

HOS Report
3/20/25

Montessori Week

Montessori week was amazing. Huge thanks to all the staff that put in all the extra work for the crafts, high tea, dinner, and fun t-shirts.

Substitute Job Description

It came up that we didn't have a formal job description for substitutes. We drafted the version in the consent agenda to be all inclusive for subs at any position. This is open for discussion, but seemed the most effective path forward.

Staffing

Resignation: Elizabeth Ringler effective 3/7/25. Internal and external posts have been addressed, collecting candidates for a new hire.

Hired: Raya Molledahl, Food Service Assistant. Agreed to terms on 3/17/25, starting this week..

Hired: Paula Eickman, E1B Assistant. Agreed to terms 3/17/25, starting this week.

Read Act-paraprofessional training

As more information comes out about the paraprofessional training, I think we will have a good opportunity to engage all paras and assistants in the training next school year. The Literacy Lead (HOS) will have to attend a 'train the trainer' session, then the actual training for those staff is a cumulative 8 hours-four blocks of 2 hours each. We have 2 inservice days back to back Jan 19 & 20 of 2026. This is the perfect time to engage them in this PD work. That is my plan, which will be proposed to the AP Committee as part of our school wide PD plan.

Here is a link to the statute that outlines the requirements:

<https://www.revisor.mn.gov/statutes/cite/120B.12>

E-Rate

Solix and their process has led us to keeping HBC as our internet provider. It included creating a 'best value' rubric for the services. There were three other bids that were submitted through the Solix bid process. We will see monetary returns on our internet bills for signing up and going through the process, managed by Solix.

Hiawatha Valley Ed Foundation

The March grant application and required Annual Report were submitted to the HEF administration on 3.17.25.

MA Billing

On 3.5.25 HOS worked with HVED to get out letters of informed consent, which will be followed by consent tracking. MA eligible providers that work with Bluffview will be informed-this

is mostly HVED staff, but also includes our speech pathologist. This should bring in a small amount of additional revenues to the school.

Lease Agreement

In my work with WAGroup, reviewing our coverage, the building corp came up. Through that discussion, and after a review of the actual Lease Agreement (in the folder), it was determined that the BMS Building Corp needed to be listed as an 'additional insured' within our policy. The lease agreement states that the tenant (school) is responsible for all insurance coverage (both Tenant and Landlord), but did not explicitly state that the BMS Building Corp was to be listed as an 'additional insured'. Given this knowledge, the provided "Amendment" to the Lease adds that important information. Approval here will allow for the Chair to sign, then the BMS building corp Chair (the HOS) will host a meeting of that board to do the same.

Inflation Adjusted Formula Allowance for FY26

MDE released the following on 2.28.25. There is an official memo in the folder :

Inflation Adjusted Formula Allowance for Fiscal Year 2026

This memo is to explain the inflation adjusted formula allowance.

The Fiscal Year (FY) 2026 formula allowance is \$7,481.

[Minnesota Statutes 2024, section 126C.10, subdivision 2](#) sets the general education formula allowance based on the actual Consumer Price Index (CPI) for All Items, All Urban Consumers as provided by the United States Bureau of Labor Statistics (not seasonally adjusted) for the average of the fourth calendar quarter of the second prior fiscal year compared to the average of the fourth calendar quarter of the immediately prior fiscal year with a minimum 2% and a maximum 3% increase. The statute also requires the Commissioner to publish the formula allowance by the end of February of each year.

The final adjusted allowance will be a **2.74%** increase to the formula allowance making the FY 2026 formula allowance **\$7,481** per adjusted pupil unit (APU). This will be a \$200 per APU increase over the formula allowance in FY2025. Additional information on the CPI increase will be posted on the Minnesota Department of Education (MDE) website once the February 2025 forecast has been released.