

ISD 110 School Board Regular Meeting

Monday, September 28, 2026 7:00 PM

Waconia City Hall, 201 S Vine Street, Waconia, MN 55387

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| 1. CALL TO ORDER, ADOPTION OF AGENDA, and NOTATION OF MEMBERS IN ATTENDANCE, and PLEDGE OF ALLEGIANCE | Presenter: Chair Amott |
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2. ANNOUNCEMENTS, ACKNOWLEDGMENTS, AND CORRESPONDENCE

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| 2.A. National Community Service Awards | Presenter: Michael Peterson, Youth Service & Performing Arts |
| • Ezra Glieden - Honor Award | |
| • Avery Gelschus - Honor Award | |
| • Riley Collins - Merit Award | |
| • Evelyn Gilkey - Merit Award | |
| • Cameron Schneider - Merit Award | |
| • Abigail Foss - Merit Award | |

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| 2.B. 2026 Essence Award Recipients | Presenter: Jeni Super, Director of Human Resources |
| • Julie Kendrick, SPED Teacher, Bayview Elementary | |
| • Jen Deming, Educational Assistant, Laketown Elementary | |
| • Brittany Rider, Educational Assistant, Southview Elementary | |
| • Carly Haskins, Licensed School Nurse, Waconia Middle School | |
| • Michael Peterson, Youth Service & Performing Arts, Waconia High School | |
| • Chris Thole, Dispatch, Koch Bus Co. | |

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| 2.C. 2026 Accomplished Waconia Educators | Presenter: Jeni Super, Director of Human Resources |
| • Nick Hansberry, Music/Band, Waconia High School | |
| • Ali Weber, SPED/DCD, Southview Elementary | |
| • Corey Wedge, 5th Grade, Laketown Elementary | |

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| 2.D. September is School Board Recognition Month | Presenter: Superintendent Gersich |
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2.E. Upcoming Meetings:

3. PUBLIC COMMENT

4. MINUTES OF PREVIOUS MEETING

ISD 110 School Board Regular Meeting
Monday, August 24, 2026 7:00 PM

Waconia City Hall
201 S Vine Street
Waconia, MN 55387

1. CALL TO ORDER, ADOPTION OF AGENDA, and NOTATION OF MEMBERS IN ATTENDANCE, and PLEDGE OF ALLEGIANCE

Presenter: Chair Amott

Call to order by Chair Amott at 7PM. Members present: Amott, Bergstrom, Kelzer-Breeden, Wilson, Rosin, Hagen, Arnita. Members absent: none

Motion by Kelzer-Breeden to adopt agenda

Hagen second

All in favor

Motion carried

2. ANNOUNCEMENTS, ACKNOWLEDGMENTS, AND CORRESPONDENCE

Presenter: Chair Amott

2.A. 2026 Student Board Members Introductions

- Mia Tiller
- Zayda Butler

2.B. Ceremonial Oath of Office

2.C. Upcoming Meetings:

Sept. 14 (Time TBD) Finance Committee @ WHS Room C107

Sept. 14 6 PM Joint Meeting ISD 110 School Board and St. Bonifacius City Council @ WHS Room B107

Sept. 14 7 PM School Board Work Session @ WHS (Room TBD)

Sept. 28 6 PM Policy Committee @ Waconia City Hall

Sept. 28 7 PM Regular Meeting @ Waconia City Hall

3. PUBLIC COMMENT none

4. MINUTES OF PREVIOUS MEETING

Motion by Wilson to approve the minutes of the July 27 regular meeting and August 10 work session

Rosin second

All in favor

Motion carried

5. CONSENT AGENDA

Presenter: Chair Amott

Motion by Kelzer-Breeden to approve consent agenda

Hagen second
All in favor
Motion carried

5.A. Bills and Wire Transfers

5.B. Human Resource Items:

Presenter: Jeni Super, Director of Human Resources

Employment

Abrahamson, Jennifer Replacement	Special Education Teacher Long Term Substitute Attach K	BV
Barkey-Meis, Denise Replacement	Educational Assistant (SPED) 6.5 hours/day; 175 days	SV
Gorrie, Elsa Replacement	Educational Assistant (SPED) 6.5 hours/day; 175 days	LT
Hansen, Elizabeth Replacement	Educational Assistant 3.75 hours/day; 175 days	LT
Horn, Joshua Replacement	Custodial Cleaner 8 hours/day; 260 days	ESC
Huskey, Ross Replacement	Educational Assistant (SPED) 6.5 hours/day; 175 days	BV
Krause, Denise Replacement	Special Education Teacher 7.5 hours/day; 183 days Attach K	SV
Lant, Emily Replacement	Educational Assistant 3.75 hours/day; 175 days	LT

Leo, Peter	Special Education Teacher	BV
Replacement	7.5 hours/day; 183 days Attach K	
Moen, Heather	Educational Assistant (SPED)	BV
Replacement	6.5 hours/day; 175 days	
Petzel, Alexis	Preschool Teacher	ECFE
Replacement	4 hours/day; 183 days Attach K	
Shelley, Michael	Educational Assistant (SPED)	WMS
Replacement	6.5 hours/day; 175 days	

Employee Status Changes

Berg, Mel, Teacher, Overload added for Trimester 1 at WHS

Brown, Peter, Teacher, Overload added for Trimester 1 at WHS

Buettner, Alexandra, Teacher, Overload added for Trimesters 1-2 at WHS

Engbreetsen, Emma, Teacher, Overload added for Trimesters 1-2 at WHS

Giese, Nicholas, Teacher, Overload added for Trimester 1 at WHS

Kuerschner, Clara, Teacher, Overload added for Trimester 1 at WHS

Kuerschner, Roxanne, Teacher, Overload added for Trimester 1 at WHS

Norman, Kris, from Educational Assistant (SPED) to Special Education Teacher at WMS.
Attach K

Vance, Madison, Teacher, Overload added for Trimester 1 at WHS

Von Glan, Nelia, Teacher, Overload added for Trimester 1 at WHS

Westphal, Ashley, Teacher, Overload added for Trimester 1 at WHS

Retirements/Resignations/Terminations

Bradford, Chloe, Educational Assistant (SPED) at BV

Grafft, Brittanie, Educational Assistant at LT

Melsha, Crystal, Special Education Teacher at SV

Modell, Kaleigh, Licensed School Nurse at WHS

Nessa, Emily, Special Education Teacher at SV

Sazdoff, Nicholas, Educational Assistant (SPED) at WHS

Wabbe, Jody, Educational Assistant (SPED) at WMS

6. REPORTS

6.A. Administrative Presentation: Human Resources

Presenter: Jeni Super, Director of Human Resources

6.B. Finance Report

Presenter: Pam Carman, Director of Finance & Operations

7. ACTION ITEMS

7.A. Branch Church Lease Agreement

Presenter: Steven Jensen, Community Education Director

Motion by Kelzer-Breeden to approve Branch Church Lease Agreement

Rosin second

All in favor

Motion carried

7.B. Second Read Board Policies

Motion by Bergstrom to approve second read board policies

Wilson second

All in favor

Motion carried

7.B.1. 415 Mandated Reporting of Maltreatment of Vulnerable Adults

7.B.2. 421 Gifts to Employees and School Board Members

7.B.3. 422 Policies Incorporated by Reference

7.B.4. 424 License Status

7.B.5. 623 Mandatory Summer School Instruction

7.B.6. 698 Teaching Controversial Topics

8. DISCUSSION ITEMS none

9. BOARD COMMITTEE REPORTS

9.A. Self-Governance & Superintendent Relations Committee

9.B. Finance & Facilities Committee

9.C. Policy & Advocacy Committee

9.D. Schools Advocating for Fair Funding (SAFF) Representative

9.E. Southwest Metro Intermediate District 288 Representative – Amott reports a facilities committee has been formed to review buildings and usage. Supt. Gersich is the ISD 110 representative on that committee.

9.F. MSHSL Representative

9.G. Special Education Advisory Council

9.H. Community Education Advisory Council Representative

9.I. Teaching & Learning Advisory Council Representative

9.J. City of Waconia Liaison

10. **ADJOURNMENT**

Motion by Kelzer-Breeden to adjourn

Arnita second

All in favor

Motion carried.

Meeting adjourned at 7:38PM

5. **CONSENT AGENDA**

Presenter: Chair
Amott

5.A. Bills and Wire Transfers

CHECK NUMBER	VENDOR	CHECK DATE	CHE TYP	POST AMOUNT	MONTH
619448	ASPI SOLUTIONS INC	07/01/2026	R	1,549.50	July
619449	BEST VERSION MEDIA	07/01/2026	R	751.80	July
619450	FRONTLINE TECH GROUP LLC	07/01/2026	R	6,429.93	July
619451	INTEGRATED SYSTEMS CORPORATION	07/01/2026	R	14,134.00	July
619452	LVC COMPANIES INC	07/01/2026	R	380.00	July
619453	MAGIC PARTY MN LLC	07/01/2026	R	1,550.00	July
619454	MASA/MASE	07/01/2026	R	1,392.00	July
619455	MASMS	07/01/2026	R	150.00	July
619456	MSBA	07/01/2026	R	13,932.00	July
619457	PERNSTEINER CREATIVE GROUP, IN	07/01/2026	R	325.00	July
619458	POWERSCHOOL GROUP LLC	07/01/2026	R	42,284.59	July
619459	QUADIENT LEASING USA INC	07/01/2026	R	650.22	July
619460	RED ROVER TECHNOLOGIES, LLC	07/01/2026	R	26,780.00	July
619461	SCHOOLS ADVOCATING FOR FAIR FU	07/01/2026	R	6,240.00	July
619462	SKYWARD ACCOUNTING DEPT	07/01/2026	R	23,705.84	July
619463	SPED FORMS, LLC	07/01/2026	R	15,876.73	July
619464	US POSTAL SERVICE	07/01/2026	R	1,863.13	July
619465	VITAMINK12 LLC	07/01/2026	R	1,000.00	July
619466	WACONIA PATRIOT	07/01/2026	R	118.80	July
619467	ACT	07/02/2026	R	13,671.25	July
619468	AUGUST ASH INCORPORATED	07/02/2026	R	1,050.00	July
619469	BEHRENS, CHARLES	07/02/2026	R	100.00	July
619470	BIFFS, INC	07/02/2026	R	2,659.19	July
619471	BISCHOFF, KOLETON	07/02/2026	R	90.00	July
619472	BJORKLUND COMPENSATION LLC	07/02/2026	R	210.00	July
619473	BLILIE, ALEC	07/02/2026	R	250.00	July
619474	BODE GRAY'S	07/02/2026	R	240.00	July
619475	BRANDED CUSTOM SPORTSWEAR INC	07/02/2026	R	3,427.29	July
619476	BRESNAHAN, CORA	07/02/2026	R	100.00	July
619477	CANON FINANCIAL SERVICES INC	07/02/2026	R	890.18	July
619478	CARLSON, DAN	07/02/2026	R	1,732.00	July
619479	DAVIS, BENJAMIN	07/02/2026	R	110.00	July
619480	DRUSCH, MERLYN PETE	07/02/2026	R	120.00	July
619481	ELDRED, JONAH	07/02/2026	R	140.00	July
619482	FURY FORD WACONIA	07/02/2026	R	330.22	July
619483	GELSCHUS, BEAU	07/02/2026	R	150.00	July
619484	GELSCHUS, BROOKLYNN	07/02/2026	R	300.00	July
619485	GOHLKE, LISA	07/02/2026	R	14.75	July
619486	GREAT MINDS PBC	07/02/2026	R	55.00	July
619487	GROGAN, MICHAEL	07/02/2026	R	630.00	July
619488	GUNDERSON, JACOB	07/02/2026	R	170.00	July
619489	HANSON SPORTS LLC	07/02/2026	R	2,390.80	July
619490	HAPPY FEET SOCCER TWIN CITIES	07/02/2026	R	2,307.00	July
619491	HEUSINKVELD, JESSIE	07/02/2026	R	124.00	July
619492	HILLYARD/HUTCHINSON	07/02/2026	R	75.70	July
619493	HOCKINSON, GAVIN	07/02/2026	R	150.00	July
619494	IEA, INC	07/02/2026	R	690.00	July
619495	INGINA LLC	07/02/2026	R	1,377.00	July
619496	IVERSON, LEIGHTON	07/02/2026	R	100.00	July
619497	JOHNSON, CHASE	07/02/2026	R	50.00	July
619498	JOHNSON, CLAYTON	07/02/2026	R	160.00	July
619499	JOSTENS INC	07/02/2026	R	18.90	July
619500	JW PEPPER & SON, INC	07/02/2026	R	74.20	July
619501	KINGSTON, SAM	07/02/2026	R	150.00	July
619502	KIRKPATRICK, GEHRIG	07/02/2026	R	170.00	July
619503	KKC TAE KWON DO	07/02/2026	R	840.00	July

CHECK NUMBER	CHECK VENDOR	CHE DATE	CHE TYP	POST AMOUNT	POST MONTH
619504	L2 BRANDS LLC	07/02/2026	R	2,352.32	July
619505	LAKEVILLE NORTH HIGH SCHOOL	07/02/2026	R	375.00	July
619506	MACKIN LIBRARY SERVICE	07/02/2026	R	44.12	July
619507	MAIN SCOOP	07/02/2026	R	200.00	July
619508	MERRITT, GEDRIC	07/02/2026	R	140.00	July
619509	OCCUPATIONAL HLTH CNTRS MN PC	07/02/2026	R	259.00	July
619510	OLSON, THEODORE	07/02/2026	R	50.00	July
619511	PACYNIA, EVERETT	07/02/2026	R	150.00	July
619512	PLANSOURCE BENEFITS ADMIN INC	07/02/2026	R	4,382.28	July
619513	RABE, CARSON	07/02/2026	R	110.00	July
619514	REED WHOLESALE & OCS	07/02/2026	R	418.00	July
619515	SALDEN, KYLEIGH	07/02/2026	R	100.00	July
619516	SCHWARTZ, ALCIA	07/02/2026	R	600.00	July
619517	SHERMAN, BENJAMIN	07/02/2026	R	105.00	July
619518	STEVENS, CHARLES	07/02/2026	R	45.00	July
619519	T-MOBILE	07/02/2026	R	332.00	July
619520	TECH ACADEMY/THOMSEN SYSTEMS	07/02/2026	R	1,104.00	July
619521	TINTES, MATTHEW	07/02/2026	R	646.00	July
619522	TRUE MECHANICAL LLC	07/02/2026	R	11,285.42	July
619523	WAGENER, JACKLYN	07/02/2026	R	3.00	July
619524	WILLKOMM, RITTER	07/02/2026	R	45.00	July
619525	WOYNO & ASSOCIATES LLC	07/02/2026	R	900.00	July
619526	AMAZON CAPITAL SERVICES	07/02/2026	R	7,484.98	July
619527	BELLE PLAINE FASTPITCH ASSOC	07/08/2026	R	100.00	July
619528	BPAA	07/08/2026	R	100.00	July
619529	CASWELL SPORTS	07/08/2026	R	200.00	July
619530	GOVERNMENT LEASING & FINANCE I	07/08/2026	R	94,165.63	July
619531	HUSTLE & HEART SPORTS	07/08/2026	R	3,204.00	July
619532	HYAA	07/08/2026	R	100.00	July
619533	LUEBKE, MICHAEL	07/08/2026	R	1,500.00	July
619534	METRONET	07/08/2026	R	1,865.59	July
619535	MVSA	07/08/2026	R	100.00	July
619536	PROJECT LEAD THE WAY, INC	07/08/2026	R	4,150.00	July
619537	SHAKOPEE GIRLS SOFTBALL ASSOC	07/08/2026	R	100.00	July
619538	ADAMS PEST CONTROL CO INC	07/10/2026	R	1,243.22	July
619539	BISEK, TIM	07/10/2026	R	360.00	July
619540	BOSCH, ALAN	07/10/2026	R	300.00	July
619541	BRENNY'S OUTDOOR SERVICES LLC	07/10/2026	R	714.00	July
619542	CARLSON, DAN	07/10/2026	R	9,832.60	July
619543	CARMAN, PAMELA	07/10/2026	R	180.00	July
619544	CARVER COUNTY PARKS & RECREATI	07/10/2026	R	2,231.20	July
619545	CDW GOVERNMENT LLC	07/10/2026	R	4,940.00	July
619546	CE LLC	07/10/2026	R	340.00	July
619547	COUNTRYSIDE CUSTOM APPAREL	07/10/2026	R	742.05	July
619548	DIVERSIFIED PLUMBING & HEATING	07/10/2026	R	2,987.10	July
619549	ECM PUBLISHERS, INC	07/10/2026	R	851.50	July
619550	EGGERS, DAVID	07/10/2026	R	600.00	July
619551	GROTH MUSIC COMPANY	07/10/2026	R	70.56	July
619552	HELEN SOLAR LLC	07/10/2026	R	7,838.83	July
619553	HUGHES, SEAN	07/10/2026	R	150.00	July
619554	KIDCREATE STUDIO	07/10/2026	R	2,400.00	July
619555	LOFFLER COMPANIES	07/10/2026	R	2,012.62	July
619556	MN STATE UNIVERSITY, MANKATO	07/10/2026	R	16,392.42	July
619557	PAN-O-GOLD BAKING CO	07/10/2026	R	263.70	July
619558	PARTS CITY WACONIA	07/10/2026	R	8.99	July
619559	RENAISSANCE LEARNING INC	07/10/2026	R	423.28	July

CHECK NUMBER	VENDOR	CHECK DATE	CHE TYP	POST AMOUNT	MONTH
619560	SHRED-N-GO - 446138	07/10/2026	R	183.06	July
619561	SOUTHWEST METRO INTERMEDIATE D	07/10/2026	R	54,036.49	July
619562	ST JOSEPH CATHOLIC SCHOOL	07/10/2026	R	33,434.11	July
619563	STORMS WELDING & MFG	07/10/2026	R	65.73	July
619564	TECH ACADEMY/THOMSEN SYSTEMS	07/10/2026	R	3,708.00	July
619565	TORDOFF, PAUL	07/10/2026	R	360.00	July
619566	TOWN & COUNTRY GLASS	07/10/2026	R	204.82	July
619567	TRAINING HAUS	07/10/2026	R	9,454.40	July
619568	TRINITY LUTHERAN SCHOOL	07/10/2026	R	9,025.00	July
619569	TRUE MECHANICAL LLC	07/10/2026	R	4,721.59	July
619570	WINSTED SOLAR LLC	07/10/2026	R	8,531.83	July
619571	HEGER'S DAIRY LLC	07/13/2026	R	14,224.23	July
619572	DAN'S OF BIG LAKE INC	07/17/2026	R	8,850.00	July
619573	A & D SOLUTIONS LLC	07/17/2026	R	1,205.00	July
619574	AJ'S RECYCLING INC	07/17/2026	R	1,200.00	July
619575	ALPHA WIRELESS COMMUNICATIONS	07/17/2026	R	378.00	July
619576	AQUA NORTH SOLUTIONS LLP	07/17/2026	R	3,584.00	July
619577	BOOTLACE CONSTRUCTION	07/17/2026	R	29,160.00	July
619578	BRIGHTWORKS	07/17/2026	R	11,132.50	July
619579	BYWATER BUSINESS SOLUTIONS LLC	07/17/2026	R	60.00	July
619580	CULLIGAN BOTTLED WATER	07/17/2026	R	270.00	July
619581	FOLLETT SOFTWARE LLC	07/17/2026	R	7,092.60	July
619582	HILLYARD/HUTCHINSON	07/17/2026	R	4,184.95	July
619583	HUSTLE & HEART SPORTS	07/17/2026	R	170.70	July
619584	INFINITE CAMPUS, INC	07/17/2026	R	69,116.05	July
619585	ISTE + ASCD	07/17/2026	R	129.00	July
619586	MESPA	07/17/2026	R	2,668.00	July
619587	MOSYLE CORPORATION	07/17/2026	R	4,587.00	July
619588	MYSTERY SCIENCE	07/17/2026	R	1,799.00	July
619589	PERNSTEINER CREATIVE GROUP, IN	07/17/2026	R	376.00	July
619590	PLYMOLD INC.	07/17/2026	R	2,472.00	July
619591	PREP TIME PRINTING	07/17/2026	R	180.00	July
619592	RENAISSANCE LEARNING INC	07/17/2026	R	51,835.46	July
619593	ALLONE HEALTH WELL LLC	07/17/2026	R	9,712.44	July
619594	WISEIDENTITY, LLC	07/17/2026	R	4,529.00	July
619595	NEXGEN AUTO LLC	07/21/2026	R	8,400.00	July
619596	A & D SOLUTIONS LLC	07/21/2026	R	2,780.00	July
619597	AFFINITY SOLUTIONS, INC	07/21/2026	R	275.00	July
619598	ALPHA WIRELESS COMMUNICATIONS	07/21/2026	R	19,630.52	July
619599	AMPION PBC	07/21/2026	R	19,846.35	July
619600	BJORKLUND COMPENSATION LLC	07/21/2026	R	150.00	July
619601	BOELTER COMPANIES INC.	07/21/2026	R	2,545.13	July
619602	CATALYST SOURCING SOLUTIONS	07/21/2026	R	359.99	July
619603	CENTRAL UNITED COOPERATIVE	07/21/2026	R	3,635.22	July
619604	CHOICE ELECTRIC	07/21/2026	R	257.00	July
619605	CITY OF WACONIA	07/21/2026	R	9,519.86	July
619606	COLONY PLAZA LLC	07/21/2026	R	578.01	July
619607	CX PARTNERS	07/21/2026	R	275.00	July
619608	ECM PUBLISHERS, INC	07/21/2026	R	127.50	July
619609	FRATTALLONES	07/21/2026	R	482.72	July
619610	HANSON SPORTS LLC	07/21/2026	R	2,668.80	July
619611	HEGER'S DAIRY LLC	07/21/2026	R	1,432.02	July
619612	HIGH POINT NETWORKS, LLC	07/21/2026	R	3,000.00	July
619613	HILLYARD/HUTCHINSON	07/21/2026	R	8,462.01	July
619614	HIRSHFIELD'S INC	07/21/2026	R	573.39	July
619615	INFINITE HEALTH COLLABORATIVE	07/21/2026	R	475.00	July

CHECK NUMBER	VENDOR	CHECK DATE	CHE TYP	POST AMOUNT	MONTH
619616	INGINA LLC	07/21/2026	R	1,650.00	July
619617	LAKESHORE LEARNING MATERIALS L	07/21/2026	R	1,329.87	July
619618	MACKENTHUN'S FINE FOODS	07/21/2026	R	164.16	July
619619	MATHWIG, DANIEL	07/21/2026	R	600.00	July
619620	MAYER LUMBER CO, INC	07/21/2026	R	2,831.48	July
619621	MINI BIFF LLC	07/21/2026	R	99.96	July
619622	MRI SOFTWARE LLC	07/21/2026	R	24.00	July
619623	MUSIC MART	07/21/2026	R	24.00	July
619624	PROFESSIONAL TURF & RENOVATION	07/21/2026	R	10,753.39	July
619625	ROBBINSDALE AREA SCHOOLS	07/21/2026	R	1,950.00	July
619626	SOUTHSIDE REFEREES LLC	07/21/2026	R	10,332.00	July
619627	STEP SAVER, INC	07/21/2026	R	145.77	July
619628	SWANSON, ANN	07/21/2026	R	360.00	July
619629	TERRAFORM PHOENIX II ARCADIA	07/21/2026	R	399.25	July
619630	TRIO SUPPLY COMPANY	07/21/2026	R	1,672.45	July
619631	TRUE MECHANICAL LLC	07/21/2026	R	8,958.75	July
619632	WEX BANK	07/21/2026	R	386.57	July
619633	WM CORPORATE SERVICES INC	07/21/2026	R	2,445.32	July
619634	WROGE, DAVID	07/21/2026	R	120.00	July
619635	WURZER, BONNIE	07/21/2026	R	450.00	July
619636	A+ PARKING PERMITS	07/23/2026	R	946.20	July
619637	ADAMS PEST CONTROL CO INC	07/23/2026	R	100.00	July
619638	AVIBEN	07/23/2026	R	583.87	July
619639	BOB'S REPAIR OF MAYER INC.	07/23/2026	R	303.98	July
619641	CDW GOVERNMENT LLC	07/23/2026	R	2,228.22	July
619642	CHOICE ELECTRIC	07/23/2026	R	1,406.10	July
619643	CUSHMAN, JODY	07/23/2026	R	471.25	July
619644	EduTek Solutions, LLC	07/23/2026	R	5,595.00	July
619645	FRONTLINE TECH GROUP LLC	07/23/2026	R	1,618.82	July
619646	GAME ONE	07/23/2026	R	9,180.73	July
619647	GET MORE MATH	07/23/2026	R	630.00	July
619648	HERC-U-LIFT	07/23/2026	R	424.24	July
619649	HILLYARD/HUTCHINSON	07/23/2026	R	31,518.84	July
619650	INSTRUCTIONAL EMPOWERMENT INC	07/23/2026	R	14,184.00	July
619651	MASSP	07/23/2026	R	1,770.00	July
619652	MEI TOTAL ELEVATOR SOLUTIONS	07/23/2026	R	872.05	July
619654	NASSP-NAT'L ASSOC OF SECONDARY	07/23/2026	R	385.00	July
619655	OCCUPATIONAL HLTH CNTRS MN PC	07/23/2026	R	518.00	July
619656	PERFECTION LEARNING CORP	07/23/2026	R	2,827.44	July
619657	PLANSOURCE BENEFITS ADMIN INC	07/23/2026	R	3,378.80	July
619659	SCENARIO LEARNING LLC	07/23/2026	R	7,121.25	July
619660	SCHOLASTIC LIBRARY PUBLISHING	07/23/2026	R	1,555.00	July
619662	TREBRON COMPANY, INC	07/23/2026	R	13,292.58	July
619664	UNIVERSITY OF IOWA	07/23/2026	R	149.00	July
619665	WILSON LANGUAGE TRAINING CORP	07/23/2026	R	11,508.00	July
619666	A MAZEN FARMYARD	07/29/2026	R	1,638.00	July
619667	ADAMS PEST CONTROL CO INC	07/30/2026	R	330.08	July
619668	AMAZON CAPITAL SERVICES	07/30/2026	R	9.90	July
619669	BAYNES, LEVI	07/30/2026	R	100.00	July
619670	BERGMAN, GREG	07/30/2026	R	325.00	July
619671	BIFFS, INC	07/30/2026	R	2,809.00	July
619672	BISCHOFF, KOLETON	07/30/2026	R	90.00	July
619673	BRIDEN, VERONICA	07/30/2026	R	325.00	July
619674	BROCKPOHLER, KELLY	07/30/2026	R	107.52	July
619675	CATALYST SOURCING SOLUTIONS	07/30/2026	R	359.99	July
619676	CENTERPOINT ENERGY	07/30/2026	R	16,428.88	July

CHECK NUMBER	VENDOR	CHECK DATE	CHE TYP	POST AMOUNT	MONTH
619677	CRANE, JADEN	07/30/2026	R	60.00	July
619678	DAVIS, DIANNA	07/30/2026	R	40.08	July
619679	DORE, SHANE	07/30/2026	R	325.00	July
619680	EDER, NOLAN	07/30/2026	R	45.00	July
619681	EGLI, ANDREA	07/30/2026	R	325.00	July
619682	ELDRED, JONAH	07/30/2026	R	50.00	July
619683	FLOR LOPEZ KELLY, MARY	07/30/2026	R	67.60	July
619684	GADTKE, ROBERT	07/30/2026	R	325.00	July
619685	GELSCHUS, BEAU	07/30/2026	R	50.00	July
619686	GELSCHUS, BROOKLYNN	07/30/2026	R	200.00	July
619687	GOHLKE, LISA	07/30/2026	R	325.00	July
619688	GROGAN, MICHAEL	07/30/2026	R	170.00	July
619689	GUNDERSON, JACOB	07/30/2026	R	60.00	July
619690	H2I GROUP	07/30/2026	R	602.37	July
619691	HEINS, KATIE	07/30/2026	R	325.00	July
619692	HILLESHEIM, KRISTEN	07/30/2026	R	325.00	July
619693	HOLT PETERSON BUS	07/30/2026	R	25,876.20	July
619694	INDIANHEAD FS DISTRIBUTOR, INC	07/30/2026	R	19,602.28	July
619695	INNOVATIONAL WATER SOLUTIONS I	07/30/2026	R	573.00	July
619696	JOHNSON, CHASE	07/30/2026	R	100.00	July
619697	JURAS, WALTER	07/30/2026	R	13.04	July
619698	KING, HEATHER	07/30/2026	R	325.00	July
619699	KIRKPATRICK, GEHRIG	07/30/2026	R	120.00	July
619700	KLEIN, JENNIFER	07/30/2026	R	325.00	July
619701	KOCH SCHOOL BUS SERVICE, INC	07/30/2026	R	64,251.91	July
619702	KOHL, PAUL	07/30/2026	R	71.28	July
619703	KRZMARZICK, RYAN	07/30/2026	R	325.00	July
619704	LOFFLER COMPANIES	07/30/2026	R	312.30	July
619705	MEI TOTAL ELEVATOR SOLUTIONS	07/30/2026	R	637.50	July
619706	MERRITT, GEDRIC	07/30/2026	R	300.00	July
619707	MEYER, WALTER	07/30/2026	R	175.00	July
619708	MOORE, ISAAC	07/30/2026	R	50.00	July
619709	MUSIC MART	07/30/2026	R	3,581.93	July
619710	NAUGHTON, WILLIAM	07/30/2026	R	50.00	July
619711	OWATONNA PUBLIC SCHOOLS, ISD 7	07/30/2026	R	3,339.90	July
619712	PACYN, EVERETT	07/30/2026	R	50.00	July
619713	RABE, CARSON	07/30/2026	R	160.00	July
619714	SCHOOL SPECIALTY, LLC	07/30/2026	R	393.32	July
619715	SECK, KERI	07/30/2026	R	325.00	July
619716	SIEVE, MIKE	07/30/2026	R	325.00	July
619717	SIMPSON, AMY	07/30/2026	R	325.00	July
619718	SORENSEN, BRITTANY	07/30/2026	R	325.00	July
619719	SOUTHWEST METRO INTERMEDIATE D	07/30/2026	R	44,098.28	July
619720	SQUIRES, WALDSPURGER & MACE PA	07/30/2026	R	1,682.00	July
619721	TAYLOR, MEGAN	07/30/2026	R	316.48	July
619722	THOLKES, MONALIZA	07/30/2026	R	325.00	July
619723	TREACY, JOHN	07/30/2026	R	100.80	July
619724	TRUE MECHANICAL LLC	07/30/2026	R	11,406.40	July
619725	TUCKER, ANDREA	07/30/2026	R	325.00	July
619726	WILSEY, KRISTEN	07/30/2026	R	325.00	July
619727	ADAMS PEST CONTROL CO INC	07/30/2026	R	220.00	July
619728	CESO FINANCE LLC	07/30/2026	R	8,000.00	July
619729	CHOICE ELECTRIC	07/30/2026	R	1,576.47	July
619730	CONTINENTAL CLAY COMPANY	07/30/2026	R	1,027.29	July
619732	FRANKLIN PRINTING INC	07/30/2026	R	291.75	July
619733	HIGH POINT NETWORKS, LLC	07/30/2026	R	31,838.40	July

CHECK NUMBER	CHECK VENDOR	CHECK DATE	CHE TYP	POST AMOUNT	POST MONTH
619734	HIRSHFIELD'S INC	07/30/2026	R	130.17	July
619735	HUSTLE & HEART SPORTS	07/30/2026	R	42.00	July
619736	INDIANHEAD FS DISTRIBUTOR, INC	07/30/2026	R	2,687.80	July
619737	LAVONE, PAT	07/30/2026	R	1,108.80	July
619738	SAULSBURY, MARIA	07/30/2026	R	100.00	July
619739	SECURITY BANK & TRUST CO	07/30/2026	R	30,395.59	July
619740	STEJSKAL, TODD	07/30/2026	R	100.00	July
619741	STUKENT, INC	07/30/2026	R	3,390.00	July
619742	TECH ACADEMY/THOMSEN SYSTEMS	07/30/2026	R	1,380.00	July
619743	WORTZ, TYLER	07/30/2026	R	100.00	July
619744	EYE MED-FIDELITY SECURITY LIFE	07/31/2026	R	2,090.95	July
619745	MESSERLI & KRAMER PA	07/31/2026	R	439.45	July
619746	NCPERS GROUP LIFE INS	07/31/2026	R	64.00	July
619747	SCHOOL SERVICE EMPLOYEES	07/31/2026	R	513.42	July
202600002	INTERNAL REVENUE SERVICE	07/15/2026	W	204,709.39	July
202600003	LIFE INS CO OF NORTH AMERICA	07/15/2026	W	3,251.84	July
202600004	MN DEPT OF REVENUE	07/15/2026	W	34,033.45	July
202600005	MN TEACHERS RETIREMENT ASSN	07/15/2026	W	141,871.44	July
202600006	PERA	07/15/2026	W	16,205.45	July
202600007	AVIBEN	07/15/2026	W	44,240.19	July
202600008	ONEBRIDGE BENEFITS, INC.	07/15/2026	W	666.72	July
202600012	INTERNAL REVENUE SERVICE	07/15/2026	W	62,635.27	July
202600013	LIFE INS CO OF NORTH AMERICA	07/15/2026	W	975.43	July
202600014	MN DEPT OF REVENUE	07/15/2026	W	11,004.10	July
202600015	MN TEACHERS RETIREMENT ASSN	07/15/2026	W	20,319.87	July
202600016	PERA	07/15/2026	W	21,948.85	July
202600017	AVIBEN	07/15/2026	W	9,656.42	July
202600018	ONEBRIDGE BENEFITS, INC.	07/15/2026	W	3,006.03	July
202600023	INTERNAL REVENUE SERVICE	07/31/2026	W	167,696.82	July
202600024	LIFE INS CO OF NORTH AMERICA	07/31/2026	W	5,100.31	July
202600025	MN DEPT OF REVENUE	07/31/2026	W	27,353.71	July
202600026	MN TEACHERS RETIREMENT ASSN	07/31/2026	W	135,194.92	July
202600027	PERA	07/31/2026	W	10,095.49	July
202600028	AVIBEN	07/31/2026	W	44,240.19	July
202600029	ONEBRIDGE BENEFITS, INC.	07/31/2026	W	666.72	July
202600033	INTERNAL REVENUE SERVICE	07/31/2026	W	83,543.77	July
202600034	LIFE INS CO OF NORTH AMERICA	07/31/2026	W	1,117.15	July
202600035	MN DEPT OF REVENUE	07/31/2026	W	14,284.43	July
202600036	MN TEACHERS RETIREMENT ASSN	07/31/2026	W	23,350.36	July
202600037	PERA	07/31/2026	W	27,442.45	July
202600038	AVIBEN	07/31/2026	W	9,656.42	July
202600039	ONEBRIDGE BENEFITS, INC.	07/31/2026	W	3,006.03	July
202600089	ONEBRIDGE BENEFITS, INC.	07/30/2026	W	1,393.00	July
202600096	SECURITY BANK & TRUST CO	07/30/2026	W	71.95	July
202600097	PMA SECURITIES LLC	07/30/2026	W	268.12	July
202600098	XCEL ENERGY	07/24/2026	W	110.72	July
202600099	MN DEPT OF REVENUE	07/17/2026	W	48.00	July
202600137	CARDCONNECT LLC	07/31/2026	W	5,477.00	July
202600138	AUTHORIZE.NET	07/31/2026	W	50.00	July
202600139	PMA SECURITIES LLC	07/31/2026	W	20.83	July
202600140	MEDICA INSURANCE CO	07/31/2026	W	623,809.87	July
202600141	EDUTRAK LLC	07/30/2026	W	881.11	July

Totals for checks 3,032,439.20

FUND SUMMARY

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
01	General	1,557,118.77	0.00	1,071,407.01	2,628,525.78
02	Food Service	59,799.84	0.00	32,660.33	92,460.17
04	Community Service	137,583.28	0.00	173,306.02	310,889.30
06	Building Construction	0.00	0.00	275.00	275.00
45	OPEB Irrevocable Trust Fund	0.00	0.00	288.95	288.95
***	Fund Summary Totals ***	1,754,501.89	0.00	1,277,937.31	3,032,439.20

***** End of report *****

5.B. Human Resource Items:

Presenter: Jeni
Super, Director of
Human Resources

**Waconia Public Schools
Independent School District No. 110
Waconia, Minnesota**

BOARD OF EDUCATION
Regular Meeting – September 28, 2026

AGENDA SECTION: APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS

AGENDA ITEM: Human Resources Recommendations
ITEM ADDED BY: Jeni Super, Director of Human Resources

Employment

Anderson, Kathleen Replacement	Math Teacher Long Term Substitute Attach K	WMS
Blilie, Heidi Replacement	Substitute Educational Assistant Long Term Substitute	ECFE
Bogema, Makayla Replacement	Educational Assistant (SPED) 6.5 hours/day; 175 days	WMS
Larson, Jacob Replacement	Educational Assistant (SPED) 7.5 hours/day; 175 days	WMS
Menning, Katharine Replacement	Educational Assistant (SPED) 7 hours/day; 175 days	WMS
Noland, Celeste Replacement	Nutritional Assistant 4.5 hours/day; 176 days	BV
Tangen, Oray Replacement	Substitute Educational Assistant Long Term Substitute Attach K	BV

Employee Status Changes

Jones, Lynda, Educational Assistant (SPED), from 7.5 hours/day to 7.75 hours/day
Kester, Amy, Educational Assistant (SPED), from 7.75 hours/day to 8.5 hours/day
Sorensen, Michelle, Health Associate, from 4.25 hours/day to 7 hours/day

Retirements/Resignations/Terminations

Thulin, Whitney, Health Associate at SV

It is recommended that the ISD 110 Board of Education approve the above human resource actions as proposed.

5.C. Receipts of Donation

6. **REPORTS**

6.A. Student Representative Report

Presenter: Mia Tiller
and Zayda Butler

6.B. Administrative Presentation: WHS Marching Band

Presenter: Nick
Hansberry, WHS
Instrumental Music
Teacher and Phyl
Snyder, WMS
Instrumental Music
Teacher

The Waconia High School Marching Band

Nick Hansberry, WHS Director of Bands

Phil Snyder, WMS Band Director

Kiernan Steiner, WMB Drum Major

Ella Fasching, WMB Colorguard member



WACONIA
MARCHING BAND

What is the WMB?

- 155 member marching band (8th-12th gr.), celebrating 54 years in 2027
 - Waconia remains the largest parade band in the state of MN
- Competitive street parade band that performs across the state in June with a domestic performance tour around the 4th of July (Denver, Seattle, Nashville, Washington, D.C.)
- The marching band is made up of the hornline, drumline, and colorguard
 - Under Sue Snorek's leadership—the WMB Colorguard is one of the largest units in the state with over 30 members.





The Student Perspective



Kiernan Steiner
WMB Drum Major



Ella Fasching
WMB Colorguard Member

The 2026 Waconia Marching Band proudly
present...

Boldly Go!



This past season...

Non-Comp.: Memorial Day Parade, Twins Game, exchange with Winona Cotter

Band Camp @ St. John's University (Collegeville, MN)

Competitive: 2 Grand Champions, 1 - 1st place, 1 - 2nd place, multiple caption awards (best winds, guard, drumline, drum majors)

Performance Tour in Nashville, TN







The Director's Perspective

- Instills confidence
- Connection (within program, community [LWBF], other building, between students, between staff)
- Continued tradition of excellence
- Part of the larger vision for our program ("soft skills" resilience, involved, passionate, engaged)
- Achieving a high level of refinement over a extended timeline
- An important part, but ONE part of our comprehensive instrumental music department.

The 5-12 Waconia Band Program

District Band Festival



Waconia Band Program by the numbers

- Roughly 850 students enrolled in band across the 5-12 band program
 - This is about 38% of 5th-12th graders playing in band.
- Recently graduated 30 seniors
 - Many of whom are continuing to participate in music at their colleges, universities, and communities!
- Numerous honor band participants throughout the year & 4 All State musician.
- Maintain 4 concert bands, 2 jazz bands, 2 show choir bands, a pep band, a musical pit, and various chamber ensembles



The 5-12 Waconia Band Program



THANK YOU for
having us!!

Any questions?

7. **ACTION ITEMS**

7.A. Certify Proposed Property Tax Levy/Designate
Truth in Taxation Hearing Date

Presenter: Pam
Carman, Director of
Finance and
Operations



Preliminary Levy 2026 Payable 2027 for FY 28

Presented By:
Pam Carman, Director of Finance & Operations

September 28, 2026

Purpose of the Preliminary Levy

Tonight's Board Action

- Minnesota school districts certify a proposed property tax levy each September for taxes payable the following year.
- The proposed certification establishes the levy used for Truth-in-Taxation notices and the December final levy process.
- Administration recommends certifying at the maximum authorized amount to preserve flexibility as MDE and county adjustments are finalized.

Proposed levy certification is due by September 30.



How Minnesota School Funding Works

Levy is one part of the district's revenue system



Property values, pupil units, equalization formulas, prior-year adjustments, and debt schedules can all change the local levy from year to year.



Levy Categories



Voter-Approved Levies

Approved by our community



Operating Referendum



Capital Projects Levy



Debt Service Bonds



Legislatively Authorized Levies

Allowed by state statute



**Long-term Facilities
Maintenance (LTFM)**



Safe Schools



**Lease Levies and other
miscellaneous categories**



Factors Affecting the Levy



Property Values Changes

Growth or decline
in net tax capacity



Enrollment / Adjusted Pupil Units (APUs)

Drives aid
and equalization



State Aid & Equalization

Shifts in state formulas
and aid levels



Inflation & Cost Pressures

Influence future
budget needs



Property Tax Calendar



Key Dates



* **Preliminary Levy Certification:** September of each year

** **Final Levy Certification:** December of each year along with Truth-in-Taxation Hearing



Levy Comparison and Overview

Proposed Preliminary Levy

2026 Payable 2027 for FY 28

A fiscally responsible plan to support our students and community.



\$22,069,666

Total Proposed
Preliminary Levy



1.2%

Overall Increase
from Prior Year



\$256,849

Dollar Amount Increase
from Prior Year



Levy Comparison and Overview

Proposed Preliminary Levy 2026 Payable 2027 for FY 28

Comparison of Actual Tax Levy Payable in 2026 to Proposed Levy Payable in 2027 for FY28

Fund Levy Category	Actual Levy Payable in 2026	Proposed Levy Payable in 2027	\$ Change	% Change
	FY27	FY28	FY27 to Proposed FY28	FY27 to Proposed FY28
Adjusted Pupil Unit Original Assumption	4,107			
Adjusted Pupil Unit (EST) - Updated Estimate	4,126	4,030		
Adjusted Pupil Unit (PRE) - Preliminary Actual (2025-26)				
Adjusted Pupil Unit (ACT) - Final Actual (2024-25)				
General Fund (Fund 01)				
Operating Referendum	\$ 7,756,577	\$ 7,820,067	\$ 63,490	0.8%
Local Optional	\$ 2,973,583	\$ 2,900,679	\$ (72,904)	-2.5%
Equity	\$ 361,687	\$ 317,340	\$ (44,347)	-12.3%
Operating Capital	\$ 480,270	\$ 516,747	\$ 36,477	7.6%
Reemployment Insurance	\$ 20,000	\$ 33,000	\$ 13,000	65.0%
Safe Schools	\$ 147,848	\$ 145,093	\$ (2,755)	-1.9%
Safe Schools Intermediary	\$ 12,896	\$ 12,655	\$ (241)	-1.9%
Career and Technical	\$ 162,309	\$ 170,924	\$ 8,614	5.3%
Annual Other Post-Employment Benefits (OPEB)	\$ 20,253	\$ 20,000	\$ (253)	-1.2%
Long-Term Facilities Maintenance (LTFM)	\$ 675,820	\$ 709,989	\$ 34,169	5.1%
Intermediate Lease Limit	\$ -	\$ 31,585	\$ 31,585	
Building/Land Lease	\$ 644,363	\$ 514,546	\$ (129,817)	-20.1%
Adjustments and Abatements	\$ (655,249)	\$ (112,732)	\$ 542,516	-82.8%
General Fund Total Levy	\$ 12,600,368	\$ 13,079,894	\$ 479,526	3.8%



Levy Comparison and Overview

Proposed Preliminary Levy 2026 Payable 2027 for FY 28

Comparison of Actual Tax Levy Payable in 2026 to Proposed Levy Payable in 2027 for FY28

Fund Levy Category	Actual Levy Payable in 2026	Proposed Levy Payable in 2027	\$ Change	% Change
	FY27	FY28	FY27 to Proposed FY28	FY27 to Proposed FY28
Adjusted Pupil Unit Original Assumption	4,107			
Adjusted Pupil Unit (EST) - Updated Estimate	4,126	4,030		
Adjusted Pupil Unit (PRE) - Preliminary Actual (2025-26)				
Adjusted Pupil Unit (ACT) - Final Actual (2024-25)				
Community Service (Fund 04)				
Basic Community Education	\$ 159,401	\$ 170,934	\$ 11,533	7.2%
Early Childhood Education	\$ 90,248	\$ 98,010	\$ 7,762	8.6%
Home Visting	\$ 4,434	\$ 4,610	\$ 176	4.0%
Adults with Disabilities	\$ 2,548	\$ 2,732	\$ 184	7.2%
School-age Care	\$ 60,000	\$ 60,000	\$ -	0.0%
Adjustments and Abatements	\$ 22,511	\$ (3,029)	\$ (25,540)	-113.5%
Community Service Fund Total Levy	\$ 339,142	\$ 333,258	\$ (5,884)	-1.7%
Debt Service Fund (Fund 07)				
Voter-Approved Debt Service	\$ 7,416,577	\$ 7,412,325	\$ (4,252)	-0.1%
Non-Voter Approved Debt Service	\$ 1,921,479	\$ 1,925,322	\$ 3,843	0.2%
Adjustments and Abatements	\$ (464,748)	\$ (681,133)	\$ (216,385)	46.6%
Debt Service Fund Total Levy	\$ 8,873,308	\$ 8,656,515	\$ (216,793)	-2.4%
Total Property Tax Levy All Funds	\$ 21,812,818	\$ 22,069,666	\$ 256,849	1.2%



Levy Comparison and Overview

Key Factors Impacting the Change

Three areas drive the overall change in the proposed levy.



Lease Levy

 **\$129,817**
DECREASE

\$644,363	→	\$514,546
2025 Payable 2026 (FY 27)		2026 Payable 2027 (FY 28)



Adjustments

 **\$300,591**
INCREASE

Adjustment Detail by Fund

\$542,516	(\$25,540)	(\$216,793)
General Fund Increase	Community Ed Decrease	Debt Excess Decrease



Debt Excess

 **\$216,793**
DECREASE

\$8,873,308	→	\$8,656,515
2025 Payable 2026 (FY 27)		2026 Payable 2027 (FY 28)

Total Proposed Levy Increase

\$256,849

1.2%

Reflects a 1.2% increase from the prior year.



Budget & Levy Adoption Calendar

Qtr - Yr	Q3 - 2026			Q4 - 2026			Q1 - 2027			Q2 - 2027			Q3 - 2027			Q4 - 2027		
Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
 Audit		Audit 2025-26												Audit 2026-27				
 Levy			Prelim Levy*			Levy Cert**									Prelim Levy*			Levy Cert**
 Enrollment				Enrollment													Enrollment	
 Budget							2026-27 Revised Budget			2027-28 Adopted Budget							2027-28 Revised Budget	



* **Preliminary Levy Certification:** September of each year

** **Final Levy Certification:** December of each year along with Truth-in-Taxation Hearing



Next Steps

- Board certifies the preliminary levy
- Hold Truth-in-Taxation hearing to present final figures and receive public comment - **November 30, 2026 at 7:00 pm**
- Board adopts the final 2025 Payable 2026 levy on December 14, 2026.



Recommendation

Administration recommends certifying the Preliminary 2026 Payable 2027 Levy at the maximum to ensure the district retains full flexibility before final adoption in December.





Questions?

Headline

Subhead

Text



7.B. Permanent Fund Transfer - General Fund to Food
Service Fund

Presenter: Pam
Carman, Director of
Finance & Operations



MEMORANDUM

TO: ISD 110 School Board

FROM: Barb Schank, Director of Nutrition Services
Pam Carman, Director of Finance & Operations

DATE: September 28, 2026

SUBJECT: Permanent Fund Transfer - General Fund to Food Service Fund

Purpose

Administration is requesting Board approval of a permanent transfer of \$107,710.75 from the General Fund (Fund 01) to the Food Service Fund (Fund 02) as required following the Minnesota Department of Education's review of the District's school nutrition program.

Background

MDE's review of FY25 Food Service expenditures identified certain costs charged to Fund 02 that, while allowable when appropriately allocated and documented, were not supported by the required documentation. These included certain shared labor, utilities, waste removal, and other shared District costs. The primary issue was the lack of sufficient documentation to substantiate the amounts charged to the school nutrition program.

Because FY25 is closed and the financial audit is complete, the required \$107,710.75 correction will be recorded as a permanent transfer from Fund 01 to Fund 02 in FY26 and disclosed to the District's financial auditors. This represents a one-time FY26 adjustment related to FY25 expenditures identified through MDE's review.

Corrective Action

To ensure future allowable costs are appropriately coded to and funded by the Food Service Fund (Fund 02), Nutrition Services will be required to maintain and provide the documentation necessary to support costs charged to Fund 02. This may include time-and-effort records, itemized invoices, or documented allocation methodologies.

For the Edible Classroom/Garden Program, expenditures will similarly be evaluated based on their actual purpose and benefit to the school meals program, with appropriate documentation maintained to support eligible Fund 02 expenditures.

These documentation requirements will be applied to FY26 expenditures and going forward to ensure allowable Food Service costs are appropriately supported and remain funded by Fund 02.

RECOMMENDATION

Administration recommends that the School Board approve a one-time permanent transfer of \$107,710.75 from the General Fund (Fund 01) to the Food Service Fund (Fund 02).

7.C.Waconia High School Industrial Technology
Ventilation - CNC Table



MEMORANDUM

TO: ISD 110 School Board

FROM: Pam Carman, Director of Finance & Operations
Tim Bisek, Director of Buildings & Grounds

DATE: September 28, 2026

SUBJECT: Waconia High School Industrial Technology Ventilation - CNC Table

Purpose

The purpose of this memo is to request School Board approval to proceed with ventilation improvements in the Waconia High School Industrial Technology area necessary to support operation of the CNC table and provide appropriate make-up air for the metal fabrication shop.

Background

The School Board previously accepted the donation of a Hornet SS 5' x 10' CNC table from Audio Video – Legrand for use in the Waconia High School Industrial Technology program. The equipment was evaluated prior to acceptance and provides expanded opportunities for students in advanced manufacturing, design, and the Entrepreneurship program.

As part of the evaluation and installation planning, the District identified ventilation improvements needed within the Industrial Technology area. The initial work anticipated for the CNC table was relatively limited; however, further review of the existing ventilation system identified the need for a more comprehensive solution to provide adequate make-up air and support the existing exhaust system.

Buildings & Grounds subsequently obtained two proposals for the work. Both proposals include installation of a 4,000 CFM CaptiveAire make-up air unit, placement of the unit on the roof above the metal fabrication shop, associated gas piping and ductwork, reuse of the existing plasma-table exhaust components, and system startup and testing.

Proposals Received

Contractor	Cost Estimate
True Mechanical	\$39,650
Redline Heating & Cooling	\$41,000
Difference	\$1,350

Both proposals include installation of a 4,000 CFM CaptiveAire make-up air unit above the metal fabrication shop, associated gas piping and ductwork, reconnection/reuse of the existing exhaust system, and system startup and testing. True Mechanical's proposal is \$39,650. Redline Heating & Cooling's proposal is \$41,000.

Updated Funding Plan

Based on the \$39,650 recommended proposal, the project would be funded as follows:

Funding Source	Amount
Waconia High School Capital Budget	\$3,000
Entrepreneurship Fund Balance	\$3,000
LTFM	\$33,650
Total	\$39,650

This funding approach is consistent with the plan previously communicated to the Finance Committee: the first \$6,000 of the CNC-related ventilation work is shared equally between the WHS Capital Budget and Entrepreneurship Fund Balance, with costs above that amount supported through LTFM. The significant majority of the overall project relates to the broader ventilation improvements identified in the Industrial Technology area.

Recommendation

Administration recommends that the School Board approve the proposal from True Mechanical in the amount of \$39,650 for the Waconia High School Industrial Technology ventilation project, with funding as outlined above.

True Mechanical
3225 West 180th Street
Jordan, MN 55352
612-494-2496

PROPOSAL



09-17-2026

Waconia High School
1650 Community Dr
Waconia, MN 55378

Metal Shop MUA

Description

- Provide and install 4000CFM Captive Air MUA.
 1. Set MUA on roof above metal fab shop.
 2. Provide and install one MUA drop in curb, end cap, and registers.
 3. Pipe and pressure test gas pipe from MUA to newly installed gas meter located by dust collector.
 4. Reuse and install ductwork and exhaust fan for plasma table exhaust.
 5. Perform start up and test operation.

Clarifications

- Overtime labor rates not included.
- Any service work not listed is not included.
- Mechanical permits included.
- Structural work, painting, patching, building automation, engineering, electrical, and roofing work not included.
- Reuse existing exhaust fan, duct work and motor starters.
- Equipment lead time 3 weeks.

Print	
Sign	
Title	
Date	

Base Bid: \$39,650.00
Price good for 30 days.
Down payment of 25% upon acceptance of proposal. 25% payment due when equipment arrives on site. 50% due after project completion.



GENERAL TERMS AND CONDITIONS

1. All orders are subject to approval by the Credit Department of the Seller.
2. A 1 1/2% per month late payment charge will be applied to all past due invoices.
3. Materials or equipment must not be returned except by prior written approval from Seller. Transportation charges must be prepaid. Items not defective are subject to a 20% restocking charge.
4. Seller calls for its workmanship against defect for thirty (30) days from date the work is completed unless other terms are agreed to in writing by Seller. During that period, Seller will correct the defect in workmanship without charge for labor. Warranty service does not include routine maintenance. Parts, materials, and equipment warranty is limited to the same warranty terms that Seller receives from the manufacturer. Seller shall not be liable for loss, damage, or injury caused by failure or delay in performing services when such failure or delay arises from causes beyond our control.

THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES OR LIABILITIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL SELLER BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES.

5. Purchaser shall assume risk of loss or damage to equipment given by Seller on the date that such equipment is set in place on the job. Purchaser shall insure such equipment and all other work supplied by Seller under this project against loss or damage in an amount sufficient to protect the interests of Seller against ALL RISK of loss. Purchaser shall cause Seller to be added as a named insured on such insurance policy until final payment is made by Purchaser to Seller.

6. Purchaser understands and agrees that:

A. This Proposal does not include the detection, abatement, encapsulation, or removal of asbestos or products, materials, or equipment holding asbestos. In the event that Seller encounters any asbestos product or material in the course of performing its work, Seller shall have the right to discontinue its work and remove its employees from the project site, or that portion of the project site wherein such product or material was encountered, until such product or materials, and any hazards connected therewith are abated, encapsulated, or removed, and/or it is determined that no hazard exists; further, Seller shall receive an extension of time to complete its work, and/or comply with its obligations under this Proposal.

B. Seller may rely upon Purchaser's representations and warranties concerning asbestos and Purchaser's compliance with Asbestos Evaluation Requirements. Any other site investigation requirements notwithstanding, Seller shall have no duty to name, detect, or evaluate asbestos.

C. To the extent allowed by law, Purchaser shall defend, indemnify, and hold Seller harmless for any and all penalties, actions, liabilities, and damages arising from or relating to asbestos at this project site, including without limitation: installation, disturbance, or removal of any product holding asbestos or violation of governmental regulations relating to asbestos. Purchaser releases Seller from all claims and liability relating to asbestos at this project site, including claims for subrogation.

7. All agreements are contingent upon strikes, fire, flood, accidents, or delays caused by circumstances beyond our control.

Seller agrees that it will not discriminate against or harass any employee or applicant for employment because of race, color, creed, religion, disability, national origin, sex, member or activity in a local commission, sexual orientation, age, marital status, status about public aid or any other characteristic protected by law and will include a similar provision in subcontracts entered into for the performance hereof.



Redline Heating and Cooling

1187 Hidden creek Blvd
Mayer, Minnesota 55360

6125011041

Redline-mn.com

Mike@redline-mn.com

Redline Heating and Cooling 1640

SENT

Name: Waconia high School

Phone:

Email: tbisek@isd110.org

Address:

1650 Community Drive
Waconia, Minnesota 55387

Date: Sep 4, 2026

Expiration Date: Sep 30, 2026

Status: Sent

Author: Mike Oltrogge

Metal Shop Make-Up Air Unit Installation

Metal Shop Make-Up Air Unit Installation
Scope of Work

Redline Heating & Cooling will provide all labor and materials necessary to complete the following work:

Furnish and install one (1) 4,000 CFM CaptiveAire Make-Up Air Unit (MUA).

Set the MUA on the roof above the metal fabrication shop.

Provide and install a roof curb, end cap, supply drop, and registers.

Install and pressure test the gas piping from the new MUA to the newly installed gas meter located near the dust collector.

Reinstall and reconnect the existing ductwork and exhaust fan serving the plasma table exhaust system.

Perform equipment startup, testing, and verify proper system operation.

Clarifications & Exclusions

Overtime labor is not included.

Any work not specifically listed in this proposal is excluded.

Mechanical permits are included.

Structural modifications, painting, patching, building automation, engineering, electrical work, and roofing are excluded.

Existing exhaust fan, ductwork, and motor starters will be reused where applicable.

Estimated equipment lead time is approximately three (3) weeks.

Base Bid

\$41,000.00

Payment Terms

Proposal is valid for 30 days.

50% deposit due upon acceptance of this proposal.

Remaining 50% due upon project completion.

Item	Unit Price	Quantity	Amount
Make Up Air	\$41,000.00	1	\$41,000.00

We appreciate your business!

□□□□ Leave us a Google Review:

https://g.page/r/CeydfQ_9TIBYEBM/review

Subtotal **\$41,000.00**

Total **\$41,000.00**

Amount Paid **\$0.00**

Amount Due **\$20,500.00**

Schedule future service online:

<https://redline-mn.com>

Terms & Conditions: Payment is due upon receipt unless otherwise stated. A **3% late fee** applies to past-due invoices, and unpaid balances accrue **3% interest per month, compounded monthly**. Customer agrees to pay all late fees, interest, and collection costs. Work is limited to the written scope; additional labor, materials, refrigerant, glycol, permits, after-hours service, or trip charges are billed separately. Redline Heating & Cooling provides a **limited one (1) year labor/workmanship warranty** on newly installed equipment unless noted otherwise; manufacturer warranties apply. Redline is not responsible for pre-existing conditions, aging or neglected systems, prior repairs, or components not supplied or installed by Redline, including customer-supplied materials. Customer must provide safe access. All installed materials remain property of Redline until paid in full. Scheduling service or making payment constitutes acceptance of these terms.



MEMORANDUM

TO: ISD 110 Finance Committee

FROM: Pam Carman, Director of Finance & Operations
Paul Sparby, Waconia High School Principal
Tim Bisek, Director of Buildings & Grounds

DATE: September 8, 2025

SUBJECT: Donation - CNC Table for Waconia High School Industrial Technology

Purpose

The purpose of this memo is to provide the Finance Committee with background information and request feedback regarding the acceptance of a CNC table donation for Waconia High School. Following evaluation and confirmation of its condition by Waconia Sackett, we recommend moving forward with accepting this donation. While the equipment itself is a generous contribution, installation requires ventilation upgrades estimated at \$4,000–\$8,000. Because this donation will necessitate a district investment, we believe it is best practice to bring it to the Finance Committee first for review prior to advancing to the full School Board.

Background and Equipment Information

This donation opportunity arose through a community connection.

- **Donor Information:**
Audio Video – Legrand
6436 City West Parkway
Eden Prairie, MN 55344
- **Donor's Relationship with ISD 110:**
Several parents of ISD 110 students are employed at Legrand, and the connection to Waconia Public Schools came through those relationships.
- **Equipment Description:**
Hornet SS 5 ft. x 10 ft. CNC Table
Manufacturer: Retro Systems
Year: 2015 | Age: 10 years | Estimated minimal use
Donor-provided demonstration confirmed excellent working condition.

- **Estimated Value:**
New – \$69,475
Used – \$50,000
Delivery costs are also covered by donor.
- **Evaluation of Equipment:**
Sackett-Waconia assisted the district in evaluating the equipment to ensure suitability and safety for student use.

Instructional Use

The CNC table will serve as a significant enhancement to the Industrial Technology curriculum and will also provide opportunities for integration with the Entrepreneurship program. Students will gain hands-on experience in advanced manufacturing and design processes, and products developed through Entrepreneurship sales may be fabricated using this equipment. This aligns directly with district goals of expanding real-world learning opportunities and career readiness pathways.

Funding

To make the CNC table operational in the high school setting, ventilation upgrades are required. The estimated cost for these ventilation upgrades is between \$4,000-\$8,000

- The first \$6,000 (if applicable) will be covered:
 - 50% from the High School Capital Budget
 - 50% from the Entrepreneurship fund balance
- Any costs exceeding \$6,000 will be supported by the Long-Term Facilities Maintenance (LTFM) budget.

Next Steps

- Finance Committee review and feedback regarding funding approach and donation acceptance.
- Pending Finance Committee recommendation, bring donation forward to the full School Board for approval.

Recommendation

This donation represents a high-value investment in student learning at a minimal cost to the district. We recommend moving this donation forward for Board approval. We extend appreciation to Audio Video – Legrand for their generosity and to Waconia Sackett for their assistance in evaluating the equipment.



MEMORANDUM

TO: ISD 110 Finance Committee

FROM: Pam Carman, Director of Finance & Operations
Tim Bisek, Director of Buildings & Grounds

DATE: December 8, 2025

SUBJECT: Donation - CNC Table for Waconia High School Industrial Technology

Purpose

The purpose of this memo is to provide the School Board with an update regarding the proposed donation of a CNC table to Waconia High School and to outline the associated ventilation requirements and funding plan. A detailed overview of the equipment, instructional value, and initial evaluation was presented to the Finance & Facilities Committee on September 8, 2025 (attached).

Summary of Donation

- Donor: Audio Video – Legrand
- Equipment: Hornet SS 5' x 10' CNC Table (Retro Systems, 2015)
- Estimated Value: ~\$50,000 used (new value \$69,475)
- Delivery: Covered by donor
- Condition: Excellent; confirmed through demonstration and third-party evaluation by Sackett-Waconia

This donation represents a significant enhancement to the Industrial Technology program and provides expanded opportunities for integration with the Entrepreneurship program, aligning with ISD 110's career and technical education goals.

Ventilation Needs & Funding Plan

1. Ventilation Required for CNC Operation (Donation-Related)

As outlined in the Finance Committee memo (Attachment A), the CNC table requires specific ventilation enhancements to operate safely in the Industrial Technology space.

- **Estimated Cost:** \$4,000–\$8,000
- **Funding Plan for First \$6,000:**
 - 50% – WHS Capital Budget
 - 50% – Entrepreneurship Fund Balance
- **Any Amount Above \$6,000:** LTFM

2. Additional Ventilation Repairs (Not Related to Donation)

During the ventilation assessment conducted as part of due diligence, Buildings & Grounds identified other ventilation deficiencies in the Industrial Technology area that pose safety concerns for existing instructional activities. These repairs:

- Are not caused by the CNC table
- Are not required because of the donation
- Are necessary regardless, to ensure a safe and compliant instructional environment

Estimated Range: \$28,000 - \$38,000

Funding Source: LTFM

These repairs will proceed independently of the donation and are being noted here for transparency.

Next Steps

We are seeking the Finance Committee's guidance related to:

- Including the Donation Acceptance Form on the Consent Agenda as an action item on the December 15, 2025 Board meeting, and
- What key information should be shared with the full School Board to support a clear and informed acceptance related to this donation

Your feedback will help ensure the donation is processed in a transparent and well-aligned manner.

8. DISCUSSION ITEMS

9. BOARD COMMITTEE REPORTS

9.A. Self-Governance & Superintendent Relations
Committee

9.B. Finance & Facilities Committee

9.C. Policy & Advocacy Committee

9.D. Schools Advocating for Fair Funding (SAFF)
Representative

9.E. Southwest Metro Intermediate District 288
Representative

9.F. MSHSL Representative

9.G. Special Education Advisory Council

9.H. Community Education Advisory Council
Representative

9.I. Teaching & Learning Advisory Council
Representative

9.J. City of Waconia Liaison

10. ADJOURNMENT