



**INDEPENDENT SCHOOL DISTRICT NO. 108**  
**NORWOOD YOUNG AMERICA, MN 55368**  
**AGENDA: Monday, May 23, 2022**



**6:00 PM Meeting**  
**High School Media Center**

A. PROCEDURAL ITEMS:

Board Chair

1. Call to order

Board Chair

call the meeting to order

2. Roll Call

Board Chair

3. Pledge of Allegiance

Board Chair

4. Approval of Agenda

Board Chair

Board members can amend the presented agenda by adding, removing or adjusting items to suit the needs of a particular meeting.

5. Consent Agenda

Board Chair

a) Approval of Minutes

April 25, 2022 Regular Board Meeting Minutes

b) Payment of Invoices

c) Correspondence

d) Approve Field Trip(s)

e) Human Resources Items:

1. Retirement

a).

2. Lane Change

a).

3. Resignations

a).

4. Non-Renewal

a).

5. New Hires

a). Richard Larson - Secondary Principal

6. Leave of Absence

f) Extra Curricular Assignments

g) Volunteer Coaches:

5

6. Acceptance of Gifts

Board Chair

\$1,000.00 from Clinton Knops to Band for program support

\$2,000.00 from Elroy Latzig to Band for program support

\$2,000.00 from Elroy Latzig to Volleyball for program support

\$10,000.00 from Central Music Boosters for Risers

\$100.00 from Carver SWCD to Envirothon for program support

\$1,994.81 Central Boys Basketball Assoc for uniforms and Supplies

B. PUBLIC FORUM

Board Chair

During the Public Forum any person may address the School Board on a topic of interest or concern. Listed below are the procedures.

1. Public Forum will follow the Procedural Items on the agenda.

2. Public Forum will be open up to 30 minutes (3 minutes per speaker, 10 minutes per topic, and no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided.

3. Those wishing to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district official at the meeting

4. Questions may be asked on any topic, including those on the agenda.

5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Under School Board Policy 206, complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.

6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided, a phone call from an appropriate school district official will be made as a follow-up.

7. A handout on the purpose of School Board meetings and the meeting process is available at each School Board meeting.

8. Citizens may be asked to address the school board on a particular subject during the discussion of that item.

9. The School Board chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.

C. INFORMATIONAL ITEMS: MONTHLY REPORTS

Board Chair

1. Student Council

Board Chair

2. Student Representative

Board Chair

- 3. Superintendent  
Board Chair

- 4. Board

Board Chair

Minnesota State High School League  
Representative: Strickfaden; Alt: Latzig

Community Education Board  
Representatives: Evenski; Latzig

Southwest Metro Educational Coop  
Representative: Schug Alt: Latzig

Technology Committee  
Representatives: Lehrke, Erickson, Alt: Evenski

Community Development/County & City Liaison  
Representative: Latzig; Alt: Eischens

Finance Committee  
Representative: Strickfaden: Alt: Latzig

Policy Committee:  
Representatives: Erickson, Evenski, Eischens

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***Negotiation Committees:***

MN School Employees Association:  
Representatives: Evenski, Strickfaden, Eischens

Teachers Association:  
Representatives: Latzig, Lehrke, Schug

Superintendent:  
Representatives: Erickson, Schug, Latzig

Principals/Administration:  
Representatives Evenski, Lehrke, Eischens

Non-Union Support Staff, Technology Director, Community Ed. Director:  
Representatives Evenski, Erickson, Eischens

**D. DISCUSSION ITEMS**

Board Chair

- 1. Nexus Building Update
- 2. FY23 Preliminary Budget

**E. OPERATIONAL ITEMS**

Board Chair

1. Consideration of Building Projects Budget
  2. Consideration of Resolution to remove JoAn Carlson from Central Public Schools Bank signature cards and add Amy Groschen 41
  3. Consideration of Food Service Management Contract (Taher) for 2022-2023 school year 42
  4. Consideration of Dashir Contract 112
  5. Consideration of MSHSL Membership Resolution 114
  6. Consideration of Safe School Resolution 116
  7. Consideration of LTFM Resolution 118
  8. Consideration of Resolution for Jennifer Schramm unrequested leave of absence 122
  9. Consideration to Terminate a Teaching Position 124
- F. NEXT BOARD MEETING  
Board Chair  
Monday June 27, 2022 @ CHS Media Center
- G. ADJOURNMENT  
Board Chair

April 25, 2022 Board Meeting  
Monday, April 25, 2022 6:00 PM Central

Central Elementary Media Center  
655 7th Street  
NYA, MN 55368

Sara Eischens: Present  
Shelby Erickson: Present  
Nicole Evenski: Present  
Elroy Latzig: Present  
Sarah Lehrke: Present  
Rich Schug: Present  
Kyle Strickfaden: Present

Present: 7.

\*\*Member Erickson in attendance via telephone\*\*

T Schochenmaier

A Franck

G Feist (student Council)

H Smith (Student Council)

C Willems (Student Council)

Nexus representative

## A. PROCEDURAL ITEMS:

A.1. Call to order

A.2. Roll Call

A.3. Pledge of Allegiance

A.4. Approval of Agenda

Move to approve the agenda as presented/amended: roll call vote; Schug Lehrke Strickfaden Erickson Eischens Latzig Evenski. This motion, made by Nicole Evenski and seconded by Sarah Lehrke, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea,  
Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

A.5. Consent Agenda

Move to approve Consent agenda as presented: Roll call Vote Evenski Latzig Eischens Erickson Strickfaden Lehrke Schug. This motion, made by Sara Eischens and seconded by Rich Schug, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea,  
Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

A.6. Acceptance of Gifts

Move to approve gifts: Roll call vote Schug Lehrke Strickfaden Erickson Eischens Latzig Evenski. This motion, made by Rich Schug and seconded by Sarah Lehrke, Carried.  
Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea,  
Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

## B. PUBLIC FORUM

## C. INFORMATIONAL ITEMS: MONTHLY REPORTS

C.1. Student Council

C.2. Student Representative

C.3. Superintendent

C.4. Board

## D. DISCUSSION ITEMS

D.1. Student Engagement Study

D.2. Principal Hiring Timeline/Process

D.3. Building Update

## E. OPERATIONAL ITEMS

E.1. Consideration of 2022 contract for Amy Groschen

Move to approve 21-22 Contract A Groschen: Roll Call vote: Schug Lehrke Strickfaden Erickson Eischens Latzig Evenski. This motion, made by Sara Eischens and seconded by Sarah Lehrke, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea,  
Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

E.2. Consideration of 2022-2024 Confidential Office Employee Contract (L. Peterson, A. Franck, A. Groschen)

Move to approve contract as presented: Roll Call Vote: Evenski Latzig Eischens Erickson Strickfaden Lehrke Schug. This motion, made by Rich Schug and seconded by Sarah Lehrke, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea,  
Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

E.3. Consideration of LPN Contract (L. Gales)

Move to Approve contract as presented: Roll Call Schug Lehrke Strickfaden Erickson Eischens Latzig Evenski. This motion, made by Sara Eischens and seconded by Nicole Evenski, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea,  
Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

E.4. Consideration of IT Director Contract (S. Anderson)

Move to approve contract as presented Roll Call Evenski Latzig Eischens Erickson Strickfaden Lehrke Schug. This motion, made by Sarah Lehrke and seconded by Sara Eischens, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea, Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

E.5. Consideration of Public Bids

Move to approve recommended awarded bid scopes and rejected bids with award letters as presented: Roll Call Schug Lehrke Strickfaden Erickson Eischens Latzig Evenski. This motion, made by Sara Eischens and seconded by Sarah Lehrke, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea, Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

E.6. Consideration of Revised Budget

Move to approve revised budget as presented: Roll call Evenski Latzig Eischens Erickson Strickfaden Lehrke Schug. This motion, made by Rich Schug and seconded by Sarah Lehrke, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea, Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

F. NEXT BOARD MEETING

G. ADJOURNMENT

Move to adjourn meeting (6:55PM) Schug Lehrke Strickfaden Erickson Eischens Latzig Evenski. This motion, made by Sarah Lehrke and seconded by Nicole Evenski, Carried.

Sara Eischens: Yea, Shelby Erickson: Yea, Nicole Evenski: Yea, Elroy Latzig: Yea, Sarah Lehrke: Yea, Rich Schug: Yea, Kyle Strickfaden: Yea  
Yea: 7, Nay: 0

Norwood-Young America School  
April 2022 Misc. Payments

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void		Amount
												Date		
GEN1	p21025	53775		Wire	1	2468	R2 MASTERCARD - HARRIS BANK		No	Yes	No	04/07/2022		3,289.15
GEN1	p21025	53776		Wire	1	4091	MASTERCARD - HARRIS BANK		No	Yes	No	04/07/2022		7,510.84
GEN1	p21025	53914		Wire	1	01606	CENTERPOINT ENERGY		No	Yes	No	04/29/2022		17,562.25
GEN1	p21025	53915		Wire	1	09609	XCEL ENERGY		No	Yes	No	04/29/2022		21,922.09
GEN1	p21025	53916		Wire	1	2728	BREMER BANK, NA28		No	Yes	No	04/29/2022		88.30
GEN1	p21025	53917		Wire	1	3904	FURTHER-SELECT ACCOUNT		No	Yes	No	04/29/2022		208.80
GEN1	p21025	53918		Wire	1	5002	WASTE MANAGEMENT OF WI-MN		No	Yes	No	04/29/2022		2,070.90
GEN1	p21025	53919		Wire	1	6605	ELEYO	S Corporation	No	Yes	No	04/29/2022		2,987.47
GEN1	p21025	53765	39844	Check	1	6548	CAMBRIDGE-ISANTI HIGH SCHOOL SPEE		Yes	Yes	No	04/04/2022		54.00
GEN1	p21025	53764	39845	Check	1	5620	DOMINOS PIZZA		Yes	Yes	No	04/04/2022		210.00
GEN1	p21025	53763	39846	Check	1	5189	GLENCOE BASEBALL ASSOCIATION		Yes	Yes	No	04/04/2022		1,300.00
GEN1	p21025	53762	39847	Check	1	00483	ISD #466-DASSEL-COKATO SCHOOLS		Yes	Yes	No	04/04/2022		70.00
GEN1	p21025	53766	39848	Check	1	6729	THEIN MOVING CO.	S Corporation	Yes	Yes	No	04/04/2022		1,500.00
GEN1	p21025	53767	39849	Check	1	6063	SAM'S CLUB - SYNCHRONY BANK		Yes	Yes	No	04/06/2022		571.63
GEN1	p21025	53780	39850	Check	1	3213	CENTURYLINK		Yes	Yes	No	04/08/2022		611.67
GEN1	p21025	53779	39851	Check	1	2382	CITY OF COLOGNE		Yes	Yes	No	04/08/2022		62.61
GEN1	p21025	53785	39852	Check	1	6731	GOETZ, EMMA/HENNEPIN TECHNICAL C		Yes	Yes	No	04/08/2022		200.00
GEN1	p21025	53784	39853	Check	1	6706	INTL SOCIETY FOR TECHNOLOGY IN EC		Yes	Yes	No	04/08/2022		11,150.00
GEN1	p21025	53782	39854	Check	1	6545	MARCO TECHNOLOGIES LLC	LLC - Partnership	Yes	Yes	No	04/08/2022		2,346.81
GEN1	p21025	53783	39855	Check	1	6553	RAIDERS BASEBALL CLUB		Yes	Yes	No	04/08/2022		2,000.00
GEN1	p21025	53778	39856	Check	1	00318	REGION 4A MSHSL	C Corporation	Yes	Yes	No	04/08/2022		260.00
GEN1	p21025	53781	39857	Check	1	3713	ROCHESTER TELECOM SYSTEMS, INC		Yes	Yes	No	04/08/2022		41.33
GEN1	p21025	53792	39858	Check	1	5342	HERD, KEITH		Yes	No	No	04/14/2022		150.00
GEN1	p21025	53789	39859	Check	1	00182	HOME SOLUTIONS UNLIMITED		Yes	Yes	No	04/14/2022		364.38
GEN1	p21025	53791	39860	Check	1	2145	KOESTER, TROY		Yes	No	No	04/14/2022		88.00
GEN1	p21025	53790	39861	Check	1	1880	ROISUM, DENNIS	Ind/Sole Proprietor	Yes	No	No	04/14/2022		88.00
GEN1	p21025	53808	39868	Check	1	00505	LANO EQUIPMENT		Yes	Yes	No	04/19/2022		21,885.00
GEN1	p21025	53872	39932	Check	1	00278	MN STATE HIGH SCHOOL LEAGUE		Yes	No	No	04/21/2022		200.00
GEN1	p21025	53873	39933	Check	1	00816	ISD #2397 - LESUEUR-HENDERSON		Yes	No	Yes	04/22/2022		200.00
GEN1	p21025	53873	39933	Check	1	00816	ISD #2397 - LESUEUR-HENDERSON		Yes	No	Yes	04/25/2022		(200.00)
GEN1	p21025	53875	39934	Check	1	5327	ISD #2805 ZUMBROTA-MAZEPPA PUBLIC		Yes	No	No	04/22/2022		250.00
GEN1	p21025	53874	39935	Check	1	4588	MINNEAPOLIS MARRIOTT		Yes	No	No	04/22/2022		427.15
GEN1	p21025	53876	39936	Check	1	5321	DVORAK, KATHY		Yes	No	No	04/22/2022		260.00
GEN1	p21025	53894	39938	Check	1	00323	JONES SCHOOL SUPPLY CO. INC.		Yes	No	Yes	04/28/2022		0.00
GEN1	P21025	53899	39939	Check	1	4946	BSN SPORTS LLC		Yes	No	Yes	04/28/2022		0.00
GEN1	P21025	53901	39940	Check	1	6735	ELYEA-WHEELER, KURT	Ind/Sole Proprietor	Yes	No	Yes	04/28/2022		0.00
GEN1	P21025	53900	39941	Check	1	6734	GRUNDHOFER, MARK	Ind/Sole Proprietor	Yes	No	Yes	04/28/2022		0.00
GEN1	P21025	53895	39942	Check	1	05692	ISD #2310 - SIBLEY EAST		Yes	No	Yes	04/28/2022		0.00
GEN1	P21025	53898	39943	Check	1	1909	MUSIC THEATRE INTERNATIONAL		Yes	No	Yes	04/28/2022		0.00
GEN1	P21025	53896	39944	Check	1	1578	PIECHOWSKI, DENNIS	Ind/Sole Proprietor	Yes	No	Yes	04/28/2022		0.00
GEN1	P21025	53897	39945	Check	1	1880	ROISUM, DENNIS	Ind/Sole Proprietor	Yes	No	Yes	04/28/2022		0.00
GEN1	p21025	53907	39946	Check	1	4946	BSN SPORTS LLC		Yes	No	No	04/28/2022		58.24
GEN1	p21025	53909	39947	Check	1	6735	ELYEA-WHEELER, KURT	Ind/Sole Proprietor	Yes	No	No	04/28/2022		88.00
GEN1	p21025	53908	39948	Check	1	6734	GRUNDHOFER, MARK	Ind/Sole Proprietor	Yes	No	No	04/28/2022		88.00
GEN1	p21025	53903	39949	Check	1	05692	ISD #2310 - SIBLEY EAST		Yes	No	No	04/28/2022		150.00
GEN1	p21025	53902	39950	Check	1	00323	JONES SCHOOL SUPPLY CO. INC.		Yes	No	No	04/28/2022		72.00
GEN1	p21025	53906	39951	Check	1	1909	MUSIC THEATRE INTERNATIONAL		Yes	No	No	04/28/2022		1,957.37
GEN1	p21025	53904	39952	Check	1	1578	PIECHOWSKI, DENNIS	Ind/Sole Proprietor	Yes	No	No	04/28/2022		88.00
GEN1	p21025	53905	39953	Check	1	1880	ROISUM, DENNIS	Ind/Sole Proprietor	Yes	No	No	04/28/2022		88.00

Bank Total: \$102,319.99

Report Total: \$102,319.99

Norwood-Young America School  
 April 2022 Student Activity Payments

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
SA	PSA210	53772	14455	Check	2	5480	ANDERSON'S		Yes	Yes	No	04/06/2022	1,964.53
SA	PSA210	53768	14456	Check	2	5388	BSN SPORTS LLC		Yes	Yes	No	04/06/2022	2,246.23
SA	PSA210	53770	14457	Check	2	5408	General Fund		Yes	Yes	No	04/06/2022	2,464.37
SA	PSA210	53769	14458	Check	2	5401	Jim Mesik		Yes	Yes	No	04/06/2022	35.77
SA	PSA210	53771	14459	Check	2	5468	KNG SPORTS		Yes	Yes	No	04/06/2022	1,100.00
SA	PSA210	53773	14460	Check	2	5532	NEFF		Yes	No	No	04/06/2022	290.06
SA	PSA210	53774	14461	Check	2	5615	PENNIES FOR PATIENTS		Yes	Yes	No	04/06/2022	300.00
SA	PSA210	53777	14462	Check	2	6055	SCHOLASTIC BOOK FAIRS		Yes	Yes	No	04/08/2022	104.71
SA	PSA210	53787	14463	Check	2	5480	ANDERSON'S		Yes	Yes	No	04/14/2022	814.86
SA	PSA210	53786	14464	Check	2	5408	General Fund		Yes	Yes	No	04/14/2022	1,011.20
SA	PSA210	53788	14465	Check	2	6713	NOELDNER, EMILY		Yes	Yes	No	04/14/2022	31.31
SA	PSA210	53879	14466	Check	2	5472	ACKERMANN, TINA		Yes	No	No	04/22/2022	16.96
SA	PSA210	53877	14467	Check	2	5388	BSN SPORTS LLC		Yes	Yes	No	04/22/2022	344.26
SA	PSA210	53878	14468	Check	2	5408	General Fund		Yes	Yes	No	04/22/2022	305.74
SA	PSA210	53884	14469	Check	2	6737	HONKOMP, ANGIE		Yes	Yes	No	04/22/2022	16.98
SA	PSA210	53882	14470	Check	2	5688	J&K TROPHY HOUSE		Yes	Yes	No	04/22/2022	297.10
SA	PSA210	53881	14471	Check	2	5668	LIFETOUCH NSS ACCTS RECEIVABLE		Yes	Yes	No	04/22/2022	430.89
SA	PSA210	53883	14472	Check	2	6736	LONG LAKE CONSERVATION CENTER		Yes	No	No	04/22/2022	7,122.00
SA	PSA210	53880	14473	Check	2	5500	MN FFA		Yes	Yes	Yes	04/22/2022	0.00
SA	PSA210	53886	14474	Check	2	6738	CARVER-SCOTT HUMANE SOCIETY		Yes	No	No	04/22/2022	52.00
SA	PSA210	53885	14475	Check	2	5500	MN FFA		Yes	No	No	04/22/2022	66.00
SA	PSA210	53910	14476	Check	2	5388	BSN SPORTS LLC		Yes	No	No	04/28/2022	316.40
SA	PSA210	53913	14477	Check	2	6458	FLORAL DEFINED LLC		Yes	No	No	04/28/2022	426.50
SA	PSA210	53911	14478	Check	2	5408	General Fund		Yes	No	No	04/28/2022	663.57
SA	PSA210	53912	14479	Check	2	5670	MN HISTORICAL SOCIETY		Yes	No	No	04/28/2022	456.00

Bank Total: \$20,877.44

Report Total: \$20,877.44

### May 5-2022 PAYROLL

GROSS PAY	\$275,977.44
FEDERAL TAX	(19,912.56)
MN STATE TAX	(9,852.40)
OASDI	(16,092.00)
MEDICARE	(3,763.51)
PERA	(3,277.09)
TRA	(16,398.64)
ANNUITIES	(4,893.89)
FLEX	(16,449.72)
VOLUNTARIES	(5,334.71)
NET PAYROLL	<u><u>\$180,002.92</u></u>

### May 20-2022 PAYROLL

GROSS PAY	\$346,621.32
FEDERAL TAX	(26,060.07)
MN STATE TAX	(12,768.02)
OASDI	(20,474.95)
MEDICARE	(4,788.46)
PERA	(3,465.35)
TRA	(20,975.41)
ANNUITIES	(4,893.89)
FLEX	(16,449.60)
VOLUNTARIES	(1,193.41)
NET PAYROLL	<u><u>\$235,552.16</u></u>

**Norwood-Young America School  
May 5 & May 20 Payroll Taxes & Liabilities**

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Amount	
									Print	Recon	Void		Date
GEN1	p21131	53888		Wire	1	04035	TEACHERS RETIREMENT ASSOC		No	No	No	05/05/2022	34,633.94
GEN1	p21131	53889		Wire	1	05255	DEPARTMENT OF THE TREASURY		No	No	No	05/05/2022	59,623.58
GEN1	p21131	53890		Wire	1	06027	COMMISSIONER OF REVENUE		No	No	No	05/05/2022	9,852.40
GEN1	p21131	53891		Wire	1	3785	EDUCATORS FINANCIAL SERVICES		No	No	No	05/05/2022	8,179.32
GEN1	p21131	53892		Wire	1	3904	FURTHER-SELECT ACCOUNT		Yes	No	Yes	05/05/2022	0.00
GEN1	p21131	53893		Wire	1	3904	FURTHER-SELECT ACCOUNT		No	No	No	05/05/2022	1,026.25
GEN1	p21131	53972		Wire	1	00150	BLUE CROSS & BLUE SHIELD		No	No	No	05/20/2022	19,539.50
GEN1	p21131	53973		Wire	1	01780	MN CHILD SUPPORT PAYMENT CTR		No	No	No	05/20/2022	439.00
GEN1	p21131	53974		Wire	1	04035	TEACHERS RETIREMENT ASSOC		No	No	No	05/20/2022	44,300.05
GEN1	p21131	53975		Wire	1	05255	DEPARTMENT OF THE TREASURY		No	No	No	05/20/2022	76,586.89
GEN1	p21131	53976		Wire	1	06027	COMMISSIONER OF REVENUE		No	No	No	05/20/2022	12,768.02
GEN1	p21131	53977		Wire	1	2260	AFLAC		No	No	No	05/20/2022	166.98
GEN1	p21131	53978		Wire	1	3785	EDUCATORS FINANCIAL SERVICES		No	No	No	05/20/2022	8,179.32
GEN1	p21131	53979		Wire	1	3904	FURTHER-SELECT ACCOUNT		No	No	No	05/20/2022	1,277.22
GEN1	p21131	53980		Wire	1	5699	MN PUBLIC EMPLOYEES INSURANCE PF		No	No	No	05/20/2022	54,728.94
GEN1	p21131	53887	39937	Check	1	04034	PERA		Yes	No	No	05/05/2022	7,058.33
GEN1	p21131	53969	39986	Check	1	07999	C.E.A.		Yes	No	No	05/20/2022	4,093.30
GEN1	p21131	53970	39987	Check	1	1439	DELTA DENTAL PLAN OF MN		Yes	No	No	05/20/2022	4,702.04
GEN1	p21131	53966	39988	Check	1	01140	MADISON NAT'L LIFE INS CO INC.		Yes	No	No	05/20/2022	1,138.31
GEN1	p21131	53968	39989	Check	1	06032	MINNESOTA SCHOOL EMP ASSOC		Yes	No	No	05/20/2022	789.90
GEN1	p21131	53971	39990	Check	1	3796	NATIONAL INSURANCE SERVICES OF WI		Yes	No	No	05/20/2022	379.60
GEN1	p21131	53965	39991	Check	1	00808	NCPERS Group Life Ins.		Yes	No	No	05/20/2022	48.00
GEN1	p21131	53967	39992	Check	1	04034	PERA		Yes	No	No	05/20/2022	7,463.81

Bank Total: \$356,974.70

Report Total: \$356,974.70

Norwood-Young America School  
May 23 2022 Board Bills

													Pay/Void	
Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Date	Amount	
GEN1	P21126	54044	39993	Check	1	6747	212 EQUIPMENT		Yes	No	No	05/23/2022	86.98	
GEN1	P21126	54018	39994	Check	1	4880	ALEXANDRIA WINNELSON CO.		Yes	No	No	05/23/2022	258.47	
GEN1	P21126	54021	39995	Check	1	5123	ANDERSON, STEVEN		Yes	No	No	05/23/2022	80.00	
GEN1	P21126	54002	39996	Check	1	1294	APPLAUSE LEARNING RESOURCES		Yes	No	No	05/23/2022	43.81	
GEN1	P21126	54032	39997	Check	1	6412	AVIBEN		Yes	No	No	05/23/2022	123.35	
GEN1	P21126	54033	39998	Check	1	6435	BRICK & BREW PROPERTIES LLC		Yes	No	No	05/23/2022	1,849.71	
GEN1	P21126	54020	39999	Check	1	4946	BSN SPORTS LLC		Yes	No	No	05/23/2022	2,744.69	
GEN1	P21126	53994	40000	Check	1	01698	CARVER COUNTY PARKS		Yes	No	No	05/23/2022	5,647.50	
GEN1	P21126	53987	40001	Check	1	00548	CENTRAL PUBLIC SCHOOLS		Yes	No	No	05/23/2022	643.00	
GEN1	P21126	53982	40002	Check	1	00061	CITY OF NORWOOD YOUNG AMERICA		Yes	No	No	05/23/2022	3,309.11	
GEN1	P21126	54041	40003	Check	1	6740	CROW RIVER ATHLETICS		Yes	No	No	05/23/2022	1,520.00	
GEN1	P21126	54037	40004	Check	1	6558	CROWN GLOBAL HR, LLC	Ind/Sole Proprietor	Yes	No	No	05/23/2022	5,250.00	
GEN1	P21126	54001	40005	Check	1	1275	CUSTOM TEE'S		Yes	No	No	05/23/2022	2,985.00	
GEN1	P21126	54003	40006	Check	1	1442	DALCO		Yes	No	No	05/23/2022	2,612.54	
GEN1	P21126	54009	40007	Check	1	2721	DASHIR MANAGEMENT SERVICES INC		Yes	No	No	05/23/2022	37,544.73	
GEN1	P21126	54025	40008	Check	1	5944	DAUGS, JENNIFER		Yes	No	No	05/23/2022	100.00	
GEN1	P21126	54023	40009	Check	1	5321	DVORAK, KATHY		Yes	No	No	05/23/2022	14.52	
GEN1	P21126	53990	40010	Check	1	00666	ECOLAB PEST ELIMINATION DIVISION		Yes	No	No	05/23/2022	522.64	
GEN1	P21126	54026	40011	Check	1	5964	ENVIRONMENTAL TESTING & INSPECTIO		Yes	No	No	05/23/2022	4,062.10	
GEN1	P21126	54042	40012	Check	1	6744	FOLLETT CONTENT SOLUTIONS LLC	LLC - Partnership	Yes	No	No	05/23/2022	2,974.05	
GEN1	P21126	54013	40013	Check	1	3535	FOUR POINT 0 SCHOOL SERVICES		Yes	No	No	05/23/2022	99,105.09	
GEN1	P21126	54035	40014	Check	1	6468	GARCIA-SANCHEZ, FLORMIRA		Yes	No	No	05/23/2022	40.00	
GEN1	P21126	53999	40015	Check	1	09024	HILGERS PLUMBING & HEATING INC		Yes	No	No	05/23/2022	500.00	
GEN1	P21126	53983	40016	Check	1	00131	HILLYARD/HUTCHINSON		Yes	No	No	05/23/2022	163.99	
GEN1	P21126	53984	40017	Check	1	00192	HOUGHTON MIFFLIN HARCOURT		Yes	No	No	05/23/2022	310.28	
GEN1	P21126	54010	40018	Check	1	2860	HYVEE		Yes	No	No	05/23/2022	489.03	
GEN1	P21126	54039	40019	Check	1	6620	IDEAL ENERGIES SOLAR LEASING 2021   LLC - Partnership		Yes	No	No	05/23/2022	406.79	
GEN1	P21126	53998	40020	Check	1	05692	ISD #2310 - SIBLEY EAST		Yes	No	No	05/23/2022	150.00	
GEN1	P21126	53991	40021	Check	1	00838	JOSTENS INC		Yes	No	No	05/23/2022	316.85	
GEN1	P21126	54019	40022	Check	1	4917	KESTER, AMBER		Yes	No	No	05/23/2022	98.65	
GEN1	P21126	53992	40023	Check	1	01027	LAKESHORE LEARNING MATERIALS		Yes	No	No	05/23/2022	57.48	
GEN1	P21126	54016	40024	Check	1	4125	LOFFLER COMPANIES - 131511		Yes	No	No	05/23/2022	165.00	
GEN1	P21126	54011	40025	Check	1	3185	MARCO TECHNOLOGIES, LLC	LLC - Partnership	Yes	No	No	05/23/2022	98.00	
GEN1	P21126	54017	40026	Check	1	4316	MCDOWELL AGENCY, INC.		Yes	No	No	05/23/2022	74.00	
GEN1	P21126	54027	40027	Check	1	5990	McNEIL, MARY PAT		Yes	No	No	05/23/2022	8,983.89	
GEN1	P21126	53989	40028	Check	1	00572	MENARDS INC		Yes	No	No	05/23/2022	538.41	
GEN1	P21126	53995	40029	Check	1	05062	MID-COUNTY CO-OP OIL ASSN.		Yes	No	No	05/23/2022	2,573.40	
GEN1	P21126	54006	40030	Check	1	1982	MN CLAY USA		Yes	No	No	05/23/2022	110.00	
GEN1	P21126	53988	40031	Check	1	00562	MN STATE UNIVERSITY - MANKATO		Yes	No	No	05/23/2022	6,600.00	
GEN1	P21126	53993	40032	Check	1	01530	MUSIC MART		Yes	No	No	05/23/2022	515.49	
GEN1	P21126	54034	40033	Check	1	6448	NAPA AUTO & TRUCK PARTS		Yes	No	No	05/23/2022	52.99	
GEN1	P21126	53985	40034	Check	1	00289	NASCO		Yes	No	No	05/23/2022	53.00	
GEN1	P21126	54024	40035	Check	1	5494	PEHRSON, PATRIC		Yes	No	No	05/23/2022	54.99	
GEN1	P21126	54031	40036	Check	1	6376	PETERSEN, SUSAN		Yes	No	No	05/23/2022	130.00	
GEN1	P21126	54012	40037	Check	1	3468	PETERSON, LYNN		Yes	No	No	05/23/2022	158.55	
GEN1	P21126	54045	40038	Check	1	6749	POBAL LEARNING		Yes	No	No	05/23/2022	675.00	
GEN1	P21126	54004	40039	Check	1	1657	RATWIK, ROSZAK & MALONEY, P.A.		Yes	No	No	05/23/2022	3,386.50	
GEN1	P21126	54005	40040	Check	1	1917	RAUCH, DAVID		Yes	No	No	05/23/2022	455.72	
GEN1	P21126	53997	40041	Check	1	05638	RIDDELL ALL AMERICAN SPORTS CORP.		Yes	No	No	05/23/2022	2,793.70	
GEN1	P21126	54015	40042	Check	1	3713	ROCHESTER TELECOM SYSTEMS, INC		Yes	No	No	05/23/2022	28.95	
GEN1	P21126	54043	40043	Check	1	6746	SACRED HEALTH FAMILY CHIROPRACTIC		Yes	No	No	05/23/2022	540.00	
GEN1	P21126	54040	40044	Check	1	6732	SCHAREN BROICH & ASSOCIATES	LLC - Partnership	Yes	No	No	05/23/2022	478.50	
GEN1	P21126	54036	40045	Check	1	6483	SCHOOL SPECIALTY, LLC	LLC - Partnership	Yes	No	No	05/23/2022	225.35	
GEN1	P21126	54029	40046	Check	1	6251	SHERWIN WILLIAMS CO.		Yes	No	No	05/23/2022	241.44	
GEN1	P21126	53986	40047	Check	1	00374	SMITH OIL CO.		Yes	No	No	05/23/2022	10,702.15	
GEN1	P21126	54014	40048	Check	1	3621	SOUTHERN LOCK & GLASS		Yes	No	No	05/23/2022	340.00	
GEN1	P21126	54022	40049	Check	1	5287	SOUTHWEST METRO INTERMEDIATE DIS		Yes	No	No	05/23/2022	79,516.98	
GEN1	P21126	54008	40050	Check	1	2656	STEP SAVER INC.		Yes	No	No	05/23/2022	304.50	
GEN1	P21126	54030	40051	Check	1	6334	STORMS, DONNA		Yes	No	No	05/23/2022	105.00	
GEN1	P21126	54007	40052	Check	1	2325	TAHER, INC. - BIN# 135092		Yes	No	No	05/23/2022	44,088.93	
GEN1	P21126	53996	40053	Check	1	05590	TK ELEVATOR CORPORATION		Yes	No	No	05/23/2022	695.48	
GEN1	P21126	54000	40054	Check	1	1157	UHL COMPANY		Yes	No	No	05/23/2022	1,604.50	
GEN1	P21126	54028	40055	Check	1	6007	VINKEMEIER, TINA		Yes	No	No	05/23/2022	180.90	
GEN1	P21126	54038	40056	Check	1	6590	WILSON LANGUAGE TRAINING CORP		Yes	No	No	05/23/2022	2,216.16	

Bank Total: \$342,697.84

Report Total: \$342,697.84

# *Finance Committee Report*

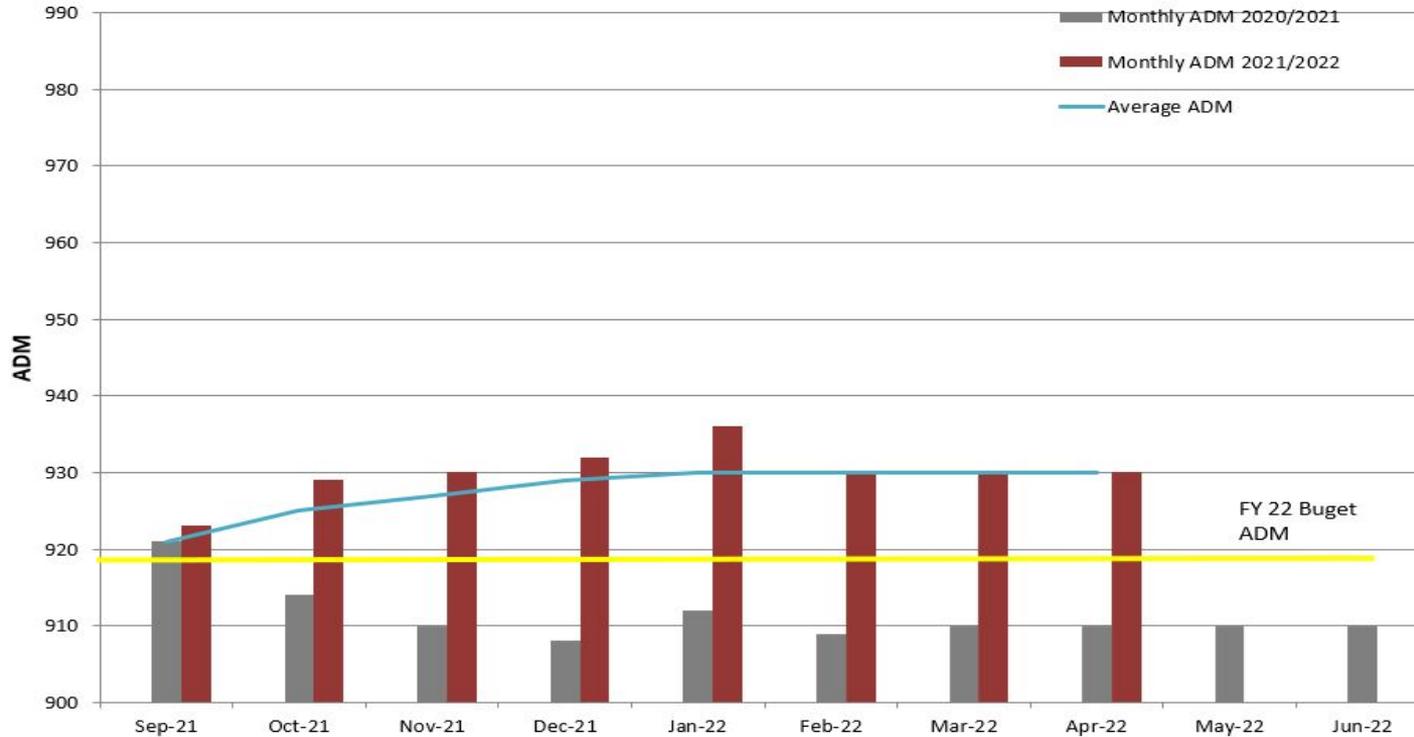


**May 23, 2022**

# Enrollment by Month



## 21-22 Monthly, Average, and Budgeted Daily Membership



# Revenues and Expense



April 2022 Data

Using FY22 Revised Budget

YTD Revenues						
	21-22 Revenue Budget	21-22 Revenue to Date	% of Budget	20-21 Revenue Budget	20-21 Revenue to Date	% of Budget
General Fund	\$ 12,721,423	\$ 8,464,397	66.5%	\$ 11,509,854	\$ 8,080,696	70.2%
Food Services	\$ 621,706	\$ 479,284	77.1%	\$ 377,243	\$ 279,373	74.1%
Community Services	\$ 896,778	\$ 678,328	75.6%	\$ 722,304	\$ 562,683	77.9%
Debt Services	\$ 980,801	\$ 426,751	43.5%	\$ 988,392	\$ 564,425	57.1%
Scholarships	\$ 3,000	\$ 4,553	151.8%	\$ 3,000	\$ 3,243	108.1%
Student Activities	\$ -	\$ 84,980	0.0%	\$ -	\$ 48,730	0.0%
<b>Total Revenue</b>	<b>\$ 15,223,708</b>	<b>\$ 10,138,292</b>	<b>66.6%</b>	<b>\$ 13,600,793</b>	<b>\$ 9,539,151</b>	<b>70.1%</b>
YTD Expenses						
	21-22 Expense Budget	21-22 Expenses to Date	% of Budget	20-21 Expense Budget	20-21 Expenses to Date	% of Budget
General Fund	\$ 12,365,337	\$ 8,576,703	69.4%	\$ 11,876,623	\$ 7,853,358	66.1%
Food Services	\$ 531,824	\$ 321,043	60.4%	\$ 376,400	\$ 268,027	71.2%
Community Services	\$ 882,606	\$ 696,443	78.9%	\$ 769,323	\$ 537,874	69.9%
Debt Services	\$ 988,979	\$ 988,254	99.9%	\$ 990,303	\$ 990,053	100.0%
Scholarships	\$ 3,000	\$ 3,350	111.7%	\$ 3,000	\$ 2,950	98.3%
Student Activities	\$ -	\$ 71,440	0.0%	\$ -	\$ 28,867	0.0%
<b>Total Expenses</b>	<b>\$ 14,771,746</b>	<b>\$ 10,657,234</b>	<b>72.1%</b>	<b>\$ 14,015,649</b>	<b>\$ 9,681,128</b>	<b>69.1%</b>
<b>Favorable/(Unfavorable)</b>	<b>\$ 451,962</b>	<b>\$ (518,941)</b>	<b>-114.82%</b>	<b>\$ (414,856)</b>	<b>\$ (141,977)</b>	<b>34.2%</b>

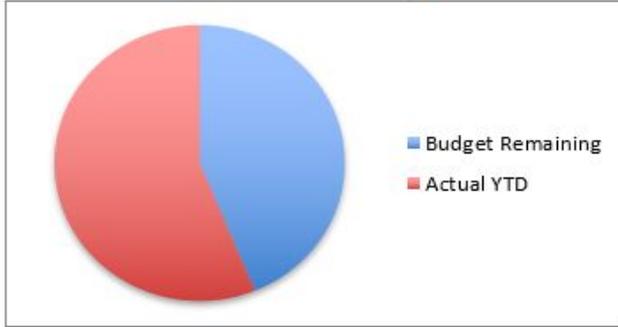
21-22 Fund Balance					
	Audited Fund Balance 7/1/21	21-22 Revenues to Date	21-22 Expenses to Date	Fund Balance 6/30/22	Favorable/(Unfavorable)
General Fund	\$ 2,371,332	\$ 8,464,397	\$ 8,576,703	\$ 2,259,026	\$ (112,306)
Food Services	\$ 128,167	\$ 479,284	\$ 321,043	\$ 286,408	\$ 158,241
Community Services	\$ 332,840	\$ 678,328	\$ 696,443	\$ 314,724	\$ (18,116)
Debt Services	\$ 208,956	\$ 426,751	\$ 988,254	\$ (352,547)	\$ (561,503)
Scholarships	\$ 33,584	\$ 4,553	\$ 3,350	\$ 34,787	\$ 1,203
Student Activities	\$ 109,590	\$ 84,980	\$ 71,440	\$ 123,130	\$ 13,540
<b>Total Fund Balance</b>	<b>\$ 3,184,469</b>	<b>\$ 10,138,292</b>	<b>\$ 10,657,234</b>	<b>\$ 2,665,528</b>	<b>\$ (518,941)</b>

# ISD 108 Promise to Voters



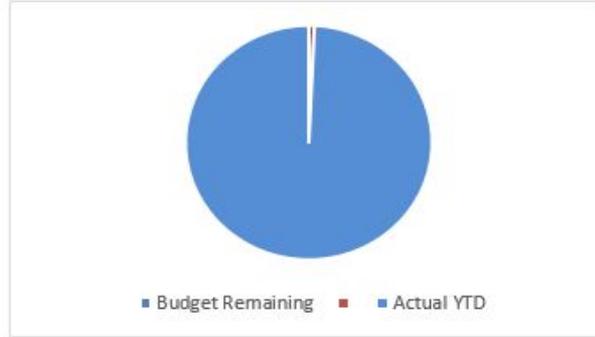
## Q1 Curriculum

**Budget Remaining** 74,000  
**Actual YTD** 95,000



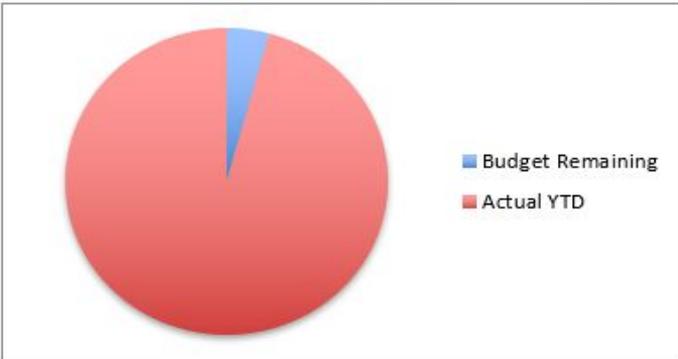
## Q1 Staff Development

**Budget Remaining** 500  
**Actual YTD** 67,500



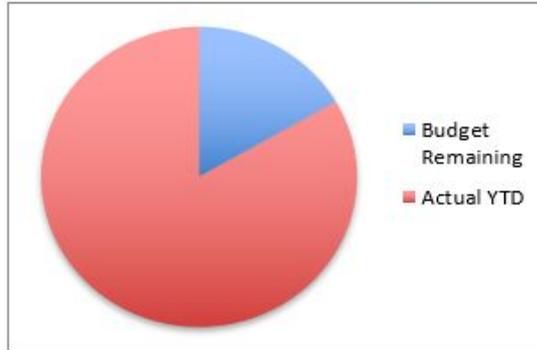
## Q2 Tech Levy

**Budget Remaining** -15,682  
**Actual YTD** 351,686



## Q1 Maintain Class Size

**Budget Remaining** 57,962  
**Actual YTD** 289,810





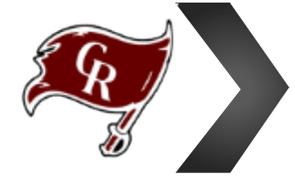
CENTRAL PUBLIC SCHOOLS  
2021 Referendum Project  
May 18, 2022

**Project  
Design Update**

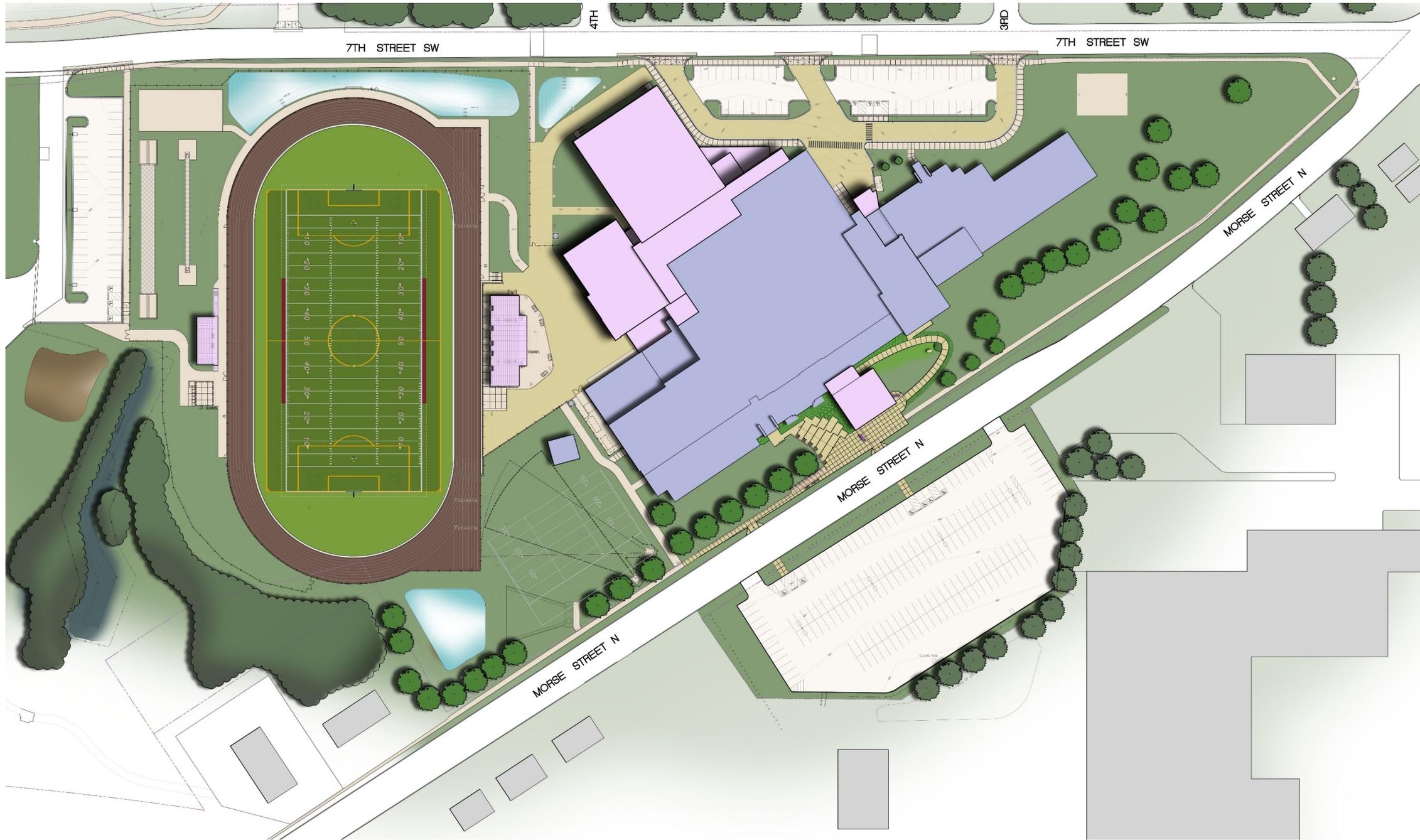


## Agenda

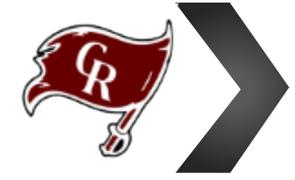
- Design Update – MS/HS Building
  - **Plans**
  - **Exterior**
- Preliminary Budget Update
- Schedule Update
  - **Middle/High School**
    - Drawings
    - Construction
      - Stadium
      - Building



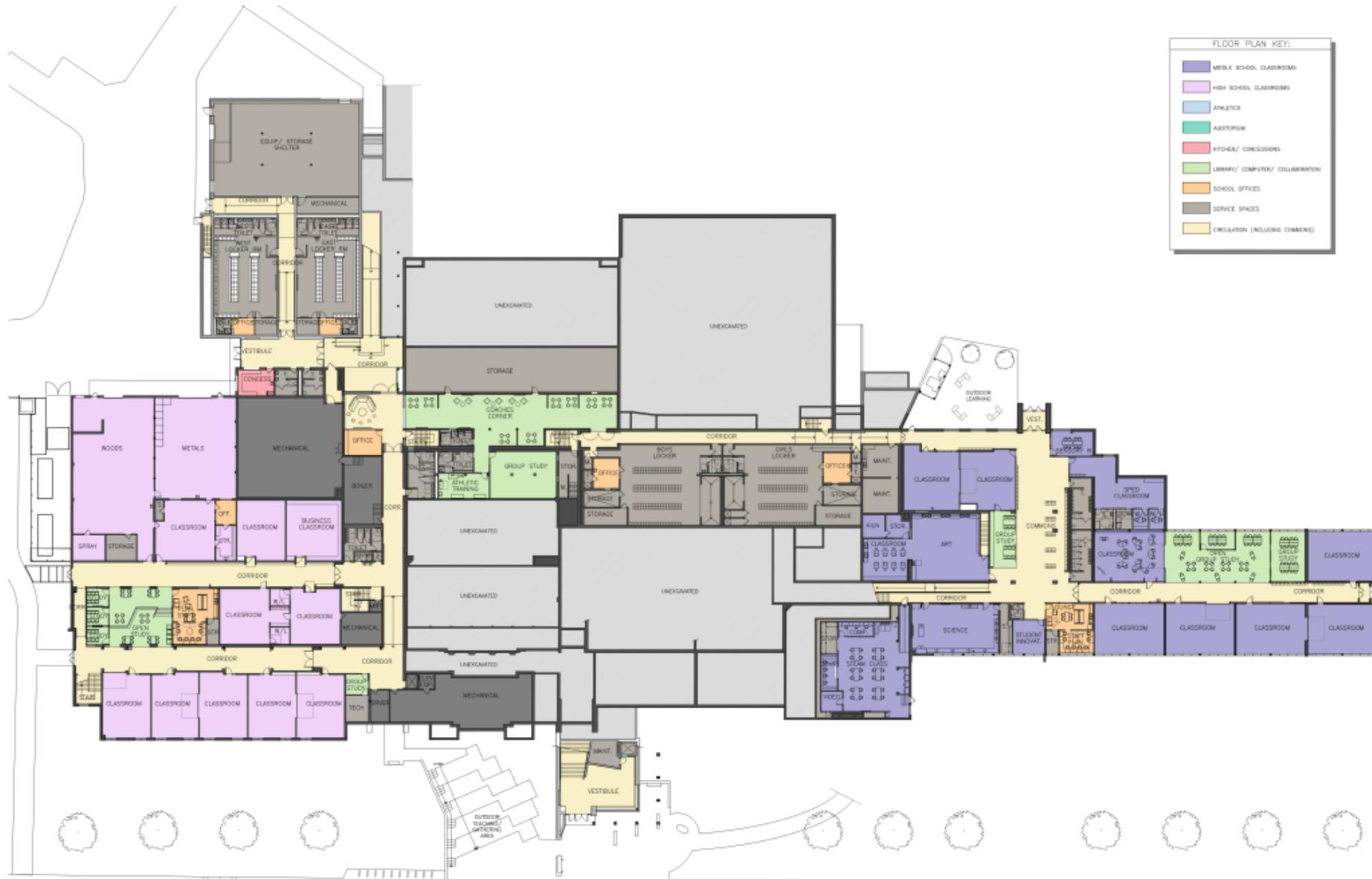
# Middle/High School Site Plan







# Middle/High School Overall Plans



FLOOR PLAN KEY:

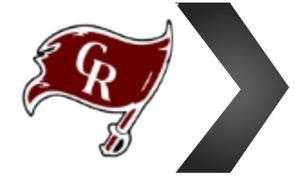
Blue	MIDDLE SCHOOL CLASSROOMS
Pink	HIGH SCHOOL CLASSROOMS
Light Blue	ATHLETICS
Green	GYMNASIUM
Red	KITCHEN/ CONCESSIONS
Light Green	LIBRARY/ COMPUTER/ COLLABORATION
Orange	SCHOOL OFFICES
Grey	SERVICE SPACES
Yellow	CORRIDOR (INCLUDING COMMON)



FLOOR PLAN KEY:

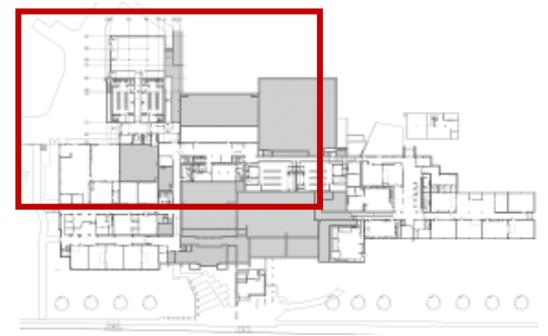
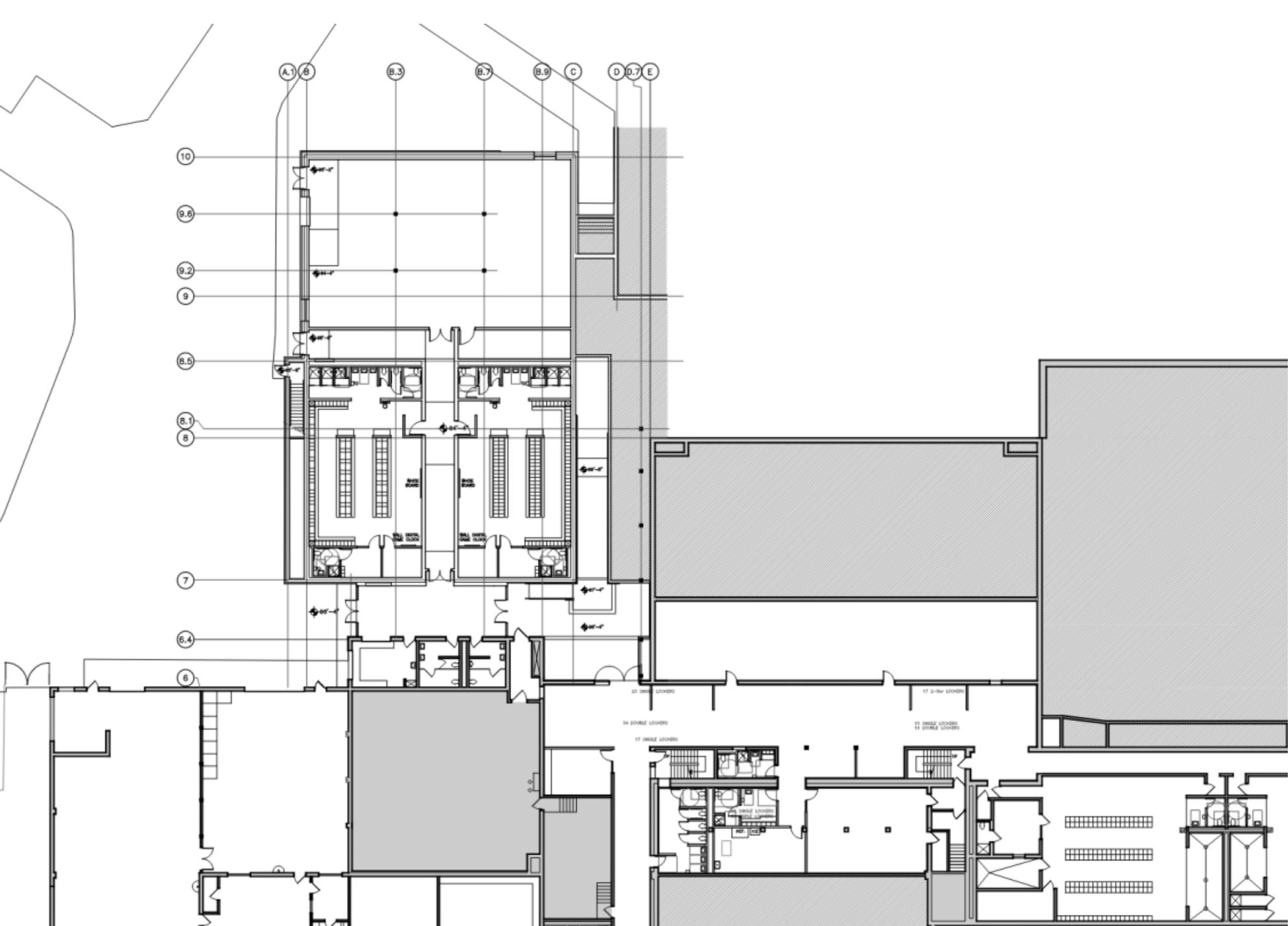
Blue	MIDDLE SCHOOL CLASSROOMS
Purple	HIGH SCHOOL CLASSROOMS
Light Blue	ATHLETICS
Teal	AUDITORIUM/ MUSIC
Pink	KITCHEN/ CONCESSIONS
Light Green	LIBRARY/ COMPUTER/ COLLABORATION
Orange	SCHOOL OFFICES
Grey	SERVICE SPACES
Yellow	CIRCULATION (INCLUDING COMMONS)

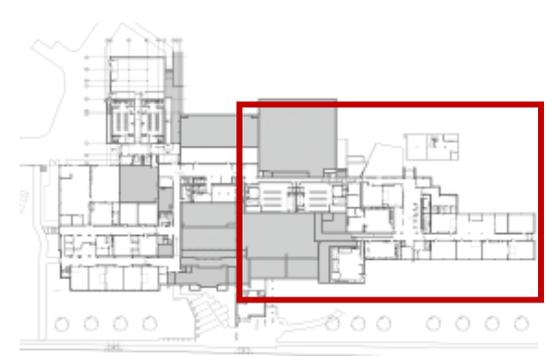
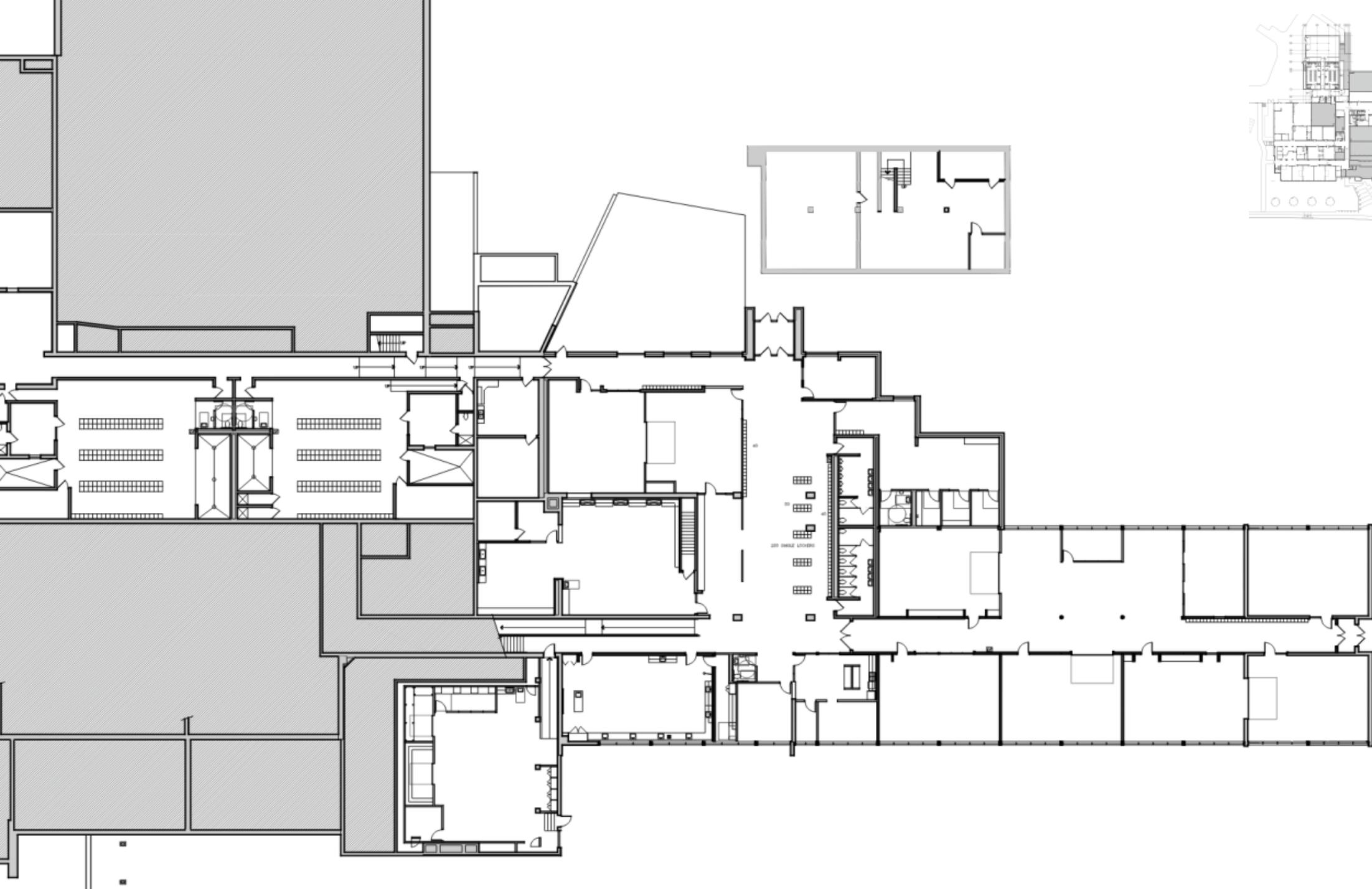


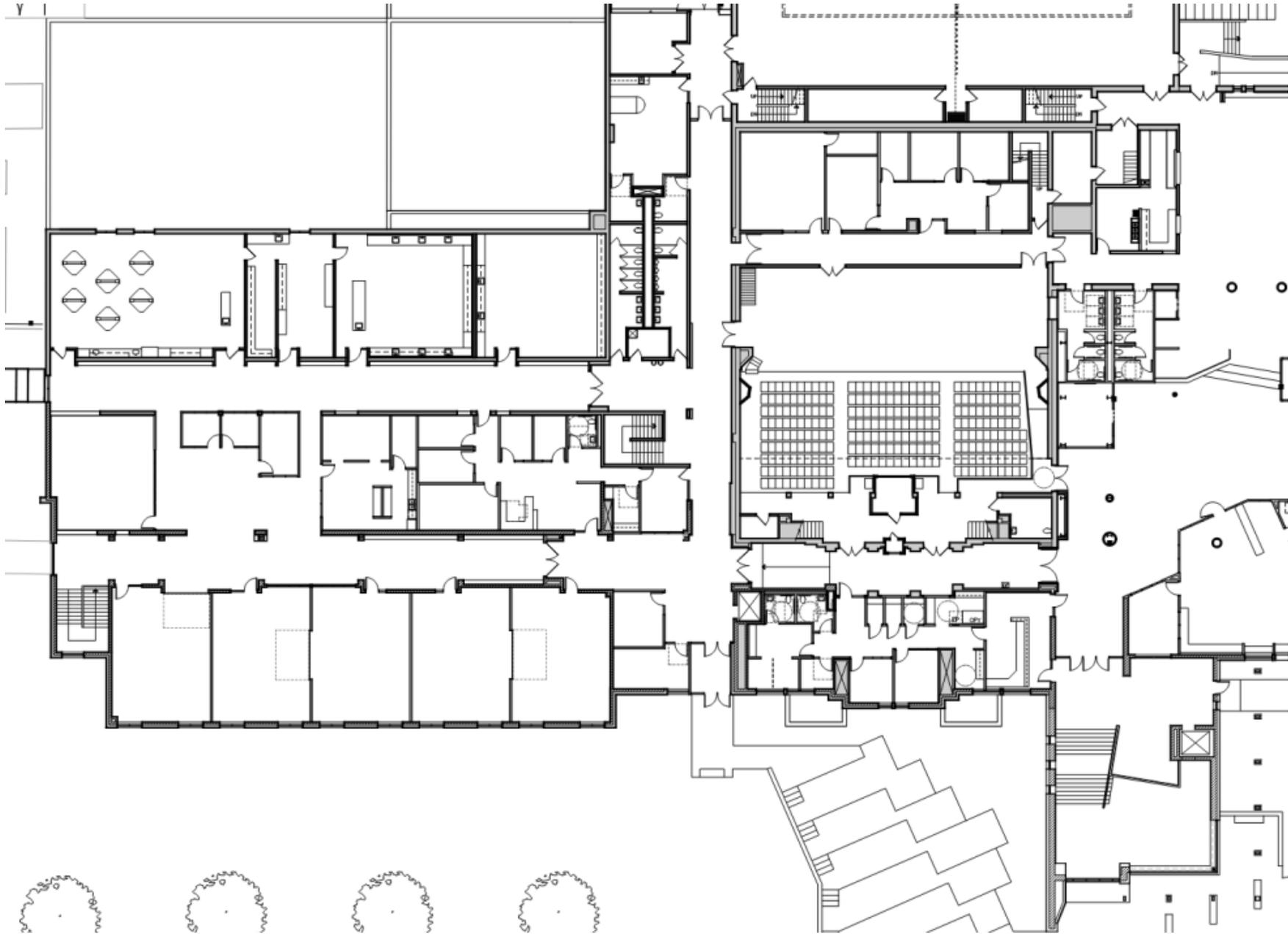


# Middle/High School Area Plans

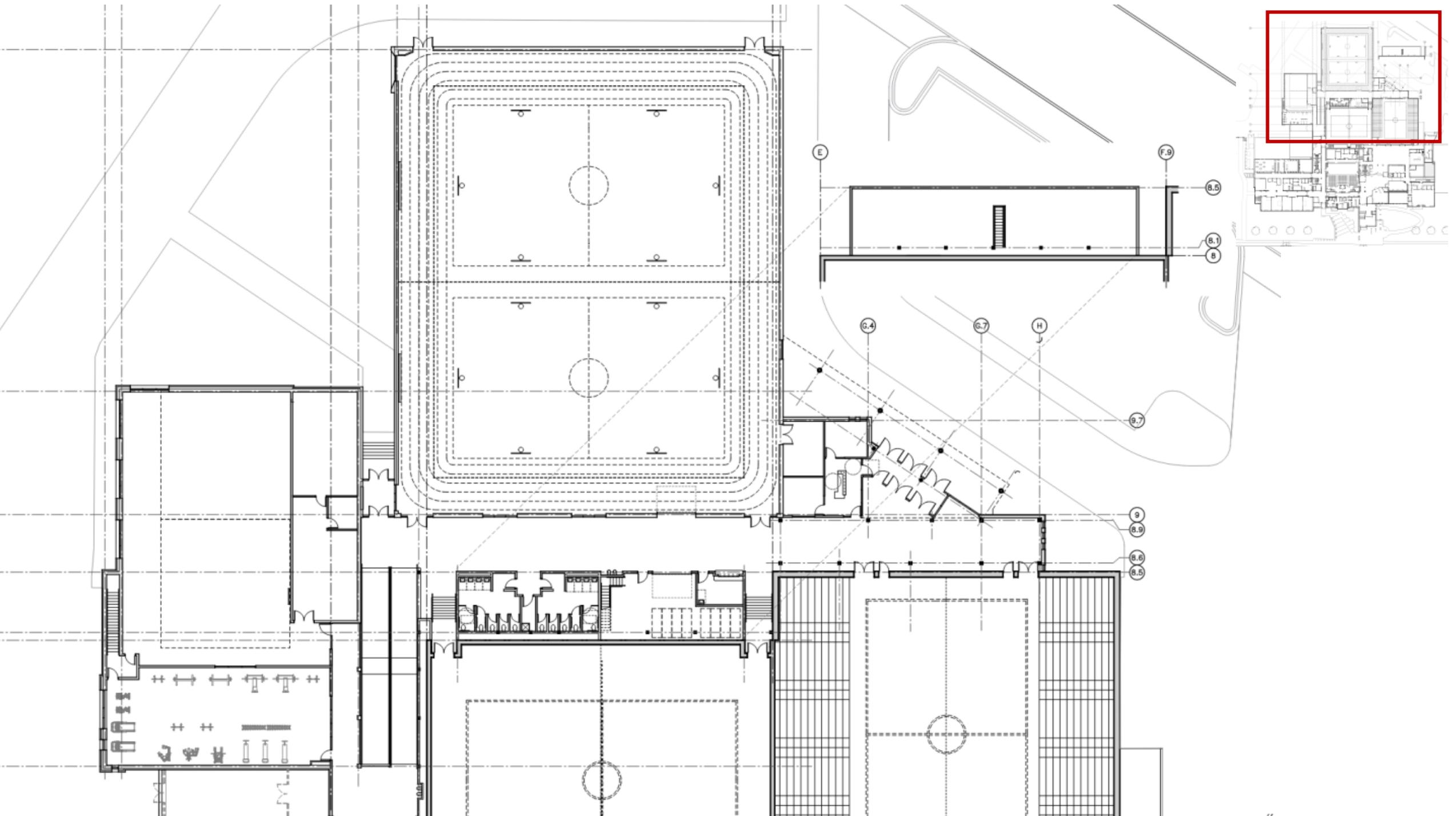


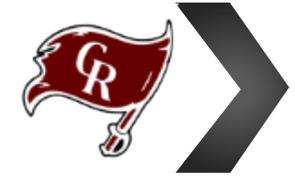




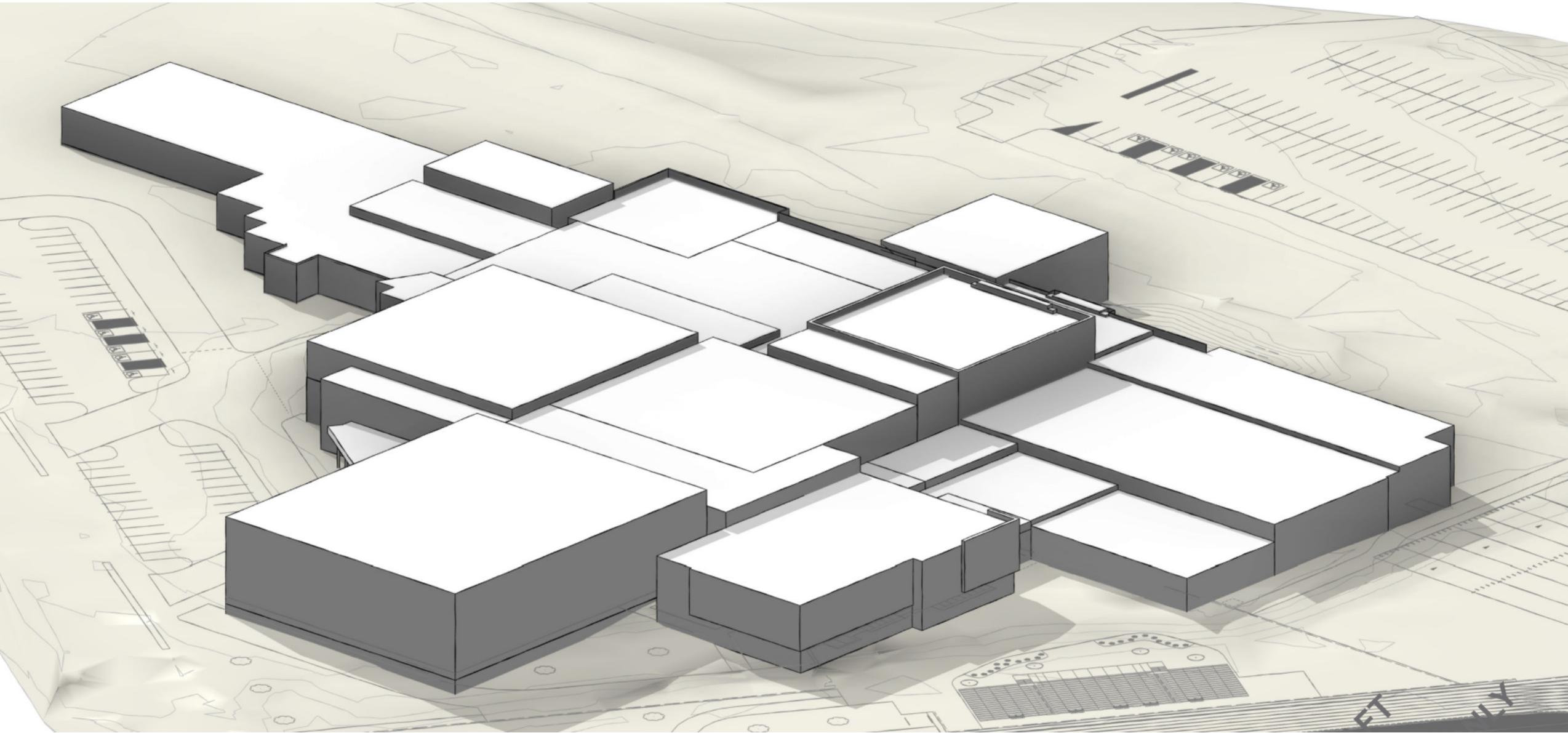




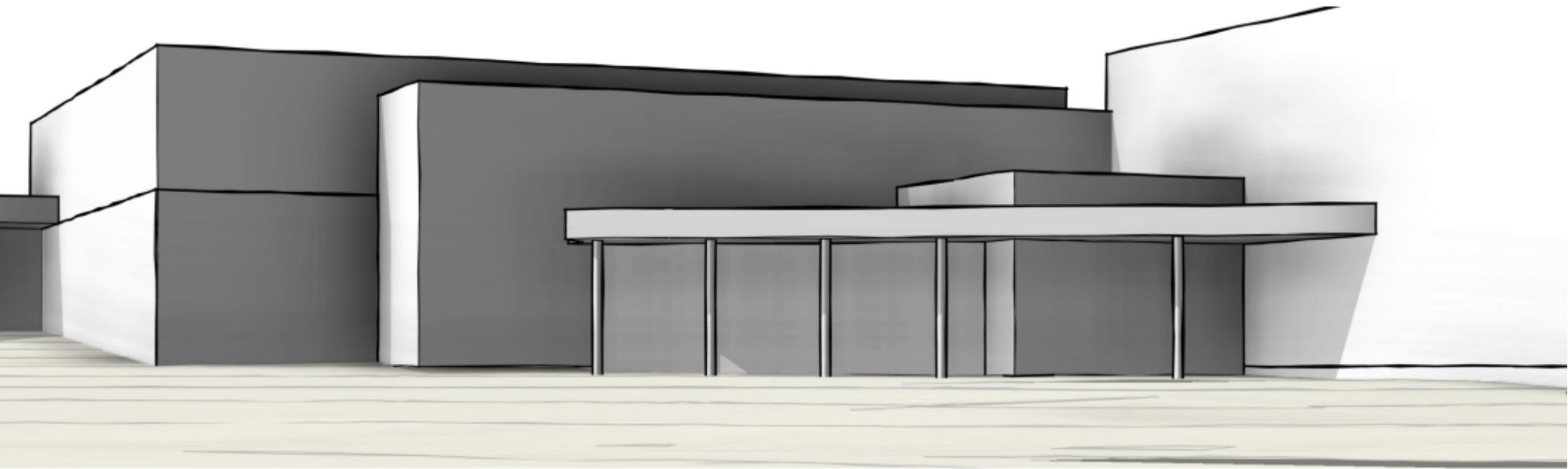




# Middle/High School Imagery















- Preliminary Budget Update
- Schedule Update
- **Middle/High School**
  - Drawings/Specifications (May '22)
  - Construction
    - Stadium (field summer '22)
    - Building (May-Sept '23)
- **Elementary School**
  - User Group Meetings (in-process)
  - Drawings (Sept '22)
  - Construction (May-Sept '23)



**RESOLUTION DESIGNATING AUTHORIZED SIGNATORIES FOR ISD #108  
-CENTRAL PUBLIC SCHOOLS- DISTRICT BANK DEPOSITORIES**

WHEREAS, THE CENTRAL PUBLIC-SCHOOL DISTRICT #108 DESIRES TO UPDATE THE AUTHORIZED SIGNATORIES FOR DESIGNATED DISTRICT BANK DEPOSITORIES; REMOVING JOAN CARLSON AS DISTRICT SIGNATORY AND DEPOSITORY AND ADDING AMY GROSCHEM AS DISTRICT SIGNATORY AND DEPOSITORY.

WHEREAS, CITIZENS STATE BANK, OLD NATIONAL BANK, SECURITY BANK AND MN TRUST ARE QUALIFIED DEPOSITORIES FOR THE PURPOSES OF THE DEPOSIT OF DISTRICT #108 PUBLIC FUNDS;

NOW THEREFORE, BE IT RESOLVED THAT THE BOARD OF EDUCATION FOR AND ON BEHALF OF CENTRAL PUBLIC SCHOOLS ISD #108, SCHOOL DISTRICT AUTHORIZES THE FOLLOWING OFFICERS OR THEIR SUCCESSORS TO ORDER THE DEPOSIT, WITHDRAWAL OR TRANSFER OF MONIES WITH DISTRICT BANKING INSTITUTIONS UNTIL THIS AUTHORITY IS REVOKED BY ACTION OF THE BOARD OF EDUCATION.

**BOARD PRESIDENT: Sara Eischens**

\_\_\_\_\_

**BOARD CLERK: Richard Schug**

\_\_\_\_\_

**SUPERINTENDENT: Tim Schochenmaier**

\_\_\_\_\_

PASSED AND ADOPTED BY ISD #108 BOARD OF EDUCATION, STATE OF MINNESOTA, ON

MAY 23, 2022

**REQUEST FOR PROPOSALS (RFP)  
FOOD SERVICE  
MANAGEMENT CONTRACT  
Cost-Reimbursable plus Administrative Fee**

**School Year: 2022-2023**

**Proposal Due Date: May 9, 2022**

School Food Authority: ISD 108 Central Public Schools

## Purpose

### A. INTENT

This solicitation requests proposals for the operation and management of a school food service for the School Food Authority (SFA) identified in this solicitation, referred to as the SFA. A proposal may be submitted by a Food Service Management Company (FSMC), referred to as the Vendor, in compliance with the procedures and timelines described here. Procurement of the contract will be conducted in a manner that provides maximum open and fair competition as provided in 2 Code of Federal Regulations (CFR) Part 200. For purposes of this RFP and contract, the Vendor may also be referred to as FSMC, respondent, bidder, or offeror and shall mean the company responding to this RFP with a proposal that may be awarded.

A vendor must submit its proposal to meet the requirements described here, including attachments provided here that require information from the Vendor. Responsive proposals submitted by a Vendor will be evaluated by the SFA for award of the contract. Evaluation criteria in addition to low price are listed. The SFA, based on evaluation of the proposals including price, will award and sign the contract with the Vendor that submits the proposal awarded the most points.

### B. CONTRACT TYPE

The contract awarded will be a *cost-reimbursable* contract. The vendor awarded the contract will be reimbursed for its direct costs up to the maximum amount per meal and paid a fixed administrative fee per meal/meal equivalent, as proposed on the cost portion of the proposal.

### C. PROCUREMENT METHOD

Procurement transactions for the expenditure of SNP funds must be conducted in a manner that provide for full and open competition consistent with program regulations, applicable federal grants management standards in 2 Code of Federal Regulations (CFR) 200 and 400, and applicable state law. The weighted criteria that SFA will use to evaluate the non-price portions of proposals are attached to this RFP.

### D. PROPOSAL SUBMISSION AND AWARD

1. Sealed proposals are to be submitted, in a sealed envelope marked "Food Service Management Proposal," to:

**ISD 108 Central Public Schools**  
**Attention: Tim Schochenmaier, Superintendent of Schools**  
**531 Morse Street**  
**Norwood, MN 55368**

Proposals must be submitted by **3:00 p.m.** on May 9, 2022 at the address shown above. No proposal will be accepted after the exact time specified.

2. The SFA reserves the right to reject any proposal for a sound, documented reason, and to reject all proposals if an insufficient number of proposals is received.
3. To be considered for award of contract, a Vendor must submit a complete response to this solicitation using the standard templates and forms provided. No modification may be made to the standard templates and forms.
4. Award will be made to a qualified and responsible Vendor whose proposal is most responsive to this solicitation. To ensure maximum free and open competition, proposals must not be overly responsive. If proposal is deemed to be overly responsive, the proposal may not be considered for evaluation for the awarded contract.
5. A Vendor and its authorized representatives are expected to fully inform themselves as to the conditions, requirements and specifications before submitting a proposal. Failure to do so will be at the Vendor's risk and relief cannot be secured on the plea of error. SFA is not liable for any cost incurred prior to the signing of the contract by both parties.
6. If additional information is required, please contact **Andrea Franck** at **952-467-7000** or **afranck@central.k12.mn.us**.

**E. CONTRACT TERMS**

The contract will be for a period beginning on **July 1, 2022** and ending June 30, **2023**. The complete contract must include the following:

- Complete Food Service Management Contract – Cost-Reimbursable template
- Required Attachments

**SFA Provided**

Site Data  
 Site Recap  
 Sample- Minimum Food Specifications  
 Projected Costs  
 Cost Responsibility  
 Projected Revenues  
 Projected Reimbursements

**Vendor Provided**

Cost Proposal Cost-reimbursable  
 Independent Price Determinations  
 Certification  
 Instructions and From-Suspension and  
 Debarment Certification  
 Disclosure of Lobbying Activities and  
 Instructions  
 Cost Responsibility

The standard contract template provided by the Minnesota Department of Education (MDE) must be used for the contract. No changes may be made to the standard contract unless preapproved by MDE. The standard contract may be terminated for cause by either party with 60 days' notice. The contract may be terminated for convenience only upon mutual agreement of both parties.

**Renewals**

The contract may be renewable for additional one-year periods, if mutually agreed to by SFA and Vendor, for up to four one-year contracts after the original contract. Price adjustments for renewed contracts will be limited to a Consumer Price Index (CPI) percentage announced by MDE each year. The Consumer Price Index (CPI) – Food Away from Home, Midwest Region (U.S. Bureau of Labor Statistics) is the index used to determine the maximum percentage by which contract costs and fees may be adjusted for the year at time of contract renewal.

**F. PRE-PROPOSAL MEETING**

A pre-proposal meeting to review the specifications, clarify any questions and conduct a walk-through of the facilities with SFA officials will be held on **April 20, 2022 at 10:30 AM** at the **District Office at 531 Morse Street, Norwood Young America, MN**. Attendance is **required**. The last day to submit questions is April 28, 2022. Questions should be emailed to [afranck@central.k12.mn.us](mailto:afranck@central.k12.mn.us)

**G. LATE BIDS/ or PROPOSALS**

Any proposal received after the deadline will not be considered.

**H. GIFTS FROM FSMC**

SFA's officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from contractors or potential contractors. To the extent permissible under state law, rules or regulations, such standards will provide for appropriate penalties, sanctions or other disciplinary actions to be applied for violations of such standards.

**I. SELECTION OF MANAGER**

SFA reserves the right to interview and approve the on-site food service manager employed by the vendor.

**J. EMPLOYEES**

The current SFA food service employees will:

- Continue to be employed by SFA
- Become employees of FSMC. At a minimum, current employees will be retained at their of the current wages and benefit level.
- Retain interview rights when FSMC hires
- Not be retained
- Other (explain)

**K. MEAL EQUIVALENTS**

The meal equivalency factor for school year 2022-23 is \$4.15. The factor is based on the 2021-22 rates of federal and state reimbursement for a free school lunch plus the per-meal USDA Foods entitlement value. The meal equivalency factor will be used to determine the number of meals that the non-program (a la carte) food service is equivalent to, for the purpose of paying vendor for the a la carte food service. Net non-program revenue (excluding catering) will be divided by the equivalency factor of \$4.15 to determine the number of equivalent lunches for payment to the vendor. The factor will be updated for any year that the contract is renewed.

**L. COSTS AND FEES**

**Fixed fees and cost-reimbursable requirements:**

- Administrative Fee per Meal

The administrative fee pays for centralized vendor administrative costs including data processing, marketing, training of management in vendor specific areas, legal fees, and for profit.

**Direct cost requirements:**

- Cost-Reimbursement per Meal

All prices invoiced to the SFA for reimbursement shall be prices as pass-through prices invoiced to the Vendor from any sources such as a manufacturer, supplier, or distributor. Prices invoiced to the SFA from the Vendor shall not markup reimbursable costs invoiced to the SFA for any reason. In addition, the Vendor must pass-through all credits, rebates, and discounts received as a result of purchases on behalf of the SFA, prorating credits, rebates, and discounts as necessary. Where rebates are not made directly to the Vendor without designation to specific FSMC accounts, the Vendor will prorate the discount and credit the SFA.

**The following definitions are provided to clarify allowable direct costs:**

1. **Food** is defined as and limited to those items purchased for use in the preparation and service of student, adult, catered and a la carte meals as specified under terms and conditions. This includes the cost of commodity handling and warehousing charges.
2. **Labor** is defined as and limited to on-site employees responsible for the management, preparation, and service and clean-up of meals.
3. **Contracted Services** is cost incurred to pay for a service provided by another vendor. Typical cost would be: laundry services, pest control and periodic maintenance services. Those costs normally recognized as a part of the Vendor administrative cost cannot be separately contracted for and charged to the SFA account.
4. **Transportation Cost** is cost incurred in operating a food service delivery vehicle. This would include gas, oil, tune-ups and minor repairs. Cost of the purchase of a vehicle would be a capital expense.
5. **Non-food Expenses** are defined as paper supplies (including decorations), equipment rental, cleaning materials, travel as required for effective program management, uniforms, printing, taxes and licenses, insurance, and as contractually obligated herein. Products embossed with the Vendor logo are not to be considered allowable direct cost items.
6. **Cost of Capital Equipment** is the cost of purchasing equipment and installation of equipment exceeding \$5,000.00, which requires a prior approval by the SFA not included on the [Equipment Purchase](#) list.

*Goods purchased become the property of the SFA, should not be vendor specific, and must be used solely to benefit the SFA.*

**M. EVALUATION CRITERIA** You can delete this and paste yours in this section

Proposals will be evaluated by a committee using the following criteria.

Weight (Points)	Criteria
40	Price: Total maximum cost is lowest compared to all other bids

<b>100</b>	<b>TOTAL POINTS POSSIBLE</b>

**N. FOOD SUBSTITUTIONS**

Vendor will meet the following requirements for food substitutions and modifications:

1. The federal requirement to provide meal substitutions and modifications for students documented by a physician, physician assistant, or advanced practice registered nurse such as a certified nurse practitioner to have a disability.
2. The state requirement (Minnesota Statutes, section 124D.114) to provide lactose-reduced milk for students with lactose intolerance.

**O. NON-PROGRAM FOODS**

Ala Carte (Non-program foods) include extra milk, adult meals, Smart Snacks, and second entrees.

**P. FREE AND REDUCED PRICE MEAL ELIGIBILITY**

SFA will be responsible for the free/reduced-price meal eligibility processes, including distribution of meal applications, approval/denial and verification of applications, hearings/appeals, and direct certification.

**Q. USDA FOODS**

**Crediting of USDA Foods**

The USDA allows for two different methods to identify value of USDA foods credited to the SFA. This is detailed in memo FD-080. The Vendor must identify which method of crediting will be provided on the invoice.

- Crediting by Disclosure: detailed invoices will include total value of foods drawn from inventory for billing period, showing a charge for all foods except the value of USDA Foods
- Year-End Credit: a credit is provided one time per year at the end of the year. Credit is provided for value of all USDA Foods received in the school year.

**School Year 2022-2023 USDA Foods Requested**

The RFP requires a FSMC submitting a proposal to be responsible for all United States Department of Agriculture (USDA) Foods received at the warehouse or processor for the SFA for the contract year. This includes USDA Foods that are requested in the spring of the previous school year, which may have been ordered by a Vendor that does not submit the successful proposal for the contract. The SFA must either

attach information about requested USDA Foods to this RFP, or provide information at a later time to companies submitting proposals.

USDA Foods that the awarded Vendor will receive on behalf of the SFA include the initial USDA Foods for the contract year the SFA or its current vendor has requested or will request in the spring of the current school year. Check one:

- This RFP includes attached information about USDA Foods that have been requested for the upcoming contract year.
- This RFP does not include information about USDA Foods that will be requested for the upcoming contract year. When USDA Foods are requested in the spring, and at least one week before proposals are due, SFA will provide information to all interested companies about USDA Foods that have been requested for the SFA for the upcoming contract year.

**R. BONDING REQUIREMENT**

None is necessary



### Site Data – EXAMPLE #2

Site Name (School or other Site): Central Elementary School                      Site number 1 of 2  
 Address: 655 7<sup>th</sup> Street SW, Norwood, MN 55368  
 Data from dates of: September, 2021-February, 2022 (107 days breakfast, 107 days lunch)

#### General Site Data

##### Grades

Grade Levels: K-5

##### Site Enrollment: 406

Number of Free Students: 47    Number of Reduced-Price Students: 3    Number of Paid Students: 356

##### Meal Preparation—check one

Onsite Kitchen       Satellite       Pre-Packaged

##### Days

Number of Annual Serving Days: 167

##### Breakfast Program

Numbers shown are average daily participation

Offer versus Serve       Severe Need

Meal Service Times	# Free Breakfasts	# Reduced-Price Breakfasts	# Paid Breakfasts	Paid Breakfast Price	# Non-Program (Adult) Breakfasts	# Non-Program (Adult) Breakfast Price	# of Special Diet Breakfasts	Annual Reimbursement and Revenue
7:30-8:10	118			0	\$2.05			\$49,534.93

##### Lunch Program

Numbers shown are average daily participation

Offer versus Serve

Meal Service Times	# Free Lunches	# Reduced-Price Lunches	# Paid Lunches	Paid Lunch Price	# Non-Program (Adult) Lunch	Non-Program (Adult) Lunch Price	# of Special Diet Lunches	Annual Reimbursement and Revenue
10:45-12:20	268				7	\$4.05		\$202,696.44

##### Special Milk Program (SMP) and/or Minnesota Kindergarten Milk Program (MKMP)

Numbers shown are average daily participation

# SMP Milks	# MKMP Milks	Annual Reimbursement
38	41	\$2,765.52

**Non-Program (A La Carte)**

Number shown is amount divided by equivalent lunch rate. Current lunch equivalency factor is \$4.15.

# of Equivalent Lunches <sup>4</sup>	Annual Reimbursement
1/day	\$693.05

**Afterschool Snack Program—Area Eligible**

Numbers shown are average daily participation

- National School Lunch Program (NSLP) Snacks  
 Child and Adult Care Food Program (CACFP) Snacks and/or Meals

Meal/Snack Service Times	# Snacks	# Meals (CACFP)	# Annual Days
	26/day		167

**Afterschool Snack Program (NSLP)—Not Area Eligible**

Numbers shown are average daily participation

Snack Service Times	# Free Snacks	# Reduced-Price Snacks	# Paid Snacks	Paid Snack Price	Number Annual Days

**Summer Food Service Program**

Numbers shown are average daily participation

Meal/Snack Service Times	# Breakfasts	# Lunches	# Snacks	# Suppers	# Annual Days
	24	115			18

If this box is checked, see Site Data page 2 for additional programs.

**Site Data – EXAMPLE #2**

Site Name (School or other Site): Central Middle/High School                      Site number 2 of 2  
 Address: 531 N. Morse Street, Norwood, MN 55368  
 Data from dates of: September, 2021-February, 2022 (107 days breakfast, 107 days lunch)

**General Site Data**

**Grades**

Grade Levels: 7-12

**Site Enrollment: 553**

Number of Free Students: **50**    Number of Reduced-Price Students: **6**    Number of Paid Students: **497**

**Meal Preparation—check one**

Onsite Kitchen       Satellite       Pre-Packaged

**Days**

Number of Annual Serving Days: **167**

**Breakfast Program**

*Numbers shown are average daily participation*

Offer versus Serve       Severe Need

Meal Service Times	# Free Breakfasts	# Reduced-Price Breakfasts	# Paid Breakfasts	Paid Breakfast Price	# Non-Program (Adult) Breakfasts	# Non-Program (Adult) Breakfast Price	# of Special Diet Breakfasts	Annual Reimbursement and Revenue
7:30-8:10	42			0	\$2.05			\$17,631.08

**Lunch Program**

*Numbers shown are average daily participation*

Offer versus Serve

Meal Service Times	# Free Lunches	# Reduced-Price Lunches	# Paid Lunches	Paid Lunch Price	# Non-Program (Adult) Lunch	Non-Program (Adult) Lunch Price	# of Special Diet Lunches	Annual Reimbursement and Revenue
11:15-12:40	274				3	\$4.05		\$207,234.42

**Special Milk Program (SMP) and/or Minnesota Kindergarten Milk Program (MKMP)**

*Numbers shown are average daily participation*

# SMP Milks	# MKMP Milks	Annual Reimbursement

**Non-Program (A La Carte)**

Number shown is amount divided by equivalent lunch rate. Current lunch equivalency factor is \$4.15.

# of Equivalent Lunches <sup>4</sup>	Annual Reimbursement
79	\$54,750.95

**Afterschool Snack Program—Area Eligible**

Numbers shown are average daily participation

- National School Lunch Program (NSLP) Snacks  
 Child and Adult Care Food Program (CACFP) Snacks and/or Meals

Meal/Snack Service Times	# Snacks	# Meals (CACFP)	# Annual Days

**Afterschool Snack Program (NSLP)—Not Area Eligible**

Numbers shown are average daily participation

Snack Service Times	# Free Snacks	# Reduced-Price Snacks	# Paid Snacks	Paid Snack Price	Number Annual Days

**Summer Food Service Program**

Numbers shown are average daily participation

Meal/Snack Service Times	# Breakfasts	# Lunches	# Snacks	# Suppers	# Annual Days

If this box is checked, see Site Data page 2 for additional programs.

## Site Recap (if applicable)

This page is completed if School Food Authority has more than one site.

### Site Types

Total Sites	Onsite Kitchen Number of Sites	Satellite Number of Sites	Prepackaged Number of Sites
2	2		

### Students -All Sites

Total Enrollment	Number Qualified for Free Meals	Number Qualified for Reduced-Price Meals	Number Qualified for Paid Meals
959	97	9	853

### Total Number of Meals -All Sites

Total Breakfast	Total Lunch	Total Snack	Total Meal Equivalent (A la Carte)	Total Kindergarten and Special Milk
26,720	92,184	4,342	13,360	13,193

Using current information in 21/22, Sept. – Feb. 2022-23 will be 167 days of service



## Minimum Food Specifications

*Using this list of food specifications, amend or change as needed to identify the foods the SFA is willing to accept. Modifications to ethnic or religious preference are allowed.*

### **Meat/Seafood – All meats, meat products, poultry products, and fish must be government inspected.**

- Beef, lamb and veal shall be USDA Grade Choice or better.
- Pork shall be U.S. No. 1 or U.W. No. 2,
- Poultry shall be U.S. Government Grade A.
- Seafood to be top grade, frozen fish – must be a nationally distributed brand, packed under continuous inspection of the USDA.

### **Dairy Products – All dairy products must be government inspected.**

- Fresh eggs, USDA Grade A or equivalent, 100 percent candled.
- Frozen eggs, USDA inspected.
- Milk, pasteurized Grade A.

### **Fruits and Vegetables**

- Fresh fruits and vegetables selected according to written specifications for freshness, quality and color – U.S. Grade A Fancy.
- Canned fruits and vegetables selected to requirements – U.S. Grade A Choice or Fancy (fruit to be packed in light syrup or natural juices).
- Frozen fruits and vegetables shall be U.S. Grade A Choice or better.

### **Baked Products**

- Bread, rolls, pies, cakes and puddings either prepared or baked on the premises or purchased on a quality level commensurate with meeting USDA breakfast and lunch requirements, as applicable.

### **Staple Groceries**

- Staple groceries to be a quality level commensurate with previously listed standards.

## Non-Price Evaluation Criteria

In addition to the criterion of lowest cost that a School Food Authority (SFA) uses when evaluating proposals, the SFA must develop additional non-price criteria to use when evaluating proposals. Complete section M of the RFP, add additional evaluation criteria. Below is a sample of criteria and descriptions most commonly used. SFA should pick 5-10 criteria from the table below for the evaluation, cost must be listed and must have the greatest single number of points assigned.

The Bid Point Calculator spreadsheet, available on the Minnesota Department of Education (MDE) website must be used to document the SFA's maximum points for the cost criteria. Non-price evaluation criteria can be also be added to the spreadsheet for total points to be calculated for each proposal.

Possible Point Assignment	Criteria
40	<b>Cost:</b> Total maximum cost is lowest compared to all other bids
20	<b>Employee Training and Development:</b> Vendor will provide monthly training on meal pattern, portion sizes, offer versus serve, and safety and nutrition
10	<b>Nutrition Education and Wellness Policy:</b> Vendor will provide a variety of nutrition education resources and will participate in the Wellness Policy committee
5	<b>Nutrition:</b> Vendor will provide registered dietician certifying menus for USDA nutrition standards Vendor will provide HACCP Plan and Wellness Support Plan
5	<b>Menu/Menu Planning/Ordering Process:</b> Vendor will provide USDA 5-week menu for breakfast, snack, lunch (basic and allergen) Vendor describes SFA's ordering process
10	<b>Vendor Support:</b> Vendor supports the audits of USDA/MDE. Vendor has strong kitchen manager candidates and kitchen manager/staff support. Past performance with SFA is in good standing. There is a plan to increase student and staff participation, including marketing/merchandising plan
10	<b>Vendor Experience:</b> Vendor has past experience with programs. Evaluation of References- provide            number of references with contact information. Describe vendor strengths and mission Is vendor a qualifying minority or woman-owned business (yes/no)
5	<b>Integrity and Reliability of Projected Operating Budget/Forecast:</b> Plan of operation, including maximizing financial and compliance performance. There is support for the operating budget/forecast.
5	<b>Direct Manager Support:</b>
5	<b>Vendor Meets District-Specific Requirements:</b>

## Projected Costs

Based on 172 days of service in school year 2020-2021

<b>Expenses: (from Food Service Account)</b>	<b>Total Cost</b>
Food Cost-including USDA Foods delivery charge	\$
Labor – School	\$25,303.56
Fringe Benefits - School	\$1,268.64
On-Site Manager Salary and Benefits	\$
Contracted Services	\$333,672.19
Transportation Cost	\$
Non-Food (supplies and other materials)	\$
Indirect Costs (assigned to food service) utilities/fees	\$8,256.53
Other: repairs	\$7,284.42
<b>Total</b>	<b>\$375,785.34</b>

Refer to the district annual audit for additional cost information.

## Projected Revenues

Based on 172 days of service in school year 2020-2021

<b>Expenses: (from Food Service Account)</b>	<b>Total Cost</b>
Breakfast	\$156.85
Lunch	\$21,006.47
Non-Program Sales	\$27,505.25
Reimbursements	\$346,664.11
Miscellaneous	\$3,304.53
<b>Total</b>	<b>\$398,637.21</b>

Refer to the district annual audit for additional cost information.

## Cost Responsibility Detail

School Food Authority (SFA): indicate with an "x" what costs are provided by the SFA, Vendor, or the cost is not applicable (N/A)

### Food

Area of Responsibility	Vendor	SFA	N/A
Food Purchases	X		
USDA Handling and Processing Charges	X		
Processing and Payment of Invoices	X		

### Labor—Vendor Employees

Area of Responsibility	Vendor	SFA	N/A
Salary/Wages	X		
Fringe Benefits and Insurance	X		
Retirement	X		
Payroll Taxes	X		
Workers Compensation	X		
Unemployment Compensation	X		
Preparation and Processing of Payroll	X		

### Miscellaneous/Additional Items

Area of Responsibility	Vendor	SFA	N/A
Cleaning/Janitorial Supplies	X		
Paper/Disposable Supplies	X		
Tickets/Tokens/ID System		X	
Silverware/Glassware—Initial Inventory		X	
Silverware/Glassware—Replacement During Operation	X		

### Telephone

Area of Responsibility	Vendor	SFA	N/A
Local		X	
Long Distance		X	

### Trash Removal

Area of Responsibility	Vendor	SFA	N/A
From Kitchen	X		
From Dining Area		X	
From Premises		X	

## Equipment Replacement and Repair

Area of Responsibility	Vendor	SFA	N/A
Non-expendable		X	
Expendable	X		

## Cleaning/Maintenance Responsibilities

Area of Responsibility	Vendor	SFA	N/A
Food Preparation Area	X		
Serving Area	X		
Kitchen Floors/Walls		X	
Dining Room Floors/Walls		X	
Hoods, Duct Work		X	
Tables and Chairs	X		
Light Fixtures		X	
Windows		X	
Grease Traps		X	
Restrooms for food service employees		X	

## Other

Area of Responsibility	Vendor	SFA	N/A
Uniforms	X		
Linens	X		
Laundry	X		
Pest Control		X	
Food and Beverage License	X		
Product and Public Liability Insurance	X	X	
Equipment Rental (explain)			NA
Car/Truck Rental (explain)			NA
Vehicle Maintenance			NA
Storage Costs			NA
Courier Services (e.g., bank deposits, school deliveries)			NA
Non-Company Employee Recruitment		X	
Tax—Sales			X
Tax—Other	X		
Office Supplies	X		
Printing	X		
Promotional Materials	X		
Other (cannot include overhead expenses incurred by Company)			

## Projected Revenues and Reimbursements

Based on 167 days of meal service extended for school year 2022-2023

Check one:

These numbers are based on projected revenues for the current school year 2021-2022 using the months of **September, 2021** through **February, 2022**.

These numbers are based on actual revenue from the previous school year

*Updated reimbursement rates are typically published on or around July 1<sup>st</sup> of every year.*

### **Breakfasts\***

Categories	Number Sold	Local Revenue	Reimbursement Rate	Total Revenue
Free	26,720		\$2.605	\$69,605.60
Reduced			\$	
Paid		\$	\$	
Adult		\$2.05	\$	\$
Total	26,720			\$69,605.60

### **Lunches\***

Categories	Number Sold	Local Revenue	Reimbursement Rate	Total Revenue
Free	92,184		\$4.6875	\$424,284.38
Reduced			\$	
Paid		\$	\$	
Adult	1,204	\$4.00	\$	\$6,763.50
Total	82,216			\$431,047.88

### **Afterschool Snacks**

Categories	Number Sold	Local Revenue	Reimbursement Rate	Total Revenue
Free	4,342		\$1.0775	\$4,678.51
Reduced		\$	\$	
Paid		\$	\$	
CACFP (area eligible)		\$	\$	
Total				\$4,678.51

### **Other**

Categories	Number Sold	Local Revenue	Reimbursement Rate	Total Revenue
Milk Program-Kindergarten	6,847	\$	\$0.20	\$1,369.40
Special Milk	6,346	\$	\$0.22	\$1,396.12

A la Carte Revenue**	13,360	\$4.15	\$	\$55,444.00
Other local revenue (specify) catering	1,694	\$	\$	\$7,030.10
Total Local Revenues				\$524,083.48

\*In Minnesota there is no local revenue for reduced-price meals. State funds cover the reduced price of meals.

\*\*A la carte revenue includes all income from lunchroom operations that are not part of the reimbursable meal programs, except catering functions. A la carte revenue includes vending machines, if applicable.

## Cost Proposal

### Cost-Reimbursable – Food Service Management Contract

The vendor proposes to operate the food service management program for school food authority ISD 108Canby Independent School District #891 during school year 2022-2023, subject to the information provided by the SFA in its Request for Proposals (RFP), for the maximum per-meal costs to SFA shown below. The awarded contract will require the vendor to bill SFA for its actual direct costs plus the fixed administrative fees shown below for each meal / equivalent meal.

The contract will be awarded based on the SFA's evaluation of lowest total costs, as shown below, and other non-price evaluation criteria established by the SFA.

Refer to the Cost Proposal attachment for estimated numbers of meals and meal equivalents provided by the SFA and the Site Recap Attachment.

Program	Fixed Administrative Fee per Meal and Ala Carte Meal Equivalent	+	Maximum Direct Costs per Meal and Ala Carte Meal Equivalent	=	Maximum Total Cost per Meal and Ala Carte Meal Equivalent	X	Total Meal and Ala Carte Meal Equivalents	=	Maximum Total Cost to SFA (based on SFA projected meals)
Lunch (including At-Risk Supper)		+		=		X	92,184	=	
A la Carte (Meal Equivalents)		+		=		X	15,054	=	
Breakfast		+		=		X	26,720	=	
Snacks		+		=		X	4,342	=	
Milk (Special and Kindergarten )		+		=		X	13,193	=	
Summer							Breakfast=43 2 Lunch=2,070		
Maximum Grand Total Cost to SFA									

**Submitted by:**

Name of Management Company	Authorized Signature
Address	Title
City, State, Zip Code	Date

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# Central Elementary Breakfast Menu

2022

Don't forget to eat your fruits and vegetables!

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p><b>3</b> Breakfast Pizza</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Fresh Mixed Fruit 1% Milk</p>	<p><b>4</b> Banana Chocolate Loaf Cheese Stick</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Apple Juice 1% Milk</p>	<p><b>5</b> Mini Donut</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Fresh Mixed Fruit 1% Milk</p>	<p><b>6</b> Mini-Cinnis</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Orange Juice 1% Milk</p>	<p><b>7</b> Breakfast Burrito</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Fresh Mixed Fruit 1% Milk</p>
<p><b>10</b> Breakfast Sandwich</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Canned Fruit 1% Milk</p>	<p><b>11</b> French Toast Sticks</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Apple Juice 1% Milk</p>	<p><b>12</b> Mini Bagel</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Fresh Mixed Fruit 1% Milk</p>	<p><b>13</b> Cinnamon Roll</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Orange Juice 1% Milk</p>	<p><b>14</b> Blueberry Loaf Cheese Stick</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Fresh Mixed Fruit 1% Milk</p>
<p><b>17</b> Breakfast Pizza</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Canned Fruit 1% Milk</p>	<p><b>18</b> Waffles</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Apple Juice 1% Milk</p>	<p><b>19</b> Coffee Cake</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Fresh Mixed Fruit 1% Milk</p>	<p><b>20</b> Apple Bosco Stick</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Orange Juice 1% Milk</p>	<p><b>21</b> Ham &amp; Cheese on a Bagel</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Fresh Mixed Fruit 1% Milk</p>
<p><b>24</b> Breakfast Pizza</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Canned Fruit 1% Milk</p>	<p><b>25</b> Mini French Toast</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Apple Juice 1% Milk</p>	<p><b>26</b> Breakfast Sandwich Biscuit</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Fresh Mixed Fruit 1% Milk</p>	<p><b>27</b> Vanilla Frosted Long John</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Orange Juice 1% Milk</p>	<p><b>28</b> Breakfast Flatbread</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Fresh Mixed Fruit 1% Milk</p>
<p><b>31</b> Breakfast Sandwich</p> <p>Choice of Cereal Graham Crackers</p> <p>Vegetable Selection Canned Fruit 1% Milk</p>	<p>○</p>	<p>○</p>	<p>○</p>	<p>○</p>

<b>PRICES</b>	Student Breakfast	\$
	Adult Breakfast	\$
	Extra Milk	\$
	Extra Entree	\$
<b>EXTRA INFO</b>	Milk choice available daily. For questions or comments, contact Food Service Director	





# Central Secondary Breakfast Menu

2022

Don't forget to eat your fruits and vegetables!

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>3</b> Breakfast Sandwich  Choice of Cereal Graham Crackers  Vegetable Selection Fresh Mixed Fruit 1% Milk	<b>4</b> Banana Chocolate Loaf Cheese Stick  Choice of Cereal Graham Crackers  Vegetable Selection Apple Juice 1% Milk	<b>5</b> Mini Donut  Choice of Cereal Graham Crackers  Vegetable Selection Fresh Mixed Fruit 1% Milk	<b>6</b> Mini-Cinnis  Choice of Cereal Graham Crackers  Vegetable Selection Orange Juice 1% Milk	<b>7</b> Breakfast Burrito  Choice of Cereal Graham Crackers  Vegetable Selection Fresh Mixed Fruit 1% Milk
<b>10</b> Breakfast Pizza  Choice of Cereal Graham Crackers  Vegetable Selection Canned Fruit 1% Milk	<b>11</b> French Toast Sticks  Choice of Cereal Graham Crackers  Vegetable Selection Apple Juice 1% Milk	<b>12</b> Mini Bagel  Choice of Cereal Graham Crackers  Vegetable Selection Fresh Mixed Fruit 1% Milk	<b>13</b> Breakfast Sandwich  Choice of Cereal Graham Crackers  Vegetable Selection Orange Juice 1% Milk	<b>14</b> Blueberry Loaf Cheese Stick  Choice of Cereal Graham Crackers  Vegetable Selection Fresh Mixed Fruit 1% Milk
<b>17</b> Breakfast Sandwich  Choice of Cereal Graham Crackers  Vegetable Selection Canned Fruit 1% Milk	<b>18</b> Waffles  Choice of Cereal Graham Crackers  Vegetable Selection Apple Juice 1% Milk	<b>19</b> Coffee Cake  Choice of Cereal Graham Crackers  Vegetable Selection Fresh Mixed Fruit 1% Milk	<b>20</b> Apple Bosco Stick  Choice of Cereal Graham Crackers  Vegetable Selection Orange Juice 1% Milk	<b>21</b> Ham & Cheese on a Bagel  Choice of Cereal Graham Crackers  Vegetable Selection Fresh Mixed Fruit 1% Milk
<b>24</b> Breakfast Pizza  Choice of Cereal Graham Crackers  Vegetable Selection Canned Fruit 1% Milk	<b>25</b> Mini French Toast  Choice of Cereal Graham Crackers  Vegetable Selection Apple Juice 1% Milk	<b>26</b> Breakfast Sandwich Biscuit  Choice of Cereal Graham Crackers  Vegetable Selection Fresh Mixed Fruit 1% Milk	<b>27</b> Vanilla Frosted Long John  Choice of Cereal Graham Crackers  Vegetable Selection Orange Juice 1% Milk	<b>28</b> Breakfast Flatbread  Choice of Cereal Graham Crackers  Vegetable Selection Fresh Mixed Fruit 1% Milk
<b>31</b> Breakfast Sandwich  Choice of Cereal Graham Crackers  Vegetable Selection Canned Fruit 1% Milk				

<b>PRICES</b>	Student Breakfast	\$
	Adult Breakfast	\$
	Extra Milk	\$
	Extra Entree	\$
	<b>EXTRA INFO</b>	

Milk choice available daily. For questions or comments, contact Food Service Director





# Central Elementary Lunch Menu

2022

Don't Forget to Eat Your Fruits & Vegetables!

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>3</b> Crispy Chicken Sandwich  Ham Deli Sub Sandwich  Steamed Peas Cucumber Slices Fruit Choice	<b>4</b> Walking Taco  Honey Mustard Ham Wrap  Refried Beans Tomatoes Fruit Choice	<b>5</b> BBQ Chicken Sandwich  Turkey Deli Sub Sandwich  Steamed Green Beans Baby Carrots Fruit Choice	<b>6</b> Cheeseburger on a Bun  Crispy Chicken Salad Whole Grain Dinner Roll  Roasted Broccoli Red Peppers Fruit Choice	<b>7</b> Mini Pancakes Sausage Patty  Turkey Cranberry Wrap  Tri Tater Broccoli Florets Fruit Choice
<b>10</b> Orange Chicken Whole Grain Dinner Roll  Chicken Caesar Wrap  California Blend Vegetable Baby Carrots Fruit Choice	<b>11</b> BBQ Rib Sandwich  Turkey & Cheese Flatbread Munchable  Steamed Corn Cucumber Slices Fruit Choice	<b>12</b> Beef Hotdog on a Bun  Buffalo Chicken Salad Whole Grain Dinner Roll  Baked Beans Cauliflower Floret Fruit Choice	<b>13</b> Chicken Bacon Ranch Melt  Turkey Deli Sub Sandwich  Steamed Carrots Broccoli Florets Fruit Choice	<b>14</b> Macaroni & Cheese Whole Grain Dinner Roll  Southwest Chicken Salad  Steamed Peas Red Peppers Fruit Choice
<b>17</b> Hamburger on a Bun  Pizza Munchable  Tater Tots Baby Carrots Fruit Choice	<b>18</b> Corn Dog  Chef Salad Whole Grain Dinner Roll  Steamed Green Beans Broccoli Florets Fruit Choice	<b>19</b> Chicken Soft Tacos  Ham Deli Sub Sandwich  Spicy Pinto Beans Tomatoes Fruit Choice	<b>20</b> Pasta with Meat Sauce Garlic Toast  Chicken Caesar Salad Whole Grain Dinner Roll  Roasted Cauliflower Celery Sticks Fruit Choice	<b>21</b> Crispy Chicken Nuggets Whole Grain Dinner Roll  Turkey BLT Wrap  Golden French Fries Red Peppers Fruit Choice
<b>24</b> BBQ Pulled Pork Sandwich  Buffalo Chicken Salad Whole Grain Dinner Roll  Peas & Carrots Cauliflower Floret Fruit Choice	<b>25</b> Roast Turkey & Gravy Whole Grain Dinner Roll  Yogurt Pak with Bagel  Mashed Potatoes Baby Carrots Fruit Choice	<b>26</b> Crispy Chicken Tenders Whole Grain Dinner Roll  Turkey BLT Salad Whole Grain Dinner Roll  Steamed Corn Cauliflower Floret Fruit Choice	<b>27</b> Hot Turkey & Cheese Sandwich  Honey Mustard Ham Wrap  Steamed Green Beans Baby Carrots Fruit Choice	<b>28</b> Cheesy Italian Flatbread Marinara Sauce  Chicken Caesar Wrap  Roasted Broccoli Celery Sticks Fruit Choice
<b>31</b> Hamburger on a Bun  Chef Salad Whole Grain Dinner Roll  Golden French Fries Tomato Slices Fruit Choice	○	○	○	○

<b>PRICES</b>	Student Lunch	\$
	Adult Lunch	\$
	Extra Milk	\$
	Extra Entree	\$

**EXTRA INFO**

Milk choice available each day. For questions or comments, contact Food Service Director.



Menus are subject to change without notice. This institution is an equal opportunity provider.



# Central Secondary Lunch Menu

2022

Fresh Vegetable Choices and Seasonal Fruit are Offered  
Daily on the Fruit & Vegetable Bar.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p><b>3</b></p> <p>Toasted Cheese Sandwich Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Honey Mustard Ham Wrap Turkey Deli Sub Sandwich Tomato Soup Cauliflower Floret Fruit Choice</p>	<p><b>4</b></p> <p>Beef Hotdog on a Bun Pepperoni Pizza Cheese Pizza Chicken Caesar Wrap Ham Deli Sub Sandwich Golden French Fries Baby Carrots Fruit Choice</p>	<p><b>5</b></p> <p>Soft Beef Tacos Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Chef Salad Turkey Deli Sub Sandwich Refried Beans Tomatoes Fruit Choice</p>	<p><b>6</b></p> <p>Crispy Chicken Tenders Whole Grain Dinner Roll Pepperoni Pizza Cheese Pizza Turkey BLT Wrap Ham Deli Sub Sandwich Peas &amp; Carrots Broccoli Florets Fruit Choice</p>	<p><b>7</b></p> <p>Pancakes Scrambled Egg Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Turkey Deli Sub Sandwich Tri Tater Baby Carrots Fruit Choice</p>
<p><b>10</b></p> <p>Pulled Pork Sandwich Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Honey Mustard Ham Wrap Turkey Deli Sub Sandwich Steamed Carrots Cauliflower Floret Fruit Choice</p>	<p><b>11</b></p> <p>BBQ Rib Sandwich Pepperoni Pizza Cheese Pizza Chicken Caesar Wrap Ham Deli Sub Sandwich Roasted Broccoli Cucumber Slices Fruit Choice</p>	<p><b>12</b></p> <p>Chicken Fajitas Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Chef Salad Turkey Deli Sub Sandwich Spicy Pinto Beans Tomatoes Fruit Choice</p>	<p><b>13</b></p> <p>Orange Chicken Brown Rice Pepperoni Pizza Cheese Pizza Turkey BLT Wrap Ham Deli Sub Sandwich California Blend Vegetable Broccoli Florets Fruit Choice</p>	<p><b>14</b></p> <p>Potato Crusted Fish Whole Grain Dinner Roll Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Turkey Deli Sub Sandwich Potato Wedges Baby Carrots Fruit Choice</p>
<p><b>17</b></p> <p>Chicken Bacon Ranch Melt Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Chicken Caesar Salad Turkey Deli Sub Sandwich Roasted Broccoli Baby Carrots Fruit Choice</p>	<p><b>18</b></p> <p>Corn Dog Pepperoni Pizza Cheese Pizza Chicken Caesar Wrap Ham Deli Sub Sandwich Baked Beans Cucumber Ranch Salad Fruit Choice</p>	<p><b>19</b></p> <p>Chicken Alfredo w/Pasta Garlic Toast Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Chef Salad Turkey Deli Sub Sandwich Steamed Peas Tomatoes Fruit Choice</p>	<p><b>20</b></p> <p>Crispy Chicken Nuggets Whole Grain Dinner Roll Pepperoni Pizza Cheese Pizza Turkey BLT Wrap Ham Deli Sandwich California Blend Vegetable Broccoli Florets Fruit Choice</p>	<p><b>21</b></p> <p>Cheesy Italian Flatbread Marrara Sauce Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Turkey Deli Sub Sandwich Steamed Carrots Garden Salad Fruit Choice</p>
<p><b>24</b></p> <p>Crispy Chicken Tenders Whole Grain Dinner Roll Spicy Chicken Patty on Bun Cheeseburger on a Bun Hamburger on a Bun Honey Mustard Ham Wrap Turkey Deli Sub Sandwich Steamed Corn Baby Carrots Fruit Choice</p>	<p><b>25</b></p> <p>Walking Taco Pepperoni Pizza Cheese Pizza Chicken Caesar Wrap Ham Deli Sub Sandwich Refried Beans Tomatoes Fruit Choice</p>	<p><b>26</b></p> <p>Roast Pork &amp; Gravy Whole Grain Dinner Roll Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Chef Salad Turkey Deli Sub Sandwich Mashed Potatoes Broccoli Florets Fruit Choice</p>	<p><b>27</b></p> <p>Hot Turkey &amp; Cheese Sandwich Pepperoni Pizza Cheese Pizza Turkey BLT Wrap Ham Deli Sub Sandwich Roasted Cauliflower Celery Sticks Fruit Choice</p>	<p><b>28</b></p> <p>Chicken and Cheese Quesadilla Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Turkey Deli Sub Sandwich Steamed Corn Red Peppers Fruit Choice</p>
<p><b>31</b></p> <p>Chicken Bacon Ranch Melt Crispy Chicken Sandwich Cheeseburger on a Bun Hamburger on a Bun Honey Mustard Ham Wrap Turkey Deli Sub Sandwich Steamed Green Beans Baby Carrots Fruit Choice</p>	<p>○</p>	<p>○</p>	<p>○</p>	<p>○</p>

<b>PRICES</b>	Student Lunch	\$
	Adult Lunch	\$
	Extra Entree	\$
	Extra Milk	\$

**EXTRA INFO**

Milk choice available each day. Entree Salads are served with a Dinner Roll.  
For questions or comments, contact Food Service Director.





Food Service Management Company Cost Reimbursable Template  
Contract

Labor Worksheets

Attachment for  
Request for Proposal (RFP)  
For District: ISD 108 Central Public Schools

Read SOLICITATION carefully!

**Instructions:**

**Attachment 1 and Attachment 3 - to be completed by the SFA on the current labor look**

**Attachment 2 and Attachment 4 - to be completed by the FSMC on what the labor will be**

**If SFA used a vendor prior, then they use the current labor costs of the vendor to fill in Attachment 1 and Attachment 3**





FSMC Employees

yes



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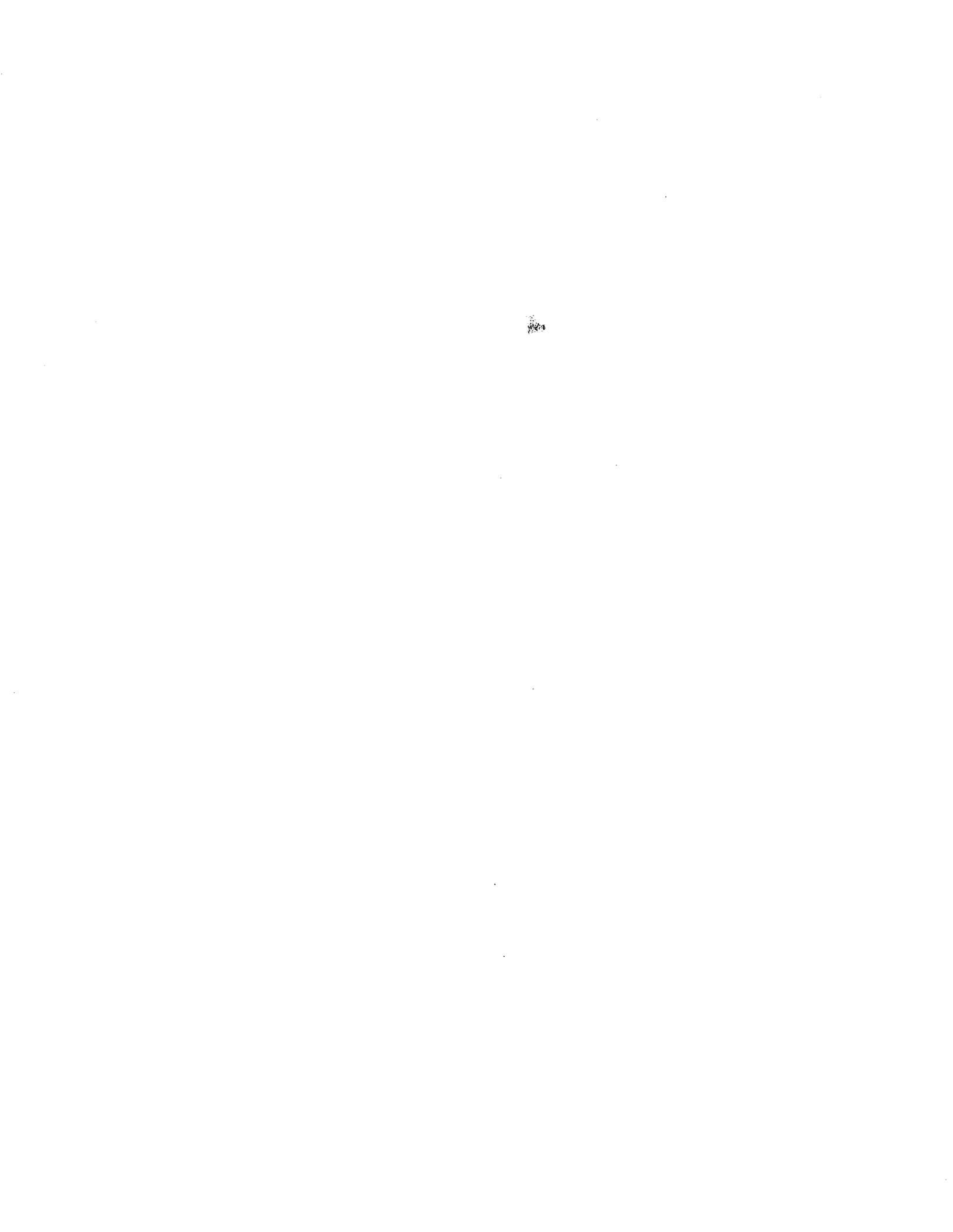












**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower-Tier Covered Transactions**

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

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

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

Vendor Name:

Project: **National School Lunch Program**

Name of Management Company	Authorized Signature
Address	Title
City, State, Zip Code	Date

### Certification Regarding Lobbying

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

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a federal contract, the making of any federal grant, the making of a federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment or modification of a federal contract, grant, loan or cooperative agreement;
26. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
27. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Vendor Name:

Project: **National School Lunch Program**

Name of Management Company	Authorized Signature
Address	Title
City, State, Zip Code	Date

**DISCLOSURE OF LOBBYING ACTIVITIES**  
**STANDARD FORM –LLL APPROVED BY OMB**  
**COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT**  
**TO 31 U.S.C. 1352**  
**(SEE NEXT PAGE FOR PUBLIC DISCLOSURE)**

<b>1. Type of Federal Action</b> <input type="checkbox"/> A. Contract <input type="checkbox"/> B. Grant <input type="checkbox"/> C. Cooperative Agreement <input type="checkbox"/> D. Loan <input type="checkbox"/> E. Loan Guarantee <input type="checkbox"/> F. Loan Insurance	<b>2. Status of Federal Action</b> <input type="checkbox"/> A. Bid/Offer/Application <input type="checkbox"/> B. Initial Award <input type="checkbox"/> C. Post award	<b>3. Report Type</b> <input type="checkbox"/> A. Initial Filing <input type="checkbox"/> B. Material Change  <b>For Material Change Only:</b> Year:           Quarter: Date of Last Report:
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Sub-awardee Tier, if known: Congressional District, if known:		<b>5. If Reporting Entity in Number 4 is Sub-awardee, Enter Name and Address of Prime:</b>  Congressional District, if known:
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/ Description:</b>  CFDA Number, if applicable:	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b>	
<b>10 a. Name and Address of Lobbying Entity: (if individual, last name, first name, MI)</b>	<b>10 b. Individual Performing Services: (including address if different from Number. 10 a) (Last name, first name, MI)</b>	
<b>11. Amount of Payment: (check all that apply)</b>  <input type="checkbox"/> Actual <input type="checkbox"/> Planned	<b>13. Type of Payment: (check all that apply)</b> <input type="checkbox"/> A. Retainer <input type="checkbox"/> B. One-Time Fee <input type="checkbox"/> C. Commission <input type="checkbox"/> D. Contingency Fee <input type="checkbox"/> E. Deferred <input type="checkbox"/> F. Other: ( <i>specify</i> )	
<b>12. Form of payment: (check all that apply)</b> <input type="checkbox"/> A. Cash Nature: <input type="checkbox"/> B. In-kind ( <i>specify</i> ) Value:		
<b>14. Brief Description</b> of services performed or to be performed and date(s) of service, including officer(s), employees, or members) contracted for payment indicated in Number 11. (Attach Continuation Sheets if necessary)		
<b>15. Continuation Sheets Attached:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>16. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. The disclosure of lobbying activities is a material representation of fact upon which evidence was placed by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. The information will be reported to the Congress semiannually and will</b>	Signature:  Print Name:  Title:  Telephone Number:	

be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of no less than \$10,000 and no more than \$100,000 for each such failure.

Date:

Federal Use Only

Authorized for Local Reproduction

### INSTRUCTIONS FOR COMPLETION OF DISCLOSURE OF LOBBYING ACTIVITIES FORM

This disclosure form shall be completed by the reporting entity, whether sub-awardee or prime federal recipient, at the initiation or receipt of a covered federal action or a material change in a previous filing, pursuant to Title 31 U.S.C. Section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered federal action. Use a Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget (OMB) for additional information.

1. Identify the type of covered federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered action.
4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub-award recipient. Identify the tier of the sub-awardee, e.g., the first sub-awardee of the prime is the first tier. Sub-awards include, but are not limited to, subcontracts, sub-grants, and contract awards under grants.
5. If the organization filing the report in Item 4 checks Sub-awardee, then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if know. For example: Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (Item1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identified in Item 1; e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the federal agency. Include prefixes; e.g., RFP-DE-90-001.
9. For a covered federal action where there has been an award or loan commitment by the federal agency, enter the federal amount of the award/loan commitment for the prime entity identified in Item 4 or Item 5.
10. a. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.
10. b. Enter the full name of the individual performing services, and include full address if different from 10a. Enter last name, first name, and middle initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.

12. Check the appropriate item. Check all items that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box. Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the dates of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with federal officials. Identify the federal officials or employees contacted or the officers, employees, or Members of Congress that were contacted.
15. Check whether Continuation Sheets are enclosed.
16. The certifying official shall sign and date the form; print his/her name, title, and telephone number.

### Instructions for Certification Regarding Debarment Form

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

**Independent Price Determination Certificate**

Both the school food authority (SFA) and the Food Service Management Company (Vendor) shall execute this Independent Price Determination Certificate.

\_\_\_\_\_  
Name of Food Service Management Company      Name of School Food Authority

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

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

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

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

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

\_\_\_\_\_  
Signature of Food Service Management Company's      Title      Date  
Authorized Representative

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

\_\_\_\_\_  
Signature of School Food Authority's      Title      Date  
Authorized Representative

**Note: SFA's acceptance of an offer does not constitute award of the contract.**



March 3, 2022

Central Public Schools, ISD #108, will be accepting proposals for the management of the school food service operation for the forthcoming school year. The mandatory Pre-Proposal Meeting/Bidder's Conference is scheduled for April 20, 2022 at 10:30 AM in the District Office, 531 Morse Street Norwood Young America, MN. Please respond in writing to indicate whether you will or will not be attending this meeting.

To request a copy of the Request for Proposals, please contact Andrea Franck [afanck@ISD108.org](mailto:afanck@ISD108.org)

The contracting process is strictly controlled by U.S. Department of Agriculture procurement regulations and any applicable Minnesota laws. Please clear all contact with any district personnel, vendors, contractors or board members with me. Any attempt to unduly influence district staff, administration, vendors, contractors or board members will automatically disqualify your company.

If I can provide more information, please call me at 952-467-7002.

Sincerely,

Andrea Franck  
District 108 Administrative Assistant



# Central Public Schools ISD #108

## Invitation to Bid: Food Service Management

Central Public Schools will be accepting proposals for the operation and management of the school food service program beginning with the 2022/2023 school year.

A pre-proposal meeting will be held on April 20, 2022 at 10:30 AM at the Central Public Schools District Office, 531 Morse Street, Norwood Young America MN. Attendance at this meeting is mandatory for all companies who intend to respond with a proposal. Please respond and indicate whether you will or will not be attending this meeting.

Copies of the Request for Proposal and bid information outlining the requirements will be available and can be obtained by contacting my office at 952-467-7000. Proposals will be received until 3:00 PM on May 9, 2022

The District reserves the right to accept or reject any and/or all proposals or to accept the proposal that is in the best interest of the schools.

Andrea Franck, District Administrative Assistant



# Dashir Management Services, Inc.

E8723A County Highway H, Wisconsin Dells WI 53965

## Management Agreement

March 30, 2022

Dashir Management Services, Inc. proposes to provide a custodial / maintenance program for the Central Public Schools for the purpose of providing a clean, safe environment for the staff and students in all District facilities.

The terms proposed are as follows:

1. The program will require 9.37 full-time equivalent positions (FTE's) for cleaning and maintenance of school.
  - o 1 – Facility Manager
  - o 1 – Maintenance
  - o 7 – Cleaners
  - o .25 – Preschool Cleaners(student days only)
  - o .12 – Grounds (extra help for mowing season)
2. The District will provide all supplies, equipment, tools and PPE.
3. The District will provide a vehicle for district work or pay mileage at current district rate.
4. Dashir, with input from the District Administration, will be responsible for the assignment of schedules and supervision of all employees in the custodial department.
5. Dashir will provide access to its purchasing agreements and assist the District to assure the greatest savings possible on any other purchases.
6. Dashir will monitor the success of the program through inspections conducted by the on-site Facility Manager and the Area Operations Manager.
7. Dashir Management and District Administration will meet regularly to review progress and resolve any problems that may occur.
8. Dashir will provide the District with a current certificate of workers compensation insurance from an insurance provider licensed in the State.
9. Dashir will comply with all labor laws of the State and the Federal standards that may apply.
10. Dashir employees will comply with all policies of the District.
11. Dashir agrees to provide any information related to actual hourly wages and staffing as may be requested by the District Administration.

12. The District agrees to provide budget information, including monthly year to date reports as they relate to the Custodial and Maintenance Department.
13. This agreement will remain in force for 3 years July 1, 2022 through June 30, 2025. The agreement will be automatically renewed unless either party requests a change 90 days prior to the contract date in writing. The agreement may be terminated by either party, with a 90-day written notice, for failure to perform.
14. Dashir will meet with the District Administration annually to review performance. This agreement can be terminated by either party with a ninety day written notice following this annual review for failure to perform, or if either party decides it is no longer in their best interest to continue the agreement.
15. The contract amount will be adjusted only when a change in service responsibility occurs or in the event of an increase in the wage and benefit package offered to District's non-licensed support staff. The adjustment shall be effective with the commencement of the change in service responsibilities or the effective date of the increase in wage and benefit package.
16. The annual contract amount will increase in a percentage equal to the increase offered to employees in departments as indicated above.
17. If the local, state or federal government, makes changes to the minimum wage, overtime rules and/or required benefit laws, this contract could be reviewed and renegotiated if necessary.
18. The School District agrees not to offer employment to any Dashir Supervisory employees during the term of this agreement and for one year following termination of this agreement, without the expressed written permission of Dashir Management Services, Inc...
19. Dashir Management Services, Inc. agrees to indemnify and hold harmless the School District for any liabilities resulting from any act of an employee or representative of Dashir Management Services, Inc....

Please sign below if you are in agreement with the contract as indicated above and the attached addendum A.

\_\_\_\_\_  
 Tim Schochenmaier  
 Superintendent

\_\_\_\_\_  
 Mike Nelson  
 Dashir Management Services, Inc.

Date \_\_\_\_\_

Date \_\_\_\_\_



## 2022-2023 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

**RESOLVED**, that the Governing Board of School District Number 108, County of Carver, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (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 high school(s) listed below (name all high schools in the district):

### Central High School

(If more than four high schools, attach an additional list)

is/are authorized by this, the Governing Board of said school district or school to:

- Renew its membership in the Minnesota State High School League; and,  
OR;  
 Make new application for membership in the Minnesota State High School League.  
School Enrollment (9-12): **Click or tap here to enter text.**
- Participate in the approved interschool activities sponsored by said League and its various subdivisions.

**FURTHER RESOLVED**, that this Governing Board hereby adopts the Constitution, Bylaws, 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 as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by this Governing Board.

***Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.***

*Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.*

The above Resolution was adopted by the Governing Board of this school 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.

Signed: \_\_\_\_\_  
(Clerk/Secretary - Local Governing Board)

Signed: \_\_\_\_\_  
(Superintendent or Head of School)

Date: 5/23/2022

Date: 5/23/2022

District Office address, City, Zip: **531 Morse Street #247 NYA, MN 55368**

School Superintendent's Phone: **952-467-7001**

School Superintendent's Email: **tschochenmaier@central.k12.mn.us**

## 2022-2023 RESOLUTION FOR MEMBERSHIP

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, such as district meetings, region meetings, and mail ballots.

**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.

Name of School: **Central High School**

### 208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Designated School Board Member: **Richard Schug**

Email Address: **[Rschug@ISD108.org](mailto:Rschug@ISD108.org)**

Designated School Representative: **Kelly Vossen**

Email Address: **[Kvossen@isd108.org](mailto:Kvossen@isd108.org)**

### 208.02 ACTIVITY REPRESENTATIVES

Boys Sports: **Kelly Vossen**

Girls Sports: **Kelly Vossen**

Speech: **Laura Hanson**

Music: **Adam Halpaus**

\*Mailing Representative: **Kelly Vossen**

\*The Mailing Representative is the person to whom all mailings from the League office will be sent. Schools usually name the activity director as the primary recipient of the mailings and email messages.

### 208.03 LOCAL ADVISORY COMMITTEE MEMBERS

Board Member: [Click or tap here to enter text.](#)

Student: [Click or tap here to enter text.](#)

Parent: [Click or tap here to enter text.](#)

Faculty Member: [Click or tap here to enter text.](#)

**Please complete and submit this form with your school's 2022-2023 Resolution for Membership to [mshsl\\_info@mshsl.org](mailto:mshsl_info@mshsl.org) If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.**

**Submit this form to [mshsl\\_info@mshsl.org](mailto:mshsl_info@mshsl.org)  
2100 Freeway Boulevard, Brooklyn Center, Minnesota 55430-1735 | (763) 560-2262 | [www.mshsl.org](http://www.mshsl.org)**

EXTRACT OF MINUTES OF MEETING  
OF SCHOOL BOARD OF  
SCHOOL DISTRICT # \_\_\_\_  
(City)  
STATE OF MINNESOTA

Pursuant to due call and notice thereof, School Board meeting of School District No. \_\_\_\_, State of Minnesota, was held on \_\_\_\_\_, at \_\_\_\_\_ pm, for the purpose, in part, of approving the SW Metro Intermediate School District No. 288's Safe School Program and authorizing the inclusion of a proportionate share of Intermediate School District's Safe School Program in the district's application for Safe Schools Revenue.

Director \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING SW METRO INTERMEDIATE SCHOOL DISTRICT  
NO. 288'S SAFE SCHOOL PROGRAM AND AUTHORIZING THE INCLUSION OF  
A PROPORTIONATE SHARE OF THIS PROGRAM IN THE DISTRICT'S  
APPLICATION FOR SAFE SCHOOL REVENUE

BE IT RESOLVED by the School Board of District No. \_\_\_\_, State of Minnesota, as follows:

1. The School Board of SW Metro Intermediate School District No. 288 has approved a Safe School program for the Fiscal Year 2024 in the amount of \$224,400.00. The various components of the program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved (Exhibit A)
2. The proportionate share of the cost of the intermediate school district's Safe School program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district Safe school program times a percentage that weighs the two components of each member district's portion of the total Special Education Tuition billing and Vocational billing. The Safe school costs shall be funded through annual levy. The inclusion of this proportionate share in the district's Safe School revenue application for the fiscal year 2024 is hereby approved, subject to approval by the Commissioner of Education.
3. Upon receipt of the proportionate share of Safe School revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

The motion for the adoption of the foregoing resolution was duly seconded by Director \_\_\_\_\_ and, upon vote taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

I, the undersigned, being the duly qualified and acting Clerk of School District No. \_\_\_\_\_. State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. \_\_\_\_\_, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a FULL, TRUE AND COMPLETE TRANSCRIPT INSOFAR AS THE SAME RELATES TO THE APPROVAL OF SW Metro Intermediate School District's Safe School Program in the district's application for Safe School revenue.

WITNESS MY HAND officially as such Clerk this \_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
Clerk

School District No. \_\_\_\_\_

EXTRACT OF MINUTES OF MEETING  
OF SCHOOL BOARD OF  
SCHOOL DISTRICT # \_\_\_\_  
(City)  
STATE OF MINNESOTA

Pursuant to due call and notice thereof, School Board meeting of School District No. \_\_\_\_, State of Minnesota, was held on \_\_\_\_\_, at \_\_\_\_\_ pm, for the purpose, in part, of approving the SW Metro Intermediate School District No. 288's Long-Term Facility maintenance budget and authorizing the inclusion of a proportionate share of Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance.

Director \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING SW METRO INTERMEDIATE SCHOOL DISTRICT  
NO. 288'S LONG-TERM FACILITY MAINTENANCE PROGRAM BUDGET AND  
AUTHORIZING THE INCLUSION OF A PROPORTIONATE SHARE OF THOSE  
PROJECTS IN THE DISTRICT'S APPLICATION FOR LONG-TERM FACILITY  
MAINTENANCE REVENUE

BE IT RESOLVED by the School Board of District No. \_\_\_\_, State of Minnesota, as follows:

1. The School Board of SW Metro Intermediate School District No. 288 has approved a long-term facility maintenance program budget for its facilities for the Fiscal Year 2024 in the amount of **\$102,065**. The various components of the program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved (Exhibit A)
2. Minnesota Statutes, Section 123B.53, Subdivision 1, as amended, provides that if an intermediate school district's long-term facility maintenance budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district programing its long-term facility maintenance revenue application.
3. The proportionate share of the cost of the intermediate school district's long-term facility maintenance program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district long-term facility maintenance program times a percentage that weighs the two components of each member district's portion of the total Special Education Tuition billing and Vocational billing. The long-term facility maintenance costs shall be funded through annual levy instead of issuing bonds. The inclusion of this proportionate share in the district's long-term facility maintenance revenue

application for the fiscal year 2024 is hereby approved, subject to approval by the Commissioner of Education.

4. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

The motion for the adoption of the foregoing resolution was duly seconded by Director \_\_\_\_\_ and, upon vote taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

I, the undersigned, being the duly qualified and acting Clerk of School District No. \_\_\_\_\_. State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. \_\_\_\_\_, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a FULL, TRUE AND COMPLETE TRANSCRIPT INsofar AS THE SAME RELATES TO THE APPROVAL OF SW Metro Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk this \_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
Clerk

School District No. \_\_\_\_\_



Division of School Finance  
 1500 Highway 36 West  
 Roseville, MN 55113-4266

**Long-Term Facility Maintenance Ten-Year Expenditure Ap**

**Instructions:** Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Sta

District Info.	Enter Information	District Info.	Enter Information
District Name:	SouthWest Metro Intermediate	Date:	5/19/2022
District Number:	0288-06	Email:	bfell@swmetro.k12.mn.us
District Contact Name:	Brian Fell		
Contact Phone #	952-567-8103		

Expenditure Categories		Fiscal Year			
		2022 (base year)	2023	2024	2025
<b>Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.</b>					
<b>Finance Code</b>	<b>Category (1)</b>				
347	Physical Hazards	\$0	\$0	\$0	\$0
349	Other Hazardous Materials	\$0	\$2,352	\$2,400	\$2,440
352	Environmental Health and Safety Management	\$0	\$0	\$0	\$0
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$1,106	\$1,200	\$1,220
366	Indoor Air Quality	\$0	\$0	\$0	\$0
<b>Total Health and Safety Capital Projects</b>		<b>\$0</b>	<b>\$3,458</b>	<b>\$3,600</b>	<b>\$3,660</b>
<b>Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year</b>					
<b>Finance Code</b>	<b>Category (2)</b>				
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$0
<b>Total Health and Safety Capital Projects \$100,000 or More</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151</b>					
<b>Finance Code</b>	<b>Category (3)</b>				
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0
<b>Total Remodeling for Approved Voluntary Pre-K Projects</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Accessibility</b>					
<b>Finance Code</b>	<b>Category (4)</b>				
367	Accessibility	\$0	\$0	\$0	\$0
<b>Total Accessibility Projects</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Deferred Capital Expenditures and Maintenance Projects</b>					
<b>Finance Code</b>	<b>Category (5)</b>				
368	Building Envelope	\$0	\$30,600	\$0	\$5,000
369	Building Hardware and Equipment	\$0	\$241,000	\$0	\$20,000
370	Electrical	\$0	\$0	\$0	\$0
379	Interior Surfaces	\$0	\$39,000	\$200,000	\$40,000
380	Mechanical Systems	\$0	\$140,311	\$35,355	\$20,000
381	Plumbing	\$0	\$488	\$0	\$0
382	Professional Services and Salary	\$0	\$0	\$0	\$0
383	Roof Systems	\$0	\$983	\$0	\$80,000
384	Site Projects	\$0	\$0	\$0	\$0
<b>Total Deferred Capital Expense and Maintenance</b>		<b>\$0</b>	<b>\$452,382</b>	<b>\$235,355</b>	<b>\$85,000</b>
<b>Total Annual 10-Year Plan Expenditures</b>		<b>\$0</b>	<b>\$455,840</b>	<b>\$238,955</b>	<b>\$88,630</b>

		Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266		Application (LTFM) - Fund 01 and Fund 06 Projects Only				ED - 02478-07	
<b>Instructions:</b> Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota standards (UFARS) finance code and by fiscal year in the cells provided.									
District Info.		Enter Information							
District Name:		SouthWest Metro Intermediate							
District Number:		0288-06							
District Contact Name:		Brian Fell							
Contact Phone #		952-567-8103							
Expenditure Categories		r (FY) Ending June 30							
		2026	2027	2028	2029	2030	2031		
<b>Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.</b>									
Finance Code		Category (1)							
347	Physical Hazards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
349	Other Hazardous Materials	\$2,460	\$2,480	\$2,500	\$2,520	\$2,540	\$2,560	\$2,580	\$2,600
352	Environmental Health and Safety Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$1,230	\$1,240	\$1,250	\$1,260	\$1,270	\$1,280	\$1,290	\$1,300
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Health and Safety Capital Projects</b>		<b>\$3,690</b>	<b>\$3,720</b>	<b>\$3,750</b>	<b>\$3,780</b>	<b>\$3,810</b>	<b>\$3,840</b>	<b>\$3,870</b>	<b>\$3,900</b>
<b>Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year</b>									
Finance Code		Category (2)							
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Health and Safety Capital Projects \$100,000 or More</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151</b>									
Finance Code		Category (3)							
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Remodeling for Approved Voluntary Pre-K Projects</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Accessibility</b>									
Finance Code		Category (4)							
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Accessibility Projects</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Deferred Capital Expenditures and Maintenance Projects</b>									
Finance Code		Category (5)							
368	Building Envelope	\$5,000	\$10,000	\$10,000	\$10,000	\$20,000	\$20,000	\$20,000	\$20,000
369	Building Hardware and Equipment	\$5,000	\$10,000	\$10,000	\$10,000	\$200,000	\$100,000	\$100,000	\$100,000
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
379	Interior Surfaces	\$5,000	\$10,000	\$10,000	\$10,000	\$40,000	\$10,000	\$10,000	\$10,000
380	Mechanical Systems	\$5,000	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$0
381	Plumbing	\$2,000	\$2,000	\$2,000	\$2,500	\$5,000	\$5,000	\$5,000	\$5,000
382	Professional Services and Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
383	Roof Systems	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
384	Site Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Deferred Capital Expense and Maintenance</b>		<b>\$102,000</b>	<b>\$42,000</b>	<b>\$42,000</b>	<b>\$42,500</b>	<b>\$265,000</b>	<b>\$185,000</b>	<b>\$185,000</b>	<b>\$185,000</b>
<b>Total Annual 10-Year Plan Expenditures</b>		<b>\$105,690</b>	<b>\$45,720</b>	<b>\$45,750</b>	<b>\$46,280</b>	<b>\$268,810</b>	<b>\$188,840</b>	<b>\$188,840</b>	<b>\$188,840</b>

**RESOLUTION PROPOSING TO PLACE  
ON UNREQUESTED LEAVE OF ABSENCE**

**BE IT RESOLVED** by the School Board of Independent School District No. 108, as follows:

1. That it is proposed that Jennifer Schramm, a teacher of said school district, be placed on unrequested leave of absence for 1/7 of full-time equivalency, pay and fringe benefits, effective at the end of the 2018-2019 school year on June 30, 2018, pursuant to M.S. 122A.40, subdivision 11
2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

Ms. Jennifer Schramm  
Central Public Schools  
Norwood Young America, MN 55368

Dear Ms. Schramm:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 108 held on May 23, 2022, consideration was given to your placement on unrequested leave of absence for 1/7 of full time equivalency, pay and fringe benefits as a teacher of Independent School District No. 108, and a resolution was adopted by a majority vote of the Board, proposing your placement on this unrequested leave of absence effective at the end of 2021-2022 school year on June 30, 2022, pursuant to Minnesota Statutes 122A.40, subdivision 11 upon the grounds described in said statute and which are specifically as follows:

Lack of Pupils

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

Yours very truly,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT

NO. 108

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Richard Schug, Board Clerk

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, subdivision 11 and are hereby adopted as fully as though separately set forth and resolved herein.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION PROPOSING TO TERMINATE A TEACHING POSITION**

**BE IT RESOLVED** by the School Board of Independent School District No. 108, as follows:

1. That it is proposed that Grace Kelly, a teacher of said school district, be terminated at the end of the 2021-2022 school year on June 30, 2022, pursuant to M.S. 122A.40, subdivision 11
2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

Ms. Grace Kelly  
Central Public Schools  
Norwood Young America, MN 55368

Dear Ms. Kelly:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 108 held on May 23, 2022, consideration was given to your termination, pay and fringe benefits as a teacher of Independent School District No. 108, and a resolution was adopted by a majority vote of the Board, proposing your termination effective at the end of 2021-2022 school year on June 30, 2020, pursuant to Minnesota Statutes 122A.40, subdivision 11 upon the grounds described in said statute and which are specifically as follows:

Lack of Pupils

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

Yours very truly,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL

DISTRICT NO. 108

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Richard Schug, Board Clerk

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, subdivision 11 and are hereby adopted as fully as though separately set forth and resolved herein.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Date: May 23, 2022

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Richard Schug, Board Clerk