

Finance Committee Meeting

Monday, May 15, 2023 7:30 AM

Faribault Public Schools District Office, 710 17th Street SW, Faribault, MN 55021

I. Business Items

I.A. Approval of the Minutes from April 17, 2023

I.B. Introduce our new Controller, Brett Martindale, and our new Payroll Coordinator, Delilah Delgado

II. Contracts, Agreements, Bids and Grants for Review

II.A. Consider Approving the 2023-2024 Sodexo contract.

II.B. Consider Approving the 2023-2024 Nerstrand Maintenance Contract.

II.C. Consider Approving the 2023-2024 Nerstrand Building Lease.

II.D. Consider approving the 2023-2024 Nerstrand Technology Contract

II.E. Consider approving the 2023-2024 Nerstrand Food Service Management Company Contract

II.F. Consider approving the 2023-2024 Nerstrand Nursing Contract

II.G. Consider approving the 2023-2024 Third Party Billing Contract

II.H. Consider approving Faribault Public Schools to issue a Request for Quote for a Ten Year Transportation Contract.

II.I. Consider Approving the 2023-2025 "ECFE On The Go" Model

III. Financial Performance

III.A. April 2023 Enrollment ADM

III.B. April 2023 Investment Report

III.C. April 2023 Comparative Financials

III.D. April 2023 Financial Analytics

IV. Financial Strategies

IV.A. Discussion of Allocating Funds to Market the FOA.

V. Next Meeting - June 19, 2023 7:30 am

VI. Adjourn - ACTION

FINANCE COMMITTEE MINUTES

This meeting was held remotely via Google Meet
April 17, 2023 at 7:30 a.m.

Members in Attendance: Chad Wolff, Dave Campbell, Jamie Bente, Joel Olson, John Bellingham, Richard Olson, Roxanne Hill, Meghan Knutson, Scott Gerdes, Stacy Fox, Jason Engbrecht, Robert Dehnert.

Others in Attendance: Zach Pruitt, Casey Rutherford

Members Absent:

This meeting was called to order at 7:30 a.m.

1. Business Items
 - a. Motion by Chad Wolff to approve the minutes from the March 13, 2023 Finance Committee Meeting, second by Joel Olson. Motion passed.
 - b. Controller update
 - i. Chris Nelson resigned as of March 31, 2023
 - ii. There were only two viable applicants so to bring continuity, Brett Martindale will become the new controller for FPS. We now need to backfill our payroll coordinator position.
2. Contracts, Agreements, Buds and Grants for Review
 - a. Casey Rutherford presented about Elementary and Teacher iPad replacement. Mr. Rutherford proposes to purchase new iPads for middle and high schoolers and pass down the used iPads down to elementary schoolers. The amount of money needed exceeds the state bid threshold and will need to be approved by the school board. Motion by John Bellingham to approve and a second by Dave Campbell.
 - b. Scott Gerdes presented about six different options for building project funding requested by Mr. Olson. The Facilities Committee recommends Option #6. The LTFM plan was also updated and reviewed. Motion to approve Option #6 and the revisions of the LTFM plan by Dave Campbell and second by Jamie Bente.
 - i. Option #1 - One Time Lease
 - ii. Option #2 - Building Bond
 - iii. Option #3 - Project Levy
 - iv. Option #4 - Facility Deferred Maintenance Bonds
 - v. Option #5 - Capital Facility Bonds
 - vi. Option #6 - Facility Health & Safety Bonds
 - c. Received a quote from Bituminous Materials, LLC for the middle school parking lot. FPS saved funds from the Jefferson parking lot and will help fund the middle school parking lot. The project is set to be completed prior to 6/30/2023. The motion is approved by Richard Olson and seconded by Chad Wolff.

- d. Mr. Bente and Mr. Pruitt described the importance of grant writing and management. Mr. Pruitt will devote 1/3 of his time writing and managing grants. Propose the idea of a Youth Programs Coordinator who will oversee the community education department's youth developing programming (i.e. community schools, Summer STEAM, Falcons Afterschool, and Little Falcons) this position will be a one year contract. Mr Olson shared his concern about writing grants just for the money. Mr Bente shared that all grants will be tied to the four District goals. Motion to approve the Youth Program Coordinator position by Chad Wolff and a second by Dave Campbell.
 - e. The District has decided to move forward with the Spanish-English Dual Enrollment Program. This will start at the kindergarten level for the 2023/24 school year. This program has been brought to the District by Katherine Schultz who shared the need for about \$10,000 in additional funds for curriculum. Motion to approve by Richard Olson and a second by Jason Engbrecht
3. Financial Performance
 - a. Mr. Gerdes shared that the enrollment report did not change very much from our last meeting. The District is currently twenty two ADM over budget. Mr Gerdes shared that he is working with SSC on correcting PSEO billing issues. The District is actively working with the new charter school and working with them on operational logistics.
 - b. Mr Gerdes shared the comparative financial statement that still showed our utilities were over budget based on the increased rates. We continue to increase our fund balance in the self insurance account.
 - c. Mr. Gerdes shared that cash balances have begun to increase from our second half debt payments. Our balances should increase over the next couple months as well.
 - d. Mr Gerdes shared that our financial analytics show our data is tracking very close to our revised budget and that we are looking good as we close out the fiscal year.
 4. Next Meeting May 15, 2023
 5. Motion by Jason Engbrecht to adjourn the meeting, second by Stacy Fox. Meeting adjourned at 8:39 a.m.

Respectfully submitted by Meghan Knutson



710 17th St. SW, Faribault, MN 55021

Office: 507-333-6000 | Fax: 507-333-6050

MEMORANDUM

Date: May 15, 2023

To: Finance Committee

From: Scott Gerdes, Director of Finance and Operations

RE: Sodexo Contract Renewal

This year, FY2023, was the first year of our Sodexo food contract based on the Request for Proposal (RFP) we completed last year. This allows us to renew up to four additional years on a year by year basis. Each year, the Department of Education sets the maximum allowable rate that contracts can be raised. The national average for next year was 8.2% while in Minnesota it was 8.8%. Please consider approval of the 2023-2024 contract with an 8.5% increase over this year's rates.



School Nutrition Programs

Renewal of Food Service Management Contract

School Year 2023-24

Food service management contracts that started in 2019-20 or later may be renewed for the 2023-24 contract year if both parties have mutually agreed to renew.

Federal regulations for the National School Lunch Program (NSLP), at 7 Code of Federal Regulations section 210.16 and Minnesota Statutes section 123B.52, allow a food service management contract to be renewed for a term not to exceed one year for up to four renewals (a total of five years including the original contract).

This renewal document must be used to meet NSLP requirements and for contract payments to be allowable costs to the nonprofit school food service. No changes may be made to this renewal document without preapproval by the Minnesota Department of Education (MDE), except for the information required to be inserted by the school food authority.

1. Definitions

“SFA” is the school food authority (school district, nonpublic school or residential child care organization) contracting for food service management.

SFA: _____

Cyber-Linked Interactive Child Nutrition Systems (CLiCS) Identification Number: _____

“Company” is the company providing food service management to School.

Company: _____

“Original contract” is the first year of the food service management contract, which was competitively procured and specified the terms for contract renewals.

The original contract was for school year _____.

2. Renewal of Contract

SFA and Company mutually agree to renew the original contract for the term indicated below, not to exceed one year.

This is the _____ year of the contract, counting the original year of the contract and renewals.

Start Date for Renewed Contract: _____ End Date for Renewed Contract: _____

3. Adjusted Meal Prices

SFA and Company have mutually agreed to 2023-24 prices or fees as shown below. The maximum amount that 2023-24 prices or fees may be increased is 8.8 percent (Consumer Price Index (CPI-U), Food Away from Home, Midwest Region, for the twelve months ending December 2022).

Check one:

Fixed Meal Price Contract – Prices are adjusted as shown below.

Cost-Reimbursable Contract – Fees are adjusted as shown below.

The fixed price(s) or fixed administrative fee(s), and the calculation of the revised price(s) or fee(s), are shown below:

Meal Service	2022-23 Price or Fee	Percent Increase (maximum 8.8%)	2023-24 Price or Fee
	\$ _____	_____ %	\$ _____
	\$ _____	_____ %	\$ _____
	\$ _____	_____ %	\$ _____
	\$ _____	_____ %	\$ _____

4. Meal Equivalency Factor

The meal equivalency factor for school year 2023-2024, used to determine the number of lunches that the a la carte food service revenue is equivalent to for billing purposes, is \$4.95.

5. Value of USDA Foods

Contract prices do not take into account the value of USDA Foods that Company will receive during the contract year. Company will continue to credit SFA for USDA Foods received for the renewed contract year.

At the time that this contract renewal is sent to MDE, the SFA must include a completed Reconciliation of Credits for USDA Foods form to show that USDA Foods have been fully credited during the 2022-23 contract year.

6. Non-Financial Adjustments

No material changes have been made since the original contract.

Minor non-financial adjustments for renewal, if any, are described here:

3. Adjusted Meal Prices

SFA and Company have mutually agreed to 2023-24 prices or fees as shown below. The maximum amount that 2023-24 prices or fees may be increased is 8.8 percent (Consumer Price Index (CPI-U), Food Away from Home, Midwest Region, for the twelve months ending December 2022).

Check one:

Fixed Meal Price Contract – Prices are adjusted as shown below.

Cost-Reimbursable Contract – Fees are adjusted as shown below.

The fixed price(s) or fixed administrative fee(s), and the calculation of the revised price(s) or fee(s), are shown below:

Meal Service	2022-23 Price or Fee	Percent Increase (maximum 8.8%)	2023-24 Price or Fee
After School Snack	\$1.00	8.5 %	\$1.085
At Risk Dinner	\$3.45	8.5 %	\$3.743
SFSP/SSO - Summer	\$3.49	8.5 %	\$3.786
	\$	%	\$

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Minor non-financial adjustments for renewal, if any, are described here:

7. Revised Program Requirements

Company agrees to meet all SNP requirements including requirements that become effective during the renewed contract year.

8. Termination

Either party may terminate the contract for cause as allowed in the original contract. The contract may be terminated for (no cause) if the partners mutually agree to terminate for convenience.

SIGNATURES

School Food Authority: _____

Address: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

School Food Authority Contact: _____

Title: _____

Phone: _____

Email: _____

Company: _____

Address: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

Company Contact: _____

Title: _____

Phone: _____

Email: _____

Independent Price Determination Certificate

Both the SFA and the FSMC shall execute this Independent Price Determination Certificate.

Name of FSMC

Name of SFA

By submission of this offer, the FSMC certifies, and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:

1. The prices in this offer have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other FSMC or with any competitor.
2. Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed to the FSMC and will not knowingly be disclosed by the FSMC prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other FSMC for the purpose of restricting competition.
3. No attempt has been made or will be made by the FSMC to induce any person or firm to submit or not submit an offer for the purpose of restricting competition.

Each person signing this offer on behalf of the FSMC certifies that:

1. He or she is the person in FSMC's organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to 1 through 3 above; or
2. He or she is not the person in FSMC's organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate in any action contrary to 1 through 3 above, and as their agent does hereby certify; and he or she has not participated, and will not participate, in any action contrary to 1 through 3 above.

To the best of my knowledge, this FSMC, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any government agency and have not in the last three years been convicted of or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

Signature of FSMC's Authorized Representative

Title

Date

In accepting this offer, the SFA certifies that no representative of the school food authority has taken any action that may have jeopardized the independence of the offer referred above.

Signature of SFA
Authorized Representative

Title

Date

INSTRUCTIONS FOR DEBARMENT CERTIFICATION FORM

1. By signing and submitting this form, the prospective lower-tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower-tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower-tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted to obtain a copy of those regulations.
5. The prospective lower-tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower-tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion — Lower Tier Covered Transactions," without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, search the records on the System for Award Management (SAM). [View the SAM website.](#)
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies as appropriate, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Executive Order 12689, and 31 U.S.C. 6101; Debarment and Suspension, 2 CFR Part 417, Subpart C, Responsibilities of Participants Regarding Transactions Doing Business with Other Persons.

(Please read instructions on next page before completing Certification.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Company Name: _____

Project Name: National School Lunch Program

Name/Title of Authorized Representative: _____

Signature: _____

Date: _____

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a federal contract, the making of any federal grant, the making of a federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment or modification of a federal contract, grant, loan or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Company Name: _____

Project Name: National School Lunch Program

Name/Title of Authorized Representative: _____

Signature: _____

Date: _____

SERVICE AGREEMENT
BETWEEN NERSTRAND ELEMENTARY SCHOOL
AND INDEPENDENT SCHOOL DISTRICT #656

SERVICE

IT IS HEREBY AGREED, for the 2023-2024 school year the following services will be provided by staff employed by the School District:

<u>Service:</u>	Salary & Benefits
Custodial Services	Responsibility of <u>Nerstrand Elementary School:</u> .925 FTE

RELATIONSHIP

The employee shall remain solely the employee of the School District. The hiring, evaluation, and termination of such employee shall be the responsibility of the School District. In the event that said employee is unable to fulfill said assignment to Nerstrand Elementary School, the School District reserves the right to alter the person(s) providing services under this agreement, after consultation with representatives of Nerstrand Elementary School. Thus, the cost of providing services may vary according to the applicable salary and benefits of those persons providing services. The School District will also cover all health and safety monitoring of any equipment or structures owned by the School District.

PAYMENT

The contracting school, Nerstrand Elementary School, shall pay to the School District as invoiced an amount equal to the percentage of salary and benefits for the employees noted above.

ADMINISTRATIVE FEE

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

TERM

The agreement shall be in effect for one school year and is to be renegotiated annually. The school year shall be July 1, 2023, to June 30, 2024. Further, this agreement can only be amended in whole or in part during the time it is in effect by mutual agreement of both parties. If this contract is not to be renewed by either party, said party wishing to non-renew must notify the other party by April 1, 2024.

NOTICE

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

WAIVER

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

HEREBY, this agreement is approved by the following:

INDEPENDENT SCHOOL DISTRICT 656

NERSTRAND ELEMENTARY SCHOOL

CHAIR OF THE BOARD

CHAIR OF THE BOARD

CLERK OF THE BOARD

SECRETARY OF THE BOARD

DATE OF BOARD APPROVAL

DATE OF BOARD APPROVAL

MEMORANDUM

TO: Jamie Bente, Superintendent
Finance Committee
School Board Members

FROM: Scott Gerdes
Director of Finance and Operations

DATE: May 15, 2023

RE: 2023-24 Nerstrand Charter School Lease

Attached you will find a lease agreement for our building in Nerstrand. Nerstrand Charter School would like to continue to lease this building. The lease agreement is a one-year agreement. The amount is \$164,250, for FY24.

If you have any questions, please contact me. Thanks!

Enclosure

Lease

THIS LEASE AGREEMENT, Made and entered into the 1st day of July, 2023 by and between Independent School District #656 hereinafter referred to as “School District” whose address is 710 17th St SW, Faribault, MN 55021 and Nerstrand Charter School whose address is 205 South Second Street, Nerstrand, MN 55053.

WITNESS THAT:

- 1) PREMISES TO BE LEASED: Nerstrand Elementary School including the building, storage area, and adjacent grounds.
- 2) TERM: The term of this lease shall begin on the 1st day of July 2023 and shall continue for a period of twelve months, ending on June 30, 2024 with up to two one-year renewals with mutual agreement between the School District and Nerstrand Charter School.
- 3) RENT: The basic rent for the leased property shall be \$164,250 payable in monthly installments of \$13,687.50 due the 1st day of each month beginning July 2023.
- 4) USE: During the term of this lease the property shall be used only for operating Nerstrand Charter School and for no other purpose.
- 5) CARE AND MAINTENANCE OF PREMISES: Landlord shall be solely responsible and liable for all major repairs necessary to maintain the structural integrity of the interior and exterior of the building; to maintain all heating, cooling, electrical and plumbing systems efficient working order; and to repair and replace as necessary. The landlord shall comply with all laws.
- 6) UTILITIES: The Tenant shall be liable for payment of heat and electric utilities and garbage/recycling costs as the same become due and payable month to month during the term of this lease.
- 7) INDEMNIFICATION OF LANDLORD: To the extent authorized by law, tenant will indemnify Landlord and save it harmless from and against any and all claims, actions, damages, liability and expenses in connection with loss of life and/or personal injury and/or property damage arising from or out of the occupancy or use by Tenant of the Premises or any part thereof or any other part of Landlord’s property, occasioned wholly or in part by any willful or negligent act or omission of Tenant, its officers, agents contractors or employees.
- 8) INSURANCE: The tenant shall additionally keep the leased property insured throughout the term of this lease against the following:
 - (a) Claims for personal injury or property damage under a policy of general public liability insurance with such limits as may be reasonably requested by the landlord.

(b) Nerstrand Charter School shall purchase insurance as required by law and provide the school district with documentation of said coverage. The types and amounts of insurance obtained by Nerstrand Charter School will cover the exposure limits of municipal corporations established by Minnesota Statute 466.04, subd. 1. Faribault Public Schools, ISD #656 shall be named as additional insured.

- 9) INSPECTION OF THE PREMISES BY LANDLORD: (a) The tenant shall permit the landlord and authorized representatives of the landlord to enter the lease property upon reasonable prior notice to the tenant during the usual business hours, whether or not the tenant or tenant's representatives are present (and at any time in the event of emergencies) for the purpose of (1) inspecting the same, and (2) performing any work therein which may be necessary by reason of the tenant's default under any terms of this lease. Nothing herein shall imply any duty upon the part of the landlord to do any such work which under any provision of this lease the tenant may be required to perform not to place upon the landlord any obligation or liability whatsoever, for the care, supervision or repair of the leased property. The landlord may during the progress of any work in the leased property keep and store therein all necessary materials, tools, and equipment. The landlord shall not in any event be responsible for inconvenience, loss of business or other damage to the tenant by reason of the performance of any such work in the leased property or on account of bringing materials, supplies and equipment into or through the leased property during the course thereof. (b) The landlord is hereby given the right during usual business hours to enter the leased property and to exhibit the same in a reasonable manner for the purpose of sale during the last three months of the initial term to exhibit the same to any prospective tenant.
- 10) SURRENDER IN GOOD REPAIR AND CONDITION: The tenant shall surrender the leased property in good repair and condition, rooms cleaned and free of tenant's property.
- 11) NON-ASSIGNABILITY: Tenant may not sublease, assign, transfer, mortgage, or encumber its interest in this lease.
- 12) PERFORMANCE OF LANDLORD'S OBLIGATION: If the landlord defaults in the observance or performance of any term or covenant required to be performed under this lease, and such default is not being legally contested, the tenant after no less than 30 days notice to the landlord may but shall not be obligated to remedy such default and in connection therewith may pay expenses and employ counsel, provided that the tenant shall have the right to remedy such default without notice in the event of emergency. All sums expended or obligations incurred by the tenant in connection therewith shall be paid by the landlord to the tenant upon demand: and if the landlord fails to reimburse the tenant, then tenant in addition to any other right or remedy that tenant may have may deduct such amount in subsequent installments of basic rent which from time to time thereafter may become due to the landlord.

- 13) TERMINATION OF LEASE AND DEFAULT OF TENANT: (a) Upon default in payment of rent herein or upon any other default by the tenant in accordance with the terms and provisions of this lease, the lease may at the option of the landlord be cancelled or forfeited, PROVIDED HOWEVER, that before any such cancellation of forfeiture except as provided in subparagraph (b) hereof, the Landlord shall give Tenant a written notice specifying the default or defaults and stating that this lease will be cancelled and forfeited 30 days after the giving of such notice unless default or defaults are remedied within such grace period. (b) Bankruptcy or insolvency of tenant: In the event the Tenant is adjudicated a bankrupt or in the event of a judicial sale or other transfer of tenant's leasehold interest by reason of any bankruptcy or insolvency proceedings or by the other operation of law, but not by death, and such bankruptcy, judicial sale or transfer has not been vacated or set aside within 30 days from the giving of notice thereof by the landlord to the tenant, then and in such event the landlord may at its option immediately terminate this lease, re-enter the premises upon giving 30 days notice by landlord to tenant. (c) Termination of Charter School contract: Pursuant to Minn. Stat. § 124E.22, (a)(3)(ii), this Lease is subject to cancellation upon thirty (30) days prior written notice by Tenant to Landlord, if the Tenant's charter contract is terminated or not renewed. This provision shall not be constructed or construed to relieve the Tenant of its lease obligations in effect before the charter contract is terminated or not renewed.
- 14) MECHANIC'S LIENS: Neither the tenant nor anyone claiming by, through or under the tenant shall have the right to file or place upon said premises or upon any building or improvement thereon or upon the leasehold interest of the tenant therein any mechanic's lien or other lien of any kind or character whatsoever, and notice is hereby given that no contractor, sub-contractor or anyone else who may furnish any materials, services or labor for any building, improvement, alterations, repair or any part thereof, shall be or become entitled to any lien thereon and for the further security of the landlord the tenant covenants and agrees to give actual notice thereof in advance to any and all contractors and sub-contractors who may furnish or agree to furnish any such materials, service of labor.
- 15) CONSENT OF LANDLORD AND IMPROVEMENTS TO BECOME PROPERTY OF LANDLORD: No alteration, addition or improvement in excess of \$1,000 to the leased property shall be made by the tenant without the written consent of the landlord. Any alteration, addition or improvement made by the tenant after such consent shall have been given and any fixtures installed as part thereof shall at the landlord's option become the property of the landlord upon expiration or other sooner termination of this lease: provided, however, that the landlord shall have the right to require the tenant to remove such fixtures at the tenant's cost upon such termination of this lease.
- 16) NOTICE AND DEMANDS: Notices as provided for in this lease shall be given to the respective parties hereto at the respective addresses designated on Page 1 of this lease unless either party notified the other in writing of a different address. Without prejudice to any other method of notifying a party in writing or making a demand or

other communication, such message shall be considered given under the terms of this lease when sent, addressed as above designated, postage prepaid by certified mail, return receipt requested, and so deposited in the United States Mail Box.

- 17) CHANGE TO BE IN WRITING: None of the covenants, provisions, terms or conditions of this lease to be kept or performed by the landlord or tenant shall be in any manner modified, waived or abandoned except by a written instrument duly signed by the parties and delivered to the landlord and tenant. This lease contains the whole agreement of the parties.
- 18) FIRE AND OTHER CASUALTY LOSS: In case of damage by fire or other casualty to the building in which the leased property is located, if the damage is so extensive as to amount practically to the substantial destruction of the leased property or of such building, the rent shall be apportioned to the time of the damage and the lease shall cease unless the tenant, at his option, requests that the premise be restored as nearly as possible of the business for which this lease is intended at the present location. Since under the terms hereof, it is the obligation of the landlord to insure said premises, said insurance should therefore be maintained at a level adequate to restore the premises to substantially the same degree as they now exist. In all other cases where the leased property is damaged by fire or other casualty, the landlord shall repair the damage with reasonable dispatch and if the damage has rendered the leased property untenable, in whole or in part, there shall be an apportionment of the rent until the damage has been repaired. In determining what constitutes reasonable dispatch, consideration shall be given to delays caused by strikes, adjustments of insurance and other causes beyond the landlord's control.
- 19) REMEDIES CUMULATIVE: All remedies conferred in this Lease shall be deemed cumulative and no one exclusive of the other, or of any other remedy conferred by law.
- 20) PARTIES BOUND: The covenants and conditions contained in this Lease shall apply to and bind the heirs, successors, executors, administrators, and assigns of all the parties to the Agreement.
- 21) TIME OF THE ESSENCE Time is of the essence of this Lease, and of each and every covenant, term, condition, and provision of this Lease.
- 22) SECTION CAPTIONS: The captions appearing after the section number designations of this Lease for are convenience only and are not a part of this Agreement and do not in any way limit or amplify the terms and provisions of this Agreement.
- 23) CONSTRUCTION OF LEASE: It is agreed that this Lease shall be governed by, construed, and enforced in accordance with the laws of the State of Minnesota. It is further agreed that both parties have participated in the drafting of this Lease, by and through their respective legal counsel, and that the rule of construction that

ambiguities in such agreements will be construed against the drafter will have no application on any interpretation or construction of this Lease or the parties rights and responsibilities hereunder.

- 24) MODIFICATION OF LEASE: Any modification of this Lease or additional obligation assumed by either party in connection with this Lease shall be binding only if evidenced in a writing signed by each party or an authorized representative of each party.
- 25) ADDITIONAL DOCUMENTS: The parties agree to execute whatever papers and documents may be necessary to effectuate the terms of this Lease, including without limitation, a memorandum of this Lease in recordable form.

Faribault Public Schools
Independent School District #656

Nerstrand Charter School

Chair

Chair

Clerk

Clerk

Date

Date

SERVICE AGREEMENT
BETWEEN NERSTRAND ELEMENTARY SCHOOL
AND FARIBAULT PUBLIC SCHOOLS

SERVICE

IT IS HEREBY AGREED, for the 2023-2024 school year, technical support services will be provided as follows: 1) Data Technician services will be provided by staff employed by Faribault Public Schools. Nerstrand will be billed for the actual hours of work performed for Data Technician Services, either on or off site, at the employee's hourly rate. 2) Infrastructure services (internet, phones, internet filter, fire wall) at actual annual cost; and 3) Software services (Destiny Library Manager, AVG Virus Scan, Microsoft Office) at actual annual cost.

RELATIONSHIP

The Data Technicians shall remain solely the employees of the Faribault Public Schools. The hiring, evaluation, and termination of such employees shall be the responsibility of the School District. In the event that said employees are unable to fulfill said assignment to Nerstrand Elementary School, the School District reserves the right to alter the person(s) providing services under this agreement, after consultation with representatives of Nerstrand Elementary School. Thus, the cost of providing services may vary according to the applicable salary and benefits of those persons providing services.

PAYMENT

The contracting school, Nerstrand Elementary School, shall pay to the School District as invoiced an amount not to exceed the hourly rate times the actual hours of work performed for Nerstrand Elementary for data technician services. For infrastructure and software services, Nerstrand Elementary School shall pay to the School District as invoiced based on the actual cost of the services.

ADMINISTRATIVE FEE

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

TERM

The agreement shall be in effect for one school year and is to be renegotiated annually. The school year shall be July 1, 2023 to June 30, 2024. Further, this agreement can only be amended in whole or in part during the time it is in effect by mutual agreement of both parties. If this contract is not to be renewed by either party, said party wishing to non-renew must notify the other party by April 1, 2024.

NOTICE

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

WAIVER

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

HEREBY, this agreement is approved by the following:

FARIBAULT PUBLIC SCHOOLS
DISTRICT #656

NERSTRAND ELEMENTARY SCHOOL

CHAIR OF THE BOARD

CHAIR OF THE BOARD

CLERK OF THE BOARD

SECRETARY OF THE BOARD

DATE OF BOARD APPROVAL

DATE OF BOARD APPROVAL



710 17th St. SW, Faribault, MN 55021

Office: 507-333-6000 | Fax: 507-333-6050

MEMORANDUM

TO: Finance Committee

FROM: Scott Gerdes
Director of Finance & Operations

DATE : May 15, 2023

RE: Nerstrand Food Service Renewal

Please consider approving the food service renewal with Nerstrand Elementary School. As part of the regular food service contract, currently Sodexo operates the food service program and Faribault Public Schools administers the contract. This is the second renewal year of four per the proposed JPA to be approved on April 25, 2022.

School Nutrition Programs Renewal of Joint Agreement School Year _____

A school food authority (SFA) and Site may mutually agree to renew a joint agreement for up to four (4) one-year periods after the end of the original one-year joint agreement.

_____ (SFA)
_____ Cyber-Linked Interactive Child Nutrition System (CLiCS) sponsor ID
number and _____ (site)
_____ CLiCS Site ID number agree to renew the original School Nutrition
programs joint agreement, which ended _____, for the period of
_____ through _____ (not to exceed one year).

The total number of times that the original joint agreement has been renewed, including this renewal, is
_____ (may not exceed four).

The terms of the original joint agreement remain in effect during this renewal, except for any adjustment to the original contract terms as described here:

SFA and Site have caused this agreement to be executed by their duly authorized representatives:

SFA _____

Authorized Representative _____ Title of Authorized Representative _____
Telephone _____
Signature _____ Date _____

Site _____

Authorized Representative _____ Title of Authorized Representative _____
Telephone _____
Signature _____ Date _____



710 17th St. SW, Faribault, MN 55021

Office: 507-333-6000 | Fax: 507-333-6050

MEMORANDUM

TO: School Board

FROM: Robert Dehnert
Director of Special Services

DATE : May 15, 2023

RE: Nursing Contract for Nerstrand Charter School

Please consider approving the Purchase of Service Agreement between Faribault and Nerstrand Charter School for the purchase of School Nurse Supervisory services during the 2023-24 school year. Currently, the Nurse Coordinator is an employee of the Faribault Public Schools and Nerstrand Charter School would like to purchase some of her services. Nerstrand Charter School would like to purchase 15 hours of nursing services from Faribault Public Schools at her hourly rate and an administrative fee.

If you have any questions, please contact me. Thanks!

Rob Dehnert



Mission Statement

"Faribault Public Schools provides a high-quality and equitable education that nurtures, inspires, challenges and empowers all students to engage and grow as learners and citizens"

Purchase of Service Agreement

This is a purchase of service agreement between the Faribault Public School, 710 17th Street SW, Faribault, MN 55021 ("Provider") and the Nerstrand Elementary Charter School, PO Box 156, 205 S 2nd Street, Nerstrand, MN 55053 ("Purchaser").

1. The Purchaser is in need of Licensed School Nurse consultation services during the 2023-24 school year to provide consultation for LPN and/or Health Paraprofessional Services to students enrolled in the Nerstrand Elementary Charter School
2. The Provider agrees to provide Licensed School Nurse consultation services to the Purchaser for Fifteen (15) hours during the 2023-2024 school year.
3. The Purchaser agrees to pay an hourly rate based on the actual salary and benefits plus an administrative fee of 8.0%.
4. Services will not be provided on dates when the Faribault Public Schools are not in session, unless agreed to by the Director of Special Services for the Provider.
5. The Purchaser is responsible for providing substitute LPN or Health Paraprofessional services.
6. Each party shall be responsible for its own acts and behaviors, and the results thereof.
7. Either party may terminate this agreement at any time, with or without cause, upon 30 days written notice to the other parties.
8. During the course of this Agreement, the Purchaser shall have and keep in force a comprehensive general liability policy, including professional errors and omission coverage. The limits of such policies will, at a minimum, be in the amounts set forth in Minnesota Statutes Section 446.04, as amended.
9. The parties agree that the Purchaser is solely responsible for the provision of Licensed School Nursing services including training and delegation of services for students attending the Nerstrand Elementary Charter School. The Provider's only obligation is to provide the services set forth in this Agreement. The Purchaser agrees to indemnify, save, and hold, the Provider, its employees, officers, directors, subcontractors, and agent harmless against any and all claims, demands, suits, costs, judgements, or other forms of liability, actual or claimed, including attorney's fees, in connection with any special education or related services provided to students enrolled in the Nerstrand Elementary Charter School. The Purchaser's duty to indemnify as set out in this paragraph includes, but is not limited to, any injury or alleged injury resulting from any actual or alleged violation of the United States Constitution, Minnesota Constitution, Individuals with Disabilities Education Act ("IDEA"), Section 1983 of the Civil Rights Act ("Section 1983"), The Minnesota Human Rights Act ("MHRA"), Minnesota Statute, Chapter 125A, and any other Federal, State, and /or local laws and / or proceeding within the purview of this Paragraph brought against the Provider, its provision in this Agreement, the Purchaser shall not settle or compromise any claim against the Provider without the Provider's written approval.

710 17th Street SW, FARIBAULT, MN 55021-0618
(507) 333-6000 PHONE - (507) 333-6050 FAX
AN EQUAL OPPORTUNITY EMPLOYER

The Parties agree and acknowledge that the Purchaser's duty to defend and indemnify the Provider survives the termination and / or expiration of this Agreement.

10. Payment

- a. The Purchaser will pay the Provider for all services performed by the Provider under this contract as follows:
 - i. Services reimbursed on this agreement include assessments, travel time, consultation with staff, direct services.
 - ii. Hours of services that exceed the total hours to this agreement will be documented and billed to Nerstrand Elementary Charter School.
 - iii. Services will be provided at the school in which the student is enrolled unless otherwise agreed upon by the Director of Services.
 - iv. Invoices for the services will be sent to the Nerstrand Elementary Charter School.
 - v. All payments for services will be made to Faribault Public Schools, 710 17th Street SW, Faribault, MN 55021.

11. Miscellaneous

- a. This Agreement has been entered into by the parties in the State of Minnesota and shall be construed and enforced in accordance with the laws of the State of Minnesota.
- b. This Agreement contains the entire agreement between the parties relating to the subject matter hereof and supersedes all prior agreement and understandings, whether written or oral, between the parties relating to such subject matter.
- c. This Agreement may be terminated by either party with 30 days written notice.
- d. This Agreement cannot be amended or changed except in writing executed by both parties.

Purchaser: Nerstrand Elementary Charter School

Provider: Faribault Public Schools

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____



710 17th St. SW, Faribault, MN 55021
Office: 507-333-6000 | Fax: 507-333-6050

Robert Dehnert
Director of Special Services
Faribault Public Schools
RDehnert@Faribault.k12.mn.us
507-333-6002

May 15, 2023

TO: Finance Committee

RE: Contract for Third Party / MA Billing Contractor

Please consider approving the consultation contract for a Third-Party Billing Consultant services for SFY 2023-2024. This contractor's contract rate will be \$22,000 a year. Faribault Public Schools will be contracting these services from Third-Party Integrity. The consultant will provide Third-Party Billing Services and consultation to the Faribault Special Education Staff for students eligible for Third-Party Billing reimbursement. This service is paid for through Third-Party Billing revenue.

If you have any questions, please contact me. Thanks!

Rob Dehnert

Director of Special Services

CONTRACT FOR THIRD PARTY BILLING SERVICES

This agreement made and effective as of the 1st day of July 2023, by and between Independent School District #0656, **Faribault Public School**, hereinafter referred to as “Faribault Schools”, and Teresa Rome, **Third Party Integrity, Inc.** hereinafter referred to as “Provider”.

RECITALS

The parties adhere to recite and declare as follows:

1. School District has a need and desire to obtain third party billing support in conjunction with its programs and sites.
2. School District desires to contract with Provider, as an independent contractor, to perform the work and provide the services deemed to be required or necessary.
3. Provider desires to enter into a contract with School District to perform the work and/or provide the services deemed necessary or required.
4. Provider has the capability and interest to provide the needed services to School District.

Now, therefore, the reasons set forth above and in consideration of the mutual covenants and promises of the parties hereto, the parties agree, as follows:

I. Term and Duration

This agreement shall begin 1st day of July 2023, until June 31, 2024. This agreement can be renewed, modified, or changed only in written form and by formal action and approval by the boards of School District and Provider.

During the term of this agreement, or any extension or renewal of same, the agreement can be terminated without cause by either party with 60 days’ written notice to the other.

II. Services to Be Provided by Provider

Provider shall provide service related to the billing in which are performed by staff of the School District. These services shall include but are not limited to the duties in Attachment A of this contract.

Any other services that would be necessary to carry out the aforementioned and as requested by School District.

III. Qualified Staff and Liability

A. Provider agrees and states that all services provided under this agreement shall be provided by qualified staff.

B. Provider shall hold and maintain in place and effect professional liability and errors and omissions liability coverage in an amount which is in accordance with the Minnesota Tort Claims Act, Minn. Stat. §466.01, et seq.

C. Provider agrees to hold harmless and to indemnify School District for any claims, causes of action, or for damages, which may arise or flow from the negligent and/or wrongful acts or conduct of provider, including for breach of the standard of care, breaches of confidentiality, and/or the inappropriate and improper release of private, confidential, educational, or health data of any school districts' students or personnel with reference, but not limited to, the Minnesota Government Data Practices Act, the federal Family Educational Rights and Privacy Act, and HIPPA rules and regulations.

IV. Access to School District Space and Equipment

School District agrees to provide Provider with adequate space within existing School District buildings so as to allow Provider to deliver on-site services, as necessary and appropriate. Provider shall also have access to certain school facilities and equipment in order to facilitate its programs and services being delivered under this agreement. Room, space, facilities, and equipment issues shall be worked out between Provider and School District administration. However, School District programs shall always have priority with regard to room, space, facilities, and equipment utilization.

V. Additional Duties of Parties

Provider shall provide all necessary paperwork as required by the individual needs and programmatic requirements of the students receiving services.

VI. Payment and Reimbursement

School District shall pay Provider monthly \$1808.33 for a total of \$22,000 for all services provided and delivered under this contract. The School District will also pay provider any driving expenses, or any other expenses occurred.

Provider shall provide an invoice in the amount \$1803.33, on a monthly basis.

Provider is incorporated business, so a 1099 is not necessary, unless the School District wants to provide one at the completion of each tax year.

VII. Data and Information Obligations

Provider agrees to be bound by the obligations, restrictions, and limitations set forth by federal and state law, rule, or regulation, including, but not limited to, the Minnesota Government Data Practices Act, the federal Family Educational Rights and Privacy Act, and HIPPA rules and regulations, in conjunction with any student data and information to which it has access or which it may receive. Both parties agree to abide by applicable federal and state laws, rules, and regulations regarding confidentiality and exchange of data and information. All records generated by Provider in delivering services to students, including, but not limited to, clinical notes, treatment records, and all other records applicable to a student and the services received by that student shall be considered to be records of School District and/or any of its member districts to whom services may be provided.

VIII. Dispute Resolution

The parties agree that any dispute arising under this agreement shall be submitted to binding arbitration through the Bureau of Mediation Services and its mediation/arbitration programs and procedures. Any arbitration decision shall be limited to only those issues which directly relate to this agreement and to the services provided herein. The parties shall equally share the cost of arbitration, but shall be responsible for the cost of their own representatives and/or attorneys.

IX. Assignability

Neither parties' rights and obligations under this agreement may be transferred, conveyed, or assigned without the written prior consent of the other party.

X. Interpretation – Titles of Paragraphs

The parties state and represent that this contract was mutually negotiated and that any ambiguities or uncertainties in language, meaning, or interpretation of this contract shall not be necessarily construed against either party.

Further, the various titles to the paragraphs in this contract are used solely for convenience, and they shall not be used for the purpose of interpreting or construing any word, clause, paragraph, or subparagraph of this contract.

School District: *Faribault Public Schools #0656*

Provider: *Third Party Integrity, Inc, Teresa Rome*

Superintendent

Teresa Rome- Third Party Integrity, Inc.

Date _____

Date _____

Attachment A

Teresa Rome

Third Party Integrity, Inc.

1927 Sheridan Court

North Mankato, MN 56003

Phone: (507) 327-0943

Email: trome1@isd77.org

Third Party Billing Proposal for FY 2022-2023

FARIBAULT PUBLIC SCHOOLS

OBJECTIVE

To support the district third party billing coordinator with services for the school district to obtain Third Party revenue to enhance special education services within the school district.

Support the district Third Party Billing Coordinator with the following:

- Direct contact with Director of Special Education and staff, available upon request
- Verify student eligibility and batch implementation
- Pull caseloads for billable services
- Train providers on completing appropriate documentation
- Use Sped Forms to obtain all billable information from providers
- Train providers on MA forms in Sped Forms for all services
- Determine interim rates for services and monitor rates so there is no payback
- Submit/validate claims on the MHCP – MN-ITS system
- Reconcile DHS remittance advice with payment received. If payment is denied research for error and resubmit for payment
- Maintain and maximize revenue by implementing processes and procedures for staff to follow to ensure we are capturing all revenue sources
- Compare MDE's EDRS report with providers in the district to ensure proper percentages for each provider is calculated for accurate rates
- Submit annual reports to DHS and reconcile final rates when received

- Train and implement the ICD-10 program within your district to ensure staff have a good understanding
- Continue to make TPB effective by developing processes and procedures



710 17th St. SW, Faribault, MN 55021

Office: 507-333-6000 | Fax: 507-333-6050

MEMORANDUM

Date: May 15, 2023

To: Finance Committee

From: Scott Gerdes, Director of Finance and Operations

RE: New Ten Year Transportation Contract for FY2024

For the last four years, Faribault Public Schools has enjoyed a transportation contract that only went up one percent for general transportation and two percent for special education transportation for each of those years. That contract expires on June 30, 2023.

IN 2020, Minnesota Statute 123.B52 Subd. 3 changed to allow for transportation contracts for up to ten years. Therefore, I am requesting to do an RFQ for a 10-year transportation contract with pricing tied to a CPI index.



MEMORANDUM

Date: May 15, 2023

To: Finance Committee

From: Zach Pruitt, Community Education Director

RE: "ECFE On the Go"

One of the proposed district-wide goals is to "increase the percentage of Faribault Public Schools kindergarten students who are meeting grade-level benchmarks from 37% in fall 2022 to 46% in fall 2024."

As presented to the School Board this spring, one of the three prioritized strategies in this area is to extend Early Childhood Family Education (ECFE) programming to reach those not already served. This includes through expanded engagement and collaboration with Family, Friends & Neighbors (FFN) – caregivers who care for the children of family members, friends, and neighbors.

Faribault Public Schools Early Childhood requests to hire a 30 hour/week bilingual (English and Spanish or Somali) ECFE teacher to help expand program options. In particular, this teacher will:

- Launch "ECFE on the Go," where the ECFE teacher will visit home daycares and FFN providers monthly to: highlight different areas of development; lead group times with



children; provide materials and lessons to children; and coach providers in content area activities for children.

- Add eight additional evening and weekend ECFE program options per month (as these have proven to be especially popular with families who do not otherwise attend ECFE offerings)

What will be needed to implement this proposal:

Description of Need:	Estimated Budget	Funding Source
Staffing	\$58,030	ECFE Fund Balance
Supplies	\$4,000	Healthy Community Initiative
Other - Mileage, misc. costs	\$2,000	ECFE Fund Balance
Total Estimated Budget	\$64,030	

Budget Notes:

- Staff see this as a two-year pilot (FY24 and FY25).
- The Healthy Community Initiative (HCI) has committed funding to cover the supply costs for this pilot.
- The Faribault ECFE fund balance stood at \$173,117.83 at the end of FY22; projections anticipate a similar level at the end of this fiscal year (FY23).
- The hope is that staff can actively seek grants to help defray some of the costs for Year 2.
- As a result, the aim is to spend \$100,000 or less of the ECFE fund balance over the course of this pilot.

April

	McKinley	Jefferson	Lincoln	Roosevelt	Middle School	High School	ALC	FOA - Elem	FOA - MS	FOA - HS	Total Served @ FPS	Plus: Projected Tuition	Projected Total ADM
Early Childhood	70										70		70
VPK	46										46		46
Kindergarten		87	85	58							229		229
1		67	68	73							207		207
2		50	67	46							163		163
3		65	70	61							196		196
4		71	83	50							204		204
5		57	76	69					4		207		207
6					208				6		214		214
7					212				12		224		224
8					256				14		270		270
9						240	9			11	260		260
10						247	20			16	283		283
11						206	30			27	263		263
12						202	51			27	280		280
Total	116.00	397.01	448.17	355.44	675.94	895.28	110.00	-	35.94	81.11	3,115	-	3,115
Drop vs last mo.	-	(2)	0	(9)	(6)	(3)	1	-	4	1	(13)		

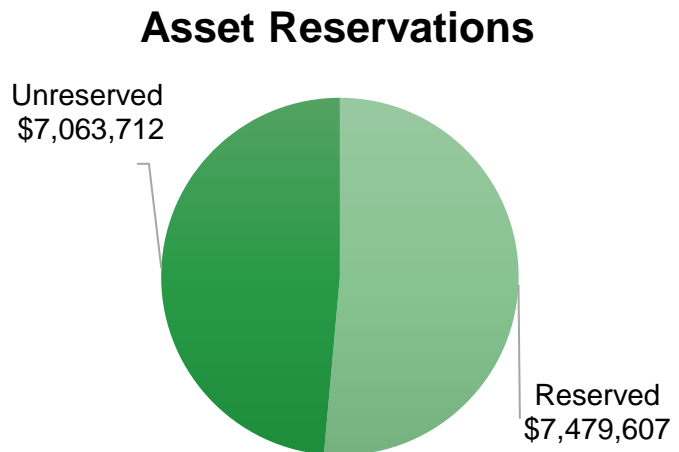
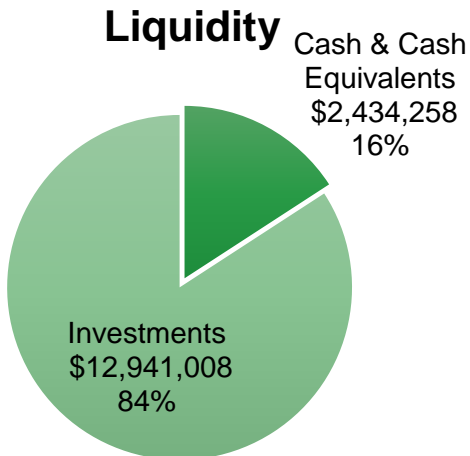
Faribault Public Schools Enrollment Report by Month

	School Year 2022 - 2023										Enrollment Used for FY23 Adopted Budget				
	September	October	November	December	January	February	March	April	May	YTD Average	Plus: Projected Tuition	Projected Total ADM	Served @ FPS	Plus: Projected Tuition	Total
Early Childhood	64	69	70	70	70	70	70	70	-	69	2	71	66	2	68
VPK	46	46	46	46	46	46	46	46	-	46		46	46		46
Kindergarten	241	245	244	242	241	241	239	229	-	240	1	241	237	1	238
1	211	210	208	206	208	209	206	207	-	208	1	209	205	1	206
2	170	169	168	167	166	166	164	163	-	167	1	168	166	1	167
3	201	203	201	199	199	198	197	196	-	199	4	203	199	4	203
4	206	208	205	203	204	206	204	204	-	205	3	208	208	3	211
5	207	210	209	206	208	208	205	207	-	207	6	213	203	6	209
6	220	222	222	220	220	218	215	214	-	219	2	221	218	2	220
7	227	225	227	229	227	228	227	224	-	227	2	229	225	2	227
8	278	280	278	274	276	275	268	270	-	275	2	277	273	2	275
9	270	271	270	266	266	266	263	260	-	267	8	275	269	8	277
10	275	281	282	279	279	284	284	283	-	281	5	286	281	5	286
11	277	275	274	273	273	264	260	263	-	270	10	280	274	10	284
12	284	286	284	288	283	273	280	280	-	282	25	307	288	25	313
Total	3,178	3,200	3,186	3,170	3,166	3,151	3,128	3,115	-	3,162	72	3,234	3,158	72	3,230
YTD Average		22	(14)	(17)	(4)	(15)	(23)	(13)	(3,115)						
September - December		3,200	3,193	3,185	3,180	3,175	3,167	3,159	2,765						
													Over (Under) Budget		4

FARIBAULT PUBLIC SCHOOLS

Investment Balances as of April, 2023

	Ending Balance 3/31/2023	Ending Balance 4/30/2023	Interest/Div Earned
CCF - MAIN CHECKING	1,430,279.71	865,182.44	\$ 3,525.23
CCF -SAVINGS	927,089.84	1,432,275.85	5,189.51
MSDLAF+LIQUID MONEY MARKET	335,109.34	559.61	559.61
MSDLAF+ MAX MONEY MARKET	132,056.35	132,630.16	573.21
MN TRUST	3,675,052.93	5,100,832.46	15,736.80
MN TRUST TERM SERIES REDEMPTIC	872,615.02	876,093.52	3,478.50
US BANK - IRREVOCABLE TRUST	2,497,550.40	2,495,698.03	18,136.47
US BANK - ROOSEVELT ADDITION	508,740.97	510,380.17	1,550.15
MN TRUST INVESTMENT CD	-	963,900.00	
MN TRUST INVESTMENT CD	249,200.00	249,200.00	
MN TRUST INVESTMENT CD	249,248.90	249,248.90	
MN TRUST INVESTMENT CD	244,555.39	244,555.39	
MN TRUST INVESTMENT CD	241,550.00	241,550.00	
MN TRUST INVESTMENT CD	241,500.00	241,500.00	
MN TRUST INVESTMENT CD	238,450.00	238,450.00	
MN TRUST INVESTMENT CD	238,650.00	238,650.00	
MN TRUST INVESTMENT CD	233,050.00	233,050.00	
MN TRUST INVESTMENT CD	229,250.00	229,250.00	
MN TRUST INVESTMENT CD	228,650.00	228,650.00	
FIRST UNITED BANK CD	150,000.00	150,000.00	-
PREMIER BANK CD	150,000.00	150,000.00	-
RELIANCE BANK CD	150,000.00	150,000.00	-
STATE BANK OF FARIBAULT CD	150,000.00	150,000.00	-
PETTY CASH	3,610.00	3,610.00	\$ -
TOTAL CASH AND INVESTMENTS	\$ 13,376,208.85	\$ 15,375,266.53	\$ 48,749.48



Faribault Public Schools
Comparative Financial Report - Select General Fund Expenditure Accounts
As of April 30, 2023

	FY22 April 2022	FY23 April 2023	FY22 YTD Through April 2022	FY23 YTD April 2023	FY22 FIN Budget	FY23 REV Budget	FY22 % of Budget through April 2022	FY23 % of Budget through April 2023
EXPENDITURES:								
HVAC	27,468	29,458	249,822	321,748	186,000	280,875	134.31%	114.55%
Water	6,078	7,112	52,744	56,903	60,400	59,900	87.32%	95.00%
Electric	31,408	35,445	507,065	587,096	668,000	700,000	75.91%	83.87%
Snow Removal	19,544	58	76,925	138,940	90,400	87,000	85.09%	159.70%
Total Expenditures	84,498	72,073	886,556	1,104,687	1,004,800	1,127,775	88.23%	97.95%

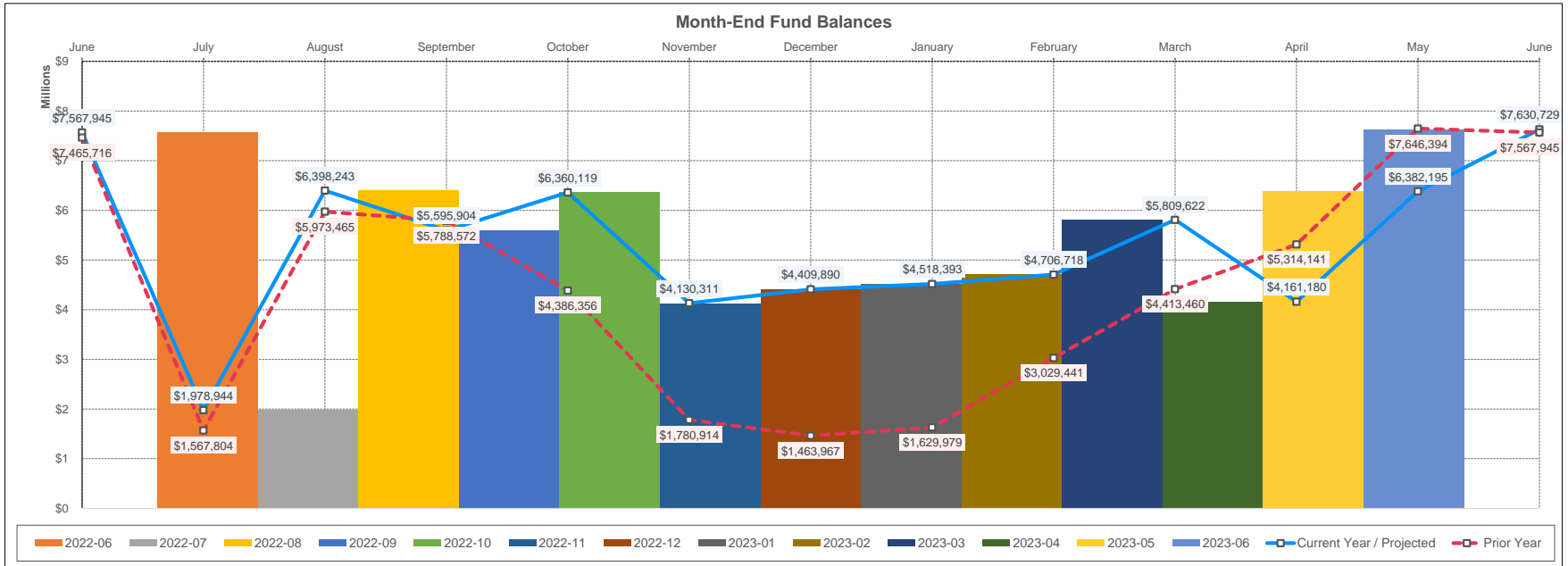
Faribault Public Schools
Comparative Financial Report - Self Insurance Fund
As of April 30, 2023

	FY22 For the Month of April 2022	FY23 For the Month of April 2023	FY22 Year to Date through April 2022	FY23 Year to Date through April 2023	FY22 FIN Budget	FY23 REV Budget	FY22 % of Budget through April 2022	FY23 % of Budget through April 2023
REVENUES:								
District Contributions	227,473	212,260	1,955,019	1,956,226	2,262,910	2,465,674	86.39%	79.34%
Employee Contribution	26,221	20,960	254,751	221,023	421,004	426,689	60.51%	51.80%
Retirees Contributions	7,286	9,654	77,914	100,731	113,604	42,662	68.58%	236.11%
Cobra Contributions	-	882	9,154	9,704	19,214	19,743	47.64%	49.15%
Total Revenue	260,980	\$243,756	\$2,296,838	\$2,287,684	\$2,816,732	\$2,954,768	81.54%	77.42%

EXPENDITURES:								
Medical Claims	84,287	113,005	1,757,028	1,528,798	2,340,983	2,494,589	75.06%	61.28%
Administrative Fees	-	-	61,434	61,166	151,021	25,790	40.68%	237.17%
Stop Loss	-	1,101	10,686	6,490	262,857	314,398	4.07%	2.06%
Consultant Fees	2,384	8,324	73,508	88,818	14,278	14,000	514.83%	634.41%
Total Expenditures	\$86,671	\$122,430	\$1,902,656	\$1,685,272	\$2,769,139	\$2,848,777	68.71%	59.16%

General Fund

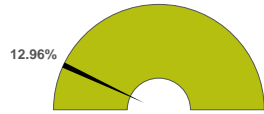
For the Period Ending April 30, 2023



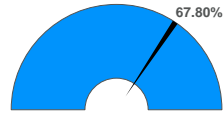
General Fund | Revenue Dashboard Summary

For the Period Ending April 30, 2023

Projected Year-End Balances as % of Budgeted Revenue

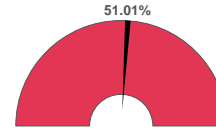


Actual YTD Revenues



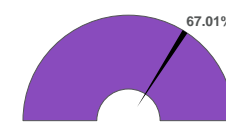
Projected YTD Revenues
69.21%

Actual YTD by Local Sources



Projected YTD Local Sources
50.34%

Actual YTD by State Sources

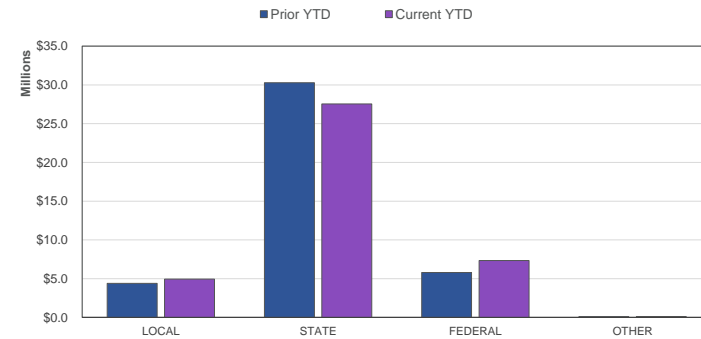


Projected YTD State Sources
76.21%

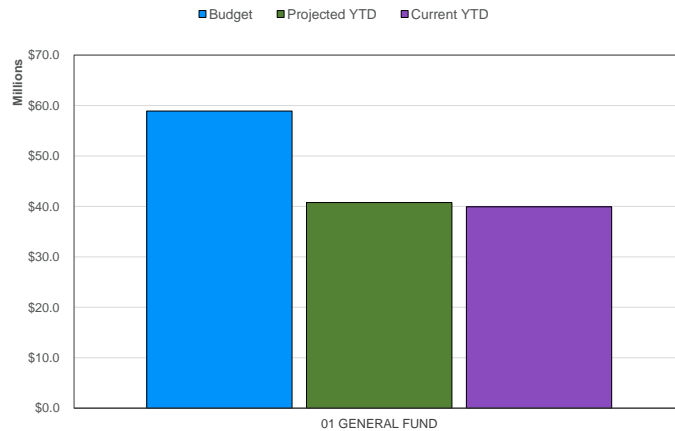
Top 10 General Fund Sources of Revenue (Year-to-Date)

General Education Aid	\$22,696,040.66
Federal Aid/Mde (Requires Fin)	\$7,000,979.78
State Aid For Special Education	\$4,429,872.77
Property Tax Levy, General	\$3,550,731.17
Ma Rev/Dept Of Human Svcs	\$594,616.79
Federal Aid Thru Other Agency	\$340,789.57
Misc Rev From Local Sources	\$238,153.23
Interest Earnings	\$204,156.56
Endowment Fund Apportionment	\$157,096.65
State Aid (Requires Fin Code)	\$136,847.89
Percent of Total Revenues Year-to-Date	98.54%

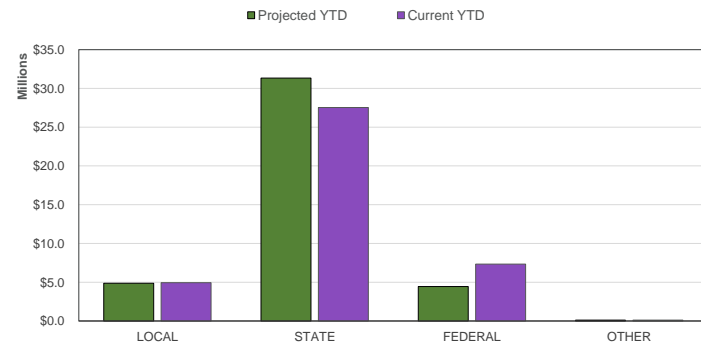
Revenue by Source | Prior YTD vs. Current YTD



Total Revenue | Budget / Projected YTD / Current YTD



Revenue by Source | Projected YTD vs. Current YTD



General Fund | Expenditure Dashboard Summary

For the Period Ending April 30, 2023

Projected Year-End Balances as % of Budgeted Expenditures



Actual YTD Expenditures



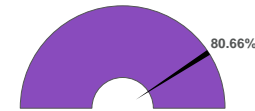
Projected YTD Expenditures
73.38%

Actual YTD Salaries / Benefits



Projected YTD Salaries / Benefits
72.07%

Actual YTD Other Objects

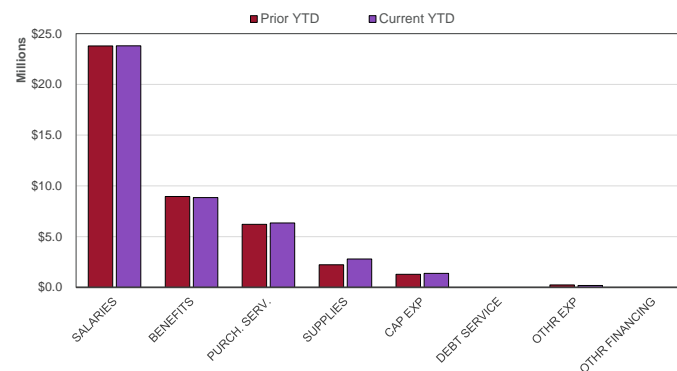


Projected YTD Other Objects
77.92%

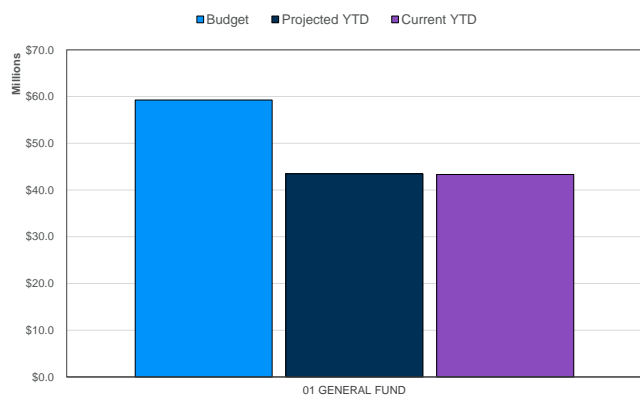
Top 10 General Fund Expenditures by Program (Year-to-Date)

Licensed Classroom Teacher	\$12,127,953.24
Health Insurance	\$3,525,448.47
Non,Instructional Support	\$2,783,266.39
Transport Contr <=\$25,000	\$2,746,489.40
Administration/Supervision	\$2,393,396.79
Fica/Medicare	\$1,755,030.58
Certified Para/Pca	\$1,538,767.05
Tra	\$1,445,482.83
Consulting Fees/Fees For Service	\$1,062,054.90
Tax Advantage Employer Hlth Argmt	\$887,602.16
Percent of Total Expenditures Year-to-Date	69.83%

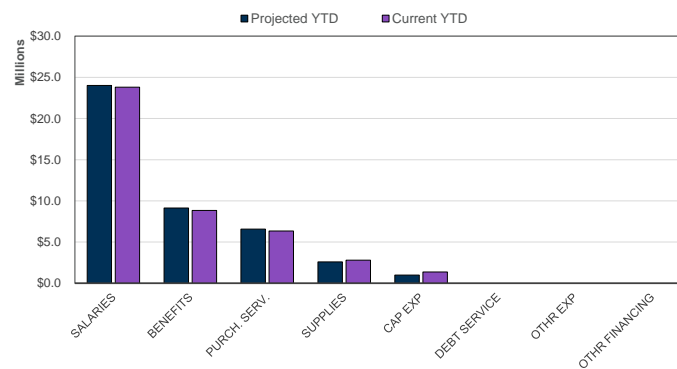
Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Projected YTD / Current YTD



Expenditures by Object | Projected YTD vs. Current YTD



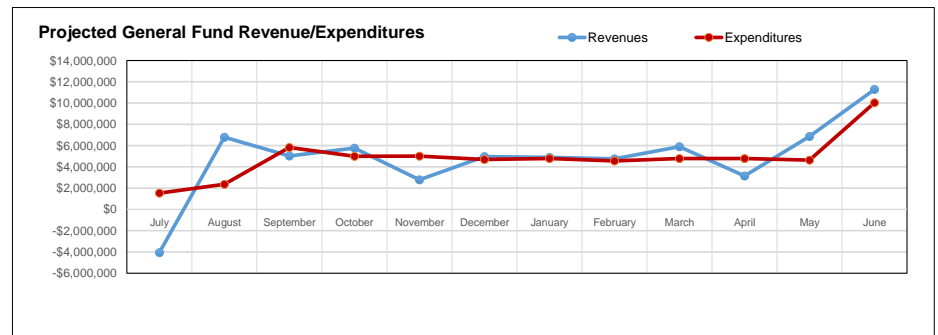
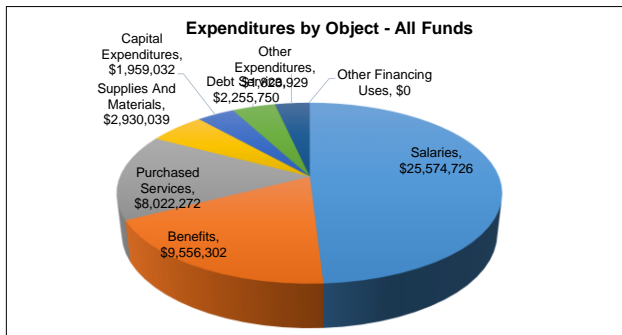
Statement of Revenues, Expenditures, Other Financing Sources (Uses) And Changes In Fund Balance

For the Period Ending April 30, 2023

All Funds Summary Breakdown

(With Comparative Totals For the Period Ended July, 2022 - April, 2023)

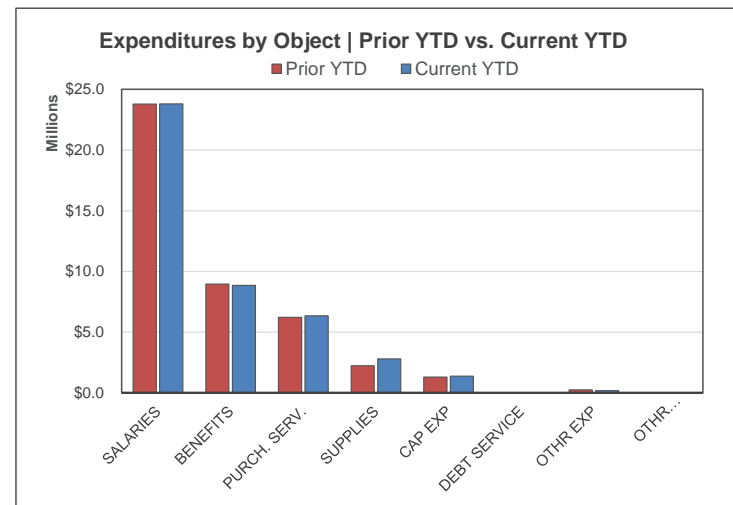
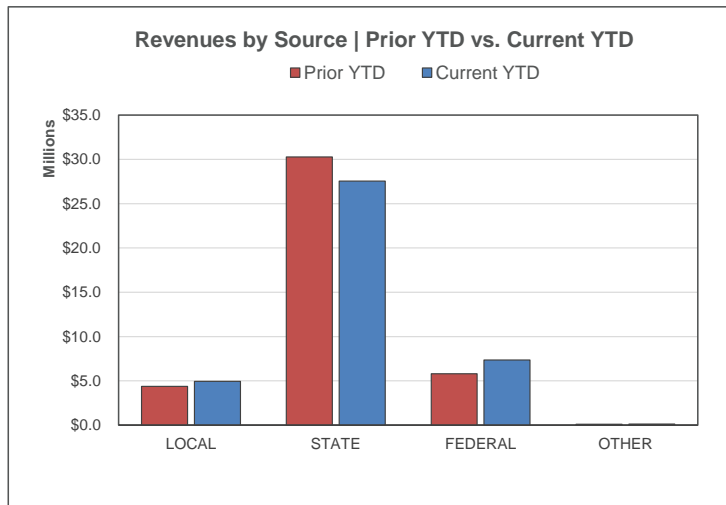
	All Funds FY2022	All Funds FY2023	% Incr/(Decr)	General Fund	Food Service Fund	Community Service Fund	Building Construction Fund	Debt Service Fund	Trust Fund	Custodial Fund	Internal Service Fund	Postemployment Benefits Irrevocable Trust Fund
REVENUES												
Local	\$8,608,641	\$9,018,374	4.76%	4,938,698	31,215	1,162,088	10,158	966,545	0	0	1,985,455	(75,786)
State	\$31,093,253	\$28,360,165	(8.79%)	27,540,695	68,972	574,369	0	176,129	0	0	0	0
Federal	\$8,222,071	\$8,882,218	8.03%	7,341,769	1,408,751	131,698	0	0	0	0	0	0
Other	\$133,194	\$434,320	226.08%	112,501	321,819	0	0	0	0	0	0	0
TOTAL REVENUE	\$48,057,158	\$46,695,077	(2.83%)	39,933,664	1,830,756	1,868,155	10,158	1,142,674	0	0	1,985,455	(75,786)
EXPENDITURES												
Salaries	\$25,350,583	\$25,574,726	0.88%	23,795,474	46,909	1,732,342	0	0	0	0	0	0
Benefits	\$9,559,879	\$9,556,302	(0.04%)	8,847,677	19,224	543,572	0	0	0	0	0	145,828
Purchased Services	\$8,201,230	\$8,022,272	(2.18%)	6,340,948	1,370,786	236,125	66,932	0	0	0	0	7,480
Supplies And Materials	\$2,351,385	\$2,930,039	24.61%	2,799,704	7,363	122,972	0	0	0	0	0	0
Capital Expenditures	\$3,319,794	\$1,959,032	(40.99%)	1,374,346	42,472	44,963	497,251	0	0	0	0	0
Debt Service	\$2,253,625	\$2,255,750	0.09%	0	0	0	0	2,255,750	0	0	0	0
Other Expenditures	\$2,142,305	\$1,823,929	(14.86%)	182,280	0	1,749	0	0	0	0	1,639,900	0
Other Financing Uses	\$0	\$0		0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	\$53,178,802	\$52,122,049	(1.99%)	43,340,429	1,486,755	2,681,723	564,184	2,255,750	0	0	1,639,900	153,309
SURPLUS / (DEFICIT)	(5,121,644)	(5,426,972)	5.96%	(3,406,765)	344,001	(813,568)	(554,025)	(1,113,076)	0	0	345,556	(229,095)
FUND BALANCE												
Beginning of Period				7,567,945	1,606,440	1,023,492	1,058,438	544,174	0	0	354,241	2,388,588
End of Period				4,161,180	1,950,441	209,924	504,413	(568,902)	0	0	699,797	2,159,493



General Fund | Financial Summary

For the Period Ending April 30, 2023

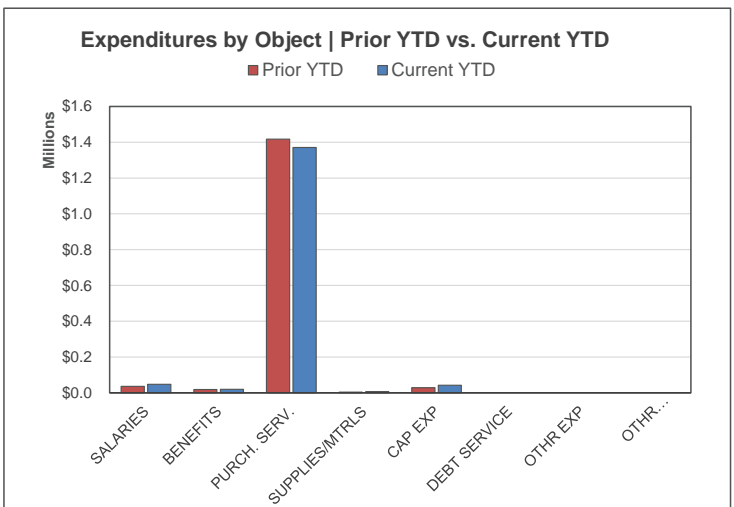
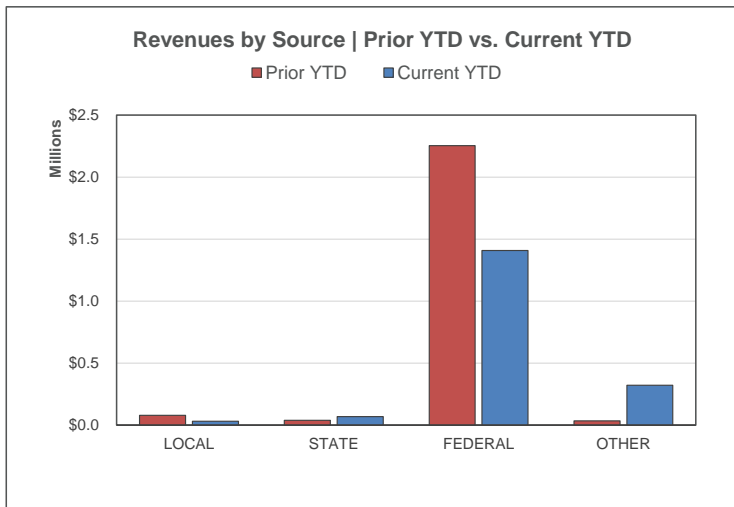
	YTD % of PY Actual			YTD % of Budget		
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$4,385,072	\$9,058,135	48.41%	\$4,938,698	\$9,681,793	51.01%
State	\$30,275,226	\$40,291,711	75.14%	\$27,540,695	\$41,099,469	67.01%
Federal	\$5,799,111	\$9,745,913	59.50%	\$7,341,769	\$7,991,718	91.87%
Other	\$98,859	\$123,541	80.02%	\$112,501	\$123,800	90.87%
TOTAL REVENUE	\$40,558,268	\$59,219,300	68.49%	\$39,933,664	\$58,896,780	67.80%
EXPENDITURES						
Salaries	\$23,785,452	\$33,399,510	71.21%	\$23,795,474	\$33,630,625	70.76%
Benefits	\$8,951,997	\$12,405,121	72.16%	\$8,847,677	\$12,358,396	71.59%
Purchased Services	\$6,211,772	\$8,360,138	74.30%	\$6,340,948	\$8,485,681	74.73%
Supplies And Materials	\$2,230,623	\$2,788,902	79.98%	\$2,799,704	\$3,172,575	88.25%
Capital Expenditures	\$1,292,503	\$1,726,541	74.86%	\$1,374,346	\$1,258,101	109.24%
Debt Service	\$0	\$0		\$0	\$0	
Other Expenditures	\$237,495	\$436,859	54.36%	\$182,280	\$345,149	52.81%
Other Financing Uses	\$0	\$0		\$0	\$0	
TOTAL EXPENDITURES	\$42,709,843	\$59,117,071	72.25%	\$43,340,429	\$59,250,527	73.15%
SURPLUS / (DEFICIT)	(\$2,151,575)	\$102,229		(\$3,406,765)	(\$353,747)	
ENDING FUND BALANCE	\$5,314,141			\$4,161,180		



Food Service Fund | Financial Summary

For the Period Ending April 30, 2023

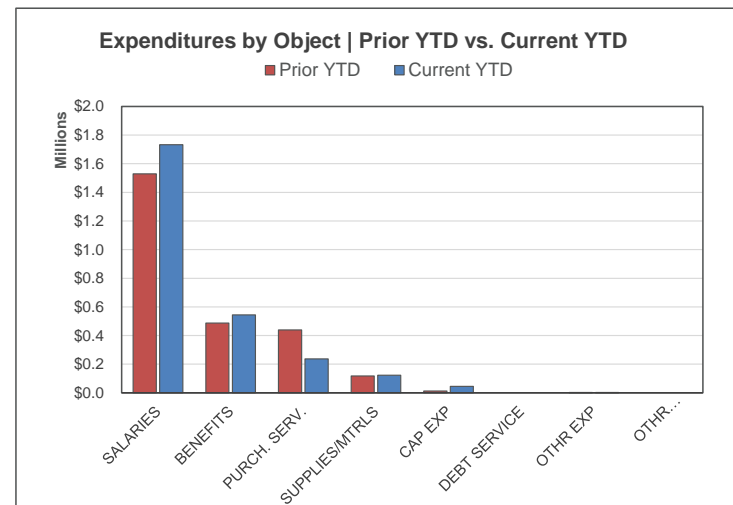
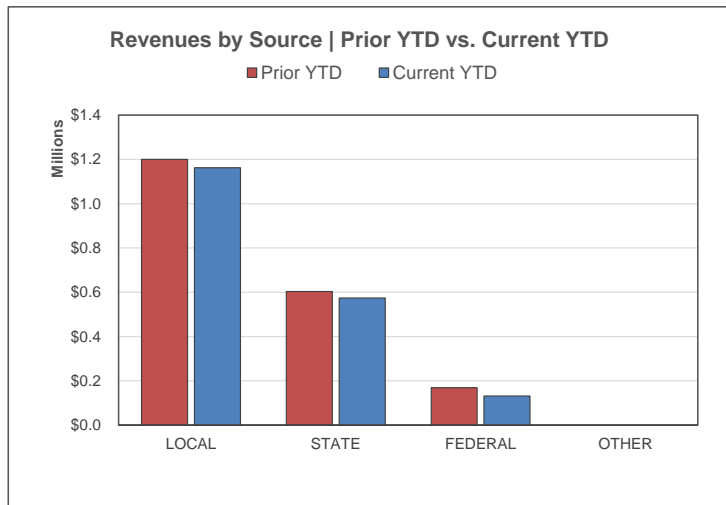
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$79,539	\$92,202	86.27%	\$31,215	\$116,500	26.79%
State	\$38,673	\$50,257	76.95%	\$68,972	\$55,544	124.18%
Federal	\$2,253,547	\$2,984,449	75.51%	\$1,408,751	\$3,038,684	46.36%
Other	\$34,336	\$108,348	31.69%	\$321,819	\$156,852	205.17%
TOTAL REVENUE	\$2,406,094	\$3,235,256	74.37%	\$1,830,756	\$3,367,580	54.36%
EXPENDITURES						
Salaries	\$35,572	\$42,600	83.50%	\$46,909	\$77,000	60.92%
Benefits	\$17,900	\$21,413	83.59%	\$19,224	\$33,067	58.14%
Purchased Services	\$1,417,637	\$1,910,430	74.21%	\$1,370,786	\$2,822,984	48.56%
Supplies And Materials	\$3,250	\$218,941	1.48%	\$7,363	\$219,150	3.36%
Capital Expenditures	\$28,997	\$62,070	46.72%	\$42,472	\$210,490	20.18%
Debt Service	\$0	\$0		\$0	\$0	
Other Expenditures	\$0	\$0		\$0	\$0	
Other Financing Uses	\$0	\$0		\$0	\$0	
TOTAL EXPENDITURES	\$1,503,356	\$2,255,453	66.65%	\$1,486,755	\$3,362,691	44.21%
SURPLUS / (DEFICIT)	\$902,738	\$979,803		\$344,001	\$4,889	
ENDING FUND BALANCE	\$1,529,375			\$1,950,441		



Community Service Fund | Financial Summary

For the Period Ending April 30, 2023

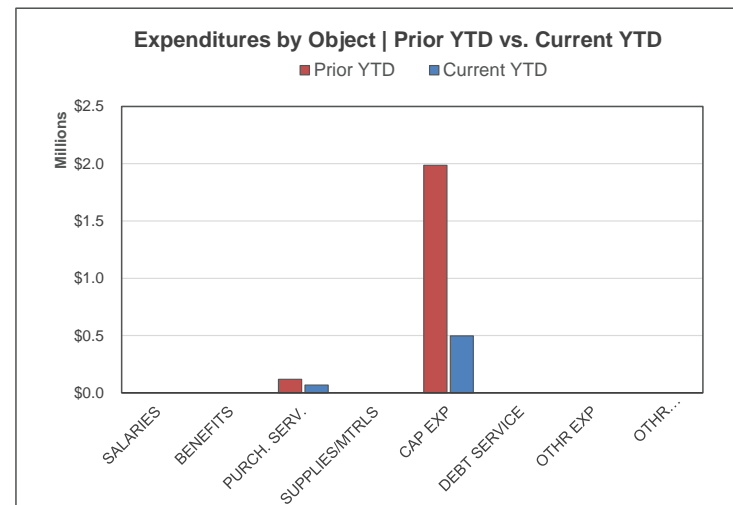
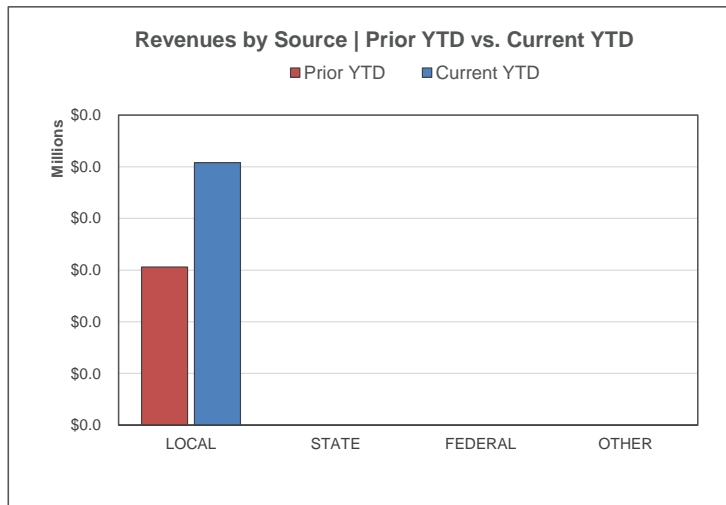
	YTD % of PY Actual			YTD % of Budget		
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$1,199,760	\$1,581,770	75.85%	\$1,162,088	\$2,267,677	51.25%
State	\$603,104	\$1,307,898	46.11%	\$574,369	\$1,249,239	45.98%
Federal	\$169,412	\$459,022	36.91%	\$131,698	\$235,388	55.95%
Other	\$0	\$0		\$0	\$0	
TOTAL REVENUE	\$1,972,276	\$3,348,690	58.90%	\$1,868,155	\$3,752,304	49.79%
EXPENDITURES						
Salaries	\$1,529,559	\$1,989,938	76.86%	\$1,732,342	\$2,294,477	75.50%
Benefits	\$487,281	\$625,683	77.88%	\$543,572	\$738,609	73.59%
Purchased Services	\$439,377	\$652,466	67.34%	\$236,125	\$707,492	33.37%
Supplies And Materials	\$117,512	\$165,225	71.12%	\$122,972	\$184,883	66.51%
Capital Expenditures	\$12,777	\$20,178	63.32%	\$44,963	\$13,291	338.30%
Debt Service	\$0	\$0		\$0	\$0	
Other Expenditures	\$2,156	\$25,129	8.58%	\$1,749	\$16,895	10.35%
Other Financing Uses	\$0	\$0		\$0	\$0	
TOTAL EXPENDITURES	\$2,588,661	\$3,478,620	74.42%	\$2,681,723	\$3,955,647	67.79%
SURPLUS / (DEFICIT)	(\$616,386)	(\$129,929)		(\$813,568)	(\$203,343)	
ENDING FUND BALANCE	\$537,036			\$209,924		



Building Construction Fund | Financial Summary

For the Period Ending April 30, 2023

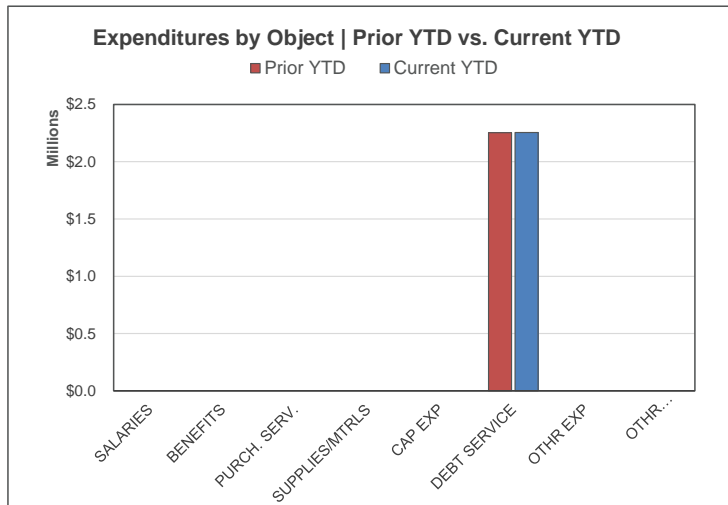
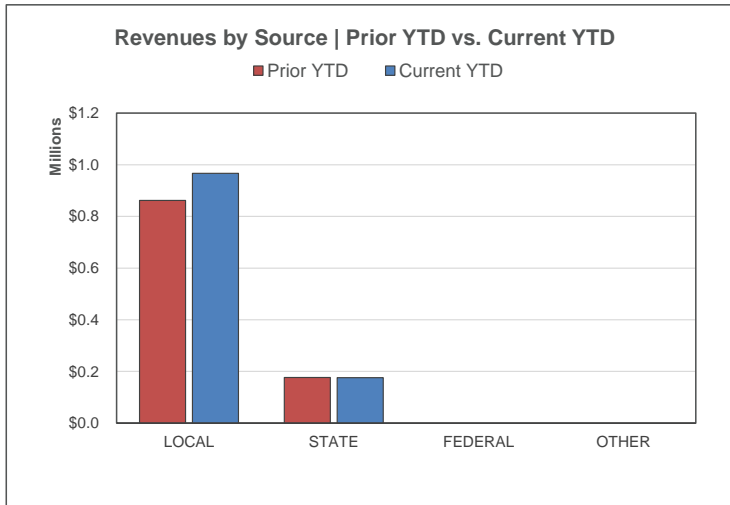
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$6,123	\$14,294	42.84%	\$10,158	\$1,300	781.42%
State	\$0	\$0		\$0	\$0	
Federal	\$0	\$0		\$0	\$0	
Other	\$0	\$0		\$0	\$0	
TOTAL REVENUE	\$6,123	\$14,294	42.84%	\$10,158	\$1,300	781.42%
EXPENDITURES						
Salaries	\$0	\$0		\$0	\$0	
Benefits	\$0	\$0		\$0	\$0	
Purchased Services	\$117,776	\$180,561	65.23%	\$66,932	\$100,000	66.93%
Supplies And Materials	\$0	\$0		\$0	\$0	
Capital Expenditures	\$1,985,517	\$2,426,173	81.84%	\$497,251	\$1,081,385	45.98%
Debt Service	\$0	\$0		\$0	\$0	
Other Expenditures	\$0	\$0		\$0	\$0	
Other Financing Uses	\$0	\$0		\$0	\$0	
TOTAL EXPENDITURES	\$2,103,293	\$2,606,734	80.69%	\$564,184	\$1,181,385	47.76%
SURPLUS / (DEFICIT)	(\$2,097,170)	(\$2,592,440)		(\$554,025)	(\$1,180,085)	
ENDING FUND BALANCE	\$1,553,708			\$504,413		



Debt Service Fund | Financial Summary

For the Period Ending April 30, 2023

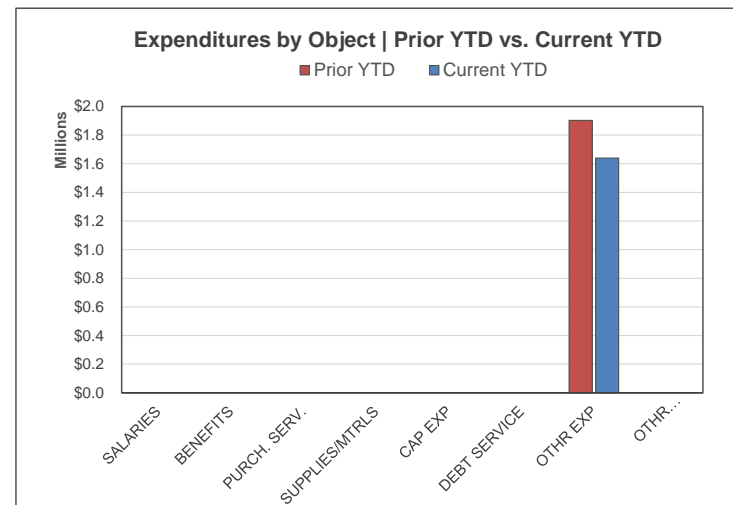
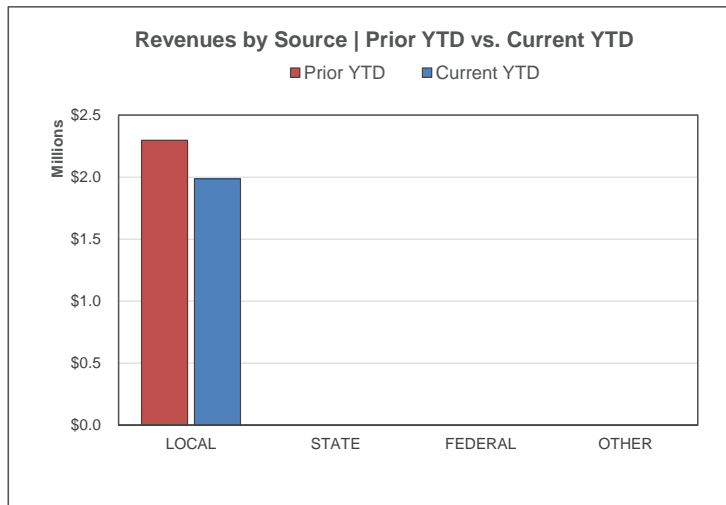
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$862,237	\$2,059,212	41.87%	\$966,545	\$2,025,073	47.73%
State	\$176,250	\$196,495	89.70%	\$176,129	\$195,700	90.00%
Federal	\$0	\$0		\$0	\$0	
Other	\$0	\$0		\$0	\$0	
TOTAL REVENUE	\$1,038,487	\$2,255,707	46.04%	\$1,142,674	\$2,220,773	51.45%
EXPENDITURES						
Salaries	\$0	\$0		\$0	\$0	
Benefits	\$0	\$0		\$0	\$0	
Purchased Services	\$0	\$0		\$0	\$0	
Supplies And Materials	\$0	\$0		\$0	\$0	
Capital Expenditures	\$0	\$0		\$0	\$0	
Debt Service	\$2,253,625	\$2,253,625	100.00%	\$2,255,750	\$2,234,650	100.94%
Other Expenditures	\$0	\$0		\$0	\$0	
Other Financing Uses	\$0	\$0		\$0	\$0	
TOTAL EXPENDITURES	\$2,253,625	\$2,253,625	100.00%	\$2,255,750	\$2,234,650	100.94%
SURPLUS / (DEFICIT)	(\$1,215,138)	\$2,082		(\$1,113,076)	(\$13,877)	
ENDING FUND BALANCE	(\$673,047)			(\$568,902)		



Internal Service Fund | Financial Summary

For the Period Ending April 30, 2023

	YTD % of PY Actual			YTD % of Budget		
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	\$2,296,839	\$2,760,648	83.20%	\$1,985,455	\$2,854,768	69.55%
State	\$0	\$0		\$0	\$0	
Federal	\$0	\$0		\$0	\$0	
Other	\$0	\$0		\$0	\$0	
TOTAL REVENUE	\$2,296,839	\$2,760,648	83.20%	\$1,985,455	\$2,854,768	69.55%
EXPENDITURES						
Salaries	\$0	\$0		\$0	\$0	
Benefits	\$0	\$0		\$0	\$0	
Purchased Services	\$0	\$0		\$0	\$0	
Supplies And Materials	\$0	\$0		\$0	\$0	
Capital Expenditures	\$0	\$0		\$0	\$0	
Debt Service	\$0	\$0		\$0	\$0	
Other Expenditures	\$1,902,654	\$2,432,507	78.22%	\$1,639,900	\$2,848,777	57.57%
Other Financing Uses	\$0	\$0		\$0	\$0	
TOTAL EXPENDITURES	\$1,902,654	\$2,432,507	78.22%	\$1,639,900	\$2,848,777	57.57%
SURPLUS / (DEFICIT)	\$394,185	\$328,141		\$345,556	\$5,991	
ENDING FUND BALANCE	\$420,285			\$699,797		



Postemployment Benefits Irrevocable Trust Fund | Financial Summary

For the Period Ending April 30, 2023

	YTD % of PY Actual			YTD % of Budget		
	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
REVENUES						
Local	(\$220,928)	(\$362,226)	60.99%	(\$75,786)	\$250,000	-30.31%
State	\$0	\$0		\$0	\$0	
Federal	\$0	\$0		\$0	\$0	
Other	\$0	\$0		\$0	\$0	
TOTAL REVENUE	(\$220,928)	(\$362,226)	60.99%	(\$75,786)	\$250,000	-30.31%
EXPENDITURES						
Salaries	\$0	\$0		\$0	\$0	
Benefits	\$102,702	\$123,724	83.01%	\$145,828	\$385,000	37.88%
Purchased Services	\$14,668	\$19,168	76.53%	\$7,480	\$19,000	39.37%
Supplies And Materials	\$0	\$0		\$0	\$0	
Capital Expenditures	\$0	\$0		\$0	\$0	
Debt Service	\$0	\$0		\$0	\$0	
Other Expenditures	\$0	\$0		\$0	\$0	
Other Financing Uses	\$0	\$0		\$0	\$0	
TOTAL EXPENDITURES	\$117,371	\$142,891	82.14%	\$153,309	\$404,000	37.95%
SURPLUS / (DEFICIT)	(\$338,298)	(\$505,118)		(\$229,095)	(\$154,000)	
ENDING FUND BALANCE	\$2,555,407			\$2,159,493		

