

Regular Meeting

Thursday, September 22, 2022 6:30 PM

Oak Park Building, 6355 Osman Avenue North, Stillwater, MN 55082

I. Recognition - Partnership Plan	Speaker (s) : Ms. Alison Sherman, School Board Chair
II. Public Comment	
III. Call to Order	Speaker (s) : Ms. Alison Sherman, School Board Chair
IV. Roll Call	Speaker (s) : Ms. Alison Sherman, School Board Chair
V. Pledge of Allegiance	Speaker (s) : Ms. Alison Sherman, School Board Chair
VI. Approval of Agenda	Speaker (s) : Ms. Alison Sherman, School Board Chair
VII. School Board Student Representative Oath of Office	Speaker (s) : Ms. Alison Sherman, School Board Chair
VIII. Student Report	Speaker (s) : Ms. Iliana Balok and Ms. Kiera Jelinek, Student Representatives
IX. Superintendent Report	Speaker (s) : Dr. Mike Funk, Superintendent
X. Board Chair Report	Speaker (s) : Ms. Alison Sherman, School Board Chair
XI. Consent Agenda	
XI.A. School Board Regular Meeting Minutes	Speaker (s) : Dr. Annie Porbeni, Clerk
XI.B. Payment of Invoices - September 10, 2-22 - September 23, 2022	Speaker (s) : Ms. Julie Cink, Director of Finance
XI.C. Technology Purchases- Staff Laptops and Classroom Displays	Speaker (s) : Mr. John Perry, Director of Learning, Technology & Design Systems
XI.D. Rutherford Elementary Rooftop Unit Replacement	Speaker (s) : Mr. Mark Drommerhausen, Director of Operations
XI.E. Human Resources Personnel Report	Speaker (s) : Dr. Jennifer Cherry, Assistant Superintendent
XII. Action Item	
XII.A. Adopt Preliminary Proposed Property Tax Levy 2022	Speaker (s) : Ms. Julie

Payable 2023

Cink, Director of
Finance

XIII. Reports

XIII.A. Student Achievement Update

Speaker (s) : Dr. Caleb
Drexler Booth,
Director of Teaching
and Learning

XIII.B. First Reading Policy 806 - Crisis
Management

Speaker (s) : Dr.
Jennifer Cherry,
Assistant
Superintendent

XIII.C. Second Reading Policy 905 - Advertising

Speaker (s) : Dr.
Jennifer Cherry,
Assistant
Superintendent

XIV. Adjournment

Speaker (s) : Ms.
Alison Sherman,
School Board Chair

XV. Attachments

School Board Meeting Purpose: Study Session
Thursday, September 8, 2022 6:30 PM Central

Oak Park Building
6355 Osman Avenue North
Stillwater, MN 55082

Katie Hockert: Present
Pete Kelzenberg: Present
Beverly Petrie: Present
Annie Porbeni: Present
Tina Riehle: Present
Alison Sherman: Present
Vivian Votava: Absent

Present: 6, Absent: 1.

The meeting was called to order at 6:30 p.m.

I. Call to Order and Roll Call

The meeting was called to order at 6:30 p.m.

II. Pledge of Allegiance

III. Approval of Agenda

A motion and a second to approve the meeting agenda. This motion, made by Alison Sherman and seconded by Beverly Petrie, Carried.

Vivian Votava: Absent, Katie Hockert: Yea, Pete Kelzenberg: Yea, Beverly Petrie: Yea, Annie Porbeni: Yea, Tina Riehle: Yea, Alison Sherman: Yea
Yea: 6, Nay: 0, Absent: 1

IV. Consent Agenda

Motion to approve the Consent Agenda A. This motion, made by Beverly Petrie and seconded by Katie Hockert, Carried.

Vivian Votava: Absent, Katie Hockert: Yea, Pete Kelzenberg: Yea, Beverly Petrie: Yea, Annie Porbeni: Yea, Tina Riehle: Yea, Alison Sherman: Yea
Yea: 6, Nay: 0, Absent: 1

IV.A. Payment of Invoices – August 27, 2022 to September 09, 2022

V. Action Item

V.A. Director of Schools

Motion to approve Dawn Lueck as the Director of Schools contingent on the completion of a background check. This motion, made by Alison Sherman and seconded by Annie Porbeni, Carried.

Vivian Votava: Absent, Katie Hockert: Yea, Pete Kelzenberg: Yea, Beverly Petrie: Yea, Annie Porbeni: Yea, Tina Riehle: Yea, Alison Sherman: Yea
Yea: 6, Nay: 0, Absent: 1

V.B. Bridge Transition Bid Package

Motion to approve the Bridge Transition Bid Package. This motion, made by Katie Hockert and seconded by Annie Porbeni, Carried.

Vivian Votava: Absent, Katie Hockert: Yea, Pete Kelzenberg: Yea, Beverly Petrie: Yea, Annie Porbeni: Yea, Tina Riehle: Yea, Alison Sherman: Yea
Yea: 6, Nay: 0, Absent: 1

V.C. Bridge Transitions Quote Package

Motion to approve the Bridge Transition Quote Package. This motion, made by Alison Sherman and seconded by Pete Kelzenberg, Carried.

Vivian Votava: Absent, Katie Hockert: Yea, Pete Kelzenberg: Yea, Beverly Petrie: Yea, Annie Porbeni: Yea, Tina Riehle: Yea, Alison Sherman: Yea
Yea: 6, Nay: 0, Absent: 1

VI. Study Session

VI.A. Strategic Planning Firms

Stillwater Area Public Schools, in partnership with our communities, will adopt a Strategic Framework to provide a basis for long term planning and short term operational decisions.

Planning Options

1. The district utilizes internal resources to develop a long-term strategic plan.
2. The District partners with TeamWorks International.
3. The District Partners with Battelle for Kids (A group that trained Stillwater staff on the development of our portrait of a graduate).

VI.B. BoardBook Premier

The School Board began using BoardBook Premier at the September 8, 2022 meeting. BoardBook is an all-in-one web-based meeting preparation software that helps meeting managers organize materials, communicate with attendees, conduct meetings, and document the results.

VII. Adjournment

The meeting adjourned at 7:50 p.m.

Respectfully Submitted, Annie Porbeni, Board Clerk

Apple Inc. Education Price Quote

Customer: Shae Green
STILLWATER AREA SCHOOLS ISD 834
Phone: (651) 351-8439
email: greens@stillwaterschools.org

Apple Inc: Laurie Spinner
One Apple Park Way
Cupertino, CA 95014
email: lspinner@apple.com

Apple Quote: 2211300763

Quote Date: Friday, July 15, 2022

Quote Valid Until: Sunday, August 14, 2022

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	13-inch MacBook Air: Apple M2 chip with 8-core CPU and 8-core GPU, 256GB – Space Gray (Packaged in a 5-pack) Part Number: MLY73LL/A Configuration: <ul style="list-style-type: none">065-CCJT Apple M2 chip with 8-core CPU, 8-core GPU, 16-core Neural Engine065-CCJW 8GB unified memory065-CCJY 256GB SSD storage065-CD7F 30W USB-C Power Adapter065-CCLY 1080p FaceTime HD camera065-CCM0 Two Thunderbolt / USB 4 ports065-CCM1 MagSafe 3 charging port065-CCM2 13.6-inch Liquid Retina display with True Tone065-CD5W None065-CD09 Backlit Magic Keyboard with Touch ID – US English065-CD0T Accessory Kit	30	\$1,079.00	\$32,370.00
Edu List Price Total				\$32,370.00
– Additional Tax				\$0.00
– Estimated Tax				\$0.00
Extended Total Price*				\$32,370.00

*In most cases Extended Total Price does not include Sales Tax

*If applicable, eWaste/Recycling Fees are included.
Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2211300763. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
 - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT contracts@apple.com.
- B. ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
 - APPLE INC. AS THE VENDOR
 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - PURCHASE ORDER NUMBER
 - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL Sunday, August 14, 2022 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
 - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

Opportunity ID:
<https://ecommerce.apple.com>
Fax:

[Terms & Use](#) | [Privacy Policy](#) | [Return Policy](#)
Copyright © 2018 Apple Inc. All rights reserved.

Apple Inc. Education Price Quote

Customer: Shae Green
STILLWATER AREA SCHOOLS ISD 834
Phone: (651) 351-8439
email: greens@stillwaterschools.org

Apple Inc: Laurie Spinner
One Apple Park Way
Cupertino, CA 95014
email: lspinner@apple.com

Apple Quote: 2211403145

Quote Date: Thursday, September 01, 2022

Quote Valid Until: Tuesday, October 25, 2022

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	13-inch MacBook Air: Apple M1 chip with 8-core CPU and 8-core GPU, 512GB – Space Gray Part Number MGN73LL/A Configuration: <ul style="list-style-type: none">• 065-C99J Apple M1 chip with 8-core CPU, 8-core GPU and 16-core Neural Engine• 065-C99M 8GB unified memory• 065-C99T 512GB SSD storage• 065-C9CK Touch ID• 065-C9CJ Two Thunderbolt / USB 4 ports• 065-C9CH Force Touch trackpad• 065-C9CL Retina display with True Tone• 065-C171 None• 065-C172 None• 065-CC50 Backlit Magic Keyboard with Touch ID – US English• 065-C9DK Accessory Kit	100	\$1,049.00	\$150.00	\$899.00	\$89,900.00
Extended EDU List Price Total						\$104,900.00
Total Discount						\$15,000.00
Extended Discounted Price Subtotal						\$89,900.00
– Additional Tax						\$0.00
– Estimated Tax						\$0.00
Extended Discounted Total Price*						\$89,900.00

*In most cases Extended discounted Total price does not include Sales Tax
*If applicable, eWaste/Recycling Fees are included.
Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2211403145. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
 - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT contracts@apple.com.
- B. ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
 - APPLE INC. AS THE VENDOR
 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - PURCHASE ORDER NUMBER
 - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL Tuesday, October 25, 2022 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
 - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

SEA # 2251690
Opportunity ID: 18000008051834
<https://ecommerce.apple.com>
Fax:

[Terms & Use](#) | [Privacy Policy](#) | [Return Policy](#)
Copyright © 2016 Apple Inc. All rights reserved.

Retail Sales Agreement



AVI Systems Inc., 9675 W 76th St Eden Prairie, MN, 55344 | Phone: (952)949-3700, Fax: (952)949-6000

Proposal Number: 1139362
Prepared For: Stillwater Schools ISD 834
Attn: John Perry

Proposal Date: September 09, 2022
Stillwater Schools ISD 834 - Brookview Elem Expansion - 13
Rooms - Copernicus

Prepared By: Andrew Polehna
Phone: 651.303.1170
Email: Andrew.Polehna@avisystems.com

BILL TO

Attn: Shae Green
Stillwater Schools ISD 834
1875 Greeley St. S.
Stillwater, MN, 55082
Phone: (651) 351-8340
Email: greens@stillwaterschools.org
Customer Number: SSI0013

SITE

Attn: Shae Green
Stillwater Schools ISD 834 - Woodbury, MN Site
11099 Brookview Road
Woodbury, MN, 55129
Phone:
Email: greens@stillwaterschools.org

COMMENTS

PRODUCTS AND SERVICES SUMMARY

Equipment	\$40,220.00
Integration	\$11,080.70
PRO Support	\$0.00
Shipping & Handling	\$1,200.00
Tax	\$0.00
Grand Total	\$52,500.70

All returned equipment is subject to a restocking charge. The prices are valid for 15 days and may be locked in by signing this Retail Sales Agreement.

Overdue balances are subject to a finance charge of 1.5% per month, or interest at the highest rate permitted by applicable law. In the event AVI must pursue collection of unpaid invoices, Customer agrees to pay all of AVI's costs of collection, including its attorneys' fees.

INVOICING AND PAYMENT TERMS

Customer and AVI have agreed on the payment method of CHECK. Payment must be remitted by stated method. To the extent Customer seeks to use of any payment methods other than stated, and that payment method results in an increased transaction cost to AVI, the new payment must be approved in writing, and the Customer shall be responsible for paying the increased transaction cost to AVI associated with the change in payment method. Payments shall be made 30 days from invoice date. So long as the invoice has been sent and the Customer's payment is made within the terms work will continue.

AVI will invoice upon the Substantial Completion Notice. Unless otherwise specified, all items quoted (goods and services) as well as applicable out of pocket expenses (permits, licenses, etc.) are invoiced in summary (including applicable sales taxes due for each category of invoiced items).

Customer is to make payments to the following "Remit to" address:

AVI Systems
NW8393 PO Box 1450
Minneapolis, MN 55485-8393

If Payment Method is ACH: Customer must make all payments in the form of bank wire transfers or electronic funds transfers through an automated clearinghouse with electronic remittance detail, in accordance with the payment instructions AVI Systems provides on its invoice to Customer.

A monthly summary of detailed equipment received is available upon request. Equipment received may be different than equipment billed based on agreed billing method.

TAXES AND DELIVERY

Unless stated otherwise in the "Products and Services Summary" above, AVI will add and include all applicable taxes, permit fees, license fees, and delivery charges to the amount of each invoice. Taxes will be calculated according to the state law(s) in which the product(s) and/or service(s) are provided. Unless Customer provides a valid tax exemption certificate for any tax exemption(s) claimed, AVI shall invoice for and collect all applicable taxes in accordance with state law(s), and Customer will be responsible for seeking a tax credit/refund from the applicable taxing authority.

AGREEMENT TO QUOTE AND DOCUMENTS CONSTITUTING YOUR CONTRACT WITH AVI

Customer hereby accepts the above quote for goods and/or services from AVI. When duly executed and returned to AVI, AVI's Credit Department will check Customer's credit and approve the terms. After approval by AVI's Credit Department and signature by AVI, this Retail Sales Agreement will, together with the [AVI General Terms & Conditions](http://www.avisystems.com/TermsOfSale) (which can be found at <http://www.avisystems.com/TermsOfSale>) form a binding agreement between Customer and AVI. (This Retail Sales Agreement and the AVI General Terms & Conditions of Sale (the "T&Cs") are referred to collectively as the "Agreement"). If not defined in this Agreement, all capitalized terms shall have the meaning given to them in the T&Cs. Should AVI's Credit Department determine at any point prior to AVI commencing work that Customer's credit is not adequate, or should it otherwise disapprove of the commercial terms, AVI reserves the right to terminate the Agreement without cause and without penalty to AVI.

AGREED AND ACCEPTED BY

Company

Signature

Printed Name

Date

AVI Systems, Inc.
Company

Cully J. Przymus
Signature

Cully J. Przymus
Printed Name

9/9/2022
Date

CONFIDENTIAL INFORMATION

The company listed in the "Prepared For" line has requested this confidential price quotation, and shall be deemed "Confidential Information" as that term is defined in the T&Cs. This information and document is confidential and is intended solely for the private use of the customer identified above. Customer agrees it will not disseminate copies of this quote to any third party without the prior written consent of AVI. Sharing a copy of this quote, or any portion of the Agreement with any competitor of AVI is a violation of this confidentiality provision. If you are not the intended recipient of this quote (i.e., the customer), you are not properly in possession of this document and you should immediately destroy all copies of it.

SERVICES TO BE PROVIDED

Scope of Work

Please read the following Scope of Work carefully to confirm it agrees with your understanding of the service(s) AVI Systems is to provide.

Situation

Brookview is expanding by 8 classrooms & 2 Intervention rooms; Stillwater Area Public Schools (SAPS) would like the new classrooms to have same/similar technology to the existing classrooms with Height adjustable mounts and Interactive displays. SAPS also would like Interactive Displays with Height Adjustable added to each of their 5 Intervention rooms and the current 50" flat panels removed from the 3 existing rooms.

Solution

AVI SYSTEMS proposes to install 8 Newline 75" Q Series Interactive Displays with Copernicus Height Adjustable mounts in the 8 new classrooms. Additionally there are 5 intervention rooms that Stillwater Schools would like to add 55" Q Series on Height Adjustable Wall mounts.

Note: existing displays from intervention rooms will be removed from the wall and left in each room for SAPS to repurpose.

Video System

- AVI Systems will provide Newline Q Series 75" and 55" interactive displays.
- Video sources will include:
 - An **(owner provided)** laptop PC.
 - The supported connections include and will be direct connected to the side of the display.
 - ✓ Stereo audio (3.5mm)
 - ✓ HDMI

Audio System

- Owner Furnished
- **Exclusions: The following work is not included** in our Scope of Work:
 - All conduits, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
 - Concrete saw cutting and/or core drilling
 - Fire wall, ceiling, roof and floor penetration
 - Necessary gypsum board replacement and/or repair
 - **Wall Backing in Drywall walls for HAWM installation**
 - Necessary ceiling tile or T-bar modifications, replacements and/or repair
 - **Structural support of equipment** *AVI Systems not responsible for building related vibrations
 - Installation of ceiling mounted projection screen
 - All millwork (moldings, trim, cut outs, etc.)
 - Patching and Painting
 - Permits (unless specifically provided for and identified within the contract)
 - Unless otherwise stated the labor pricing in this agreement does not include prevailing wage or union labor
 - Unless specifically noted lifts and scaffolding are not included

A. Construction Considerations:

B. In order to accomplish the outlined goals of this project, the Customer will be responsible for contracting with an outside entity to make the necessary modifications to the space as directed by AVI Systems. The costs associated with these modifications are not included in this proposal.

- **NOTICE: This Scope of Work is delivered on the basis of the following Assumptions:**
- The room(s) match(es) the drawings provided
- Site preparation by the Customer and their contractors includes electrical and data placement per AVI Systems specification.
- Site preparation will be verified by AVI Systems project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment.
- Customer communication of readiness will be considered accurate and executable by AVI Systems project manager.
- In the event of any arrival to site that AVI Systems is not able to execute work and definable progress, the Customer will be charged a **\$250.00 Mobilization Fee** to offset the lost time due to the lack of readiness. The Mobilization Fee will be presented as a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon.
- Rescheduling and redeployment of AVI Systems technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days.
- There is ready access to the building / facility and the room(s) for equipment and materials.
- There is secure storage for equipment during a multi-day integration.

- If Customer furnished equipment and existing cabling is to be used, AVI Systems assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that may be necessary will be made at an additional cost.
- All Network configurations including IP addresses are to be provided, operational and functional before AVI Systems integration begins. AVI Systems will not be responsible for testing the LAN connections.
- Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials.
- Document review / feedback on drawings / correspondence will be completed by the Customer within two business days
- The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders (see Appendix)
- In developing a comprehensive proposal for equipment and integration services AVI Systems' Sales Representatives and Engineering teams must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure and site conditions for installation. If any of the conditions we have indicated in the site survey form are incorrect or have changed for your particular project or project site, please let your Sales representative know as soon as possible. Conditions of the site found during integration effort which are different from those documented may have an effect on the price of the system solution, integration or services. To ensure that you have an accurate proposal based on your facility and specific to the conditions of your project, please review all project documentation carefully.

C. Integration Project Management Processes

AVI Systems will follow a foundational project management process which may include the following actions/deliverables (based on the size/complexity/duration of the integration project):

- Site Survey – performed prior to Retail Sales Agreement and attached
- Project Welcome Notice – emailed upon receipt of Purchase Order
- Project Kick-Off meeting with Customer Representative(s) – either by phone or in-person
- Project Status reviews – informal or formal – either by phone or in-person (based on the size/complexity/duration of the project)
- Project Change Control – comprised of Field Directed Change Order and/or Contract Change Order submittals (see Appendix)
- Project Punch List / Acceptance of Substantial Completion (see Appendix) – at Customer walk-through – prior to Service transition (if purchased)

D. Knowledge Transfer (Training)

This is geared specifically towards the end-user / operator. The purpose of this knowledge transfer is to provide operators with the necessary knowledge to confidently and comfortably operate all aspects of the integrated system. Areas covered include the following:

- Equipment and system overview
- Equipment operation and function
- Equipment start up, stop, and shut down
- Equipment automatic and manual operation
- Discussion and documentation relating to control system operation
- Discussion and documentation relating to system processor and its control applications
- Powering up, powering down AV system via control system
- Manual operation of display systems, audio system and all other related components
- Use/operation of patch panels, when and where to be used
- Who to call when help is required

Please contact AVI Systems if there are questions with the above Scope of Work. Changes after installation has begun may result in additional charges. Quoted prices do not include sales tax and/or freight.

PRODUCTS AND SERVICES DETAIL

<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Extended</u>
NEWLINE INTERA	750Q 4K LED 4K Android 11.0 Multi-Touch Display w/ USB Type-C	8	\$2,525.00	\$20,200.00
Newline	55" Q Series 4K LED Android 11 Multi Touch Display	5	\$1,950.00	\$9,750.00
COPERNICUS	iRover2 Height-Adjustable Wall Mount for Flat Panels	13	\$790.00	\$10,270.00
	FINCHARGE-Extended Terms-Bill Complete			\$1,025.50
	Integration			
	Engineering & Drawings			
	Project Management			
	On Site Integration			
	Integration Cables & Connectors			
	Sub-Total: Integration			\$10,055.20
	Sub-Total:			\$41,245.50
	Total:			\$51,300.70

AVI Systems General Terms and Conditions of Sale

The following General Terms & Conditions of Sale (the "T&Cs") in combination with either (a) a signed Retail Sales Agreement or (b) Quote under which AVI Systems, Inc ("AVI") agrees to supply goods or services constitute a binding contract (the "Agreement") between AVI and the entity identified on page one of the Retail Sales Agreement or Quote (the "Customer"). In the absence of a separately negotiated "Master Services Agreement" between AVI and Customer signed in "wet ink" by the Chief Executive Officer or Chief Financial Officer of AVI, these T&C's shall apply. Any terms and conditions set forth in any correspondence, purchase order or Internet based form from Customer to AVI which purport to constitute terms and conditions which are in addition to those set forth in this Agreement or which attempt to establish conflicting terms and conditions to those set forth in this Agreement are expressly rejected by AVI unless the same has been manually countersigned in wet ink by an Officer of AVI.

1. Changes In The Scope of Work – Where a Scope of Work is included with this Agreement, costs resulting from changes in the scope of this project by the Customer, including any additional requirements or restrictions placed on AVI by the Customer or its representatives, will be added to the contract price. When AVI becomes aware of the nature and impact of the change, a contract Change Order will be submitted for review and approval by the Customer before work continues. AVI has the right to suspend the work on the project pending Customer's written approval of the Change Order.

2. Ownership and Use of Documents and Electronic Data – Where applicable, drawings, specifications, other documents, and electronic data furnished by AVI for the associated project under this Agreement are instruments of the services provided. These items are "Confidential Information" as defined in this Agreement and AVI shall retain all common law, statutory and other reserved rights, including any copyright in these instruments. These instruments of service are furnished for use solely with respect to the associated project under this Agreement. The Customer shall be permitted to retain copies of any drawings, specifications, other documents, and electronic data furnished by AVI for information and reference in connection with the associated project and for no other purpose.

3. Proprietary Protection of Programs – Where applicable this Agreement does not cause any transfer of title, or intellectual rights, in control systems programs, or any materials produced in connection therewith, including any source code. Any applications or programs supplied by AVI are provided, and are authorized for installation, execution, and use only in machine-readable object code form. This Agreement is expressly limited to the use of the programs by the Customer for the equipment in connection with the associated project. Customer agrees that it will not seek to reverse-engineer any program to obtain source codes, and that it will not disclose the programs source codes or configuration files to any third party, without the written consent of AVI. The programs, source codes and configuration files, together with AVI' know-how and integration and configuration techniques, furnished hereunder are proprietary to AVI, and were developed at its private expense. If Customer is a branch of the United States government, for purposes of this Agreement any software furnished by AVI hereunder shall be deemed "restricted computer software", and any data, including installation and systems configuration information, shall be deemed "limited rights data", as those terms are defined in FAR 52.227-14 of the Code of Federal Regulations.

4. Shipping and Handling and Taxes – The prices shown are F.O.B. manufacturer's plant or AVI's office depending on where items are located when direction is issued to ship to the point of integration. The Customer, in accordance with AVI's current shipping and billing practices, will pay all destination charges. In addition to the prices on this Agreement, the Customer agrees to pay amounts equal to any sales tax invoiced by AVI, or (where applicable) any use or personal property taxes resulting from this Agreement or any activities hereunder. Customer will defend, indemnify and hold harmless AVI against any claims by any tax authority for all unpaid taxes or for any sales tax exemption claimed by Customer.

5. Title – Where applicable, title to the Equipment passes to the Customer on the earlier of: (a) the date of shipment from AVI to Customer, or (b) the date on which AVI transmits its invoice to Customer.

6. Security Interest – In addition to any mechanics' lien rights, the Customer, for value received, hereby grants to AVI a security interest under the Minnesota commercial code together with the a security interest under the law(s) of the state(s) in which work is performed or equipment is delivered. This security interest shall extend to all Equipment, plus any additions and replacements of such Equipment, and all accessories, parts and connecting Equipment now or hereafter affixed thereto. This security interest will be satisfied by payment in full unless otherwise provided for in an installment payment agreement. The security interest shall be security for all sums owed by Customer under this Agreement. A copy of this Agreement may be filed as a financing statement with the appropriate authority at any time after signature of the Customer. Such filing does not constitute acceptance of this Agreement by AVI

7. Risk of Loss or Damage – Notwithstanding Customer's payment of the purchase price for Equipment, all risk of loss or damage shall transfer from AVI to Customer upon transfer of Title to Customer. Customer shall be responsible for securing insurance on Equipment from this point forward.

8. Receiving/Integration – Unless the Agreement expressly includes integration services by AVI, the Customer agrees to furnish all services required for receiving, unpacking and placing Equipment in the desired location along with integration. Packaging materials shall be the property of the Customer.

9. Equipment Warranties – To the extent AVI receives any warranties from a manufacturer on Equipment; it will pass them through to Customer to the full extent permitted by the terms of each warranty. Factory warranties vary by manufacturer, and no additional warranties are expressed or implied.

10. General Warranties – Each Party represents and warrants to the other that: (i) it has full right, power and authority to enter into and fully perform its obligations under this Agreement, including without limitation the right to bind any party it purports to bind to this Agreement; (ii) the execution, delivery and performance of this Agreement by that Party does not conflict with any other agreement to which it is a Party or by which it is bound, and (iii) it will comply with all applicable laws in its discharge of its obligations under this Agreement. AVI warrants, for a period of 90 days from Substantial Completion, the systems integration to be free from defects in workmanship. CUSTOMER WARRANTS THAT IT HAS NOT RELIED ON ANY

INFORMATION OR REPRESENTATION PROVIDED BY OR ON BEHALF OF AVI WHICH IS NOT EXPRESSLY INCLUDED IN THESE GENERAL TERMS AND CONDITIONS OR THE RETAIL SALES AGREEMENT. EXCEPT AS EXPRESSLY SET FORTH HEREIN. AVI DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTIES WITH REGARD TO THE EQUIPMENT, MATERIALS AND SERVICES PROVIDED BY AVI, INCLUDING WITHOUT LIMITATION WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON INFRINGEMENT AND TITLE.

11. Indemnification – Customer shall defend, indemnify and hold harmless AVI against all damages, claims, liabilities, losses and other expenses, including without limitation reasonable attorneys' fees and costs, (whether or not a lawsuit or other proceeding is commenced), that arise in whole or in part from: (a) any negligent act or omission of Customer, its agents, or subcontractors, (b) Customer's failure to fully conform to all laws, ordinances, rules and regulations which affect the Agreement, or (c) Customer's breach of this Agreement. If Customer fails to promptly indemnify and defend such claims and/or pay AVI's expenses, as provided above, AVI shall have the right to defend itself, and in that case, Customer shall reimburse AVI for all of its reasonable attorneys' fees, costs and damages incurred in settling or defending such claims within thirty (30) days of each of AVI's written requests. AVI shall indemnify and hold harmless Customer against all damages, claims, liabilities, losses and other expenses, including without limitation reasonable attorneys' fees and costs, (whether or not a lawsuit or other proceeding is commenced), to the extent that the same is finally determined to be the result of (a) any grossly negligence or willful misconduct of AVI, its agents, or subcontractors, (b) AVI's failure to fully conform to any material law, ordinance, rule or regulation which affects the Agreement, or (c) AVI's uncured material breach of this Agreement.

12. Remedies – Upon default as provided herein, AVI shall have all the rights and remedies of a secured party under the Minnesota commercial code and under any other applicable laws. Any requirements of reasonable notice by AVI to Customer, or to any guarantors or sureties of Customer shall be met if such notice is mailed, postage prepaid, to the address of the party to be notified shown on the first page of this Agreement (or to such other mailing address as that party later furnishes in writing to AVI) at least ten calendar days before the time of the event or contemplated action by AVI set forth in said notice. The rights and remedies herein conferred upon AVI, shall be cumulative and not alternative and shall be in addition to and not in substitution of or in derogation of rights and remedies conferred by the Minnesota commercial code and other applicable laws.

13. Limitation of Remedies for Equipment – AVI's entire liability and the Customer's sole and exclusive remedy in all situations involving performance or nonperformance of Equipment furnished under this Agreement, shall be the adjustment or repair of the Equipment or replacement of its parts by AVI, or, at AVI option, replacement of the Equipment.

14. Limitation on Liability – EXCEPT IN CIRCUMSTANCES INVOLVING ITS GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, THE TOTAL LIABILITY OF A AVI UNDER THIS AGREEMENT FOR ANY CAUSE SHALL NOT EXCEED (EITHER FOR ANY SINGLE LOSS OR ALL LOSSES IN THE AGGREGATE) THE NET AMOUNT ACTUALLY PAID BY CUSTOMER TO AVI UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTH PERIOD PRIOR TO THE DATE ON WHICH AVI'S LIABILITY FOR THE FIRST SUCH LOSS FIRST AROSE.

15. No Consequential Damages – AVI SHALL NOT HAVE ANY LIABILITY TO CUSTOMER OR TO ANY OTHER PERSON OR ORGANIZATION FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, PUNITIVE OR SPECIAL DAMAGES OF ANY DESCRIPTION (INCLUDING WITHOUT LIMITATION LOST PROFITS OR LOSS OR INTERRUPTION OF BUSINESS), WHETHER BASED ON CONTRACT, NEGLIGENCE, TORT, OR ANY OTHER LEGAL THEORY, REGARDLESS OF WHETHER ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND IRRESPECTIVE OF THE NUMBER OR NATURE OF CLAIMS.

16. Acceleration of Obligations and Default – Payment in full for all "Equipment," which is defined as all goods identified in the section of the Agreement with the same title, as well for any and all other amounts due to AVI shall be due within the terms of the Agreement. Upon the occurrence of any event of default by Customer, AVI may, at its option, with or without notice, declare the whole unpaid balance of any obligation secured by this Agreement immediately due and payable and may declare Customer to be in default under this Agreement.

17. Choice of Law, Venue and Attorney's Fees – This Agreement shall be governed by the laws of the State of Minnesota in the United States of America without reference to or use of any conflicts of laws provisions therein. For the purpose of resolving conflicts related to or arising out of this Agreement, the Parties expressly agree that venue shall be in the State of Minnesota in the United States of America only, and, in addition, the Parties hereby consent to the exclusive jurisdiction of the federal and state courts located in Hennepin County, Minnesota in the United States of America and waive any right to assert in any such proceeding that Customer is not subject to the jurisdiction of such court or that the venue of such proceeding is improper or an inconvenient forum. The Parties specifically disclaim application (i) of the United Nations Convention on the International Sale of Goods, 1980, and (ii) of Article 2 of the Uniform Commercial Code as codified. In the event AVI must take action to enforce its rights under the Agreement, the court shall award AVI the attorney's fees it incurred to enforce its rights under this Agreement.

18. General – Headings are for reference purposes only and shall not affect the meaning or interpretation of this Agreement. The Parties acknowledge and agree that the Agreement has been negotiated by the Parties and that each had the opportunity to consult with its respective counsel, and shall be interpreted fairly in accordance with its terms and without any strict construction in favor of or against either Party based on draftsmanship of the Agreement. This Agreement is not assignable by Customer without the prior written consent of AVI. Any attempt by Customer to assign any of the rights, duties, or obligations of this Agreement without such consent is void. AVI reserves the right to assign this Agreement to other parties in order to fulfill all warranties and obligations expressed herein, or upon the sale of all or substantially all of AVI's assets or business. This Agreement can only be modified by a written agreement duly signed by persons authorized to sign agreements on behalf of the Customer and of AVI, and variance from the terms and conditions of the Agreement in any order or other written notification from the Customer will be of no effect. If any provision or provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. AVI is not responsible for any delay in, or failure to, fulfill its obligations under this Agreement due to causes such as natural disaster, war, emergency conditions, labor strike, acts of terrorism, the substantial inoperability of the Internet, the inability to obtain supplies, or any other reason or any other cause or condition beyond AVI's reasonable control. Except as otherwise stated in the Agreement, AVI is not obliged to provide any services hereunder for Equipment located outside the United States or Puerto Rico. Scheduled completion dates are subject to change based on material shortages caused by shortages in cable and materials that are industry wide.

19. Confidentiality. The term "Confidential Information" shall mean the inventions, trade secrets, computer software in both object and source code, algorithms, documentation, know how, technology, ideas, and all other business, customer, technical, and financial information owned by AVI or the Customer, which is designated as confidential, or communicated in such a manner or under such circumstances as would reasonably enable a person or organization to ascertain its confidential nature. All the Confidential Information of a party to this Agreement shall be maintained in confidence by the other party, and neither party shall, during the term of this Agreement or for a period of three (3) years subsequent to the termination of this Agreement, divulge to any person or organization, or use in any manner whatsoever, directly or indirectly, for any reason whatsoever, any of the Confidential Information of the other party without receiving the prior written consent of the other party. AVI and the Customer shall take such actions as may be reasonably necessary to ensure that its employees and agents are bound by the provisions of this Section, which actions shall, as may be reasonably requested by either party, include the execution of written confidentiality agreements with the employees and agents of the other party. The provisions of this Section shall not have application to any information that (i) becomes lawfully available to the public; (ii) is received without restriction from another person or organization lawfully in possession of such information; (iii) was rightfully in the possession of a party without restriction prior to its disclosure; or (iv) is independently developed by a party or its employees or agents without access to the other party's similar information.

20. Nonsolicitation - To the extent permitted by applicable law, during the term of this Agreement and for a period of one (1) year after the termination this Agreement, each Party agrees that it shall not knowingly solicit or attempt to solicit any of the other Party's executive employees or employees who are key to such Party's performance of its obligations under this Agreement ("Covered Employees"). Notwithstanding the foregoing, nothing herein shall prevent either Party from hiring as an employee any person who responds to an advertisement for employment placed in the ordinary course of business by that Party and/or who initiates contact with that party without any direct solicitation of that person by that Party or its agents.

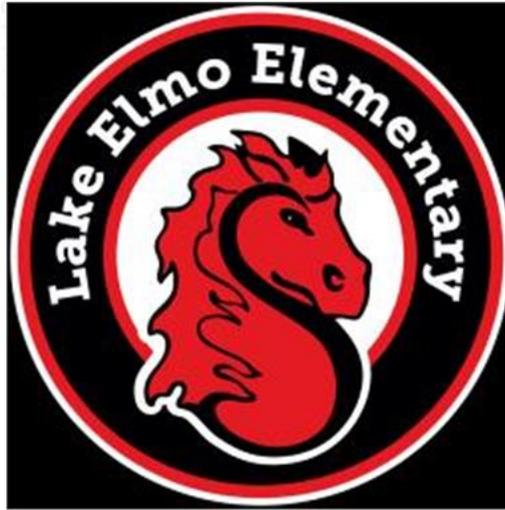
21. Price Quotations and Time to Install – AVI often installs systems at the end of a construction project. The price quoted contemplates that AVI shall have access to the location for the time shown for AVI to complete its work after the work of all other contractors is substantially complete which means, generally, all other trades are no longer generating dust in the location, and final carpeting/flooring is installed (the "Prepared Area") Failure to give AVI access to the Prepared Area for the amount of time shown for the installation may result in increased installation costs, typically in a manner proportionate to the reduction of time given to AVI to complete its work compared to the original schedule.

22. Price Quotations – Unless otherwise specified, all prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within the terms of each invoice. Payment in other forms, including credit card, p-card, or other non-cash payments shall be subject to a convenience above the cash price. Please speak to your AVI representative if you have any questions in this regard.



PROPOSAL

Presented to:



ISD-834-MNSW-Stillwater

11030 Stillwater Blvd • Lake Elmo , MN 55042

Viewsonic IFP7552-1C-E1 with Slimline Carts Lake Elmo

Affinitech, Inc.

1264 Park Road | Chanhassen, MN 55317
(952)697-2100 | affinitechinc.com

Project: PJ5911

Revision: 0

Date: 08/04/2022



THANKS FOR THE OPPORTUNITY!

A leading national technology systems integrator, Affinitech builds world-class technology solutions that excite and engage, while making people safer and more productive, and businesses more successful. From design to installation to maintenance, we handle every step of the process—so your technology is seamless, easy to operate, and cost effective. From business security systems and audio/video solutions to digital signage and professional services, our big-picture vision, insight, and experience delivers custom solutions that operationalize technology to benefit your business and customers. Our proven track record includes fully scalable systems that are easily standardized, replicated, and implemented across multiple site locations. We then monitor and maintain these solutions with industry-leading service so you can focus on what you do best—run your business. Thank you for the opportunity, we look forward to working with you on this project and any future projects you may have!

- Affinitech Team

SCOPE OF WORK



Affinitech is pleased to present Stillwater Public Schools with a quote for (19) of the Viewsonic 75' IFP7552-1C-E1 display bundles. This is to include the new VB-STND-005 Slimline Carts. Affinitech will drop ship these directly to Lake Elmo Elementary Public School using a truck with a liftgate. These displays will come with an additional two-year warranty for a total of five years.

Qty	Description	Unit Price	Total Price
1	Affinitech Inc. Shipping	\$156.25	\$156.25
19	ViewSonic ViewBoard IFP7552-1C-E1 Bundle Includes The Following Items	\$2,222.73	\$42,231.87
19	ViewSonic 70" - 79" Interactive Display Extended On-Site Repair Warranty for 4th and 5th Year	\$0.02	\$0.38
19	ViewSonic ViewSonic Google Chromebox, Intel Celeron 5205U 1.9GHz, 8GB DDR4, 64GB SSD, Integrated Chrome OS, Google Play Store, Built-in Security.	\$343.53	\$6,527.07
19	ViewSonic VB-STND-005 Slim Trolley Cart, Provides Mobility to Large format Displays Up to 220lbs.	\$363.53	\$6,907.07

The following terms and conditions shall apply to each order for products and services of Affinitech Inc. and shall constitute the entire agreement between the parties. The terms and conditions may not be varied, and no modification or addition shall be of any force or effect unless specifically accepted by Affinitech Inc. in writing. Acceptance of orders which contain additional or different conditions of purchase printed on the order or other form shall not be binding upon Affinitech Inc. unless specifically agreed to in writing by an authorized representative of Affinitech Inc. If any conflict exists between the terms and conditions as set forth herein, and those terms and conditions as contained on Buyer's purchase order, acceptance or other order form, THESE TERMS AND CONDITIONS SHALL SUPERSEDE AND GOVERN.

Acceptance: This quotation for products and services is for immediate acceptance and is subject to change by Affinitech Inc. without notice. Quotations are valid for 30 days from the date of Buyer receipt. If accepted via signature or purchase order beyond this timeframe any associated adjustments in related items and costs will be assessed and charged within the scope of the associated project or ticket.

Pricing: Upon Affinitech Inc.'s acceptance or conversion of a signed quote or written purchase order to a project or ticket, Affinitech Inc. will supply products and/or services at the price stated in Affinitech Inc.'s quotation, or if no quotation exists, then in Affinitech Inc.'s price list if any or by time and material. Affinitech Inc. reserves the right to revise prices if Buyer has not placed an order for products or services subject to any quotation given to Buyer within thirty (30) days of the date on the quotation. In all other cases, Affinitech Inc. reserves the right to revise prices on its products list at any time [upon at least thirty (30) days' notice] or [without notice] prior to the date of shipment of products to site. Buyer shall pay any extra costs reasonably and necessarily incurred by Affinitech Inc. as a result of any price changes or modifications to specifications to achieve the desired functionality since quoted. Any adjustments exceeding 5% of the project total will be processed and approved by the Buyer under a separate change order.

Cancellation: Buyer may not cancel or revise any order accepted by Affinitech Inc. without prior written consent of Affinitech Inc. All awarded projects that are canceled are subject to a 20% cancellation fee in addition to any already incurred cost by Affinitech Inc. and is due within 30 days of the cancelation.

Terms: These terms shall continue to be effective until all obligations hereunder or any agreement formed pursuant to any quotation given to Buyer have been performed. Either party shall, however, have the right to terminate any such agreement at any time without cause upon thirty (30) days' written notice to the other.

Payment: Payment terms are listed below the signature line of this document. Credit card transactions are subject to a 3.5% processing fee, the applicable fees are not included in this proposal. Affinitech Inc. reserves the right, however, to modify the credit terms hereunder or to require payment in advance or C.O.D. when deemed advisable by Affinitech Inc., at its sole discretion.

Late Payment: Affinitech Inc. reserves the right to charge Buyer interest at 1.5% per month or the maximum legal rate, whichever is less, for any payments more than thirty (30) days overdue. Buyer shall also pay collection costs or court costs plus reasonable attorneys' fees if its account is referred to a collection agency or attorney for collection.

Taxes: In addition to the stated purchase price, Buyer will pay any tax imposed by any federal, state or other governmental authority on the sale of the products and/or services in states where Affinitech Inc. is not required to remit tax.

Delivery/Shipping: Shipping is not included and is billed as it is incurred. Any delivery schedule which Affinitech Inc. may provide to Buyer represents a good faith estimate of delivery dates and shall not bind Affinitech Inc. to anything more than its reasonable efforts to meet such estimates. Affinitech Inc. will not be liable for any loss or expense (consequential or otherwise) incurred by Buyer as a result of any delay in delivery. Any requests from Buyer for expedited freight will be billed as a change order.

Work Delay: All work is to be completed on an agreed upon schedule. Affinitech may levy labor costs, non-refundable expenses, or fees due to work site delays and slippage and bill such charges on a change order. Affinitech will not be liable for any delay in the performance of this contract, or in the delivery or shipment of products, or for any damages suffered by Buyer by reason

Expedite and Rush: In the event Buyer requests expedited services and/or charges to Project or Service Requests, or the schedule requires so of Affinitech and Affinitech agrees to such request, Affinitech will pass through the charges assessed by any supplying parties for such expedited charges with mark-up, including its own fee for priority and expedite service. Affinitech may further condition its performance and such request via a change order.

Storage: If Buyer site is unable to take delivery of any materials in alignment with the planned schedule, or a secure location is needed onsite for such materials, Affinitech shall secure and store such materials and Buyer shall be invoiced for storage costs and reasonable administration.

Loss or Damage: Affinitech cannot be held responsible if any product(s) shall become lost, stolen, destroyed, or damaged beyond repair for any reason, or in the event of condemnation, confiscation and/or seizure, in such case the Buyer is responsible for replacement of affected product(s). All product is considered FOB Affinitech's warehouse/suppliers. Affinitech will provide shipment tracking/confirmations to the Buyer as proof of delivery when necessary.

Supply Chain Disruption: Affinitech will provide best effort and adjustment to prevent failure or delay in performance under this Agreement due to supply chain disruptions or delays beyond its reasonable control. Affinitech shall provide notice of its inability to secure or receive defined materials in the planned manner and agree with Buyer on options recover.

Owner Furnished Equipment: Buyer shall provide at its own cost and expense to Affinitech the material and equipment listed in the quote as "Owner Furnished Equipment", OFE. Affinitech shall receive, store, secure and handle with reasonable care the Owner Furnished Equipment in an aligned schedule and install accordingly. If noted in the Scope of Work, certain items of Owner Furnished Equipment may be installed by Owner, at Owner's cost and expense. Affinitech shall at all times accommodate separate contractors retained by Owner and provide reasonable opportunity to install Owner Furnished Equipment and shall coordinate its work with that of Owner's separate contractors.

Confidentiality: Affinitech Inc. agrees not to disclose to any third party's information regarding Buyer or its business or its Buyers or use such information for any purpose other than performing Buyer's order, without written approval of Buyer.

Independent Contractor: Affinitech Inc. shall always act in its own capacity and right as an independent contractor, and nothing contained herein shall be construed to make Affinitech Inc. an agent or partner of Buyer.

Warranty: Products sold by Affinitech Inc. as part of this Service Agreement carry their respective manufacturer's warranty and are the responsibility of the buyer to contact and work with the manufacturer if warranty work is required unless this support contract defines Affinitech to handle. Any installation performed by Affinitech or one of its sub-contractors is warranted to be free of workmanship defects for one year. Defects do not include variations in programming or installation that varies from the original scope.

Indemnification: Buyer agrees to comply with all applicable federal, state, and local laws, rules, and regulations and to indemnify and save harmless Affinitech Inc. for and from any and all liabilities, expenses, costs and damages which Affinitech Inc. may incur or suffer as the result of Buyer's failure or omission to do so. Buyer shall also indemnify and hold Affinitech Inc. harmless for all liabilities, costs and damages which Affinitech Inc. may incur or suffer as a result of Buyer's failure to comply with the terms and conditions stated herein.

Governing Law; Jurisdiction; Venue. This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota without regard to its conflict of law's provisions. Any legal action related to this Agreement shall be filed in the State of Minnesota, Hennepin County, subject to the parties first attempting to resolve the dispute during good faith discussions between authorized representatives of each party. Buyer understands and agrees to consent to jurisdiction and venue as described in this Section 8.6.

Force Majeure: Neither Buyer or Affinitech will be liable to the other for any failure or delay in performance under this Agreement due to circumstances beyond its reasonable control, including Acts of God, acts of war, accident, labor disruption, fires, riots, disease, acts, omissions, delays, and defaults of third parties; including transportation, internet, and utility providers, and suppliers, and governmental and judicial action not the fault of the party failing or delaying in performance.

Limitation of Remedies and Damages. NOTWITHSTANDING ANYTHING TO THE CONTRARY, AFFINITECH AND ITS OWNERS, OFFICERS, EMPLOYEES, REPRESENTATIVES AND CONTRACTORS SHALL NOT BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT OR AN ORDER FORM UNDER ANY LEGAL THEORY, INCLUDING BUT NOT LIMITED TO, BREACH OF CONTRACT OR NEGLIGENCE: (A) FOR ERROR OR INTERRUPTION OF USE OR FOR LOSS OR INACCURACY OR CORRUPTION OF DATA OR COST OF PROCUREMENT OF SUBSTITUTE GOODS, SERVICES OR TECHNOLOGY OR LOSS OF BUSINESS; (B) FOR ANY INDIRECT, EXEMPLARY, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES; OR, (C) FOR ANY MATTER BEYOND AFFINITECH'S REASONABLE CONTROL, WHETHER OR NOT BUYER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

PROJECT SUMMARY



Equipment:	\$55,822.64
Labor:	\$0.00
Project Total:	\$55,822.64

Client Name

Client Signature

Date

Vendor Signature: *Wayne Williams*

PAYMENT SCHEDULE

Description	Amount	Due Date
Upon Signature	\$27,911.32	
Upon Installation Start	\$13,955.66	
Progress Completion	\$13,955.66	

(New Hires, Resignations, Retirements, Terminations, Leave Requests)

RETIREMENT/RESIGNATION/RELEASE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Auge, Michael	Resignation	Custodian, Lvl VI, 8.0 hours/day Brookview Elementary	Custodial	September 6, 2022
Aycock, Joshua	Resignation	Assistant Hockey Coach Stillwater Area High School	Co-Curricular	June 29, 2022
Backlund, Elizabeth	Resignation	Community Education Assistant, 2.0 hrs/day Rutherford Elementary	Community Ed Leads & Assts	September 15, 2022
Bass-Funke, Adriaunna	Resignation	Paraprofessional, 6.5 hrs/day Stillwater Middle School	SCPA	August 26, 2022
Bolliq, Brandon	Probationary Release	Cafeteria Assistant Manager, 7.0 hrs/day Stillwater Area High School	Cafeteria	September 12, 2022
Gebreslassie, Freweynie	Resignation	Cafeteria, 4.0 hrs/day Stillwater Area High School	Cafeteria	August 18, 2022
Germann, Debra	Resignation	Paraprofessional, 6.5 hrs/day Afton-Lakeland Elementary	SCPA	September 9, 2022
Gilbert, Madeline	Resignation	Assistant Girls Swim Coach Stillwater Area High School	Co-Curricular	July 29, 2022
Hammond, Laura	Resignation	Assistant Debate Coach Stillwater Area High School	Co-Curricular	July 14, 2022
Hammond, Laura	Resignation	Assistant Speech Coach Stillwater Area High School	Co-Curricular	August 30, 2022
Heidick, Milissa	Retirement (10 years)	Paraprofessional, 5.9 hrs/day Lake Elmo Elementary	SCPA	September 9, 2022
Hildebrand, Breanna	Resignation	Paraprofessional, 6.0 hours/day Stillwater Middle School	SCPA	September 12, 2022
Jalosuo, Mira	Resignation	Head Girls Hockey Coach Stillwater Area High School	Co-Curricular	August 17, 2022
Kappers, Michael	Resignation	Assistant Wrestling Coach Stillwater Area High School	Co-Curricular	August 3, 2022
Knutson, Jay	Resignation	Assistant Student Council Advisor Stillwater Area High School	Co-Curricular	September 2, 2022
LaNasa, Mira	Resignation	Pony Express Advisor Stillwater Area High School	Co-Curricular	July 28, 2022
Maxwell, Brandon	Resignation	Peer Counseling Advisor Stillwater Area High School	Co-Curricular	August 2, 2022
Maxwell, Brandon	Resignation	Girls Volleyball Coach Stillwater Middle School	Co-Curricular	August 19, 2022
Miller, Pamela	Resignation	Cafeteria, 4.0 hrs/day Mahtomedi High School	Cafeteria	September 8, 2022
Nielsen, Amy	Resignation	Assistant Volleyball Coach Oak-Land Middle School	Co-Curricular	August 4, 2022
Normington, Angela	Resignation	Paraprofessional, 5.0 hrs/day Stillwater Area High School	SCPA	June 3, 2022
Olson, Andrew	Resignation	Assistant Girls Track Coach Stillwater Area High School	Co-Curricular	August 24, 2022
Pearson, Tricia	Resignation	Cafeteria, 5.5 hrs/day Stillwater Middle School	Cafeteria	September 5, 2022
Peterson, Yesenia	Resignation	Cafeteria, 5.0 hrs/day Stonebridge Elementary	Cafeteria	June 2, 2022
Rivall, Stewart	Resignation	Assistant Boys Swim Coach Stillwater Area High School	Co-Curricular	July 6, 2022
Wood, Mary	Resignation	Paraprofessional, 6.5 hrs/day Transition	SCPA	September 9, 2022
Yang, Kuab	Resignation	Custodian, Lvl VI, 8.0 hours/day Oak-Land Middle School	Custodial	September 9, 2022
Zimitsch, Joy	Resignation	Paraprofessional, 3.5 hrs/day Early Childhood Family Center	SCPA	August 16, 2022

HIRES/REHIRES

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Abdillahi, Zakaria Rehire	Community Education Assistant, 3.75 hours/day Early Childhood Family Center	\$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assts	September 7, 2022
Alberts, Heidi	Paraprofessional, 6.0 hours/day Rutherford Elementary	\$16.78 / hour	2022-2023 Staffing	SCPA	September 6, 2022
Anderson, Emily	1.0 FTE Social Worker Rutherford Elementary	\$60,128	2022-2023 Staffing	SCEA	August 24, 2022
Arhart, Cale	Assistant Boys Hockey Coach Stillwater Area High School	\$6,732	Replacement	Co-Curricular	September 12, 2022
Bales, Tiziana	Paraprofessional, 5.0 hours/day Stillwater Area High School	\$16.78 / hour	Replacement	SCPA	September 6, 2022
Belonio, Kassie	Community Education Site Lead, 8.0 hrs/day Afton-Lakeland Elementary	\$21.87 / hour	Replacement	Community Ed Leads & Assts	August 22, 2022
Bollig, Brandon	Cafeteria Assistant Manager, 7.0 hrs/day Stillwater Area High School	\$23.71 / hour	Replacement	Cafeteria	August 31, 2022
Brown, Jeffrey	Custodian, Lvl V, 8.0 hours/day Stonebridge Elementary	\$24.51 / hour	Replacement	Custodial	August 22, 2022
Corman, Valerie Rehire	.4 FTE Intervention Teacher Rutherford Elementary	\$89,853	2022-2023 Staffing	SCEA	August 22, 2022 - June 8, 2023
Costello, Melissa	Paraprofessional, 6.0 hours/day Lily Lake Elementary	\$17.18 / hour	2022-2023 Staffing	SCPA	August 29, 2022
Culbertson, Sara	Community Education Assistant, 30.75 Andersen Elementary & Early Childhood Family Center	\$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assts	September 6, 2022
Dahlberg, Bridgette	1.0 FTE LTS Counselor Stillwater Middle School	\$79,640	2022-2023 Staffing	SCEA	August 29, 2022
DeVos, Shannon	CE Screening Technician, 8.0 hours/day Early Childhood Family Center	\$22.78 / hour	2022-2023 Staffing	Tech Support	August 24, 2022
Ekwall-Hemmingson, Carla	Paraprofessional, 6.5 hours/day Oak-Land Middle School	\$17.18 / hour	2022-2023 Staffing	SCPA	August 29, 2022
Fisher, Kimberly	.2 FTE Speech Language Pathologist Afton-Lakeland Elementary	\$87,211	2022-2023 Staffing	SCEA	August 22, 2022
Froehlich, Kelly Rehire	Health Care Specialist, 6.5 hours/day Afton-Lakeland & Brookview Elementary	\$48,530.69	Replacement	CSS	August 22, 2022
Gabrielson, Emily	Community Education Assistant, 6.75 hours/week Brookview Elementary & Andersen Elementary	16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assts	September 6, 2022
Gray, Caysi	Paraprofessional, 6.3 hours/day Oak-Land Middle School	\$16.78 / hour	2022-2023 Staffing	SCPA	August 29, 2022
Hansen, Savannah	Community Education Assistant, 16.25 hours/week Stonebridge Elementary	\$17.08 / hour	2022-2023 Staffing	Community Ed Leads & Assts	September 6, 2022
Hildenbrand, Breanna	Paraprofessional, 6.0 hours/day Stillwater Middle School	16.78 / hour	2022-2023 Staffing	SCPA	September 7, 2022
Hoff, Nicholas	Paraprofessional, 6.0 hours/day Stillwater Area High School	\$16.98 / hour	2022-2023 Staffing	SCPA	August 30, 2022
Hollerbach, Casey Rehire	Paraprofessional, 6.5 hours/day Stillwater Middle School	\$17.18 / hour	Replacement	SCPA	September 6, 2022
Johnson, Sara	1.0 FTE Special Education Teacher Oak-Land Middle School	\$79,640	Replacement	SCEA	September 6, 2022
Kindschy, Tina	Community Education Assistant, 6.58 hours/day Afton-Lakeland Elementary	\$17.08 / hour	2022-2023 Staffing	Community Ed Leads & Assts	August 29, 2022
Klawitter, Wendy	Community Education Assistant, 5 hours/day Stonebridge Elementary	\$17.66 / hour	Replacement	Community Ed Leads & Assts	September 6, 2022
LaBarre, Love	Community Education Assistant, 1.75 hours/day Brookview Elementary	\$16.86 / hour	Replacement	Community Ed Leads & Assts	September 12, 2022
Lawhorn, Harvey	Paraprofessional, 7.0 hours/day Stillwater Area High School	\$17.18	ESSER	SCPA	August 29, 2022
Lenhart, Rebekah	Paraprofessional, 6.2 hours/day Oak-Land Middle School	\$17.18	2022-2023 Staffing	SCPA	September 6, 2022
Lo, Abigail	Community Education Assistant, 26.5 hours/week ECFC & Afton-Lakeland Elementary	\$17.66	2022-2023 Staffing	Community Ed Leads & Assts	September 6, 2022
Lofquist, Grace	Community Education Assistant, 10 hours/week Andersen Elementary	\$17.08	2022-2023 Staffing	Community Ed Leads & Assts	September 6, 2022

Lueck, Dawn	Director of Schools Central Services	\$145,903	New Position	Directors	October 3, 2022
Mankowski, Calvin	Paraprofessional, 4.0 hours/day Stonebridge Elementary	\$16.78 / hour	2022-2023 Staffing	SCPA	August 29, 2022
McGlaufflin, Polly	Community Education Assistant, 5.0 hours/day Afton-Lakeland Elementary & Rutherford Elementary	\$17.66 / hour	Replacement	Community Ed Leads & Assts	September 6, 2022
Mettling Hemminger, Lyndsey	Community Education Assistant, 10 hours/week Andersen Elementary	\$17.66 / hour	2022-2023 Staffing	Community Ed Leads & Assts	September 6, 2022
Pavel, Nikki	Cafeteria Employee, 5.0 hours/day Stonebridge Elementary	\$17.10 / hour	Replacement	Cafeteria	September 9, 2022
Rogers, Mindy	Community Education Assistant, 27 hours/week Afton-Lakeland Elementary	\$17.66 / hour	2022-2023 Staffing	Community Ed Leads & Assts	September 6, 2022
Rohr, Heidi Rehire	1.0 FTE Kindergarten Teacher Director of Schools	\$60,128	2022-2023 Staffing	SCEA	August 24, 2022
Rodriguez, Maritza	Paraprofessional, 6.0 hours/day Stillwater Area High School	\$16.98 / hour	2022-2023 Staffing	SCPA	August 30, 2022
Sandahl, JoAnne	Paraprofessional, 7.0 hours/day Stillwater Area High School	\$17.18	ESSER	SCPA	August 29, 2022
Schultz, Kayla	Paraprofessional, 6.25 hours/day Lily Lake Elementary	\$17.18 / hour	2022-2023 Staffing	SCPA	September 12, 2022
Schulze, Molly Rehire	1.0 FTE Elementary Education Teacher Andersen Elementary	\$63,438	2022-2023 Staffing	SCEA	August 22, 2022
Steil, Alexander	Assistant Pony Express Advisor Stillwater Area High School	\$1,879	Replacement	Co-Curricular	July 19, 2022
Thompson, Tina Rehire	.3622 FTE Preschool Teacher Early Childhood Family Center	\$63,438	2022-2023 Staffing	SCEA	August 18, 2022 - June 8, 2023
Traynor, Darla	.6903 FTE Preschool Teacher Early Childhood Family Center	\$82,907	Replacement	SCEA	September 1, 2022
Tverberg, Kasie	Assistant Principal Oak-Land Middle School	\$125,539	Replacement	Principals	August 22, 2022
Wanvig, Ann	5.0 Nutrition Services Stillwater Middle School	\$17.41/ hour	Replacement	Cafeteria	September 12, 2022
Wohlers, McKenna	Paraprofessional, 6.0 hours/day Afton-Lakeland Elementary	\$17.18 / hour	2022-2023 Staffing	SCPA	August 29, 2022
Willms, Ashlynn	Community Education Assistant, 6.25 hours/week Andersen Elementary	\$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assts	August 6, 2022

ASSIGNMENT CHANGES

NAME	FROM	TO	REASON	GROUP	EFFECTIVE DATE
Albertson, Tracy	Cafeteria Manager, 6.5 hours/day Lily Lake Elementary	Cafeteria Manager, 6.75 hours/day Lily Lake Elementary	2022-2023 Staffing	Cafeteria	August 29, 2022
Anderson, Cassie	Paraprofessional, 6.25 hours/day Lily Lake Elementary	Paraprofessional, 6.5 hours/day Lily Lake Elementary	2022-2023 Staffing	SCPA	August 29, 2022
Anderson, Bobbie	Paraprofessional, 6.25 hours/day Lily Lake Elementary	Paraprofessional, 6.5 hours/day Lily Lake Elementary	2022-2023 Staffing	SCPA	August 29, 2022
Auge, Brandon	1.0 FTE ELL Teacher Lake Elmo Elementary	1.2 FTE ELL Teacher Lake Elmo Elementary	2022-2023 Staffing	SCEA	August 22, 2022 - June 8, 2023
Coury, Gerard	1.0 FTE Social Studies Teacher Stillwater Area High School	1.2 FTE Social Studies Teacher Stillwater Area High School	2022-2023 Staffing	SCEA	August 22, 2022 - June 8, 2023
Christopherson, Joann	Paraprofessional, 7.25 hours/day Lily Lake Elementary	Paraprofessional, 7.45 hours/day Lily Lake Elementary	2022-2023 Staffing	SCPA	August 29, 2022
Diana, Jessica	Community Education Assistant 5.36 hours/day Early Childhood Family Center	Paraprofessional, 3 hours/day Early Childhood Family Center	Replacement	SCPA	September 6, 2022
Dinzeo, Nichole	Community Education Site Lead, 8.0 hrs/day Andersen Elementary	Temp Community Education Site Lead, 8.0 hrs/day Lily Lake Elementary	Replacement	Community Ed Leads & Assts	August 22, 2022
Farver, Jean	Cafeteria Manager, 6.5 hours/day Rutherford Elementary	Cafeteria Manager, 6.75 hours/day Rutherford Elementary	2022-2023 Staffing	Cafeteria	August 29, 2022
Hanson, Alexandra	Paraprofessional, 6.5 hours/day Brookview Elementary	Paraprofessional, 6.5 hours/day Afton-Lakeland Elementary	2022-2023 Staffing	SCPA	August 29, 2022
Harycki, Mary	1.0 FTE Spanish Teacher Stillwater Area High School	1.2 FTE Spanish Teacher Stillwater Area High School	2022-2023 Staffing	SCEA	August 22, 2022 - June 8, 2023
Haslach, Keri	Paraprofessional, 6.0 hours/day Lily Lake Elementary	Paraprofessional, 5.9 hours/day Lily Lake Elementary	2022-2023 Staffing	SCPA	September 12, 2022

Henderson, Kelsie	Paraprofessional, 6.25 hours/day Lily Lake Elementary	Paraprofessional, 6.5 hours/day Lily Lake Elementary	2022-2023 Staffing	SCPA	August 29, 2022
Henning, Michelle	Paraprofessional, 6.25 hours/day Stillwater Middle School	Paraprofessional, 6.5 hours/day Stillwater Middle School	2022-2023 Staffing	SCPA	August 29, 2022
Hoy, Paulette	Cafeteria Manager, 6.5 hours/day Andersen Elementary	Cafeteria Manager, 6.75 hours/day Andersen Elementary	2022-2023 Staffing	Cafeteria	August 29, 2022
Johnson, Danielle	.7 FTE Intervention Teacher Afton-Lakeland Elementary	.8 FTE Intervention Teacher Afton-Lakeland Elementary	2022-2023 Staffing	SCEA	August 22, 2022
Klayman, Emily	Paraprofessional, 6.0 hours/day Stillwater Middle School	Paraprofessional, 4.0 hours/day Stillwater Middle School	2022-2023 Staffing	SCPA	August 29, 2022
Kocur, Nicole	.4 FTE English Teacher Stillwater Area High School	.5 FTE English Teacher Stillwater Area High School	2022-2023 Staffing	SCEA	August 16, 2022
Olson, Eric	Paraprofessional, 6.0 hours/day Brookview Elementary	Paraprofessional, 6.5 hours/day Stillwater Area High School	2022-2023 Staffing	SCPA	August 29, 2022
McCarthy, Tami	Cafeteria Employee, 5.0 hours/day Stillwater Area High School	Cafeteria Employee, 6.0 hours/day Mahtomedi High School	2022-2023 Staffing	Cafeteria	September 6, 2022
Mobroten, Robin	Cafeteria Manager, 6.75 hours/day Lake Elmo Elementary	Cafeteria Manager, 7.0 hours/day Lake Elmo Elementary	2022-2023 Staffing	Cafeteria	August 29, 2022
Mohar, Renee	Cafeteria Manager, 6.5 hours/day Stonebridge Elementary	Cafeteria Manager, 6.75 hours/day Stonebridge Elementary	2022-2023 Staffing	Cafeteria	August 29, 2022
Morales, Anna	Health Care Specialist, 8.0 hours/day Lake Elmo Elementary	Health Care Specialist, 6.5 hours/day Brookview Elementary	Replacement	CSS	August 25, 2022
Peloquin, Elizabeth	1.0 FTE Social Studies Teacher Stillwater Area High School	1.2 FTE Social Studies Teacher Stillwater Area High School	2022-2023 Staffing	SCEA	August 22, 2022 - June 8, 2023
Ryan, Ing-Mari	1.1 FTE Instructional Coach, AVID & English Teacher Stillwater Area High School	1.0 FTE Instructional Coach & AVID Teacher Stillwater Area High School	2022-2023 Staffing	SCEA	August 22, 2022
Taylor, Cheryl	Cafeteria Manager, 6.5 hours/day Afton-Lakeland Elementary	Cafeteria Manager, 6.75 hours/day Afton-Lakeland Elementary	2022-2023 Staffing	Cafeteria	August 29, 2022
Wells, Rebecca	1.0 FTE Special Education Teacher Oak-Land Middle School	1.0 FTE Special Education Teacher Stillwater Middle School	2022-2023 Staffing	SCEA	August 30, 2022

ADDITIONAL ASSIGNMENTS

NAME	Position	Reason	Group	EFFECTIVE DATE
Fatema, Jinat	Community Education Assistant, 9.5 hours/week Brookview Elementary	2022-2023 Staffing	Community Ed Leads & Assts	September 6, 2022
Haslach, Keri	Community Education Assistant, 1.75 hours/day Lily Lake Elementary	2022-2023 Staffing	Community Ed Leads & Assts	September 6, 2022
Kalka, Joe	Debate Coach Stillwater Area High School	Replacement	Co-Curricular	August 22, 2022
King, Kristina	Intercultural Student Exchange Co-Advisor Stillwater Area High School	Replacement	Co-Curricular	August 22, 2022
Klug, Andrea	8th Grade Volleyball Coach Stillwater Middle School	Replacement	Co-Curricular	August 22, 2022
Martineau, Violeta	Community Education Assistant, 3 hours/day Early Childhood Family Center	Replacement	Community Ed Leads & Assts	September 8, 2022
Olson, Eric	Assistant Girls Tennis Coach Stillwater Middle School	Replacement	Co-Curricular	September 1, 2022
Perkins, Wayne	Assistant Debate Coach Stillwater Area High School	Replacement	Co-Curricular	August 22, 2022
Piras, Sydney	Intercultural Student Exchange Co-Advisor Stillwater Area High School	Replacement	Co-Curricular	August 22, 2022



State law requires that the School Board adopt a proposed property tax levy for taxes payable in 2023 by September 30, 2022. This is the first step in the setting of property tax levies for next year. Other steps in the process are outlined below. This is very similar to the timeline that has been followed in previous years.

The amount adopted by the district for preliminary 2022 payable 2023 provides revenue for the 2023-24 school year and is limited by state statute and voter approved referendum. This differs from the county and city calendars in that the 2023 levy provides the revenue for their 2023 calendar year budget.

The school board may adopt a preliminary levy based on September estimates, or may adopt a preliminary levy that states "Maximum Levy". If the board adopts a "Maximum Levy", then Minnesota Department of Education adjustments may be made subsequent to the action by the Board. If a dollar amount is adopted in September, adjustments that would increase the levy are not allowed. Historically, the "Maximum" has been adopted in September as an assurance that final corrections or adjustments would be included for Board of Education consideration prior to certifying the final levy in December.

- September 22 At the board business meeting in which the proposed levy is adopted, District 834 is required to announce the meeting date, time and location of the subsequent meeting in which public testimony will be allowed and the final levy and budget will be discussed. The time and place of those meetings must be included in the proceedings or summary of proceedings published in the official newspaper per MS 275.065

- September 30 District 834 must provide Washington County with information by this date so that the meeting time and location may be included on the parcel specific notices which are mailed by the County in November.

- November 8-22 Washington County will mail estimated property tax statements, typically called "truth-in-taxation notices" to all taxpayers. These notices will show the estimated payable 2023 along with the actual 2021 property taxes on each individual parcel of property, based on a combination of proposed levies adopted by the school district, county, cities, and other taxing jurisdictions.

- November /
December The public must be allowed to speak at the budget and levy meeting. This meeting must occur after November 24 and must not be held before 6:00 p.m. The district may adopt the final levy at this same meeting. The final property tax levy must be adopted by the school board no later than five working days after December 20, 2022. The district must certify to the county auditor on or before five working days after December 20.

- December 8 At 6:30 p.m. District 834 will begin its regularly scheduled business meeting at which the budget and levy will be discussed and the public allowed to speak. Information will be presented explaining the district's proposed levy and its estimated impact on taxpayers. Citizens will be given an opportunity to address the School Board, ask questions, and make suggestions.

The School Board will take action to certify the amount of the final levy at the meeting on December 8. The final certified levy may not be greater than the proposed levy (except for additional amounts approved by voters in a referendum election or for corrections made by the Department of Education), but it may be less than the proposed levy.



January 7 The District must notify the Minnesota Department of Education of the final certified levies by this date.

As the above timeline shows, the action that the School Board takes now is not the final action on the payable 2023 levies. However, it is an important action for two reasons. First, the final levy that the School Board certifies in December may not be greater than the proposed levy approved now (except for additions or corrections made by the Department of Education or by district voters through an election on referendum authority). Second, the amount of the proposed levy will be used by the County to calculate the truth-in-taxation notices that will be sent to taxpayers.

The maximum amounts the district can levy in various categories are specified in state law. These levy limitations are calculated for the district in detailed worksheets from the Minnesota Department of Education (MDE). We received the MDE worksheets commencing September 8 and have been receiving updates ongoing through mid-September. We have been verifying data as it has become available.

The total levy is made up of many separate components in three funds (General, Community Service and Debt Service). The District is also allowed (or in some cases, required) to make a number of adjustments to levies certified in earlier years. Most of these adjustments are made either to correct for levies certified in earlier years based on estimated data or to compensate for legislative changes in funding formulas. A separate set of adjustments is allowed to make up for abatements of prior years' taxes (i.e., reductions in taxes on individual parcels of property that were approved after levies were set).

The 2022 (Payable 2023) property tax levy provides revenue primarily for the 2023-24 school year. For many of the categories there is a corresponding category of state aid. Thus, the amount that is levied will affect both the property tax and state aid revenue for 2023-24.

The worksheet on pages 5 & 6 compares the actual levies certified in 2021 to the preliminary levy limitations for 2022 (Payable 2023).

Changes in Levy Amounts. Following is a summary of the levy categories and some of the factors that have caused changes in the levy amounts.

- **Operating Referendum.** Beginning with the 2021-22 school year, voters approved a ten-year operating referendum of \$1,697.55 per pupil, subject to an annual rate of inflation. For the FY24 the referendum levy will be \$1,737.95 per pupil.
- **Equity Revenue Levy.** Beginning with Payable 2004, equity revenue is split between state aid and levy. The equity revenue levy is spread on the Referendum Market Value (RMV) and is equalized at the same rate as tier two referendum levy. District 834 does not qualify for equalization due to market value. The total equity levy revenue is \$859,400.51
- **Local Optional Revenue Levy.** Beginning with the 2014-15 school year, metro districts received \$424 per adjusted pupil unit of revenue. Legislatively in 2014, there was a name change from Location Equity to Local Optional revenue. 2019 legislation created a transfer of \$300/PU of referendum revenue to LOR; thus eliminating the board-approved referendum. This offsets a portion of our original voter approved referendum allowance in the amount of \$6,533,831.81
- **Transition Revenue Levy.** Beginning with the 2003-04 school year, districts received transition revenue to hold them harmless from formula changes as a result of the 2003 legislation. For 2003-04 the transition revenue was comprised of all state aid. Beginning with Payable 2004, transition revenue is split between state aid and local levy. The transition



levy is spread on RMV and is equalized at the same rate as tier two referendum levy which District 834 no longer qualifies. The total transition revenue is \$27,934.55 and is all local levy.

- **Capital Projects Levy.** In the fall of 2021, district voters approved the first Technology Levy for the district. This is spread across the net tax capacity of the district. Total amount for Payable 2023 is \$5,210,401.51
- **Operating Capital Levy.** Beginning with Payable 2004, operating capital was split between state aid and levy. The portion of the operating capital that is on the local levy is spread on the adjusted net tax capacity. Total operating capital levy is estimated to be \$1,353,547.93
- **Alternative Teacher Compensation (QComp).** School districts' maximum QComp revenue is \$260 per student. Of that revenue, 65% (or \$169 per student) comes from basic aid and the remainder from an equalization levy (revenue minus basic aid). Since QComp basic aid will continue to be prorated, school districts may levy to cover the aid shortfall or forego the portion of the revenue that is shifted from aid to levy. For FY23, the levy amount is 777,671.11.
- **Achievement and Integration Levy.** Establishes a program to promote diversity, racial and economic integration, and increase academic achievement. The program requires at least 80% of a district's revenue to be used for innovative and integrated learning environments. The amount for Payable 2023 is \$347,745.38
- **Reemployment Insurance Levy.** This calculation fluctuates each year. It represents differences in what is projected for reemployment insurance and the actual costs from the year prior. The estimated amount is \$75,000.00 for 2023-24.
- **Safe Schools Levy.** The Safe Schools Levy provides \$36 per pupil unit. The total for Payable 2023 is \$328,125.60. These funds can be used for: 1) Police liaison officers, 2) Drug abuse prevention programs, 3) Gang resistance education programs, 4) Costs for security in the schools or on school property, and/or 5) Costs associated for other crime prevention, drug abuse programs, student and staff safety and violence prevention measures.

The 2007 Legislature provided school districts authority to levy funds for local intermediates under the Safe Schools Levy guidelines. Correspondingly on the levy worksheet is a category titled Safe Schools Levy – Intermediate. These funds (\$136.719) will be levied and sent to Intermediate School District 916 for expenses.

- **Career and Technical Education Levy.** Beginning in 2013-2014, this became an equalized levy. District 834 does not qualify for equalization. This revenue is used to partially fund the technical education program. For Payable 2023, the amount of the levy is \$350,179.17
- **Other Post Employment Benefits Levy.** Authority requested by district based upon Fiscal Year 2022 expenses paid. Expenditures in this program are for post-employment benefits paid. For Payable 2023, the amount of levy needed beyond withdrawals from the OPEB Trust Fund is \$879,347.00
- **Long Term Facility Maintenance Levy.** The 2015 Legislature adopted a bill that combines deferred maintenance, health and safety and alternative facilities revenue. Because we are an alternative facility district, we are held harmless regarding a formula cap. For Payable 2023, the levy amount is \$6,906.990.00
- **Building Lease Levy.** This levy authority is used to cover costs associated with the district's leased space. For Payable 2023, the current lease levy limit is \$1,932,295.20. District 834 levy amount is \$1,927,981.00
- **Basic Community Service Levy.** The Basic Community Service levy for Payable 2023 is \$482,445.45. The 2005 Legislature increased the general revenue formula to \$5.42 per capita.



- **Other Community Service Levies.** Early Childhood Family Education Levy is based on population under the age of 5 x .023 of the General Education Formula. For FY23, the levy amount is estimated to be \$339,331.45. School Age Care costs were increased by \$30,000 to meet increasing needs in the before and after school programs.
- **General, Community Service and Debt Service Fund Abatements and Other Adjustments.** There are several levy adjustments from prior years. This is typical as the levy is certified on a projected pupil count and the subsequent adjustments are made based on actual student enrollment. Many adjustments span two subsequent levy processes to ensure the most accurate information.
- **Debt Service Levies.** The state requires the district to levy 105 percent of the amount needed each year to ensure enough resources to meet the debt service obligations. The 5 percent allows for variations in investment earnings, delinquent tax collections, and other unforeseen issues that may arise during the fiscal year. Correspondingly, in subsequent years, there is a calculation adjustment to account for the difference between the 105 percent levy and the actual principal and interest payments. This calculation is listed as Debt Service Excess Reduction. Total Debt Service levy for FY23 is \$9,761,848.36

Total Levy. The total levy being proposed at this time for 2022 (taxes payable in 2023), after all adjustments and reductions, is \$49,596,183.69. This is a projected increase of \$1,861,109.13 or 3.90% from the Payable 2022 levy.

Levy Impact. We won't know the exact tax rate for taxes payable in 2023 until at least January. However, we will have estimates at the Board Business meeting in December.

Attachment: Proposed 2022 (Payable 2023) Property Tax Levy, by Fund and Category

Recommendation:

A motion and a second to Adopt the "Maximum" Preliminary Proposed Property Tax Levy 2022 Payable 2023.

Motion by: _____ **Seconded by:** _____ **Vote:** _____



	Pay 2022 RMV Information	Pay 2022 NTC Information	Total	Est. Pay 2023 RMV Information	Est. Pay 2023 NTC Information	Total
GENERAL FUND						
Operating Referendum - Voter Approved	15,349,408.84		15,349,408.84	15,814,576.80		15,814,576.80
Prior Years Adjustments	8,956.20		8,956.20	(352,191.24)		(352,191.24)
Sub Total	15,358,365.04	0.00	15,358,365.04	15,462,385.56	0.00	15,462,385.56
Equity	709,799.02		709,799.02	859,400.51		859,400.51
Local Optional	6,484,744.61		6,484,744.61	6,533,831.81		6,533,831.81
Transition	27,726.39		27,726.39	27,934.55		27,934.55
1st Tier Board Approved Referendum	0.00		0.00	0.00		0.00
Prior Years Adjustments	(45,361.86)		(45,361.86)	(268,345.92)		(268,345.92)
Sub Total	7,176,908.16	0.00	7,176,908.16	7,152,820.95	0.00	7,152,820.95
Capital Projects Referendum		4,700,000.00	4,700,000.00		5,210,401.51	5,210,401.51
Operating Capital		1,247,264.89	1,247,264.89		1,353,547.93	1,353,547.93
Alt Teacher Comp (QCOMP)		794,460.81	794,460.81		777,671.11	777,671.11
Achievement & Integration		343,580.14	343,580.14		347,745.38	347,745.38
Reemployment Ins		50,000.00	50,000.00		75,000.00	75,000.00
Safe Schools		326,498.40	326,498.40		328,125.60	328,125.60
Safe Schools Intermediate		136,041.00	136,041.00		136,719.00	136,719.00
Career and Technical		312,871.68	312,871.68		350,179.17	350,179.17
Annual OPEB		800,000.00	800,000.00		879,347.00	879,347.00
Long Term Facilities Maintenance		7,038,734.82	7,038,734.82		6,906,990.00	6,906,990.00
Building / Land Lease		1,830,331.00	1,830,331.00		1,927,981.00	1,927,981.00
Total Before Adjustments		12,879,782.74	12,879,782.74		13,083,306.19	13,083,306.19
Prior Years Adjustments		(2,965,925.23)	(2,965,925.23)		(2,131,782.69)	(2,131,782.69)
Sub Total	0.00	9,913,857.51	9,913,857.51	0.00	10,951,523.50	10,951,523.50
Total General	22,535,273.20	14,613,857.51	37,149,130.71	22,615,206.51	16,161,925.01	38,777,131.52
COMMUNITY ED						
Basic Community Education		470,601.80	470,601.80		482,445.45	482,445.45
Early Child Family		315,236.33	315,236.33		339,331.45	339,331.45
Home Visiting		8,819.31	8,819.31		9,452.00	9,452.00
Adults w/ Disabilities		2,000.00	2,000.00		2,000.00	2,000.00
School Age Care		170,000.00	170,000.00		200,000.00	200,000.00
Prior Years Adjustments		27,791.84	27,791.84		23,974.91	23,974.91
Total Comm Service	0.00	994,449.28	994,449.28	0.00	1,057,203.81	1,057,203.81
DEBT SERVICE						
Debt Service Voter-Approved		10,173,634.00	10,173,634.00		10,171,272.00	10,171,272.00
Debt Excess		(593,520.96)	(593,520.96)		(653,760.92)	(653,760.92)
Prior Years Adjustments		11,381.53	11,381.53		8,035.49	8,035.49
Sub Total	0.00	9,591,494.57	9,591,494.57	0.00	9,525,546.57	9,525,546.57
Debt Service Other		0.00	0.00		252,810.00	252,810.00
Debt Excess					(16,508.21)	(16,508.21)
Prior Years Adjustments		0.00	0.00		0.00	0.00
Sub Total	0.00	0.00	0.00	0.00	236,301.79	236,301.79
Total Debt Service	0.00	9,591,494.57	9,591,494.57	0.00	9,761,848.36	9,761,848.36
GRAND TOTAL	22,535,273.20	25,199,801.36	47,735,074.56	22,615,206.51	26,980,977.18	49,596,183.69



Levy Description of Categoricals	Pay 2022			Est. Pay 2023		Total
	RMV Information	Pay 2022 NTC Information	Total	RMV Information	NTC Information	
General	22,535,273.20	14,613,857.51	37,149,130.71	22,615,206.51	16,161,925.01	38,777,131.52
Community Service	0.00	994,449.28	994,449.28	0.00	1,057,203.81	1,057,203.81
Debt Service	0.00	9,591,494.57	9,591,494.57	0.00	9,761,848.36	9,761,848.36
Total	22,535,273.20	25,199,801.36	47,735,074.56	22,615,206.51	26,980,977.18	49,596,183.69



Preliminary Proposed Property Tax Levy

Presented to the School Board
September 22, 2022

Curiosity Thrives Here

Purpose

- Provide an overview of the proposed, preliminary, property tax levy for Payable 2023
- Review significant tax levy changes



Key Messages

- Preliminary levy certification is part of the overall levy process & due to the county auditor and MDE no later than Sept 30
- Revisions to the levy are still being made which will likely change the total amount
- Certifying the “Maximum” allows for greater flexibility
- The board will adopt the final Payable 2023 property tax levy on December 20
- December 8 certification and Truth in Taxation Hearing



Stillwater

AREA PUBLIC SCHOOLS

Curiosity Thrives Here

Timelines

September 22	Board adopts Preliminary Proposed 2022 Levy Payable 2023
September 30	District provides County with proposed levy and date of meeting. The final levy and budget will be discussed at the Truth in Taxation Hearing
Mid-November	County mails property tax statements showing estimated Payable 2023 property taxes and meeting date/time/location for the final levy and budget discussions





General Fund Levies

	Pay 2022 RMV Information	Pay 2022 NTC Information	Total	Est. Pay 2023 RMV Information	Est. Pay 2023 NTC Information	Total
GENERAL FUND						
Operating Referendum - Voter Approved	15,349,408.84		15,349,408.84	15,814,576.80		15,814,576.80
Prior Years Adjustments	8,956.20		8,956.20	(352,191.24)		(352,191.24)
Sub Total	15,358,365.04	0.00	15,358,365.04	15,462,385.56	0.00	15,462,385.56
Equity	709,799.02		709,799.02	859,400.51		859,400.51
Local Optional	6,484,744.61		6,484,744.61	6,533,831.81		6,533,831.81
Transition	27,726.39		27,726.39	27,934.55		27,934.55
1st Tier Board Approved Referendum	0.00		0.00	0.00		0.00
Prior Years Adjustments	(45,361.86)		(45,361.86)	(268,345.92)		(268,345.92)
Sub Total	7,176,908.16	0.00	7,176,908.16	7,152,820.95	0.00	7,152,820.95
Capital Projects Referendum		4,700,000.00	4,700,000.00		5,210,401.51	5,210,401.51
Operating Capital		1,247,264.89	1,247,264.89		1,353,547.93	1,353,547.93
Alt Teacher Comp (QCOMP)		794,460.81	794,460.81		777,671.11	777,671.11
Achievement & Integration		343,580.14	343,580.14		347,745.38	347,745.38
Reemployment Ins		50,000.00	50,000.00		75,000.00	75,000.00
Safe Schools		326,498.40	326,498.40		328,125.60	328,125.60
Safe Schools Intermediate		136,041.00	136,041.00		136,719.00	136,719.00
Career and Technical		312,871.68	312,871.68		350,179.17	350,179.17
Annual OPEB		800,000.00	800,000.00		879,347.00	879,347.00
Long Term Facilities Maintenance		7,038,734.82	7,038,734.82		6,906,990.00	6,906,990.00
Building / Land Lease		1,830,331.00	1,830,331.00		1,927,981.00	1,927,981.00
Total Before Adjustments		12,879,782.74	12,879,782.74		13,083,306.19	13,083,306.19
Prior Years Adjustments		(2,965,925.23)	(2,965,925.23)		(2,131,782.69)	(2,131,782.69)
Sub Total	0.00	9,913,857.51	9,913,857.51	0.00	10,951,523.50	10,951,523.50
Total General	22,535,273.20	14,613,857.51	37,149,130.71	22,615,206.51	16,161,925.01	38,777,131.52

Community Service Levies

COMMUNITY ED	Pay 2022	Pay 2022	Total	Est. Pay 2023	Est. Pay 2023	Total
	RMV Information	NTC Information		RMV Information	NTC Information	
Basic Community Education		470,601.80	470,601.80		482,445.45	482,445.45
Early Child Family		315,236.33	315,236.33		339,331.45	339,331.45
Home Visiting		8,819.31	8,819.31		9,452.00	9,452.00
Adults w/ Disabilities		2,000.00	2,000.00		2,000.00	2,000.00
School Age Care		170,000.00	170,000.00		200,000.00	200,000.00
Prior Years Adjustments		27,791.84	27,791.84		23,974.91	23,974.91
Total Comm Service	0.00	994,449.28	994,449.28	0.00	1,057,203.81	1,057,203.81



Debt Service Levies

	Pay 2022 RMV Information	Pay 2022 NTC Information	Total	Est. Pay 2023 RMV Information	Est. Pay 2023 NTC Information	Total
DEBT SERVICE						
Debt Service Voter-Approved		10,173,634.00	10,173,634.00		10,171,272.00	10,171,272.00
Debt Excess		(593,520.96)	(593,520.96)		(653,760.92)	(653,760.92)
Prior Years Adjustments		11,381.53	11,381.53		8,035.49	8,035.49
Sub Total	0.00	9,591,494.57	9,591,494.57	0.00	9,525,546.57	9,525,546.57
Debt Service Other		0.00	0.00		252,810.00	252,810.00
Debt Excess					(16,508.21)	(16,508.21)
Prior Years Adjustments		0.00	0.00		0.00	0.00
Sub Total	0.00	0.00	0.00	0.00	236,301.79	236,301.79
Total Debt Service	0.00	9,591,494.57	9,591,494.57	0.00	9,761,848.36	9,761,848.36
GRAND TOTAL	22,535,273.20	25,199,801.36	<u>47,735,074.56</u>	22,615,206.51	26,980,977.18	<u>49,596,183.69</u>



Totals

Levy Description of Categoricals	Pay 2022	Pay 2022 NTC	Total	Est. Pay 2023	Est. Pay 2023	Total
	RMV Information			RMV Information	NTC Information	
General	22,535,273.20	14,613,857.51	37,149,130.71	22,615,206.51	16,161,925.01	38,777,131.52
Community Service	0.00	994,449.28	994,449.28	0.00	1,057,203.81	1,057,203.81
Debt Service	0.00	9,591,494.57	9,591,494.57	0.00	9,761,848.36	9,761,848.36
Total	22,535,273.20	25,199,801.36	<u>47,735,074.56</u>	22,615,206.51	26,980,977.18	<u>49,596,183.69</u>



Next Steps

- Administration recommends the school board adopt a “Maximum” proposed 2023 property tax levy at the September 22, 2022 business meeting
- School board will act on final levy certification on December 20, 2022
 - Taxpayers will have an opportunity to provide input during the Truth in Taxation meeting





Questions?



Student Achievement Update

School Board Work Session
September 22, 2022

Why We Assess

- Know our students
- Align student learning experiences
- Grow our teachers
- Improve programs
- Communicate performance



Assessment Overview

Assessment	Grade Levels
ACCESS and Alternate ACCESS for English Language Learners	K-12
ACT Plus Writing	11 & 12
Advanced Placement Tests	9-12
Cognitive Abilities Test (CoGAT 7)	3
FastBridge	K-5
Minnesota Comprehensive Assessment (MCA) and Minnesota Test of Academic Skills (MTAS)	3-11
NWEA Measures of Academic Progress (MAP) Growth	6-8
Pre-ACT	10
PSAT	10 & 11



Data Spoilers

- Slight bounce back from 2021
- Continued performance below pre-pandemic levels
- Significant growth within some cohort groups
- Student groups outperform state averages
- Slow data rollercoaster shows need for sustained systems



Stillwater Demographics:

Oct 1, 2021 Race/Ethnicity

Race/Ethnicity	Count	Percent
Hispanic or Latino	598	7.3%
American Indian or Alaska Native (Federal Definition)	20	0.2%
Asian	410	5.0%
Black or African American	431	5.3%
Native Hawaiian or Pacific Islander	4	0.0%
White	6,344	77.3%
Two or more races	396	4.8%
All students	8,203	100.0%

50 languages other than English spoken at home

Stillwater Demographics:

Oct. 1, 2021 Special Populations

	Count	Percent
English learner	278	3.4%
Special education	1,402	17.1%
Free/Reduced-Price meals	1,024	12.5%
Homeless	36	0.4%





2022 MCA Reading

Purpose of MN Comprehensive Assessments (MCA)

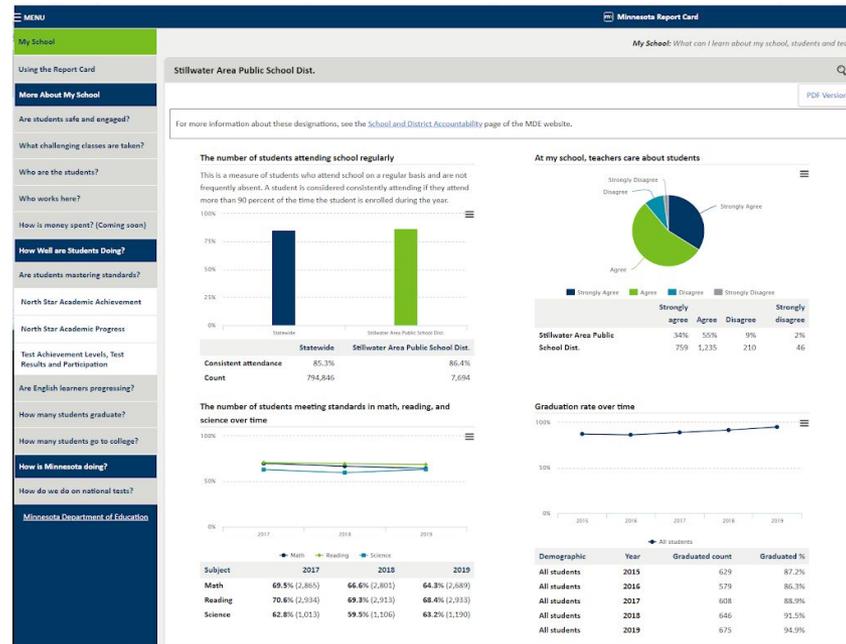
- Student mastery of MN academic standards
 - Reading: Grades 3-8, 10
 - Math: Grades 3-8, 11
 - Science: Grades 5, 8, High School Biology
- Broad snapshot of student learning
- Designed for school and district accountability



The Minnesota Report Card

Available District/School Data

- Attendance Data
- Student Demographics
- MN Student Survey Data
- Graduation Rates
- MCA/MTAS Participation
- MCA/MTAS Proficiency Rates
- MCA/MTAS Achievement Levels
- ACCESS Progress



<https://rc.education.mn.gov/>

Sort or filter by:

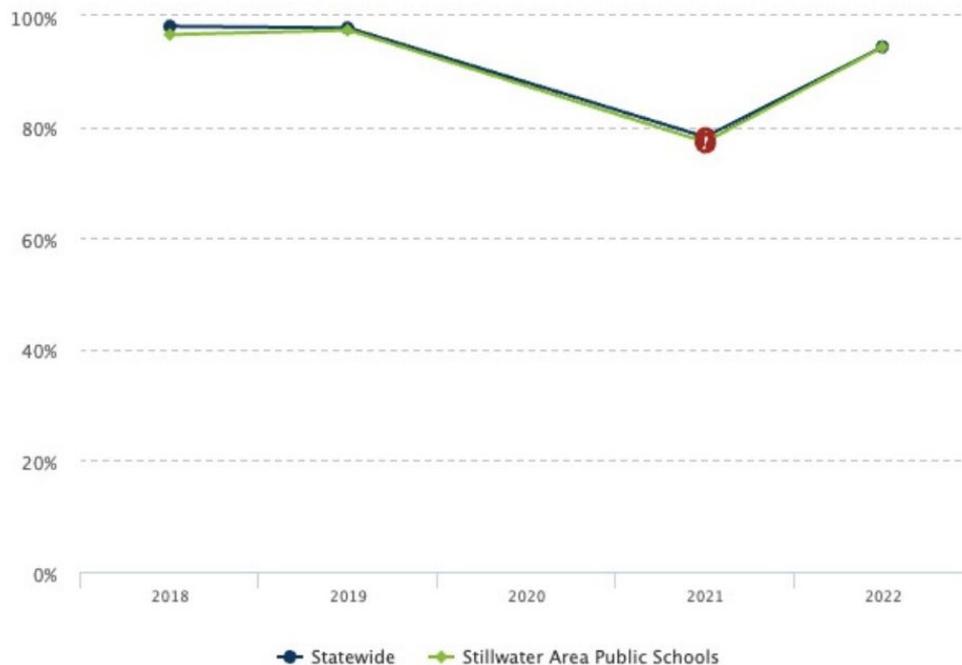
- Test type
- School
- Grade level
- Subject
- Included students
- Race/Ethnicity
- Gender
- English Learner
- Special Education
- Free/Reduced Lunch
- Migrant
- Active Duty Parent
- Homeless
- SLIFE

*Due to COVID-19, no 2020 summarized assessment data for MCA, MTAS, ACCESS, or Alternate ACCESS is available.
2021 tests will be administered for students on site; results shall not be used for student or program decisions*

2022 MCA Participation Rates: Reading

Grades 3-8 and 10; All Stillwater Area Schools

Due to COVID-19, no summarized assessment data is available for 2020



Organization	Year	Percent tested	Number tested
Statewide	2018	98.1%	456,325
Statewide	2019	97.8%	455,851
Statewide	2020	N/A	N/A
Statewide	2021	78.2%	356,303
Statewide	2022	94.4%	423,843
Stillwater Area Public Schools	2018	96.6%	4,267
Stillwater Area Public Schools	2019	97.4%	4,340
Stillwater Area Public Schools	2020	N/A	N/A
Stillwater Area Public Schools	2021	77.3%	3,290
Stillwater Area Public Schools	2022	94.4%	3,947



Stillwater
AREA PUBLIC SCHOOLS

District MCA Reading Trend

Grades 3-8 and 10



Cohort Change: MCA Reading

Grade	2018	2019	*2020	2021	2022
3	63.3%	58.8%		51.9%	51.4%
4	65.1%	63.5%		49.9%	58.4%
5	80.4%	76.9%		63.3%	66.6%
6	74.2%	73.4%		56.6%	61.7%
7	65.6%	69.6%		56.7%	56.5%
8	64.1%	63.3%		53.4%	57.9%
10	73.0%	72.5%		66.9%	59.6%

**MCA not given in 2020*

MCA Reading Student Group Trend

	2018-19		2020-21		2021-22	
	Stillwater	State	Stillwater	State	Stillwater	State
Asian	60.3%	54.3%	47.4%	50.0%	49.3%	46.6%
Black	57.5%	34.7%	34.1%	30.7%	39.9%	30.7%
Latinx	43.9%	38.3%	37.8%	31.4%	34.2%	31.0%
Two or More	67.9%	55.4%	53.6%	49.7%	59.2%	48.9%
White	71.1%	67.8%	60.1%	59.5%	62.9%	59.4%



MCA Reading Student Group Trend

	2018-19		2020-21		2021-22	
	Stillwater	State	Stillwater	State	Stillwater	State
English Learners (EL)	8.6%	13.6%	6.4%	9.1%	10.4%	11.5%
Free/Reduced Price Lunch (FRP)	45.0%	40.0%	33.9%	32.4%	34.5%	31.5%
Student with Disabilities (SWD)	38.4%	29.8%	28.7%	25.8%	32.9%	25.7%



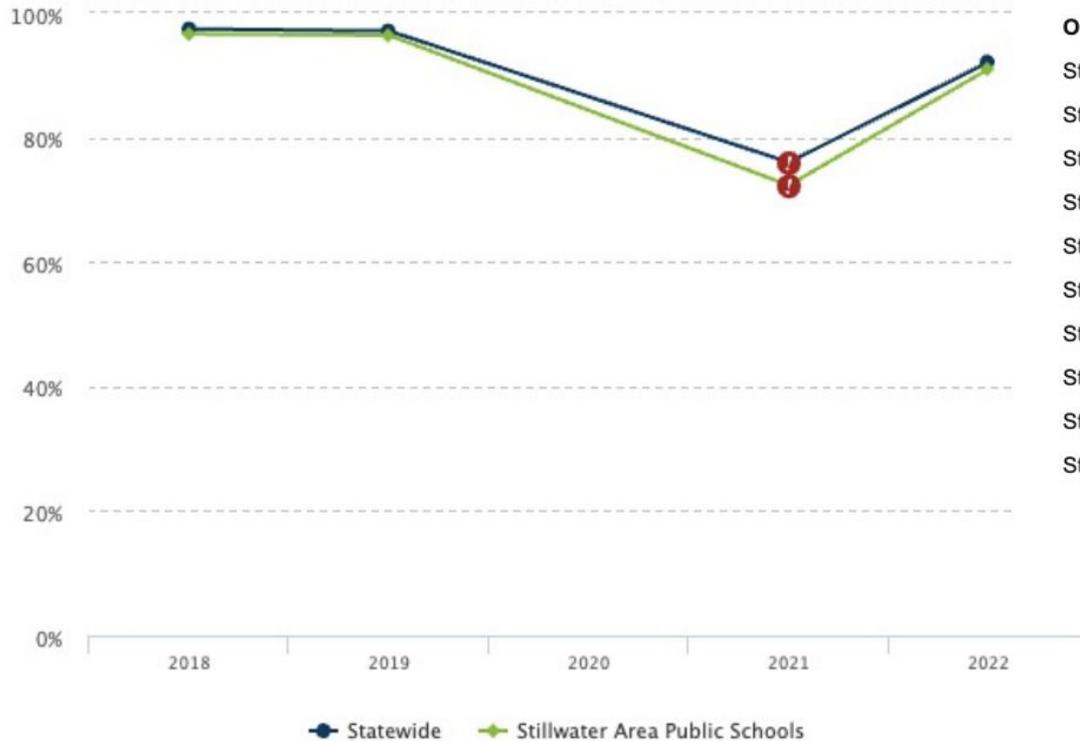


2022 MCA Math

2022 MCA Participation Rates: Math

Grades 3-8 and 11; All Stillwater Schools

Due to COVID-19, no summarized assessment data is available for 2020

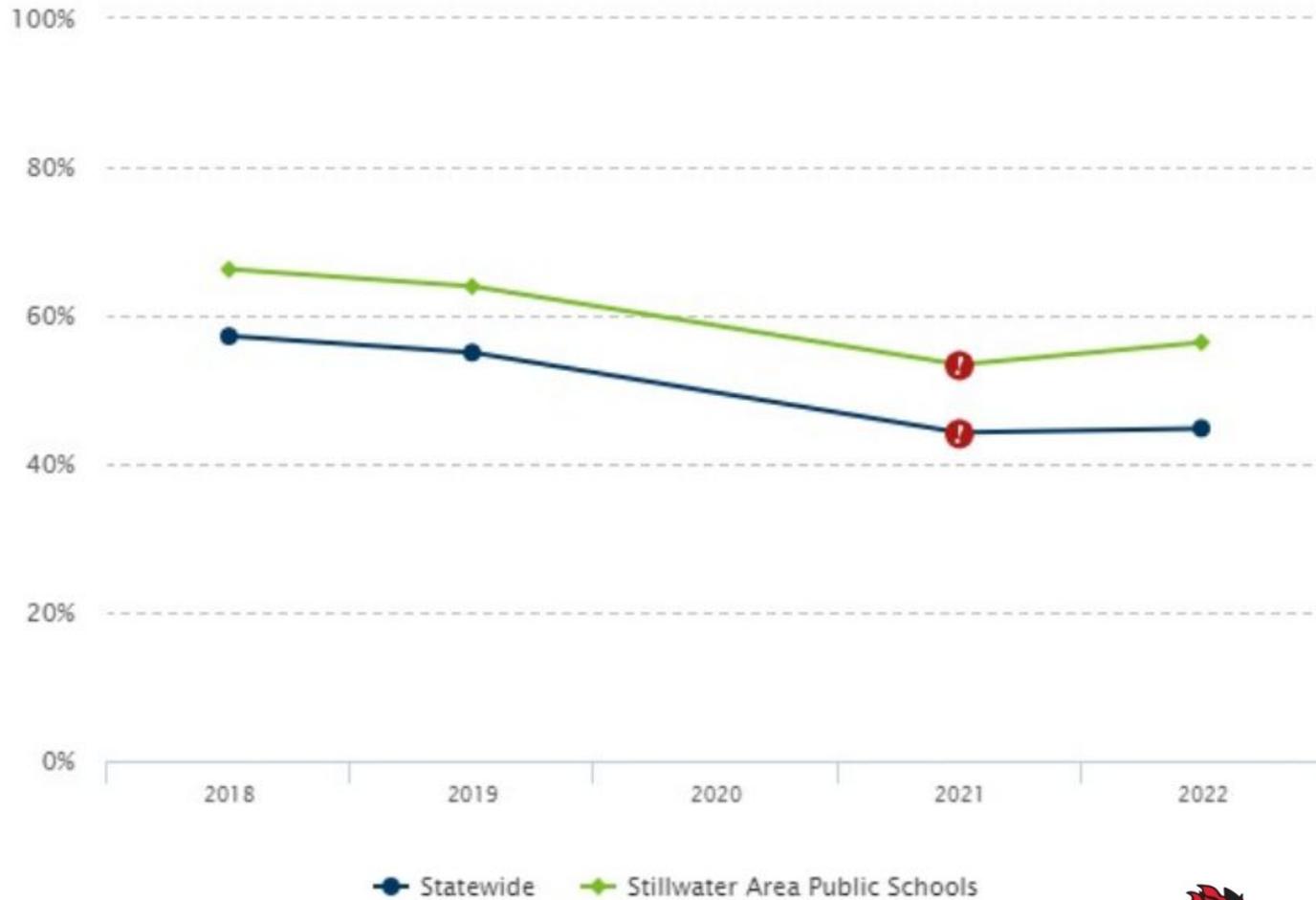


Organization	Year	Percent tested	Number tested
Statewide	2018	97.4%	452,328
Statewide	2019	97.1%	449,138
Statewide	2020	N/A	N/A
Statewide	2021	76.0%	344,967
Statewide	2022	92.1%	410,753
Stillwater Area Public Schools	2018	96.6%	4,282
Stillwater Area Public Schools	2019	96.4%	4,244
Stillwater Area Public Schools	2020	N/A	N/A
Stillwater Area Public Schools	2021	72.3%	3,108
Stillwater Area Public Schools	2022	91.0%	3,754



District MCA Math Trend

Grades 3-8 and 11



Stillwater
AREA PUBLIC SCHOOLS

Cohort Change: MCA Math

	2018	2019	*2020	2021	2022
3rd	75.8%	72.9%		66.0%	67.8%
4th	77.1%	69.6%		59.4%	66.0%
5th	59.4%	57.3%		38.5%	45.8%
6th	65.6%	65.8%		48.0%	57.8%
7th	64.3%	68.0%		52.2%	53.8%
8th	66.0%	64.8%		55.5%	<u>60.4%</u>
11th	58.9%	51.1%		54.8%	41.5%

**MCA not given in 2020*



MCA Math Student Group Trend

	2018-19		2020-21		2021-22	
	Stillwater	State	Stillwater	State	Stillwater	State
Asian	61.8%	55.0%	49.3%	43.3%	51.5%	42.2%
Black	45.8%	27.3%	28.7%	18.0%	29.8%	20.1%
Latinx	38.5%	31.7%	30.8%	21.1%	34.6%	22.4%
Two or More	55.9%	48.1%	49.7%	38.4%	48.0%	40.0%
White	67.3%	64.4%	57.8%	52.3%	61.1%	54.3%



MCA Math Student Group Trend

	2018-19		2020-21		2021-22	
	Stillwater	State	Stillwater	State	Stillwater	State
English Learners (EL)	23.9%	17.9%	17.1%	9.2%	20.7%	12.2%
Free/Reduced Price Lunch (FRP)	39.2%	34.2%	27.6%	22.7%	27.4%	23.4%
Student with Disabilities (SWD)	37.5%	27.7%	29.8%	22.5%	34.5%	23.8%

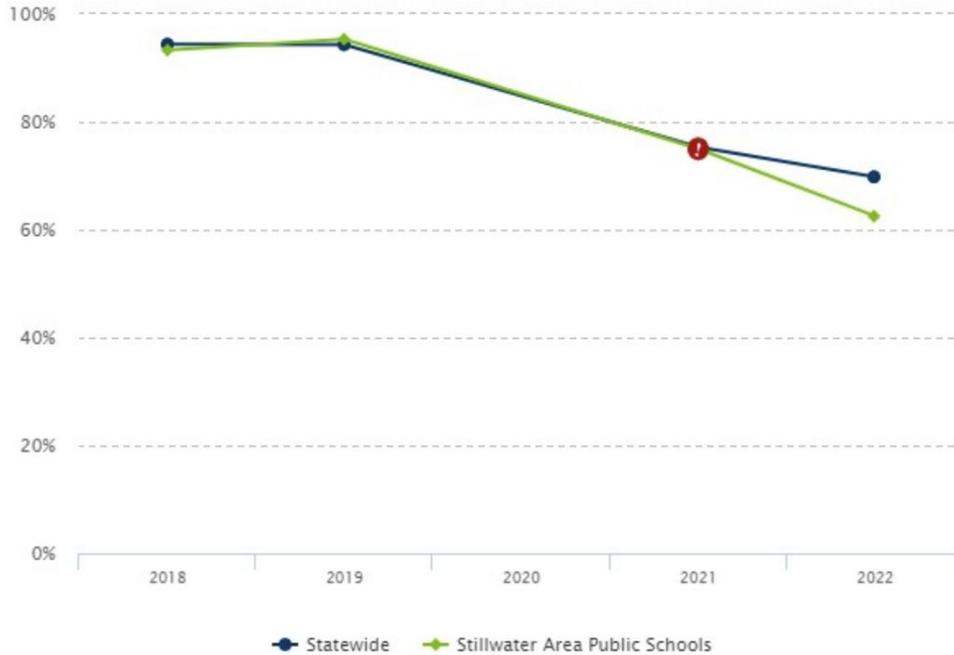




2022 MCA Science

2022 MCA Participation Rates: Science

Grades 5, 8 and High School; All Stillwater Schools



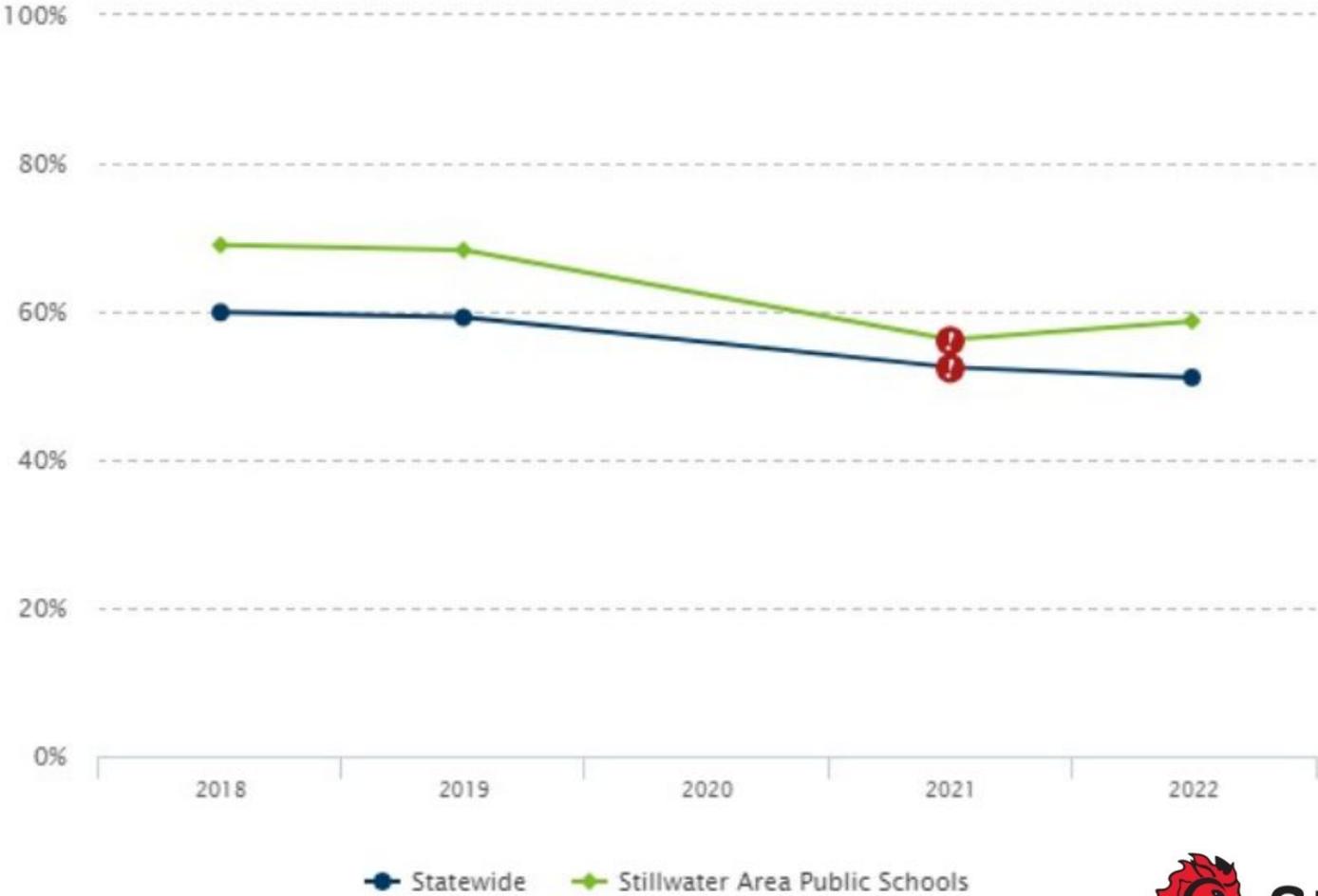
Organization	Year	Percent tested	Number tested
Statewide	2018	94.4%	184,972
Statewide	2019	94.3%	183,922
Statewide	2020	N/A	N/A
Statewide	2021	75.3%	145,959
Statewide	2022	69.8%	133,804
Stillwater Area Public Schools	2018	93.3%	1,815
Stillwater Area Public Schools	2019	95.3%	1,850
Stillwater Area Public Schools	2020	N/A	N/A
Stillwater Area Public Schools	2021	75.0%	1,418
Stillwater Area Public Schools	2022	62.5%	1,169



Stillwater
AREA PUBLIC SCHOOLS

District MCA Science Trend

Grades 5, 8 and High School



MCA Science Student Group Trend

	2018-19		2020-21		2021-22	
	Stillwater	State	Stillwater	State	Stillwater	State
Asian	62.2%	45.2%	39.7%	40.7%	44.6%	37.1%
Black	49.4%	22.0%	30.0%	17.9%	25.3%	17.3%
Latinx	37.2%	27.1%	27.4%	21.2%	24.6%	21.2%
Two or More	46.8%	45.2%	44.1%	39.3%	48.8%	38.4%
White	66.4%	60.0%	54.0%	50.0%	55.8%	49.6%



MCA Science Student Group Trend

	2018-19		2020-21		2021-22	
	Stillwater	State	Stillwater	State	Stillwater	State
English Learners (EL)	5.7%	6.6%	0.0%	5.0%	13.5%	5.7%
Free/Reduced Price Lunch (FRP)	39.8%	30.1%	26.1%	23.4%	26.9%	21.9%
Student with Disabilities (SWD)	36.1%	28.5%	23.8%	24.4%	27.9%	23.6%





North Star Accountability

Multiple Stage Identification Process

Stage 1: *Academic achievement* comparable to lowest 25th percentile of Title 1 schools (includes Test Refusals as Not Proficient)

Stage 2: *Academic progress* is in bottom 25th percentile of Stage 1 schools

Stage 3: Stage 2 schools with *consistent attendance* comparable to the lowest 5% of Title 1 schools

Stage 4: Stage 3 schools with *maintenance of enrollment* comparable to the lowest 5% of Title 1 schools



Targeted Support

When **a student group** at an elementary school is below at least **one indicator in each stage**, the school is identified for Targeted Support.

Comprehensive Support: Same student group identified in each of the stages for **two consecutive identification years** (i.e. 2018 and 2022).



Identified Schools

Andersen Elementary - Targeted Support (FRP)

- Stage 1: Reading (36.34%)
- Stage 2: Group too small to report
- Stage 3: Attendance (74.87%)
- Stage 4: Maintenance of Enrollment (2.66)

St. Croix Valley ALC - Comprehensive Support

- All student 4-year graduation rate (56.81%)

Stillwater Area High School - Linked Support

- 30% of ALC students come from SAHS



**Due to the impacts of COVID during spring 2020, scores are reported for winter of 2019-2020 rather than spring

FastBridge K-5 Reading

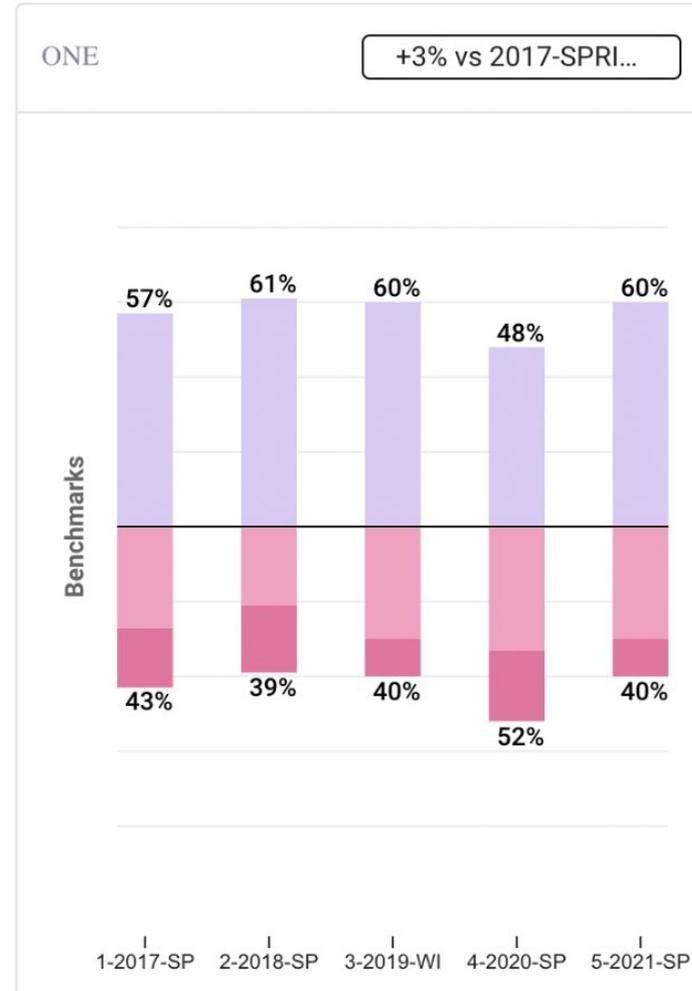
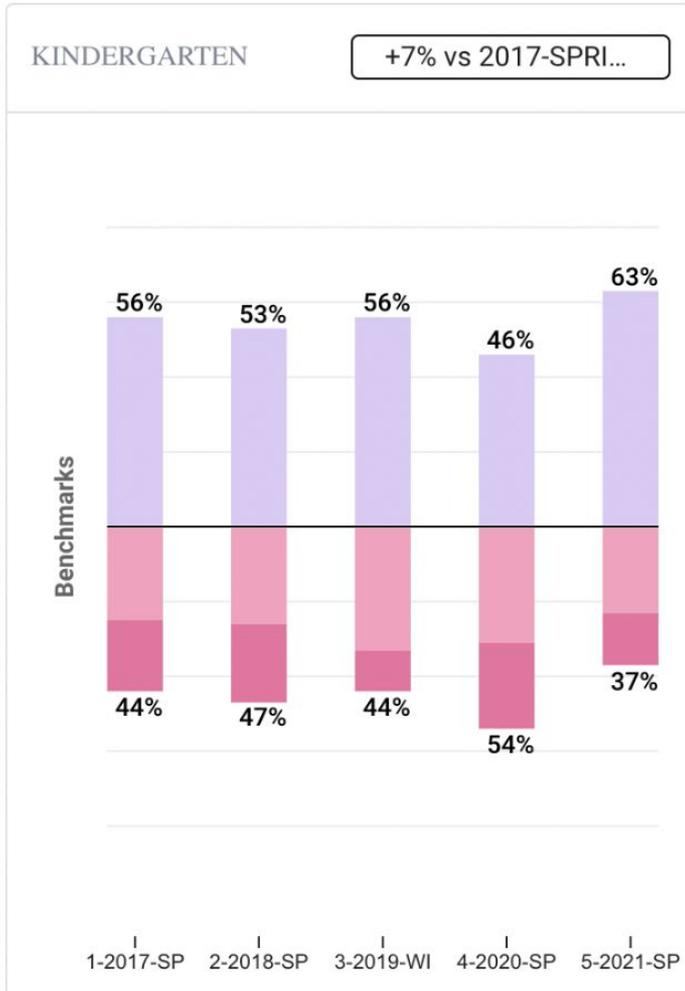
Purpose of FastBridge

- Universal screening/benchmarking 3x per year
- Measure growth between periods normed to national percentiles
- Teacher goal setting
- Granular skills assessment
- Identification for academic placement
- Intervention plans linked to PRESS
- Biweekly progress monitoring

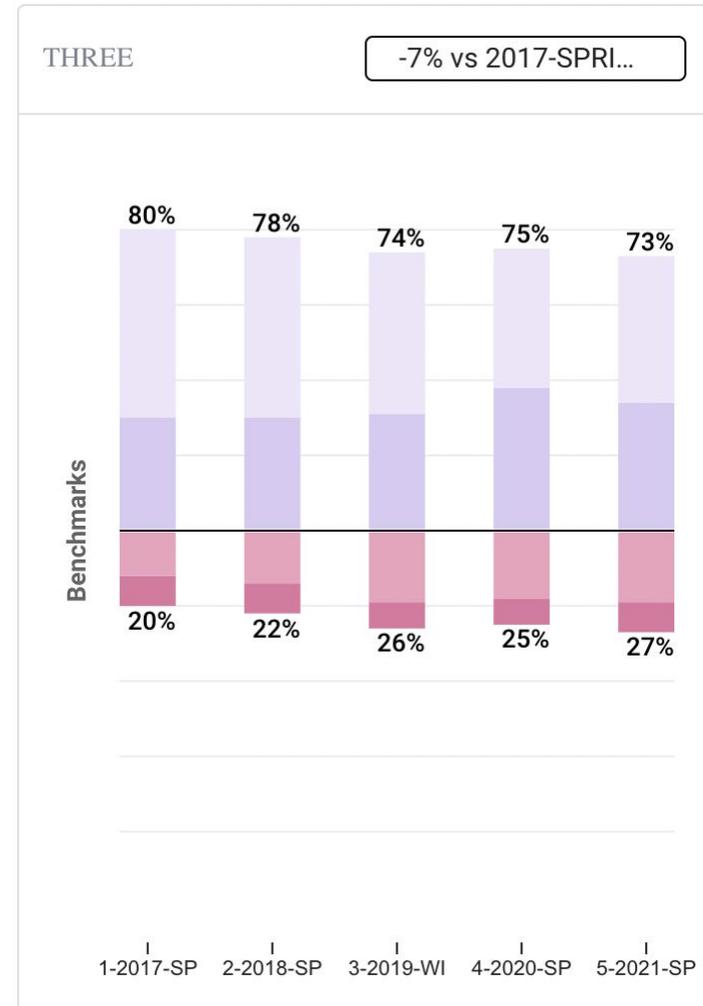
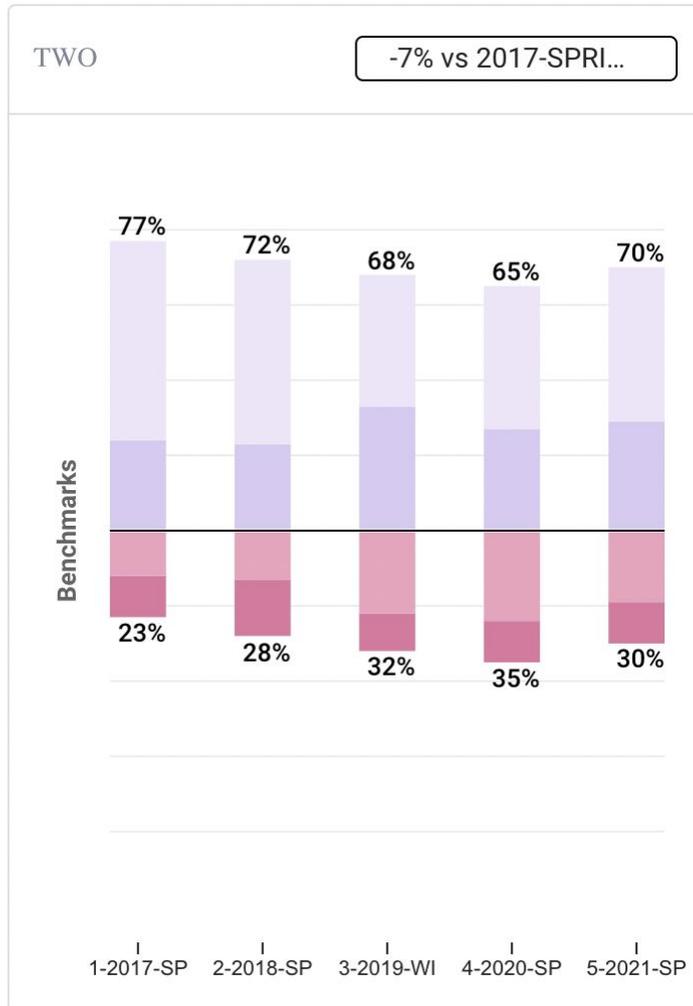


Longitudinal District Fastbridge early Reading Grades K & 1

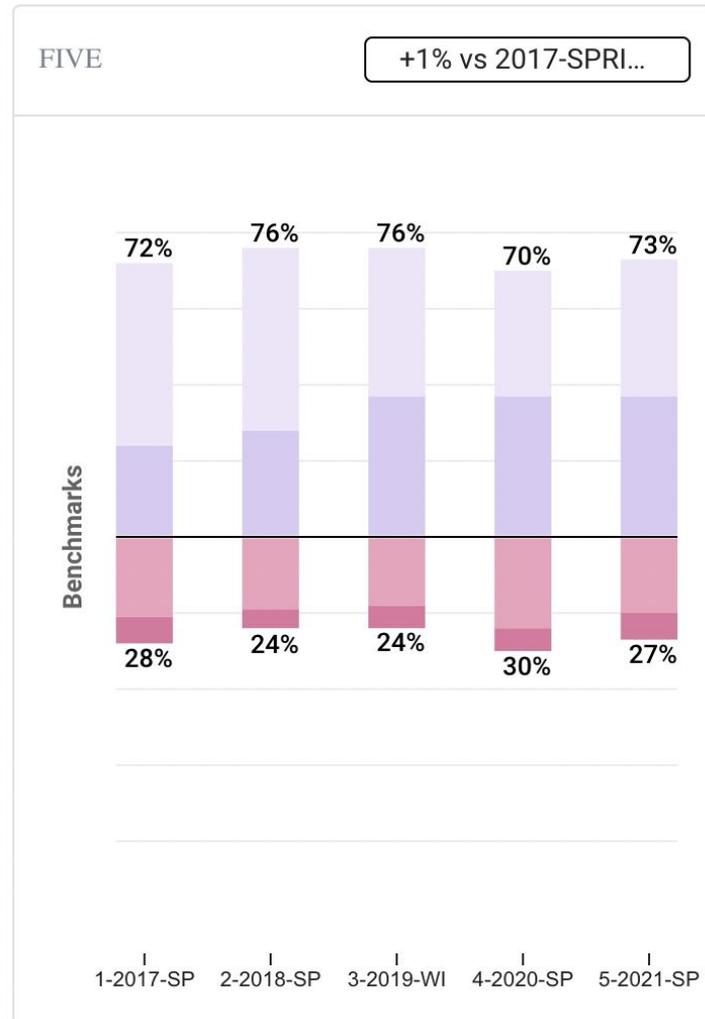
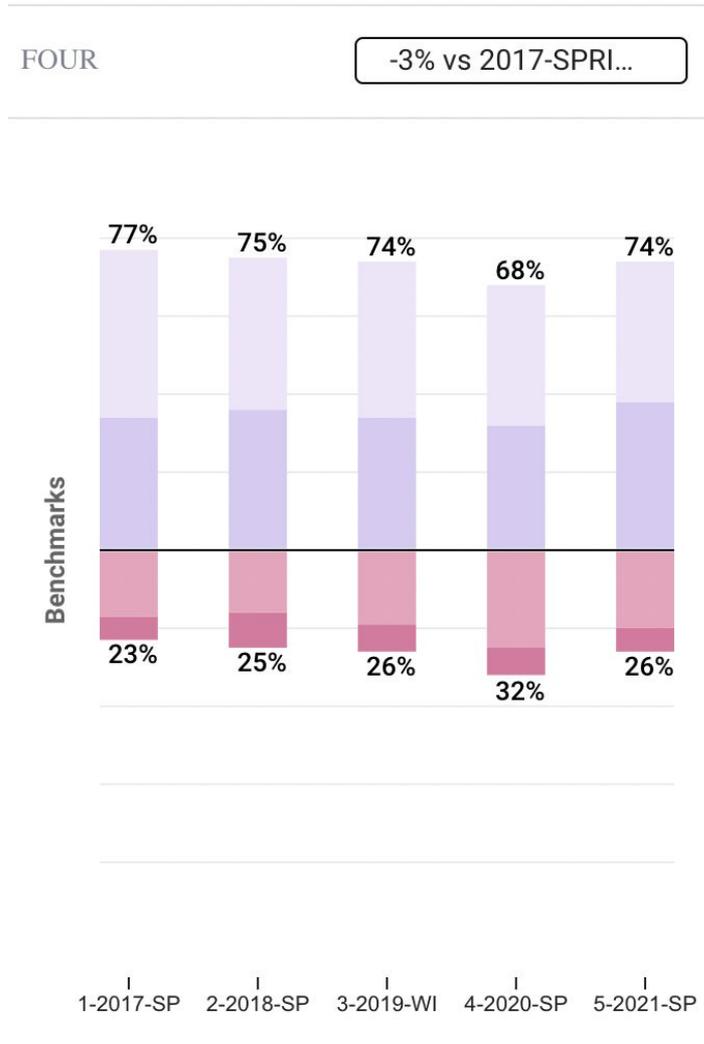
Percentage Of Students By Benchmark:



Longitudinal District Fastbridge aReading Grades 2 & 3



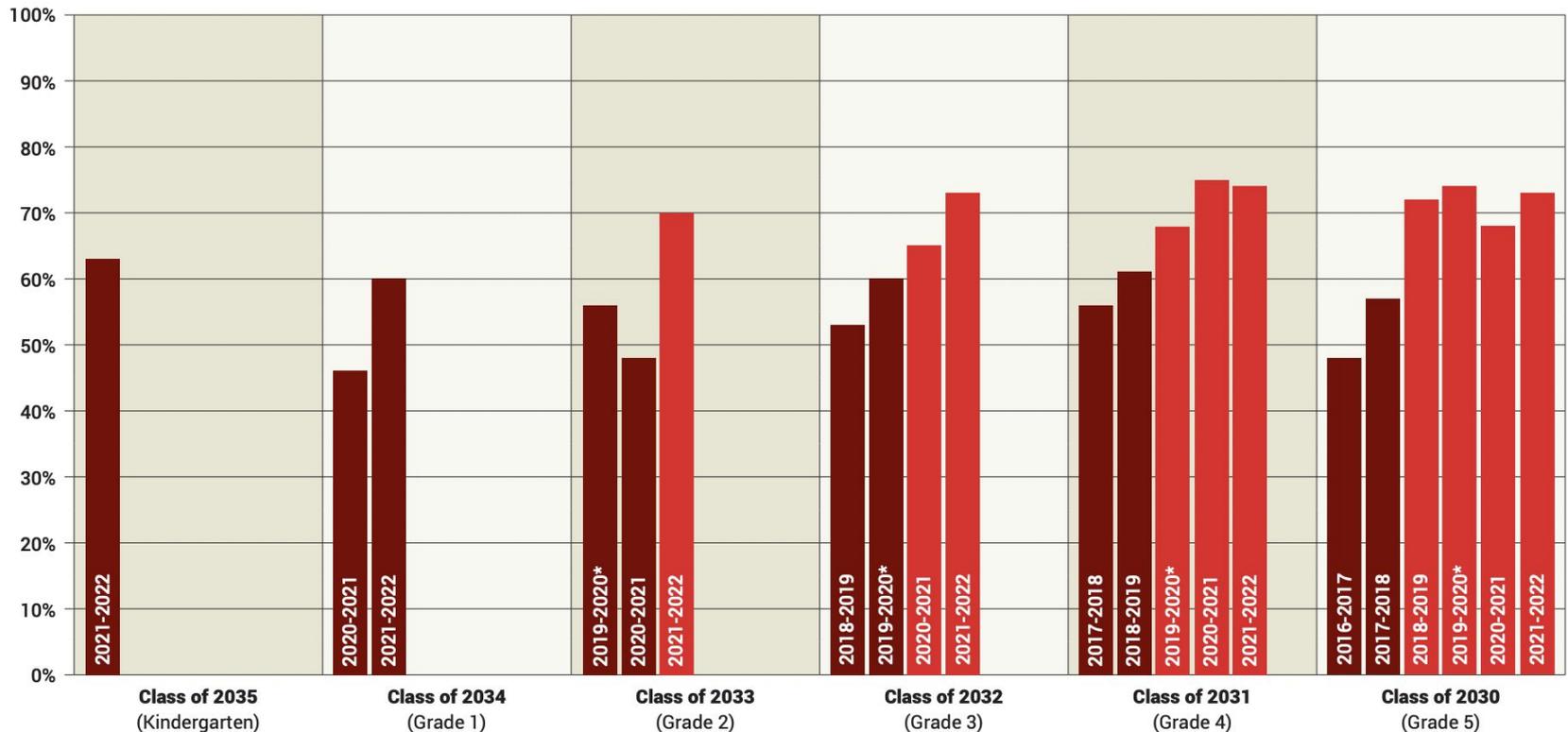
Longitudinal District Fastbridge aReading Data: Grades 4 & 5



Longitudinal District Fastbridge Cohort Reading Data

% of Students Meeting or Exceeding Benchmark in Spring of School Year

(*Except 2019-2020 = Winter (due to COVID))



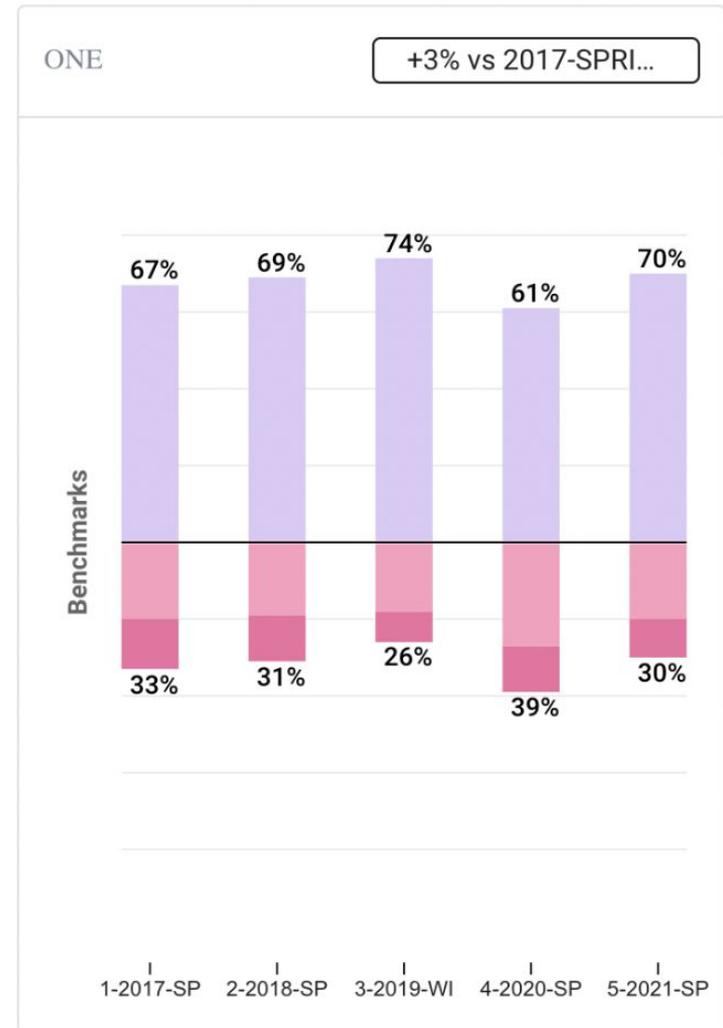
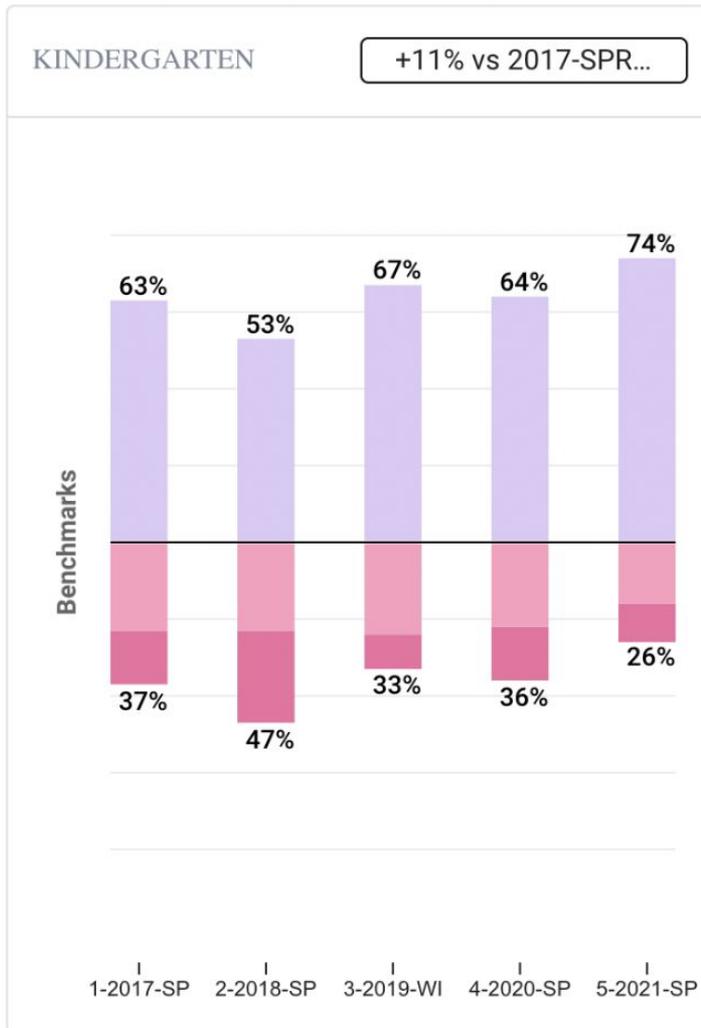
Early Reading (K-1)
 aReading (Gr 2-5)



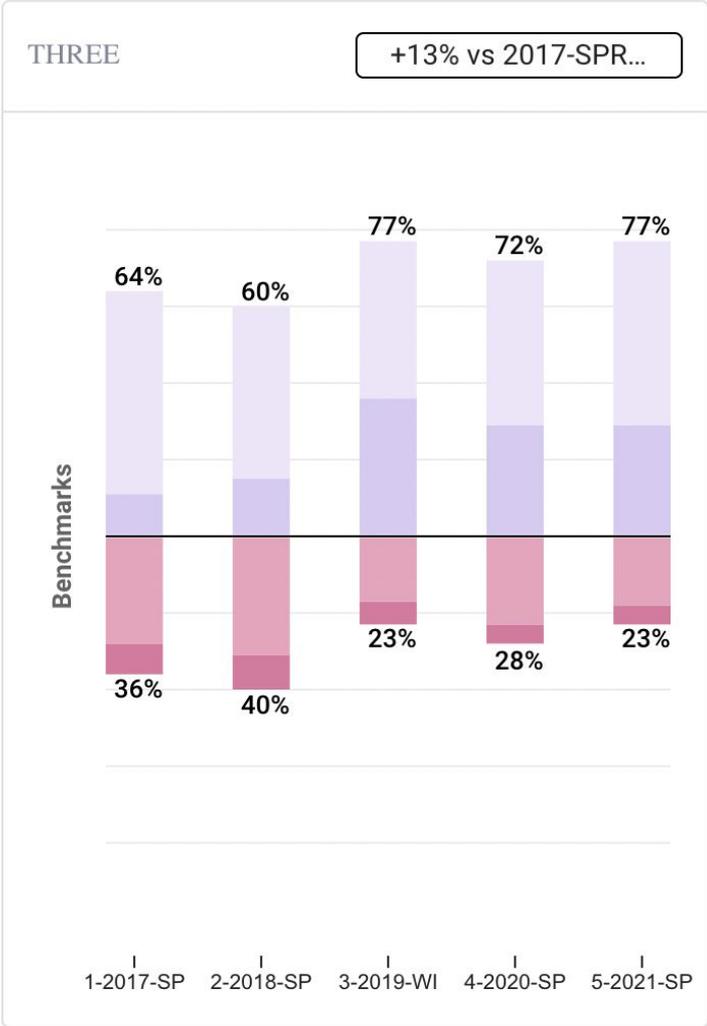
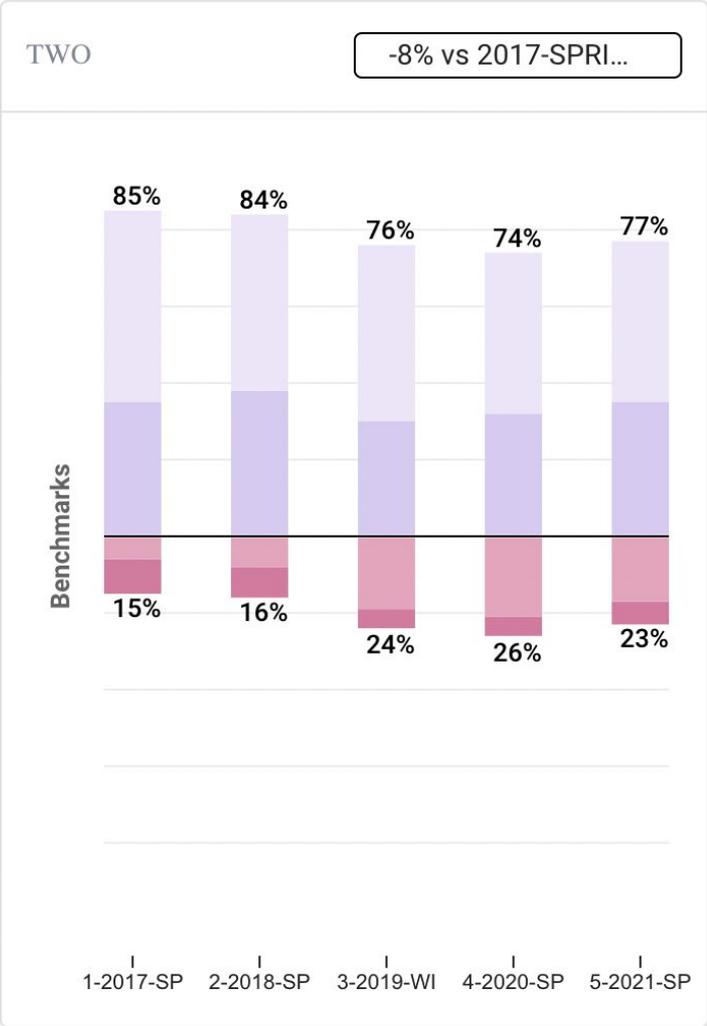
**Due to the impacts of COVID during spring 2020, scores are reported for winter of 2019-2020 rather than spring

FastBridge K-5 Math

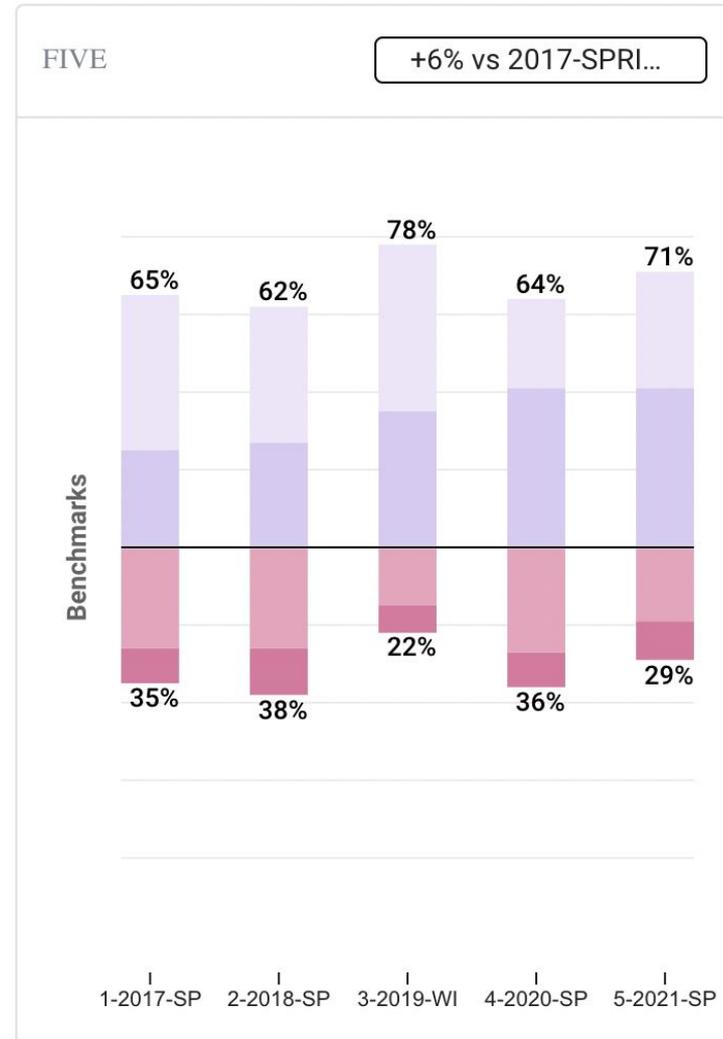
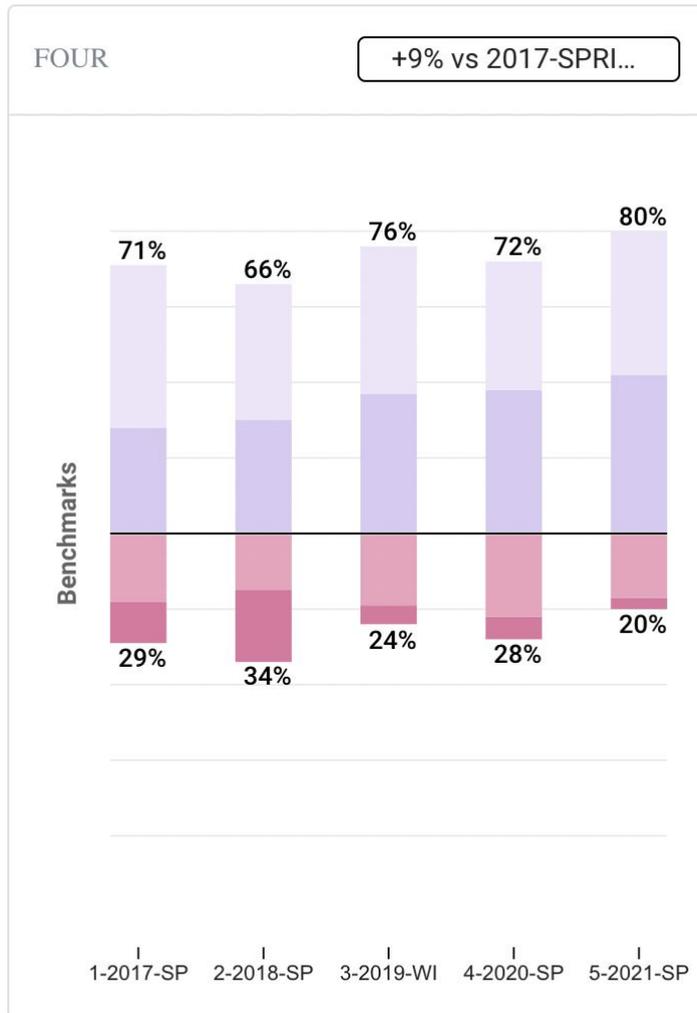
Longitudinal District Fastbridge earlyMath Grades K & 1



Longitudinal District Fastbridge aMath Data: Grades 2 & 3

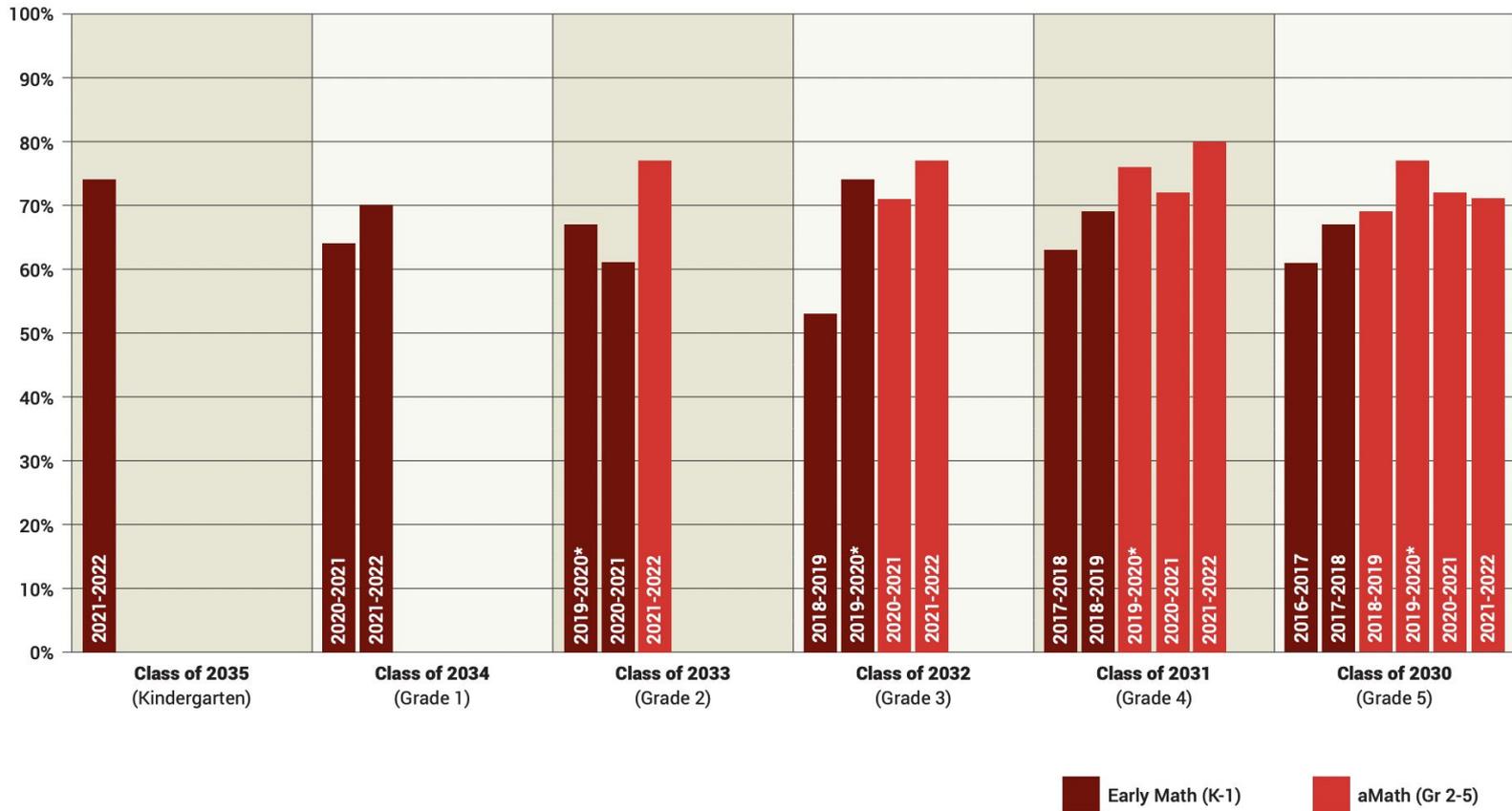


Longitudinal District Fastbridge aMath Data: Grades 4 & 5



Longitudinal District Fastbridge Cohort Math Data

% of Students Meeting or Exceeding Benchmark in Spring of School Year
 (*Except 2019-2020 = Winter (due to COVID))





NWEA/MAP 6-8 Reading

Purpose of NWEA/MAP

- Universal benchmarking 2x per year
- Measure growth between periods normed to national percentiles
- Identification for academic placement
- Teacher goal setting



Longitudinal District NWEA MAP Reading Data: Grades 6-8

	Achievement Percentile (National)		
	Spring 2019-2020	Spring 2020-2021	Spring 2021-2022
Grade 6	79%	72%	72%
Grade 7	78%	80%	73%
Grade 8	80%	76%	68%





NWEA/MAP 6-8 Math

Longitudinal District NWEA MAP Growth Math Data: Grades 6-8

	Achievement Percentile (National)		
	Spring 2019-2020	Spring 2020-2021	Spring 2021-2022
Grade 6	77%	61%	74%
Grade 7	80%	79%	<u>87%</u>
Grade 8	83%	58%	80%





ACT Testing

Purpose of ACT

- Reading, English, Science, Math, Writing
- College placement exam
- College and career readiness



Composite ACT Scores

Year	Stillwater	State
2021-2022	24.1	21.3
2020-2021	23.4	21.6
2019-2020	24.2	21.3
2018-2019	23.2	21.4
2017-2018	23.2	21.3

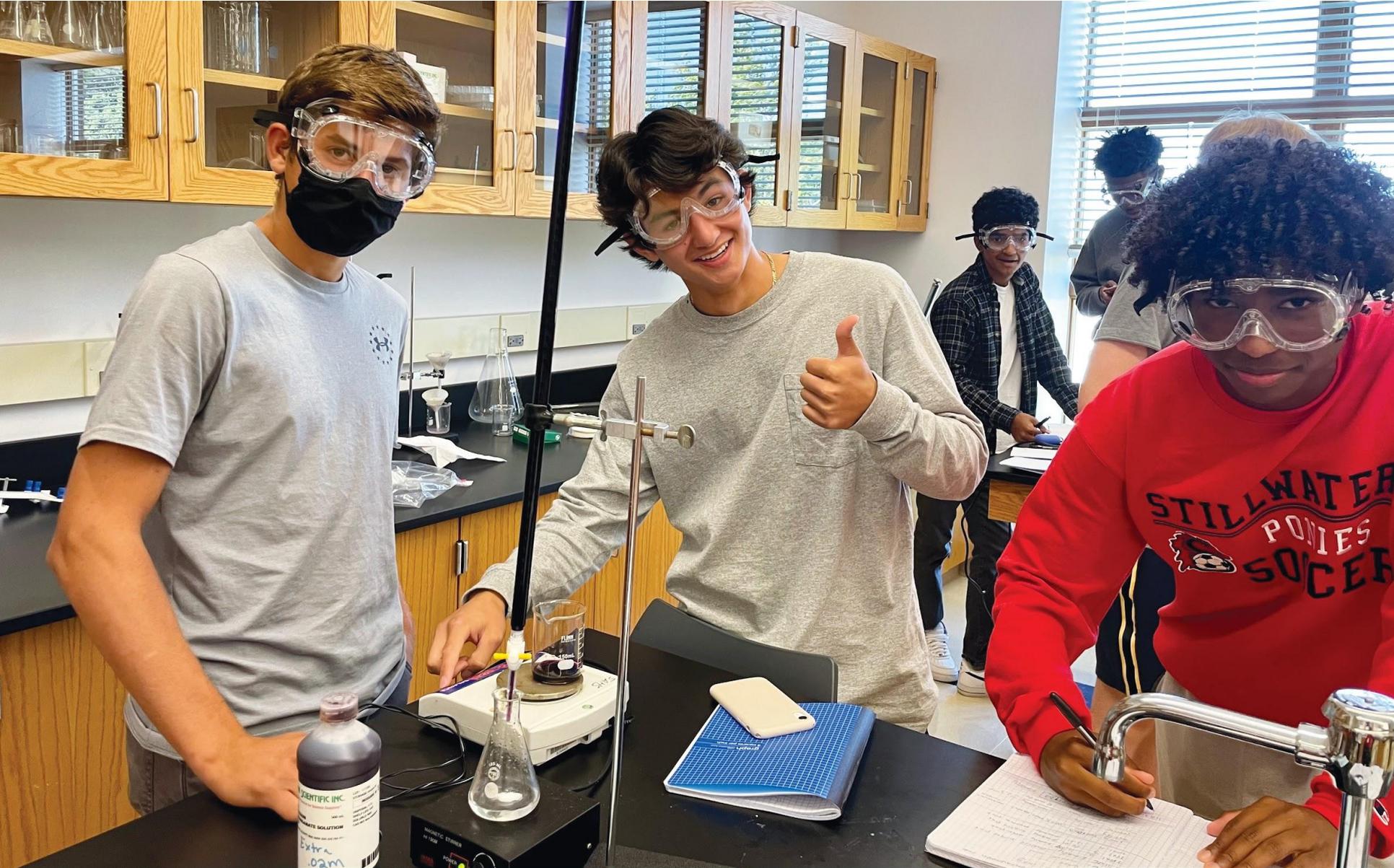
**Current national average is 20.8*

Examples of scores for admission:

U of M > 27 | Hamline University > 23 | University of Eau Claire > 21



Stillwater
AREA PUBLIC SCHOOLS



Advanced Placement

Purpose of AP Testing

- External assessment of learning in Advanced Placement courses (College Board)
- Scores of 3, 4, or 5 may earn college credit or fulfill prerequisite for more advanced courses
- National acceptance

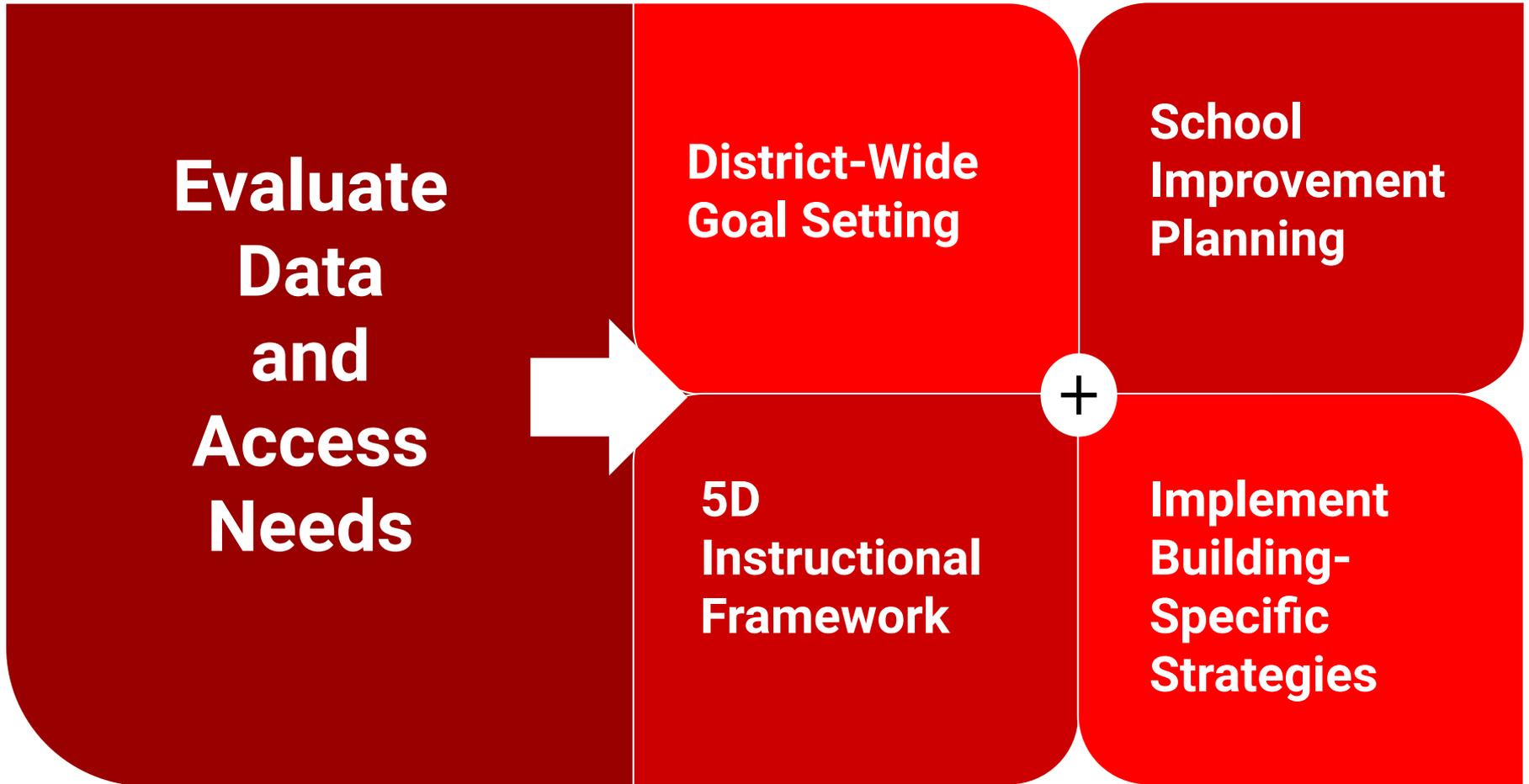


2022 AP Results

Class	Number Tested	Score of 3	Score of 4	Score of 5	Mean Score	MN Mean Score
2-D Art and Design	*	*	*	*	*	*
3-D Art and Design	*	*	*	*	*	*
Biology	107	45	28	9	3.17	3.27
Calculus AB	59	11	4	4	2.2	2.98
Calculus BC	23	8	5	3	3.09	3.52
Chemistry	18	3	7	3	3.44	2.64
Computer Science A	26	2	3	2	1.88	3.14
Drawing						
Language & Composition	93	25	32	13	3.37	3.06
Literature & Composition	52	11	23	16	4.02	3.59
Environmental Science	28	8	11	1	3.11	3.08
Human Geography	132	32	28	26	3.02	2.98
Microeconomics	32	9	14	6	3.72	3.22
Physics C: Electricity and Magnetism	*	*	*	*	*	*
Physics C: Mechanics	*	*	*	*	*	*
Physics 1	*	*	*	*	*	*
Physics 2	*	*	*	*	*	*
Psychology	70	1	31	19	3.79	3.07
United States Government and Politics	32	14	8	4	3.25	2.96
United States History	67	20	11	16	3.24	2.7
World History: Modern	104	44	26	17	3.39	3.32

*Cluster too small to report

Next Steps & October Board Meeting



Moving Forward With Data

- **Standards-based alignment of curriculum, instruction and assessment** → center standards in instructional decision making
- **Professional Learning Communities** → strengthen data-driven Collaborative ACTION Teams to accelerate progress and performance through collective efforts
 - Solution Tree Assessment Coaching Academy
- **Instructional coaching** → strengthen and deepen coaching within and across schools
- **Multi-Tiered Systems of Support** → Identify students for reading and math interventions & provide support through ADSIS, Title I, & scheduled WIN time
 - include seasonal data analysis and action planning days
- **PowerSchool suite implementation** → integrate technology resources to effectively support the curriculum, instruction, & assessment



***“Every system is perfectly designed
to get the results it gets.”***

- W. Edward Deming

Teaching and Learning in schools is impacted by 3 primary factors:

- **Curriculum:** What we teach, how it aligns to state standards
- **Staffing:** Student teacher ratios, social emotional and curricular supports for kids
- **Professional Development of Staff:** Mentorship of new teachers, implementation of new curriculum, ongoing implementation as staff turns over, adjustments to curriculum as standards are revised

These key strategic inputs impact the experience of our students, and district results.



Stillwater
AREA PUBLIC SCHOOLS

Curriculum & Programming

Subject Area	Last Curriculum Adoption	State Standards Revised	State Standards Implementation
English Language Arts	2018-19	2010-11; 2019-20	2012-13; 2025-26
Math	2012-13	2006-07	2010-11
Arts	2010-11?	2007-08; 2017-18	2023-24
Physical Education	2010-11?	2009-10; 2016-17	2012-13; 2023-24
Health	2010-11?	<i>Locally determined</i>	
Science	2005-06?	2008-09; 2018-19	2011-12; 2024-25
Social Studies	2005-06?	2010-11; 2020-21	2013-14; 2026-27



District Staffing

Year	Budget Reduction	Amount
2005-06	Increase class sizes; K-3: Increase 0.6; grades 4-6: Increase 0.86; grades 7-9: Increase 1.36; grades 10-12: Increase 1.36 <i>*At start of 2006-07 school year board approve</i>	?
2007-08	Cuts to admin, districtwide support	\$770,540
2007-08	Increase class sizes; All grades: Increase 0.7	?
2012-13	Increase class sizes; grades 4-6: Increase by 1.0 <i>*Class size reduction; grades 7-12: Decrease by .94</i>	\$71,000
2012-13	Cuts to admin, support staff	\$240,000
2014-15	Reduction in instructional staffing	\$1,007,606
2015-16	Central Services reorganization	\$400,000
2018-19	Cuts to administration	\$457,000



Professional Development

According to district administrators, the district has not had a consistent approach to curriculum adoption, so professional development has not been aligned.

As a result, professional development has been inconsistent, and reduced as a priority unless an adoption is taking place.

Year	Budget Reduction
2009-10	Reduce staff development budget
2019-20	Reduce additional professional development \$348,000 Cut professional development and curriculum budget by \$500,000





Thank You!

Buildings and Sites

POLICY TITLE	POLICY NUMBER	ADOPTED	REVIEW FREQUENCY
Crisis Management	806	Adopted: 6-29-2000 Renumbered: 3-11-2021 Revised:	Annual

~~It is the policy of I.S.D. 834 to provide a safe and healthy work environment for its staff and students. The Superintendent/designee is directed to develop and implement procedures for responding to a wide range of natural and man-made crisis situations. Such plans shall include roles for I.S.D. 834 administrators, staff, community/county agencies in addressing emergencies. The Emergency Procedures Handbook will be maintained in the office of the Coordinator of Communications and Community Relations.~~

~~Review of policy, procedures and attendant documents will be conducted in accordance with applicable laws.~~

I. PURPOSE

The purpose of this Crisis Management Policy is to act as a guide for school and building administrators, employees, students, and community members to address a wide range of potential emergency situations in the school district. Each building in the district shall develop site-specific emergency management plans based on building needs. The school district will, to the extent possible, engage in ongoing emergency planning within the school district and with first responders and other relevant community organizations.

II. GENERAL INFORMATION

A. The Policy and Plans

The school district's Crisis Management Policy has been created in consultation with local community response agencies and other appropriate individuals and groups that would likely be involved in the event of a school emergency. It is designed so that each building administrator can tailor a building-specific emergency management plan to meet that building's specific situation and needs. The school district will ensure that relevant first responders in the community have access to their building-specific emergency management plans and will provide training to school district staff to enable them to act appropriately in the event of a crisis.

B. Elements of the District Crisis Management Policy

1. General Emergency Procedures

The Emergency Management Plan includes procedures for hold, secure, lock-down, evacuation and shelter. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures shall be included in building-specific crisis management plans. Building administrators may include additional crisis management procedures to fit the context of the school facility and population. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to

convey contact information to the appropriate staff persons. Crisis procedures will address specific procedures for children with special needs such as physical, sensory, motor, developmental, and mental health challenges.

- a) Hold Procedures. Hold procedures will be used in situations that require students to remain in their classroom or area and clear the halls, such as an altercation in the hallway, medical issue that needs attention, or unfinished maintenance operation in a common area during class changes. Students and staff are to remain in their classroom or area, even if there is a scheduled class change, until the all clear is announced.
- b) Secure Procedures. Secure procedures will be used in situations when there is a threat or hazard outside of the school building. Whether it's due to violence or criminal activity in the immediate neighborhood or a dangerous animal in the playground, Secure uses the security of the physical facility to act as protection. School activities continue inside as scheduled.
- c) Lock-Down Procedures. Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or his or her designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in the event of a lock-down.
- d) Evacuation Procedures. Evacuation procedures will be used in situations where people need to be moved from one location to another, such as a fire, heating/ventilation system failure, nearby gas leak, or bomb threat. Classroom and building evacuations shall be implemented at the discretion of the building administrator or designee. Campus evacuations shall be implemented at the discretion of the superintendent or designee.
- e) Sheltering Procedures. Sheltering procedures will be used in situations that require refuge for students, staff, and visitors within the school building such as tornadoes or other severe weather events. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific emergency. The building administrator or his or her designee will announce the need for sheltering over the public address system or other designated system.

2. School Closure Procedures

The superintendent will make decisions about closing school or buildings as early in the day as possible. The early school closure procedures will set forth the criteria for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community, and will discuss the factors to be considered in closing and reopening a school or building.

3. Emergency Management Teams

- a) Composition. The building administrator in each school building will select a building safety committee that will be trained to respond in an emergency. Team members should be trained to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas.

- b) Leaders. The building administrator or designee serves as the leader of the building safety committee and the primary contact for emergency response officials. The designee list should include more than one alternative designee and may include members of the emergency response team.

4. Communication

The superintendent has the authority and discretion to notify parents or guardians and the school community in the event of a crisis or early school closure.

- a) Employees. All employees shall be aware of the school district's Crisis Management Policy and their own site-specific emergency management plan. Employees shall receive periodic training on plan implementation.
- b) Students. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.
- c) Media. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure.

5. Facility Diagrams

All school and district buildings will include a facility diagram in their site plan. Facility diagrams and site plans will be updated regularly and whenever a major change is made to a building. Facility diagrams and site plans will be provided to first responders, such as fire and law enforcement personnel, as needed.

6. Emergency Contacts

Each building will maintain a current list of emergency telephone numbers of local, county, and state personnel who may be involved in a crisis situation. The list will include local police, fire, ambulance, hospital, poison control, county and state emergency management agencies, local public works departments, local utility companies, public health, mental health/suicide hotlines, and the county welfare agency.

7. Warning Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings.

Legal References: Minn. Stat. Ch. 12 (Emergency Management)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat. § 299F.30 (Fire Drill in School)
Minn. Stat. § 609.605, Subd. 4 (Trespasses on School Property)
Minn. Rules Ch. 7511 (Fire Safety)
42 U.S.C. § 5121 et seq. (Disaster Relief and Emergency Assistance)

ADMINISTRATIVE PROCEDURES AND REGULATIONS

~~An Emergency Procedures Handbook and an Emergency Action Procedures flip chart have been developed and will be reviewed annually, as will this policy, with assistance from school administrators, and local emergency response agencies, and in accordance to Minnesota Statute 121A.57 (Minn. Laws 1999, Ch. 241, Art. 9, Sec. 6). District 834 employees will be trained to address crisis situations on a building-level and district-level as required by State regulation, district policy, and the district's Emergency Procedures Handbook.~~

SCHOOL/COMMUNITY RELATIONS

POLICY TITLE	POLICY NUMBER	ADOPTED	REVIEW FREQUENCY
Advertising	905	Adopted:	3 Year Cycle

I. PURPOSE

The purpose of this policy is to provide guidelines for the advertising or promoting of products or services to students and parents in the schools.

II. GENERAL STATEMENT OF POLICY

The school district’s policy is that the name, facilities, staff, students, or any part of the school district shall not be used for advertising or promoting the interests of a commercial or nonprofit agency or organization except as set forth below.

III. ADVERTISING GUIDELINES

- A. School publications, including publications such as programs and calendars, may accept and publish paid advertising provided they receive advance approval from the **appropriate building** administrator. In no instance shall publications accept advertising or advertising images for alcohol, tobacco, drugs, drug paraphernalia, weapons, or obscene, pornographic, or illegal materials. Advertisements may be rejected by the school district if determined to be inconsistent with the educational objectives of the school district or inappropriate for inclusion in the publication. For example, advertisements may be rejected if determined to be false, misleading, or deceptive, or if they relate to an illegal activity or antisocial behavior. The faculty advisor is responsible for screening all such advertising for appropriateness, including compliance with the school district policy prohibiting sexual, racial, and religious harassment.
- B. The superintendent may approve advertising in school district facilities or on school district property. Any approval will state precisely where such advertising may be placed. The restrictions listed in Section A. above will apply. Advertising will not be allowed outside the specific area approved by the superintendent. Specific advertising must be approved by the superintendent or designee. In no instance will an advertising device be erected or maintained within 100 feet of a school that is visible to and primarily intended to advertise and inform or to attract or which does attract the attention of operators and occupants of motor vehicles.
- C. Donations which include or carry advertisements must be approved by the school board.
- D. The school district or a school may acknowledge a donation it has received from an organization by displaying a “donated by,” “sponsored in part by,” or a similar by-line with the organization’s name and/or symbol on the item. Examples include activity programs or yearbooks.

- E. Nonprofit entities ~~and organizations~~ may be allowed to use the school district name, students, or facilities for purposes of advertising or promotion if the purpose is determined to be educationally related and prior approval is obtained from the superintendent. Advertising will be limited to the specific event or purpose approved by the superintendent.
- F. Contracts for computers or related equipment or services that require advertising to be disseminated to students will not be entered into or permitted unless done pursuant to and in accordance with state law.
- G. The inclusion of advertisements in school district publications, in school district facilities, or on school district property does not constitute approval and/or endorsement of any product, service, organization, or activity. Approved advertisements will not imply or declare such approval or endorsement.

IV. ACCOUNTING

Advertising revenues must be accounted for and reported in compliance with UFARS. [Advertising revenues will be allocated to the general fund to offset the costs of extra curricular activities.](#) A periodic report shall be made to the school board by the superintendent or designee regarding the scope and amount of such revenues.

Legal References: Minn. Stat. § 123B.93 (Advertising on School Buses)
Minn. Stat. § 125B.022 (Contracts for Computers or Related Equipment or Service)
Minn. Stat. § 173.08 (Excluded Road Advertising Devices)