Confiscation and search of such devices will occur if found in these areas.

3. Students may not use a device to record, transmit, or post audio, videos, or photos of a person or persons on school grounds or on a school bus without the express permission of school staff in addition to the express consent of the individual or individuals that are the subjects of the recording.

4. Personal electronic communication devices may not be used to engage in bullying, cyberbullying, harassment, discrimination, or other activity prohibited under federal or state law or under charter school policy.

5. Personal electronic communication devices shall not be used during a lockdown drill, a fire drill, or a similar safety drill.

B. Storage of Personal Electronic Communication Devices

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

V. **EXCEPTIONS**

A. Nothing in this policy prohibits a student from using a personal electronic communication device for a purpose documented in the student's individualized education program, a plan developed under section 504 of the Rehabilitation Act of 1973, or a health care plan in force regarding the student.

B. A student may use a personal electronic communication device to monitor or address a health concern or medical condition upon permission granted by school administration.

C. Students may use a personal electronic communication device when the use is necessary to respond to or report an emergency. For purposes of this policy, "emergency" means an actual or imminent threat to the health or safety of students and/or school personnel, which may result in death, bodily injury, or substantial property damage.

D. A student may use a personal electronic communication device during a time at which use would otherwise be prohibited when the student has been granted permission from a staff member to use the device. If the charter school implements a curriculum that uses technology, students may be allowed to use their own personal electronic communication devices to access the curriculum. Students who are allowed to use their own devices to access the curriculum will be granted access to any application or electronic materials when they are

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

E. Students who need to make a call may request permission to use a telephone in the building office.

VI. DISCIPLINE

If a student violates this policy, a teacher or administrator shall take the following progressively serious disciplinary measures:

A. Give the student a verbal warning and require the student to store the student's personal electronic communication device in accordance with this policy.

B. Securely store the student's personal electronic communication device in a teacher- or administrator-controlled locker, bin, or drawer for the duration of the class or period.

C. Place the student's personal electronic communication device in the school's central office for the remainder of the school day.

D. Place the student's personal device in the school's central office to be picked up by the student's parent or guardian.

E. Schedule a conference with the student's parent or guardian to discuss the student's personal device use.

F. Apply discipline as provided under charter school policies and as appropriate.

G. Others as determined by administration and school staff

VII. CHARTER SCHOOL RESPONSIBILITY

A. The charter school is not responsible for, nor is it required to investigate, any lost, stolen, or damaged personal electronic communication devices brought onto school grounds or the bus or school-sponsored activities or events.

B. The charter school board directs the executive director and charter school administration to establish additional rules and procedures regarding student possession and use of personal electronic communication devices in schools as the executive director and charter school administration find appropriate. These rules shall be consistent with this policy and other applicable charter school policies. These rules and procedures should seek to minimize the impact of personal electronic communication devices on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or pursuant to similar criteria.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.73 (School Cell Phone Policy)
Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
29 U.S.C. § 794 (Nondiscrimination under Federal Grants and Programs)

Cross References:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of Charter School Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 524 (Internet, Technology, and Cell Phone Acceptable Use and Safety Policy)

Resources: Away for the Day (www.awayfortheday.org)
MASSP/MESPA, *The Cell Phone Toolkit* (July 2024)

525 VIOLENCE PREVENTION

I. PURPOSE

The purpose of this policy is to recognize that violence has increased and to identify measures that the charter school will take in an attempt to maintain a learning and working environment that is free from violent and disruptive behavior.

The charter school board is committed to promoting healthy human relationships and learning environments that are physically and psychologically safe for all members of the school community. It further believes that students are the first priority and they should be protected from physical or emotional harm during school activities and on school grounds, buses, or field trips while under school supervision.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the charter school is to strictly enforce its School Weapons Policy.
- B. The policy of the charter school is to act promptly in investigating all acts, or formal or informal complaints, of violence and take appropriate disciplinary action against any student or staff member who is found to have violated this policy or any related policy.
- C. The administration will periodically review discipline policies and procedures, prepare revisions if necessary, and submit them to the school board for review and adoption.
- D. The charter school will implement approved violence prevention strategies to promote safe and secure learning environments, to diminish violence

in our schools, and to aid in the protection of children whose health or welfare may be jeopardized through acts of violence.

III. IMPLEMENTATION OF POLICY

A. The charter school board will review and approve policies to prevent and address violence in our schools. The executive director or designee will develop procedures to effectively implement the school weapons and violence prevention policies. It shall be incumbent on all students and staff to observe all policies and report violations to the school administration.

B. The school board and administration will inform staff and students annually of policies and procedures related to violence prevention and weapons.

C. The charter school will act promptly to investigate all acts and formal and informal complaints of violence and take appropriate disciplinary action against any student or staff member who is found to have violated this policy or any related policy.

D. The consequences set forth in the School Weapons Policy will be imposed upon any student or nonstudent who possesses, uses or distributes a weapon when in a school location.

E. The consequences set forth in the charter school Hazing Prevention Policy will be imposed upon any student or staff member who commits an act against a student or staff member; or coerces a student or staff member into committing an act, that creates a substantial risk of harm to a person in order for the student or staff member to be initiated into or affiliated with an organization, or for any other purpose.

F. Students who engage in assault or violent behavior will be removed from the classroom immediately and for a period of time deemed appropriate by the principal, in consultation with the teacher, pursuant to the Student Discipline Policy.

G. Students with disabilities may be expelled for behavior unrelated to their disabilities, subject to the procedural safeguards required by the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, and the Minnesota Pupil Fair Dismissal Act.

H. Procedures will be developed for the referral of any person in violation of this policy or the weapons policy to the local law enforcement agency in accordance with Minnesota Statutes, section 121A.05.

I. Students who wear objectionable emblems, signs, words, objects, or pictures on clothing communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership or that approves, advances, or provokes any form of religious, racial, or sexual harassment or violence against other individuals as defined in the Harassment and Violence Policy will be subject to the procedures set forth in the Student Dress and Appearance Policy. "Gang" as used in this policy means any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity. A "pattern of gang activity" means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.

J. This policy is not intended to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, profane, denote gang affiliation, advocate harassment or violence against others, are likely to disrupt the education process, or cause others to react in a violent or illegal manner.

IV. PREVENTION STRATEGIES

The charter school has adopted and will implement the following prevention strategies to promote safe and secure learning environments, to diminish violence in our schools, and to aid in the protection of children whose health or welfare may be jeopardized through acts of violence.

- A. Adopt a charter school crisis management policy to address potential violent crisis situations in the charter school.
- B. Provide training in recognition, prevention, and safe responses to violence and development of a positive school climate.
- C. Coordinate a charter school security review committee or task force composed of school officials, law enforcement, parents, students, and other youth service providers to advise on policy implementation.
- D. In-service training for personnel in aspects of reporting, visibility, and supervision as deterrents to violence.
- E. In-service training for charter school personnel and school board members by experts familiar with sexual abuse, domestic violence, and personal safety issues on the following: helping students identify violence in the family and the community so that students may learn to resolve conflicts in effective, nonviolent ways; responding to a disclosure of child sexual abuse in a supportive, appropriate manner; and/or complying with mandatory reporting requirements under Minnesota's Reporting of Maltreatment of Minors law.
- F. Promote student safety responsibility by encouraging the reporting of suspicious individuals and unusual activities on school grounds.
- G. Establish a curriculum committee that explores ways of teaching students violence prevention strategies, law-related education, and character/values education (universal values, e.g., honesty, personal responsibility, self-discipline, cooperation, and respect for others).
- H. Establish clear charter school rules that prevent and deter violence.

I. Develop cross-cultural awareness programs to unify students of all cultures and backgrounds, to develop mutual respect and understanding of shared experiences and values among students, and to promote the message of inclusion.

J. Establish conflict resolution training, conflict management, or peer mediation programs for staff and students to teach conservative approaches to settling disputes.

K. Develop curriculum that teaches social skills such as maintaining self-control, building communications skills, forming friendships, resisting peer pressure, being appropriately assertive, forming positive relationships with adults, and resolving conflict in nonviolent ways.

L. Develop curriculum that teaches critical viewing and listening skills in analyzing mass media to recognize stereotypes, distinguish fact from fantasy, and identify differences in behavior and values that conflict with their own.

M. Develop student safety forums that both inform and elicit students' ideas about particular safety problems in the building.

N. Develop a student photo or name identification system for quick identification of the student in case of emergency.

O. Develop a staff photo or name identification system using identification badges for quick identification of unauthorized people on campus.

P. Require all visitors to check-in the main office upon their arrival and state their business at the charter school. A visitor badge may be issued for easy identification that the visitor is authorized to be present in the school building.

Q. Develop curriculum on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.

R. Develop curriculum on child sexual abuse prevention for students, including age-appropriate instruction on recognizing sexual abuse and assault, boundary violations, and ways offenders groom or desensitize victims, as well as strategies to promote disclosure, reduce self-blame, and mobilize bystanders. The curriculum may be created in consultation with federal, state, and local agencies and community-based organizations, including the Child Welfare Information Gateway website maintained by the United States Department of Health and Human Services, to identify research-based tools, curricula, and programs to prevent child sexual abuse.

S. Provide training to all school personnel on recognizing and preventing sexual abuse and sexual violence which may include training on mandatory reporting requirements provided on the Minnesota Department of Education's website and reviewing the Code of Ethics for Minnesota Teachers.

V. STUDENT SUPPORT

A. Students will have access to school-based student service professionals, when available, including counselors, nurses, social workers, and psychologists who are knowledgeable in methods to assist students with violence prevention and intervention.

B. Students will be apprised of school board policies designed to protect their personal safety.

C. Students will be provided with information as to charter school and building rules regarding weapons and violence.

D. Students will be informed of resources for violence prevention and proper reporting.

VI. PERSONNEL

- A. Charter school personnel shall comply with the School Weapons Policy and the school Hazing Prevention Policy.
- B. Charter school personnel shall be knowledgeable of violence prevention policies and report any violation to school administration immediately. Charter school personnel will be informed annually as to school and building rules regarding weapons and violence prevention.
- C. Charter school personnel or agents of the school shall not engage in emotionally abusive acts including malicious shouting, ridicule, and/or threats or other forms of corporal punishment or prone restraint.

Legal References: Minn. Stat. § 13.43, Subd. 16 (Personnel Data)
Minn. Stat. § 120B.22 (Violence Prevention Education)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat. § 121A.05 (Policy to Refer Firearms Possessor)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
Minn. Stat. § 121A.64 (Notification)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § 124E.03 (Applicable Law)
Minn. Stat. § 181.967, Subd. 5 (School District Disclosure of Violence or Inappropriate Sexual Contact)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
18 U.S.C. § 921 (Definition of Firearm)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503 (1969)
Stephenson v. Davenport Cmty. Sch. Dist., 110 F.3d 1303 (8th Cir. 1997)
McIntire v. Bethel School, 804 F.Supp. 1415 (W.D. Okla. 1992)

Olesen v. Board of Educ. of Sch. Dist. No. 228, 676 F.Supp. 820 (N.D. Ill. 1987)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (Charter School Weapons Policy)
MSBA/MASA Model Policy 504 (Student Dress and Appearance)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 507 (Corporal Punishment)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 529 (Staff Notification of Violent Behavior by Students)

526 HAZING PROHIBITION

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the charter school and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

- A. No student, teacher, administrator, volunteer, contractor, or other employee of the charter school shall plan, direct, encourage, aid, or engage in hazing.
- B. No teacher, administrator, volunteer, contractor, or other employee of the charter school shall permit, condone, or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.
- E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.
- F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the charter school's policies and procedures.

Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from charter school property and events and/or termination of services and/or contracts.

G. This policy applies to hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school transportation.

H. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.

I. The charter school will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the charter school who is found to have violated this policy.

III. DEFINITIONS

A. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:

1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body.
2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of charter school policies or regulations.

B. “Immediately” means as soon as possible but in no event longer than twenty-four (24) hours.

C. “On school premises or charter school property, or at school functions or activities, or on school transportation” means all charter school buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for charter school purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. Charter school property also may mean a student’s walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting hazing at these locations and events, the charter school does not

represent that it will provide supervision or assume liability at these locations and events.

D. “Remedial response” means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.

E. “Student” means a student enrolled in a public school or a charter school.

F. “Student organization” means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURES

A. Any person who believes he or she has been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate charter school official designated by this policy. A person may report hazing anonymously. However, the charter school may not rely solely on an anonymous report to determine discipline or other remedial responses.

B. The charter school encourages the reporting party to use the report form available from the principal or building supervisor of each building or available from the charter school office, but oral reports shall be considered complaints as well.

The building principal, the principal’s designee, or the building supervisor (hereinafter the “building report taker”) is the person responsible for receiving reports of hazing at the building level. Any adult charter school personnel who receives a report of hazing prohibited by this policy shall inform the building report taker immediately. Any person may report hazing directly to a charter school human rights officer or to the executive director. If the complaint involves the building report taker, the complaint shall be made or filed directly with the

executive director or the charter school human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

C. A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. Charter school personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.

D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.

E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.

F. The charter school will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the charter school's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. CHARTER SCHOOL ACTION

A. Within three (3) days of the receipt of a complaint or report of hazing, the charter school shall undertake or authorize an investigation by charter school officials or a third party designated by the charter school.

B. The building report taker or other appropriate charter school officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.

C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

D. Upon completion of an investigation that determines hazing has occurred, the charter school will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. Charter school action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable charter school policies and regulations.

E. The charter school is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the charter school. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident of the remedial or disciplinary action taken, to the extent permitted by law.

F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the charter school shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the

skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

The charter school will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the charter school who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

- A. This policy shall appear in each school's student handbook and in each school's building and staff handbooks.

- B. The charter school will develop a method of discussing this policy with students and employees.

Legal References: Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents Under the Safe and Supportive Minnesota Schools Act)
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of Charter School Employees)
MSBA/MASA Model Policy 413 (Harassment and Violence)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)

MSBA/MASA Model Policy 525 (Violence Prevention [Applicable to Students and Staff])

528 STUDENT PARENTAL, FAMILY, AND MARITAL STATUS NONDISCRIMINATION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

A. The charter school provides equal educational opportunity for all students, and will not apply any rule concerning a student's actual or potential parental, family, or marital status which treats students differently on the basis of sex.

B. The charter school will not discriminate against any student, or exclude any student from its education program or activity, including any class or extracurricular activity, on the basis of such students' pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery therefrom, unless the student requests voluntarily to participate in a separate portion of the program or activity of the recipient.

C. The charter school may require such a student to obtain the certification of a physician that the student is physically and emotionally able to continue participation in the normal education program or activity so long as such a certification is required of all students for other physical or emotional conditions requiring the attention of a physician.

D. The charter school will ensure that any separate and voluntary instructional program is comparable to that offered to non-pregnant students.

E. It is the responsibility of every charter school employee to comply with this policy.

F. The charter school board has designated **Administrative Assistant, Dana Jans at 205 South 2nd Street; Nerstrand, MN 55053; 507-333-6850** as its Title IX coordinator. This employee coordinates the charter school's efforts to comply with and carry out its responsibilities under Title IX.

G. Any student, parent or guardian having questions regarding the application of Title IX and its regulations and/or this policy should discuss them with the Title IX coordinator. Questions relating solely to Title IX and its regulations may be referred to the Assistant Secretary for Civil Rights of the United States Department of Education. In the absence of a specific designee, an inquiry or complaint should be referred to the executive director or the charter school human rights officer.

H. Any reports of unlawful discrimination under this policy will be handled, investigated and acted upon in the manner specified in the Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process Policy.

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

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

529 STAFF NOTIFICATION OF VIOLENT BEHAVIOR BY STUDENTS

I. PURPOSE

In an effort to provide a safe school environment, the assigned classroom teacher and certain staff members should know whether a student to be placed in the classroom has a history of violent behavior. Additionally, decisions should be made regarding how to manage such a student.

The purpose of this policy is to address the circumstances in which data should be provided to classroom teachers and other school staff members about students with a history of violent behavior and to establish a procedure for notifying staff regarding the placement of students with a history of violent behavior.

II. GENERAL STATEMENT OF POLICY

A. Any staff member or other employee of the charter school who obtains or possesses information concerning a student in the building with a history of violent behavior shall immediately report said information to the principal of the building in which the student attends school.

B. The administration will meet with the assigned classroom teacher and other appropriate staff members for the purpose of notifying and determining how staff will manage such student.

C. Only staff members who have a legitimate educational interest in the information will receive notification.

III. DEFINITIONS

For purposes of this policy, the following terms have the meaning given them.

A. Administration

“Administration” means the executive director, building principal, or other designee.

B. Classroom Teacher

“Classroom teacher” means the instructional personnel responsible for the course or room to which a student is assigned at any given time, including a substitute hired in place of the classroom teacher.

C. History of Violent Behavior

1. A student will be considered to have a history of violent behavior if incident(s) of violence, including any documented physical assault of a charter school employee by the student, have occurred during the current or previous school year.

2. If a student has an incident of violence during the current or previous school year, that incident and all other past related or similar incidents of violence will be reported.

D. Incident(s) of Violence

“Incident(s) of violence” means willful conduct in which a student endangers or causes physical injury to the student, other students, a charter school employee, or surrounding person(s) or endangers or causes significant damage to charter school property, regardless of whether related to a disability or whether discipline was imposed.

E. Legitimate Educational Interest

“Legitimate educational interest” includes interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student health and welfare, and the ability to respond to a request for educational data. It includes a person’s need to know in order to:

1. Perform an administrative task required in the school or the employee’s contract or position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student’s education; or
3. Perform a service or benefit for the student or the student’s family such as health care, counseling, student job placement, or student financial aid.
4. Perform a task directly related to responding to a request for data.

F. School Staff Member

“School staff member” includes:

1. A person duly elected to the school board;
2. A person employed by the school board in an administrative, supervisory, instructional, or other professional position;
3. A person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and
4. A person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, a public information officer or data practices compliance official, an attorney, or an auditor for the period of his or her performance as an employee or contractor.

IV. PROCEDURE FOR STAFF NOTIFICATION OF STUDENTS WITH VIOLENT BEHAVIOR

A. Reports of Violent Behavior

Any staff member or other employee of the charter school who becomes aware of any information regarding the violent behavior of an enrolling student or any student enrolled in the charter school shall immediately report the information to the building principal where the student is enrolled or seeks to enroll.

B. Recipients of Notice

Each classroom teacher of a student with a history of violent behavior (see Paragraph III.C., above) will receive written notification from the administration prior to placement of the student in the teacher's classroom. In addition, written notice will be given by the administration to other school staff members who have a legitimate educational interest, as defined in this policy, when a student with a history of violent behavior is placed in a teacher's classroom. The administration will provide notice to anyone substituting for the classroom teacher or school staff member, who has received notice under this policy, that the substitute will be overseeing a student with a history of violent behavior.

The administration may provide other charter school employees or individuals outside of the charter school with information regarding a student, including information regarding a student's history of violent behavior, in accordance with the Protection and Privacy of Pupil Records Policy.

C. Determination of Who Receives Notice

The determination of which classroom teachers and school staff members have a legitimate educational interest in information regarding a student with a history of violent behavior will be made by either: (1) the charter school's Responsible Authority appointed by the school board under the Minnesota Government Data Practices Act or (2) the administration. In the event the administration makes this determination, the Responsible Authority will provide guidance to the administration as to what data will be shared.

D. Form of Written Notice

The notice given to classroom teachers and school staff members will be in writing and will include the following:

1. Name of the student;
2. Date of notice;
3. Notification that the student has been identified as a student with a history of violent behavior as defined in Paragraph III.C of this policy; and
4. Reminder of the private nature of the data provided.

E. Record of Notice

1. The administration will retain a copy of the notice or other documentation provided to classroom teachers and school staff members notified under this section.
2. Retention of the written notice or other documentation provided to classroom teachers and school staff members is governed by the approved Records Retention Schedule.

F. Meetings Regarding Students with a History of Violent Behavior

1. If the administration determines, in his or her discretion, that the classroom teacher and/or school staff members with a legitimate educational interest in such data reasonably require access to the details regarding a student's history of violent behavior for purposes of school safety and/or intervention services for the student, the administration also may convene a meeting to share and discuss such data.
2. The persons present at the meeting may have access to the data described in Paragraph IV.D., above.

G. Law Enforcement Reports

Staff members will be provided with notice of disposition orders or law enforcement reports received by the charter school in accordance with the Protection and Privacy of Pupil Records Policy. When appropriate, information obtained from disposition orders or law enforcement reports also may be included in a Notification of Violent Behavior.

V. MAINTENANCE AND TRANSFER OF RECORDS

A report, notice, or documentation pertaining to a student with a history of violent behavior are educational records of a student and will be retained, maintained, and transferred to a school or charter school in which a student seeks to enroll in accordance with the Protection and Privacy of Pupil Records Policy.

VI. PARENTAL NOTICE

A. The administration will notify parents annually that the charter school gives classroom teachers and other school staff members notice about students' history of violent behavior.

B. Prior to providing the written notice of a student's violent behavior to classroom teachers and/or school staff members, the administration will inform the student's parent or guardian that such notice will be provided.

C. Parents will be given notice that they have the right to review and challenge records or data, including the data documenting the history of violent behavior, in accordance with the Protection and Privacy of Pupil Records Policy.

VII. TRAINING NEEDS

Representatives of the school board and representatives of the teachers will discuss the needs of students and staff. The parties may discuss necessary training which may include training on conflict resolution and positive behavior interventions and may discuss necessary intervention services such as student behavioral assessments.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120A.22, Subd. 7 (Compulsory Instruction)
Minn. Stat. § 121A.45 (Grounds for Dismissal)
Minn. Stat. § 121A.64 (Notification; Teachers' Legitimate Educational Interest)
Minn. Stat. § 121A.75 (Receipt of Records; Sharing)
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1-99.67 (Rules Implementing FERPA)
Minn. Laws 2003, 1st Sp., Ch. 9, Art. 2, § 53

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

530 IMMUNIZATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to require that all students receive the proper immunizations as mandated by law to ensure the health and safety of all students.

II. GENERAL STATEMENT OF POLICY

All students are required to provide proof of immunization, or appropriate documentation exempting the student from such immunization, and such other data necessary to ensure that the student is free from any communicable diseases, as a condition of enrollment.

III. STUDENT IMMUNIZATION REQUIREMENTS

A. No student may be enrolled or remain enrolled, on a full-time, part-time, or shared-time basis, in any elementary or secondary school within the charter school until the student or the student's parent or guardian has submitted to the designated charter school administrator the required proof of immunization. Prior to the student's first date of attendance, the student or the student's parent or guardian shall provide to the designated charter school administrator one of the following statements:

1. a statement from a physician, advanced practice registered nurse, physician assistant, or a public clinic which provides immunizations (hereinafter "medical statement"), affirming that the student received the immunizations required by law, consistent with medically acceptable standards; or

2. a medical statement affirming that the student received the primary schedule of immunizations required by law and has commenced a schedule of the remaining required immunizations, indicating the month and year each immunization was administered, consistent with medically acceptable standards.

B. The statement of a parent or guardian of a student or an emancipated student may be substituted for the medical statement. If such a statement is substituted, this statement must indicate the month and year each immunization was administered. Upon request, the designated charter school administrator will provide information to the parent or guardian of a student or an emancipated student of the dosages required for each vaccine according to the age of the student.

C. The parent or guardian of persons receiving instruction in a home school shall submit one of the statements set forth in Paragraph III.A. or III.B., above, or statement of immunization set forth in Article IV., below, to the executive director of the charter school by October 1 of the first year of their home schooling in Minnesota and the grade 7 year.

D. When there is evidence of the presence of a communicable disease, or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any communicable diseases. No student may be enrolled or remain enrolled in any elementary or secondary school within the charter school until the student or the student's parent or guardian has submitted the required data.

E. The charter school may allow a student transferring into a school a maximum of thirty (30) days to submit a statement specified in Paragraph III.A. or III.B., above, or Article IV., below. Students who do not provide the appropriate proof of immunization or the required documentation related to an applicable exemption of the student from the required immunization within the specified time frames shall be excluded from school until such time as the

appropriate proof of immunizations or exemption documentation has been provided.

F. If a person who is not a Minnesota resident enrolls in a charter school online learning course or program that delivers instruction to the person only by computer and does not provide any teacher or instructor contact time or require classroom attendance, the person is not subject to the immunization, statement, and other requirements of this policy.

IV. EXEMPTIONS FROM IMMUNIZATION REQUIREMENTS

Students will be exempt from the foregoing immunization requirements under the following circumstances:

A. The parent or guardian of a minor student or an emancipated student submits a signed medical statement affirming that the immunization of the student is contraindicated for medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or

B. The parent or guardian of a minor student or an emancipated student submits a notarized statement stating the student has not been immunized because of the conscientiously held beliefs of the parent, guardian, or emancipated student.

V. NOTICE OF IMMUNIZATION REQUIREMENTS

A. The charter school will develop and implement a procedure to:

1. notify parents and students of the immunization and exemption requirements by use of a form approved by the Minnesota Department of Health;

2. notify parents and students of the consequence for failure to provide required documentation regarding immunizations;

3. review student health records to determine whether the required information has been provided; and
4. make reasonable arrangements to send a student home when the immunization requirements have not been met and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.

B. The notice provided shall contain written information describing the exemptions from immunization as permitted by law. The notice shall be in a font size at least equal to the font size and style as the immunization requirements and on the same page as the immunization requirements.

VI. IMMUNIZATION RECORDS

A. The charter school will maintain a file containing the immunization records for each student in attendance at the charter school for at least five (5) years after the student attains the age of majority.

B. Student immunization records maintained by the school district are generally considered education records subject to the Family Education Records and Privacy Act (FERPA). The school district may not disclose personally identifiable information (PII), including immunization records, without parent or eligible student consent unless a permissible exception applies.

C. The designated charter school administrator will assist a student and/or the student's parent or guardian in the transfer of the student's immunization file to the student's new school within thirty (30) days of the student's transfer.

D. Upon request of a public or private postsecondary educational institution as defined in Minnesota Statutes, section 135A.14, the designated charter school administrator shall assist in the transfer of the student's immunization file to the postsecondary educational institution.

VII. OTHER

Within sixty (60) days of the commencement of each new school term, the charter school will forward a report to the Commissioner of the Minnesota Department of Education stating the number of students attending each school in the charter school, including the number of students receiving instruction in a home school, the number of students who have not been immunized, and the number of students who received an exemption. The charter school also will forward a copy of all exemption statements received by the charter school to the Commissioner of the Minnesota Department of Health.

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 121A.17 (School Board Responsibilities)
Minn. Stat. § 144.29 (Health Records; Children of School Age)
Minn. Stat. § 144.3351 (Immunization Data)
Minn. Stat. § 144.441 (Tuberculosis Screening in Schools)
Minn. Stat. § 144.442 (Testing in Schools)
Minn. Rules Parts 4604.0100-4604.1020 (Immunization)
20 U.S.C. § 1232g (Family Educational and Privacy Rights Act)
McCarthy v. Ozark Sch. Dist., 359 F.3d 1029 (8th Cir. 2004)
Op. Atty. Gen. 169-W (July 23, 1980)
Op. Atty. Gen. 169-W (Jan. 17, 1968)

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

Resources: MN Department of Health: [School Health Personnel Immunization and Disease Reporting](#) (accessed 12/15/25)

533 WELLNESS

I. PURPOSE

The purpose of this policy is to set forth methods that promote student wellness, prevent and reduce childhood obesity, and assure that school meals and other food and beverages sold and otherwise made available on the school campus during the school day are consistent with applicable minimum local, state, and federal standards.

II. GENERAL STATEMENT OF POLICY

A. The school board recognizes that nutrition promotion and education, physical activity, and other school-based activities that promote student wellness are essential components of the educational process and that good health fosters student attendance and learning.

B. The school environment should promote students' health, well-being, and ability to learn by encouraging healthy eating and physical activity.

C. The charter school encourages the involvement of parents, students, representatives of the school food authority, teachers, school health professionals, the school board, school administrators, and the general public in the development, implementation, and periodic review and update of the charter school's wellness policy.

D. Children need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.

E. All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.

F. Qualified food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.

III. WELLNESS GOALS

A. Nutrition Promotion and Education

1. The charter school will encourage and support healthy eating by students and engage in nutrition promotion that is:
 - a. offered as part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health;
 - b. part of health education classes, as well as classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects, where appropriate; and
 - c. enjoyable, developmentally appropriate, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips.
 - d. nutrition education is integrated into other subjects beyond health education
2. The charter school will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte/snack lines, vending machines, fundraising events, concession stands, and student stores.

3. NES students have access to the USDA School Breakfast Program
4. NES allows students to access the drinking fountain throughout the day for water. In addition, classrooms allow students to bring individual water bottles from home that have plain drinking water in them.

B. Physical Activity

1. Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Toward that end, health and physical education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities, such as watching television;
2. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate; and
3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.
4. PE Teacher has a written physical education curriculum for grades K-12.
5. The written physical education curriculum for each grade is aligned with national and/or state physical education standards.
6. Physical education promotes a physically active lifestyle.
7. NES addresses time per week of physical education instruction for all elementary school students.
8. NES addresses qualifications for PE teachers for grades K-12.
9. NES addresses recess for all elementary school students making sure to follow the Pupil Fair Dismissal Act.

10. NES addresses active transport (Walk/Bike to School Days) for all K-12 students who live within walkable/bikeable distance.

11. NES uses physical activity as a reward as determined by staff.

12. NES does not use physical activity as a punishment.

13. NES does not withhold physical activity as a punishment.

C. School-based Activities to Promote Employee Wellness Goals:

1. NES addresses strategies to support employee wellness through our employer Edvisions Cooperative.

2. NES encourages staff to model healthy eating and physical activity behaviors through our employer Edvisions Cooperative.

D. Communications with Parents

1. The charter school recognizes that parents and guardians have a primary role in promoting their children's health and well-being.

2. The charter school will support parents' efforts to provide a healthy diet and daily physical activity for their children.

3. The charter school encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.

4. The charter school will provide information about physical education and other school-based physical activity opportunities and will support parents' efforts to provide their children with opportunities to be physically active outside of school.

IV. STANDARDS AND NUTRITION GUIDELINES

A. School Meals

1. The charter school will provide healthy and safe school meal programs that comply with all applicable federal, state, and local laws, rules, and regulations.
2. Food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students.
3. Food service personnel will try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning.
4. Food service personnel will provide clean, safe, and pleasant settings and adequate time for students to eat.
5. Food service personnel will take every measure to ensure that student access to foods and beverages meets or exceeds all applicable federal, state, and local laws, rules, and regulations and that reimbursable school meals meet USDA nutrition standards.
6. Food service personnel shall adhere to all applicable federal, state, and local food safety and security guidelines.
7. The charter school will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals. Students will be served the same meal regardless of their meal pay status.
8. The charter school will provide students access to hand washing or hand sanitizing before they eat meals or snacks.

9. The charter school will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day. NES offers 20 minutes for lunch from the time students enter the lunch room and 15 minutes of “seat time.”

10. The charter school will discourage tutoring, club, or organizational meetings or activities during mealtimes unless students may eat during such activities.

11. The charter school will offer the Education Benefits Form in every enrollment packet annually.

B. School Food Service Program/Personnel

1. The charter school shall designate an appropriate person to be responsible for the charter school’s food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA guidelines.

2. As part of the charter school’s responsibility to operate a food service program, the charter school will provide continuing professional development for all food service personnel in schools.

C. Competitive Foods and Beverages

1. All foods and beverages sold on school grounds to students, outside of reimbursable meals, are considered “competitive foods.” Competitive foods include items sold a la carte in the cafeteria, from vending machines, school stores, and for in-school fundraisers.

2. All competitive foods will meet the USDA Smart Snacks in School (Smart Snacks) nutrition standards and any applicable state nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits.

3. Before and Aftercare (child care) programs must also comply with the charter school's nutrition standards unless they are reimbursable under USDA school meals program, in which case they must comply with all applicable USDA standards.

D. Other Foods and Beverages Made Available to Students

1. Student wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided through:

a. Celebrations and parties

The charter school will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas. The USDA has healthy part ideas available:

https://fns-prod.azureedge.us/sites/default/files/resource-files/NibblesHealthyCelebrations_Eng.pdf

b. Classroom snacks brought by parents

The charter school will provide to parents a list of suggested foods and beverages that meet Smart Snacks nutrition standards.

2. Rewards and incentives

Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.

3. Fundraising

The charter school will make available to parents and teachers a list of suggested healthy fundraising ideas.

E. Food and Beverage Marketing in Schools

1. School-based marketing will be consistent with nutrition education and health promotion.

2. Schools will restrict food and beverages marketing to the promotion of only those foods and beverages that meet the Smart Snacks nutrition standards.

V. WELLNESS LEADERSHIP AND COMMUNITY INVOLVEMENT

A. Wellness Coordinator

1. The executive director will designate a charter school official to oversee the charter school's wellness-related activities (Wellness Coordinator). The Wellness Coordinator will ensure that each school implements the policy.

2. The principal of each school, or a designated school official, will ensure compliance within the school and will report to the Wellness Coordinator regarding compliance matters upon request.

B. Public Involvement

1. The Wellness Coordinator will permit parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, and periodic review and update of the wellness policy.

2. The Wellness Coordinator will hold meetings, from time to time, for the purpose of discussing the development, implementation, and periodic review and update of the wellness policy. All meeting dates and times will be posted on the charter school's website and will be open to the public.

VI. POLICY IMPLEMENTATION AND MONITORING

A. Implementation and Publication

1. After approval by the school board, the wellness policy will be implemented throughout the charter school.

2. The charter school will post its wellness policy on its website, to the extent it maintains a website.

B. Annual Reporting

The Wellness Coordinator will annually inform the public about the content and implementation of the wellness policy and make the policy and any updates to the policy available to the public.

C. Triennial Assessment

1. At least once every three (3) years, the charter school will evaluate compliance with the wellness policy to assess the implementation of the policy and create a report that includes the following information:

- a. the extent to which schools under the jurisdiction of the charter school are in compliance with the wellness policy;
 - b. the extent to which the charter school's wellness policy compares to model local wellness policies; and
 - c. a description of the progress made in attaining the goals of the charter school's wellness policy.
2. The Wellness Coordinator will be responsible for conducting the triennial assessment.
 3. The triennial assessment report shall be posted on the charter school's website or otherwise made available to the public.

D. Recordkeeping

The charter school will retain records to document compliance with the requirements of the wellness policy. The records to be retained include, but are not limited to:

1. The charter school's written wellness policy.
2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public.
3. Documentation of the triennial assessment of the local school wellness policy for each school under the charter school's jurisdiction efforts to review and update the wellness policy (including an indication of who is involved in the update and methods the charter school uses to make stakeholders aware of their ability to participate on the Wellness Committee).

Legal References: Minn. Stat. § 121A.215 (Local School District Wellness Policy; Website)
42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
42 U.S.C. § 1758b (Local School Wellness Policy)
42 U.S.C. § 1771 *et seq.* (Child Nutrition Act)
7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
7 C.F.R. § 210.10 (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)

Resources: Minnesota Department of Education, www.education.state.mn.us
Minnesota Department of Health, www.health.state.mn.us
County Health Departments
Action for Healthy Kids Minnesota, www.actionforhealthykids.org
United States Department of Agriculture, www.fns.usda.gov

Policy Assessment: NES Assessment 2026 (4/2026)

District: NERSTRAND CHARTER SCHOOL

Congratulations! You have completed the WellSAT Policy Assessment. You can see your Policy scores for each item below. Please note if you are missing any of the federal requirements in Section 1. Items with a rating of "0" (item not addressed in the policy) or "1" (weak statement addressing the item) can be improved by referring to the links at wellsat.org/resources.


Section 1. Federal Requirements

FR1	Includes goals for nutrition education that are designed to promote student wellness.	1
FR2	Assures compliance with USDA nutrition standards for reimbursable school meals.	1
FR3	District takes steps to protect the privacy of students who qualify for free or reduced priced meals.	1
FR4	Free drinking water is available during meals.	0
FR5	Ensures annual training for food and nutrition services staff in accordance with USDA Professional Standards.	0
FR6	Addresses compliance with USDA nutrition standards (Smart Snacks) for all food and beverages sold to students during the school day.	NA
FR7	Regulates food and beverages sold in a la carte.	NA
FR8	Regulates food and beverages sold in vending machines.	NA
FR9	Regulates food and beverages sold in school stores.	NA
FR10	Addresses fundraising with food to be consumed during the school day.	NA
FR11	Regulates food and beverages served at class parties and other school celebrations in elementary schools. Use N/A if no elementary schools in district.	0
FR12	Restricts marketing on the school campus during the school day to only those foods and beverages that meet Smart Snacks standards.	0
FR13	Addresses how all relevant groups will participate.	0

Policy Assessment: NES Assessment 2026 (4/2026)
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FR14	Identifies the officials responsible for compliance with all components of the local wellness policy in each school.	2
FR15	Addresses making the wellness policy available to the public.	0
FR16	Addresses the assessment of district implementation of the local wellness policy at least once every three years.	1
FR17	Addresses making triennial assessment results available to the public and specifies what will be included.	0
FR18	Addresses a plan for updating policy based on results of the triennial assessment.	0

Section 2. Nutrition Environment and Services


NES1	Addresses access to the USDA School Breakfast Program.	0
NES2	Addresses how to handle feeding children with unpaid meal balances without stigmatizing them.	1
NES3	Specifies how families are provided information about determining eligibility for free/reduced price meals.	0
NES4	Specifies strategies to increase participation in school meal programs.	0
NES5	Specifies marketing to promote healthy food and beverage choices.	0
NES6	Addresses the amount of "seat time" students have to eat school meals.	1
NES7	 Addresses purchasing local foods for the school meals program.	0
NES8	USDA Smart Snack standards are easily accessed in the policy.	0
NES9	Exemptions for infrequent school-sponsored fundraisers.	0
NES10	Addresses foods and beverages containing caffeine at the high school level.	NA

Policy Assessment: NES Assessment 2026 (4/2026)


District: NERSTRAND CHARTER SCHOOL

NES11	Addresses nutrition standards for all foods and beverages served (not sold) to students after the school day, including before and aftercare on school grounds, clubs, and after school programming.	0
NES12	Addresses nutrition standards for all foods and beverages sold (not served) to students after the school day, including before and aftercare on school grounds, clubs, and after school programming.	NA
NES13	Addresses food not being used as a reward.	0
NES14	Addresses availability of free drinking water throughout the school day.	0




Section 3. Nutrition Education

NE1	Nutrition education teaches skills that are behavior focused, interactive, and/or participatory.	0
NE2	All elementary school students receive sequential and comprehensive nutrition education.	0
NE3	All middle school students receive sequential and comprehensive nutrition education.	NA
NE4	All high school students receive sequential and comprehensive nutrition education.	NA
NE5	Nutrition education is integrated into other subjects beyond health education.	0
NE6	Links nutrition education with the food environment.	0
NE7	 Nutrition education addresses agriculture and the food system.	0

Section 4. Physical Education and Physical Activity

PEPA1	 There is a written physical education curriculum for grades K-12.	0
PEPA2	The written physical education curriculum for each grade is aligned with national and/or state physical education standards.	0

Policy Assessment: NES Assessment 2026 (4/2026)
District: NERSTRAND CHARTER SCHOOL


PEPA3	Physical education promotes a physically active lifestyle.	0
PEPA4	Addresses time per week of physical education instruction for all elementary school students.	0
PEPA5	Addresses time per week of physical education instruction for all middle school students.	NA
PEPA6	Addresses time per week of physical education instruction for all high school students.	NA
PEPA7	Addresses qualifications for physical education teachers for grades K-12.	0
PEPA8	Addresses providing physical education training for physical education teachers.	0
PEPA9	Addresses physical education exemption requirements for all students.	NA
PEPA10	Addresses physical education substitution for all students.	NA
PEPA11	 Addresses family and community engagement in physical activity opportunities at all schools.	NA
PEPA12	 Addresses before and after school physical activity for all students including clubs, intramural, interscholastic opportunities.	NA
PEPA13	Addresses recess for all elementary school students.	0
PEPA14	 Addresses physical activity breaks during school.	0
PEPA15	Joint or shared-use agreements for physical activity participation at all schools.	NA
PEPA16	District addresses active transport (Safe Routes to School) for all K-12 students who live within walkable/bikeable distance.	0
PEPA17	 Addresses using physical activity as a reward.	0
PEPA18	Addresses physical activity not being used as a punishment.	0

Policy Assessment: NES Assessment 2026 (4/2026)

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PEPA19	Addresses physical activity not being withheld as a punishment.	0
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Section 5. Employee Wellness

EW1	 Addresses strategies to support employee wellness.	0
EW2	Encourages staff to model healthy eating and physical activity behaviors.	0

Section 6. Integration and Coordination

IC1	Addresses the establishment of an ongoing district wellness committee.	0
IC2	Addresses the establishment of an ongoing school building-level wellness committee.	NA

Overall District Policy Score

Total Comprehensiveness	District Score 9
Total Strength	District Score 1