

# School Board Regular Business Meeting

Monday, May 12, 2025 6:00 PM

District Office Board Room, Teleconference, URL:, Shakopee, MN 55379

## 1. CALL TO ORDER SCHOOL BOARD BUSINESS MEETING AND ROLL CALL - CHAIR SMITH

### 2. PLEDGE OF ALLEGIANCE

## 3. SABER PRIDE

3.1. Introduction of Bryan Phan

**Presenter:** 2 Minutes

3.2. Aspiring Teachers 2025 Student Scholarships

**Presenter:** Sarah Wehrenberg, Assistant Director of LTE and Shawna Wilson, Shakopee High School Teacher

3.3. Spring Activities Updates

**Presenter:** Andy Brown, Activities Director

## 4. CONSIDERATION OF AGENDA AS PRESENTED

## 5. PUBLIC COMMENT

## 6. CONSENT ITEMS

6.1. Personnel Items

6.2. Approval of School Board Meeting Minutes

## 7. DONATIONS APPROVAL

**Presenter:** Jeff Smith

## 8. INFORMATION

8.1. Executive Budget Summary - FY26 Preliminary Budget

**Presenter:** Bill Menozzi, Director of Finance & Operations

## 9. ACTION

9.1. One Year Pilot - Enhanced 9th Grade Student Start Date

**Presenter:** Stephanie Wheelock, 9th Grade Academy Principal and Jeff Pawlicki, Shakopee High School Principal

9.2. Type III Transportation Vendor Recommendation

**Presenter:** Bill Menozzi, Director of Finance & Operations

9.3. Approval of Curriculum (9-12 Social Studies, 9-12 English Language Arts, 6-8 English Language Arts - options, K-5 Language Comprehension)

**Presenter:** Sarah Wehrenberg, Assistant Director of LTE - Secondary and Nika Summer, Assistant Director of LTE - Elementary

9.4. Resolution for Membership in the MSHSL for 2025-26

**Presenter:** Mike Redmond

10. **INFORMATION**

10.1. Community Conversation Participation Data **Presenter:** Tiffany Olson, Director of Communications & Strategic Development

10.2. District Financial Update **Presenter:** Mike Redmond

11. **COMMITTEE REPORTS & OTHER INFORMATION**

12. **UPCOMING MEETINGS & IMPORTANT DATES**

13. **ADJOURNMENT**



# Student School Board

*Congrats!*

It is with great pleasure that the Shakopee Public Schools  
Board announce...

## Bryan Phan

*Class of 2027*

*Health Science Academy*

as an ex-officio *Student School Board Member*  
for the 2025-26 and 2026-27 school years.

Bryan's term will start on July 1, 2025.



APRIL 2025



SHAKOPEE STUDENTS

# ADVANCE TO NATIONAL FCCLA COMPETITION



## STUDENTS MAKE AN IMPACT

Every single Shakopee FCCLA participant earned a gold medal during the Minnesota FCCLA State Leadership Conference (SLC) held March 28th - 30th in Bloomington, MN.

Five students advanced to the National Leadership Conference to be held July 5-9th in Orlando, Florida.

The Minnesota FCCLA State Leadership Conference (SLC) was an incredible experience where students showcased their skills and work through STAR Events, learned from others through workshops, and strengthened their commitment to leadership and service.

**Congratulations to these change-making students!**



Gold Medal



National Advancer

## Connecting Career Pathways to Leadership Opportunities

Shakopee FCCLA is a chapter driven by passion, dedication, and the desire to make a difference in our communities and beyond. Our club provides students an opportunity to compete in competitions related to the Human Services Pathway. There are over 50 competitive STAR events from which students can choose to participate.



We are so proud of all the dedication, perseverance, and genuine effort that all Shakopee FCCLA participants demonstrated this year, and look forward to continuing working with such an amazing team who are making a difference in our school and community.



# Let's Meet the FCCLA Members



## Joselin Sanchez Flores

Joselin, as part of her CAPS internship, partnered with the Family Resource Center (FRC) in Shakopee for two different STAR events. She created "Fresh Beginnings", a take-what-you-need station for FRC clients (similar to the Saber Nation Station at Shakopee High School). She collected over 700+ personal hygiene items and was also awarded a grant of \$500 from the OtterCares foundation to purchase additional supplies.

As part of her Teach or Train event, she also designed and implemented a series of mini lesson for kids ages 3-5 helping them to identify and manage their emotions.



Teach or Train  
National Programs in  
Action



## Aster Davis

Aster partnered with the 9th grade academy teachers and school social workers to create Mental Health care kits for students. The care kits have inspirational notes, fidgets, stickers, coloring books and pencils. Aster was awarded grants of \$700 from the OtterCares & Duck Cup Memorial foundation to purchase supplies. Dichtomatik also donated fidgets & coloring supplies. He will also be creating Mental Health First Aid Kits for individuals to purchase to raise funds to support this ongoing effort and provide more resources for the rest of the high school student body.

Aster is also partnering with the counselors and other support staff to create a Canvas resource page for all students to access and learn about our support system here at SHS.

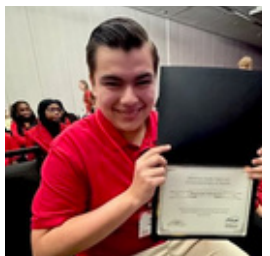


Focus on Children



## Javier Havemeier

Javier completed his Teach or Train STAR event by observing a Multilingual (ML) classroom and conducting 3 days of lesson plans for the students dedicated to building on the skills and fundamentals of communication. Javier plans to continue observing the same classroom and effective teaching methods that bridge language barriers during Quarter 4 which he could apply in his future career as an educator.



Teach or Train



## Isabella Eiden

Isabella completed her Teach or Train STAR event by observing a secondary math teacher for over 30 hours in the fall. She then created and implemented 3 days of lesson plans for the students. As part of this event students also research the career field to assess whether this is a career field that is a good match for their skills, interests and values.



Teach or Train



## Lindley Johnson

Lindley is working with several partners to upcycle seven old newspaper stands into Free Little Libraries called "Books for Little Paws" in the Shakopee Community. She ran a book drive in February and collected over 750 books. In the next couple of weeks, will be partnering with our Engineering and Manufacturing Academy to paint the newspaper stands with installation happening in April or May. Lindley is also applying for grant funding through the OtterCares foundation.



Chapter Service Project

# Let's Meet the FCCLA Members



## Julia Hoyd & Isabella Eiden

Julia and Isabella partnered with the Family Resource Center (FRC) in Shakopee. Understanding that play is a critical component to a young child's development and the cost of new toys can be prohibitive for families for young children, they set out to create the Saber Paw Toy Box, a toy library, at the Family Resource Center. Not only does their project support families in Scott County, it is a sustainable solution for the million of toys are thrown away every year. They collected over 100+ toys and installed the Saber Paw Toy Box in March.



## Ale Aponte Santiago

Ale investigated the skills and training necessary to become a Creative Art Director. The Career Investigation STAR event asks students to identify their skills, talents, and interests through career cluster and personality exams, and compare them to a specific career field. Students conduct in-depth research and obtain first-hand knowledge of their careers through interviews with professionals and other stakeholders. Students develop high school and post-secondary plans to ensure their knowledge and passion for their chosen career is a path they wish to pursue after high school.



## Javier Havemeier

Human Services Student | Education Pathway  
Vice President of Educators Rising  
FCCLA Chapter Officer & Voting Delegate



## Lori Henry Memorial Scholarship Recipient

**Javier Havemeier became the first FCCLA participant to receive the Lori Henry Memorial Scholarship during the 2025 Minnesota FCCLA State Leadership Conference (SLC).**

The Lori Henry Memorial Scholarship is dedicated to honoring the remarkable legacy of Lori Henry, a beloved and influential figure in the Family, Career and Community Leaders of America (FCCLA) community. Lori's passion for empowering students and her unwavering commitment to their personal and professional development have inspired countless individuals.

This scholarship aims to continue Lori's mission by providing financial support to students, empowering them to take full advantage of opportunities for professional development, personal growth, and meaningful social connections within the FCCLA community. The Lori Henry NLC Scholarship provides an MN FCCLA member with an opportunity to fulfill their dream of attending NLC.

## THANK YOU TO OUR PARTNERS & DONORS!



School Board Regular Business Meeting  
1200 Shakopee Town Square, Shakopee, MN 55379  
Monday, April 28, 2025 6:00 PM

A School Board Business Meeting of the Shakopee Public Schools was held Monday, April 28, 2025 beginning at 6:00 PM.

Present: Brophy, Zitek, Valdez, Smith, Aldrich, Johnson

Absent: Peterson, Michelle\*, Shaunya\*

*\*student members*

## **1. CALL TO ORDER SCHOOL BOARD BUSINESS MEETING AND ROLL CALL - CHAIR SMITH**

## **2. PLEDGE OF ALLEGIANCE**

## **3. SABER PRIDE**

### **3.1. 2025 Staff Awards & Retirees**

Presenter: Jim Miklausich, Assistant Superintendent

### **3.2. Sabers Supporting Sabers**

Outdoor Learning at Pearson Early Learning Center & Student Learning in the Engineering & Manufacturing Academy

Presenter: Brett Kaufhold, Shakopee High School Teacher and Sarah Moline, Pearson Early Learning Center Administrator

Tiffany Olson, Director of Communications & Strategic Development introduced presenters

## **4. CONSIDERATION OF AGENDA AS PRESENTED**

Motion to approve agenda as presented by Brophy, seconded by Aldrich

All present in favor, none opposed

## **5. PUBLIC COMMENT**

None

## **6. CONSENT ITEMS**

Motion to approve consent items as presented by Valdez, seconded by Brophy

All present in favor, none opposed

## **7. DONATIONS APPROVAL**

Presenter: Jeff Smith

Motion to approve donations resolution presented by Aldrich, seconded by Brophy

Roll call: All present in favor, none opposed

## **8. ACTION**

### **8.1. Student School Board Member Approval**

25-26/26-27 School Years

Presenter: Jeff Smith

Motion to approve student school board member presented by Brophy, seconded by Johnson

All present in favor, none opposed

## **9. INFORMATION**

### 9.1. Transportation-- Stopfinder Pilot & Plan

Presenter: Bill Menozzi, Director of Finance and Tiffany Olson, Director of Communications & Strategic Development

### 9.2. Monthly Budget Update

Presenter: Bill Menozzi, Director of Finance

### 9.3. Outdoor Spaces Study Group Update

Presenter: Bill Menozzi, Director of Finance & Operations; Ben Beery, Wold Architects & Engineers; and Ed Zeimet, Buildings and Grounds Manager

## **10. ACTION**

### 10.1. Enrollment Study-- Hazel Reinhardt

Presenter: Bill Menozzi, Director of Finance

Motion to approve study presented by Aldrich, seconded by Brophy

All present in favor, none opposed

#### 10.1.1. District Health Insurance

Presenter: Keith Gray, Director of Human Resources

Motion to approve insurance presented by Aldrich, seconded by Johnson

All present in favor, none opposed

*NOTE: Item should be 10.2 and not a subset of 10.1. Agenda was already approved. Note was made verbally by Superintendent Redmond and Chair Smith.*

### 10.2. Final Policies

Presenter: Chad Johnson

Motion to approve policies presented by Brophy, seconded by Valdez

All present in favor, none opposed

### 10.3. Add Special Board Meeting-- June 4, 2025

Presenter: Mike Redmond

Motion to approve special meeting presented by Brophy, seconded by Aldrich

All present in favor, none opposed

## **11. INFORMATION**

### 11.1. District Financial Update

Presenter: Mike Redmond

## **12. COMMITTEE REPORTS & OTHER INFORMATION**

## **13. UPCOMING MEETINGS & IMPORTANT DATES**

## **14. ADJOURNMENT**

Motion to adjourn meeting presented by Aldrich, seconded by Johnson

Meeting adjourned at 8:33pm

*Shakopee*  
PUBLIC SCHOOLS  
EDUCATION FORWARD

2025-2026

**ADOPTED**  
**BUDGET**  
**EXECUTIVE**  
**SUMMARY**

**Shakopee Public Schools**

1200 Shakopee Town Square  
Shakopee, MN 55379

[shakopee.k12.mn.us](http://shakopee.k12.mn.us)

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**Finance & Operations**

**Superintendent:** Dr. Mike Redmond  
**Director of Finance & Operations:** Bill Menozzi

Letter of Introduction  
June 23, 2025

Dr. Redmond,

In accordance with Minnesota Statutes 123B.77, the School Board in Shakopee is required to approve the adopted budget for the 2025-26 year prior to July 1, 2025. Enclosed you will find the 2025-26(FY 26) adopted budget. Our finance team values the collaboration with you, the School Board Finance & Facilities Committee, the School Board, and our community.

Annual budget assumptions are foundational in development of the annual school district budget. Budget assumptions have been previously reviewed by district administration, School Board Finance Committees, and other important stakeholders.

All enrollment and budgetary decisions in the Shakopee School District seek to support the mission of educating lifelong learners to succeed in a diverse world. Additionally, all enrollment and budgetary decisions are vetted through the lens of keeping expenditures and taxpayer burden to a minimum, while investing in the District priorities of student learning & performance, equity & inclusion, and financial sustainability & district alignment.

The major budget assumptions in this budget include:

- Operating levy authority of \$1,371.84 per pupil for taxes payable 2025. 2.34% inflation factor. The standard operating levy cap in Minnesota for 25-26 is \$2,266.31.
- State aid (per pupil formula) increase of 2.74 percent. Formula allowance for 25-26 at \$7,281 per pupil.
- Budget enrollment projection of 7,457 students, a decrease of -82 students, -1% from 24-25 projections.

We appreciate the support of the Superintendent, School Board Finance & Facilities Committee and the School Board in maintaining strong fiscal health and transparency in Shakopee Public Schools.

Sincerely,

Bill Menozzi  
Director of Finance & Operations

## DISTRICT OFFICIALS

<b>Name</b>	<b>Position</b>	<b>Term</b>
Jeff Smith	Board Chair	January 2029
Kristi Peterson	Vice Chair	January 2027
Joe Aldrich	Board Treasurer	January 2027
Caroline Valdez	Board Clerk	January 2027
Tim Brophy	Board Member	January 2029
Chad Johnson	Board Member	January 2027
Nick Zitek	Board Member	January 2029

## ADMINISTRATIVE CABINET

Dr. Mike Redmond	Superintendent of Schools
Jim Miklausich	Assistant Superintendent
Bill Menozzi	Director of Finance and Operations
Keith Gray	Director of Human Resources
Monika Summer	Assistant Director of Learning, Teaching, and Equity (Elementary)
Sarah Wehrenberg	Assistant Director of Learning, Teaching, and Equity (Secondary)
Julie Fred	Director of Learning, Teaching, and Equity (Secondary)
Lisa Rahn	Director of Special Services
Bryan Drozd	Director of Community Education
Tiffany Olson	Director of Instructional Technology
Dale Anderson	Director of Communications/Strategic Development
	Shakopee Education Association President

## SCHOOL FACILITIES

<b>Building</b>	<b>Educational Level</b>	<b>Principal</b>
Pearson Early Learning Center	Early Childhood	Sarah Moline
Sweeney Elementary	Grades K-5	Derek Bell
Sun Path Elementary	Grades K-5	Patrick Leonard
Red Oak Elementary	Grades K-5	Krysten Ellis
Jackson Elementary	Grades K-5	Dr. Kevin Bjerken
Eagle Creek Elementary	Grades K-5	Stephanie Baker
West Middle School	Grades 6-8	Gwynne Chase
East Middle School	Grades 6-8	Clayton Ellis
Shakopee High School	Grades 9-12	Jeff Pawlicki
Tokata Learning Center (TLC)	ALP grades 9-12	Eric Serbus

## STATEMENT OF OPERATING & NON-OPERATING FUNDS

**SHAKOPEE PUBLIC SCHOOLS INDEPENDENT SCHOOL DISTRICT #720  
SUMMARY STATEMENT  
ALL FUNDS  
2025 - 2026 ADOPTED BUDGET**

	FUND BALANCE JULY 1, 2025 (Projected)	Revenue	Expenditures	FUND BALANCE JUNE 30, 2026 (Budget)
General Fund	31,985,462	125,566,527	132,254,155	25,297,834
Food Service Fund	2,892,646	6,131,837	6,339,883	2,684,600
Community Service Fund	190,736	4,192,802	3,786,758	596,780
Debt Service Fund	5,727,970	18,664,280	18,776,919	5,615,331
Internal Service (ISF) Fund	1,495,519	12,159,254	12,217,110	1,437,663
Trust Fund (OPEB & Scholarship)	5,730,775	612,000	642,000	5,700,775
<b>Total Funds</b>	<b>48,023,108</b>	<b>167,326,700</b>	<b>174,016,825</b>	<b>41,332,983</b>

**SHAKOPEE PUBLIC SCHOOLS INDEPENDENT SCHOOL DISTRICT #720  
SUMMARY STATEMENT OF FUND BALANCE  
ALL FUNDS  
2025 - 2026 ADOPTED BUDGET**

FUND BALANCE	FUND BALANCE JULY 1, 2025 (Projected)	%	FUND BALANCE JUNE 30, 2026 (Budget)	%	INCREASE (DECREASE)
Unassigned	12,698,882	10.0%	13,183,473	10.0%	484,591
Nonspendable	1,826,844		1,826,844		-
Restricted					
Long Term Facilities Maintenance (LTFM)	3,588,006		3,588,006		-
Operating Capital	3,060,689		1,199,818		(1,860,871)
Capital Projects (Technology) Levy	1,565,029		1,565,029		-
Restricted - Other	6,132,840		1,944,140		(4,188,700)
Assigned for District Programming	2,825,782		1,703,134		(1,122,648)
Committed Fund Balance	287,390		287,390		-
Food Service Fund	2,892,646		2,684,600		(208,046)
Community Service Fund	190,736		596,780		406,044
Debt Service Fund	5,727,970		5,615,331		(112,639)
Internal Service Fund (ISF)	1,495,519		1,437,663		(57,856)
Trust Fund (OPEB & Scholarship)	5,730,775		5,700,775		(30,000)

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## BUDGET EXECUTIVE SUMMARY

### Compelling Vision

**It is our moral imperative** to change until all of our systems measurably work for each and every student.

**Our focus must be** on ensuring each member of our organization maintains high expectations and provides unwavering support for each of our student learners.

**It is our responsibility** to make sure each and every student receives quality core instruction and develops agency when it comes to their own learning.



## SHAKOPEE SCHOOLS BUDGET PROCESS

The budget in Shakopee Public Schools is a continuous four-step process:

Each step requires School Board approval and is open for public inspection and comment.

**1. Property Tax Levy and Truth in Taxation Meeting: December 16, 2024**

The budget process begins with submission of the final certified property tax levy to the Scott County auditor and Minnesota Department of Education. The School Board certifies the final levy for the next fiscal year before the end of the calendar year.

**2. 2025 – 2026 (FY26) Adopted Budget: June 23, 2025**

The School Board is required to approve a budget before the start of the calendar year on July 1. Approval includes analysis and assumptions on staffing needs, enrollment, legislative impact, and other revenue and expenditure estimates. The 2025 Legislative session in Minnesota began on January 14 and is scheduled to adjourn on May 19. Administration will continue to monitor the session and recommend budget adjustments as needed.

**3. Revised Budget: January/February 2026**

The School Board approves a revised budget each year in January/February based on information and estimates not previously known during the adopted budget process.

**4. Annual Financial Report & Fiscal Audit: November**

The final step includes closing the books and preparing financial statements for review and audit by an independent external CPA firm. The School Board typically reviews the audit report in October or November.

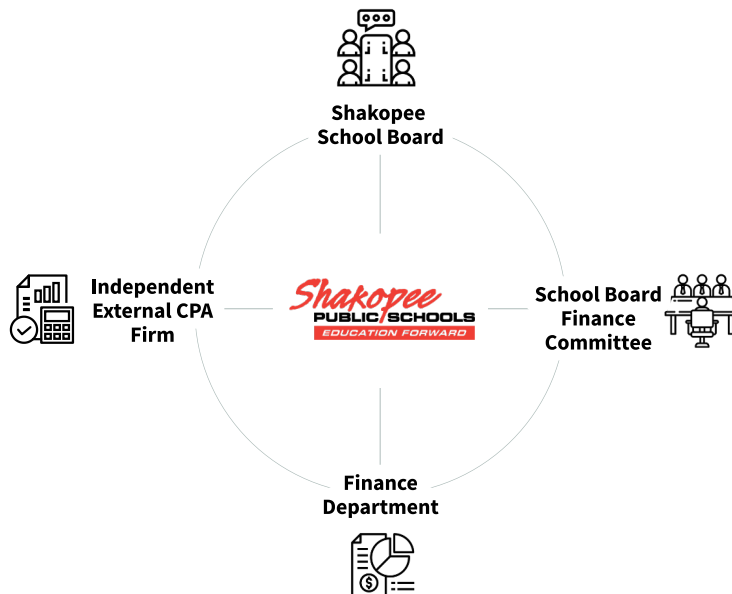


## SHAKOPEE PUBLIC SCHOOLS ORGANIZATION OVERVIEW

The elected School Board in Shakopee is made up of seven members and is responsible for legislative and fiscal control at the fund level. A Superintendent is appointed by the Board and is responsible for the day-to-day operations of Shakopee Schools.

### Collecting Input

1. **Superintendent's Cabinet:** This group generally meets twice per month. Much of the budget development, including assumptions, enrollment, and staffing analysis is frequently included as discussion on the Cabinet agenda.
2. **School Board Finance and Facilities Committee:** A committee including three School Board members, the Superintendent, Assistant Superintendent, and the Director of Finance and Operations, and the Manager of B&G. Meetings are held monthly and generally ahead of the School Board business meeting.
3. **School Board:**
  - December 16, 2024: First official action for the 2025-26 budget process is the approval of the 2025 levy and corresponding taxes.
  - February 24, 2025: School Board Finance & Facilities Committee review of the FY26 budget assumptions and financial projections.
  - April 14/28, 2025: School Board review & discussion on the FY26 budget and long-range financial projections.
  - May 12, 2025: School Board review of the FY26 budget executive summary.
  - June 23, 2025: School Board approval of the FY26 adopted budget. School Board approval of the LTFM 10-year expenditure plan.



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## ORGANIZATIONAL SECTION

### Organization

Shakopee Public Schools serves 7,457 students in Shakopee, Savage, Prior Lake, and the Jackson, Louisville, and Sand Creek Townships. *The District is in the southwest suburbs in the Twin Cities. The District is proud to serve a very diverse population of students and families with more than 80 languages and dialects from around the world spoken in our schools.*

With approximately 1,000 total staff, Shakopee Schools is one of the major employers in the area. The District operates 11 buildings: one traditional high school, one alternative high school, two middle schools, five elementary schools, an early childhood center and the district administrative office.

The District is organized by grade level with the early childhood center serving families and children from birth to kindergarten; elementary schools serving students in kindergarten through grade 5; middle schools serving grades 6-8; and the high school serving grades 9-12.

### Economic Factors

Like all school districts in Minnesota, Shakopee Schools is heavily dependent on funding from the State in order to maintain day-to-day operations of the District. The 2025 Legislative session is a funding year and will determine funding for public education in FY26 and FY27. In recent sessions, the State's general education funding has been providing annual increases in the 2% range. While these nominal increases are helpful, they fall far short of inflation, especially over the last four years.

Self-reporting to the Association of Metropolitan School Districts (AMSD) suggests that comparable size school districts in the Shakopee area will be reducing a significant portion of their general fund budgets for FY26. Our long-range financial forecast indicates that Shakopee Public Schools will be facing a similar budget challenge starting in 2026-27.

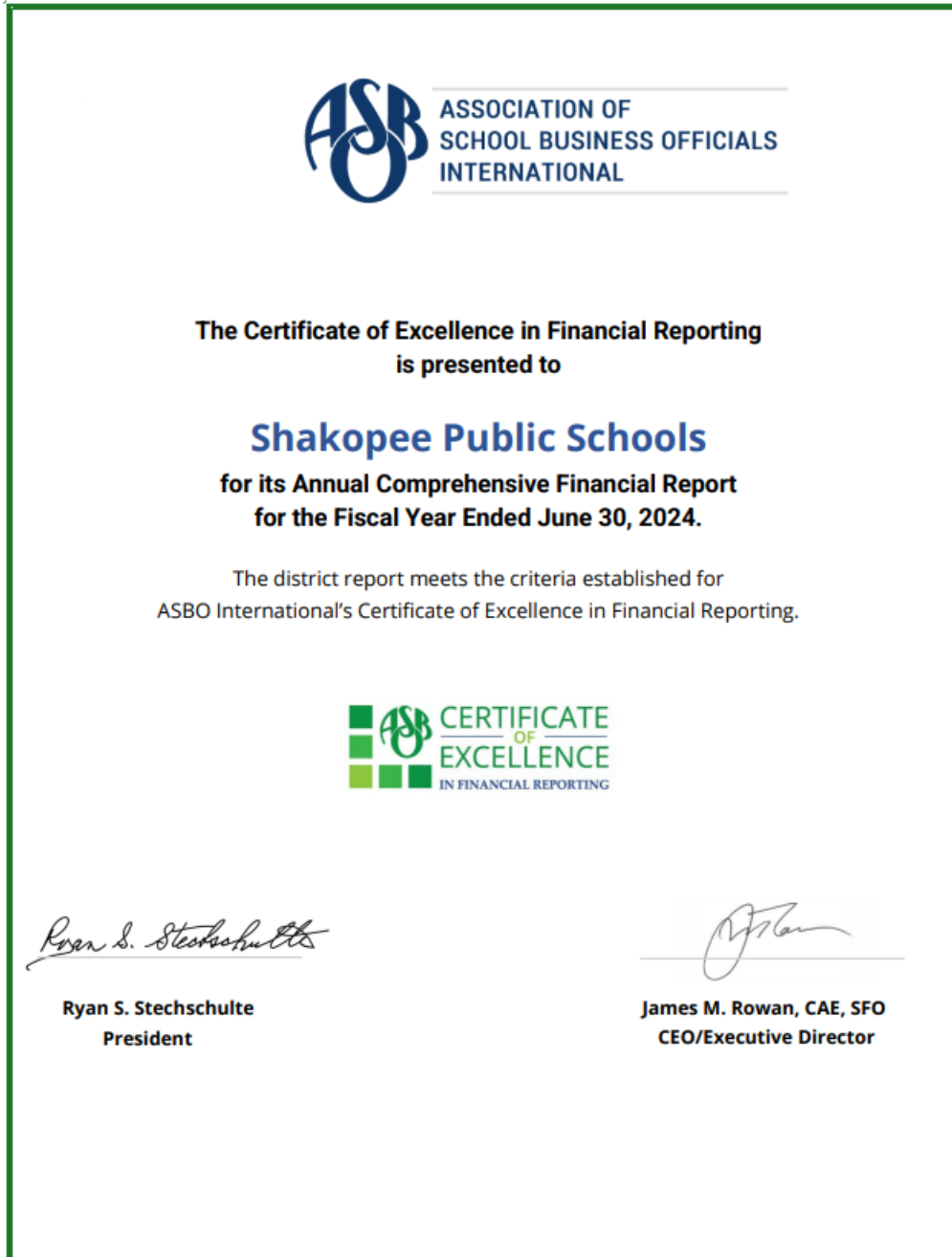
#### General Education Aid Formula Allowance

Year	Amount	Percent Increase
2017	6,067	2.0%
2018	6,188	2.0%
2019	6,312	2.0%
2020	6,438	2.0%
2021	6,567	2.0%
2022	6,728	2.5%
2023	6,863	2.0%
2024	7,138	4.0%
2025	7,281	2.0%
<b>2026</b>	<b>7,481</b>	<b>2.7%</b>

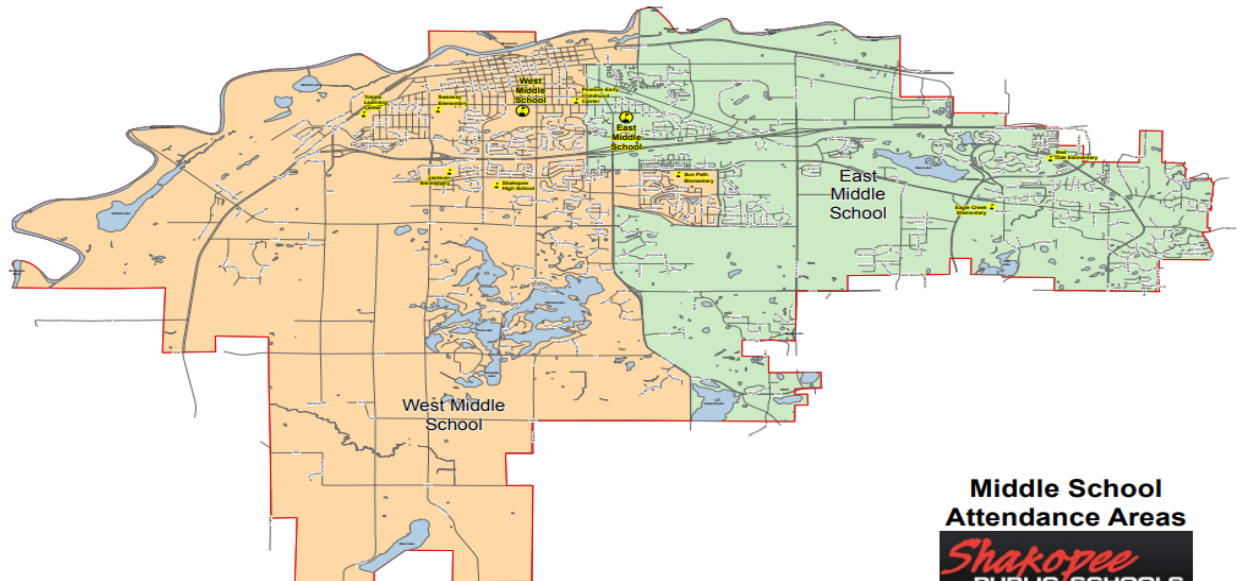
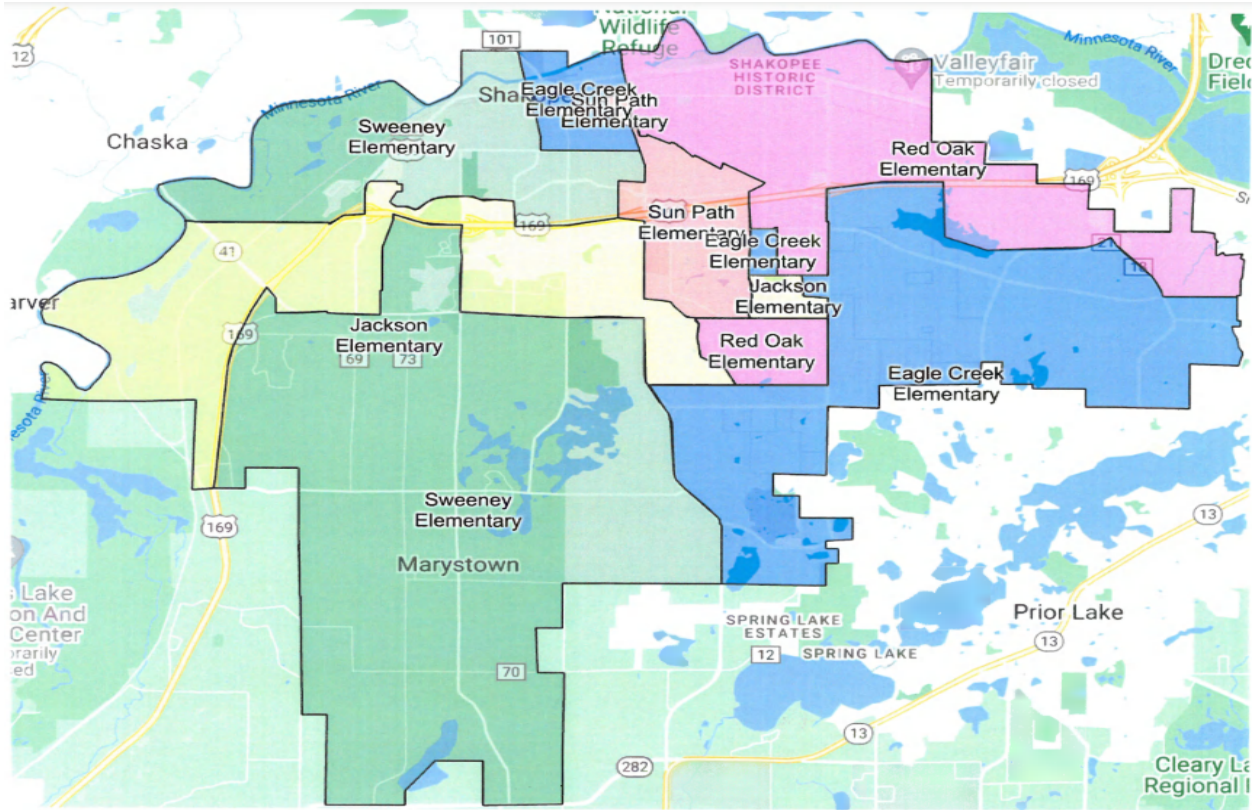
In November 2021, voters in the District approved referendum authority of \$1,266 per pupil. The referendum is linked to inflation. FY26 will be the fourth year of the levy, and the voter approved authority will be \$1,3371.84 per pupil. The standard operating levy cap for Minnesota school districts in FY26 is \$2,266.31 per pupil.

## Certificate of Excellence in Financial Reporting

Shakopee Schools was pleased to receive the Certificate of Excellence in Financial Reporting from the Association of School Business Officials International for the 2024 Annual Comprehensive Financial Report (ACFR). The District plans to submit for the certificate of excellence in financial reporting again in 2024.



# School District Attendance Maps



## Middle School Attendance Areas

**Shakopee PUBLIC SCHOOLS**  
EDUCATION FORWARD

- School Locations
- Roads
- District Boundary
- Lakes/Rivers
- West Middle School
- East Middle School

Approved December 9, 2019  
Effective 2020-2021 School Year

# School District Enrollment History

One of the main elements in school district budgeting is enrollment. Approximately 75% of Shakopee schools general fund revenue is from the state. A majority of this funding is based on student counts, so an understanding of population trends is critical to overall budgeting plans.

Shakopee schools meets monthly to ensure there is an accurate ongoing connection between staffing enrollment, budget enrollment, and state enrollment submissions. The following summarizes average daily membership (ADM) for the past five years ended June 30. The 2025 and 2026 numbers are projections.

Average Daily Membership	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025 (Projected)	FY2026 (Budget)
Early Childhood	61	58	67	80	75	65	65
Kindergarten	526	473	496	470	436	420	424
Elementary 1-5	2,843	2,762	2,642	2,639	2,510	2,452	2,392
Secondary 6-12	4,759	4,787	4,731	4,638	4,647	4,602	4,576
<b>Total ADM</b>	8,189	8,080	7,936	7,827	7,668	7,539	7,457
Change from Prior Year	-0.7%	-1.3%	-1.8%	-1.4%	-2.1%	-1.7%	-1.1%

In recent years, Shakopee Schools has been in a period of declining student enrollment. Since 2020, enrollment has decreased by -9% or -732 students. The decline in student enrollment is due to a decline in birth rates in Scott County. This decline in student enrollment continues to put budgetary pressures on the general fund.

In order to support the work of our enrollment committee, Shakopee Public Schools has engaged with a state demographer in order to conduct a student enrollment study. We expect the enrollment study results to be presented to the School Board in June 2025.

# School District Enrollment Projections

Shakopee Schools has approved the following enrollment assumptions for the 2025-26 adopted budget:

- a. Kindergarten projection of 424 students. Increase of 4 students from 24-25 projection.
- b. Kindergarten through grade 8 growth projection based on enrollment trend data.
- c. +68 students from G8 to G9.
- d. Post-secondary enrollment option (PSEO) estimates 60 students.
- e. Early childhood (EC) and tuition estimates based on the 5-year history.

The following are the approved enrollment estimates for 2025-26 through 2027-28.

Average Daily Membership	FY2026 Projected	FY2027 Projected	FY2028 Projected
Early Childhood	65	65	65
Kindergarten	424	424	424
Elementary 1-5	2,392	2,332	2,266
Secondary 6-12	4,576	4,455	4,342
<b>Total ADM</b>	<b>7,457</b>	<b>7,276</b>	<b>7,097</b>
Increase (Decrease)	<b>-82</b>	-181	-179

## **School District Fund Overview**

In accordance with state laws, Shakopee Schools maintains separate funds. The general fund accounts for the day-to-day educational operations of the school district. Most of this budget summary focuses on the **general fund**. Other funds within Shakopee Schools include:

### **Food Service Fund**

The food service fund is used to record financial activities of the District's food service program. food service includes activities to prepare and serve milk, meals, and snacks. All expenditures relating to meal preparation must be recorded in the food service fund. Eligible expenditures include application processing, meal accountability, food preparation, meal service and kitchen custodial service.

### **Community Service Fund**

The community service fund is used to record all financial activities of the District's community service program. The focus of community education is enrichment programs for any age level that are not part of the K-12 education program. Community education programming may also include K-12 summer school enrichment activities which, although educational in nature, are not for credit and are not required for graduation.

### **Capital Fund**

Capital revenue and expenditures associated with facilities, buildings and grounds, long-term facilities maintenance, and the District's capital projects (technology) levy. The capital fund is maintained internally as a separate fund but included in the general fund for state reporting purposes.

### **Building Construction Fund**

The building construction fund is used to record all operations of the District's building construction program that are funded by the sale of bonds or capital loans.

### **Debt Service Fund**

The debt service fund is used to record revenue and expenditures for the District's long-term debt payments. When a bond issue is sold, the Board must levy a direct general tax upon the property of the District for the payment of principal and interest. The revenue from such a tax and related state aid must be separately accounted for in the debt service fund.

### **Internal Service Fund**

The internal service fund is used to account for goods or service provided by one department to another within the District on a cost-reimbursement basis. The internal service fund is utilized for the District's self-insurance programs.

### **Trust Fund**

Trust funds are used to record the revenues and expenditures for trust agreements where the Board has accepted the responsibility to serve as trustee. The District has a trust in place to account for its scholarship trust and OPEB trust agreements.

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## FINANCIAL SECTION

### Introduction

The purpose of the 2025-26 adopted budget is to set forth the financial plan for the upcoming school year. It is based on the projected financial needs of Shakopee Schools and serves to allocate limited resources in the best possible way to provide the best educational opportunities to students.

The budget is for the fiscal year beginning July 1, 2025, and ending June 30, 2026. The budget is also known as fiscal year 2026 or FY26. Prior year data is included for comparative purposes and includes budgeted amounts for 2024-25 and actual amounts for 2023-24.

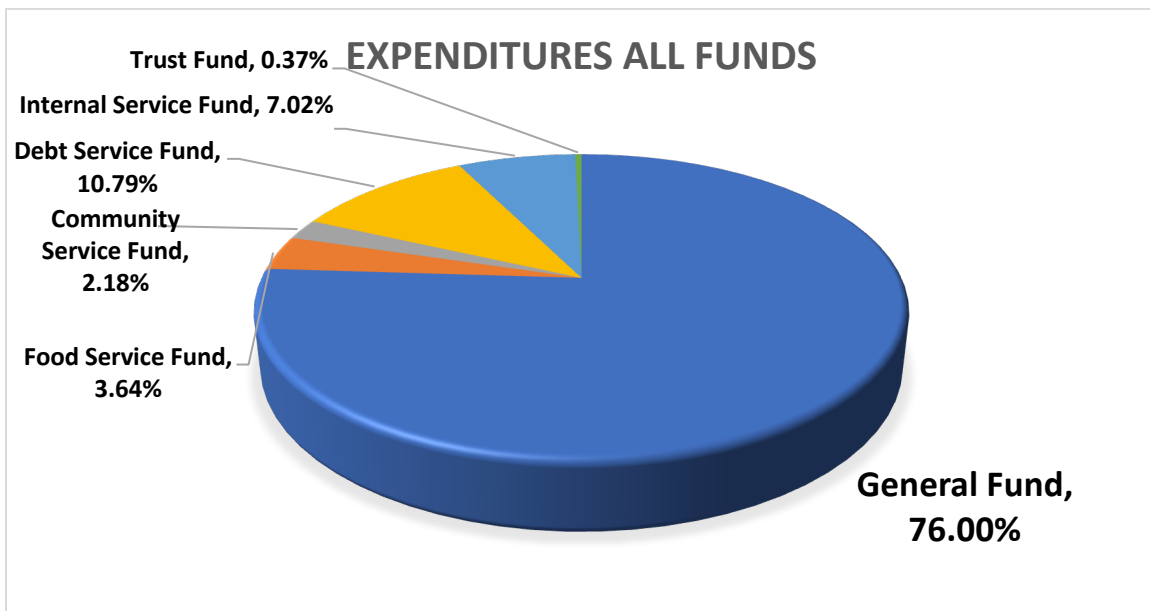
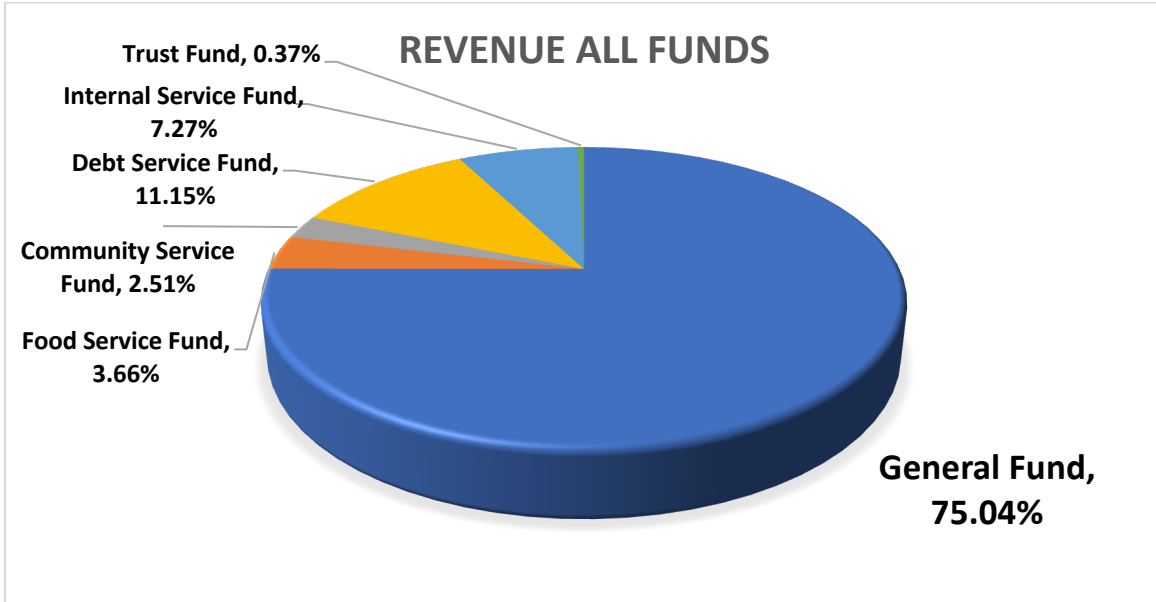
Shakopee Schools anticipates ending the 2025-26 fiscal year with a 10 percent unassigned general fund balance. School Board policy 714 states:

The school district shall strive to maintain a minimum unassigned general fund balance of 8-12 percent of the annual budget.

Shakopee Schools tracks long range financial planning by keeping a multi-year financial planning model (FPM). The budget model is updated annually to reflect budget revisions, annual audit results and other budget variances. Based on current financial assumptions, there is a significant budget challenge projected starting in fiscal year 2027. The School Board is aware of this challenge and is reviewing opportunities to address it.

## Revenue and Expenditures – All Funds

The following graphs show the proportional revenues/expenditures budgeted for each fund in 2025-26.



# Financial Overview

## Revenue Assumptions

### General Fund (Fund 01)

General fund revenue is projected to decrease by \$-727,994 or -0.5% from 2024-25. The analysis below includes the capital fund for comparative purposes.

#### State Aid

State basic general education aid serves as the District’s primary funding source for the basic educational experience. Overall state aid in the general fund is projected to increase by 363,151 or 0.4% from 2024-25. The main reasons for the increase in state aid are an increase in special education state aid, and general education formula aid.

The 2.74% increase from the State in the per pupil formula is mitigated by a projected reduction in pupil units. Overall student enrollment is projected to decrease by -82 students or -1.0% from 2024-25. Additionally, state general education compensatory revenue is projected to decrease by -300,000 in 25-26.

#### Property Tax Revenue

Property taxes are determined by the taxable market value of the property, class rate for each category of property, and state paid property tax aids and credits. Property tax revenue in the general fund is projected to decrease by 457,217 or -1.7% from 2024-25. The decrease is attributed to a declining pupil unit (student) estimate. FY25-26 will be year four of the ten-year levy approved in November 2021.

#### Federal Sources

Federal revenue is projected to decrease by -209,438 or -9% from 2024-25 levels. The decrease is attributed to budgeting for federal special education aid, as well as expiration of one-time pandemic related funds in the amount of 103,000.

A summary of federal budgets is found below:

- Special Education federal funding is budgeted at 878,550
- Title funding is budgeted at 1,112,257

#### Local Revenue Sources

Revenue in this category is primarily driven by tuition, fees, admissions, interest, and donations. Local revenue is projected to decrease by -424,490 from 2024-25. The decrease is primarily attributed to conservative budget estimates for medical assistance and technology miscellaneous revenue items. General Fund Revenue Per Student. Historical and Projected.

Year	Student Enrollment (Adm)	General Fund Revenue	Revenue Per Student
2025-26 (Budgeted)	7,457	125,566,527	16,839
2024-25 (projected)	7,539	126,294,521	16,752
2023-24	7,670	129,039,914	16,824
2022-23	7,827	121,111,433	15,474
2021-22	7,936	108,911,315	13,724

### **Food Service Fund (Fund 02)**

Revenue in the food service fund is projected to increase by 10,746 or 0.2% from 2024-25. Total revenue in the food service fund is budgeted to be 6,131,837.

2025-26 will be the third year of the free school meals for all legislation. This legislation provides the reimbursement for a free breakfast and lunch to students who receive meals through their school's participation in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP).

### **Community Service Fund (Fund 04)**

The community service fund includes programming in early childhood, community education, school readiness, and adult basic education. Total revenue for this fund is projected to increase by 10%, primarily driven by an increase in facilities rental revenue and other fee related revenue programs. Total revenue in the community service fund is budgeted to be 4,192,802.

### **Debt Service Fund (Fund 07)**

Debt service fund revenue is projected to decrease by -285,720 or -1.7% from 2024-25. The decrease is due to scheduled principal and interest payments in accordance with the debt service schedule.

### **Internal Service Fund (Fund 20/21)**

Shakopee schools has an internal service fund to account for the self-funded health and dental plans. Revenue for the internal service fund is projected to decrease slightly by -21,153 or -0.2% from 2024-25. Much of the revenue/expense information for the internal service fund is derived from the district's third-party health and dental administrator.

### **Trust and Agency Fund (Fund 18/45)**

- Scholarship Fund (Fund 18): Revenue is budgeted at 12,000 and consists of expected scholarship contributions and minimal interest earnings.
- OPEB Trust Fund (Fund 45): Revenue is budgeted at 600,000 and consists of expected interest earnings on OPEB investments.

## Financial Overview

### Revenue Assumptions

#### General Fund (Fund 01)

General fund expenditures are projected to increase by 5,265,338 or 3.9% from 2024-25. The reason for the increase is related to actual or expected contractual obligations for salaries/wages and employee benefits, increased costs for contracted transportation services, curriculum adoption out of the capital account, property insurance, and other assumed cost increases for 25-26.

#### Salary, Wages and Employee Benefits

The projected expenditures for salary/wages and employee benefits are 102,386,910 and includes projected salaries/wages and employee benefits for all bargaining groups. This is an increase of 4.2% from 2024-25. The budget for salary/wages and employee benefits represents 77% of the total general fund budget.

The status of employee contracts is as follows:

Group	Contract Expiration	Status of Contract
Shakopee Education Association (SEA)	June 30, 2025	Negotiations Upcoming
Health Assistants	June 30, 2026	Settled
Clerical	June 30, 2026	Settled
Custodial	June 30, 2026	Settled
Para Educators	June 30, 2026	Settled
Food Service	June 30, 2026	Settled
Principals	June 30, 2025	Negotiations Upcoming
Unaffiliated/Directors	June 30, 2025	Negotiations Upcoming

\*\*Due to timing on contract expirations, cost estimates were used in the adopted budget. Actual settlement costs will be used in the revised budget recommendation for School Board action in January/February 2026.

#### Purchased Services

The budget for purchased services is projected to be 16,228,831, an increase of 17,777 from 2024-25. This budget includes contracted services (transportation), utilities, property insurance, professional services, and tuition payments.

#### Supplies and Equipment

The budget for supplies and equipment is projected to be 12,873,915, an increase of 941,279 or 7% from 2024-25. The main cause of the increase in timing on LTFM and curriculum adoption expenditures in accordance with the long-range facilities plan. The building allocations for supplies and materials are included in this category.

#### Other Expenditures

Other expenditures are projected to be 764,499, an increase of 28,043 from 2024-25.

**Food Service Fund (Fund 02)**

The food service expenditure budget is projected to be 6,339,883, an increase of 228,788 or 3.6% from 2024-25. The food service budget includes projections for wages/benefits for food service staff, purchased services for maintenance and repairs, and food supplies.

**Community Service Fund (Fund 04)**

The community service expenditure budget is projected to be 3,786,758, an increase of 113,776 or 3% from 2024-25. Increases in this area relate to expected or known wages/benefits, programming costs and cost related to increased utilization of facility rentals.

**Debt Service Fund (Fund 07)**

The debt service fund budget is projected to be 18,776,919, an increase of 357,608 or 1.9% from 2024-25. Debt service fund expenditures include principal, interest, and other debt service charges on previously voter approved bonds. See the debt summary section for additional information.

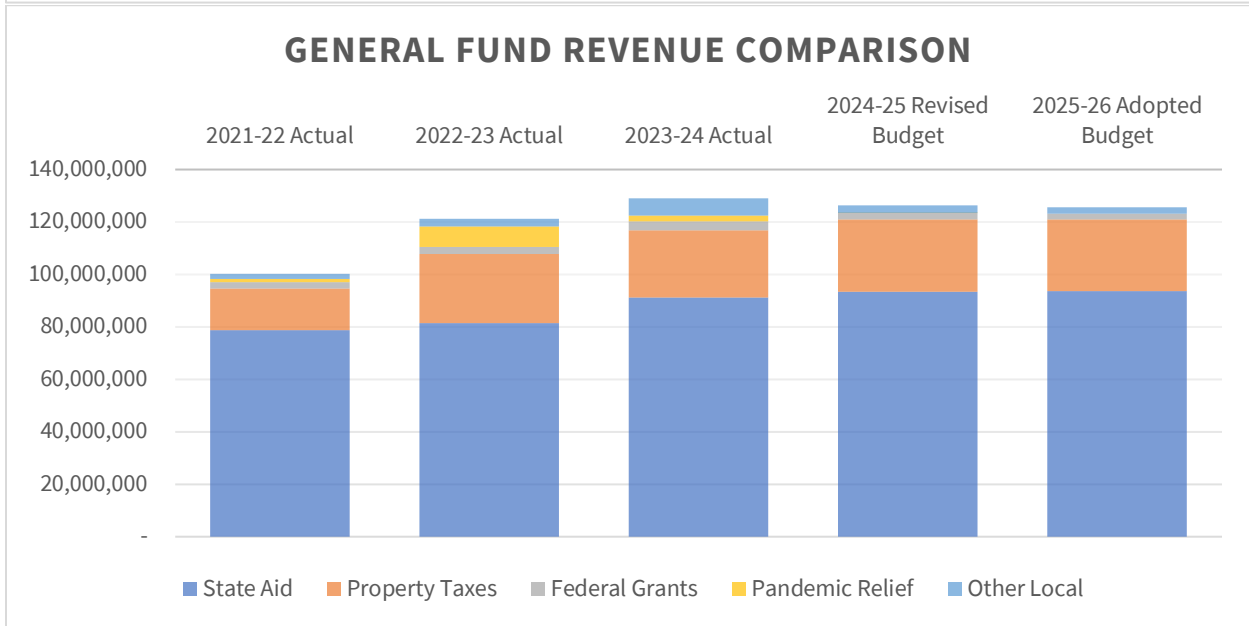
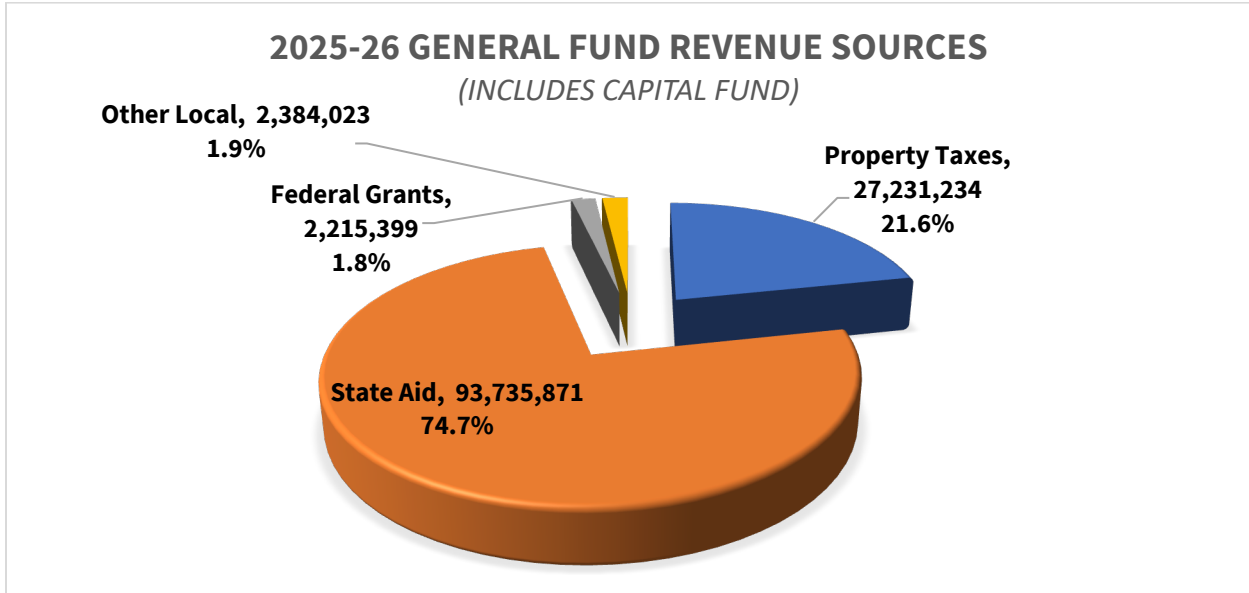
**Internal Service Fund (Fund 20/21)**

The internal service fund budget of 12,217,110 represents a decrease of -18,722 or -0.1% from 2024-25. Expenses include Shakopee Schools self-funded health and dental insurance plans.

**Trust and Agency Fund (Fund 18/45)**

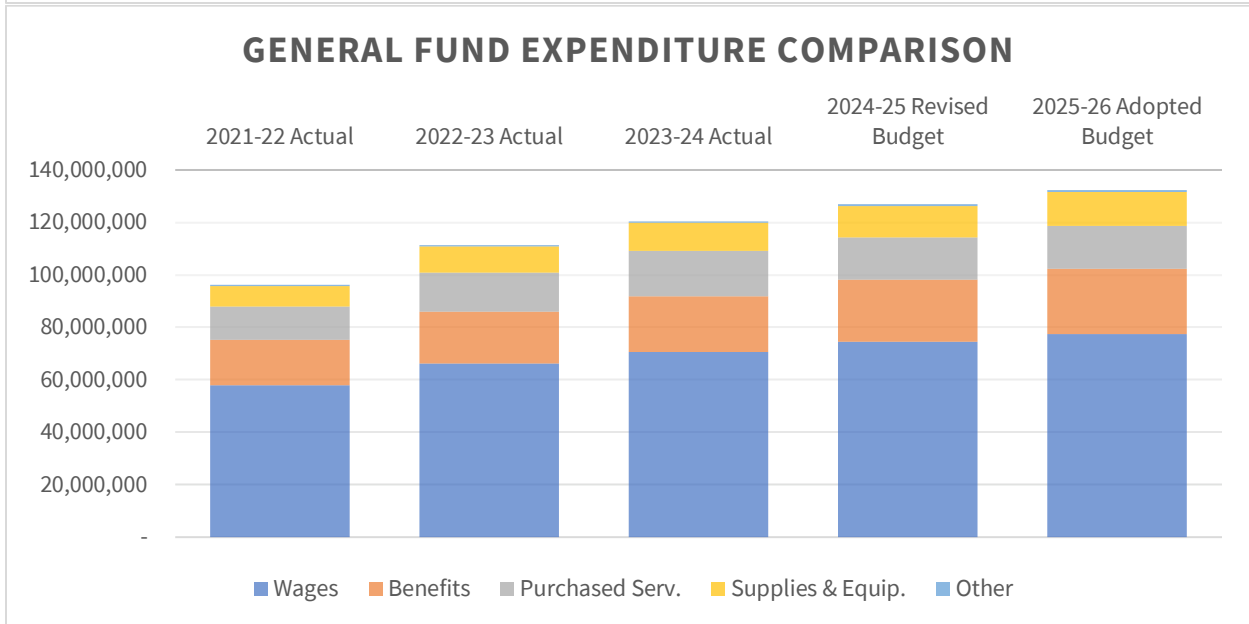
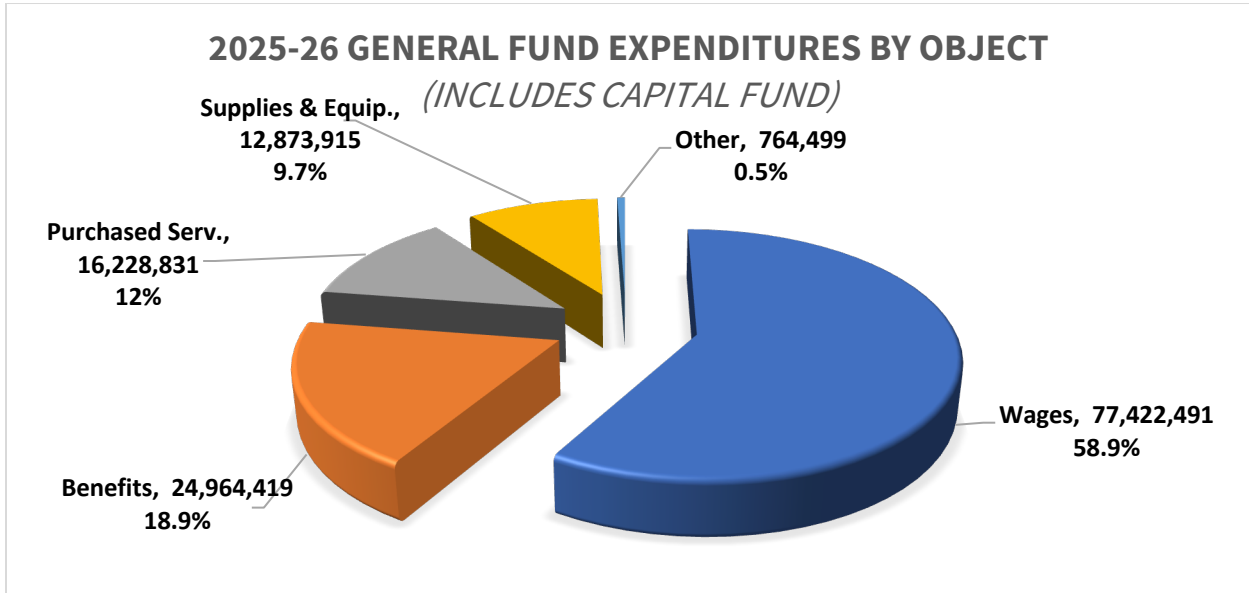
The (OPEB) trust and agency (Scholarship) funds budget of 642,000 represents an increase of 39,130 from 2024-25.

## GENERAL FUND REVENUE



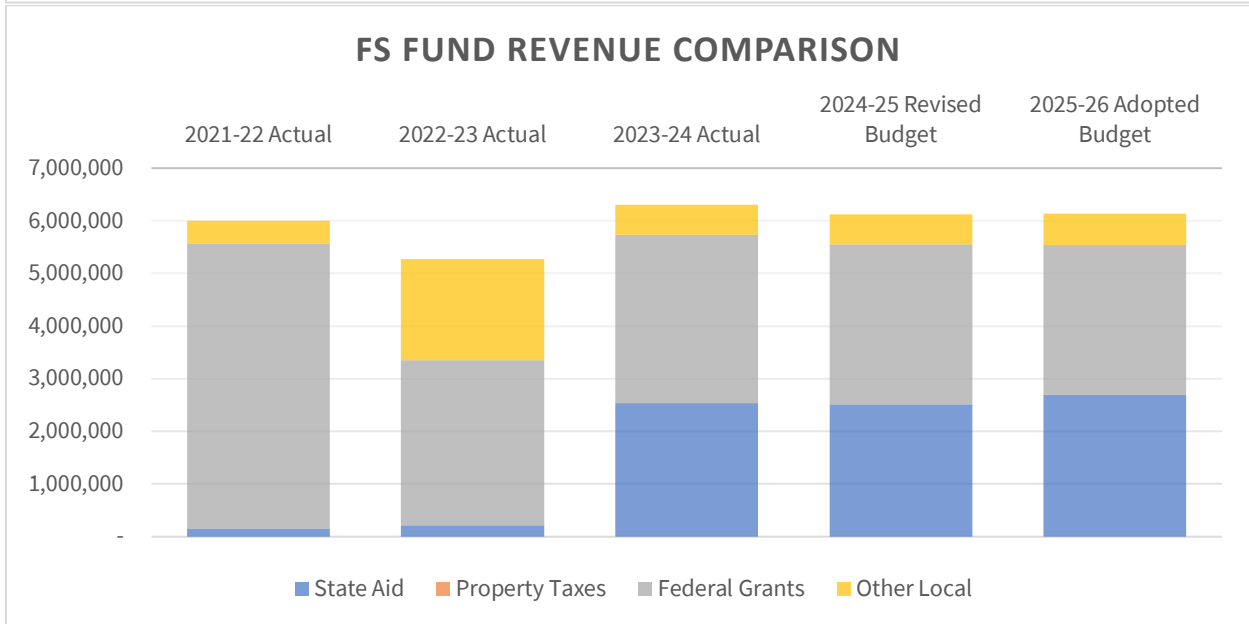
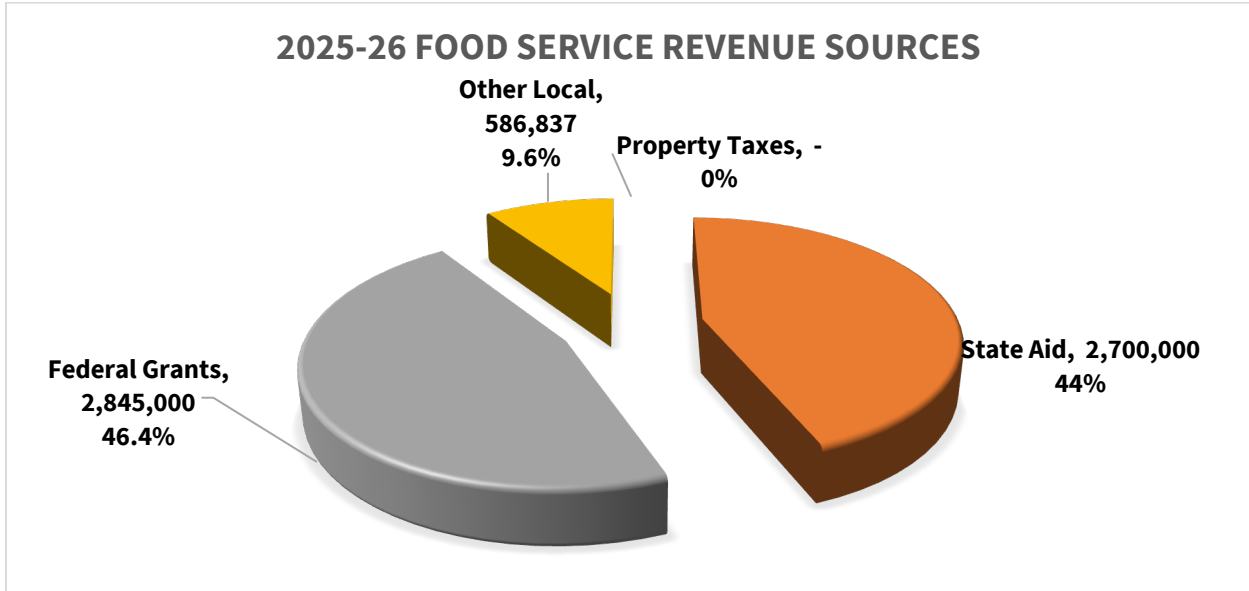
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget	% Change
<b>State Aid</b>	78,809,587	81,497,412	91,139,706	93,372,720	93,735,234	0.4%
<b>Property Taxes</b>	15,817,078	26,250,598	25,735,790	27,688,451	27,231,234	-1.7%
<b>Federal</b>	2,512,168	2,651,235	3,432,172	2,321,341	2,215,399	-4.8%
<b>Pandemic Funds</b>	1,074,878	7,884,259	2,232,024	103,496	0	-100%
<b>Other Local</b>	2,122,507	2,827,928	6,500,222	2,808,513	2,384,023	-17.8%
<b>Total</b>	100,336,217	121,111,432	129,039,914	126,294,521	125,566,527	-0.6%

## GENERAL FUND EXPENDITURES



	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget	% Change
<b>Wages</b>	57,789,330	66,300,541	70,667,952	74,404,096	77,422,491	3.9%
<b>Benefits</b>	17,541,691	19,641,667	21,153,508	23,704,575	24,964,419	5.05%
<b>Purch. Serv.</b>	12,633,044	14,915,469	17,357,200	16,211,054	16,228,831	0.1%
<b>Supplies &amp; Equip.</b>	7,783,617	10,012,855	10,621,255	11,932,636	12,873,915	7.3%
<b>Other</b>	552,604	519,450	680,796	736,456	764,499	3.7%
<b>Total</b>	96,300,286	111,389,982	120,480,711	126,988,817	132,254,155	3.9%

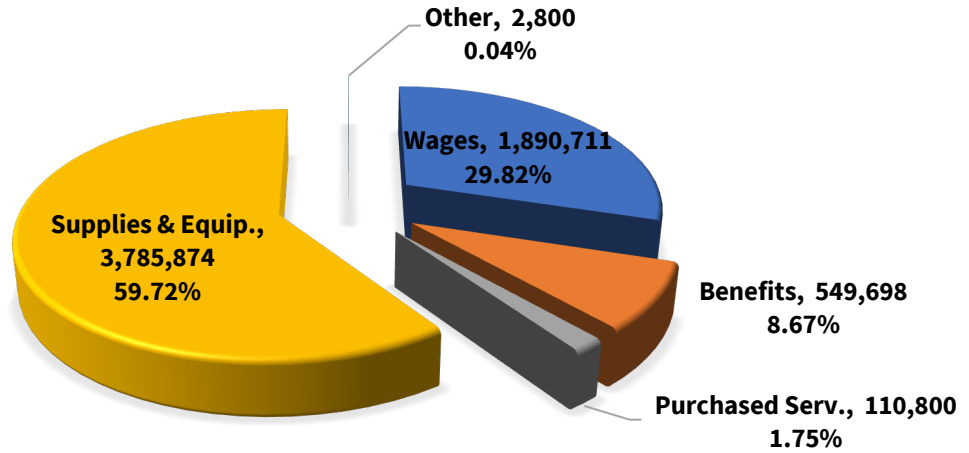
## FOOD SERVICE FUND REVENUE



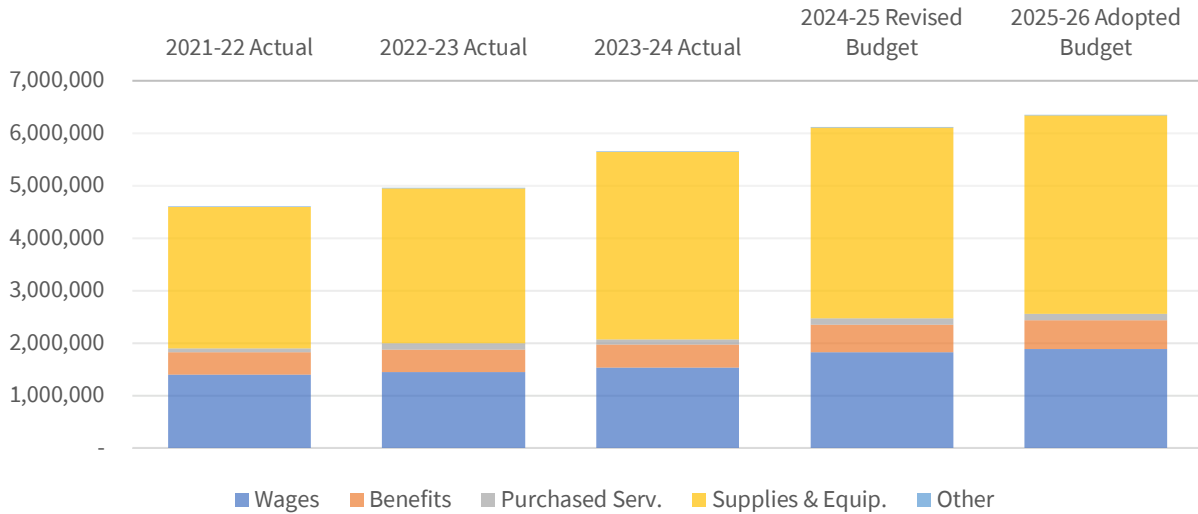
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>State Aid</b>	158,054	214,118	2,542,795	2,518,742	2,700,000
<b>Property Taxes</b>	0	0	0	0	0
<b>Federal</b>	5,411,568	3,135,311	3,197,261	3,029,861	2,845,000
<b>Other Local</b>	428,066	1,921,335	571,650	572,488	586,837
<b>Total</b>	5,997,689	5,270,764	6,311,707	6,121,091	6,131,837

## FOOD SERVICE FUND EXPENDITURES

### 2025-26 FOOD SERVICE FUND EXPENDITURES BY OBJECT



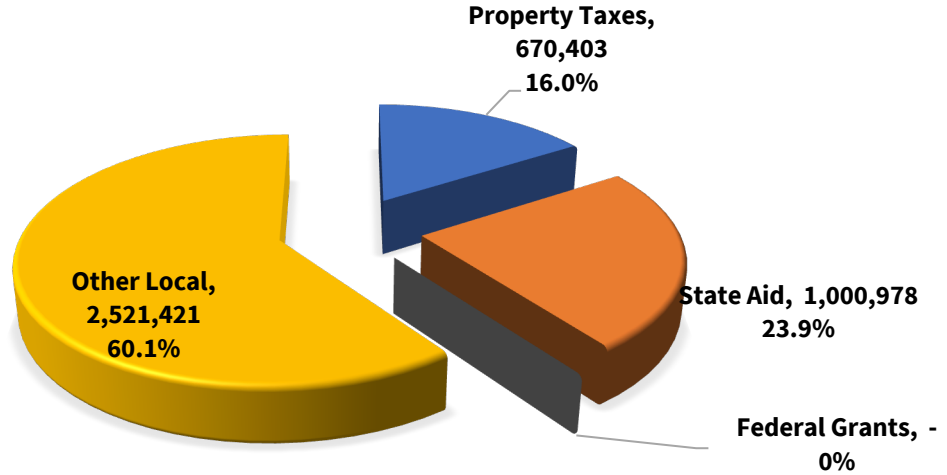
### FS FUND EXPENDITURE COMPARISON



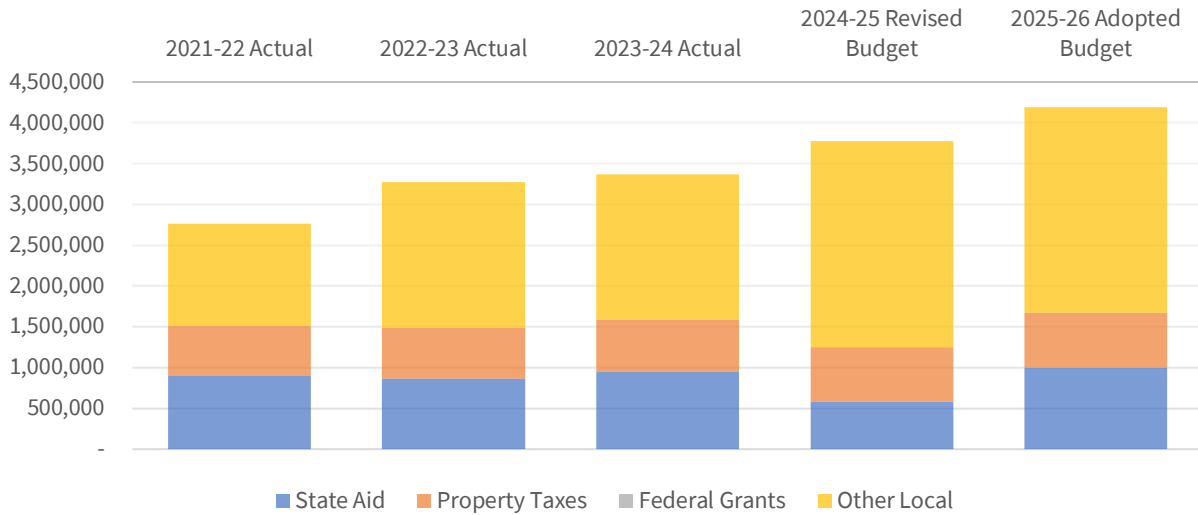
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>Wages</b>	1,400,128	1,440,803	1,530,109	1,828,884	1,890,711
<b>Benefits</b>	418,411	430,625	444,620	525,885	549,698
<b>Purchased Serv.</b>	82,554	118,597	89,677	110,800	110,800
<b>Supplies &amp; Equip.</b>	2,687,576	2,960,939	3,582,603	3,642,725	3,785,874
<b>Other</b>	1,863	1,649	1,670	2,800	2,800
<b>Total</b>	4,590,533	4,952,612	5,648,678	6,111,095	6,339,883

## COMMUNITY SERVICE FUND REVENUE

### 2025-26 COMMUNITY SERVICE REVENUE SOURCES



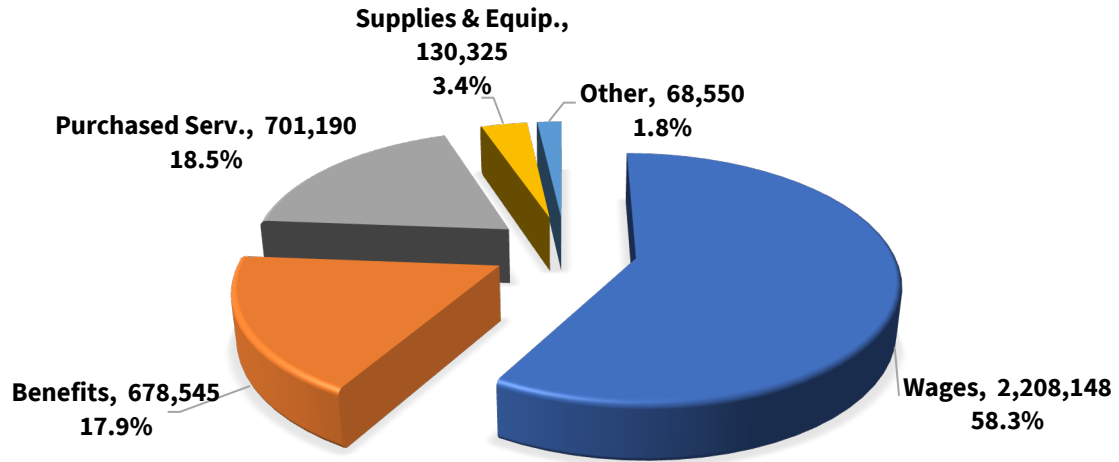
### CS FUND REVENUE COMPARISON



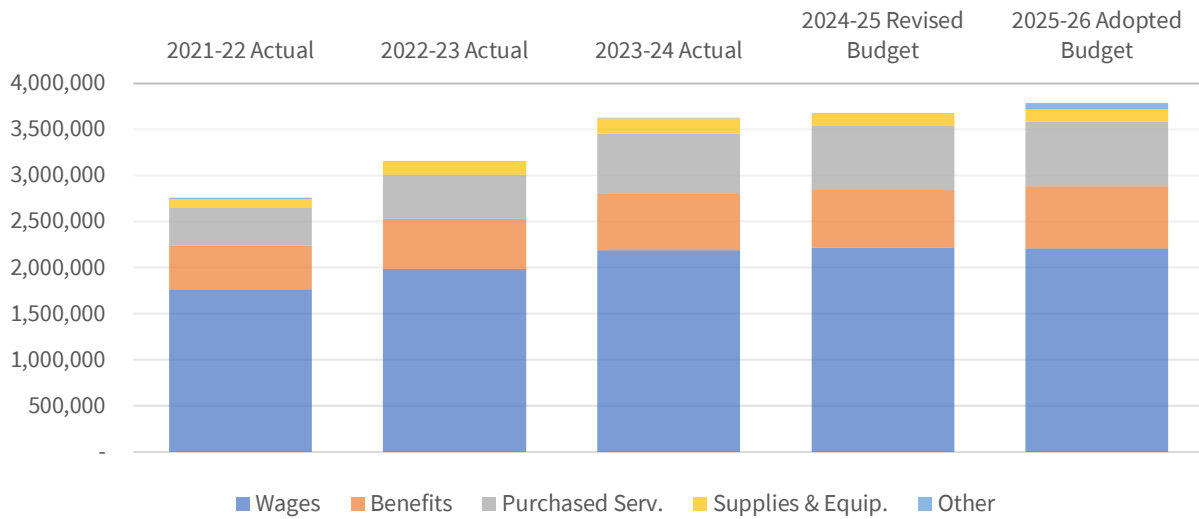
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>State Aid</b>	894,751	863,833	948,249	584,195	1,000,978
<b>Property Taxes</b>	616,392	621,620	635,355	664,172	670,403
<b>Federal</b>	0	0	0	0	0
<b>Other Local</b>	1,249,213	1,786,335	1,786,727	2,529,647	2,521,421
<b>Total</b>	2,760,356	3,271,788	3,370,331	3,778,014	4,192,802

## COMMUNITY SERVICE FUND EXPENDITURES

**2025-26 COMMUNITY SERVICE FUND EXPENDITURES BY OBJECT**



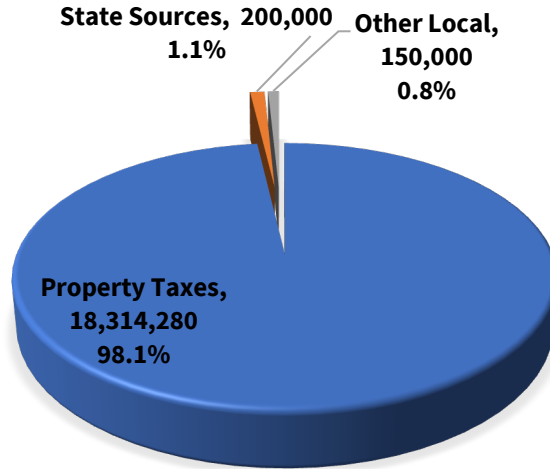
**CS FUND EXPENDITURE COMPARISON**



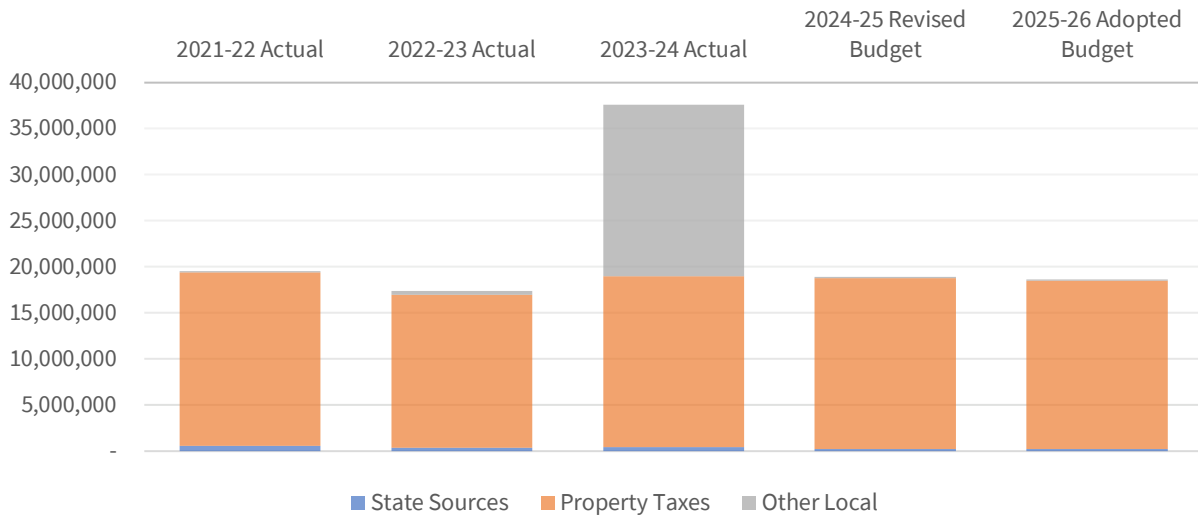
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>Wages</b>	1,764,235	1,986,078	2,189,929	2,220,925	2,208,148
<b>Benefits</b>	473,297	545,783	611,597	624,006	678,545
<b>Purchased Serv.</b>	409,277	479,832	654,075	699,857	701,190
<b>Supplies &amp; Equip.</b>	99,029	136,078	165,480	123,644	130,325
<b>Other</b>	13,933	1,437	3,282	4,550	68,550
<b>Total</b>	2,759,771	3,149,207	3,624,363	3,672,982	3,786,758

## DEBT SERVICE FUND REVENUE

### 2025-26 DEBT SERVICE REVENUE SOURCES



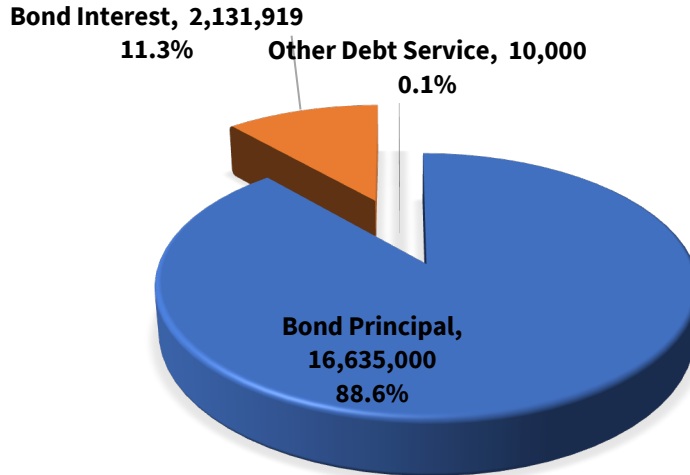
### DEBT SERVICE FUND REVENUE COMPARISON



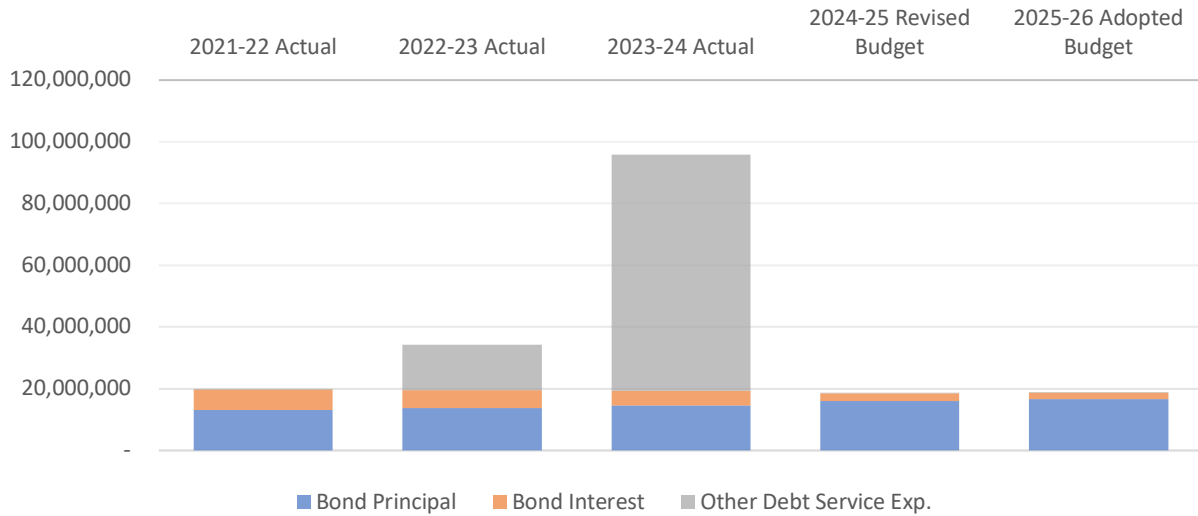
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>State Sources</b>	583,387	395,315	418,091	365,816	200,000
<b>Property Taxes</b>	18,817,749	16,576,977	18,559,438	18,600,000	18,314,280
<b>Other Local</b>	113,342	390,210	18,629,535	150,000	150,000
<b>Total</b>	19,514,478	17,362,501	37,607,063	18,950,000	18,664,280

## DEBT SERVICE FUND EXPENDITURES

### 2025-26 DEBT SERVICE FUND EXPENDITURES



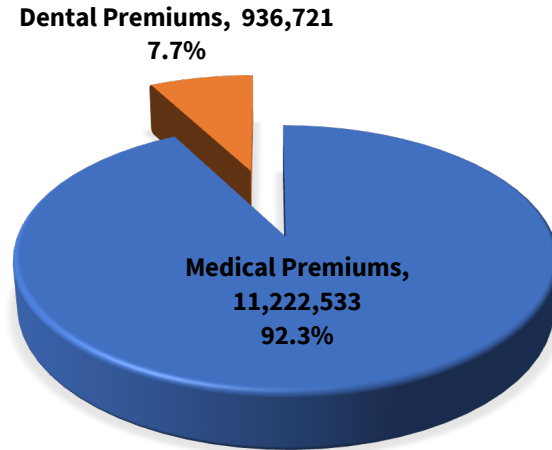
### DS FUND EXPENDITURE COMPARISON



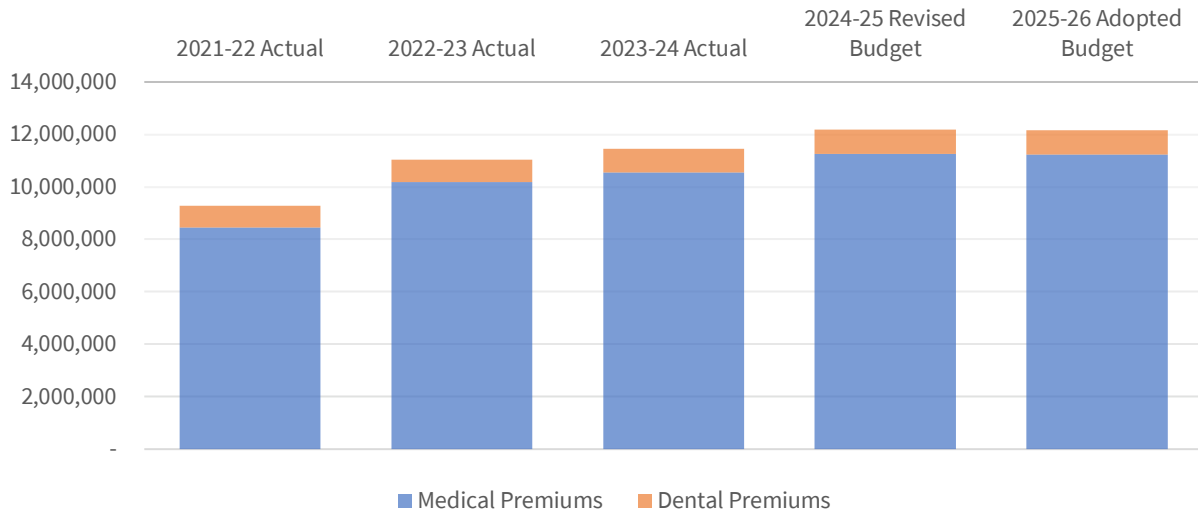
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>Bond Principal</b>	13,150,000	13,360,000	14,545,000	15,900,000	16,635,000
<b>Bond Interest</b>	6,591,064	5,926,981	4,738,581	2,509,311	2,131,919
<b>Other Debt Service</b>	4,095	14,779,952	76,489,921	10,000	10,000
<b>Total</b>	19,745,159	34,336,932	95,773,502	18,419,311	18,776,919

## INTERNAL SERVICE FUND REVENUE

### 2025-26 INTERNAL SERVICE REVENUE SOURCES



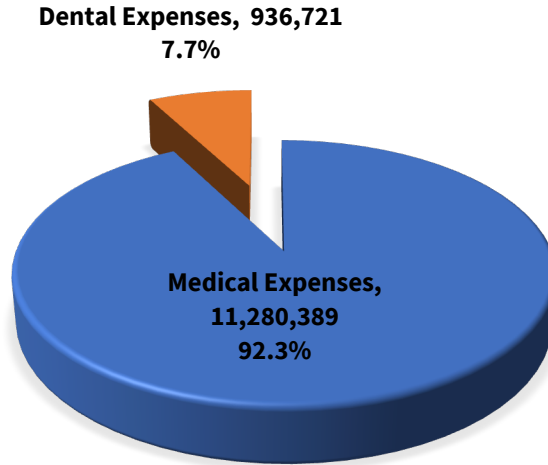
### INTERNAL SERVICE FUND REVENUE



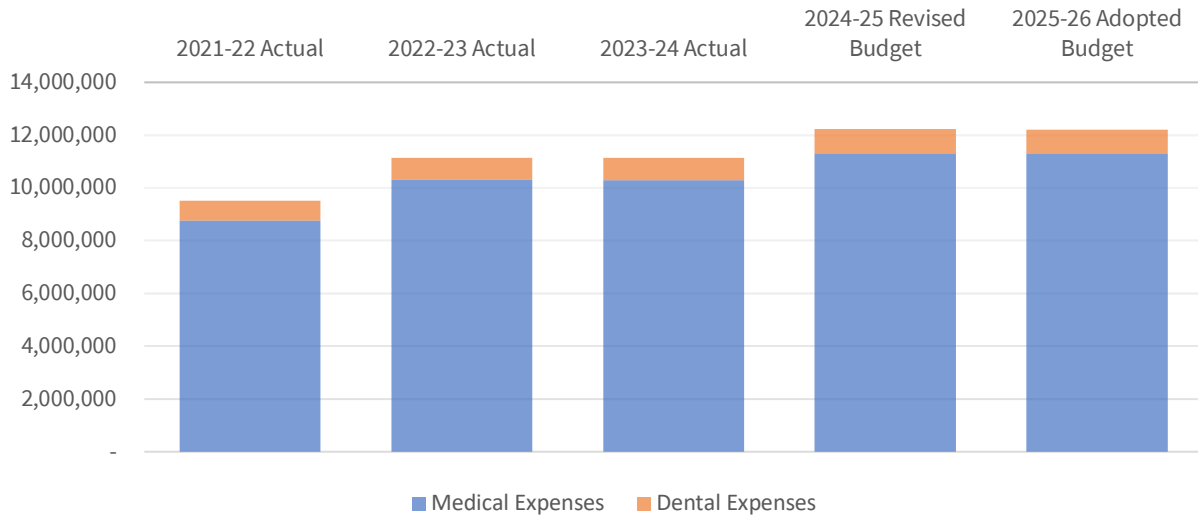
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>Medical Premiums</b>	8,452,160	10,175,359	10,545,529	11,257,048	11,222,533
<b>Dental Premiums</b>	832,277	872,772	903,177	923,359	936,721
<b>Total</b>	9,284,436	11,048,132	11,448,705	12,180,407	12,159,254

## INTERNAL SERVICE FUND EXPENDITURES

### 2024-25 INTERNAL SERVICE FUND EXPENDITURES BY OBJECT



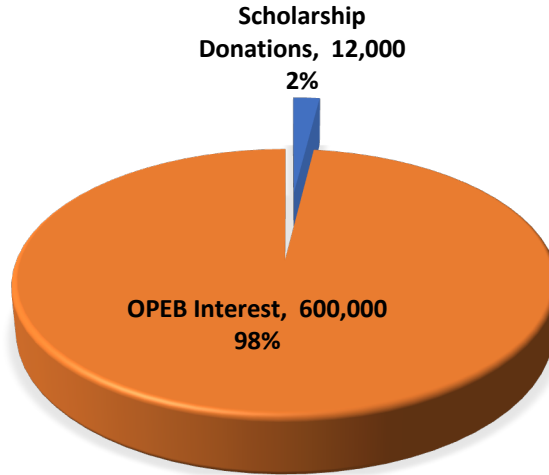
### INTERNAL SERVICE FUND EXPENDITURE



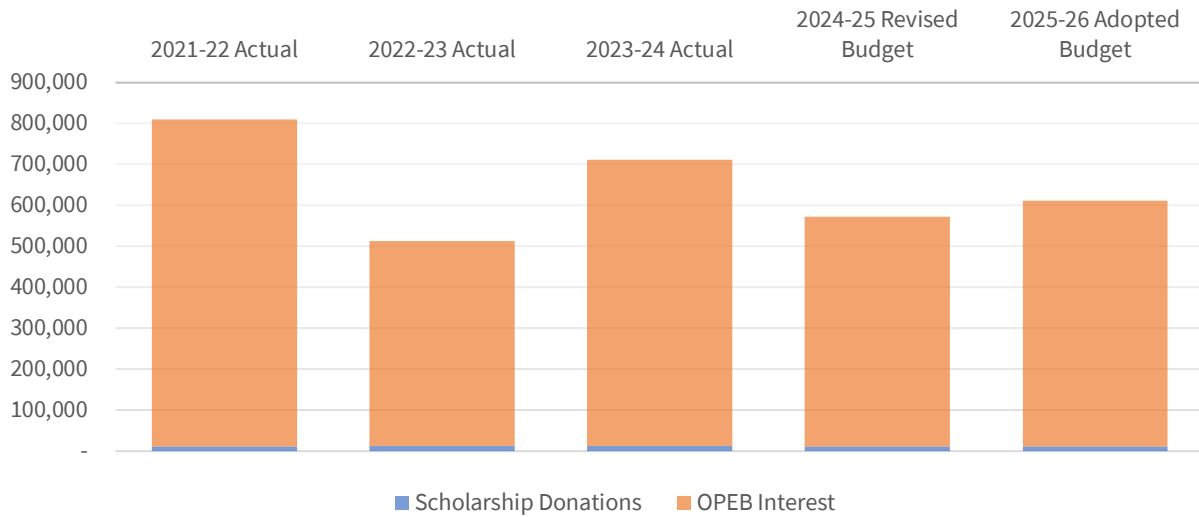
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>Medical Expenses</b>	8,753,681	10,315,204	10,302,496	11,312,473	11,280,389
<b>Dental Expenses</b>	759,624	831,782	844,586	923,359	936,721
<b>Total</b>	9,513,305	11,146,986	11,147,082	12,235,832	12,217,110

## TRUST AND OPEB FUND REVENUE

### 2025-26 TRUST/OPEB REVENUE SOURCES



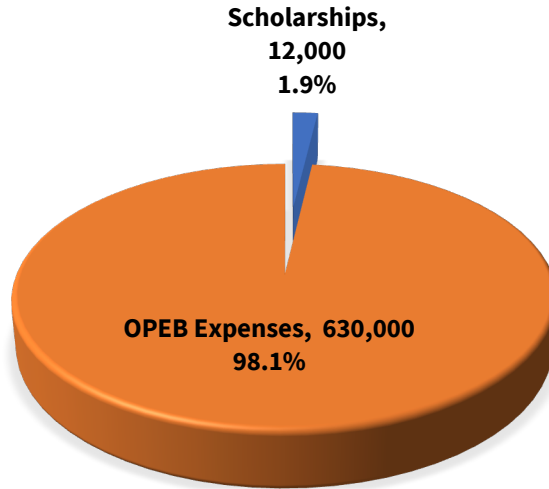
### TRUST/OPEB FUND REVENUE COMPARISON



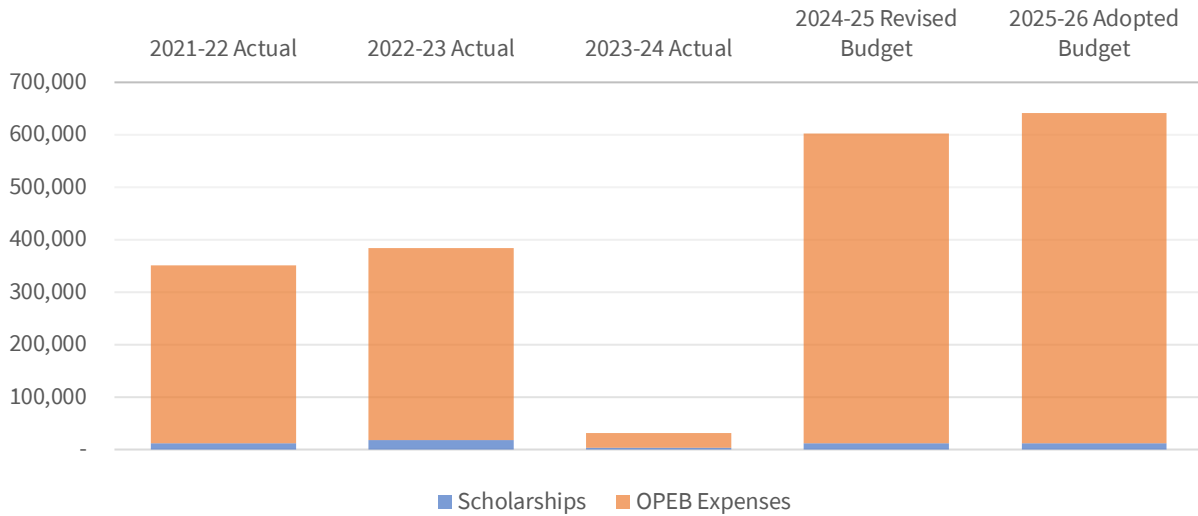
	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>Scholarship Donations</b>	12,188	12,667	12,865	12,000	12,000
<b>OPEB Interest</b>	810,616	500,505	699,485	560,870	600,000
<b>Total</b>	798,429	513,172	712,351	572,870	612,000

## TRUST AND OPEB FUND EXPENDITURES

### 2025-26 TRUST/OPEB FUND EXPENDITURES BY OBJECT



### TRUST/OPEB FUND EXPENDITURE



	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Budget	2025-26 Budget
<b>Scholarships</b>	12,255	17,661	3,883	12,000	12,000
<b>OPEB Expenses</b>	338,814	366,485	27,946	590,870	630,000
<b>Total</b>	351,069	384,146	31,829	602,870	642,000

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## INFORMATIONAL SECTION

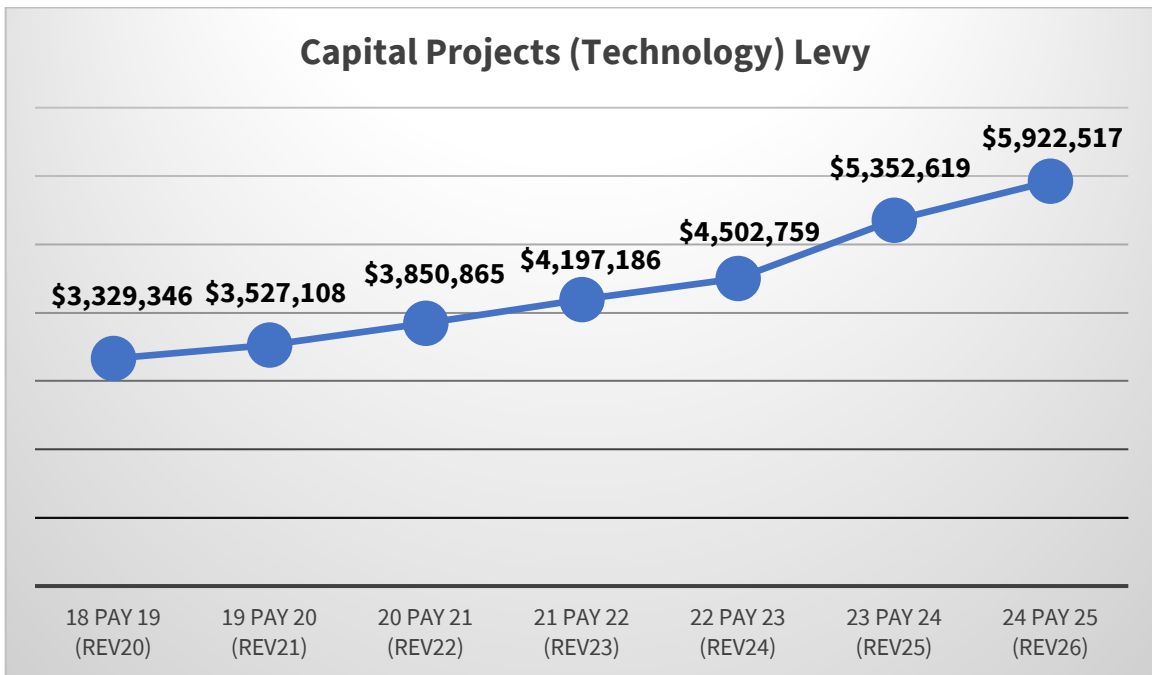
### 2024 PAYABLE 2025 LEVY – ALL FUNDS – REVENUE IN FY2026

	Actual 2023 Payable 2024 (Revenue FY2025)	Actual 2024 Payable 2025 (Revenue FY2026)	\$ Change
<b>GENERAL FUND</b>			
Operating Referendum	11,208,290	10,961,715	(246,575)
Local Optional Revenue	5,879,955	5,762,180	(117,775)
Reemployment Levy	282,608	200,000	(82,608)
Capital Projects (Technology) Levy	5,352,619	5,922,517	569,898
Safe Schools	283,957	287,659	3,702
Abatements	122,381	(885,432)	(1,007,813)
Operating Capital	540,257	1,032,555	492,298
Transition Levy	154,146	150,621	(3,525)
Equity Levy	861,130	856,784	(4,346)
Building Lease Levy	1,144,006	1,523,241	379,235
Achievement & Integration	471,431	452,832	(18,599)
Career and Technology Levy	445,186	532,778	87,592
Safe Schools Intermediate 288	42,962	57,931	14,969
LTFM Levy	1,125,995	1,049,246	(76,749)
Total General Fund Levy	27,914,926	27,904,627	(10,299)
<b>COMMUNITY SERVICE FUND</b>			
Basic Community Ed. Levy	379,322	371,058	(8,264)
Early Childhood	192,328	221,358	29,030
Abatements	(46,026)	(2,295)	43,731
School Age Care	70,000	70,000	-
Home Visiting Levy	7,734	8,278	544
Total Community Education Levy	603,358	668,399	65,041
<b>DEBT SERVICE FUND</b>			
Total Debt Service Levy	18,726,933	18,314,280	(412,653)
<b>TOTAL LEVY</b>	<b>47,245,217</b>	<b>46,887,306</b>	<b>(357,911)</b>
			-0.8%

## CAPITAL PROJECTS (TECHNOLOGY) LEVY

Shakopee Schools has a voter approved capital projects (technology) levy for technology and other technology tools for classroom instruction. The original 10-year levy was approved by District voters for taxes payable 2016. District taxpayers approved a renewal to the capital projects levy in November 2025.

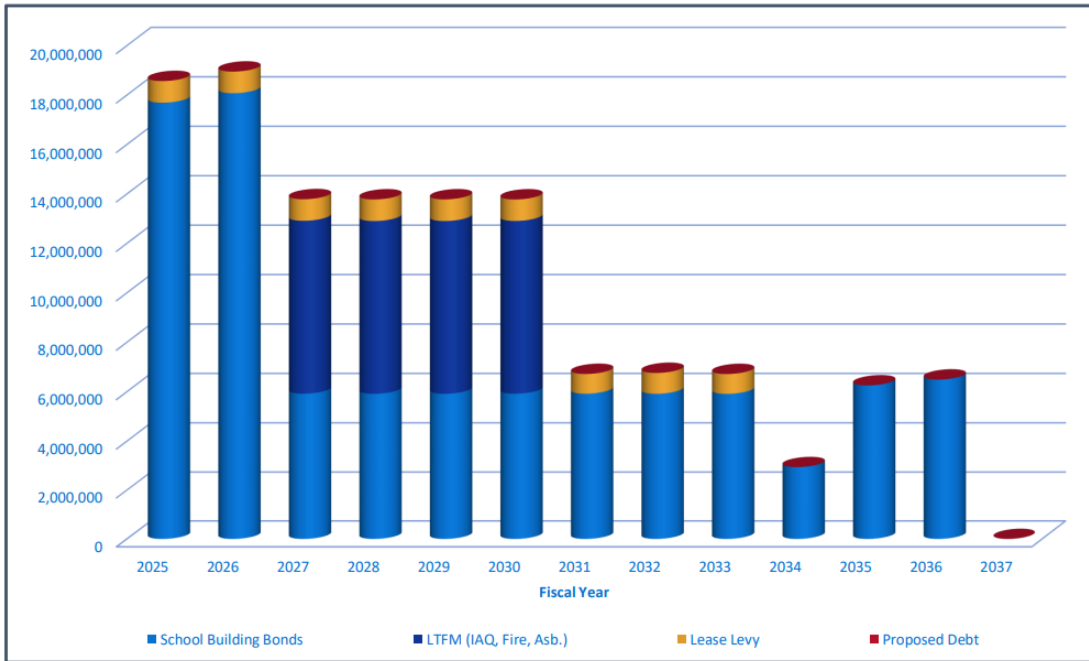
The capital projects levy increases (decreases) are linked to the change in net tax capacity in the Shakopee Schools taxing district. As shown in the chart below, Shakopee has seen significant increases in net tax capacity in recent years.



## OUTSTANDING DEBT SUMMARY

Outstanding Bonded Debt  
As of June 30, 2025  
Information provided by PMA Securities, LLC

ISD 720, Shakopee Public Schools  
Bond Summary (All Debt with Direct Tax Impact)



ISD 720, Shakopee Public Schools  
Current Outstanding Debt  
As of April 01, 2025

Bond Name	Dated Date	Original Principal Amount	Current Amount Outstanding	Final Maturity
General Obligation Crossover Refunding Bonds, Series 2016A	05/04/16	\$15,025,000	\$5,410,000	02/01/26
General Obligation Capital Facilities Bonds, Series 2020A	02/20/20	\$4,990,000	\$4,175,000	02/01/35
General Obligation Facilities Maintenance Bonds, Series 2020B	03/26/20	\$11,335,000	\$8,250,000	02/01/35
General Obligation Facilities Maintenance Bonds, Series 2020C (CAB)	11/24/20	\$24,068,822	\$23,609,567	02/01/28
General Obligation School Building Refunding Bonds, Series 2020D	11/24/20	\$14,860,000	\$0	02/01/25
Taxable General Obligation School Building Refunding Bonds, Series 2021A	03/09/21	\$76,470,000	\$45,340,000	02/01/36
Refunding Certificates of Participation, Series 2021B	11/18/21	\$7,845,000	\$5,980,000	02/01/33
General Obligation School Building Refunding Bonds, Series 2024A	02/01/24	\$14,865,000	\$14,865,000	02/01/36
<b>Total</b>			<b>\$107,629,567</b>	

The debt information shows the bonds with direct tax impact. The capital facilities and LTFM bonds are excluded as they are paid from existing allocations.

## OPERATING CAPITAL & LEASE LEVY DETAIL

The following chart provides additional information on the operating capital and lease levy spending plans for 23-24. The total operating capital expenditures of 2,559,980 and the total lease levy expenditures of 1,387,479 equals the total operating capital expenditure budget of 3,947,459.

**INDEPENDENT SCHOOL DISTRICT NO. 720  
SHAKOPEE PUBLIC SCHOOLS  
OPERATING CAPITAL & LEASE LEVY ANALYSIS**

**2025 - 2026 ADOPTED BUDGET**

<b>OPERATING CAPITAL</b>		<b>LEASE LEVY</b>	
Beginning Fund Balance (Projected)	3,060,689		
Revenue		Revenue	
Levy Revenue	1,032,485	Levy Revenue	1,069,320
State Aid Revenue	1,182,484	State Aid Revenue	-
Total Operating Capital Revenue (Projected)	2,214,969	Total Lease Levy Revenue (Projected)	1,069,320
Expenditures		Expenditures	
Building Capital Budgets <span style="color: green;">▼</span>	145,920	Capitalized Leases ISD 720	
Athletics & Activities Capital Budgets <span style="color: green;">▼</span>	53,000	2021B COPs Bond Payment (Kinder Additions) <span style="color: green;">▼</span>	875,400
B&G Capital & Capital Improvements <span style="color: green;">▼</span>	84,000	Operating Leases ISD 720	
Copy/Print Contract <span style="color: green;">▼</span>	154,500	Ice Arena	125,000
Technology Capital <span style="color: green;">▼</span>	552,000	Stonebrooke Golf	17,000
TL&E Capital	2,700,000	District Office/TLC Lease	307,500
Total Operating Capital Expenditures	3,689,420	Intermediate 288 Leases	130,840
		Total Lease Levy Expenditures (Projected)	1,455,740
Ending Fund Balance 6/30/2026 (Projected)	1,199,818		

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## ACKNOWLEDGEMENTS

This budget publication, in conjunction with the supplementary finance documents requires many hours of preparation, review, and deliberation by the School Board, School Board Finance and Facilities Committee, building and district administration, and the finance department team.

The 2025-26 budget process started last winter by identifying the K-12 enrollment assumptions, revenue and expenditure assumptions, and analysis of options and scenarios related to those assumptions. 25-26 school year building allocations for supplies and materials, operating capital, staff development, and compensatory funding have been sent to building administration.

The assumptions and projections have been reviewed by building and district administration, the School Board Finance and Facilities Committee, and the School Board as a whole.

The grand total budgeted revenues are 167,326,700 and the grand total budgeted expenditures are 174,016,825.

Thank you to all those involved for their efforts on behalf of our students in preparing and reviewing this important budget document.

Respectfully,

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Bill Menozzi  
Director of Finance and Operations  
Shakopee Public Schools ISD #720  
1200 Town Square  
Shakopee, MN 55379

## **SUPPLEMENTAL INFORMATION**

### **EXPENDITURES BY OBJECT**

Shakopee Public School's budget consists of the following types of expenditures:

**Salaries:** Regular salaries related to personnel positions, extra-curricular assignments, overtime, and substitute costs.

**Employee Benefits:** Health, dental, life, long-term disability, workers' compensation, retirement plans and recording of post-employment benefits for current employees.

**Purchased Services:** Includes insurance, repair and maintenance services, postage, consultants, transportation contracts, travel and conferences, payments to other school districts and tuition.

**Supplies & Materials:** Textbooks, instructional supplies, office and custodial supplies, computer software, and related copier costs. Includes fuel for buildings.

**Capital:** Replacement and additional equipment, facilities repair and maintenance, district vehicles, and computer equipment.

**Miscellaneous & Other Expenditures:** Includes all expenditures that cannot be classified elsewhere.

### **EXPENDITURES BY PROGRAM**

**Administration:** Costs for general and instructional administration. This includes the school board, superintendent, principals, assistant/associate principals and director level positions.

**District Support Services:** Generally administrative support not listed under administration. This includes federal programs, human resources, school elections, and miscellaneous administration not covered elsewhere.

**Elementary & Secondary Regular Instruction:** All activities dealing directly with the teaching of pupils, the interaction between teachers and students in the classroom and co-curricular activities K-12.

**Vocational Instruction:** Courses and activities which develop skills, knowledge, attitudes and behavioral characteristics for students seeking career exploration and employability.

**Special Education Instruction:** Activities promoting learning experiences for pupils with certain characteristics or conditions who need or would benefit from educational programs that are different from those provided to pupils in regular or vocational education.

**Instructional Support Services:** Activities for assisting the instructional staff with the content and process of providing learning experiences for pupils in kindergarten through twelfth grade.

**Pupil Support Services:** Includes all services provided to pupils who do not qualify to be classified as instructional services. Counseling, guidance, health, social work, transportation.

**Sites & Buildings:** Acquisition, operation, maintenance, repair and betterment of physical plant, facilities and grounds of the school district.

**Fiscal & Other Fixed Costs:** Fiscal and fixed cost activities not recorded elsewhere. Property and workers compensation insurance.

**SHAKOPEE SCHOOLS**

DISTRICT OFFICES  
1200 Town Square  
Shakopee, MN 55379

And

Palmer Bus Service of Shakopee, Inc.

**TRANSPORTATION SERVICES CONTRACT 2025-2026 and 2026-2027**

In accordance with MS123B.52, subdivision 1 or 3, this agreement made and entered into as of the 12th day of May, 2025, by and between **SHAKOPEE SCHOOLS #720**, Shakopee, Scott County, Minnesota, hereinafter referred to as "District" and **Palmer Bus Service of Shakopee, Inc**, hereinafter referred to as "Contractor". For the consideration herein expressed, Contractor agrees with the District:

1. **Scope of Services.** During the term of this Agreement, Contractor shall supply and maintain such number of Type III school buses (including vans or other appropriate transportation vehicles) and personnel as are required to provide the District, which shall include, but not be limited to, the services described in the "Invitation For Quotations For School Bus Transportation Services: Type III School Bus" published March, 12, 2025, a copy of which is attached hereto as Exhibit B, and which is incorporated herein by reference (hereinafter the "Quotation Conditions"). The personnel supplied by Contractor shall include a supervisor/liason/safety officer, drivers, a dispatcher, and bus monitors, all as more particularly described in Section II F of the Quotation Conditions.

2. **Term; Extended Term.** This Agreement shall commence on August 1, 2025 and shall terminate on July 31, 2027 (the "Term"). The Agreement may be extended by the District, in its sole discretion, for additional years according to terms detailed in Exhibit A at the mutual agreement of both parties. The Agreement shall renew annually for SY 2027-28 and SY 2028-29 if neither party provides notice to the other of their intent to terminate the Agreement.

3. **Compensation and Billing.** In consideration for providing services as defined by the Agreement, the District shall pay to Contractor all sums properly due and owing in accordance with the applicable rates set forth in Exhibit A attached hereto. In the event of inclement weather or impassability of roads or whenever school is canceled, delayed or dismissed early, the applicable rates shall be adjusted accordingly to reflect no service or partial service on the dates in question. Payments otherwise due and owing under this Agreement may also be adjusted in favor of the District in the event a fine or other monetary penalty is imposed for an act of malfeasance or nonfeasance by Contractor and/or its employees. Fines and penalties shall be administered in accordance with Section IV C of the Quotation Conditions.

4. **Service Plan for Each Contract Year.** On or before the first Monday of August each year this Agreement is in effect, Contractor shall provide the District with a comprehensive service plan for pupil transportation services (the "Services Plan"), subject to District review and approval. The Services Plan shall, at a minimum, include the following items:

- a. A list of drivers and substitute drivers.
- b. A list of bus and van equipment that will be used in providing the District services, along with make of equipment, year of manufacture, mileage, vehicle type, passenger size, and

special equipment.

- c. A staffing plan of employees, in addition to the above drivers, who will be assigned to fulfill the responsibilities contemplated in this Agreement.
- d. Insurance information required by the Agreement.
- e. A staff training plan, including training materials to be used and a proposed training schedule.

5. Records and Reports. Upon request of the District, Contractor shall promptly provide, at no additional charge, those reports and records that the District may require, including but not limited to the following:

- a. Crash reports
- b. Student discipline reports
- c. Bus inspection records and/or bus maintenance records
- d. Mileage, Hour or Route reports (either monthly or yearly)
- e. Bus ridership reports – for each route, including special education routes.
- f. Records and reports concerning driver qualifications
- g. Bus driver logs

6. Independent Contractor. Contractor acknowledges and agrees that: (i) it will act as an independent contractor in the performance of all duties under this Agreement; (ii) Contractor is not a servant or employee of the District and that Contractor's authority is specifically limited to the duties assigned under this Agreement; (iii) Contractor has no authority to bind the District for the performance of any services or to otherwise obligate the District; (iv) Contractor and its employees shall not be considered, under the provisions of this Agreement or otherwise, as having employee status with the District; (v) Contractor shall be responsible for payment of all its taxes and fees arising out of its activities under this Agreement; and (vi) Subject to any deadlines, time limits or other scheduling-related considerations specified by the District, Contractor's employees assigned to work with the District shall exercise their own discretion in respect to the performance of duties under this Agreement.

7. Insurance. Contractor warrants and represents that it has acquired, and will maintain during the term of this Agreement, general liability, bodily injury and comprehensive property damage insurance covering the District and in the following amounts: Bodily injury liability - \$1,500,000 per occurrence; Comprehensive Property Damage - \$1,500,000 per occurrence; Umbrella liability - \$1,500,000 (School Bus Type III) as well as worker's compensation insurance. Each such policy shall name the District as additional insured parties. Within thirty (30) days of the date of execution of this Agreement, Contractor shall provide a certificate of to the District. Contractor shall also ensure that each such policy of insurance includes a provision that requires the insurers to give the District thirty (30) days prior written notice of cancellation of any of the aforementioned insurance policies.

8. Indemnification. Contractor shall defend, indemnify and hold the District harmless with respect to any liabilities, damages, suits, claims, judgments, attorney fees, and court and legal costs and expenses that arise out of or result from any alleged negligent, reckless, wrongful or willful act or omission of Contractor or Contractor's employees, representatives, and other agents in the course of Contractor's performance or non-performance of its obligations under this Agreement. The obligations of Contractor under this Section shall survive the expiration or earlier termination of this Agreement.

9. Management Personnel. Contractor shall designate (including by providing address, telephone, and email address) a permanent regular, full-time manager/supervisor to be directly responsible for the provision of all the

services provided to the District. The manager/supervisor will be responsible for providing safe and efficient transportation services required by this Agreement and will supervise necessary support staff required for on-site management. The manager/supervisor shall be in regular communication with the District's designated representative in order to facilitate the proper coordination and delivery of transportation services. The manager/supervisor shall possess sufficient knowledge, experience and management skills to meet Contractor's obligations under this Agreement.

10. **Qualifications of Bus Drivers and Support Personnel.** Contractor shall directly employ a sufficient number of qualified drivers and support personnel to provide transportation services in a safe, efficient and reliable manner. Contractor shall furnish drivers over 18 years of age who are in good health and in possession of a valid, effective bus driver's license issued by the Motor Vehicle Department of the State of Minnesota and who have completed a criminal history background check to the satisfaction of the District. Contractor shall provide qualified drivers who are trained and licensed in accordance with applicable federal and states laws and regulations.

11. **Contractor's Personnel Obligations.** Contractor will comply fully with all state and federal laws and regulations governing the mandatory drug and alcohol testing of individuals including individuals required to hold a commercial driver's license (all school bus drivers). Contractor will be responsible for the terms and wage decisions associated with employing personnel required to perform the services in this Agreement. Contractor shall be responsible for hiring and discharging personnel employed by Contractor to perform its obligations hereunder, provided, however, that the District shall have the right to require Contractor to remove from service any employee who, in the District's sole discretion, is deemed unsuitable for the performance of transportation services required by this Agreement.

12. **Safety Obligations.**

a. **Crisis Management.** Contractor will be familiar with and comply with the District's Student Transportation, Discipline and Crisis Management Policies and plans where applicable.

b. **Safety Programs.** Contractor shall be responsible for implementing and maintaining a comprehensive pupil transportation bus safety program. A summary of the bus safety program shall be provided for review and approval by the District. The District reserves the right to establish or otherwise modify the bus safety program to be followed and to make changes therein from time to time. Contractor shall also be responsible for a driver safety program which shall include, but not be limited to, review of student safety issues, emergency procedures, student management procedures, including issues related to student with disabilities, review of relevant laws, rules of the road, and local school bus safety policies. Contractor shall also implement an ongoing performance monitoring and assistance program which shall include, but not be limited to, random drug testing, advance knowledge of routes, including substitutes, route accuracy, including proper stops and updated paperwork, demonstrated driver professionalism and competency in physically driving the assigned vehicle and equipment. Contractor affirms its understanding that operators of diesel-powered school buses are required to minimize, to the extent possible, idling of school bus engines and exposure of children to diesel exhaust fumes in accordance with State law.

c. **Student Discipline and Vandalism.** The ultimate responsibility and authority to suspend or expel any student from transportation services hereunder shall rest with the District. Contractor's drivers are responsible only for such discipline as is required to safely and properly operate Contractor's buses. Each driver shall handle all disciplinary matters in strict accordance with the District's policies. In no case will a driver eject a student from a bus for misbehavior except in the event of an extreme emergency endangering the safety of the student, other students, the driver or the bus assistant, and then only after radio notice to Contractor's terminal and to the student's building principal. All discipline problems shall be reported in writing following completion of the route. Procedures and regulations for the administration of discipline are established in District policy, and which administration shall be cooperatively handled by the District and Contractor. The repair and/or replacement of Contractor's equipment or facilities due to vandalism shall be the sole responsibility of Contractor. However, if necessary, the District shall give

Contractor reasonable assistance in obtaining restitution for damaged equipment or facilities.

d. Incident Reporting. A verbal report to the District of all accidents and injuries involving vehicles operated under this Agreement shall be made within 15 minutes of the incident. Detailed written follow-up reporting shall be sent via e-mail for non-routine student behavior, injury and accident situations. Contractor shall respond to reports received by the District about route driver problems within 24 hours of receiving the report. The District may require Contractor to provide an immediate response in exceptional circumstances.

e. Transportation of Children with Disabilities. Contractor and its employees shall comply with applicable provisions of state and federal law, including the provisions of the Minnesota Rules 7470.1600 and 7470.1700 when transporting children with disabilities.

13. Termination. If either party shall fail or refuse to substantially perform the conditions of this Agreement or violate any of the covenants or duties imposed upon it by this Agreement, such failure, refusal or violation shall entitle the other party to terminate this Agreement at any time. The party desiring to terminate for such cause shall give the offending party fifteen (15) days written notice to remedy the failure, refusal or violation but both parties shall be entitled to all remedies provided by law in case of such failure, refusal or violation and neither party shall be required to accept less than full performance of this Agreement unless otherwise agreed in writing by the parties. If at the end of such time the party notified has not removed the cause of complaint or remedied the purported failure, refusal or violation, then this Agreement may be terminated at the discretion of the non-defaulting party

14. Equipment and Operations Requirements. Contractor is required to provide for and operate a terminal for the services performed under this Agreement. Contractor agrees to provide properly equipped buses and other transportation vehicles in conformance with Section II A and Section II B of the Quotation Conditions. Contractor agrees to furnish chassis and passenger school bus bodies both conforming to all State and federal laws and regulations relating to school buses. Contractor will keep all school buses properly stored to insure proper warmth and comfort for the students transported therein, each bus to be equipped with good and sufficient heaters. Contractor will maintain buses and other transportation vehicles in good mechanical condition, clean and in compliance with State and federal laws and regulations. Contractor shall use qualified mechanics to perform maintenance and repair work on the buses and other transportation vehicles. Contractor will install and maintain compatible two-way radios in all busses provided. Contractor will monitor the two-way radios continuously and at all times during the scheduled school days, and hours before, during and after the school day. Contractor will make cellular telephone equipment available to drivers who complete out-of-district field trips and co-curricular trips.

15. Confidentiality of Education Data; Compliance with MGDPA. Contractor shall preserve and protect the confidentiality of all educational data that Contractor maintains on behalf of the District and shall not disclose any data to anyone outside of Contractor or the District and the District's agents unless such disclosure complies with the Family Educational Rights and Privacy Act ("FERPA") and the Minnesota Government Data Practices Act ("MGDPA"). Contractor further acknowledges that the requirements of Minn. Stat. § 13.05, subds. 6 and 11 apply to this Agreement.

16. Compliance with Regulatory Requirements. In this Agreement, "Regulatory Requirements" means local, state, and federal laws, rules, regulations, and safety standards in effect from time to time during the term of this Agreement and applicable to the operation and maintenance of school buses and other vehicles used for school transportation. In the course of performing the terms of this Agreement, Contractor shall ensure that transportation services are provided in a manner that meets or exceeds all Regulatory Requirements.

17. Notices. Any notice required or permitted to be given hereunder will be properly given in accordance with this Agreement, if in writing and (i) delivered by hand, (ii) sent by recognized overnight courier (such as Federal Express), (iii) sent by electronic mail (e-mail) or (iv) mailed by certified or registered mail, return receipt requested, in a postage prepaid envelope, and addressed as follows:

If to the District:               Shakopee Schools  
Bill Menozzi, Director of Finance and Operations  
1200 Town Square  
Shakopee, MN 55379  
Telephone: (952)496-5011

If to Contractor:               Palmer Bus Service of Shakopee, Inc.  
Chris Champlin  
2200 Carlson Drive  
N. Mankato, MN. 56003  
Telephone: (507)386-0210

18.     Applicable Law. This Agreement shall be deemed to be made in and shall be construed in accordance with the laws of the State of Minnesota.

19.     No Subcontracting. Contractor shall not subcontract any of the services required to be performed in this Agreement, unless Contractor has received the prior written consent of the District.

20.     Nondiscrimination; Equal Employment Opportunity. In performing the terms of the Agreement, Contractor covenants and agrees that it shall not discriminate against person on the basis of race, color, sex, religion, national origin, disability or age. Contractor must show evidence of a non-discriminatory equal employment opportunity program in the selection of employees. Such program must provide equal employment opportunities regardless of the person's race, creed, sex, national origin, and sexual orientation, or any other characteristic protected under state or federal law.

21.     Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but of all of which, taken together, shall constitute one and the same Agreement.

22.     Force Majeure. In the event Contractor is unable to provide the transportation services herein specified because of any act of God, civil disturbance, fire, flood, war, governmental action, labor dispute, including picketing, strike, or lockout, or any condition or cause beyond Contractor's control, the District may excuse Contractor from performance under this Agreement.

23.     Entire Agreement; Modifications. This Agreement, including the attached exhibits, contains all of the agreements and understandings between the parties and supersedes and replaces any prior negotiations or proposed agreements, written or oral. Each of the parties hereto acknowledges that no other party nor agent of any other party, has made any promises, representations or warranties whatsoever, express or implied, not contained herein, to induce it to execute this Agreement. This Agreement may not be modified or altered except by a subsequent writing to be signed by the parties hereto.

24.     Severability. If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws, rules or regulations, such provision shall be fully severable and this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of the Agreement, and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provisions or by its severance from this Agreement.


25.     Binding Agreement. This Agreement will be binding upon, inure to the benefit of, and be enforceable by the parties hereto and their respective heirs, executors, administrators, successors and assigns.

26. No Oral Waiver. No breach of any provision of this Agreement can be waived by any party hereto unless such waiver is made in writing. Waiver of any breach by any undersigned party will not be deemed to be a waiver of any other breach of the same or any other provision hereof.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement this 12th day of May, 2025.

Palmer Bus Service of Shakopee, Inc.

Shakopee Schools

By:  CFO  
\_\_\_\_\_  
Officer of Contractor

By: \_\_\_\_\_  
Officer of the District

**Exhibit A**

**1. SCHOOL TRANSPORTATION SERVICE – TERM 1 - SY 2025-2026**

A. "Live Time" Hourly Service Rates — AM / PM ROUTES – Reg/SpEd/MKV (720/723/728)

Daily rate shall reflect the total of AM and PM "live time" per vehicle. Routes will pay additional 1/4 hour, rounded to the nearest ¼ hour.

Note: AM Only will be paid at 50% of the daily rate, and PM Only routes will be paid at 50% of daily rate. The rate of compensation per vehicle per day:

	Vehicle Type			
Daily Rate @	Type III – 7 pass	Type III – 10 pass	Type III – Secure	Type A
2.00 Hrs	\$207.28	\$211.07	\$211.07	
Added ¼ Hr	\$14.95	\$14.95	\$14.95	
3.00 Hrs	\$310.91	\$316.60	\$316.60	
Added ¼ Hr	\$14.95	\$14.95	\$14.95	
4.00 Hrs	\$414.55	\$422.14	\$422.14	\$441.73
Added ¼ Hr	\$14.95	\$14.95	\$14.95	\$14.95
Alternate	Type III – 7 pass	Type III – 10 pass	Type III – Secure	
Cost: Daily Base	NQ	NQ	NQ	
Cost: 30 Minute Base	NQ	NQ	NQ	
Cost: 1 Hour Base	NQ	NQ	NQ	
Cost per mile	NQ	NQ	NQ	
Cost per added student	NQ	NQ	NQ	

B. "Live Time" Hourly Service Rates — MIDDAY (716/723)

Daily rate shall reflect the total of Midday "live time" per vehicle.  
The rate of compensation for per vehicle per day:

Vehicle Type	Type III – 7	Type III – 10	Type III – Secure
1.00 Hrs	\$61.16	\$61.16	\$61.16
Each ¼ Hour	\$14.95	\$14.95	\$14.95

C. "Live Time" Hourly Shuttle / Late Activity Service Rates — Shuttle Service (717/725/726)

Rate of compensation per vehicle for Shuttle/Activity Service during non-prime time. Bus previously dispatched. Live time from pick up to drop off:

Vehicle Type	Type III – 7	Type III – 10	Type III – Secure		
Daily Rate @					
1.00 Hrs	\$61.16	\$61.16	\$61.16		
Added ¼ Hr	\$14.95	\$14.95	\$14.95		

D. Bus Aides / Lift Vehicles

Bus aides will be provided by the Supplier at an hourly cost to the nearest ¼ hour of: \$ 33.50

Lift vehicles will be provided by the Supplier at a daily cost of: \$ 30.00 .

E. Field Trip Service

Field trip service for educational, activity and athletic trips will be provided at the following rates:

Base cost – 2 hours live time: \$ 108.74

Additional ¼ hour : \$ 14.95

F. Service Rates — Summer School Transportation

The service rates for all categories listed above (A–G) shall be provided at the listed percentage below:

- |    |                                      |              |
|----|--------------------------------------|--------------|
| a. | <u>AM / PM ROUTES – Reg/SpEd/MKV</u> | <u>100</u> % |
| b. | <u>HOURLY SHUTTLE – Reg/SpEd/MKV</u> | <u>100</u> % |
| c. | <u>BUS AIDES</u>                     | <u>100</u> % |
| d. | <u>FIELD TRIP SERVICE</u>            | <u>100</u> % |

G. Routing Services

Routing services annual cost separate from daily vehicle costs: \$ N/C

**2. SCHOOL TRANSPORTATION SERVICE – TERM 2 - SY 2026-2027**

A. "Live Time" Hourly Service Rates — AM / PM ROUTES – Reg/SpEd/MKV (720/723/728)

Daily rate shall reflect the total of AM and PM "live time" per vehicle. Routes will pay additional 1/4 hour, rounded to the nearest 1/4 hour.

Note: AM Only will be paid at 50% of the daily rate, and PM Only routes will be paid at 50% of daily rate. The rate of compensation per vehicle per day:

	Vehicle Type			
Daily Rate @	Type III – 7 pass	Type III – 10 pass	Type III – Secure	Type A
2.00 Hrs	\$213.50	\$217.40	\$217.40	
Added ¼ Hr	\$15.40	\$15.40	\$15.40	
3.00 Hrs	\$320.24	\$326.10	\$326.10	
Added ¼ Hr	\$15.40	\$15.40	\$15.40	
4.00 Hrs	\$426.98	\$434.80	\$434.80	\$454.98
Added ¼ Hr	\$15.40	\$15.40	\$15.40	\$15.40
Alternate	Type III – 7 pass	Type III – 10 pass	Type III – Secure	
Cost: Daily Base	NQ	NQ	NQ	
Cost: 30 Minute Base	NQ	NQ	NQ	
Cost: 1 Hour Base	NQ	NQ	NQ	
Cost per mile	NQ	NQ	NQ	
Cost per added student	NQ	NQ	NQ	

B. "Live Time" Hourly Service Rates — MIDDAY (716/723)

Daily rate shall reflect the total of Midday "live time" per vehicle.  
The rate of compensation for per vehicle per day:

Vehicle Type	Type III – 7	Type III – 10	Type III – Secure		
1.00 Hrs	\$62.99	\$62.99	\$62.99		
Each ¼ Hour	\$15.40	\$15.40	\$15.40		

C. "Live Time" Hourly Shuttle / Late Activity Service Rates — Shuttle Service (717/725/726)

Rate of compensation per vehicle for Shuttle/Activity Service during non-prime time. Bus previously dispatched. Live time from pick up to drop off:

Vehicle Type	Type III – 7	Type III – 10	Type III – Secure		
Daily Rate @					
1.00 Hrs	\$62.99	\$62.99	\$62.99		
Added ¼ Hr	\$15.40	\$15.40	\$15.40		

D. Bus Aides / Lift Vehicles

Bus aides will be provided by the Supplier at an hourly cost to the nearest ¼ hour of: \$ 34.51

Lift vehicles will be provided by the Supplier at a daily cost of: \$ 30.90

E. Field Trip Service

Field trip service for educational, activity and athletic trips will be provided at the following rates:

Base cost – 2 hours live time: \$ 112.00  
 Additional ¼ hour : \$ 15.40

F. Service Rates — Summer School Transportation

The service rates for all categories listed above (A–G) shall be provided at the listed percentage below:

- a. AM / PM ROUTES – Reg/SpEd/MKV 100 %
- b. HOURLY SHUTTLE – Reg/SpEd/MKV 100 %
- c. BUS AIDES 100 %
- d. FIELD TRIP SERVICE 100 %

G. Routing Services

Routing services annual cost separate from daily vehicle costs: \$ N/C

H. Service Rates — SY 2027-2028 / SY 2028-2029

The service rates for all categories listed in Section 2 above shall be adjusted on a percentage basis as listed below:

Percentage increase for the 2027-2028 school year: 3.0 %

Percentage increase for the 2028-2029 school year: 3.0 %

Exceptions to the attached specifications (attach extra sheets if necessary):

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**Exhibit B**

**Shakopee Schools**

District Office  
1200 Town Square  
Shakopee, Minnesota 55379

Request for Quotation  
Student Transportation – Type III School Bus

**QUOTATION CONDITIONS FOR SHAKOPEE SCHOOLS**

Shakopee Schools provides transportation services for students attending regular and special education programs throughout the Twin Cities. These services include regular home to school and school to home transport, medium and high-density transport, low incident transport for special needs, care and treatment, and McKenny-Vento transport requests. Transportation will be provided throughout the Metropolitan Area to school and service locations according to conditions outlined in these specifications.

**SECTION I**

**REQUESTS FOR QUOTATIONS**

- A. **DURATION:** The service shall be two separate terms defined as follows:
  - 1. Term 1 shall be for the 2025-2026 school year.
  - 2. Term 2 shall be for the 2026-2027 school year.
  
- B. The District reserves the right at its sole discretion to extend the contract for additional school years with the mutual agreement of both parties.
  
- C. **COMPLIANCE:** The Supplier shall provide equipment, personnel and service that fully complies with all

State and Federal and local laws, rules and regulations pertaining to student transportation. Equipment, drivers and attendants shall meet the rules and regulations of the State Department of Public Safety and the State Board of Education and any changes in these laws, rules and regulations.

- D. **SERVICE:** The Supplier shall furnish equipment and personnel to provide safe transportation for all students. Computer routing software will be used to schedule and time all routes. Transportation may include combinations for the following:
- Regular school year and summer program transportation.
  - Daily home to school and school to home transport including AM/PM, midday, after school activity runs.
  - School day shuttle service.
  - Regular and special education transportation service.
  - Shuttles, work assignments, field trips and athletic trips.
  - Suppliers performs routing service as part of their overall operations should identify such services and provide detail as part of their quotation. Additional fees related to these services should be itemized separately as indicated in Exhibit A.

Transportation will be provided for Shakopee Schools on school days according to its district calendar.

- E. **CONTRACT:** Service awarded under this specification will be formalized in a contract based on the conditions and specifications as set forth herein. This contract will be based on the current model "Pupil Transportation Services Agreement" issued by the Minnesota Department of Education. All requirements stated in this specification will be incorporated by reference with the execution of the transportation contract.
- F. **AWARDS:** Contract(s) will be based on the evaluation of the quotes submitted. Shakopee Schools reserves the right to accept or reject any or all quotes, and to reject nonconforming, nonresponsive, or conditional quotations in the best interest of the students. Shakopee Schools reserves the right to negotiate any or all portions of contract terms and conditions related to these specifications as provided in Minnesota Statutes, Sec. 123B.52, Subd. 3. Shakopee Schools contracts may be awarded to multiple Suppliers. The number of vehicles required shall be subject to increase or decrease as determined by Shakopee Schools based on the transportation needs of the District.
- G. **NOTICE TO SUPPLIERS:**

School bus transportation services requested under this specification will involve transporting regular education and special education students from participating school districts to school locations throughout the Twin Cities Metropolitan Area. Information on current year service levels and service areas will be provided to Suppliers at a mandatory informational meeting at a date, time and location detailed in this request.

As the total number of students participating is unknown at this time, and may increase or decrease throughout the school year, the number and type of vehicles to be awarded under this quotation is also unknown at this time and may change after initial awards. Submitted pricing will be considered as runs, routes and route combinations are developed that achieve the greatest cost efficiency for the District's transportation needs. **Shakopee Schools** reserves the right to make transportation awards to a single supplier or multiple suppliers throughout the duration of the contract that it determines to be in the best interest of the District.

## SECTION II

### SPECIFIC SERVICE CONDITIONS SHAKOPEE SCHOOLS TRANSPORTATION

#### A. VEHICLES:

1. Buses must meet the standards and specifications that meet all local, State and Federal standards. School buses (Types III) inspected by the Minnesota State Patrol will be used to deliver services outlined in this specification. Each school bus must display a valid State of Minnesota school bus inspection certificate (annual, interim or temporary).
2. Supplier shall furnish a copy of the results of the annual school bus inspection conducted by the Minnesota Highway Patrol within 30 days of the actual inspection.
3. All buses shall be clearly identified with a unit number and the name of the Supplier so as to be identifiable from a distance.
4. Standby buses must be available for emergencies (10% of total buses awarded by Supplier available as spares).
5. A vehicle list detailing year, make, model, capacity, license number, unit number and verification of current State Highway Patrol inspection sticker must be submitted by August 1<sup>st</sup> of each school year.
6. Each vehicle shall be maintained in safe and reliable operating condition by using a preventative maintenance program to vehicle breakdowns and service interruption during student transport.
7. Vehicles shall transport students at a capacity less than or equal to the manufacturer's rated seating capacity. Driver's are responsible to report overload situations and to ensure that no vehicle is operated with and overloaded capacity.

All vehicles shall comply with Minnesota Statute and Department of Public Safety requirements related to equipment and age. Type III vehicles shall not be more than ten (10) years old.

#### B. EQUIPMENT:

1. Two-way radios/communication device available on all vehicles used during this contract.
2. Video surveillance and GPS equipment required on all vehicles.
3. State of the art smart phone based communication/software program to communicate with schools and parents is preferred.
4. All wheelchair vehicles equipped with lifts and/or ramps shall be equipped in accordance with the State of Minnesota minimum standards.
5. Approved car seats, supports, safety vests and /or protective devices shall be provided by the service Supplier for all students who require such devices for their safe transportation.
6. All buses used for this service shall be approved by the District.
7. All buses shall be kept in a clean and sanitary condition and available for District inspection at all times.

#### C. INSURANCE

1. The Supplier shall maintain, throughout the contract term, public liability, property damage liability and workers' compensation insurance, insuring transportation quote and Districts of transported students against any and all liability related to services provided, including the loading and unloading of buses, as owner and operator of the buses.
2. Supplier shall provide coverage with the following minimum limits:

School Bus Type III

- |                                   |                            |
|-----------------------------------|----------------------------|
| a. Bodily Injury Liability:       | \$1,500,000 per occurrence |
| b. Comprehensive Property Damage: | \$1,500,000 per occurrence |
| c. Worker's Compensation          | Per Minnesota Statutes     |
| d. Umbrella Liability:            | \$1,500,000                |

3. The District must meet statutory limits set by the government.
4. The Supplier agrees to indemnify and save Shakopee Schools harmless from any claims, expenses, or damages, including claims involving personal injury or property damage arising out of, or in the course of, providing transportation of assigned pupils.
5. Certificates of insurance coverage detailing coverage and effective dates of coverage will be filed with the District for the duration of the Contract. Suppliers shall provide all necessary certificates, identifying the District as "additional insured" based upon the services awarded and provided.
6. The prospective Supplier shall provide specific details of their operations model including ownership of vehicles, site(s) of operations, employment of drivers and aides. If the Supplier intends to deliver services via "brokered" service agreements with separate service providers who own vehicles and employ drivers and aides, additional detail must be provided to fully explain operational procedures.

D: SERVICE CONDITIONS:

1. Special needs' students shall be picked up in front of, or as near as possible to, his/her home or as required in the students Individual Education Plan (IEP).
2. All student pickups and drop-offs shall be made only as described by route copy instructions provided by the District. Any deviation must be communicated to and pre-approved by routing staff.
3. No unauthorized person shall be allowed in any vehicle while engaged in the transportation of students.
4. The District reserves the right to assign attendants to any vehicle to address behavior issues or to attend the special needs of students.
5. The District reserves the right to require the proper bus size determined by the types of students using each bus.
6. All drivers will be familiar with their routes and will make a practice run prior to their first day on the route.
7. The Supplier will agree to provide a minimum of eight (8) hours of in-service per year for all drivers.
8. The Supplier will agree to provide timely training needed by the bus drivers, monitors and aides.
9. The Supplier will agree to furnish, at no charge, personnel and equipment to provide required annual student safety training.
10. Supplier shall be responsible for handling complaint calls and the follow up on complaints.
11. All special education buses shall have emergency forms on the vehicles for their transported students.
12. Suppliers shall have a written policy, the purpose of which shall be the prevention of sexual harassment abusive/offensive behavior by and among employees.

E: FACILITY :

1. Bus terminal must be available to offer emergency service within a reasonable time.
2. Bus terminal phones will be staffed during route times so questions from parents and District personnel can be answered quickly and correctly.

F: PERSONNEL:

1. SUPERVISOR/LIAISON/SAFETY OFFICER:
  - a. Coordinates the vehicles and personnel.

- b. Oversees the services required in the Contract.
- c. Provides a liaison staff that works with the schools and the District.
- d. Supplier will have a designated supervisor available during all times when service is operating.
- e. Supplier will perform all routing requirements (including parent/guardian communication) associated with transportation requests received from the District.

2. DRIVER:

- a. Driver must comply with Federal, State and Local laws and regulations.
- b. The District reserves the right to address the service performance of any employee used during this contract and the Supplier shall take appropriate steps to improve that service.
- c. All drivers must be evaluated every year according to current Department of Public Safety requirements.
- d. All drivers must have a visible name badge and/or uniform that clearly identifies them as an employee of the Supplier.

3. DISPATCHER:

- a. The bus terminal will have a qualified dispatcher with knowledge of the area covered in the contract.
- b. Dispatcher or transportation liaison will assign bus driver and bus monitors who have the proper training and shall follow the defined rules of this contract.

4. MONITORS (AIDES):

- a. Bus monitors may be used on selected routes to address the medical or behavioral needs of students.
- b. Bus monitors will be provided training as needed to address the safety of all students on their buses, including student disability training, sensitivity and social awareness training.
- c. Bus monitors will ensure that protective safety devices, as required, are in use and fastened properly.
- d. Upon request bus monitors (aides) may be transferred to any District run.
- e. All Bus Monitors must have a visible name badge and/or uniform that clearly identifies them as an employee of the Supplier.

G: DRUG AND ALCOHOL TESTING:

All Federal, State and Local laws for alcohol and controlled substance testing shall be followed. Supplier will provide a copy of its alcohol and controlled substance policy and procedures as part of this quotation.

H: RECORDS AND REPORTS:

1. A verbal report to the District of all accidents and injuries involving vehicles carrying out the terms of this contract is to be made within 15 minutes of the incident. Detailed written follow-up reporting shall be sent via e-mail for non-routine student behavior, injury and accident situations.
2. Supplier will maintain and report all records required by the District (accident reports, load counts, DMV reports, driver qualifications, etc.)
3. Suppliers will maintain operating information as required for State transportation reports.
4. Suppliers will respond to written reports by school staff or the District about route driver / bus aide service issues within 24 hours of submitted report. Immediate response may be requested in exceptional circumstances.
5. Suppliers may be asked to provide the District with a copy of the DMV driver license report on October 1 and February 1 of each year.
6. Suppliers may be asked to provide a list of drivers and their training hours completed at the end of each month.

I: BILLING

1. Supplier will bill the District within ten (10) days after the end of each month for services rendered for the previous month.
2. Supplier shall provide itemized invoices monthly that outline the daily charges for service provided. Detail required may include per bus/per day, per student/per day, per mile/per day or alternative billing detail. Sufficient detail shall be provided to allow the District to verify correct charges for services delivered.
3. Payment to Supplier shall be made according to the District's established Accounts Payable procedures.
4. Billing will be based on the contract rate from Supplier using District routes and time from those routes.
5. Compensation to be paid to the Supplier for transportation services under this specification shall be based on price categories as outlined in Exhibit A of this specification.
6. Live Hour Service Charges: "Live Time" shall be defined as travel time from first scheduled pick-up to last unload at school for AM and first load at school to last scheduled drop-off for PM. Daily live time per vehicle shall be the total of actual live time traveled by a vehicle for the day. All live time calculations shall be determined by routing software calculations. Daily travel time variances caused by traffic delays, seasonal road construction and winter road conditions will not be considered in live or deadhead travel time calculations.
7. For Live Hour Service, vehicles used for AM only routes shall be compensated at 50% of the AM/PM rate. Vehicles used for PM only will be compensated at 50% of the AM/PM rate.
8. Compensation as outlined above will apply to each scheduled school day. If the number of scheduled days is increased or decreased, the Supplier will be paid for the actual number of days that service is provided. There will be no additional compensation for adjusting the schedule for reasons such as early dismissal and/or late starts.
9. Live Mileage Charges: "Live Miles" shall be defined as miles traveled from a student pick-up location to school drop-off location for AM and school pick-up location to student drop-off location for PM. For runs containing multiple pick-ups and drop-offs, cumulative miles from start to finish shall be the basis for mileage charges.
10. Non-Performance - any contracted service that is not performed by the Supplier may be deducted from the following month's payment. Written notice of the intent will be provided to the Supplier along with documentation of the specifics regarding the service not performed within one week of the occurrence.

### **SECTION III**

#### **INCLUSION BY REFERENCE AND APPLICABILITY LAWS AND MISCELLANEOUS PROVISIONS**

- A. All services shall comply in quality, type and method with all applicable Federal, State and Local laws and regulations pertaining thereto.
- B. The District shall require strict adherence to the terms of specifications so as to safeguard the comfort and safety of all students, in order to provide the planned operation of its program.
- C. Each Supplier shall complete the attached quotation form.
- D. Written contracts will be executed and must be signed by the District and the Suppliers.
- E. New Suppliers may be required to furnish a Performance Bond for 100% of the contract price.
- F. In the event a contract is awarded and there is any dispute whether or not the proposed type of equipment, the character of service, the ability and qualifications of drivers, or any other fact question arises, the District shall be the sole judge.

- G. The Supplier agrees to provide any necessary information to assist the District in State reporting requirements.
- H. All Suppliers will comply with Title IX Compliance Notice - Nondiscrimination Policy Equal Opportunity.
- I. All Suppliers must comply with OSHA regulations where applicable.

## **SECTION IV GENERAL INFORMATION**

### **A. BUS DRIVERS RULES OF CONDUCT**

1. All drivers shall be licensed under Minnesota law to provide such service and meet all the Federal, State and Local laws and regulations.
2. All drivers shall be required to travel over the routes and make the stops according to the times designated by the District.
3. All drivers shall exercise proper care to protect children from injury and exposure.
4. Each driver shall maintain order among the children at all times. To allow them to enter and leave the bus only at such places as shall be designated by the District and shall report all cases of disobedience or improper conduct to the District Transportation Office and the appropriate school. At no time shall a driver discharge a student from the bus or refuse to pick up a student as a disciplinary action.
5. No driver shall use profane or indecent language within the hearing of any pupils and shall tolerate no such language on the part of the pupils.
6. Each driver will make any daily and weekly reports as required by the District regarding the bussing schedules, passengers and incidents en route.
7. Driver shall see that no dangerous or objectionable items such as guns (real, toy, loaded or unloaded), gasoline cans, animals, skis, ski poles etc. are allowed on the bus.
8. There shall be no pupils in the bus while the fuel tank is being filled.
9. If an emergency situation requires that the driver leave the vehicle when children are in the bus, the driver shall stop the bus, remove the ignition key, set the parking brake and otherwise render the bus immobile.
10. All drivers shall report immediately to their supervisor all accidents involving the vehicles operated by the driver during the transportation of pupils. The supervisor shall report such accidents immediately to the District.
11. All drivers shall abstain from the use of tobacco when on the school bus or on school grounds and shall allow no children to use tobacco, liquor or other drug forms while being transported in the bus.
12. Drivers will be encouraged to learn the names of students on their bus routes. This leads to better cooperation between driver and students.
13. Drivers will be familiar with and follow School District policies pertaining to student conduct on school buses.

### **B. ALCOHOL, CONTROLLED AND PROHIBITED SUBSTANCES**

1. Suppliers employees performing safety sensitive functions shall be subject to all applicable State and Federal alcohol, controlled and prohibited substance laws and regulations. Safety sensitive employee alcohol and controlled substance testing shall be conducted as applicable either under Part 49 CFR-382 or per company policy conforming to the requirements of Minnesota Statute 181.951 through 181.957.
2. Suppliers shall conduct pre-employment, reasonable suspicion, random, post-accident and return to duty testing as outlined in requirements cited above.

### C. FINES AND PENALTIES FOR NON-COMPLIANCE:

Note: All fines are per occurrence and will be submitted to the Supplier in written form once a week.

The Supplier will have 7 days to respond before fines are subtracted from the monthly bill.

1. A fine of twice the normal daily route pay will be imposed on the Supplier for any of the following.
  - a. Allowing a driver to drive a route without the appropriate driver's license.
  - b. Failure to provide a bus on a run due to lack of drivers or equipment.
  - c. Running a route with a vehicle that does not have a current inspection sticker.
2. A fine of ½ time the normal daily route pay will be imposed on the Supplier for any of the following:
  - a. Running a route without the required equipment as outlined above.
  - b. Running a route more than 15 minutes late, unless due to a vehicle breakdown, poor weather, or an act of God.
  - c. Allowing a driver to drive for the District who has been suspended from the District for non-compliance of rules, regulations, laws or procedures.
  - d. Transporting persons other than those assigned without prior approval from the District.
  - e. Failures to have a driver do a practice run prior to the first day on a route.
3. A fine of the total normal daily rate will be imposed on the Supplier for any of the following.
  - a. Failure to correct a problem that continues after three days.
  - b. Running a route without an aide, if an aide is required by the District.



Superintendent: Mike Redmond  
Director of Finance & Operations: Bill Menozzi

**Finance & Operations**

To: Dr. Mike Redmond, Superintendent  
From: Bill Menozzi, Director of Finance & Operations  
Date: May 1, 2025  
Re: Type III Transportation Recommendation

Our current Type III special education transportation contract with Collaborative Student Transportation (CST) expires at the end of this fiscal year. Administration conducted a request for quotations (RFQ) on a new transportation contract with a two-year term commencing on July 1, 2025. Below please find a summary of our process and recommendation on a new vendor for type III transportation services.

**Process**

SPS published the transportation RFQ in February and held a mandatory informational meeting for prospective service providers in March. SPS received nine quotes and evaluated each against needs and expectations. Service provider interviews were held in April with five organizations.

**Transportation Quotations Received (Underline indicates service provider interview)**

4.0 School Services, CST, EverDriven, First Alt, Palmer Bus Service, Loyal Transportation Network, One Call Transportation, Lake City Transportation, BM Transportation.

**Transportation Model Overview**

- Broker Model: Service provider acts as the broker and subcontracts transportation routes to area van services. Similar to our current type III contract with CST.
- Traditional Transportation Model: Service provider hires their own drivers and runs their own vehicles. Similar to our current type C “big bus” contract with Palmer Bus Service.

**Cost Analysis**

Vendor	2024-25 (Base Year)	2025-26 (Yr.1)	2026-27 (Yr.2)
CST (Current Year 2025)	1,920,549		
Palmer Bus Service		1,873,745	1,926,772

**Recommendation**

- Award the type III transportation primary service contract to Palmer Bus Service for a 2-year term commencing with 2025-26.
- Award type III supplemental service contract to First Alt for a 2-year term commencing with 2025-26. The supplemental service will be utilized if Palmer is unable to fulfill a particular transportation need.

**Summary**

After conducting service provider interviews and gaining insight into the service model differences, we recommend Palmer Bus due to the traditional transportation model and alignment with our Type C big bus transportation provider. Our recommendation has been reviewed and is supported by the SPS Special Education team. Please reach out if I can provide additional information in order to support our recommendation.

Bill Menozzi  
Director of Finance & Operations  
Shakopee Public Schools

CC: Rebecca Monnens, Finance & Operations Coordinator, Arlen Hviding, CESO Transportation Representative



**2025-2026 RESOLUTION FOR MEMBERSHIP  
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE  
Membership Renewal Form**

**This form must be completed once for each school in the district.**

**Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2025. Retain one copy for the school files.**

RESOLVED, that the Governing Board or Entity of Shakopee High School (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

**FURTHER RESOLVED**, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and to participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

**FURTHER RESOLVED**, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

***Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.***

*Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.*

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The following is taken from the MSHSL Constitution:

**208.00 LOCAL CONTROL**

**208.01 Designated School Representatives**

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote.

**One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.**

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

**208.02 Designated Activity Representatives**

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

**208.03 Local Advisory Committee**

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.



Shakopee High School

Name of School (Please Print)

**208.01 VOTE ON BEHALF OF THE HIGH SCHOOL**

Chad Johnson

(Designated School Board Member – please print)

Matt Hanson

(Designated School Representative – please print)

cjohnson@shakopee.k12.mn.us

Email Address

mhanson@shakopee.k12.mn.us

Email Address

**208.02 ACTIVITY REPRESENTATIVES**

Matt Hanson

(Boys Sports – please print)

Matt Hanson

(Girls Sports – please print)

Andy Brown

(Speech – please print)

Andy Brown

(Music – please print)

**208.03 LOCAL ADVISORY COMMITTEE MEMBERS**

Chad Johnson

(Board Member—please print)

Shaunya Kumar

(Student—please print)

Caroline Valdez

(Parent—please print)

Andy Brown

(Faculty Member—please print)

Matt Hanson

(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Print Name: \_\_\_\_\_

(Clerk/Secretary - Local Governing Board)

Print Name: \_\_\_\_\_

(Superintendent or Head of School)

Signed: \_\_\_\_\_

**Signature required**

(Clerk/Secretary - Local Governing Board)

**electronically through DocuSign**

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

**Signature required**

(Superintendent or Head of School)

**electronically through DocuSign**

Date: \_\_\_\_\_

