

Regular Meeting

Monday, February 13, 2023 7:00 PM

ECC Room 349, 5701 Normandale Road, Edina, MN 55424

I. Determination of Quorum and Call to Order

II. Approval of Agenda



School Board Regular Meeting
Monday, February 13, 2023; 7:00 PM
ECC Room 349

- I. **Determination of Quorum and Call to Order**
- II. **Approval of Agenda**
- III. **Excellence in Action**
- IV. **Hearing from Members of the Public**
- V. **Consent Agenda**
 - A. Minutes: *January 9 work session and regular meetings; January 11 and 12 retreat; January 24 work session, February 6 special meeting*
 - B. Personnel Recommendations
 - C. Check Register – January 2023
 - D. Electronic Funds Transfer – January 2023
 - E. Pupil Vehicle Transportation Purchase
 - F. 2023 Valley View Exterior Wall Project Bids
 - G. American Indian Education Aid Application
 - H. Board Committee Update
 - I. Chromebook Agreement with Now Micro
 - J. Learning Exchange Joint Powers Agreement
 - K. Student Support Services
 - 1. PrairieCare Agreement
 - 2. Medical Advisor Agreement
 - 3. Sondag Systems Services Purchase
 - 4. Alexandra McCannel Agreement
- VI. **Discussion**
 - A. Achievement and Integration Plan for 2024-2026
 - Description:** The Minnesota Department of Education requests that districts who receive Achievement and Integration revenue maintain a three year plan to include goals, strategies and key indicators of progress. Administration was consulted with over 120 stakeholders from November of 2022 through February of 2023 to prepare this plan. The proposed plan has been aligned to other strategic initiatives. The plan also references a partnership with the school district of Hopkins.
 - Presenter(s):** Dr. Randy Smasal, Assistant Superintendent; and Dr. Sayali Amarapurkar, Southeast Asian Cultural Liaison
 - B. 2023 Kids Club Registration Process
 - Description:** The Community Education and Strategic Partnerships (CESP) Department is providing information on a revised Kids Club registration process for 2023 summer programming and 2023-2024 school year programming. The refinement to this registration process is to address challenges for families that occurred on February 15, 2022.
 - Presenter(s):** Dr. Anne Marie Leland, Director of Community Education and Strategic Partnerships; and Julie Gabrielson, Coordinator of Facilities and Operations

- C. K-5 Science Curriculum Adoption Recommendation
Description: This report includes information about the new Minnesota Science Standards approved by the Department of Education and the Elementary Science Team's process used to align curriculum and instruction to these new standards. It also includes a recommendation to adopt Mystery Science as the primary resource for science instruction for K-5 in Edina Public Schools and rationale for this purchase. This report has been created in collaboration with the Elementary Science Curriculum Design Team and was presented to the Teaching and Learning Board Committee on January 17th, 2023.
Presenter(s): Mark Carlson, Curriculum Coordinator; Kristin Greene, Cornelia Dean & Elementary Science Co-Lead; Michael Smith, Cornelia 2nd Grade Teacher; Allison Knoph, Concord 5th Grade Teacher; and Jody De St. Hubert, Director of Teaching and Learning
- D. District Equity, and Inclusion (DEI) Plan Board Update
Description: Strategy B of the strategic plan identifies areas of district focus that will support the growth of an equitable and inclusive school culture.
Presenter(s): Dr. Randy Smasal, Assistant Superintendent; Jody De St. Hubert, Director of Teaching and Learning; and Dr. Sayali Amarapurkar, Southeast Asian Cultural Liaison
- E. Fiscal Year 2024 Cost Containment
Description: The District's assumptions and preliminary budget parameters for the 2023-2024 general fund budget would result in an estimated deficit of \$4,000,000 and put the District's unassigned fund balance as a percentage of expenditures at a level that is lower than the District policy of 6.0%. In order to adhere to District policy and maintain the District's long-term financial stability, the District administration recommends containing costs in the amount of \$4,000,000.
Presenter(s): Mert Woodard, Director of Business Services
- F. Policy Review – Rapid (302)
Description: These policies were reviewed with an eye toward clarity and alignment with District practice and state and federal statutes. There are minimal to no changes.
Presenter(s): Board Policy Committee
- G. Policy Review (301, 613)
Description: These policies were reviewed with an eye toward clarity and alignment with District practice and state and federal statutes.
Presenter(s): Board Policy Committee

VII. Action

- A. Student Travel
Description: St Thomas, 2024 Orchestra; D-Day 2024; Germany/Switzerland; Dominica 2024; Quebec 2024; Bordeaux 2023; Bordeaux 2024
Presenter(s): Jody De St. Hubert, Director of Teaching and Learning; and Jenn Carter, Edina High School Assistant Principal
Recommendation: Approve student travel experiences.
- B. Fiscal Year 2024 General Fund Budget Assumptions and Parameters
Description: Prior to the allocation of staff and non-salary budgets to departments and school sites and before the adoption of the budget the District administration seeks approval of general parameters from the Board of Education. The parameters are based on an analysis of the District's current budget and operations, extrapolated to the subsequent year by applying assumptions regarding enrollment growth or decline,

additional aid from the state of Minnesota, increases to property tax revenue, the impact of cost of living adjustments and contract enhancements on district-wide salaries and benefits, non-salary expenditure inflation, and other items.

Presenter(s): Mert Woodard, Director of Business Services

Recommendation: Approve the District administration's recommended budget parameters and underlying assumptions for the 2023-2024 general fund budget.

C. Intent to Issue General Obligation Capital Notes and Facilities Maintenance Bonds, Series 2023A

Description: The District's Long-Term Facilities Maintenance program is financed by a combination of "pay-go" levy authority and general obligation debt. In recent years the District has issued general obligation debt to meet deferred maintenance needs on an every other fiscal year basis, with the last issuance occurring in May of 2021. The District believes it is advantageous to continue this financing structure as it provides the necessary funds to complete projects approved by the Board as part of the ten-year facilities plan. The structure also allows the District to minimize the impact to resident taxpayers.

Presenter(s): Mert Woodard, Director of Business Services

Recommendation: Approve the resolution declaring the District's intent to issue general obligation capital notes and facilities maintenance bonds to finance equipment purchases and long-term facilities maintenance projects, stipulating the parameters under which the issuance is authorized, and the reimbursement of certain expenditures financed temporarily by other sources.

D. 2023 General School Board Election Agreement Between City of Edina and Edina School District

Description: City of Edina and Edina School District have had a division of labor resolution where the City of Edina will perform the election duties for the Edina School District since the 1980's. The attached resolution is a partnership agreement for the city to perform election duties for the 2023 general school board election. This agreement has been reviewed by the district's legal counsel, Trevor Helmers, and his recommended changes are reflected in the document. The board's governance committee has reviewed this agreement as well.

Presenter(s): Governance Committee

Recommendation: Approve the agreement.

E. Policy Review (212, 214, 217)

Description: These policies were reviewed with an eye toward clarity and alignment with District practice and state and federal statutes.

Presenter(s): Board Policy Committee

Recommendation: Accept the revised policies as presented.

VIII. Leadership and Committee Updates

IX. Superintendent Updates

X. Adjournment

XI. Information

A. Enrollment Mobility Report

B. Governmental Fund Expenditure Report

C. Countryside Elementary School Camp St. Croix Experience

D. Physical Education Report Card Change

III. Excellence in Action

IV. Hearing from Members of the Public

V. Consent

V.A. Minutes: *January 9 work session and regular meetings; January 11 and 12 retreat; January 24 work session; February 6 special meeting*

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE REGULAR MEETING OF JANUARY 9, 2023

REGULAR MEETING
7:00 PM

Edina Community Center Room 349
5701 Normandale Road, Edina

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Mr. Dan Arom
Mr. Michael Birdman
Ms. Karen Gabler
Ms. Julie Greene
Ms. Regina Neville

Ms. Janie Shaw

PRESIDING OFFICER: Chair Erica Allenburg

7:00 PM – 8:15 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent
Dr. Randy Smasal, Assistant Superintendent
Jody De St. Hubert, Director of Teaching and Learning
Daphne Edwards, Director of Marketing and Communications
Dr. Anne Marie Leland, Director of Community Education and Strategic Partnerships
Natasha Monsaas-Daly, Director of District Media and Technology Services
Jody Remsing, Director of Student Support Services
Sonya Sailer, Director of Human Resources
Mert Woodard, Director of Business Services

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

(Official Publication)
MINUTES OF THE REGULAR MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA JANUARY 9, 2023

7:00 PM Chair Allenburg called to order the regular meeting of the School Board. Members present: Allenburg, Arom, Birdman, Gabler, Greene, Neville. Staff present: Stanley, Smasal, De St. Hubert, Edwards, Leland, Monsaas-Daly, Remsing, Sailer, Woodard.

APPROVAL OF AGENDA WITH ADDITION BY UNANIMOUS VOTE

HEARING FROM MEMBERS OF THE PUBLIC

CONSENT

- A. Minutes: *January 3 special organizational meeting*
- B. Personnel Recommendations
- C. Expenditures Payable, December 2022
- D. Electronic Fund Transfers, December 2022
- E. Construction Bids – Edina High School Long-Term Facilities Maintenance Projects
- F. Minnesota Masonic Charities Gift

DISCUSSION

- A. 2023 General School Board Election Agreement Between City of Edina and Edina School District
- B. Student Travel
- C. Policy Review (212, 214, 217)

ACTION

- A. Audited Financial Statements for 2022 – *added to agenda*
- B. Portrait of a Well-Rounded Edina Graduate
- C. 2023-2024 Secondary New Course and Course Change/Drop Proposals
- D. Board Legislative Action Committee (LAC) 2023 Legislative Platform, Goals and Plan
- E. EVP Elementary Update
- F. Proposed 2022-2024 Collective Bargaining Agreement Between Independent School District 273 and the Service Employees International Union No. 284, Transportation Employees (Bus Drivers, Bus Mechanics, Route Programmers, Interschool Mail Drivers)
- G. EPS Academic Calendar Proposals for 2024-2025 and 2025-2026
- H. Policy Review (107, 203, 205, 210)

LEADERSHIP AND COMMITTEE UPDATES

SUPERINTENDENT UPDATES

INFORMATION

- A. Enrollment Mobility Report
- B. Governmental Fund Expenditure Report

ADJOURNMENT

The meeting adjourned at 8:15 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
JANUARY 9, 2023 REGULAR MEETING

7:00 PM Chair Allenburg called to order the regular meeting of the School Board. Members present: Allenburg, Arom, Birdman, Gabler, Greene, Neville. Staff present: Stanley, Smasal, De St. Hubert, Edwards, Leland, Monsaas-Daly, Remsing, Sailer, Woodard.

APPROVAL OF AGENDA WITH ADDITION

Member Birdman moved and Member Neville seconded to approve the addition of an agenda item. All members voted Aye. Member Greene moved and Member Birdman seconded to approve the agenda.

HEARING FROM MEMBERS OF THE PUBLIC

Owen Michaelson spoke about School Board elections. Sarah Hromada spoke about reading instruction and advocacy. Heather Tietz spoke about high school Physics courses and scheduling.

CONSENT

Member Gabler moved and Member Greene seconded to approve the consent agenda. All members voted Aye.

The resolutions were:

- A. Minutes: *January 3 special organizational meeting*
- B. Personnel Recommendations
- C. Expenditures Payable, December 2022
- D. Electronic Fund Transfers, December 2022
- E. Construction Bids – Edina High School Long-Term Facilities Maintenance Projects
- F. Minnesota Masonic Charities Gift

DISCUSSION

2023 General School Board Election Agreement Between City of Edina and Edina School District: Board members discussed a proposed agreement between the City of Edina and the School District.

Student Travel: Staff and Board members discussed upcoming student travel.

Policy Review (212, 214, 217): Policy Committee members presented Policies 212, 214, 217 for discussion. These policies will move forward for Action at the next regular meeting.

- Policy 212 School Board Member Development
- Policy 214 Out-of-State Travel by School Board Members
- Policy 217 Legislative Involvement

ACTION

Audited Financial Statements for 2022 – added to agenda: Member Birdman moved and Member Neville seconded to approve the motion. All members voted Aye.

Portrait of a Well-Rounded Edina Graduate: Member Gabler moved and Member Greene seconded to approve the motion. All members voted Aye.

2023-2024 Secondary New Course and Course Change/Drop Proposals: Member Greene moved and Member Arom seconded to approve the motion. All members voted Aye.

Board Legislative Action Committee (LAC) 2023 Legislative Platform, Goals and Plan: Member Birdman moved and Member Gabler seconded to approve the motion. All members voted Aye.

EVP Elementary Update: Member Birdman moved and Member Gabler seconded to approve the motion. All members voted Aye.

Proposed 2022-2024 Collective Bargaining Agreement Between Independent School District 273 and the Service Employees International Union No. 284, Transportation Employees (Bus Drivers, Bus Mechanics, Route Programmers, Interschool Mail Drivers): Member Birdman moved and Member Gabler seconded to approve the motion. All members voted Aye.

EPS Academic Calendar Proposals for 2024-2025 and 2025-2026: Member Gabler moved and Member Neville seconded to approve the motion. Members Allenburg, Arom, Birdman, Gabler, and Neville voted Aye. Member Greene voted Nay.

Policy Review (107, 203, 205, 210): Member Gabler moved and Member Neville seconded to approve the motion. All members voted Aye.

- Policy 107 Public Relations and School Communications
- Policy 203 Operation of the School Board
- Policy 205 Open Meetings & Closed Meetings
- Policy 210 Conflict of Interest School Board Members

LEADERSHIP AND COMMITTEE UPDATES

Member Gabler pointed out the gift from the Lake Harriet Lodge #277 for blood glucose testing supplies. Member Arom reminded everyone about the upcoming LAC breakfast meeting.

SUPERINTENDENT UPDATES

Superintendent Stanley spoke about the new Edina Schools app for phones. She also spoke about the Portrait of a Well-Rounded Edina Graduate profile and internship opportunities for students, and she mentioned that Dr. Leland, Director of Community Education and Strategic Partnerships, had secured student internship opportunities with Target Corporation.

ADJOURNMENT

At 8:15 PM, Member Birdman moved to adjourn the meeting and Member Arom seconded to approve the motion. All members voted Aye.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE WORK SESSION OF JANUARY 9, 2023

WORK SESSION
4:45 PM

Edina Community Center
ECC 350

SCHOOL BOARD MEMBERS PRESENT:

Ms. Erica Allenburg
Mr. Dan Arom
Mr. Michael Birdman
Ms. Karen Gabler
Ms. Julie Greene
Ms. Regina Neville

ABSENT:

Ms. Janie Shaw

PRESIDING OFFICER: Chair Erica Allenburg

4:45 - 6:33 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent
Dr. Randy Smasal, Assistant Superintendent
Jody De St. Hubert, Director of Teaching and Learning
Daphne Edwards, Director of Marketing and Communications
Dr. Anne Marie Leland, Director of Community Education and Strategic Partnerships
Natasha Monsaas-Daly; Director of District Media and Technology
Jody Remsing, Director of Student Support Services
Sonya Sailer, Director of Human Resources
Mert Woodard, Director of Business Services

Julie Gabrielson, Coordinator of Facilities and Operations
Bill Lauer, Principal Auditor, Malloy, Montague, Karnowski, Radosevich, & Co., P.A. (MMKR)

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

(Official Publication)
MINUTES OF THE WORK SESSION
OF THE SCHOOL BOARD DISTRICT 273 EDINA, MINNESOTA
JANUARY 9, 2023

4:45 PM Chair Allenburg called to order the work session of the School Board. Members present: Allenburg, Arom, Birdman, Gabler, Greene, Neville. Staff present: Stanley, Smasal, De St. Hubert, Edwards, Leland, Monsaas-Daly, Remsing, Sailer, Woodard; Gabrielson; Lauer.

REPORT

- A. Audited Financial Statements – Fiscal Year 2022

DISCUSSION

- A. FY 2024 General Fund Forecast
- B. Community Education Kids Club Registration Process

LEADERSHIP AND COMMITTEE UPDATES

SUPERINTENDENT UPDATES

ADJOURNMENT

The meeting was adjourned at 6:33 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
JANUARY 9, 2023 WORK SESSION

4:45 PM Chair Allenburg called to order the work session of the School Board. Members present: Allenburg, Arom, Birdman, Gabler, Greene, Neville. Staff present: Stanley, Smasal, De St. Hubert, Edwards, Leland, Monsaas-Daly, Remsing, Sailer, Woodard; Gabrielson; Lauer.

REPORT

Audited Financial Statements – Fiscal Year 2022: Mr. Lauer and Director Woodard reported on the annual audit for the fiscal year ending 2022.

DISCUSSION

FY 2024 General Fund Forecast: Staff and Board members discussed budget parameters and the budget forecast for the general fund.

Community Education Kids Club Registration Process: Staff presented information about the revised registration process for summer 2023 and 2023-2024 school year Kids Club

LEADERSHIP AND COMMITTEE UPDATES

Chair Allenburg asked Board members to reach out to the incoming committee chairs to transition.

ADJOURNMENT

At 6:33 PM, Member Birdman motioned, and Member Gabler seconded to adjourn the meeting. All members voted Aye.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE SPECIAL MEETING OF JANUARY 11-12, 2023

SPECIAL MEETING
4:00 PM
Edina

Arneson Acres, Terrace Room
4711 W 70th Street,

SCHOOL BOARD MEMBERS PRESENT:

Ms. Erica Allenburg
Mr. Dan Arom
Ms. Karen Gabler
Ms. Julie Greene
Ms. Regina Neville

ABSENT:

Mr. Michael Birdman
Ms. Janie Shaw

PRESIDING OFFICER: Chair Erica Allenburg

January 11, 4:05 - 8:35 PM
January 12, 4:02 - 8:05 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent

Dr. David Webb, facilitator, January 11
James Burroughs and Hillery Shay, facilitators, January 12
Dr. Trudy Arriaga, facilitator, January 12

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

(Official Publication)
MINUTES OF THE SPECIAL MEETING
OF THE SCHOOL BOARD DISTRICT 273 EDINA, MINNESOTA
JANUARY 11-12, 2023

January 11, 4:05 PM Chair Allenburg called to order the special meeting of the School Board. Members present: Allenburg, Arom, Gabler, Greene, Neville. Staff present: Stanley.

January 12, 4:02 PM Chair Allenburg called to order the special meeting of the School Board. Members present: Allenburg, Arom, Gabler, Greene, Neville. Staff present: Stanley.

DISCUSSION JANUARY 11

- A. Overview of Team/Board Decision-Making Science
- B. Develop Expectations for Committee Functionality
- C. Develop Expectations of Board Liaison Roles
- D. Review Board Goals

DISCUSSION JANUARY 12

- A. Creating a Framework for Board Response
- B. Tools of Cultural Proficiency Training
- C. Policy Committee Transition Update

LEADERSHIP AND COMMITTEE UPDATES

SUPERINTENDENT UPDATES

ADJOURNMENT

The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
JANUARY 11-12, 2023 SPECIAL MEETING

January 11, 4:05 PM Chair Allenburg called to order the special meeting of the School Board. Members present: Allenburg, Arom, Gabler, Greene, Neville. Staff present: Stanley.

January 12, 4:02 PM Chair Allenburg called to order the special meeting of the School Board. Members present: Allenburg, Arom, Gabler, Greene, Neville. Staff present: Stanley.

DISCUSSION JANUARY 11

Overview of Team/Board Decision-Making Science: Board members discussed team and board decision-making science with facilitator Dr. Dave Webb.

Develop Expectations for Committee Functionality: Board members discussed expectations for committee roles and reporting process.

Develop Expectations of Board Liaison Roles: Board members discussed liaison roles and expectations.

Review Board Goals: Board members discussed Board goals.

DISCUSSION JANUARY 12

Creating a Framework for Board Response: Board members discussed parameters and process for Board response to incidents within the district with facilitator James Burroughs.

Tools of Cultural Proficiency Training: Board members discussed how to continue to embed the Tools of Cultural Proficiency to support district strategic priorities.

Policy Committee Transition Update: Due to the transition of committee chairs effective as of the annual organizational meeting, Board members discussed current policies in the scheduled review pipeline.

ADJOURNMENT

At 8:35 PM on January 11, Member Greene moved to adjourn the meeting and Member Arom seconded to approve the motion. All members voted Aye.

At 8:05 PM on January 12, Member Arom moved to adjourn the meeting and Member Neville seconded to approve the motion. All members voted Aye.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE SPECIAL WORK SESSION OF JANUARY 24, 2023

SPECIAL WORK SESSION
5:00 PM

Edina Community Center
ECC 350

SCHOOL BOARD MEMBERS PRESENT:
ABSENT:

Ms. Erica Allenburg
Ms. Karen Gabler
Ms. Julie Greene
Ms. Regina Neville
Ms. Janie Shaw

Mr. Dan Arom
Mr. Michael Birdman

PRESIDING OFFICER: Chair Erica Allenburg

5:00 - 7:24 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent
Dr. Randy Smasal, Assistant Superintendent
Jody De St. Hubert, Director of Teaching and Learning
Daphne Edwards, Director of Marketing and Communications
Dr. Anne Marie Leland, Director of Community Education and Strategic Partnerships
Natasha Monsaas-Daly, Director of District Media and Technology
Jody Remsing, Director of Student Support Services
Sonya Sailer, Director of Human Resources
Mert Woodard, Director of Business Services

Mark Carlson, Teaching and Learning Curriculum Coordinator
Kristin Greene, Dean, Cornelia Elementary School and Elementary Science Co-Lead
Eric Hamilton, Director of Buildings and Grounds
Allison Knoph, 5th Grade Teacher, Concord Elementary School
Cara Rieckenberg, Principal, Highlands Elementary School
Michael Smith, 2nd Grade Teacher, Cornelia Elementary School

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

(Official Publication)
MINUTES OF THE SPECIAL WORK SESSION
OF THE SCHOOL BOARD DISTRICT 273 EDINA, MINNESOTA
JANUARY 24, 2023

5:00 PM Chair Allenburg called to order the special work session of the School Board. Members present: Allenburg, Gabler, Greene, Neville, Shaw. Staff present: Stanley, Smasal, De St. Hubert, Leland, Monsaas-Daly, Remsing, Sailer, Woodard; Carlson, Greene, Hamilton, Knoph, Rieckenberg, Smith.

APPROVAL OF AGENDA WITH CHANGE

ACTION

- A. Machine-Signed Signatures for Calendar Year 2023
- B. Construction Bid - Edina High School Long-Term Facilities Maintenance Projects – *split into 2 Action items: rescind contracts approved on January 9, and re-award construction contracts*
- C. Proposed 2022-2024 Collective Bargaining Agreement Between Independent School District 273 and the Edina Professional Association of Support Staff (EPASS)

REPORT

- A. Edina Community Center Space Usage

DISCUSSION

- A. Ash Tree Removal at Highlands Elementary
- B. Elementary Science Curriculum Review
- C. Board Level Student Leadership Opportunities
- D. 2022-2023 Board Goals Mid-Year Review
- E. Governance Committee Planning

LEADERSHIP AND COMMITTEE UPDATES

SUPERINTENDENT UPDATES

ADJOURNMENT

The meeting was adjourned at 7:24 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
JANUARY 24, 2023 SPECIAL WORK SESSION

5:00 PM Chair Allenburg called to order the special work session of the School Board. Members present: Allenburg, Gabler, Greene, Neville, Shaw. Staff present: Stanley, Smasal, De St. Hubert, Leland, Monsaas-Daly, Remsing, Sailer, Woodard; Carlson, Greene, Hamilton, Knoph, Rieckenberg, Smith.

APPROVAL OF AGENDA WITH CHANGES

Member Greene moved and Member Gabler seconded to approve the agenda with changes 1) split the Construction Bid - Edina High School Long-Term Facilities Maintenance Projects item into two items, and 2) move the Ash Tree Removal at Highlands Elementary up to immediately after the Action items.

ACTION

Machine-Signed Signatures for Calendar Year 2023: Member Gabler moved and Member Shaw seconded to approve the motion. All members voted Aye.

Construction Bid - Edina High School Long-Term Facilities Maintenance Projects: This item was split in two; Member Greene moved and Member Shaw seconded to rescind the action taken at the January 9, 2023, Regular Meeting to approve construction contracts for the Edina High School LTFM projects. All members voted Aye.

Member Gabler moved and Member Shaw seconded to re-award construction contracts for the Edina High School LTFM projects to the lowest responsible bidders. All members voted Aye.

Proposed 2022-2024 Collective Bargaining Agreement Between Independent School District 273 and the Edina Professional Association of Support Staff (EPASS): Member Gabler moved and Member Neville seconded to approve the motion. All members voted Aye.

DISCUSSION

Ash Tree Removal at Highlands Elementary: Removal of infected ash trees at Highlands Elementary was discussed. Removal will take place by the end of February.

REPORT

Edina Community Center Space Usage: Classroom space at the Edina Community Center will be reorganized for the 2023-2024 school year to accommodate the additional sections of the Dual Language Spanish program until construction is completed at Countryside Elementary School.

DISCUSSION

Elementary Science Curriculum Review: New Minnesota Science Standards and curriculum were discussed.

Board Level Student Leadership Opportunities: Board members discussed opportunities for student leadership and student voice.

2022-2023 Board Goals Mid-Year Review: Board members discussed 2022-2023 goals and progress toward completing them.

Governance Committee Planning: Board members discussed an overview of tasks assigned to the governance committee.

SUPERINTENDENT UPDATES

Dr. Stanley reminded everyone of the BRRRG (Budget Reduction/Reallocation/Revenue Generation) community input sessions. See the district website for more information about budget planning for 2024.

ADJOURNMENT

At 7:24 PM, Member Greene motioned, and Member Shaw seconded to adjourn the meeting. All members voted Aye.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE SPECIAL MEETING OF FEBRUARY 6, 2023

SPECIAL MEETING
6:15 PM
Virtual

Edina Community Center
ECC 338, 350, and

SCHOOL BOARD MEMBERS PRESENT:
ABSENT:

Ms. Erica Allenburg (virtual)
Mr. Dan Arom
Mr. Michael Birdman
Ms. Karen Gabler
Ms. Julie Greene
Ms. Regina Neville
Ms. Janie Shaw

PRESIDING OFFICER: Vice Chair Julie Greene

6:21 - 7:15 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. Stacie Stanley, Superintendent
Dr. Randy Smasal, Assistant Superintendent
Daphne Edwards, Director of Marketing and Communications
Mert Woodard, Director of Business Services

Mick Spence, Attorney

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

(Official Publication)
MINUTES OF THE SPECIAL MEETING
OF THE SCHOOL BOARD DISTRICT 273 EDINA, MINNESOTA
FEBRUARY 6, 2023

6:21 PM Vice Chair Greene called to order the special meeting of the School Board. Members present: Allenburg (virtual), Arom, Birdman, Gabler, Greene, Neville, Shaw. Staff present: Stanley, Smasal, Edwards, Woodard.

APPROVAL OF AGENDA

CLOSED SESSION

- A. Legal Issue. Pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), to engage in discussions with the School Board's legal counsel related to litigation that has been filed against the District in the case of Otto v. ISD 273, Court File No. 22-cv-00005-KMM-BRT. The Board seeks legal advice on the status of the matter, alleged claims against the District, the District Attorney's analysis of the same, and the District's options for the potential settlement of the matter.

ACTION

- A. Settlement and Joint Ownership Agreement

LEADERSHIP AND COMMITTEE UPDATES

SUPERINTENDENT UPDATES

ADJOURNMENT

The meeting was adjourned at 7:15 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Karen Gabler, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
FEBRUARY 6, 2023 SPECIAL MEETING

6:21 PM Vice Chair Greene called to order the special meeting of the School Board. Members present: Allenburg (virtual), Arom, Birdman, Gabler, Greene, Neville, Shaw. Staff present: Stanley, Smasal, Edwards, Woodard.

Member Shaw moved and Member Neville seconded to close the meeting. All members voted Aye. Motion was approved by unanimous vote.

CLOSED SESSION

Legal Issue. Pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), to engage in discussions with the School Board's legal counsel related to litigation that has been filed against the District in the case of Otto v. ISD 273, Court File No. 22-cv-00005-KMM-BRT. The Board seeks legal advice on the status of the matter, alleged claims against the District, the District Attorney's analysis of the same, and the District's options for the potential settlement of the matter.

Member Birdman motioned and Member Neville seconded to open the meeting at 6:58 PM. All members voted Aye. Motion was approved by unanimous vote. Meeting recessed until 7:04 PM.

ACTION

Settlement and Joint Ownership Agreement: Member Gabler moved and Member Shaw seconded to approve the Settlement and Joint Ownership Agreement. All members voted Aye by roll call vote. Motion was approved by unanimous vote.

ADJOURNMENT

At 7:15 PM, Member Birdman Moved, and Member Shaw seconded to adjourn the meeting. All members voted Aye by roll call vote. Motion was approved by unanimous vote.

V.B. Personnel Recommendations



Board Meeting Date: February 13, 2023

TITLE: Personnel Recommendations

TYPE: Consent

PRESENTER(S): Sonya Sailer, Director of Human Resources

BACKGROUND: Personnel recommendations are made monthly. These conditional offers of employment are subject to successful completion of a criminal background check, I-9 Employment Eligibility Verification and, where applicable, the issuance of the required license. Salary subject to change upon verification of correct step and lane placement.

RECOMMENDATION: Approve the attached personnel recommendations.

PRIMARY ISSUE(S) TO CONSIDER:

ATTACHMENTS:

1. Report (next page)

LICENSED STAFF

A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Salary</u>	<u>Date</u>
CONNELL, THOMAS	VV	SOC. STUDIES, 1.0 FTE (LTS)	\$19,468.48	02/03/2023
FEINBERG, SANDRA	CV	SPED, 1.0 FTE	\$44,277.89	01/09/2023
KALUZA, ERIC	VV	PHY ED, 1.0 FTE	\$30,522.72	02/01/2023
MCCARRON, KATHLEEN	EHS	ELA, 1.0 FTE (LTS)	\$27.63/HOUR	02/13/2023
THOMPSON, ALAN	DW	PEER COACH, 1.0 FTE	\$42,272	01/03/2023

B. RESIGNATIONS, RETIREMENTS, TERMINATIONS

<u>Name</u>	<u>Assignment</u>	<u>Building</u>	<u>Date</u>
BAHR, VENISHA	MEDIA SPECIALIST, 1.0 FTE	CS	06/07/2023
BAIER, DAN	GRADE 3, 1.0 FTE	HL	06/05/2023
BENDER, COLLIN	PHYSICAL EDUCATION, 1.0 FTE	SV, VV	06/05/2023
COYLE-ERICKSON, MARY	SPANISH, 1.0 FTE	VV	06/05/2023
DEBARD, FLORENCE	FRENCH, 1.0 FTE	EHS	06/05/2023
DIAZ-ANDRADE, ALEJANDRO	SPANISH, 1.0 FTE	VV	06/05/2023
ECK, ABIGAIL	PREMIER SUBSTITUTE	VV	01/14/2023
GANT, ANNE	OCCUPATIONAL THERAPIST, 1.0	ECSE	06/05/2023
GESSERT, KIMBERLY	SOCIAL WORKER, 1.0 FTE	HL	06/05/2023
GRIFFITHS, KIMBERLY	MATHEMATICS, 0.83 FTE	VV	06/05/2023
HALKER, ALICIA	BUSINESS EDUCATION, 1.0 FTE	EHS	06/05/2023
HOST, SUSAN	SPECIAL EDUCATION, 1.0 FTE	EHS	06/05/2023
MATHERS, HEIDI	SOCIAL STUDIES, 1.0 FTE	EHS	06/05/2023
NESHEIM, CARMEN	GRADE 1, 1.0 FTE	CN	06/05/2023
PINS, HEATHER	ELEMENTARY EDUCATION, 1.0 FTE	CC	02/02/2023
PUNCHARD, ISABELLE	GRADE 4, 1.0 FTE	ND	06/05/2023
RACEK, LORI	GRADE 1, 1.0 FTE	HL	06/05/2023
ROTH, DANA	FACS, 1.0 FTE	SV	06/05/2023
STARK, CHRISTINE	GRADE 2, 1.0 FTE	CV	06/05/2023
SIMPSON, BRIAN	SOCIAL STUDIES, 1.0 FTE	EHS	06/05/2023
SWENSON, DIANE	SPECIAL EDUCATION, 1.0 FTE	CN	06/05/2023

TRAEGER, MICHELLE	SOCIAL STUDIES, 1.0 FTE	EHS	06/05/2023
WATERS, KAREN	FACS, 1.0 FTE	VV	06/05/2023

C. CHANGE OF EMPLOYMENT STATUS

<u>Name</u>	<u>Building</u>	<u>Assignment Change</u>	<u>Salary</u>	<u>Date</u>
ANDRE-KNUDSEN, IAN	EHS	FROM: SPED PARA TO: SPED TEACHER	\$18,346.61	01/31/2023

D. REQUEST FOR LEAVE OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Anticipated Dates of Leave</u>
BRANDT, KELSEY	SPED TEACHER	HL	04/09/2023 - 06/02/2023

E. REQUEST FOR 1-YEAR JOB SHARE

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Anticipated Dates of Leave</u>
RINK, ROSEMARY	GRADE 3, 0.5 FTE	CV	08/21/2023 - 06/03/2024
WENNER, KIRSTI	GRADE 3, 0.5 FTE	CV	08/21/2023 - 06/03/2024
TEGELS, MARISSA	GRADE 2, 0.5 FTE	CS	08/21/2023 - 06/03/2024
YOUNG, JAMIE	GRADE 2, 0.5 FTE	CS	08/21/2023 - 06/03/2024

F. REQUEST FOR 1-YEAR UNPAID LEAVE OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Anticipated Dates of Leave</u>
DILAURA, BRIDGET	SPED TEACHER, 1.0 FTE	VV	08/21/2023 - 6/03/2024
GILMORE, LAURA	KINDERGARTEN, 1.0 FTE	HL	08/21/2023 - 6/03/2024
HOCKERT, EMILY	ELEM ED, 1.0 FTE	CV	08/21/2023 - 6/03/2024
LEIDHOLT, ASHLEY	TALENT DEV, 1.0 FTE	HL	08/21/2023 - 6/03/2024
LI, ERICA	ELEM ED, 1.0 FTE	CS	08/21/2023 - 6/03/2024
JOHNSON, EMILY	FACS, 1.0 FTE	EHS	08/21/2023 - 6/03/2024
JOHNSON, TAYLOR	COUNSELOR, 1.0 FTE	EHS	08/21/2023 - 6/03/2024
MOLLICK, DANIEL	INST. MUSIC, 1.0 FTE	VV	08/21/2023 - 6/03/2024
SMEDSTAD, KRISTA	ELEM ED, 1.0 FTE	ND	08/21/2023 - 6/03/2024
SMOLINSKI, MOLLY	SCHOOL PSYCH, 0.6 FTE	ND	08/21/2023 - 6/03/2024
SWEENEY, KATHERINE	GRADE 5, 1.0 FTE	CS	08/21/2023 - 6/03/2024
SZPORN, JASON	PEER COACH, 1.0 FTE	DW	08/21/2023 - 6/03/2024

WOLF, KELSEY	ELEM ED, 1.0	ND	08/21/2023 - 6/03/2024
WEINBERGER, SARA	GRADE 3, 1.0 FTE	CS	08/21/2023 - 6/03/2024

G. REQUEST FOR 3-YEAR UNPAID EXTD LEAVE OF ABSENCE PER MN STATUTE §122A.46

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Anticipated Dates of Leave</u>
MOBERG, TYLER	RIGOR COACH, 1.0 FTE	SV	08/21/2023 - 06/01/2026

NON-LICENSED STAFF

A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
BARON, LUCAS	EHS	EA - SPED PARA	\$18.50/HOUR	01/12/2023
BOWLES, POLLY	ECC	CONFIDENTIAL DEPT SPECIALIST	\$4,281/MONTH	01/09/2023
BRAUN, MARY	EHS	TEACHER ADMIN ASSIST	\$21.59/HOUR	02/21/2023
CASKEY, THERESA	ELC	SUB PARA - IA	\$14.88/HOUR	02/13/2023
DUNCAN, CRAIG	VV	EA - SPED PARA	\$18.50/HOUR	02/08/2023
GRATZ, KAREN	HL	IA - CLASSROOM PARA	\$20.00/HOUR	02/02/2023
HARRIS, SPENCER	DW	ON-CALL CUST SUB	\$17.21/HOUR	01/10/2023
PAULISON, SAMUEL	EHS	EA - SECURITY MONITOR	\$19.67/HOUR	01/23/2023
PEKAREK, KORI	HL	IA - CLASSROOM PARA	\$19.36/HOUR	01/23/2023
REED, ELIZABETH	CN	EA - SPED PARA	\$20.84/HOUR	01/19/2023
ROE, CORINNE	CS	EA - SPANISH IMMERSION	\$22.02/HOUR	01/17/2023

B. RESIGNATIONS, RETIREMENTS, TERMINATIONS

<u>Name</u>	<u>Assignment</u>	<u>Building</u>	<u>Date</u>
CARLSON, DANIEL	EA - SPED PARA	ELC	01/20/2023
CHAPIN, PEGGY	EA - SPED PARA	CS	12/21/2022
GOODRIE, TATIANA	EA - SPANISH IMMERSION	CS	01/23/2023
HICKS, CHAFONTE	EA - SECURITY MONITOR	VV	01/06/2023
JOHNSON, COLLEEN	EA - SPED PARA	SV	01/23/2023
JUNGBAUER, KELLY	HOURLY CUSTODIAN	SV	02/08/2023
PAULSON, ALLIE	EA - SPED PARA	SV	01/03/2023

RAMOS, ANDREW	IA - CLASSROOM PARA	VV	01/27/2023
SALASKI, JACK	INSTRUCTIONAL TECH SPEC	DO	01/13/2023
SMOLEY, SAMANTHA	TECHNOLOGY ASSISTANT PARA	DW	01/10/2023
VAN HEUVELN, ANGELICA	EA - SPED PARA	CV	12/20/2022
WATTS, DARRYL	BUILDING REPAIR	SV	01/13/2023
WILLIAMS, JULIA	OFFICE ASSISTANT	EHS	02/22/2023

C. CHANGE OF EMPLOYMENT STATUS

<u>Name</u>	<u>Building</u>	<u>Assignment Change</u>	<u>Wage</u>	<u>Date</u>
AURA, SUSAN	CC	FROM: PARA CLASSROOM 7 HR TO: PARA CLASSROOM 7.25 HR	\$22.81	08/29/2022
HARRIS, SPENCER	SV	FROM: ON-CALL CUST SUB TO: HOURLY CUSTODIAN	\$20.25	01/23/2023
LAFFERTY, HOLLY	CC	FROM: PARA CLASSROOM 7 HR TO: PARA CLASSROOM 7.25 HR	\$17.50	08/29/2022
MELINA, MADALYN	CC	FROM: PARA CLASSROOM 7 HR TO: PARA CLASSROOM 7.25 HR	\$20.00	08/29/2022
MERTA, JANE	CC	FROM: PARA CLASSROOM 7 HR TO: PARA CLASSROOM 7.25 HR	\$22.35	08/29/2022
PEERY, ANDREW	DW	FROM: HOURLY CUSTODIAN TO: ON-CALL CUST SUB	\$17.21	01/23/2023
SCHWINGHAMMER, ANDREA	CC	FROM: PARA CLASSROOM 6.5 HR TO: PARA CLASSROOM 7.25 HR	\$22.00	08/29/2022
THOMAS, ZACHARY	SV	FROM: NIGHT LEAD CUSTODIAN TO: BUILDING REPAIR	\$17.97	02/01/2023

D. REQUEST FOR LEAVE OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Anticipated Dates of Leave</u>
MONTGOMERY, COREY	Custodial Supervisor	SV	02/10/2023 - 05/10/2023

COMMUNITY EDUCATION SERVICES STAFF

A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Building</u>	<u>Position</u>	<u>Wage</u>	<u>Date</u>
GREENE, CHARLES	ND	RECREATION LEADER	\$16.00/HOUR	01/23/2023
HAUGEN, SYDNEY	ELC	RECREATION LEADER	\$15.48/HOUR	01/09/2023
ISMAIL, ZAMEAHIA	CV	RECREATION LEADER	\$18.77/HOUR	01/10/2023

JOBÉ, ADAMA	CV	RECREATION LEADER	\$17.33/HOUR	01/09/2023
LECHEVIN, CLEMENCE	ELC	CHILDCARE ASSISTANT	\$15.48/HOUR	01/23/2023
RUTZEN, ELLEN	ELC	CHILDCARE ASSISTANT	\$15.48/HOUR	01/19/2023
SCHWARTZ, MAURAH	CS	RECREATION LEADER	\$20.32/HOUR	01/25/2023
VEDDER, JAMES	CS	RECREATION LEADER	\$17.33/HOUR	01/30/2023

B. RESIGNATIONS, RETIREMENTS, TERMINATIONS

<u>Name</u>	<u>Assignment</u>	<u>Building</u>	<u>Date</u>
ANDERSON, MADELINE	RECREATION LEADER	ND	01/20/2023
BALOW, JACK	RECREATION LEADER	CS	01/25/2023
FREDERICK, LANDEN	RECREATION LEADER	CC	01/25/2023
HAWKINS, TWANNA	RECREATION LEADER	CN	01/03/2023
HLAVAC, WALLACE	RECREATION LEADER	CN	12/19/2022
ISSE, MALYUN	RECREATION LEADER	CV	01/04/2023

C. CHANGE OF EMPLOYMENT STATUS

<u>Name</u>	<u>Building</u>	<u>Assignment Change</u>	<u>Wage</u>	<u>Date</u>
BOWDEN, ELISE	CC	FROM: RECREATION LEADER TO: SUBSTITUTE REC LEADER	\$13.60/HOUR	01/23/2023
SHAKIR, ABDULLA	CN	FROM: RECREATION LEADER TO: SUBSTITUTE REC LEADER	\$13.60/HOUR	01/30/2023

D. REQUEST FOR LEAVE OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Anticipated Dates of Leave</u>
NONE			

V.C. Check Register - January 2023



Board Meeting Date: 2/13/2023

Title: Check Register – January 2023

Type: Consent

Presenter(s): Mert Woodard, Director, Business Services

Description: Minn. Stat. § 123B.02 Subd. 18 requires that payment of claims made prior to board approval be acted upon at the next board meeting. Presented for approval by the Board of Education are monthly disbursement totals, by fund, for the month of January 2023:

<u>Fund</u>	<u>Amount</u>
General	\$2,405,221
Food Service	291,317
Community Service	134,782
Building Construction	536,131
Debt Service	1,900
Internal Service	-
Total	\$3,369,352

Recommendation: Approve the disbursements as presented for the month of January 2023.

Desired Outcomes from the Board: Compliance with Minn. Stat. § 123B.02 Subd. 18

Attachments:

1. Check Report – January 2023

2022-23 School Year

Check Register

For the Month Ended January 31, 2023



DEFINING EXCELLENCE

Check No.	Vendor	Description	Date	Amount
390877	MN PEIP	CURRENT TEACHERS	01/25/23	688,072.79
390823	HEALTHPARTNERS INSU	CURRENT EMPLOYEES	01/25/23	377,788.93
390682	CHARTWELLS DINING S	DEC22 FOOD SERVICES	01/18/23	283,700.93
390623	MET-CON CONSTRUCTIO	BUS GARAGE ADDITION	01/11/23	134,407.58
390767	CENTURY CONSTRUCTIO	CS 2023 ADDITION 06	01/25/23	126,920.00
390669	WOLD ARCHITECTS & E	EHS DEFERRED MAINT	01/11/23	87,620.37
390715	NEW LOOK CONTRACTIN	CS 2023 ADDITION 31	01/18/23	77,652.24
390877	MN PEIP	RETIREEES/COBRA	01/25/23	67,911.88
390871	METRO TRANSPORTATIO	DEC22 SPED TRANSPOR	01/25/23	60,569.60
390619	KRAUS-ANDERSON CONS	CS ADDITION-SITE SE	01/11/23	51,408.00
390717	NORTHLAND CONCRETE	CS 2023 ADDITION 03	01/18/23	45,495.50
390930	XCEL ENERGY	EHS 11/20/22-12/21/	01/25/23	35,420.36
390904	SANTANDER BANK, N.A	X3 2021 IC CE 77 BU	01/25/23	33,946.34
390782	DAKOTA TRUCK UNDERW	INSTALLMENT #8	01/25/23	32,560.00
390638	PANORAMA EDUCATION	VIRTUAL PD: PROJ MG	01/11/23	32,250.00
390592	DENNIS COMPANIES IN	VV-ASBESTOS ABATEME	01/11/23	29,136.50
390592	DENNIS COMPANIES IN	ECC-ASBESTOS ABATEM	01/11/23	29,136.50
390534	KATH FUEL OIL SERVI	DIESEL	01/05/23	25,614.95
390827	INTERMEDIATE DISTRI	LEASE LEVY	01/25/23	25,519.09
390664	TWIN CITY TRANSPORT	DEC22 SPED TRANSPOR	01/11/23	24,947.84
390691	ENVISION GLASS,INC	CS 2023 ADDITION 08	01/18/23	24,839.65
390827	INTERMEDIATE DISTRI	ITINERANT	01/25/23	22,751.41
390509	CHESS & STRATEGY GA	1031/905/912 CHESS	01/05/23	22,294.30
390618	KINECT ENERGY, INC	EHS-NOV22 SERVICES	01/11/23	21,953.06
390827	INTERMEDIATE DISTRI	CONTRACTED NSO	01/25/23	20,735.46
390739	WEST METRO LEARNING	JAN23-SERVICE REQ I	01/18/23	20,610.00
390871	METRO TRANSPORTATIO	DEC22 HHM TRANSPORT	01/25/23	20,367.36
390823	HEALTHPARTNERS INSU	COBRA/RETIREEES	01/25/23	19,928.02
390548	NATIONAL INSURANCE	LTD DISTRICT W/H	01/05/23	19,303.36
390930	XCEL ENERGY	SV 11/20/22-12/21/2	01/25/23	18,338.39
390548	NATIONAL INSURANCE	CURRENT EMPLOYEE	01/05/23	16,930.70
390619	KRAUS-ANDERSON CONS	CS ADDITION-CONS MG	01/11/23	16,061.00
390536	MAYER ARTS INC	LION KING 926 & 100	01/05/23	16,056.00
390739	WEST METRO LEARNING	DEC22-SERVICE REQ I	01/18/23	15,660.00
390618	KINECT ENERGY, INC	SV-NOV22 SERVICES	01/11/23	15,198.39
390930	XCEL ENERGY	ECC 11/19/22-12/21/	01/25/23	13,800.88
390930	XCEL ENERGY	VV 11/20/22-12/21/2	01/25/23	13,664.41
390520	FUN ENGINEERZ LLC	FALL ELEM JUNIOR ST	01/05/23	12,772.50
390797	DIGITAL INSURANCE	3RD QTR SERVICES	01/25/23	11,875.00
390714	NASSEFF MECHANICAL	CS 2023 ADDITION 21	01/18/23	11,875.00
390827	INTERMEDIATE DISTRI	CORE FEE	01/25/23	11,018.12
390827	INTERMEDIATE DISTRI	SAFE SCHOOL	01/25/23	10,981.53
390772	CITY OF EDINA	SV 09/28/22-01/10/2	01/25/23	10,515.56
390595	ELECTRIFY YOUR STRI	EVENT 2/14-2/16	01/11/23	9,700.00
390552	PHOENIX SCHOOL COUN	SVC FR 7/8 OLG Q3	01/05/23	9,686.62
390568	ARTEDUTC LLC	YBG REMB 1003/WL	01/05/23	9,643.00
390756	BRAUN INTERTEC CORP	AS PER PROPOSAL QTB	01/25/23	9,135.00
390880	NICHE.COM INC	2022-23 COMPL PACKA	01/25/23	8,995.00
390618	KINECT ENERGY, INC	ECC-NOV22 SERVICES	01/11/23	8,780.28
390619	KRAUS-ANDERSON CONS	CS GENERAL CONDITIO	01/11/23	8,654.85
390618	KINECT ENERGY, INC	VV-NOV22 SERVICES	01/11/23	8,232.86
390707	LEXIA LEARNING SYST	QUOTE#: Q-541800-1	01/18/23	8,118.00
390627	MINNESOTA COACHES I	MODEL UN COACH BUS	01/11/23	8,005.10
390701	INSPEC INC	ECC - 2023 REROOF	01/18/23	7,952.50

Check No.	Vendor	Description	Date	Amount
390701	INSPEC INC	VV - 2023 REROOF	01/18/23	7,952.50
390669	WOLD ARCHITECTS & E	CS ES 2023 ADDITION	01/11/23	7,389.84
390549	NATIONAL TREASURE K	KUNG FU 926/77-81	01/05/23	7,119.00
390704	KATH FUEL OIL SERVI	UNLEADED	01/18/23	6,810.45
390672	ZAHL-PETROLEUM MAIN	ECC-FUEL TANK MONIT	01/11/23	6,780.00
390519	FRASER CHILD AND FA	CONSULT-PSYCHOTHERA	01/05/23	6,622.00
390922	TONENWORKS MUSIC THE	NOV22 MUSIC THERAPY	01/25/23	6,438.75
390586	CARLSON PRINTING CO	ECC CATALOG PRINTIN	01/11/23	6,193.00
390754	BLICK ART MATERIALS	TABLES FOR ART	01/25/23	6,070.00
390683	COMMERCIAL DRYWALL	CS 2023 ADDITION 09	01/18/23	6,008.75
390929	WEST 44TH STREET GR	CATALOG ECC	01/25/23	5,813.00
390930	XCEL ENERGY	CS 11/20/22-12/21/2	01/25/23	5,481.07
390631	MN STATE HS LEAGUE	11/9-11 SECTION SWI	01/11/23	5,425.00
390511	CORPORATE MECHANICA	DRYER PLACEMENT	01/05/23	5,342.66
390566	WENDY ANDERSON	HATHA YOGA 905/283/	01/05/23	5,292.00
390670	XCEL ENERGY	BUS 11/19/22-12/21/	01/11/23	5,237.99
390930	XCEL ENERGY	CV 11/20/22-12/21/2	01/25/23	5,196.64
390727	SANDCREEK EAP	QTR 1 EAP SERVICES	01/18/23	5,107.50
390930	XCEL ENERGY	CC 11/20/22-12/21/2	01/25/23	5,079.67
390925	TRUDY ARRIAGA	SITE LEVEL TEAM DEV	01/25/23	5,000.00
390548	NATIONAL INSURANCE	COBRA/RETIREE	01/05/23	4,760.53
390827	INTERMEDIATE DISTRI	HTP-GEN ED	01/25/23	4,757.39
390930	XCEL ENERGY	HL 11/20/22-12/26/2	01/25/23	4,416.12
390518	FIDELITY SECURITY L	EMPLOYEE W/HOLDING	01/05/23	4,347.64
390827	INTERMEDIATE DISTRI	LONG TERM FACILITIE	01/25/23	4,339.86
390734	TEACHERS ON CALL, A	EHS - SUBSTITUTES	01/18/23	4,320.00
390626	MINNESOTA CLAY CO U	SKUTT KM-1227-3" 20	01/11/23	4,235.00
390751	BAYCOM INC	SPANISH IMMERS WALKI	01/25/23	4,110.68
390612	INSPEC INC	VV WALL-PROF SERVIC	01/11/23	4,050.00
390632	THE MUSIC MART	YAMAHA YCL-221 BASS	01/11/23	4,020.00
390778	CORPORATE MECHANICA	A/C REPAIR: DAC2 RO	01/25/23	3,963.58
390930	XCEL ENERGY	ND 11/19/22-12/21/2	01/25/23	3,892.56
390853	LARKIN HOFFMAN DALY	EPS INSURANCE COVER	01/25/23	3,871.00
390571	APADANA LLC	CV-WIRED WATTSTOPPE	01/11/23	3,870.00
390562	TEACHERS ON CALL, A	EHS - SUBSTITUTES	01/05/23	3,840.00
390620	LARKIN HOFFMAN DALY	EPS INSURANCE COVER	01/11/23	3,773.00
390925	TRUDY ARRIAGA	RETREAT FACILITATIO	01/25/23	3,750.00
390548	NATIONAL INSURANCE	VOL AD&D EMPLOYEE W	01/05/23	3,686.92
390827	INTERMEDIATE DISTRI	ALC-STABILIZATION F	01/25/23	3,660.51
390859	MACKIN EDUCATIONAL	BOOKS FOR VALLEY VI	01/25/23	3,635.23
390618	KINECT ENERGY, INC	CV-NOV22 SERVICES	01/11/23	3,631.31
390704	KATH FUEL OIL SERVI	UNLEADED	01/18/23	3,555.84
390709	MCPHILLIPS BROS ROO	ROOF REPAIRS/MAINTE	01/18/23	3,555.56
390709	MCPHILLIPS BROS ROO	ROOF REPAIRS/MAINTE	01/18/23	3,555.56
390709	MCPHILLIPS BROS ROO	ROOF REPAIRS/MAINTE	01/18/23	3,555.56
390709	MCPHILLIPS BROS ROO	ROOF REPAIRS/MAINTE	01/18/23	3,555.56
390736	TRUDY ARRIAGA	12/12 VIRTUAL EQUIT	01/18/23	3,500.00
390618	KINECT ENERGY, INC	CC-NOV22 SERVICES	01/11/23	3,491.68
390827	INTERMEDIATE DISTRI	TRANS DISABLED	01/25/23	3,447.97
390534	KATH FUEL OIL SERVI	OIL	01/05/23	3,389.60
390669	WOLD ARCHITECTS & E	CS-PARK/SITE IMPROV	01/11/23	3,344.06
390618	KINECT ENERGY, INC	HL-NOV22 SERVICES	01/11/23	3,324.27
390772	CITY OF EDINA	ECC 09/28/22-12/28/	01/25/23	3,312.00
390711	MIDWEST BUS PARTS I	FUEL TANK	01/18/23	3,263.52
390724	RUPP ANDERSON SQUIR	LEGAL SERV: H.R.	01/18/23	3,229.50
390542	MIKKONEN MUSIC LLC	MIKKONEN DEC 2022	01/05/23	3,217.50
390632	THE MUSIC MART	YAMAHA YEP-201 EUPH	01/11/23	3,210.00
390559	SCHOOL SERVICE EMPL	UNION DUES W/HOLDIN	01/05/23	3,152.27
390618	KINECT ENERGY, INC	CS-NOV22 SERVICES	01/11/23	3,135.84
390729	SCHOOL SERVICE EMPL	UNION DUES W/HOLDIN	01/18/23	3,116.47
390544	MINNESOTA SCHOOL EM	UNION DUES W/HOLDIN	01/05/23	3,087.50
390531	JARED LITTLE	ARCHERY 1031-149/15	01/05/23	3,069.50
390555	RADAR CONSULTING LL	MONTHLY RECRUIT FEE	01/05/23	3,000.00
390752	BENEFIT EXTRAS, INC	HRA ADMIN FEE-JAN	01/25/23	2,985.00

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390618	KINECT ENERGY, INC	CN-NOV22 SERVICES	01/11/23	2,922.20
390567	WESTMARK PRODUCTION	AUDIO TEDXDINA	01/05/23	2,815.00
390562	TEACHERS ON CALL, A	CC - SUBSTITUTES	01/05/23	2,784.00
390541	MIDWEST SCHOOL OF B	BALLET 912/140-2	01/05/23	2,769.90
390646	RIVER BOTTOM PRODUC	CHORUS LINE TECH RE	01/11/23	2,765.00
390505	BAUER BUILT INC	TIRES	01/05/23	2,732.65
390857	LITTLE FALLS MACHIN	BUFFER BRACE CYLIND	01/25/23	2,663.95
390522	GILBERT MECHANICAL	URINAL CLOG REPAIR	01/05/23	2,628.46
390534	KATH FUEL OIL SERVI	UNLEADED	01/05/23	2,621.81
390527	HORIZON COMMERCIAL	POOL SUPPLIES	01/05/23	2,578.54
390666	VERTICAL SCHOOL PAR	TRAINING MODULES	01/11/23	2,575.00
390633	N2Y	ULS - UNIQUE LEARNI	01/11/23	2,561.84
390529	INSTITUTE FOR ENVIR	DW ADHERA INSPECTIO	01/05/23	2,560.00
390734	TEACHERS ON CALL, A	HL - SUBSTITUTES	01/18/23	2,517.76
390930	XGEL ENERGY	CN 11/20/22-12/22/2	01/25/23	2,495.39
390646	RIVER BOTTOM PRODUC	CHORUS LINE SET, ET	01/11/23	2,485.00
390618	KINECT ENERGY, INC	ND-NOV22 SERVICES	01/11/23	2,476.49
390734	TEACHERS ON CALL, A	ND - SUBSTITUTES	01/18/23	2,432.00
390669	WOLD ARCHITECTS & E	VV-BOILER PLANT REP	01/11/23	2,405.65
390681	CERTAPRO PAINTERS-S	CONFERENCE RM B PAI	01/18/23	2,386.00
390820	H&B SPECIALIZED PRO	CS 2023 ADDITION 11	01/25/23	2,367.40
390686	DUNHAM ASSOCIATES I	ECC RENO COMM: FINA	01/18/23	2,334.00
390709	MCPHILLIPS BROS ROO	ROOF REPAIRS/MAINTE	01/18/23	2,277.76
390584	BUSINESS ESSENTIALS	WHITE 8 1/2 X 11	01/11/23	2,251.50
390928	UPPER LAKES FOODS I	KC CS FOOD	01/25/23	2,233.21
390534	KATH FUEL OIL SERVI	DEF, DEGREASER	01/05/23	2,194.07
390734	TEACHERS ON CALL, A	VV - SUBSTITUTES	01/18/23	2,176.00
390734	TEACHERS ON CALL, A	CC - SUBSTITUTES	01/18/23	2,176.00
390889	OPERATION WALLACEA	MADAGASCAR EXPEDITI	01/25/23	2,166.09
390659	THREE RIVERS PARK D	12/19 5TH GRD SKI	01/11/23	2,166.00
390789	DASH SPORTS LLC	DASH 120-215	01/25/23	2,136.40
390601	GILBERT MECHANICAL	VFD/EXHAUST FAN	01/11/23	2,088.62
390721	PETERSON COMPANIES	CS 2023 ADDITION 32	01/18/23	2,071.00
390724	RUPP ANDERSON SQUIR	LEGAL SERV: MISC	01/18/23	2,052.00
390565	UPPER LAKES FOODS I	KC CS FOOD	01/05/23	2,011.24
390594	EKIN LLC	SOCCER BALLS, TIRES	01/11/23	1,969.00
390735	TITAN MACHINERY-SHA	POLY PUSHER, WIPER	01/18/23	1,949.25
390639	PARALLEL TECHNOLOGI	SV-HEADEND HARDWARE	01/11/23	1,948.61
390501	ARVIG	JAN23 INTERNET FEES	01/05/23	1,939.50
390513	DASH SPORTS LLC	MULTI SPORT 1121-13	01/05/23	1,928.50
390734	TEACHERS ON CALL, A	SV - SUBSTITUTES	01/18/23	1,907.20
390612	INSPEC INC	VV 2022 REROOF	01/11/23	1,903.50
390612	INSPEC INC	ECC 2022 REROOF	01/11/23	1,903.50
390546	MSBA -- MINNESOTA S	BOARDBOOK II SUBSC	01/05/23	1,881.25
390519	FRASER CHILD AND FA	PSYCHOTHERAPY-N.T.	01/05/23	1,848.00
390725	RUSSELL SECURITY RE	DOOR FOR SPED OFFIC	01/18/23	1,848.00
390510	CHRISTY ZILKA	1003-252/279/337	01/05/23	1,827.00
390669	WOLD ARCHITECTS & E	SV 2023 CRTYD RECON	01/11/23	1,821.02
390648	RUSSELL SECURITY RE	STAFF LOUNGE DOOR	01/11/23	1,817.00
390684	CROSTOWN MECHANICA	SV WALK-IN FREEZER	01/18/23	1,809.74
390554	PRAIRIE ELECTRIC CO	DUPLEX FOR AV RACK	01/05/23	1,777.47
390633	N2Y	NWS - NEWS2YOU RENE	01/11/23	1,757.20
390876	MINNESOTA ELECTRICA	1/21/22 ELEC TRAINI	01/25/23	1,750.00
390712	MINNESOTA SCHOOL EM	UNION DUES W/HOLDIN	01/18/23	1,721.44
390617	KATHERINE MCGRAW	905/290-292 &ZUMBA	01/11/23	1,694.00
390529	INSTITUTE FOR ENVIR	20-23 EHS MGMT PRGM	01/05/23	1,687.52
390504	BATTERIES R US	FLOOR SCRUB BATTERI	01/05/23	1,679.96
390673	1ST AYD CORPORATION	SHOP SUPPLIES	01/18/23	1,642.82
390632	THE MUSIC MART	YAMAHA YEP-201 EUPH	01/11/23	1,605.00
390562	TEACHERS ON CALL, A	ND - SUBSTITUTES	01/05/23	1,600.00
390677	BAYADA HOME HEALTH	NDS 12/12-16: D.S.	01/18/23	1,596.25
390740	SPORTS PRO LLC	WELNESS CNTR MAINT	01/25/23	1,582.50
390584	BUSINESS ESSENTIALS	WHITE 8 1/2 X 11	01/11/23	1,580.00
390506	BLUUM OF MINNESOTA,	QUOTE 246234	01/05/23	1,578.00

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390618	KINECT ENERGY, INC	BUS-NOV22 SERVICES	01/11/23	1,566.20
390578	BLAKE SCHOOL	12/16-19 DEBATE ENT	01/11/23	1,540.00
390642	PRAIRIE ELECTRIC CO	ECC-INSTALL CORD DR	01/11/23	1,533.83
V18122	COURTNEY J MAJOR	NCSS CONFERENCE FEE	01/18/23	1,507.95
390793	DAVID WEBB -- HOMER	RETREAT FACILITATIO	01/25/23	1,500.00
390576	BAYADA HOME HEALTH	NDS 12/5-12/9: D.S.	01/11/23	1,485.00
390601	GILBERT MECHANICAL	AHU 2 REPAIR	01/11/23	1,482.12
390667	WASTE MANAGEMENT OF	SV - JAN23 SERVICES	01/11/23	1,477.27
390507	BOWLERO-EDEN PRAIRI	6/1/23 TRIP - FINAL	01/05/23	1,447.51
390762	BSN SPORTS, LLC	STORE: MERCH DECO	01/25/23	1,423.80
390928	UPPER LAKES FOODS I	KC HL FOOD	01/25/23	1,415.03
390599	GENERAL PARTS LLC	STEAMER FILTERS	01/11/23	1,405.65
390579	BLUUM OF MINNESOTA,	QUOTE 248427	01/11/23	1,395.00
390671	YOUTH HOCKEY HUB	12/27-29 HOCKEY TOU	01/11/23	1,395.00
390569	ADVANCED IMAGING SO	HIGH SCHOOL 11/22	01/11/23	1,388.69
390697	GOODIN COMPANY	HOT WATER HEAT MOTO	01/18/23	1,378.84
390667	WASTE MANAGEMENT OF	VV - JAN23 SERVICES	01/11/23	1,373.44
390562	TEACHERS ON CALL, A	HL - SUBSTITUTES	01/05/23	1,344.00
390688	EDINA CHAMBER OF CO	JAN-DEC22 MEMBERSHI	01/18/23	1,335.00
390688	EDINA CHAMBER OF CO	JAN-DEC23 MEMBERSHI	01/18/23	1,335.00
390526	HOGLUND BUS CO INC	COMPRESSOR	01/05/23	1,332.26
390928	UPPER LAKES FOODS I	KC CN FOOD	01/25/23	1,328.34
390539	METRO ELEVATOR INC	JAN22 ELEVATOR SERV	01/05/23	1,275.00
390667	WASTE MANAGEMENT OF	EHS - JAN23 SERVICE	01/11/23	1,254.72
390530	INTELLIGERE LLC	INTERPRETER-GEN ED	01/05/23	1,250.00
390667	WASTE MANAGEMENT OF	ECC - JAN23 SERVICE	01/11/23	1,243.81
390911	SUMMIT FIRE PROTECT	EHS-KITCHEN HOOD IN	01/25/23	1,240.75
390586	CARLSON PRINTING CO	POSTAGE ECC CATALOG	01/11/23	1,228.76
390725	RUSSELL SECURITY RE	DOOR ADJUSTMENTS	01/18/23	1,209.00
V18116	CHRISTOPHER D GRIGG	NCSS CONFERENCE FEE	01/18/23	1,199.18
390734	TEACHERS ON CALL, A	CN - SUBSTITUTES	01/18/23	1,184.00
390752	BENEFIT EXTRAS, INC	HSA ADMIN FEE-JAN	01/25/23	1,158.75
390827	INTERMEDIATE DISTRI	ALC	01/25/23	1,155.20
390639	PARALLEL TECHNOLOGI	ECC-INSTALL CORD DR	01/11/23	1,154.41
390514	DIESEL COMPONENTS I	TURBO ACTUATOR	01/05/23	1,133.15
390562	TEACHERS ON CALL, A	SV - SUBSTITUTES	01/05/23	1,120.00
390589	CHRISTINE JOHNSON	INDIAN ED CONSULTAN	01/11/23	1,115.00
390684	CROSSTOWN MECHANICA	VV WALK-IN FREEZER	01/18/23	1,110.32
390719	PAINTERTAINMENT, LL	GLITTER ARTIST EVEN	01/18/23	1,080.00
390677	BAYADA HOME HEALTH	NDS 12/13-16: E.B.	01/18/23	1,072.50
390906	SCHOOL HEALTH CORPO	#24488 - GLO-GERM K	01/25/23	1,063.10
390928	UPPER LAKES FOODS I	KC WISE FOOD	01/25/23	1,056.44
390738	UPPER LAKES FOODS I	CC KC FOOD	01/18/23	1,004.93
390679	CAPTIVATE MEDIA & C	KG PHOTOGRAPHY	01/18/23	1,000.00
390770	CHRISTINE JOHNSON	MARSS: 1/2 DEPOSIT	01/25/23	1,000.00
390583	BURNN BOILER & MECH	TUBE ROLL #2 BOILER	01/11/23	977.60
390577	BERT'S TRUCK EQUIPM	HEADLIGHT KIT, LEDS	01/11/23	971.73
390893	PRAIRIE ELECTRIC CO	SV DISHWASHER CIRCU	01/25/23	966.12
390804	EDINA COMPETITION C	EDINA CHEER SWEATSH	01/25/23	960.00
390562	TEACHERS ON CALL, A	CV - SUBSTITUTES	01/05/23	960.00
390668	WESTMARK PRODUCTION	AUDIO/LIVE W JUBILE	01/11/23	955.00
390827	INTERMEDIATE DISTRI	CAREER & TECH	01/25/23	954.44
390716	NORTHERN STAR COUNC	12/19 GRD 5 CAMP TR	01/18/23	940.00
390772	CITY OF EDINA	ND 09/28/22-12/28/2	01/25/23	934.15
390904	SANTANDER BANK, N.A	X3 2021 IC CE 77 BU	01/25/23	926.66
390780	CROSSTOWN MECHANICA	CS FREEZER LEAK REP	01/25/23	924.90
390528	INNOVATIVE OFFICE S	JONTI CRAFT MOBILE	01/05/23	907.90
390870	METRO SALES INC	JAN-MAR23 ATHL BASE	01/25/23	883.91
390558	RM COTTON CO	CC-BOILER ANALYSIS	01/05/23	870.00
390618	KINECT ENERGY, INC	JAN22 ENERGY MGMT F	01/11/23	867.00
390724	RUPP ANDERSON SQUIR	LEGAL SERV: SPED	01/18/23	862.50
390893	PRAIRIE ELECTRIC CO	H.R. RE-WIRING	01/25/23	840.60
390562	TEACHERS ON CALL, A	VV - SUBSTITUTES	01/05/23	838.40
390535	MACKIN EDUCATIONAL	BOOKS FOR CONCORD E	01/05/23	793.86

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390545	MINVALCO INC	PNEUMATIC H/W VALV	01/05/23	793.50
390813	GENERAL PARTS LLC	SV DISH MACHINE PAR	01/25/23	789.43
390734	TEACHERS ON CALL, A	CV - SUBSTITUTES	01/18/23	768.00
390736	TRUDY ARRIAGA	12/19 VIRTUALCABINE	01/18/23	750.00
390925	TRUDY ARRIAGA	MTG FACILITATION	01/25/23	750.00
390656	SUMMIT FIRE PROTECT	SV SWITCH REPLACEME	01/11/23	740.00
390562	TEACHERS ON CALL, A	CS - SUBSTITUTES	01/05/23	736.00
390667	WASTE MANAGEMENT OF	CC - JAN23 SERVICES	01/11/23	734.24
390859	MACKIN EDUCATIONAL	BOOKS FOR EHS	01/25/23	725.26
390762	BSN SPORTS, LLC	GIRLS TRACK UNIFORM	01/25/23	721.00
390569	ADVANCED IMAGING SO	VALLEY VIEW 11/22	01/11/23	718.60
390734	TEACHERS ON CALL, A	CS - SUBSTITUTES	01/18/23	716.80
390911	SUMMIT FIRE PROTECT	SV-KITCHEN HOOD INS	01/25/23	715.00
390865	MASSP-MN ASSOC OF S	MEMBERSHIP DUES - R	01/25/23	714.00
390581	BSI MECHANICAL INC	BOILER REPAIR	01/11/23	707.00
390588	CHARACTERSTRONG, LL	VV LICENSE RENEWAL	01/11/23	699.00
390500	AIM ELECTRONICS INC	MOVE ELECTRONIC SIG	01/05/23	698.64
V18163	SARAH MIZIORKO	MATH SYMPOSIUM TICK	01/25/23	690.00
390565	UPPER LAKES FOODS I	KC CV FOOD	01/05/23	686.02
390516	EDUCATORS BENEFIT C	403(B) ADMIN&COMP F	01/05/23	667.29
390667	WASTE MANAGEMENT OF	CS - JAN23 SERVICES	01/11/23	660.17
390508	BOYER TRUCKS	FILTERS	01/05/23	657.60
390669	WOLD ARCHITECTS & E	CS-LIGHTING REPLACE	01/11/23	655.18
390526	HOGLUND BUS CO INC	COMPRESSOR	01/05/23	648.37
390569	ADVANCED IMAGING SO	ECC/DO 11/22	01/11/23	647.60
390604	GRAPHIC SOURCE	WALL PRINT AND FRAM	01/11/23	645.00
390569	ADVANCED IMAGING SO	NORMANDEALE 11/22	01/11/23	639.31
390779	CRAIG CROASTON	DIVE 109-277/111-278	01/25/23	630.00
390653	SONUS INTERIORS INC	VV WALL PANEL DEMO	01/11/23	606.00
390752	BENEFIT EXTRAS, INC	FLEX BENEFIT PLAN F	01/25/23	600.00
390610	INFINITE HEALTH COL	12/3 TOURNEY TRAINE	01/11/23	600.00
390829	ITSAVVY LLC	DEDUCTIBLES-6	01/25/23	600.00
390602	GOPHER STAGE LIGHTI	FICK SERVICE REPAIR	01/11/23	592.50
390891	PAUL MCCULLOUGH AND	DW CRISIS PLANNING	01/25/23	585.00
390858	MAC TOOLS DISTRIBUT	C CLAMP, 14 PIECE S	01/25/23	563.97
390667	WASTE MANAGEMENT OF	CV - JAN23 SERVICES	01/11/23	560.28
390502	ASTLEFORD INTERNATI	IPR	01/05/23	552.51
390893	PRAIRIE ELECTRIC CO	BREAKER: REROUTE PI	01/25/23	549.12
390911	SUMMIT FIRE PROTECT	SV-FIRE SPRINKLER S	01/25/23	545.00
390535	MACKIN EDUCATIONAL	BOOKS FOR CONCORD	01/05/23	543.68
390711	MIDWEST BUS PARTS I	CALIPERS/BRAKE PADS	01/18/23	540.55
V18163	SARAH MIZIORKO	MATH SYMPOSIUM TICK	01/25/23	540.00
390569	ADVANCED IMAGING SO	CONCORD 11/22	01/11/23	534.91
390541	MIDWEST SCHOOL OF B	BEG BALLETT 912-400	01/05/23	520.80
390677	BAYADA HOME HEALTH	NDS 12/19: D.S.	01/18/23	520.00
390587	CENTURYLINK	EHS 12/10/22-01/09/	01/11/23	519.75
390630	MN EDUCATION JOB FA	3/30 JOB FAIR FEE	01/11/23	500.00
390634	NCS PEARSON INC	#30866 - BASC-3 Q-G	01/11/23	495.00
390677	BAYADA HOME HEALTH	NDS 12/01: D.S.	01/18/23	487.50
390677	BAYADA HOME HEALTH	NDS 12/08: D.S.	01/18/23	487.50
390911	SUMMIT FIRE PROTECT	VV-KITCHEN HOOD INS	01/25/23	484.50
390674	ACME TOOLS PLYMOUTH	CC-SODERING IRON/BA	01/18/23	477.00
390690	EHLERS	BOND 2015A	01/18/23	475.00
390690	EHLERS	BOND 2017A	01/18/23	475.00
390690	EHLERS	BOND 2019A	01/18/23	475.00
390690	EHLERS	BOND 2021A	01/18/23	475.00
390569	ADVANCED IMAGING SO	COUNTRYSIDE 11/22	01/11/23	472.84
390677	BAYADA HOME HEALTH	NDS 12/15: D.S.	01/18/23	471.25
390706	LEARNING A-Z	RAZ PLUS	01/18/23	468.00
390813	GENERAL PARTS LLC	SV DISH MACHINE PAR	01/25/23	464.67
390872	MEYER INK SCREEN PR	EDINA CHEER	01/25/23	463.00
390911	SUMMIT FIRE PROTECT	SV-KITCHEN HOOD INS	01/25/23	463.00
390667	WASTE MANAGEMENT OF	CN - JAN23 SERVICES	01/11/23	461.73
390665	ULINE	SCHOOL STORE STORAG	01/11/23	461.67

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390558	RM COTTON CO	BOILER REPAIR PARTS	01/05/23	457.00
390661	T-MOBILE	CV KC - DEC22	01/11/23	452.75
390610	INFINITE HEALTH COL	12/15 TOURNEY TRAIN	01/11/23	450.00
390632	THE MUSIC MART	BASSOON BORAL FOX C	01/11/23	450.00
390562	TEACHERS ON CALL, A	CN - SUBSTITUTES	01/05/23	448.00
390693	FAISA AHMED	LUNCH ACCT REFUND	01/18/23	440.00
390844	JH LARSON COMPANY	BULBS	01/25/23	437.85
390609	HOUSE OF NOTE	BASS & CELLO REPAIR	01/11/23	435.00
390557	RJ MECHANICAL INC	STEAM COIL REPAIR	01/05/23	435.00
390723	RIVER BOTTOM PRODUC	WINTER JUBILEE SERV	01/18/23	430.00
390722	PRAIRIE ELECTRIC CO	WIRE DOOR HOLD OPEN	01/18/23	428.94
390659	THREE RIVERS PARK D	LEADERSHIP RETREAT	01/11/23	425.00
390576	BAYADA HOME HEALTH	NDS 12/9: E.B.	01/11/23	422.50
390667	WASTE MANAGEMENT OF	HL - JAN23 SERVICES	01/11/23	422.01
390499	ACME TOOLS PLYMOUTH	CC - BLOWER/BATTERY	01/05/23	420.64
390675	AFFINITECH INC	ORCH RM PROJECTOR	01/18/23	420.00
390896	RESONANCE SECURITY	IYENGAR YOGA905-228	01/25/23	420.00
390569	ADVANCED IMAGING SO	CORNELIA 11/22	01/11/23	419.74
390569	ADVANCED IMAGING SO	HIGHLANDS 11/22	01/11/23	419.48
390569	ADVANCED IMAGING SO	SOUTH VIEW 11/22	01/11/23	417.49
390893	PRAIRIE ELECTRIC CO	NIGHT LIGHT REWIRED	01/25/23	414.22
390708	MACMH	CONFERENCE - D.E.	01/18/23	410.00
390680	CENTURYLINK	SV 01/01/23-01/31/2	01/18/23	406.91
390587	CENTURYLINK	VV 12/10/22-01/09/2	01/11/23	404.25
390816	GRAINGER	ACTUATOR VALVE HEAT	01/25/23	389.49
390569	ADVANCED IMAGING SO	CREEK VALLEY 11/22	01/11/23	386.48
390737	UNIVERSITY LANGUAGE	INTERPRETER-GEN ED	01/18/23	386.26
390512	CUSTOM HOSE TECH	PLOW TRUCK HOSE	01/05/23	382.92
390648	RUSSELL SECURITY RE	REKEY DATA ROOMS	01/11/23	370.00
390615	JH LARSON COMPANY	FLUORESCENT LAMPS	01/11/23	364.88
V18123	TYLER J MOBERG	BREAKFAST MATERIALS	01/18/23	362.77
390899	RODD TSCHIDA	HOLIDAY CLASSIC D3	01/25/23	360.00
390669	WOLD ARCHITECTS & E	BUS GARAGE ADDITION	01/11/23	352.31
390632	THE MUSIC MART	SAX/CLARINET REEDS	01/11/23	350.91
390667	WASTE MANAGEMENT OF	ND - JAN23 SERVICES	01/11/23	350.82
390806	EDUCATORS BENEFIT C	ACT PARTICIPATION F	01/25/23	348.96
390752	BENEFIT EXTRAS, INC	FLEX ADMIN FEE-JAN	01/25/23	348.00
390826	INTELLIGERE LLC	INTERPRETER-GEN ED	01/25/23	343.75
390561	SECURITY CONTROL SY	DOOR 7 SECURITY	01/05/23	342.50
390540	MIDWEST BUS PARTS I	PIPE HANGER	01/05/23	342.35
390515	ECM PUBLISHERS INC	EHS MECHANICAL UPG	01/05/23	340.00
390732	SIGN PRO	VINYL LETTERING	01/18/23	332.99
390585	AVAIL ACADEMY	WRITING CURRICULUM	01/11/23	331.00
390859	MACKIN EDUCATIONAL	BOOKS FOR EHS	01/25/23	330.40
390849	JW PEPPER & SON INC	CHOIR MUSIC	01/25/23	330.00
390733	STIX SPORTSWEAR & S	STAFF SHIRTS	01/18/23	329.25
390569	ADVANCED IMAGING SO	PRINTER - C.H.	01/11/23	325.00
V18176	ANNA SONDAY	SECTION 504 REGISTE	01/25/23	325.00
390654	MINNEAPOLIS SOUTH H	1/7 BOYS SWIM INVIT	01/11/23	325.00
390696	GILBERT MECHANICAL	AHU 2 VFD	01/18/23	323.00
390554	PRAIRIE ELECTRIC CO	S383 EHS PROJECTOR	01/05/23	322.15
390680	CENTURYLINK	HL 01/01/23-01/31/2	01/18/23	320.80
390918	TIMOTHY RUNKE	JV HOLIDAY CLASSIC	01/25/23	312.00
390640	PEACEFULL LYFE, LLC	CESP MONTHLY LNCH	01/11/23	310.46
V18131	ALEXANDRE BAFOIL	EHS FRENCH INTERN P	01/25/23	310.00
V18135	ALEXIA BOBLET	ND FRENCH INTERN PA	01/25/23	310.00
V18170	ALISEA RIFFET	ND FRENCH INTERN PA	01/25/23	310.00
V18168	ANAELLE PETIOT	ND FRENCH INTERN PA	01/25/23	310.00
V18147	ANDREA GALIAN-CARCE	ND FRENCH INTERN PA	01/25/23	310.00
V18159	CAMILLE LINAY	ND FRENCH INTERN PA	01/25/23	310.00
V18173	CAMILLE ROUARD	ND FRENCH INTERN PA	01/25/23	310.00
V18138	CHARLOTTE CABANNES	ND FRENCH INTERN PA	01/25/23	310.00
V18178	CINDY TEYSSIER	ND FRENCH INTERN PA	01/25/23	310.00
V18133	CLEMENTINE BEGIN	ND FRENCH INTERN PA	01/25/23	310.00

Check No.	Vendor	Description	Date	Amount
V18139	CYRIELLE CHESNAY	ND FRENCH INTERN PA	01/25/23	310.00
V18179	DONKAR TSERANG	ND FRENCH INTERN PA	01/25/23	310.00
V18158	ELISA LESAUVAGE	EHS FRENCH INTERN P	01/25/23	310.00
V18171	ELSA-FLEUR RODRIGUE	VV FRENCH INTERN PA	01/25/23	310.00
V18145	FLORA FIESCHI	ND FRENCH INTERN PA	01/25/23	310.00
V18136	GAETANE BOUILLLOT	ND FRENCH INTERN PA	01/25/23	310.00
V18153	LISA JULES	ND FRENCH INTERN PA	01/25/23	310.00
V18157	MARINE LEMAN	ND FRENCH INTERN PA	01/25/23	310.00
V18167	MARTIN PERRIN	ND FRENCH INTERN PA	01/25/23	310.00
V18141	MELISSA DESTAC	EHS FRENCH INTERN P	01/25/23	310.00
V18137	NOEMIE BROIS-COUZON	ND FRENCH INTERN PA	01/25/23	310.00
V18134	SALWA BENABOUD	ND FRENCH INTERN PA	01/25/23	310.00
V18140	SARAH DAHMANE	VV FRENCH INTERN PA	01/25/23	310.00
V18169	SARAH PILONI	ND FRENCH INTERN PA	01/25/23	310.00
V18151	SLIMANE IDIR	ND FRENCH INTERN PA	01/25/23	310.00
V18156	TERRY KUMPS	VV FRENCH INTERN PA	01/25/23	310.00
V18148	THEO GOUY-LINDE	ND FRENCH INTERN PA	01/25/23	310.00
390528	INNOVATIVE OFFICE S	ESTIMATED SHIPPING/	01/05/23	308.11
390519	FRASER CHILD AND FA	PSYCHOTHERAPY-N.B.	01/05/23	308.00
390735	TITAN MACHINERY-SHA	POLY HD PUSHER	01/18/23	308.00
390632	THE MUSIC MART	CHIME/MOUNTING CLAM	01/11/23	301.58
390582	BUFFALO HIGH SCHOOL	1/14 GYMNASTICS MEE	01/11/23	300.00
390793	DAVID WEBB -- HOMER	EXECUTIVE COACHING	01/25/23	300.00
390602	GOPHER STAGE LIGHTI	TECH SERVICES: FICK	01/11/23	300.00
390652	SNO SITES	ZEPHYRUS SUBSCRIPTI	01/11/23	300.00
390781	CUSTOM HOSE TECH	HOSE & CRIMP FITTIN	01/25/23	295.13
390547	MULTILINGUAL WORD I	INTERPRETER-GEN ED	01/05/23	292.00
390680	CENTURYLINK	ECC 01/01/23-01/31/	01/18/23	290.65
390844	JH LARSON COMPANY	BULBS	01/25/23	290.28
390911	SUMMIT FIRE PROTECT	ECC-KITCHEN HOOD IN	01/25/23	288.75
390628	MINNESOTA ZOO	1/19 ZOO FIELD TRIP	01/11/23	288.00
390720	PEACEFULL LYFE, LLC	WELLNESS MEET DINNE	01/18/23	287.97
390632	THE MUSIC MART	VANDOREN V10, STAND	01/11/23	280.88
390696	GILBERT MECHANICAL	AHU 10 POOL	01/18/23	276.75
390649	SCHMITT MUSIC COMPA	VARIOUS REEDS	01/11/23	276.30
390804	EDINA COMPETITION C	EDINA CHEER1031-075	01/25/23	275.00
390705	LAURSEN PIANO SERVI	PIANO TUNING	01/18/23	272.00
390533	JERRY'S PRINTING	ENG/SPAN FLYER LK	01/05/23	269.00
390632	THE MUSIC MART	VIC FIRTH, REEDS, E	01/11/23	267.07
390608	HEALY AWARDS INC	BOYS HOCKEY DECALS	01/11/23	266.08
390669	WOLD ARCHITECTS & E	CC-LIGHTING REPLACE	01/11/23	263.22
390680	CENTURYLINK	DO 01/01/23-01/31/2	01/18/23	260.00
390689	EDINA MORNINGSIDE R	3RD QRTR DUES	01/18/23	260.00
390704	KATH FUEL OIL SERVI	WASHER FLUID	01/18/23	260.00
390596	EMI AUDIO	KUHLMAN AMPS REPLAC	01/11/23	257.47
390802	EBS CAMPS INC	DISNEY TIPS 117-060	01/25/23	256.00
390911	SUMMIT FIRE PROTECT	CC-KITCHEN HOOD INS	01/25/23	255.25
390911	SUMMIT FIRE PROTECT	CN-KITCHEN HOOD INS	01/25/23	255.25
390911	SUMMIT FIRE PROTECT	CS-KITCHEN HOOD INS	01/25/23	254.50
390621	MAUREEN SMITH	WRIT 613-914	01/11/23	252.00
390663	TRI-STATE BOBCAT IN	WIPER MOTOR	01/11/23	250.64
390757	BRECK HIGH SCHOOL	2/4 GYMNASTICS MEET	01/25/23	250.00
390613	ISD #318 -- GRAND R	1/21 WRESTLING ENTR	01/11/23	250.00
390657	SUZANNE MAGNUSON	CHORUS LINE PHOTOS	01/11/23	250.00
390927	UNIVERSITY LANGUAGE	INTERPRETER-SPED	01/25/23	247.50
390655	SPS COMPANIES INC	MOP SINK SPOUT REPL	01/11/23	245.09
390526	HOGLUND BUS CO INC	LIGHT	01/05/23	244.74
390564	TRI-STATE BOBCAT IN	DW - HYDRAULIC FLUI	01/05/23	241.53
390560	SCHOOL SPECIALTY, L	ART ROOM SUPPLIES	01/05/23	241.08
390810	FACTORY MOTOR PARTS	CORE BATTERY (2)	01/25/23	241.00
390711	MIDWEST BUS PARTS I	BRAKE ROTOR & HD BO	01/18/23	240.88
390911	SUMMIT FIRE PROTECT	HL-KITCHEN HOOD INS	01/25/23	240.00
390911	SUMMIT FIRE PROTECT	CV-KITCHEN HOOD INS	01/25/23	236.00
390551	ODP BUSINESS SOLUTI	ON LINE ORDER	01/05/23	235.63

Check No.	Vendor	Description	Date	Amount
390669	WOLD ARCHITECTS & E	CN-LIGHTING REPLACE	01/11/23	233.39
390680	CENTURYLINK	CS 01/01/23-01/31/2	01/18/23	232.52
390680	CENTURYLINK	CC 01/01/23-01/31/2	01/18/23	232.52
390680	CENTURYLINK	CN 01/01/23-01/31/2	01/18/23	232.52
V18129	DANA M ROTH	FACS FOOD SUPPLIES	01/18/23	232.38
390765	CATALYST SOURCING S	SUPP TRACK MON SUBS	01/25/23	229.99
390661	T-MOBILE	VV MAINT - DEC22	01/11/23	228.87
390913	TAMIKA LASEGE	LUNCH ACCT REFUND	01/25/23	227.65
390741	93 HOP LLC	DEC22-BUS SOLAR PRO	01/25/23	226.95
390618	KINECT ENERGY, INC	ECC-NOV22 SERVICES	01/11/23	225.69
390562	TEACHERS ON CALL, A	ELC/ECSE - SUBSTITU	01/05/23	224.00
390606	GROTH MUSIC COMPANY	TUBA REPAIR	01/11/23	223.00
390831	IWS - INNOVATIONAL	FILTER	01/25/23	222.00
390831	IWS - INNOVATIONAL	CASE MICRON FILTERS	01/25/23	222.00
390720	PEACEFULL LYFE, LLC	WELLNESS MEET LUNCH	01/18/23	220.48
390879	MULTILINGUAL WORD I	INTERPRETER-GEN ED	01/25/23	219.00
390915	THE ROTARY CLUB OF	3RD QTR DUES - R.S.	01/25/23	218.00
390502	ASTLEFORD INTERNATI	INJECTOR SLEEVE	01/05/23	214.98
390849	JW PEPPER & SON INC	CHOIR MUSIC	01/25/23	210.00
390854	LEO HICKEY	DEBATE: BLAKE	01/25/23	210.00
390707	LEXIA LEARNING SYST	LETRS PARTICIPANT M	01/18/23	209.00
390734	TEACHERS ON CALL, A	ELC/ECSE - SUBSTITU	01/18/23	204.80
V18149	KIMBERLY R GUETTLER	SEP-DEC22 CELL PHON	01/25/23	202.86
390591	CPI-CRISIS PREVENTI	MEMBERSHIP - B.M.	01/11/23	200.00
V18143	NICHOLAS J ELLISON	MMEA MIDWINTER CLIN	01/25/23	200.00
390901	RUSSELL SECURITY RE	RE-KEY LOCKS	01/25/23	200.00
390927	UNIVERSITY LANGUAGE	INTERPRETER-GEN ED	01/25/23	199.38
390840	JERRY'S FOODS CORP-	FACS FOOD SUPPLY	01/25/23	196.43
390762	BSN SPORTS, LLC	COACH: MERCH DECO	01/25/23	194.70
390669	WOLD ARCHITECTS & E	HL-LIGHTING REPLACE	01/11/23	193.60
390844	JH LARSON COMPANY	BULBS	01/25/23	193.52
390540	MIDWEST BUS PARTS I	SEAL	01/05/23	192.50
V18106	MEGAN B SCHNEIDER	NOV-DEC22 MILEAGE	01/11/23	188.44
390817	GREATAMERICA FINANC	POSTAGE MTR FEB23 S	01/25/23	185.95
390607	HANCE LOCATING & SE	CS - LINE LOCATING	01/11/23	185.00
390817	GREATAMERICA FINANC	POSTAGE MTR JAN23 D	01/25/23	184.95
390785	DANIEL GAGNON	WRESTLING: TRIANGUL	01/25/23	182.00
390835	JAN HAGERMAN	SEW/MAND 123-010/12	01/25/23	182.00
390765	CATALYST SOURCING S	ONDEMAND/TRANS/HVAC	01/25/23	181.25
390748	ANDREW RANNOV	HOLIDAY CLASSIC D2	01/25/23	180.00
390759	BRIAN LASIUK	HOLIDAY CLASSIC D3	01/25/23	180.00
390855	LEO MALONE	HOLIDAY CLASSIC D1	01/25/23	180.00
390855	LEO MALONE	HOLIDAY CLASSIC D2	01/25/23	180.00
390881	NICHOLAS FOSSUM	HOLIDAY CLASSIC D1	01/25/23	180.00
390912	VERBATIM SOLUTIONS	WEATHER TRANSLATION	01/25/23	180.00
390525	GROTH MUSIC COMPANY	BAND TUNER	01/05/23	179.28
390550	NCS PEARSON INC	#25041 - KABC-II NO	01/05/23	178.60
390634	NCS PEARSON INC	#25041 - KABC-II NO	01/11/23	178.60
390747	ALEJANDRO MENDOZA	HOLIDAY CLASSIC D2	01/25/23	178.00
390755	BRADLEY WEBER	HOLIDAY CLASSIC D3	01/25/23	178.00
390758	BRIAN CHARCHENKO	HOLIDAY CLASSIC D1	01/25/23	178.00
390759	BRIAN LASIUK	HOLIDAY CLASSIC D2	01/25/23	178.00
390771	CHRISTOPHER JESSEN	HOLIDAY CLASSIC D1	01/25/23	178.00
390787	DANIEL ZYCH	HOLIDAY CLASSIC D1	01/25/23	178.00
390836	JARED SCHONNING	HOLIDAY CLASSIC D2	01/25/23	178.00
390847	JORDAN KRAABEL	HOLIDAY CLASSIC D3	01/25/23	178.00
390856	LISA KNUTSON	HOLIDAY CLASSIC D2	01/25/23	178.00
390860	MARK BURCH	HOLIDAY CLASSIC D3	01/25/23	178.00
390905	SARAH MOE	HOLIDAY CLASSIC D1	01/25/23	178.00
390593	DRAIN PRO PLUMBING	DRAIN CLEAN RM 170B	01/11/23	175.00
390587	CENTURYLINK	CV 12/10/22-01/09/2	01/11/23	173.25
390667	WASTE MANAGEMENT OF	BUS - JAN23 SERVICE	01/11/23	171.59
V18101	CHERYL L PARISH	NOV-DEC22 MILEAGE	01/11/23	171.56
V18091	ELIZABETH J JAMES	OCT-DEC22 MILEAGE	01/11/23	170.81

Check No.	Vendor	Description	Date	Amount
390689	EDINA MORNINGSIDE R	MEAL CHARGE	01/18/23	170.00
390878	MN SWIM COACHES ASS	TRUE TEAM AWARDS	01/25/23	170.00
390884	NOAH SUNDBERG	BHOCKEY: BUFFALO	01/25/23	168.00
390888	OLIVER NORDNESS	BHOCKEY: CHASKA-CHA	01/25/23	168.00
390764	CARLYE VEER	GHOOCKEY: WAYZATA	01/25/23	167.00
390850	KEITH TOWNSEND	GHOOCKEY: NO WRIGHT	01/25/23	167.00
390855	LEO MALONE	GHOOCKEY: WAYZATA	01/25/23	167.00
390905	SARAH MOE	GHOOCKEY: NO WRIGHT	01/25/23	167.00
390917	TIMOTHY LIKES	BHOCKEY: CHASKA-CHA	01/25/23	167.00
390926	TYLER HARRISON	BHOCKEY: LAKEVILLE	01/25/23	167.00
V18108	ERIN ST. ORES	NOV-DEC22 MILEAGE	01/11/23	165.19
390517	FACTORY MOTOR PARTS	WIPER BLADES	01/05/23	162.30
390662	TRANSPORTATION PLUS	TAXI SERVICES - OCT	01/11/23	162.00
390817	GREATAMERICA FINANC	POSTAGE MTR FEB23 E	01/25/23	159.00
V18119	JENNIFER HEYER	CLASSROOM SUPPLIES	01/18/23	157.81
390906	SCHOOL HEALTH CORPO	#1039119 - DYNAREX	01/25/23	157.40
390743	AARON NEVILLE	JV HOLIDAY CLASSIC	01/25/23	156.00
390749	ANDREW SETRUM	JV HOLIDAY CLASSIC	01/25/23	156.00
390750	ANDREW SWANSON	JV HOLIDAY CLASSIC	01/25/23	156.00
390750	ANDREW SWANSON	JV HOLIDAY CLASSIC	01/25/23	156.00
390761	BROC VIKE	JV HOLIDAY CLASSIC	01/25/23	156.00
390788	DARRELL GEDNEY	JV HOLIDAY CLASSIC	01/25/23	156.00
390792	DAVID LAVIGNE	JV HOLIDAY CLASSIC	01/25/23	156.00
390798	DOMINICK JACKSON	JV HOLIDAY CLASSIC	01/25/23	156.00
390818	GREGG WILLIAMS	JV HOLIDAY CLASSIC	01/25/23	156.00
390851	KEVIN KRITZ	JV HOLIDAY CLASSIC	01/25/23	156.00
390861	MARK DAVIDSON	JV HOLIDAY CLASSIC	01/25/23	156.00
390884	NOAH SUNDBERG	JV HOLIDAY CLASSIC	01/25/23	156.00
390884	NOAH SUNDBERG	JV HOLIDAY CLASSIC	01/25/23	156.00
390899	RODD TSCHIDA	JV HOLIDAY CLASSIC	01/25/23	156.00
390921	TOM O'BRIAN	JV HOLIDAY CLASSIC	01/25/23	156.00
390921	TOM O'BRIAN	JV HOLIDAY CLASSIC	01/25/23	156.00
390519	FRASER CHILD AND FA	PSYCHOTHERAPY-J.G.	01/05/23	154.00
390519	FRASER CHILD AND FA	PSYCHOTHERAPY-G.G.	01/05/23	154.00
390598	FRASER CHILD AND FA	PSYCHOTHERAPY-A.K.	01/11/23	154.00
390687	ECM PUBLISHERS INC	NOV 14 REG	01/18/23	153.60
390675	AFFINITECH INC	VIEWSONIC PARTS	01/18/23	153.54
390811	GARY SMITH	WRESTLING: TRIANGUL	01/25/23	153.00
390605	GRAYBAR ELECTRIC CO	LED EXIT LIGHTS	01/11/23	152.80
390824	HIGH NORTH INC	BSWIM: TRUE TEAM ME	01/25/23	150.00
390543	MINNESOTA JUNIOR HI	SV MATH LEAGUE 22-2	01/05/23	150.00
390878	MN SWIM COACHES ASS	1/21 STATE TRUE TEA	01/25/23	150.00
390817	GREATAMERICA FINANC	POSTAGE MTR JAN23 E	01/25/23	149.95
390606	GROTH MUSIC COMPANY	FESTIVAL ENSEMBLES	01/11/23	148.96
390742	93 SKIP LLC	DEC22-CN SOLAR PROD	01/25/23	148.42
390502	ASTLEFORD INTERNATI	SWITCH	01/05/23	146.85
390606	GROTH MUSIC COMPANY	BAND SUPPLIES	01/11/23	146.85
390632	THE MUSIC MART	TIMPANI/FIBRE COVER	01/11/23	146.00
390590	CHRISTOPHER KREIE	JAKE MADDOX BOOKS	01/11/23	144.00
390636	OPENTEXT INC	FEES FOR DEC22	01/11/23	143.10
390750	ANDREW SWANSON	GHOOCKEY: WARROAD	01/25/23	142.00
390747	ALEJANDRO MENDOZA	GHOOCKEY: WARROAD	01/25/23	141.00
390834	JAMES JARVIS	GHOOCKEY: WARROAD	01/25/23	141.00
390773	CLAIRE ANDERSON MCE	DEBATE: FARMINGTON	01/25/23	140.00
390773	CLAIRE ANDERSON MCE	DEBATE: HIGHLAND PA	01/25/23	140.00
390773	CLAIRE ANDERSON MCE	DEBATE: DOWLING	01/25/23	140.00
390773	CLAIRE ANDERSON MCE	DEBATE: BLAKE	01/25/23	140.00
390828	ISABELLA NIMM	DEBATE: DOWLING	01/25/23	140.00
390848	JOSEPH ANNAREDDY	DEBATE: N/JV STATE	01/25/23	140.00
390863	MARK KIVIMAKI	DEBATE: BLAKE	01/25/23	140.00
390932	ZACHARY SHELTON	DEBATE: DOWLING	01/25/23	140.00
V18084	KERRY M EISENBARTH	LUNAR NEW YEAR TREA	01/11/23	139.96
390553	POPP BINDING & LAMI	25" X 500' - 1.5 MI	01/05/23	139.84
390563	TEACHERS PAY TEACHE	#4012364 - MADE FOR	01/05/23	134.40

Check No.	Vendor	Description	Date	Amount
390731	BRANDON DONALD SIEC	NOV-DEC22 CELL PHON	01/18/23	130.00
V18165	SIERRA JADE OVERTON	NOV-DEC22 CELL PHON	01/25/23	130.00
390746	AIM ELECTRONICS INC	FIELDHOUSE BOARD TE	01/25/23	128.75
390680	CENTURYLINK	BUS 01/04/23-02/03/	01/18/23	128.32
390785	DANIEL GAGNON	WRESTLING: TRIANGUL	01/25/23	127.00
V18089	JESSICA L HEIDELBER	NOV-DEC22 MILEAGE	01/11/23	126.94
390606	GROTH MUSIC COMPANY	MUSIC SUPPLIES	01/11/23	125.75
V18126	LAURA T PHONGSAVATH	NOV-DEC22 CELL PHON	01/18/23	125.72
V18112	JODY DESTHUBERT	NOV-DEC22 CELL PHON	01/18/23	124.11
390702	JESSEN PRESS INC	BIZ CARDS: EC/JK/AS	01/18/23	123.00
V18154	MICHAEL A KILANOWSK	DEC22-JAN23 CELL PH	01/25/23	122.34
V18075	BRENT C KALEY	OCT-DEC22 CELL PHON	01/05/23	121.86
V18096	KAITLYN MIKSCH	NOV-DEC22 CELL PHON	01/11/23	120.62
390692	ESTR PUBLICATIONS L	TRANSITION RATING S	01/18/23	120.00
390637	ORKIN COMMERCIAL SE	BUS-DEC22 SERVICES	01/11/23	120.00
390718	ORKIN COMMERCIAL SE	BUS-NOV22 SERVICES	01/18/23	120.00
390551	ODP BUSINESS SOLUTI	ON LINE ORDER	01/05/23	119.99
390587	CENTURYLINK	VV 12/28/22-01/27/2	01/11/23	115.50
390699	H&B SPECIALIZED PRO	UPPER GYM BASKET KE	01/18/23	115.00
390669	WOLD ARCHITECTS & E	CV-LIGHTING REPLACE	01/11/23	114.82
390698	GROTH MUSIC COMPANY	BARITONE REPAIR	01/18/23	113.00
390573	ASTLEFORD INTERNATI	BEARINGS, CONE/ROLL	01/11/23	112.26
390700	INNOVATIVE OFFICE S	STOR/FILE BASIC-DUT	01/18/23	112.10
390796	DEPARTMENT OF HUMAN	DHS IEP SFY 22-23	01/25/23	111.00
390525	GROTH MUSIC COMPANY	CLARINET REPAIR	01/05/23	111.00
390661	T-MOBILE	ECC MAINT - DEC22	01/11/23	110.75
390806	EDUCATORS BENEFIT C	ACT BASE FEE	01/25/23	110.36
V18083	AMY E FAIRWEATHER	NOV-DEC22 MILEAGE	01/11/23	108.63
390803	ECKROTH MUSIC	TENOR SAX REEDS	01/25/23	108.56
390914	TERRY BUMGARNER	BSWIM: TRUE TEAM ME	01/25/23	108.00
390722	PRAIRIE ELECTRIC CO	RECEPTACLE COVERS	01/18/23	103.99
390641	PITNEY BOWES EASYPE	POSTAGE ECC	01/11/23	103.98
390603	GOPHER/PLAY WITH A	SET OF 6 FOOTBALLS	01/11/23	103.50
390728	SCHMITT MUSIC COMPA	TENOR SAX REPAIR	01/18/23	103.00
V18097	BROOKE MOEHRLE	OCT-NOV22 CELL PHON	01/11/23	101.40
390840	JERRY'S FOODS CORP-	FACS FOOD SUPPLY	01/25/23	101.34
390753	BENJAMIN LAMPRON	BBSKTBALL: BENILDE	01/25/23	101.00
390763	CALEB HANSEN	BBSKTBALL: EAST RID	01/25/23	101.00
390777	CONNOR DEMOREST	BBSKTBALL: FARMINGT	01/25/23	101.00
390791	DAVID FERGUS	BBSKTBALL: EAST RID	01/25/23	101.00
390799	DOUGLAS POLACEK	GBSKTBALL: HOPKINS	01/25/23	101.00
390800	DREW DEVORE	GBSKTBALL: HOPKINS	01/25/23	101.00
390825	HOWARD JONES	GBSKTBALL: BLOOM-JE	01/25/23	101.00
390832	JACK PEICK	GBSKTBALL: BLOOM-JE	01/25/23	101.00
390864	MARVIN PATE	BBSKTBALL: BENILDE	01/25/23	101.00
390868	MELANIE SMITH	GBSKTBALL: BLOOM-JE	01/25/23	101.00
390875	MICHAEL SMITH	GBSKTBALL: ST LO PA	01/25/23	101.00
390890	PATRICK BUHL	BBSKTBALL: PARK CNT	01/25/23	101.00
390892	PETE STACK	BBSKTBALL: FARMINGT	01/25/23	101.00
390900	RONALD POESCHEL	GBSKTBALL: ST LO PA	01/25/23	101.00
390908	SETH ROWE	BBSKTBALL: FARMINGT	01/25/23	101.00
390923	TREVOR BUSBY	BBSKTBALL: EAST RID	01/25/23	101.00
V18144	ANGIE LP ENDO	MEDIA CENTER POSTER	01/25/23	100.00
390611	INNOVATIVE OFFICE S	OFFICE SUPPLIES	01/11/23	98.34
390870	METRO SALES INC	JAN23 COPIER LEASE	01/25/23	98.00
V18123	TYLER J MOBERG	BREAKFAST MATERIALS	01/18/23	97.74
V18113	ALYSSA EDMUNDSON	CLASSROOM BOOKS	01/18/23	97.00
390572	ART OF PROBLEM SOLV	BEAST ACADEMY ONLIN	01/11/23	96.00
390760	BRIDGET ELLANSON	GYMNASTICS: E PRAIR	01/25/23	96.00
390867	MEGAN KNOPS	GYMNASTICS: E PRAIR	01/25/23	96.00
V18082	ELIZABETH K SKOGLUN	PLC CELEBRATION	01/11/23	95.66
390703	JH LARSON COMPANY	DISH MACHINE	01/18/23	95.35
390774	CLAYTON SMITH	HOLIDAY CLASSIC D1	01/25/23	95.00
390774	CLAYTON SMITH	HOLIDAY CLASSIC D2	01/25/23	95.00

Check No.	Vendor	Description	Date	Amount
390790	DAVID BERNDGEN	HOLIDAY CLASSIC D1	01/25/23	95.00
390814	GERALD BORMAN	HOLIDAY CLASSIC D2	01/25/23	95.00
390837	JASON BERGERON	HOLIDAY CLASSIC D3	01/25/23	95.00
390839	JEREMY HENDRICKSON	HOLIDAY CLASSIC D2	01/25/23	95.00
390845	JOHN BOCHE	HOLIDAY CLASSIC D3	01/25/23	95.00
390846	JOHN PRIESTER	HOLIDAY CLASSIC D3	01/25/23	95.00
390862	MARK GERMAIN	HOLIDAY CLASSIC D1	01/25/23	95.00
390874	MICHAEL PAULSON	HOLIDAY CLASSIC D3	01/25/23	95.00
390637	ORKIN COMMERCIAL SE	EHS-DEC22 SERVICES	01/11/23	95.00
390718	ORKIN COMMERCIAL SE	EHS-NOV22 SERVICES	01/18/23	95.00
390898	RICK LARSEN	HOLIDAY CLASSIC D2	01/25/23	95.00
V18090	KATHERINE J HIGGINS	BINGO TREATS	01/11/23	93.60
V18098	BETHANY A MOHS	NOV-DEC22 MILEAGE	01/11/23	92.69
V18117	CHERYL B GUNNESS	NOV-DEC22 CELL PHON	01/18/23	91.50
V18132	KOURTNEE A. BAUKOL	COSTUME SUPPLIES	01/25/23	90.92
V18111	BRETT COPE	NOV-DEC22 CELL PHON	01/18/23	90.00
390584	BUSINESS ESSENTIALS	CANARY 8 1/2 X 11	01/11/23	90.00
390584	BUSINESS ESSENTIALS	GREEN 8 1/2 X 11	01/11/23	90.00
390787	DANIEL ZYCH	GHOCKEY: NO WRIGHT	01/25/23	90.00
390807	ELLIOTT BUCHOLZ	BHOCKEY: LAKEVILLE	01/25/23	90.00
390856	LISA KNUSTON	GHOCKEY: WAYZATA	01/25/23	90.00
390887	OLIVER MCVAY	GHOCKEY: EDEN PRAIR	01/25/23	90.00
390649	SCHMITT MUSIC COMPA	BASS CLARINET REPAI	01/11/23	90.00
390728	SCHMITT MUSIC COMPA	FLUTE REPAIRS	01/18/23	90.00
V18080	JANET M DAHL	NOV-DEC22 MILEAGE	01/11/23	89.50
390744	ADAM TOTH	GHOCKEY: EDEN PRAIR	01/25/23	89.00
390680	CENTURYLINK	DO 01/01/23-01/31/2	01/18/23	89.00
390809	ERIC FRYKMAN	BHOCKEY: BUFFALO	01/25/23	89.00
390821	HALEY LUDWIG	GHOCKEY: EDEN PRAIR	01/25/23	89.00
390873	MICHAEL ELAM	BHOCKEY: ST THOMAS	01/25/23	89.00
390882	NICHOLAS KLINKHAMME	BHOCKEY: CHASKA-CHA	01/25/23	89.00
V18172	DANA M ROTH	FACS FOOD SUPPLY	01/25/23	88.02
390879	MULTILINGUAL WORD I	INTERPRETER-GEN ED	01/25/23	88.00
390808	ELSMORE SWIM SHOP	ELECTRIC MOTOR REPL	01/25/23	87.50
390808	ELSMORE SWIM SHOP	ELECTRIC MOTOR REPL	01/25/23	87.50
390545	MINVALCO INC	PLATE TEMP SENSORS	01/05/23	86.40
390766	CATHERINE O'DONNELL	TRACK: MISSED PMT	01/25/23	86.25
390676	AMERICAN MAILING MA	LABELS FOR POSTAGE	01/18/23	85.44
390632	THE MUSIC MART	BASS DRUM HEADS	01/11/23	85.26
390570	ANCOM COMMUNICATION	XPR4350 UHF	01/11/23	85.00
390702	JESSEN PRESS INC	BIZ CARDS: EA/JG	01/18/23	85.00
390651	SIGNUM SIGNS AND GR	PARKING LOT SIGNS	01/11/23	85.00
390872	MEYER INK SCREEN PR	EDINA CHEER TSHIRTS	01/25/23	83.75
V18077	GREGORY J PAFKO	OCT-NOV22 CELL PHON	01/05/23	82.05
390769	CHERYL BOLITHO	GBSKTBALL: ST LO PA	01/25/23	82.00
390784	DAN GRIFFITHS	BBSKTBALL: FARMINGT	01/25/23	82.00
390786	DANIEL KVITRUD	GBSKTBALL: HOPKINS	01/25/23	82.00
390794	DAYNA RETHLAKE	GBSKTBALL: HOPKINS	01/25/23	82.00
390801	DWAINE PERRY	GBSKTBALL: ST LO PA	01/25/23	82.00
390812	GARY SONNENBURG	BBSKTBALL: BENILDE	01/25/23	82.00
390822	HANNAH ANGELL	GBSKTBALL: BLOOM-JE	01/25/23	82.00
390830	IVAN CARDONA	BBSKTBALL: EAST RID	01/25/23	82.00
390838	JASON MCGEE	BBSKTBALL: FARMINGT	01/25/23	82.00
390883	NICHOLAS LITFIN	GBSKTBALL: FARMINGT	01/25/23	82.00
390883	NICHOLAS LITFIN	GBSKTBALL: ST LO PA	01/25/23	82.00
390902	RYAN GRAMS	GBSKTBALL: HOPKINS	01/25/23	82.00
390903	RYAN TOWNZEN	BBSKTBALL: FARMINGT	01/25/23	82.00
390924	TRISTAN HARDT	GBSKTBALL: BLOOM-JE	01/25/23	82.00
390840	JERRY'S FOODS CORP-	FACS FOOD SUPPLY	01/25/23	81.26
390833	JAMES BROTHERTON	FOOTBALL: FARMINGTO	01/25/23	80.00
390637	ORKIN COMMERCIAL SE	SV-DEC22 SERVICES	01/11/23	80.00
390637	ORKIN COMMERCIAL SE	VV-DEC22 SERVICES	01/11/23	80.00
390718	ORKIN COMMERCIAL SE	SV-NOV22 SERVICES	01/18/23	80.00
390718	ORKIN COMMERCIAL SE	VV-NOV22 SERVICES	01/18/23	80.00

Check No.	Vendor	Description	Date	Amount
390647	ROSAMARIA CAMPBELL	INTERPRETER-GEN MTG	01/11/23	80.00
V18088	AARON J HEFSTAD	DNA MODEL BUILDING	01/11/23	79.89
390775	CLINTON MROZINSKI	BHOCKEY: BUFFALO	01/25/23	78.00
390783	DALTON FENSKE	HOLIDAY CLASSIC D1	01/25/23	78.00
390818	GREGG WILLIAMS	BHOCKEY: ST THOMAS	01/25/23	78.00
390866	MATTHEW HECK	HOLIDAY CLASSIC D2	01/25/23	78.00
390882	NICHOLAS KLINKHAMME	HOLIDAY CLASSIC D3	01/25/23	78.00
390884	NOAH SUNDBERG	HOLIDAY CLASSIC D1	01/25/23	78.00
390884	NOAH SUNDBERG	HOLIDAY CLASSIC D2	01/25/23	78.00
V18092	DEBORAH KRENGEL	NOV-DEC22 MILEAGE	01/11/23	77.63
V18097	BROOKE MOEHRLE	OCT-DEC22 MILEAGE	01/11/23	77.25
V18177	STACIE STANLEY	ADMIN MTG SNACKS	01/25/23	77.01
390914	TERRY BUMGARNER	BSWIM: BLAKE & BREC	01/25/23	77.00
V18130	LESLIE STAGEBERG	CLASSROOM SUPPLIES	01/18/23	76.76
390626	MINNESOTA CLAY CO U	ESTIMATED SHIPPING/	01/11/23	76.09
390597	FLINN SCIENTIFIC IN	ITEM # C0009 (CALCI	01/11/23	75.68
V18080	JANET M DAHL	NOV-DEC22 MILEAGE	01/11/23	75.31
390768	CHARLES AND JAY LLC	GHOCKEY: MINNETONKA	01/25/23	75.00
390521	DANIEL GAGNON	WRESTLING OFFICIAL	01/05/23	75.00
390521	DANIEL GAGNON	WRESTLING OFFICIAL	01/05/23	75.00
390886	OCCUPATIONAL MEDICI	DOT - G.D.	01/25/23	75.00
390886	OCCUPATIONAL MEDICI	DOT - P.L.	01/25/23	75.00
390886	OCCUPATIONAL MEDICI	DOT - F.G.	01/25/23	75.00
390726	RYAN MARSH	WRESTLING OFFICIAL	01/18/23	75.00
390726	RYAN MARSH	WRESTLING OFFICIAL	01/18/23	75.00
390635	ODP BUSINESS SOLUTI	ON LINE ORDER	01/11/23	74.93
390643	PREMIUM WATERS INC	WATER FOR DMTS	01/11/23	73.49
390702	JESSEN PRESS INC	BIZ CARDS: S.S.	01/18/23	72.50
390781	CUSTOM HOSE TECH	BRAIDED HOSE CRIMP	01/25/23	71.56
390768	CHARLES AND JAY LLC	GHOCKEY: DULUTH MUL	01/25/23	71.25
V18146	MATTHEW E GABRIELSO	CLASSROOM SUPPLIES	01/25/23	70.60
390687	ECM PUBLISHERS INC	NOV 14 SPEC	01/18/23	70.40
390687	ECM PUBLISHERS INC	NOV 9 SPEC	01/18/23	70.40
390773	CLAIRE ANDERSON MCE	DEBATE: U OF M BROO	01/25/23	70.00
390897	RICHELLE LIES	DEBATE: BLAKE	01/25/23	70.00
390537	MENARDS - GOLDEN VA	WHEELBARROW/PLIERS	01/05/23	68.89
390906	SCHOOL HEALTH CORPO	#21693 - EME-BAG WA	01/25/23	67.59
390658	TERMINAL SUPPLY CO	STRAIGHT UNION 3/8	01/11/23	67.55
390538	MENARDS - EDEN PRAI	DW0BATTERIES/TIEDOW	01/05/23	65.29
390678	BRIAN AND/OR LESLEY	FIELD TRIP REFUND	01/18/23	65.00
V18152	CURT E JOHANSON	DEC22 CELL PHONE	01/25/23	65.00
V18099	MATTHEW K MOSBY	DEC22 CELL PHONE	01/11/23	65.00
390885	NOORI SHAIK	7TH GRD FEES REFUND	01/25/23	65.00
390637	ORKIN COMMERCIAL SE	HL-DEC22 SERVICES	01/11/23	65.00
390637	ORKIN COMMERCIAL SE	ND-DEC22 SERVICES	01/11/23	65.00
390637	ORKIN COMMERCIAL SE	CC-DEC22 SERVICES	01/11/23	65.00
390637	ORKIN COMMERCIAL SE	CN-DEC22 SERVICES	01/11/23	65.00
390637	ORKIN COMMERCIAL SE	CS-DEC22 SERVICES	01/11/23	65.00
390637	ORKIN COMMERCIAL SE	CV-DEC22 SERVICES	01/11/23	65.00
390718	ORKIN COMMERCIAL SE	HL-NOV22 SERVICES	01/18/23	65.00
390718	ORKIN COMMERCIAL SE	ND-NOV22 SERVICES	01/18/23	65.00
390718	ORKIN COMMERCIAL SE	CC-NOV22 SERVICES	01/18/23	65.00
390718	ORKIN COMMERCIAL SE	CN-NOV22 SERVICES	01/18/23	65.00
390718	ORKIN COMMERCIAL SE	CS-NOV22 SERVICES	01/18/23	65.00
390718	ORKIN COMMERCIAL SE	CV-NOV22 SERVICES	01/18/23	65.00
V18142	SHAWN G DRAVES	DEC22 CELL PHONE	01/25/23	65.00
V18161	THOMAS LYMAN	JAN23 CELL PHONE	01/25/23	65.00
V18128	TIMOTHY J RODEN	DEC22 CELL PHONE	01/18/23	65.00
V18100	TRENT J OSTMAN	DEC22 CELL PHONE	01/11/23	65.00
390661	T-MOBILE	CN MAINT - DEC22	01/11/23	64.39
390687	ECM PUBLISHERS INC	NOV 29 SPEC	01/18/23	64.00
V18164	MARIT OBERLE	DECORATIONS, ETC	01/25/23	64.00
390875	MICHAEL SMITH	GBSKTBALL: HOPKINS	01/25/23	64.00
390900	RONALD POESCHEL	GBSKTBALL: HOPKINS	01/25/23	64.00

Check No.	Vendor	Description	Date	Amount
390931	ZACHARY DYKES	GBSKTBALL: FARMINGT	01/25/23	64.00
390587	CENTURYLINK	CC 12/19/22-01/18/2	01/11/23	63.75
390618	KINECT ENERGY, INC	ND-NOV22 SERVICES	01/11/23	63.66
390649	SCHMITT MUSIC COMPA	MARIMBA EQUIPMENT	01/11/23	63.46
390661	T-MOBILE	DMTS - DEC22	01/11/23	63.18
390661	T-MOBILE	ECSE - DEC22	01/11/23	63.13
390713	NANCY PHINNEY	LUNCH ACCT REFUND	01/18/23	62.85
390573	ASTLEFORD INTERNATI	GASKET AIR COMPRESS	01/11/23	62.78
390711	MIDWEST BUS PARTS I	PURGE VALVE KIT	01/18/23	61.92
390711	MIDWEST BUS PARTS I	PURGE VALVE KIT	01/18/23	61.92
V18175	KORY M SMITH	JAN23 CELL PHONE	01/25/23	61.40
390609	HOUSE OF NOTE	CELLO REPAIR	01/11/23	61.00
V18127	MARYJO ROCHESTER	DEC22 MILEAGE	01/18/23	60.50
V18073	TIMOTHY J FAKLIS	NOV22 CELL PHONE	01/05/23	60.50
390698	GROTH MUSIC COMPANY	CHOIR MUSIC	01/18/23	60.00
V18121	NATHANIEL M LINDLEY	DEC22 CELL PHONE	01/18/23	60.00
390637	ORKIN COMMERCIAL SE	BUNKER-DEC22 SERVIC	01/11/23	60.00
390718	ORKIN COMMERCIAL SE	BUNKER-NOV22 SERVIC	01/18/23	60.00
390728	SCHMITT MUSIC COMPA	TRUMPET FLUSH	01/18/23	60.00
V18110	SHANNON MCGUIRE CAS	STAFF MTG COFFEE CA	01/18/23	60.00
390894	PREMIUM WATERS INC	WATER FOR DMTS	01/25/23	59.99
V18084	KERRY M EISENBARTH	LUNAR NEW YEAR SUPP	01/11/23	59.95
390840	JERRY'S FOODS CORP-	FACS FOOD SUPPLY	01/25/23	59.60
390840	JERRY'S FOODS CORP-	FACS FOOD SUPPLY	01/25/23	59.58
390650	SCHOOL SPECIALTY, L	MASKING TAPE ADDTL	01/11/23	57.96
390632	THE MUSIC MART	BASSOON SEAT STRAP	01/11/23	56.95
V18174	ELIZABETH MARY SLET	G-DAY ACTIVITY	01/25/23	56.65
390614	JERRY'S HARDWARE	BUILDING SUPPLIES	01/11/23	56.09
V18126	LAURA T PHONGSAVATH	NOV-DEC22 MILEAGE	01/18/23	56.07
390637	ORKIN COMMERCIAL SE	ECC-DEC22 SERVICES	01/11/23	55.00
390718	ORKIN COMMERCIAL SE	ECC-NOV22 SERVICES	01/18/23	55.00
390840	JERRY'S FOODS CORP-	FACS FOOD SUPPLY	01/25/23	53.64
V18180	NORMAN F VANDERLIND	NOV22 CELL PHONE	01/25/23	52.58
V18180	NORMAN F VANDERLIND	DEC22 CELL PHONE	01/25/23	52.58
390819	GREGORY GOOD	GBSKTBALL: ST LO PA	01/25/23	52.50
390575	BAUER BUILT INC	TIRE DISPOSAL	01/11/23	51.00
V18081	ADAM P DUFFY	DEC22 CELL PHONE	01/11/23	50.00
390649	SCHMITT MUSIC COMPA	BAND MUSIC	01/11/23	50.00
390730	SCHOOL SPECIALTY, L	ART ROOMS SUPPLIES	01/18/23	49.30
390694	SHRED-IT USA	VV SHREDDING	01/18/23	49.17
390702	JESSEN PRESS INC	BIZ CARDS: C.M.	01/18/23	49.00
390702	JESSEN PRESS INC	BIZ CARDS: L.W.	01/18/23	49.00
390702	JESSEN PRESS INC	BIZ CARDS: B.N.	01/18/23	49.00
390556	READ NATURALLY INC	#RFPM05 - RFPM GRAD	01/05/23	49.00
390523	GRAINGER	TIRE VALVE	01/05/23	48.88
V18095	NICOLE S MCCLURE	CLASSROOM SUPPLIES	01/11/23	48.78
390766	CATHERINE O'DONNELL	TRACK: MISSED PMT	01/25/23	48.75
390524	GRAINGER	RELAY SPDT	01/05/23	48.40
390632	THE MUSIC MART	BAND MUSIC	01/11/23	48.00
390710	MENARDS - GOLDEN VA	NEW LUNCH CART WHEE	01/18/23	47.92
390632	THE MUSIC MART	ROEMHILDT REEDS ETC	01/11/23	47.89
V18150	SCOTT H HIPPIE	DEC22 CELL PHONE	01/25/23	45.20
V18109	MELODY SUITE	NOV-DEC22 MILEAGE	01/11/23	45.19
390745	ADDISON EATON	VOLLEYBALL: MNTONKA	01/25/23	45.00
390745	ADDISON EATON	VOLLEYBALL: BUFFALO	01/25/23	45.00
390745	ADDISON EATON	VOLLEYBALL: STILLWT	01/25/23	45.00
390584	BUSINESS ESSENTIALS	BLUE 8 1/2 X 11	01/11/23	45.00
390584	BUSINESS ESSENTIALS	GOLDENROD 8 1/2 X 1	01/11/23	45.00
390584	BUSINESS ESSENTIALS	PINK 8 1/2 X 11	01/11/23	45.00
V18160	PETER J LINDER	JAN23 CELL PHONE	01/25/23	45.00
390841	JERRY'S FOODS EDINA	FACS FOOD SUPPLY	01/25/23	44.88
390545	MINVALCO INC	THERMOSTAT PLATES	01/05/23	43.20
V18074	THOMAS J JOHNSTON	DEC22 CELL PHONE	01/05/23	42.84
390526	HOGLUND BUS CO INC	GASKET	01/05/23	41.64

Check No.	Vendor	Description	Date	Amount
390841	JERRY'S FOODS EDINA	FACS FOOD SUPPLY	01/25/23	41.21
V18107	SOPHIE MARIA SLAMP	CLASSROOM TREATS	01/11/23	41.21
390661	T-MOBILE	FAM CNTR 2 - DEC22	01/11/23	40.63
390600	GENERAL SECURITY SE	CV-JAN23 INTR MONIT	01/11/23	40.08
390600	GENERAL SECURITY SE	HL-JAN23 INTR MONIT	01/11/23	40.08
390600	GENERAL SECURITY SE	ECC-JAN23 INTR MONI	01/11/23	40.08
390600	GENERAL SECURITY SE	EHS-JAN23 INTR MONI	01/11/23	40.08
390600	GENERAL SECURITY SE	SV-JAN23 INTR MONIT	01/11/23	40.08
390600	GENERAL SECURITY SE	VV-JAN23 INTR MONIT	01/11/23	40.08
390600	GENERAL SECURITY SE	CC-JAN23 INTR MONIT	01/11/23	40.08
390600	GENERAL SECURITY SE	CN-JAN23 INTR MONIT	01/11/23	40.08
390606	GROTH MUSIC COMPANY	BAND MUSIC	01/11/23	40.00
V18146	MATTHEW E GABRIELSO	CLASSROOM SUPPLIES	01/25/23	40.00
390624	MICHELLE TESSIER	THEATRE REGISTRATIO	01/11/23	40.00
V18094	ELIZABETH MADSON	FLEX PIZZA PARTY	01/11/23	39.95
390606	GROTH MUSIC COMPANY	BAND MUSIC	01/11/23	39.80
V18125	POLLY PAMPUSCH	NOV-DEC22 MILEAGE	01/18/23	39.66
V18125	POLLY PAMPUSCH	NOV-DEC22 MILEAGE	01/18/23	39.65
390840	JERRY'S FOODS CORP-	FACS FOOD SUPPLY	01/25/23	39.46
V18076	CHRISTINE E MJOEN	ART SUPPLIES/ERASER	01/05/23	39.16
V18109	MELODY SUITE	NOV-DEC22 CELL PHON	01/11/23	39.02
V18078	JOSHUA W BURHANS	12/10 WRESTLING MEE	01/11/23	39.00
390663	TRI-STATE BOBCAT IN	PUMP, FILTER, FUEL	01/11/23	38.37
V18120	JULIE M GABRIELSON	JAN23 CELL PHONE	01/18/23	37.95
390745	ADDISON EATON	VOLLEYBALL: OSSEO	01/25/23	37.50
390745	ADDISON EATON	VOLLEYBALL: WACONIA	01/25/23	37.50
390819	GREGORY GOOD	GBSKTBALL: EAGAN	01/25/23	37.50
390916	THOMAS MAGNE	GBSKTBALL: LAKEVIL	01/25/23	37.50
390843	JERRY'S HARDWARE	BUILDING SUPPLIES	01/25/23	37.39
390849	JW PEPPER & SON INC	CHOIR MUSIC	01/25/23	36.00
390661	T-MOBILE	B&G - DEC22	01/11/23	35.90
390661	T-MOBILE	SPED - DEC22	01/11/23	35.90
V18093	CARMINE LEVOIR	FLEX PARTY SNACKS/E	01/11/23	35.52
390661	T-MOBILE	CV MAINT - DEC22	01/11/23	35.06
390661	T-MOBILE	CS MAINT - DEC22	01/11/23	35.06
390661	T-MOBILE	CC MAINT - DEC22	01/11/23	35.06
390695	GENERAL SECURITY SE	BUS-DEC22 PATROL RE	01/18/23	35.00
390695	GENERAL SECURITY SE	ECC-DEC22 PATROL RE	01/18/23	35.00
390840	JERRY'S FOODS CORP-	FACS FOOD SUPPLY	01/25/23	34.63
390916	THOMAS MAGNE	GBSKTBALL: LAKEVIL	01/25/23	33.75
V18155	KATHRYN J KOBANY	LAB SUPPLIES	01/25/23	33.14
390840	JERRY'S FOODS CORP-	FACS FOOD SUPPLY	01/25/23	33.12
390643	PREMIUM WATERS INC	WATER FOR DMTS	01/11/23	32.99
390644	PREMIUM WATERS INC	JAN23 HOT/COLD CNTR	01/11/23	32.95
390805	EDINA GIVE & GO	REFUND NONSCHOOL	01/25/23	32.40
V18112	JODY DESTHUBERT	T&L MTG TREATS	01/18/23	31.95
390919	TITAN MACHINERY-SHA	SNOW PLOW PARTS	01/25/23	31.75
V18124	SHAUN P PAKENHAM	STAFF PD FOOD	01/18/23	31.36
390597	FLINN SCIENTIFIC IN	ITEM # Z0017 (ZINC,	01/11/23	31.07
V18166	ANDREW RUSSELL PEER	NOV-DEC22 MILEAGE	01/25/23	30.94
390907	SCHOOL SPECIALTY, L	MASKING TAPE 0.75"	01/25/23	30.30
V18090	KATHERINE J HIGGINS	WEB TREATS	01/11/23	30.27
390574	AUTO PLUS PARTS	TOOLS AND SUPPLIES	01/11/23	30.06
390852	KRISTIN BALLARD	HYLAND SKI REFUND	01/25/23	30.00
390916	THOMAS MAGNE	GBSKTBALL: ST LO PA	01/25/23	30.00
V18079	BRYANA J CARLSON	WRITING INTERVENTIO	01/11/23	29.99
390813	GENERAL PARTS LLC	SV DISH MACHINE PAR	01/25/23	29.80
390635	ODP BUSINESS SOLUTI	ONLINE SUPPLY ORDER	01/11/23	29.75
390685	CULLIGAN BOTTLED WA	EHS LOUNGE WATER	01/18/23	28.70
390841	JERRY'S FOODS EDINA	FACS FOOD SUPPLY	01/25/23	27.15
V18102	MATTHEW R PETERSON	NOV-DEC22 MILEAGE	01/11/23	26.56
V18115	NICHOLAS J GAUDETTE	HARP STRINGS	01/18/23	26.20
390635	ODP BUSINESS SOLUTI	ONLINE SUPPLY ORDER	01/11/23	24.99
390643	PREMIUM WATERS INC	JAN23 COOLER RENT	01/11/23	24.00

Check No.	Vendor	Description	Date	Amount
390909	SIGNUM SIGNS AND GR	NAME PLATE - I.K.	01/25/23	24.00
390606	GROTH MUSIC COMPANY	BAND MUSIC	01/11/23	23.60
390661	T-MOBILE	CV - DEC22	01/11/23	23.60
V18085	MATTHEW E GABRIELSO	CLASSROOM TREATS	01/11/23	23.59
V18172	DANA M ROTH	FACS FOOD SUPPLY	01/25/23	22.98
390661	T-MOBILE	VV - DEC22	01/11/23	22.76
390661	T-MOBILE	SV - DEC22	01/11/23	22.76
390661	T-MOBILE	HL - DEC22	01/11/23	22.76
390661	T-MOBILE	CC - DEC22	01/11/23	22.76
390661	T-MOBILE	CN - DEC22	01/11/23	22.76
390661	T-MOBILE	CS - DEC22	01/11/23	22.76
390661	T-MOBILE	EHS - DEC22	01/11/23	22.76
390661	T-MOBILE	CC KC - DEC22	01/11/23	22.76
390661	T-MOBILE	CN KC - DEC22	01/11/23	22.76
390661	T-MOBILE	CS KC - DEC22	01/11/23	22.76
390661	T-MOBILE	HL KC - DEC22	01/11/23	22.76
390661	T-MOBILE	ND KC - DEC22	01/11/23	22.76
390560	SCHOOL SPECIALTY, L	#9780838878194 - EX	01/05/23	22.47
390560	SCHOOL SPECIALTY, L	#9780838878217 - EX	01/05/23	22.47
V18104	ULISES RODRIGUEZ	OCT-DEC22 MILEAGE	01/11/23	21.88
390523	GRAINGER	PAN PH	01/05/23	21.67
390629	MINVALCO INC	THERMOSTAT SENSOR P	01/11/23	21.60
390616	JW PEPPER & SON INC	CHOIR MUSIC	01/11/23	21.00
390517	FACTORY MOTOR PARTS	BULBS	01/05/23	20.88
390815	GOPHER STATE ONE-CA	DEC22 BILLABLE TICK	01/25/23	20.25
390910	ST PAUL STAMP WORKS	ENGRAVD PLASTIC PLA	01/25/23	20.25
390869	MENARDS - GOLDEN VA	BUILDING SUPPLIES	01/25/23	19.98
390776	COMCAST CABLE MANAG	JAN23-INTERNET FEES	01/25/23	19.90
V18087	VICKIE GEIER	DEC22 MILEAGE	01/11/23	19.25
390661	T-MOBILE	SV MAINT - DEC22	01/11/23	18.87
390661	T-MOBILE	BUS - DEC22	01/11/23	18.87
390728	SCHMITT MUSIC COMPA	BARI SAX REPAIR	01/18/23	18.00
390600	GENERAL SECURITY SE	CS-JAN23 INTR MONIT	01/11/23	17.95
390622	MENARDS - EDEN PRAI	DW - BOLTS	01/11/23	17.58
V18154	MICHAEL A KILANOWSK	NOV-DEC22 MILEAGE	01/25/23	17.50
390586	CARLSON PRINTING CO	SHIPPING COST	01/11/23	17.00
390632	THE MUSIC MART	CYMBAL FELTS, ETC	01/11/23	16.17
V18162	JODIE METTEE	DEC22-JAN23 MILEAGE	01/25/23	15.76
390614	JERRY'S HARDWARE	DOOR SWEEP	01/11/23	15.74
V18114	ANGIE LP ENDO	POSTER ART: MEDIA C	01/18/23	15.00
390849	JW PEPPER & SON INC	CHOIR MUSIC	01/25/23	15.00
V18085	MATTHEW E GABRIELSO	CLASSROOM SUPPLIES	01/11/23	14.95
390503	AUTO PLUS PARTS	TRAILER PLUG	01/05/23	13.83
390849	JW PEPPER & SON INC	CHOIR MUSIC	01/25/23	13.75
V18086	ANNE M GANT	NOV-DEC22 MILEAGE	01/11/23	12.88
V18103	BLAKE A PLOMBON	DEC22 MILEAGE	01/11/23	12.81
390742	93 SKIP LLC	DEC22-BUS SOLAR PRO	01/25/23	12.43
390843	JERRY'S HARDWARE	SNOWBLOWER SHEAR BO	01/25/23	12.40
390692	ESTR PUBLICATIONS L	ESTIMATED SHIPPING/	01/18/23	12.20
390920	TOLL GAS & WELDING	CYLINDER	01/25/23	12.03
390842	JERRY'S FOODS EDINA	DONUTS FOR STAFF	01/25/23	11.99
390532	JERRY'S HARDWARE	5 KEYS FOR BB HOOPS	01/05/23	11.20
V18096	KAITLYN MIKSCH	DEC22 MILEAGE	01/11/23	10.94
390550	NCS PEARSON INC	ESTIMATED SHIPPING/	01/05/23	10.72
390634	NCS PEARSON INC	ESTIMATED SHIPPING/	01/11/23	10.72
390645	RANDY BELL	LUNCH ACCT REFUND	01/11/23	10.10
V18118	HOPE MILLER HEFFELF	ENGINEERING SUPPLIE	01/18/23	10.00
390841	JERRY'S FOODS EDINA	FACS FOOD SUPPLY	01/25/23	9.87
V18120	JULIE M GABRIELSON	JAN23 CELL PHONE	01/18/23	9.49
V18074	THOMAS J JOHNSTON	DEC22 MILEAGE	01/05/23	9.00
V18100	TRENT J OSTMAN	DEC22 MILEAGE	01/11/23	8.50
390649	SCHMITT MUSIC COMPA	RUBANK ELEM BASSOON	01/11/23	7.99
V18073	TIMOTHY J FAKLIS	DEC22 MILEAGE	01/05/23	7.56
V18072	DANIEL W DEGENAAR	Q4 2022 941 FILING	01/05/23	7.45

<u>Check No.</u>	<u>Vendor</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>
390710	MENARDS - GOLDEN VA	PVC/ELBOW	01/18/23	7.08
390523	GRAINGER	COIN CEL BATTERY	01/05/23	6.97
390517	FACTORY MOTOR PARTS	BULBS	01/05/23	6.96
390517	FACTORY MOTOR PARTS	BULBS	01/05/23	6.96
390560	SCHOOL SPECIALTY, L	ESTIMATED SHIPPING/	01/05/23	6.74
390625	MIKE POST	FOOD DRIVE CANDY	01/11/23	6.58
390661	T-MOBILE	EHS MAINT - DEC22	01/11/23	6.57
390661	T-MOBILE	HL MAINT - DEC22	01/11/23	6.57
390661	T-MOBILE	COMM ED - DEC22	01/11/23	6.57
390580	BRITNEY MATTESON	LUNCH ACCT REFUND	01/11/23	6.36
390616	JW PEPPER & SON INC	BAND MUSIC	01/11/23	6.00
390661	T-MOBILE	ND - DEC22	01/11/23	5.73
390795	DELEGARD TOOL COMPA	TAPER PIPE TAP	01/25/23	5.56
390895	PROPIO LANGUAGE SER	DEC22 INTERPRETER	01/25/23	5.53
390569	ADVANCED IMAGING SO	BUS GARAGE 11/22	01/11/23	5.03
390556	READ NATURALLY INC	ESTIMATED SHIPPING/	01/05/23	4.90
V18121	NATHANIEL M LINDLEY	DEC22 MILEAGE	01/18/23	4.88
390563	TEACHERS PAY TEACHE	PROCESSING FEE	01/05/23	2.99
390685	CULLIGAN BOTTLED WA	EHS LOUNGE WATER	01/18/23	2.00
390697	GOODIN COMPANY	CREDIT ON ACCT	01/18/23	(73.70)
390928	UPPER LAKES FOODS I	REFUND PLATES	01/25/23	(94.91)
390514	DIESEL COMPONENTS I	CORE CREDIT	01/05/23	(125.00)
390674	ACME TOOLS PLYMOUTH	CC-BATTERY RETURN C	01/18/23	(378.00)
390489	SPHERO INC	QUOTE T009505	12/30/22	(456.43)
390233	MEYER INK SCREEN PR	EDINA CHEER	12/14/22	(463.00)
390526	HOGLUND BUS CO INC	COMPRESSOR RETURN	01/05/23	(648.37)
389638	CROSSTOWN MASONRY,	FRIDGE KITCHEN REPA	11/09/22	(726.72)
390526	HOGLUND BUS CO INC	COMPRESSOR RETURN	01/05/23	(1,332.26)
Total Value of Checks Issued				\$ 3,369,351.54

V.D. Electronic Funds Transfers - January 2023



Board Meeting Date: 2/13/2023

Title: Electronic Fund Transfers – January 2023

Type: Consent

Presenter(s): Mert Woodard, Director, Business Services

Background: Minn. Stat. § 471.38 requires a list of all transactions made by electronic funds transfer be submitted to the Board of Education at the next Regular Meeting after the transaction.

Recommendation: Authorize the electronic fund transfers as presented for the month of January 2023 in the amount of \$9,742,672.

Desired Outcomes from the Board: Compliance with Minn. Stat. § 471.38.

Attachment(s):

1. Electronic Fund Transfers – January 2023

2022-23 School Year

Electronic Transfers

For the Month Ended January 31, 2023



DEFINING EXCELLENCE

From	To	Description	Date	Amount
US Bank - Checking	US Bank - Payroll	District Payroll	Multiple	\$ 4,521,647.26
US Bank - Checking	Internal Revenue Service	Federal Payroll Taxes	1/3/23	854,438.08
US Bank - Checking	Internal Revenue Service	Federal Payroll Taxes	1/17/23	766,867.44
US Bank - Checking	Internal Revenue Service	Federal Payroll Taxes	1/31/23	835,520.95
US Bank - Checking	Minnesota Department of Revenue	State Payroll Taxes	1/18/23	134,539.29
US Bank - Checking	Minnesota Department of Revenue	State Payroll Taxes	1/4/23	155,323.30
US Bank - Checking	Delta Dental	Dental Claims	Multiple	89,893.41
US Bank - Checking	US Bank	Purchase Card Program	1/27/23	114,611.18
US Bank - Checking	Benefit Extras	Flex Benefits	Multiple	74,976.38
US Bank - Checking	Payroll Vendors (TRA, EBC, MSRS, etc.)	Electronic Payments	Multiple	2,053,086.71
US Bank - Checking	Minnesota Department of Revenue	Sales & Use Tax Payment	1/23/23	3,233.00
US Bank - Checking	Minnesota Department of Revenue	Unemployment Tax	1/13/23	11,891.20
US Bank - Checking	Capital One Public Funding	Lease Payment	1/13/23	96,076.16
US Bank - Checking	Eleyo, RevTrak, Merchant Services, Vanco	Electronic Payment Fees	Multiple	29,666.15
US Bank - Checking	Minnesota School District Liquid Asset Fund	Service Fee	Multiple	901.03

Total of Electronic Fund Transfers **\$ 9,742,671.54**

V.E. Pupil Vehicle Transportation Purchase



Board Meeting Date: 2/13/2023

Title: Pupil Transportation Vehicle Purchase

Type: Consent

Presenter(s): Mert Woodard, Director, Business Services

Description: At the February 2022 Regular Meeting of the Board, the Board approved the District administration's recommended cycle of replacement strategy for various pupil transportation vehicles, including school buses. In the months after approval, the administration placed an order for three brand new, 2024, school buses to be paid for out of the District's operating capital budget. The buses have been sourced via a state purchasing contract.

The District administration has determined it as advantageous to finance the purchase of the vehicles with general obligation capital notes, pursuant to Minn. Stat. § 123B.61. This strategy will allow the District to make payments across the useful life of the assets rather than paying in full upon acquisition. Also, the District will benefit from lower interest rates through general obligation debt than it would through traditional vehicle financing. If granted approval by the Board, the District will pay for the buses out of its operating capital funds before reimbursing itself with the proceeds of the capital notes. Principal payments on the capital notes will begin in fiscal year 2025.

The financing strategy has been reviewed by the District's municipal advisors and debt counsel in order to establish that the financing is legal, valid, and authorized under state and federal law. The Finance and Facilities Committee of the Board were also engaged for guidance and feedback.

The District retains the ability and budget capacity to purchase the vehicles outright.

Recommendation: Authorize the District administration to purchase three brand new school buses in the amount of \$321,050.

Desired Outcomes from the Board: Compliance with District Policy 707 – Purchasing.

Attachments:

1. State contract and quote

Admin Minnesota

Office of State Procurement

Room 112 Administration Bldg., 50 Sherburne Ave., St. Paul, MN 55155; Phone: 651.296.2600, Fax: 651.297.3996
Persons with a hearing or speech disability can contact us through the Minnesota Relay Service by dialing 711 or 1.800.627.3529.

CONTRACT RELEASE: B-346(5)

DATE: APRIL 12, 2022

PRODUCT/SERVICE: BUSES: SCHOOL BUSES

CONTRACT PERIOD: NOVEMBER 1, 2021, THROUGH OCTOBER 31, 2022

EXTENSION OPTIONS: UP TO 48 MONTHS

ACQUISITION MANAGEMENT SPECIALIST/BUYER: KAREN MCINTYRE

PHONE: 651.201.3124 **E-MAIL:** karen.mcintyre@state.mn.us **WEB SITE:** www.mmd.admin.state.mn.us

CONTRACT VENDOR

CONTRACT NO.

TERMS

DELIVERY

HOGLUND BUS CO., INC.
P. O. Box 249
116 Oakwood Dr. E
Monticello, MN 55362

201089

NET 30

120 DAYS ARO

VENDOR NO.: 0000192666-001

CONTACT: Brenda Otto
brenda.otto@hoglundbus.com

PHONE: 763.271.2956 or 800.866.3105
FAX: 763-295-4992

[Click Here to View Hoglund Bus Fully Executed Contract](#)

NORTH CENTRAL BUS SALES

201091

NET 30

90 - 150 DAYS ARO

PO Box 1084
25112 22nd Ave
St. Cloud, MN 56301

VENDOR NO.: 0000234132-001

CONTACT: Sandy Kiehm
sandyk@northcentralinc.com

PHONE: 320.257.1209 or 877.485.9568
FAX: 320.252.3561

[Click Here to View North Central Bus Fully Executed Contract](#)

**TELIN TRANSPORTATION
GROUP, LLC**

201092

NET 30

120 DAYS ARO

5121 212th St W
Farmington MN 55024

VENDOR NO.: 0000363255-001

CONTACT: Jamie Romfo
jromfo@telingroup.com

PHONE: 952-435-9060 or 866-287-7278
FAX: 952.435.9066

[Click Here to View Telin Transportation Group Fully Executed Contract](#)

UNITED TRUCK BODY CO., INC.

201093

NET 30

90 - 120 DAYS ARO

5219 Miller Truck Highway
Hermantown MN, 55811

VENDOR NO.: 0000204972-001

CONTACT: Tim Herstad
tim@unitedtruckbody.com

PHONE: 218.729.6000 or 800.232.0719
FAX: 218.729.6001

[Click Here to View United Truck Body Co. Fully Executed Contract](#)

CONTRACT USERS. This Contract is available to the following entities as indicated by the checked boxes below

- State agencies
- Cooperative Purchasing Venture (CPV) members

AGENCY ORDERING INSTRUCTIONS. Orders are to be placed directly with the Contractor. The Contractor must submit separate invoices (one original and two copies) for each purchase order received. All chassis orders will be drop shipped per instructions from the purchaser. Any transportation charges must be listed as a separate cost on the invoice.

CONTRACT FEEDBACK. If these commodities or service can be better structured to help you with your business needs, let us know. We solicit your comments and suggestions to improve all of our contracts so that they may better serve your business needs. If you have a need for which no contract currently exists, or you would like to be able to use an existing state contract that is not available to your entity, whether a state agency or CPV, please contact us. If you have specific comments or suggestions about an individual contract you can submit those via the [Contract Feedback Form](#).

SPECIAL TERMS AND CONDITIONS

SCOPE. The purpose of the Contract is to provide a source for various styles and types of school buses for the Minnesota Department of Education.

PRICES. Prices shall be firm during the initial term of the Contract. After the initial term of the Contract, escalation will only be allowed based upon a demonstrable industrywide or regional increase in the Contractor's costs or manufacturer documented price increases.

Documentary evidence must be submitted prior to any proposed escalation of pricing. The exact amount of escalation, if any, will be governed by the validity of the documentary evidence submitted. No price increase will be effective until approved by the Acquisition Management Specialist and set forth in a fully executed amendment to the Contract.

All price reductions announced, and substantiated by the manufacturer, must be applied at the time of announcement for products that have been ordered and not delivered. If applicable during the term of this Contract, all published manufacturer's rebates and order incentives must be passed on to the State and notification must be sent to the AMS immediately. If a dealer is offered a manufacturer's discount that same discount must be offered to current and future orders made against this Contract.

In the event that the manufacturer discontinues the model offered in this Contract before the school year has ended, a new model may be offered at a cost not to exceed 3 percent of the previous model.

Lower prices may not be offered to any State agency or CPV member without prior notification sent to the AMS listed. Any price reductions must be offered to all State agencies and CPV members.

ORDER PROCESSING. The Contractor will acknowledge receipt of a purchase order and confirm to the purchase a firm delivery date of the completed vehicle(s). If requested by the purchaser, the Contractor must submit a detailed floor plan of the vehicle ordered.

INVOICES. The Contractor must submit two copies of any invoice to the Purchaser. The Contractor is to separate freight, if applicable, on the invoice.

PAYMENT TERMS. Per Minn. Stat. § 471.425, payments will be made to the Contractor within 35 days of receiving proof of delivery and acceptance of the completed bus to the purchasing district. The Contractor will be notified by the ordering agency within ten days of receipt of the bus, of any invoice errors, defects or improprieties, and of any features on the bus that do not meet specifications. The invoice payment will be due within 35 days of correction of the discrepancies.

If the purchase is for the Chassis only and the vehicle will be sent for further outfitting, the Chassis dealer may send an invoice for payment upon acceptance by the ordering agency.

WARRANTY REPAIRS. The Contractor shall be the single contact through which Purchasers will arrange warranty work. The Purchaser reserves the right to require the work to be subcontracted if it facilitates and expedites the completion of the repair. All costs will be borne by the Contractor on warranty repairs.

In the event that a delivered unit fails after it has been put in service and cannot be used, the Contractor will be solely responsible for providing resources to the Purchaser, or reimbursing any expenses incurred, to avoid any interruption of service by the Purchaser.

1. General Requirements.

- 1.1. The bus shall comply with all requirements of the State of Minnesota as to lighting equipment, air pollution control equipment, and all warning and safety devices.
- 1.2. The school bus must comply with all Federal, National and State regulations for School Buses in effect at the time of manufacture.
- 1.3. All the equipment furnished with the vehicle shall be completely installed and all adjustments shall be made that are required to prepare the vehicle and its equipment for immediate and continuous operation upon delivery.
- 1.4. Any equipment that is delivered which fails to meet specifications will be replaced or brought up to specification at no additional expense to the ordering entity.
- 1.5. All equipment must comply with all State and Federal regulations in effect on the date of manufacture that govern the construction of and relating to school transportation equipment. Winterization, pre-delivery, make-ready, and warranty provisions must be accomplished on all school buses.

2. **Service Area.** The State is divided into five geographical areas (see Appendix 1). A responder/Contractor may propose to service one or all of the five areas. If prices vary depending on the area being served, the responder/Contractor must submit separate price offers for each service area.

3. **Definitions.** For the purposes of this contract, the following definitions are noted:

Model Year – refers to the make and model year of the school bus.

Model Design – refers to the design of the bus that is offered in the response.

National Standards – refers to the most recent edition of the "National School Transportation Specifications and Procedures" adopted by the National Congress on School Transportation.

Federal Standards – refers to the Federal Motor Vehicle Safety Standards (FMVSS) for School Buses

4. Delivery and Inspection Requirements.

- 4.1. Each bus shall be delivered or be available for pickup within the time frame determined by the Contractor after receipt of an order (ARO) unless otherwise an alternate delivery date is mutually agreed upon in writing by the Contractor and the Purchaser. An additional 30 days will be permitted for vehicles in excess of 20 ordered on a single order.
- 4.2. Each bus shall be complete and ready for service, and all documents required by the specifications, e.g., schematics, floor plan, etc., must be provided with the bus upon delivery or pickup. The Contractor shall assume all responsibilities and liabilities incident to such a delivery or acceptance of the delivery.
- 4.3. The Contractor shall arrange for the complete correction of all defects occurring prior to acceptance of the vehicle. All defects occurring prior to acceptance of the vehicle shall be the responsibility of the Contractor and will be fully corrected at the Contractor's expense and/or under applicable warranty, including transportation costs. Substantial corrections may require particular recertification and/or extended warranties.

- 4.4. The recipient shall conduct acceptance tests on the delivered bus to identify defects that have become apparent. If payment has not been made by the Purchaser and defects have not been reconciled the Purchaser may hold payment, without penalty by the Contractor, until all corrections have been made. Receipt of equipment shall not release the Contractor for faulty materials or workmanship appearing after final payment has been made.
- 4.5. Name Plates. Dealer name plates, decals, etc., denoting a Contractor may not be affixed in any manner to any new equipment delivered without prior written approval from the ordering agency.
5. **Final Inspection.** The Contractor is responsible for all final inspections prior to delivery or release of any unit. The State reserves the right to receive, review and retain all inspection and quality control reports. The Contractor and manufacturer will comply accordingly with any such requests.

REVISIONS.

- 04/12/22 North Central Contract No. 201091 is amended to update fuel tank option pricing. All other prices, terms, conditions, and specifications remain unchanged.
Hoglund Bus Contract No. 201089 is amendment to add \$6,000 Surcharge per bus. All other prices, terms, conditions, and specifications remain unchanged.
- 11/01/21 North Central Contract No. 201091 is amended to update the Transit (All American) Bus Price Schedule to Minimum Charge for delivery in lieu of Mileage to change to \$75.00. All other prices, terms, conditions, and specifications remain unchanged.

HOW TO USE THIS MASTER CONTRACT

STATE AGENCY ORDERING INSTRUCTIONS. Orders are to be placed directly with the Contract Vendor. State agencies should use a Contract release order (CRO) or a blanket purchase order (BPC). The person ordering should include his or her name and phone number. Orders may be submitted via fax.

STATE AGENCY CONTRACT USE. This Contract must be used by State agencies unless a specific exception is granted by the Buyer/Acquisition Management Specialist listed above.

Step 1: Request a Quote

Request a quote from one of the Contractors listed on this Contract Release. **Note that you should not request a quote from a Contractor whose contract is not fully executed or on a contract that is expired.**

At a minimum the quote must include:

1. Contract vendor's name.
2. Name of contract vendor's representative providing the quote.
3. Date of quote.
4. State Contract Release S-792(5) and Contract number.
5. Detailed description of the Contract product(s) or item(s) being provided. Individual price, quantity and the agreed upon ARO.
6. Detailed description of the products that will be order and the title of the person accepted the order. Price per product/service ordered and state the agreed upon ARO per order.
7. Total price for all products/services quoted.
8. Expiration date of quote.

Step 2: The Ordering Entity is to verify the quote to confirm contract pricing and that the After Receipt of Order (ARO), offered meets the business need.

The following information explains the methods for calculating and/or confirming the contract prices.

- For FIXED pricing, the pricing offered must match or be lower than that detailed on the price schedule of this release.
- Only accept Contractor quotes that provide itemized contract pricing (lump sum price quotes must be rejected and revised by the Contractor to show itemized State contract pricing).
- Prior to accepting an order and/or issuing an invoice, inspect the products received to ensure they match both the terms and pricing of the contract.
- Contact the AMS/Buyer detailed on the first page of this Contract Release to report any pricing discrepancies or for assistance in confirming/calculating contract pricing.

Contract Release: B-346(5)

Step 3: Establish a Purchase Order.

Once the ordering plan has been approved, a purchase order (PO) may be issue before any products is shipped by the Contractor.

State agencies issuing purchase orders should use a Contract Release Order (CRO) or a Blanket Purchase Order (BPC).

Step 4: Paying the final Invoice

Before issuing payment on an invoice, the Ordering Entity must inspect the contract products to ensure they match both the terms and pricing on the contract. Only accept invoices from Contractors that itemized contract products and delivery charges as stated in the Special Terms. Lump sum prices must be rejected and reworked by the Contract Vendor to show itemized State contract pricing. The invoice must include enough detail for the Ordering Entity to verify that the products were delivered on the invoice have been provided.

Note that the delivery method (Drop Ship or Inside Delivery) must be stated on the invoice.

END OF HOW TO USE THIS MASTER CONTRACT

SWIFT CODES:

00001 25101502
00002 25101502

Bus - School
Optional Equipment

See next page for price schedules

CONTRACT AWARD

<u>VENDOR NAME SERVED</u>	<u>SCHOOL BUS TYPE</u>	<u>MANUFACTURER</u>	<u>REGION</u>
Hoglund Bus Company	Conventional	<u>IC Corporation – PB105</u>	1, 2, 3, 4 and 5
North Central Bus	Transit Body and Chassis	<u>Blue Bird - All American</u>	1, 2, 3 and 4
North Central Bus	Conventional	<u>Blue Bird - Vision</u>	1, 2, 3 and 4

Quantity Discounts Offered

Telin Transportation Group	Transit Body and Chassis	<u>Thomas Built Bus - Saf-T-Liner® EFX</u>	1, 2, 3, 4 and 5
Telin Transportation Group	Conventional	<u>Thomas Built Bus - Saf-T-Liner® C2</u>	1, 2, 3, 4 and 5
United Truck Body	Transit Body and Chassis	<u>Blue Bird – All American</u>	5
United Truck Body	Conventional	<u>Blue Bird - Vision</u>	5

Quantity Discounts Offered

CONTRACT USERS MAY CONTACT THE AMS LISTED ON THE CONTRACT RELEASE FOR PRICE SCHEDULES OR MAY USE THE DEPARTMENT OF EDUCATION WEB PAGE AT:

<https://education.mn.gov/MDE/dse/schfin/Trans/bus/>

For questions on the Department of Education web page, please contact:

Pupil Transportation
Department of Education
1500 Highway 36 West
Roseville, MN 55113
Phone: 651.582.8524
E-mail: [Pupil Transportation \(pupiltransportation.mde@state.mn.us\)](mailto:pupiltransportation.mde@state.mn.us)



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116 Oakwood Dr E, Monticello, MN 55362

P: (763) 295-5119

www.hoglundcompanies.com

BILL TO
EDINA IND SCHOOL DISTRICT 273
5701 NORMANDALE RD
MINNEAPOLIS, MN 55424
P: (952) 848-4971
F:

43906

DELIVER TO
EDINA IND SCHOOL DISTRICT 273
5701 NORMANDALE RD
MINNEAPOLIS, MN 55424
P: (952) 848-4971
F:

SALES INVOICE: M226000032

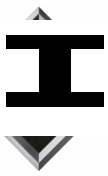
PRINT DATE	ORDER STATUS	DELIVERY DATE	INVOICE DATE	SALESPERSON	CUSTOMER REFERENCE
1/26/2023	QUOTE	1/5/2023	1/5/2023	DOUGLAS,E	

UNIT(S) FOR SALE

YR - MAKE - MODEL	SERIAL NUMBER / ITEM DESCRIPTION	PRICE
2024 - IC - CE	4DRBUC8P3RB786406 UnitId: 233825	
	Vehicle - Price	96,566.00
	DOCUMENT FEE	100.00
	TAX - TITLE - LICENSE	6,354.12
	120 MONTH/2000,000 MILE EXTENDED WARRANTIES	4,150.00
Total Price:		\$107,170.12

YR - MAKE - MODEL	SERIAL NUMBER / ITEM DESCRIPTION	PRICE
2024 - IC - CE	4DRBUC8P7RB786408 UnitId: 233826	
	Vehicle - Price	96,566.00
	DOCUMENT FEE	100.00
	TAX - TITLE - LICENSE	6,354.12
	120 MONTH/2000,000 MILE EXTENDED WARRANTIES	4,150.00
Total Price:		\$107,170.12

YR - MAKE - MODEL	SERIAL NUMBER / ITEM DESCRIPTION	PRICE
2024 - IC - CE	4DRBUC8P5RB786407 UnitId: 233827	
	Vehicle - Price	96,566.00
	DOCUMENT FEE	100.00
	TAX - TITLE - LICENSE	6,354.13
	120 MONTH/2000,000 MILE EXTENDED WARRANTIES	4,150.00
Total Price:		\$107,170.13



Monticello, MN

Marshalltown, IA

Bloomington, MN

All sales taxes are the responsibility of the buyer.

Received above items in good condition.

x _____
Buyer Signature

Date

Printed Name

Title

SALES PRICE		\$321,510.37
TAX	+	\$0.00
FEDERAL EXCISE TAX	+	\$0
TOTAL PRICE	=	\$321,510.37
LESS TRADE IN <i>(INCLUDES LIEN PAYOFF)</i>	-	\$0.00
LESS DOWNPAYMENT	-	\$0.00
UNPAID BALANCE	=	\$321,510.37

Please Remit Payment To:
North Central International, LLC
PO Box 993
Willmar, MN 56201

V.F. 2023 Valley View Exterior Wall Project Bids



Board Meeting Date: 2/13/2023

Title: 2023 Valley View Exterior Wall Repair Project Bids

Type: Consent

Presenter(s): Mert Woodard, Director, Business Services

Description: Pursuant to Minn. Stat. § 471.345 Subd. 3 and District Policy 707, the District administration solicited bids for the 2023 Valley View Exterior Wall Repair project (“the project”). Bids for the project were opened on February 7, 2023, and reviewed in detail by the administration and its construction partners Inspec, Inc. The project will be funded by long-term facilities maintenance revenue and is part of the ten-year long-term facilities maintenance plan approved by the Board of Education at the June 2022 Regular Meeting.

A recommendation letter and bid tabulation from Inspec, Inc. are enclosed.

Recommendation: Award construction contracts for the project to Building Restoration Corporation, the lowest base bidder, including add alternates, in the amount of \$309,204.

Desired Outcomes from the Board: Approval of the District administration’s recommended action.

Attachments:

1. Recommendation Letter – 2023 Valley View Exterior Wall Repair Bids
2. Bid Tabulation – 2023 Valley View Exterior Wall Repair



Smart engineering of
roofs, walls, windows,
pavements
and waterproofing

February 7, 2023

Mr. Eric Hamilton
Edina Public Schools
5701 Normandale Road
Edina, MN 55424

RE: Letter of Recommendation for 2023 Exterior Wall Repairs at
Valley View Middle School
Edina Public Schools
Inspec Project No.: 215558

Dear Mr. Hamilton:

On February 7, 2023, bids were received for the above-referenced project. Building Restoration Corporation (BRC) submitted the lowest Base Bid of \$263,997 and lowest Add Alternate of \$45,027.

BRC was given an opportunity to review their bid and confirmed that they understood the work scope and were comfortable with their bid. Over the past several years, Inspec has had experience working with Building Restoration Corporation on multiple school district projects of similar size and scope including previous projects within the Edina Public School District this past summer and have found their work to be of high quality and their ability to communicate with Inspec and the Owner to be excellent.

Therefore, based on the information above, we recommend the Base Bid and Add Alternate #1 for 2023 Exterior Wall Repairs at Valley View Middle School be awarded to Building Restoration Corporation for the total contract amount of \$309,024.

Please do not hesitate to call if you have any questions.

Sincerely,

INSPEC

A handwritten signature in black ink, appearing to read "Gavin Grady".

Gavin Grady, EIT
Project Manager

GG/bap

Enclosure: Bid Tab Results

5801 Duluth Street
Minneapolis, MN 55422
Ph. 763-546-3434
Fax 763-546-8669

Chicago

Milwaukee

Minneapolis

www.inspec.com

V.G. American Indian Education Aid Application



Board Meeting Date: February 13, 2023

Title: American Indian Education Aid Application

Type: Consent

Presenter(s): Jody De St. Hubert, Director of Teaching and Learning

Background: Minnesota Statutes, section 124D.78, requires that all Minnesota districts and tribal schools with 10 or more American Indian students have an American Indian Parent Advisory Committee (AIPAC.) These committees serve in an advisory role to their school/district and help ensure that American Indian students are receiving culturally relevant and equitable education opportunities. They are crucial to the achievement and success of American Indian students statewide.

Recommendation: Accept the American Indian Parent Advisory Committee Resolution.

Desired Outcomes from the Board: Review and approve the American Indian Parent Advisory Committee Resolution.

Attachments:

American Indian Aid Application
American Indian Parent Advisory Roster
American Indian Aid Application Budget
Annual Compliance Overview

American Indian Education Aid Application

School Year (SY) 2022–23 | Fiscal Year (FY) 2023

American Indian Education Aid

The American Indian Education Aid (AIEA) program is administered by the Minnesota Department of Education (MDE) and provides per-pupil funding to districts, charter schools, and tribal schools that report an American Indian student count of 20 or more on the October 1 MARSS (Minnesota Automated Reporting Student System) reporting deadline. Twenty American Indian students generate a base award of \$20,000, and each American Indian student beyond that generates an additional \$358.

Districts and schools that meet the 20-student threshold are notified of their aid eligibility the spring prior to the school year in which they are eligible to receive the aid. This communication includes the American Indian student count along with the maximum aid award that those students generate.

Please carefully review the American Indian Education Aid guidance document located on the [American Indian Education Aid webpage](#) to prior to completing this application. This document provides in-depth information about American Indian student counts, aid awards and distribution and expenditures, and it will help to inform staff and American Indian Parent Advisory Committees (AIPACs) as they collaborate on the required application narratives and budgeting.

The Application Overview

This application is comprised of three required sections. Incomplete applications will be returned for revision.

Section 1: Applicant Information

This section asks for pertinent information including the name and number of the school or district, the name and contact information for applicable staff, and the name and contact information for the American Indian Parent Advisory Committee (AIPAC) chairperson.

Section 2: The Program Plan

This affords applicants with the opportunity to provide a thorough narrative on the operations and goals of the American Indian Education program within the district or school. This section is governed by six areas of focus found within [Minnesota Statutes 124D.74, subdivision 1](#):

1. Support postsecondary preparation for pupils;
2. Support the academic achievement of American Indian students;
3. Make curriculum relevant to the needs, interests, and cultural heritage of American Indian pupils;
4. Provide positive reinforcement of the self-image of American Indian pupils;

5. Develop intercultural awareness among pupils, parents, and staff; and,
6. Supplement (not supplant) state and federal educational and co-curricular programs.

The six areas of focus must contain the details of the program(s) that are to be implemented. The bulk of the budget may not be funneled into just one of the areas of focus. The program details must align to [Minnesota Statutes 124D.81, subdivision 2](#), and must specifically address **each** of the following:

1. Identify the measures that will be used to meet the requirements of sections 124D.71 to 124D.82;
2. Identify the activities, methods and programs that will be implemented to meet the educational needs of American Indian students;
3. Describe the district goals and objectives, and how those objectives will be achieved;
4. Demonstrate that courses do not have a discriminatory effect within the meaning of section 124D.74, subdivision 5; and
5. Describe how the program will be organized, staffed, coordinated, and monitored; and,
6. Project expenditures for programs under sections 124D.71 to 124D.82 (see required supplements below).

Section 3: The Certification Statement

This section is a signed declaration, affirming that the program plan was created collaboratively, and in full consultation with the AIPAC, and that the AIPAC was afforded the opportunity to make suggestions, review data, and collaborate with staff on the goals, initiatives, and expenditures outlined within the application narrative. It requires the signatures of the superintendent or charter/tribal school director, the American Indian Education primary staff person, and the AIPAC chair.

Required Supplements

In addition to this application, participants are required to fill out and submit a budget worksheet and an AIPAC roster. Both items are available as separate downloads on the [American Indian Education Aid webpage](#). Applications that are submitted without both of these required items will not be accepted.

The Program Budget Worksheet

The budget worksheet is a downloadable excel workbook that must accompany the AIEA application at the time of submission, and it must align to the AIEA award estimate. It is formatted for ease of use. Budget worksheets must detail the projected expenditures that will support the activities and initiatives outlined within the program plan narrative, and it supports adherence to item “f” above.

Applicants that propose using 50% or more of AIEA on staff salaries must also fill out the Budget Supplement tab. See the Salaries section of the program guidance document for more information.

The AIPAC Roster

The AIPAC roster is a downloadable supplement that must accompany the AIEA application at the time of submission.

The Application Deadline

In order to afford participants more flexibility to collaborate with their AIPACs and write their program plans, the American Indian Education Aid Program now uses a submission window.

All applications must be submitted September 25–November 30. Extensions beyond November 30 will not be granted.

Submit

Submit your completed application, your budget worksheet, and your AIPAC roster to:
MDE.AIEA@state.mn.us.

Applicant Information

District, Charter School or Tribal School Information

District/School Name: Edina Public Schools
District/School Number: 273

Superintendent or Charter/Tribal School Director

Name: Dr. Stacie Stanley
Email: stacie.stanley@edinapublicschools.org
Telephone: 952.848.4000

American Indian Education Staff

Primary Staff Name: Jody De St. Hubert
Email: jody.desthubert@edinapublicschools.org
Telephone: 942.848.4096
Secondary Staff Name: Carlie Johnson
Email: carlie.johnson@edinapublicschools.org
Telephone: 952.848.3900
Secondary Staff Name: Chris Johnson
Email: chrisjohnsonied@gmail.com
Telephone: 651.587.8557

American Indian Parent Advisory Committee Chairperson

Name: Jeff Carlson
Email: jcsouprstar@gmail.com
Telephone: 612.387.0167

The SY22-23 American Indian Education Program Plan

Area 1: Support Postsecondary Preparation for American Indian Pupils

Provide a program narrative for how the district will support postsecondary preparation for American Indian pupils. This narrative must address items a–e, and is limited to 350 words.

1. Identify the measures that will be used to meet the requirements of sections 124D.71 to 124D.82;

2. Identify the activities, methods and programs that will be implemented to meet the educational needs of American Indian students;
3. Describe the district goals and objectives, and how those objectives will be achieved;
4. Demonstrate that courses do not have a discriminatory effect within the meaning of section 124D.74, subdivision 5; and,
5. Describe how the program will be organized, staffed, coordinated and monitored.

Narrative:

In 2023 100% of American Indian Students will graduate.

100% of American Indian Students graduate in 2022.

Action Steps: College and Career Readiness Individual Conferences

- The Edina American Indian Liaison will meet with each Junior in the spring of their Junior year to review course registration and planning for Senior year. Additional support will be provided in collaboration with school counselors as necessary. Meetings and student information will be tracked in a spreadsheet by American Indian Liaison and reviewed with the American Indian Consultant and/or Teaching and Learning Department.
- The Edina American Indian Liaison will meet with each Senior in the fall and winter of their Senior year to review course registration and grades. Additional support will be provided in collaboration with school counselors as necessary. Meetings and student information will be tracked in a spreadsheet by American Indian Liaison and reviewed with American Indian Consultant and/or Director of Teaching and Learning.

In 2023 100% of American Indian Edina secondary students will participate in 2 of 4 College and Career Readiness classes and/or activities. The classes and/or activities are AVID, AP classes, extracurricular activities, and test preparation opportunities.

Action Steps: College and Career Readiness Access through Course Registration Planning

- The Edina American Indian Liaison will meet with each secondary student and review course registrations and participation in extracurricular activities in January during the course registration window. This will be a current year check-in, as well as preparation for the following year. The Edina American Indian liaison will also discuss AVID and AP options with students in preparation for college and career readiness and partner with school counselors to ensure registration as appropriate. Meetings and student information will be tracked in a spreadsheet by American Indian Liaison and reviewed with American Indian Consultant and/or Director of Teaching and Learning.
- The Edina American Indian Liaison, in collaboration with Edina American Indian Consultant, will provide opportunities for college fairs including virtual and/or in person field trips for American Indian students in grades 9-12. Events and participating will be tracked in a spreadsheet.
- Funding will be made available to American Indian students to participate in enrichment opportunities such as before and/or after-school tutoring programs, summer enrichment offerings and after-school programs that support their academic goals and develop skills for setting & achieving future goals and build leadership and advocacy skills. These offerings will be above and beyond what is offered to all students by focusing on areas that enhance American Indian cultural connections. This funding will also allow families to access resources beyond the district scholarship funding provided for all who qualify through Edina Give and Go. Although the funding is generous, it is \$500 per student per

year and does not cover the tutoring costs to make an academic difference for most students. This fund will be used after all other Edina resources are exhausted. The Edina American Indian Liaison and Consultant will communicate opportunities at meetings and through email. Participation will be tracked by the Edina Teaching and Learning Department.

Area 2: Support the Academic Achievement of American Indian Students

Provide a program narrative for how the district will support the academic achievement of American Indian students. This narrative must address items a–e, and is limited to 350 words.

1. Identify the measures that will be used to meet the requirements of sections 124D.71 to 124D.82;
2. Identify the activities, methods and programs that will be implemented to meet the educational needs of American Indian students;
3. Describe the district goals and objectives, and how those objectives will be achieved;
4. Demonstrate that courses do not have a discriminatory effect within the meaning of section 124D.74, subdivision 5; and,
5. Describe how the program will be organized, staffed, coordinated and monitored.

Narrative:

In 2023 the Edina Early Learning Center will increase partnership with Edina resident American Indian Families.

Action Steps: Comprehensive Planning and Individual Outreach

- ELC administration will team with Teaching & Learning to identify baseline data specific to the number of American Indian families with students from birth to 5 in Edina and the number participating in ELC programming.
- ELC administration and Teaching & Learning will then outline a plan for next steps of partnership with the ELC Multilingual Leadership Team.
- Early Learning Center staff will work with American Indian families who have children ages 0-5 to inform them about school readiness resources and opportunities as part of the plan formed above. Contacts will be tracked and reviewed with the ELC Multilingual Leadership Team for one specific event to be determined in 2022-23.

All K-3 American Indian students enrolled in its elementary schools are reading at grade level by the end of third grade as measured by Reading MCA scores.

In 2022 the 1 American Indian Edina 3rd grade student who took the MCA reading exceeded proficiency.

Action Steps: Increased Family Communication and Academic Partnership

- Teaching and Learning will provide a list to Edina American Indian Liaison of American Indian students in K-3 not demonstrating proficiency in reading based on FASTBridge Fall Universal Screening data.
- The Edina American Indian Liaison will meet with building administration and create a family communication plan that includes what school responses are being put into place and additional resources for families to further support at home. This will be tracked in a

spreadsheet that includes students, plans, contact dates, family resources, and student Universal Screening progress. This tracking will be a team effort with American Indian Liaison, Teaching and Learning, and the students' building academic team.

All 4-5 American Indian students enrolled in its elementary schools are proficient in Math and Reading MCA scores.

In 2022 7 out of 12 American Indian Edina 4th grade students who took the Reading MCA were proficient.

In 2022 8 out of 12 American Indian Edina 4th grade students who took the Math MCA were proficient.

In 2022 1 out of 2 American Indian Edina 5th grade students who took the Reading MCA were proficient.

In 2022 1 out of 2 American Indian Edina 5th grade students who took the Math MCA were proficient.

Action Steps: Increased Family Communication and Academic Partnership

- Teaching and Learning will provide a list to Edina American Indian Liaison of American Indian students in 4-5 not demonstrating proficiency in reading and or math based on spring MCA data as part of the data review meetings.
- The Edina American Indian Liaison will meet with building administration and create a family communication plan that includes what school responses are being put into place and additional resources for families to further support at home. This will be tracked in a spreadsheet that includes students, plans, contact dates, family resources, and student Universal Screening progress. This tracking will be a team effort with American Indian Liaison, Teaching and Learning, and the students' building academic team.

All 6-8 American Indian students enrolled in its middle schools are proficient in Math and Reading MCA scores.

In 2022 1 out of 2 American Indian Edina 6th grade students who took the Reading MCA were proficient.

In 2022 1 out of 2 American Indian Edina 6th grade students who took the Math MCA were proficient.

In 2022 9 out of 11 American Indian Edina 7th grade students who took the Reading MCA were proficient.

In 2022 7 out of 11 American Indian Edina 7th grade students who took the Math MCA were proficient.

In 2022 4 out of 7 American Indian Edina 8th grade students who took the Reading MCA were proficient.

In 2022 1 out of 7 American Indian Edina 8th grade students who took the Math MCA were proficient.

Action Steps: Increased Family Communication and Academic Partnership

- Teaching and Learning will provide a list to Edina American Indian Liaison of American Indian students in 6-8 not demonstrating proficiency in reading and or math based on spring MCA data as part of the data review meetings.
- The Edina American Indian Liaison will meet with building administration and create a family communication plan that includes what school responses are being put into place and additional resources for families to further support at home. This will be tracked in a spreadsheet that includes students, plans, contact dates, family resources, and student

Universal Screening progress. This tracking will be a team effort with American Indian Liaison, Teaching and Learning, and the students' building academic team.

All 9-12 American Indian students enrolled in its high school demonstrate successful completion in Algebra 1, US Literature and Composition, & Biology with a B or better.

Action Steps: Increased Family Communication and Academic Partnership

- Teaching and Learning will provide a list to Edina American Indian Liaison of American Indian students in 9-12 not demonstrating successful completion of Algebra 1, US Literature and Composition & Biology
- The Edina American Indian Liaison will meet with building administration and create a family communication plan that includes what school responses are being put into place and additional resources for families to further support at home. This will be tracked in a spreadsheet that includes students, plans, contact dates, family resources, and student Universal Screening progress. This tracking will be a team effort with American Indian Liaison, Teaching and Learning, and the students' building academic team.

Area 3: Make Curriculum Relevant to the Needs, Interests, and Cultural Heritage of American Indian Pupils

Provide a program narrative for making curriculum relevant to the needs, interests, and cultural heritage of American Indian pupils. This narrative must address items a–e, and is limited to 350 words.

1. Identify the measures that will be used to meet the requirements of sections 124D.71 to 124D.82;
2. Identify the activities, methods and programs that will be implemented to meet the educational needs of American Indian students;
3. Describe the district goals and objectives, and how those objectives will be achieved;
4. Demonstrate that courses do not have a discriminatory effect within the meaning of section 124D.74, subdivision 5; and,
5. Describe how the program will be organized, staffed, coordinated and monitored.

Narrative:

By the end of the 2023 school year the American Indian standards in Art will be fully embedded in the Edina Arts curriculum.

Action Steps: Intentional Curriculum Review Process

- Teaching and Learning will review the American Indian standards in Art with each Art Curriculum Review Design Team and ensure alignment with instruction.
- Teaching and Learning will collaborate with Edina American Indian Consultant and American Indian Parent Advisory Committee and adjust alignment and instructional plans per recommendations.
- Curriculum Review Design Team will determine necessary resources and create a professional development plan that includes commitments.
- Teaching and Learning will monitor implementation and update American Indian Parent Advisory on progress to create a continuous cycle of feedback and adjustments.

By the end of the 2023 school year the American Indian standards in Science will be fully embedded in the Edina Science curriculum.

Action Steps: Intentional Curriculum Review Process

- Teaching and Learning will review the American Indian standards in Science with each Science Curriculum Review Design Team and ensure alignment with instruction.
- Teaching and Learning will collaborate with Edina American Indian Consultant and American Indian Parent Advisory Committee and adjust alignment and instructional plans per recommendations.
- Curriculum Review Design Team will determine necessary resources and create a professional development plan that includes commitments.
- Teaching and Learning will monitor implementation and update American Indian Parent Advisory on progress to create a continuous cycle of feedback and adjustments.

Area 4: Provide Positive Reinforcement of the Self-Image of American Indian Pupils

Provide a program narrative for how the district will provide positive reinforcement of the self-image of American Indian pupils. This narrative must address items a-e, and is limited to 350 words.

1. Identify the measures that will be used to meet the requirements of sections 124D.71 to 124D.82;
2. Identify the activities, methods and programs that will be implemented to meet the educational needs of American Indian students;
3. Describe the district goals and objectives, and how those objectives will be achieved;
4. Demonstrate that courses do not have a discriminatory effect within the meaning of section 124D.74, subdivision 5; and,
5. Describe how the program will be organized, staffed, coordinated and monitored.

Narrative:

100% of our 4th and 5th Grade American Indian students will report having supportive relationships at school as reflected on the Panorama Student Survey.

Action Steps: Social and Emotional Individual Conferences

- Teaching and Learning will provide a list to Edina American Indian Liaison with the Panorama results for all American Indian 4th and 5th grade students.
- Edina American Indian Liaison will review with school administration the data and determine next Social and Emotional steps for each student.
- American Indian Liaison will ensure a meeting with each 3 -5 grade student that focuses on the Social and Emotional next steps above. Meetings and student information will be tracked in a spreadsheet by American Indian Liaison and reviewed with American Indian Consultant and/or building administration one time after the initial meeting.

Connect American Indian students to American Indian role models.

Action Steps: Create two mentorship opportunities in 2022-23.

- All High school students will be provided with the opportunity to participate in multi district youth groups such as Indigenous Leadership Circle. The indigenous Leadership Circle group meets with an American Indian mentor/facilitator afterschool once a month, either in

person or virtually. They will focus on developing leadership skills and civic/volunteer activities while building positive relationships with peers from other areas.

- American Indian Consultant and/or Teaching and Learning team with American Indian Edina staff to create and implement culturally contracted services that provide American Indian cultural knowledge for students across all grade levels. Attendance will be taken, and an event debriefed for future planning.

Area 5: Develop Intercultural Awareness Among Pupils, Parents, and Staff

Please provide a program narrative explaining how the district will develop intercultural awareness among pupils, parents, and staff. This narrative must address items a–e, and is limited to 350 words.

1. Identify the measures that will be used to meet the requirements of sections 124D.71 to 124D.82;
2. Identify the activities, methods and programs that will be implemented to meet the educational needs of American Indian students;
3. Describe the district goals and objectives, and how those objectives will be achieved;
4. Demonstrate that courses do not have a discriminatory effect within the meaning of section 124D.74, subdivision 5; and,
5. Describe how the program will be organized, staffed, coordinated and monitored.

Narrative:

Increase the intercultural awareness and cultural competency of Edina staff.

Action Steps: Culturally Proficient Professional Development

- Edina Public Schools has an Equity leader at each school site that receives a stipend for their responsibilities. These stipends are paid with Teaching and Learning Professional Development dollars. Each Equity leader will be provided a copy of the book by Anton Treuer Everything You Wanted To Know About American Indians But Were Afraid To Ask. Equity leads will develop an inservice based on highlights and learnings from the book. Implementation will be tracked by Teaching and Learning.
- All Edina staff will be trained in Culturally Proficient School Systems by 2025. In 2022-2023 all cabinet members, administration, liaisons, equity leads and some additional staff will be trained by Dr. Trudy Arriaga. An additional group of 19 staff members will then be trained by Dr. Trudy Arriaga to be CPSS facilitators for Edina Public Schools. The progress of this goal will be tracked by Teaching and Learning to ensure all Edina staff learn what the Tools of Cultural Proficiency are and are able to directly apply them in their day-to-day work with students and families.

Increase the intercultural awareness and cultural competency of the Edina community.

Action Steps: American Indian School and Community

- Program will host or cosponsor a culturally specific event or activity for the entire district and community to participate.
- Program will host or cosponsor a culturally specific event for individual schools to participate in. These events will include but are not limited to: School Cultural Nights & Graduation Ceremony

American Indian Liaison will collaborate with parents and American Indian Consultant to share relevant information and resources specific to Indigenous People day and National Native American Heritage Month.

Area 6: Supplement (not supplant) State and Federal Educational and Co-curricular Programs

Please provide a program narrative for how the initiatives outlined in program areas 1–5 will supplement (not supplant) state and federal educational and co-curricular programs, specific to American Indian students. This narrative is limited to 350 words.

Narrative:

One of the main items that Edina is committing to for American Indian students and families this year is the hiring of an American Indian Liaison and American Indian Consultant. The American Indian Liaison, in collaboration with the American Indian Consultant and Teaching and Learning will lead the implementation of the additional services for American Indian students and families outlined in this application. The funding for this liaison will be coming from two different sources. One source is Achievement and Integration dollars which is also focused on supplemental initiatives and the other is the MN American Indian Aid.

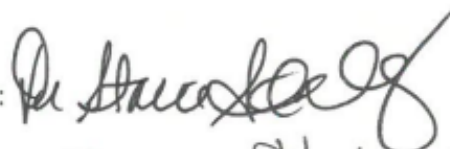
The leadership of activities in program areas 1-5 will take careful attention by the liaison as an additional hire since the activities are designed to provide unique opportunities for American Indian students that extend beyond the typical educational day. **The following activities are specific activities that will be unique to our American Indian students and families:** college tours, mentoring programs, guest speakers, and cultural activities and ensuring academic and social and emotional support is a high priority through individual conferences facilitated in collaboration with our American Indian Liaison and building administration.

The Certification Statement

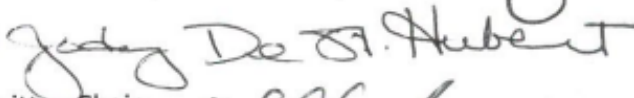
By signing or inserting your electronic signature below, you hereby certify that the American Indian Education Aid application components have been developed in full collaboration with the district or school's American Indian Parent Advisory Committee, pursuant to [Minnesota Statutes, section 124D.78](#), and you attest that:

- All goals, narratives, and budgets were discussed in detail and agreed upon by all parties, and,
- All programming initiatives supplement, and do not supplant any state or federal educational or co-curricular programs.

Superintendent or Charter/Tribal School Director:



Director of American Indian Education:



American Indian Parent Advisory Committee Chair:



American Indian Advisory Committee Member Roster

American Indian Parent Advisory Committee Member Roster

Committee Member Name, Email, and Phone	American Indian	Committee Member Role	Primary Area of Representation
Jeff Carlson, jeffcarlson.email@gmail.com, 612.387.0167	Yes	Chair/Co-chair	Parent/Guardian of an American Indian Student
Ana Munro, anamunro@yahoo.com, 715.617.1605	Yes	Vice Chair	Parent/Guardian of an American Indian Student
Rebecca Clays, beccacleys@icloud.com, 612.431.5846	Yes	General Member	Parent/Guardian of an American Indian Student
Chris Johnson, chrisjohnsonied@gmail.com	Yes	Secretary	American Indian District Employee
Carlie Anderson, carlie.anderson@edinaschools.org	Yes	General Member	American Indian District Employee
Aaron Vinzenor-Hammerly, aaron.vinzor-hammerly@edinaschools.org	Yes	General Member	American Indian District Employee
Kourtnee Baukol, kourtnee.baukol@edinaschools.org	Yes	General Member	American Indian District Employee
	Select one...	Select one...	Select one...

American Indian Aid Application Budget

American Indian Education Aid Budget Projections		SY22-23 FY22
District/School Name and #: Edina Public Schools 273		\$20,358.00
Expense	Area(s) of Focus	Budget
College Activities: Campus Visits and College Fairs	Area 1 and 2	\$2,000.00
Early Learning Center outreach and take-home cultural activity kits	Area 2 and 3	\$1,000.00
Graduating Seniors Events and materials	Area 4	\$2,000.00
Academic Tutoring	Area 1 and 2	\$2,500.00
Extracurricular/Cultural Activities Scholarships	Area 4 and 5	\$2,500.00
Edina Staff Stipends for Mentorship Activities	Area 4	\$4,500.00
Cultural Events & Program Meetings	Area 5	\$3,000
Liaison and Coordinator	Area 1, 2, 3, 4, and 5	\$2,858.00

American Indian Compliance Overview



Annual Compliance Overview

[Minnesota Statutes, section 124D.78](#) requires Minnesota districts, charters, and tribal schools with 10 or more American Indian students to have an American Indian Parent Advisory Committee (AIPAC). Specifically, the statute cites that school boards and American Indian schools must provide for the maximum involvement of parents and children enrolled in education programs, programs for elementary and secondary grades, special education programs, and support services.

To be compliant with this statutory requirement, districts, charters, and tribal schools are required to submit annual compliance documents to the Office of American Indian Education (OAIE) by March 1 of each year. Also known as the vote of concurrence or nonconcurrence, annual compliance is a valuable opportunity for American Indian Parent Advisory Committee members to meet and discuss whether or not they concur with the educational offerings that have been extended by the district to American Indian students.

The Vote and Resolution

If the AIPAC finds that the district and/or school board have been meeting the needs of American Indian students, they issue a vote and resolution of concurrence. If they find that the district and/or school board have not been meeting the needs of American Indian students, they issue a vote and resolution of nonconcurrence. This vote is formally reflected on the annual compliance documents. Members of the AIPAC must present the vote and resolution to the school board.

If the vote is one of nonconcurrence, the AIPAC must provide written recommendations for improvement to the school board at the time of the presentation. The school board then has 60 days in which to respond in writing to the AIPAC recommendations. A copy of this written response must be provided to the OAIE.

Completing and Submitting the Documents

The following items are required when submitting annual compliance:

- The annual compliance/vote of concurrence or nonconcurrent document
- The AIPAC resolution document
- The AIPAC roster and district employee sign-in sheet (available to download on the OAIE webpage)

All items are fillable PDF forms. When completing, remember to:

- Include the district or school name and identifying number.
- Place a check mark next to the applicable vote.
- Include all dates as indicated.
- Add all signatures as required. **Digital signatures are accepted.*
- Use the drop-down menu in the roster to select the appropriate committee member options.

The District or School Does Not Have an A/PAC:

Districts or schools that do not have an AIPAC are still required to complete this paperwork.

- Place a check mark next to "Does Not Have an AIPAC".
- Obtain the signature of the superintendent or charter/tribal school director and the school board chair. The resolution page is not required.

Submission Deadline:

Email all three required items **by March 1** to: mde.indian-education@state.mn.us

V.H. Board Committee Update



Board Meeting Date: 2/13/23

Title: Board Committee Update

Type: Consent

Presenter(s): Board Chair Allenburg

Description: The board approved committee assignments for the 2023 calendar year at the January 3rd organizational meeting. Since then, a change has been made to two committees, policy and teaching and learning, due to board member scheduling issues and for continuity of committee process. All other committees remain the same.

	Approved in January:	New:
Teaching and Learning	Karen Gabler* Regina Neville Julie Greene	Karen Gabler* Regina Neville Erica Allenburg
Policy	Regina Neville* Karen Gabler Erica Allenburg	Regina Neville* Karen Gabler Julie Greene

*The asterisk denotes committee chair.

Recommendation: Approve the updates to the committees.

Desired Outcomes from the Board: Review committee assignments

Attachments: None

V.I. Chromebook Agreement



Board Meeting Date: Feb. 13, 2023

Title: Chromebook Agreement with Now Micro

Type: Consent

Presenter(s): Natasha Monsaas-Daly

Description: The district provides the option for 1:1 technology for all K-12 students. Student Chromebooks are on a four-year refresh cycle. In order to ensure equitable access to working devices, we partnered with Catalyst Sourcing Solutions for our device procurement process. Catalyst put together our RFP and handled the bidding process. We received five bids - CDW, ITsavvy, Nor-Tech, Now Micro, and Xerox. Based on our rubric criteria, we chose to purchase our Chromebooks and Google licenses from Now Micro. The contract of \$508,500 will provide 1500 student devices and 1000 Google Chrome for Education licenses.

Recommendation: Approve via Consent

Desired Outcomes from the Board: None at this time

Attachments: Contract with Now Micro and RFP Summary



Now Micro, Inc.
 1420 Perron Rd E, STE 300
 Mendota Heights, Minnesota 55120
 United States
 www.nowmicro.com
 (P) 651-633-9072
 (F) 651-393-2133

Quote (Open)


Date Jan 26, 2023 09:19 AM CST	Expiration Date 02/25/2023
Modified Date Jan 26, 2023 09:22 AM CST	
Quote # QT100882 - rev 1 of 1	
Description Lenovo 500e	
SalesRep Rains, Ben (P) 651-744-9946	
Customer Contact Monsaas-Daly, Natasha (P) (952) 848-3900 natasha.monsaas-daly@edinaschools.org	

Customer
 Edina Public Schools (MN-EDIN001)
 Monsaas-Daly, Natasha
 5701 Normandale Road
 Edina, MN 55424
 United States
 (P) 9528484800

Bill To
 Edina Public Schools
 Payable, Accounts
 5701 Normandale Road
 Edina, MN 55424
 United States
 (P) 9528484800
 Accounts.Payable@edinaschools.org;
 MN-EDIN001

Ship To
 Edina Public Schools
 Department, Receiving
 5701 Normandale Road
 Edina, MN 55424
 United States
 (P) 9528484800
 Ship To

Customer PO:	Terms: Undefined	Ship Via: FedEx Ground
Special Instructions:		Carrier Account #:

#	Image	Description	Part #	Tax	Qty	Unit Price	Total
1		Lenovo - Lenovo 500e Chromebook Gen 3 82JB Flip design - Intel Celeron N5100 / 1.1 GHz - Chrome OS - UHD Graphics - 4 GB RAM - 32 GB eMMC - 11.6" IPS touchscreen 1366 x 768 (HD) - Wi-Fi 6 - gray - kbd: US	82JB0001US	Yes	1500	\$308.00	\$462,000.00
2		Google - Google Chrome OS Management Console License, Education	GOOG-CROSSWDISEDU	Yes	1500	\$31.00	\$46,500.00

Subtotal: \$508,500.00
 Tax (.0000%): \$0.00
 Shipping: \$0.00
 Misc: \$0.00
Total: \$508,500.00

Thank you for the opportunity to provide a quote for goods and services. Prices provided under MN State Contract # 160321, Dell/NASPO Contract MNWNC-97222 and MHEC. Contracts provide for computers, servers, software, professional and non-professional services.

Prices reflect a 3% cash discount unless noted, and are not applicable to credit card, p-card or extended terms without written consent. If you wish to pay with credit card, please reply to your sales representative for an updated quote. Now Micro does not accept American Express as a form of payment, and reserves the right to extend quoted prices on Net Terms accounts. Supply subject to availability, and pricing subject to change without notice. Now Micro will continue to do our best to notify customers of any known volatility that would prevent quotes from being valid for our standard period of 30 days.

Once purchased, equipment may only be returned to Now Micro with prior consent and only for defects covered by the manufacturer's warranty. See complete Now Micro purchase agreement for additional details. Purchase orders may be submitted electronically to orders@nowmicro.com, or by fax to (651)393-2133. Questions regarding your order? Please reach us at insidesales@nowmicro.com.

REQUEST FOR QUOTE: CHROMEBOOKS (2023)

General Information

Organization:	ISD #273 – Edina Public Schools	Date:	2/7/2023
Department:	Media and Technology	Category:	IT Hardware & License (Chromebooks)

Process Notes

Process used	Request for Quote (RFQ) requiring use of valid preexisting Joint Powers Contract
Vendors participating	<ul style="list-style-type: none"> • Best Buy (No Submission) • CDW-G (Submitted) • ITsavvy (Submitted) • Nor-Tech (Submitted) • Now Micro (Submitted) • Xerox Business Solutions (Submitted)

Submitting Vendor Information

Company Name	Company Contact	Joint Powers Agreement Utilized
CDW-G	Mayank Srivastava	Minnesota Services Cooperative #022-G
ITsavvy	Chris Elkendier	N/A
Nor-Tech	Tom Morton	State of Minnesota Buy, IT #160318
Now Micro	Sydney Ellison	MN State Contract #160321
Xerox	Michaelle Meland	Omnia #R171406

References

Company Name	Reference #1	Reference #2
CDW-G	MN ISD #181 – Brainerd Public Schools	MN ISD #77 – Mankato Area Public Schools
ITsavvy	Appleton Area Schools (WI)	Oshkosh Are Schools (WI)
Nor-Tech	Brookings Schools District (SD)	Baldwin-Woodville Schools (WI)
Now Micro	MN ISD #1 Minneapolis Public Schools	MN ISD #11 Anoka-Hennepin Schools

Xerox	MN ISD #149 Dolton Schools District	Singer School District (WI)
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Questions

Question/Data Point	CDW	ITsavvy	Nor-Tech	Now Micro	Xerox
Have you reviewed & agree with all terms, conditions, specifications, and requirements as described? [Y/N]	N	Y	Y	Y	Y
Have you provided all documentation required (as found on page 1)? [Y/N]	Y	Y	Y	Y	Y
Did you provided ALL Service Level Agreements to be included in the evaluations process? [Y/N]	Y	Y	Y	Y	Y
What is the approximate number of weeks between order submission date and delivery to district? [#]	4	2-4	10	1-2	1-2
What is the latest date for receipt of Purchase Order to ensure delivery by June 1 st , 2023? [DATE]	CDW Cannot Guarantee Delivery by a certain Date	4/1/2023	3/15/2023	5/10/2023	5/1/2023

Models Proposed

Desc	Qty	CDW	ITsavvy	Nor-Tech	Now Micro	Xerox
Chromebook	1,500	Lenovo 82JB001US	Lenovo 82JB0001US	Lenovo 82JB0001US	Lenovo 82JB0001US	ACER NX.KCZAA.001
Google License	1,500	Google	Google	Google	Google	Google

Purchase Price Comparison

Desc	Qty	CDW		ITSavvy		Nor-Tech		Now Micro		Xerox	
		Per Unit	Net	Per Unit	Net	Per Unit	Net	Per Unit	Net	Per Unit	Net
Chromebook	1,500	\$335.00	\$502,500.00	\$365.00	\$547,500.00	\$375.00	\$562,500.00	\$308.00	\$462,000.00	\$312.00	\$468,000.00
Google License	1,500	\$32.00	\$48,000.00	\$31.00	\$46,500.00	\$26.00	\$39,000.00	\$31.00	\$46,500.00	\$31.00	\$46,500.00

48-Month Lease – Monthly Payment Comparison

Desc	Qty	CDW		ITSavvy		Nor-Tech		Now Micro		Xerox	
		Per Unit	Net	Per Unit	Net	Per Unit	Net	Per Unit	Net	Per Unit	Net
Chromebook	1,500	\$7.86	\$565,920.00	N/A	N/A	\$8.82	\$635,040.00	\$7.44	\$535,680.00	\$7.32	\$527,040.00
Google License	1,500	\$0.67	\$48,000.00	N/A	N/A	\$0.62	\$43,998.00	\$0.75	\$54,000.00	\$0.73	\$52,560.00

48-Month Lease – Annual Payment Comparison

Desc	Qty	CDW		ITSavvy		Nor-Tech		Now Micro		Xerox	
		Per Unit	Net	Per Unit	Net	Per Unit	Net	Per Unit	Net	Per Unit	Net
Chromebook	1,500	\$91.75	\$550,500.00	\$99.24	\$595,536.00	N/A	N/A	\$84.95	\$509,703.52	N/A	N/A
Google License	1,500	\$8.04	\$48,000.00	\$8.40	\$50,580.00	N/A	N/A	\$8.55	\$51,301.32	N/A	N/A

Proposed Optional Services Comparison Proposed

Desc	Qty	CDW		ITSavvy		Nor-Tech		Now Micro		Xerox	
		Per Unit	Net	Per Unit	Net	Per Unit	Net	Per Unit	Net	Per Unit	Net
Lenovo 1Y Accidental Damage Protection	1,500	DNQ	DNQ	\$23.00	\$34,500.00	DNQ	DNQ	DNQ	DNQ	DNQ	DNQ
Lenovo 2Y Accidental Damage Protection	1,500	DNQ	DNQ	DNQ	DNQ	DNQ	DNQ	DNQ	DNQ	\$44.00	\$66,000.00
Lenovo 3Y Accidental Damage Protection	1,500	\$55.00	\$82,500.00	\$57.00	\$85,500.00	\$35.00	\$52,500.00	DNQ	DNQ	\$78.00	\$117,000.00
White Glove Services	1,500	DNQ	DNQ	\$4.25	\$6,375.00	DNQ	DNQ	DNQ	DNQ	\$9.00	\$13,500.00
ACER USB Type C Power Adapter	1,500	DNQ	DNQ	DNQ	DNQ	DNQ	DNQ	DNQ	DNQ	\$34.00	\$51,000.00

16 Hours Professional Support	N/A	DNQ	DNQ	DNQ	DNQ	DNQ	DNQ	\$0.00	\$0.00	DNQ	DNQ
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REQUEST FOR QUOTE: CHROMEBOOKS (2023)

Opportunity Overview

Independent School District No. 273 is seeking proposals for the **PURCHASE** of up to 1,500 Chromebooks and Google Management Licenses. The district is interested in both the purchase prices as well as 48-month financing terms to match the district's device replacement schedule.

Eligibility

Vendors must have a current, eligible Joint Powers-eligible cooperative agreement in which to base their proposed pricing on.

Submission Process

Questions can be submitted via email up until January 27th, 2023, at 10:30 AM.

Questions can be emailed to ktrites@catalystsourcing.com.

After receipt of all questions, a response addendum will be emailed to all known participating vendors.

Proposals for Chromebooks and related items will be received either electronically until **10:30 AM, February 3rd, 2023** by emailing your proposal documents to ktrites@catalystsourcing.com.

If submitting physical copy, envelopes containing proposals must be sealed, clearly marked "Chromebooks RFP (2023)" and feature the name and address of the vendor and addressed to:

Attn: Natasha Monsaas-Daly
District Media and Technology Services
Independent School District No. 273
5701 Normandale Road, Suite 339
Edina, MN 55424

Proposal Content Requirements

Submissions should include:

- **Proposal Forms**
 - Vendors shall submit their proposals upon the Submission Worksheet included with the specifications.
 - The Edina Public Schools' School Board reserves the right to accept or reject any or all proposals or parts of such proposals and waive any formalities or irregularities in quoting process. No proposal may be withdrawn for a period of thirty (30) days after receipt without the consent of the Edina Public Schools' School Board. All quotations are to be F.O.B., Edina, MN.
- **Proposal Data**
 - Vendors are encouraged to provide other information or documentation applicable to their proposal along with the worksheet provided.
 - Proposed data should include:
 - Specification sheets for proposed Chromebooks
 - Document explaining repair process, estimated completion time, status communications, and remedies for service failure (time or completion)
 - Documentation on the repair process to include any Web portals, paperwork, and contact information needed to facilitate repairs of devices

Process Timeline

Event/Milestone	Date
Release of Documentation	1/20/2023
Deadline for vendor questions	1/27/2023
Proposal Deadline	2/3/2023
School Board Recommendation	2/13/2023

Submission of Purchase Order (no later than)	3/15/2023
Product Delivery (on-or-before)	6/1/2023

Evaluation and Selection Criteria

The district will evaluate each individual item and may choose to award any combination of items to vendors who submit. Contracts will be awarded after confirmation by the Edina School District of the Vendor's ability to comply with all requirements called for in the general provisions and specifications.

The Edina School District reserves the right to evaluate all proposals and determine whether the district's specifications and requirements are satisfied and to award contracts as the Edina School District determines to be in its best interest.

The Edina School District reserves the right to award the contract; reject all proposals; and/or waive minor irregularities or discrepancies within the sourcing process based solely on the district's evaluation of best value.

The following criteria will be used for evaluating proposals:

Evaluation Point Description	Weight (%)
Cost	51%
Ability to deliver product by June 1 st , 2023	30%
References and prior performance/relationship with district	19%

Terms and Conditions

- A. **Eligibility & Compliance with Federal and State Law:** Vendor must assure District that they have complied with all applicable Federal and State laws, regulations and rules.
- B. **Invitation:** The invitation to quote, which is attached hereto, and everything contained therein is adopted by reference and made part of these specifications and conditions.
- C. **General Criteria for Award:** After taking into consideration conformity with the specifications, timelines and other conditions imposed in the call for proposals, an award shall be made to the lowest responsible vendor.
- D. **Writing:** Within ten days of the award, persons having authority to contract for the parties shall duly execute a formal contract covering the subject matter of the proposal.
- E. **Form of Proposals:** The proposal must be submitted on the form prescribed by the District, a sample of which is contained in these specifications.
- F. **Vendor Qualifications:** The District reserves the right to refuse to consider the proposal of a vendor who is not known to be reliable, skilled, and regularly engaged in providing the service and/or goods described in the request. In addition, the District may require of any vendor to provide evidence satisfactory to the District, of the vendor's financial responsibility, and ability to efficiently, economically and satisfactorily perform the services and/or deliver the goods required by the District.
- G. **Rejection of Proposal:** In addition to grounds for rejection stated elsewhere in law, or in these specifications and conditions, the District may reject a proposal if:
- 1) The vendor fails to provide reasonable evidence reasonably requested pursuant to G.
 - 2) The vendor misstates or conceals any material fact in their proposal.
 - 3) The proposal submitted is conditional.
- H. **Alterations and Erasures:** A proposal containing an alteration or erasure of any price contained in the proposed quote, which is used in determining the lowest responsible quote shall be rejected unless the alteration or erasure is corrected as herein provided. An alteration or erasure may be crossed out and the correction thereof printed in ink or typewritten adjacent thereto an initialed in ink by the person signing the proposal.
- I. **Identical low Proposals:** In the case of identical low proposals from two or more vendors, the Board may at its discretion utilize negotiated procurement methods with the tied low vendors with lowest proposals for that particular transaction, so long as the price paid does not exceed the original proposal.
- J. **Single Quote:** In the case where only a single proposal is received, the Board may, at its discretion, negotiate a mutually agreeable contract with the vendor so long as the price paid does not exceed the original proposed quote.
- K. **Withdrawal and Award Deadlines:** No vendor may withdraw his/her proposal within 60 days after the date of opening. The District may elect to take up to 60 days to decide which vendor is to receive the award.
- L. **Award Options:**
District reserves the right to:
- 1) Award this contract in part or whole to a single vendor
 - 2) Reject any or all quotes/proposals.
 - 3) Award contract based on the investigation of vendors, as well as acceptance of alternates, all of which the Owner deems to be in their best interest.
 - 4) Waive informalities or minor irregularities in proposals and waive minor irregularities or discrepancies in RFP procedure.
 - 5) Cancel a contract entered in to with the successful vendor at any time, upon 30 days' written notice, if the District's standards are not met.
 - 6) the District is solely responsible for rendering the decision in matters of interpretation of all terms and conditions.

- 7) The District, in determining the lowest responsible vendor, will consider in addition to the RFP process, the quality, suitability and adaptability of the item(s) to be purchased for the use for which it is intended.
- 8) Trade-in policy and allowances will be considered where appropriate.

M. **Collusion:**

Collusion is grounds for bid rejection of all collusive vendors.

Terms & Conditions (cont'd)

- N. **Title IX Compliance Notice & Non-Discrimination Policy:** The District strictly adheres to Minnesota State Statute Section 181.59, Discrimination on Account of Race, Creed, or Color Prohibited in Contract, for the contracts it will enter into. During the performance of this contract, the vendor agrees that it shall not unlawfully discriminate against any employee or applicant for employment because of race, color, creed, religion, gender, national origin, sexual orientation, disability, age, marital status, or public assistance status. The Bidder will take affirmative action to ensure that applicants are employed and that employees are treated equally during employment, without unlawful discrimination because of their race, color, creed, religion, gender, national origin, disability, age, marital status, sexual orientation, or public assistance status.

Vendors shall also comply with any applicable federal or state laws regarding nondiscrimination. The following list includes, but is not meant to limit, laws that may be applicable:

- Minnesota Statute Chapter 363A
 - The Equal Employment Opportunity Act of 1972
 - The Rehabilitation Act of 1973
 - The Age Discrimination in Employment Act of 1967
 - The Equal Pay Act of 1963
 - The Job Training Partnership Act of 1982
- O. **Equal Opportunity:** It is the policy of the District, in compliance with current Federal and State statutes and regulations, and in recognition of its obligation to provide equal opportunity for education and employment for all persons within its jurisdiction, not to discriminate on the basis of sex, race, religion, color, national origin, economic status, disability, age or marital status in any of the educational programs or personnel practices of the Edina School District. The Superintendent is designated as coordinator for compliance for all areas relating to educational programs and personnel practices. Title IX prohibits school districts from conducting business with any contractor or vendor not complying with Title IX requirements.
- P. **Requirements for onsite service providers:** Vendor employees and contractors who will be providing services on District premises must have been subject to a state and federal criminal background check and drug/chemical screening within the past 18 months.
- Q. **Insurance Requirements:** You may be required to provide proof of insurance as requested by District. Coverage levels described below should be considered MINIMUM requirements.

Insurance	Description	Coverage	Aggregate
Worker's Compensation	State Statutory Employer's Liability	\$500,000	n/a
Comprehensive General Liability (including Premises-Operations; Independent Contractor's Protective; Products and Completed Operations; Broad-Form Property Damage)	Bodily Injury; Property Damage; Combined Single Limit	\$1,000,000 each occurrence	\$2,000,000 aggregate
Blanket Contractual Liability	Bodily Injury; Property Damage; Combined Single Limit	\$1,000,000 each occurrence	\$2,000,000 aggregate
	Personal Injury, with Employment Exclusion Deleted	\$1,000,000 each occurrence	\$2,000,000 aggregate
Comprehensive Automobile Liability	Bodily Injury; Property Damage; Combined Single Limit	\$1,000,000 each occurrence	\$2,000,000 aggregate

- R. **Non-Waiver of Specifications and Conditions:** Failure or neglect of the District to require compliance with any term, condition, or specification of the quoting shall not be deemed a waiver of the same.
- S. **Terms of Payment:** Payments will be according to Minnesota Statute 471.425, currently providing for payment within 35 days after receipt of the merchandise or the invoice, whichever comes latest. Nothing in the vendor's proposal, quote, contract, or invoice will override this provision.
- T. **Prompt Payment to Subcontractors:** Contract to comply with 2006 Minnesota Statute, Chapter 471.425 regarding "Prompt Payment to Subcontractors" or the specification whichever is most stringent. 471.425 requires the prime contractor to pay any subcontractor or supplier within 10 days of the prime contractor's receipt of payment from the municipality for undisputed services or supplies provided by the subcontractor or supplier. Refer to the statute for additional information.
- U. **Taxes:** No direct charge may be made for federal, state or municipal sales and excise taxes, for which Independent School District 273 is exempt. The quote price shall not include the amount of any such tax. The vendor shall pay all taxes imposed on any and all goods and/or services used so that there will be no liability on the part of the Owner for any type of tax assessed thereon.
- Minnesota Taxes: Instrumentalities of the State of Minnesota are not subject to the State of Minnesota Sales Tax pursuant to Minnesota Laws of 1967, Extra Session, Chapter 32, Article XIII, Section 25, Sub 1, Para. (J).
- Excise Taxes: Instrumentalities of the State of Minnesota are not subject to Federal Excise Taxes. Individual exemption certificates will be furnished upon request if needed by successful vendor(s) to reclaim such charges.
- V. **Confidentiality:** All documents, materials and information supplied to the School District are subject to the Minnesota government data practice act.

General Specifications

It is the intent of the Edina School District No. 273 to acquire up to 1,500 Chromebooks and accessories as described in these specifications. These can be awarded to one vendor, or each item can be awarded to individual vendors based on response.

All equipment supplied pursuant to this solicitation shall be new, or later, currently advertised, standard production models, incorporating all the latest available changes and features.

Each Chromebook must come with the ability (license) to enroll the device in our Google Apps for Education management console.

The Vendor shall furnish the manufacturer's standard new equipment warranty at a minimum and shall promptly replace or repair defective materials, parts or workmanship and/or inadequate design at no cost to the purchaser.

Proposed price shall be all inclusive so that no other charges shall be applicable to the Edina School District.

The specific Chromebooks under consideration by the Edina School District are the Lenovo 500e (Model 82JB) Chromebook or equivalent.

Chromebook Specifications

Description	Specification
Storage	32GB SSD
RAM	4GB
Battery	8+ hours battery
Processor	Intel N5100 or better
Display	Flip/touch capability (2-in-1)
Camera	World-facing camera
Wi-Fi	Wi-Fi 6
Compatibility	Compatible with Android apps
Included Accessories	USB C Power adapter for Chromebook
Hardware	Sound construction
Warranty	1 year with option of 3-year accidental damage coverage option
License	Google Management License
Approved Models*	<ul style="list-style-type: none"> • Lenovo 500e <ul style="list-style-type: none"> o 3rd gen: Model 82JB <ul style="list-style-type: none"> ▪ or EQUIVALENT
Additional peripherals or accessories	The district is interested in any additional items that may be included in the proposal. Please indicate if your proposal includes items and quantities such as additional batteries, power adapters, and spare parts depot.

All equipment must be delivered no later than June 1st, 2023

Quote Worksheet

Your Company Information			
Company Name	Now Micro	Contact Name	Sydney Ellison
Address	1420 Perron Rd E	City	Mendota Heights
State	MN	Zip	55120
Joint Powers Agreement utilized (Holding organization & contract number)		MN State Contract # 160321	

References			
District/Organization	Contact Name	Contact Email	Contact Phone
Minneapolis Public Schools	Brad Lundquist	brad.lundquist@mpls.k12.mn.us	612-668-0028
Anoka Hennepin Public Schools	Jill Bourman	jill.bourman@ahschools.us	763-506-1251

Questions	
Question/Data Point	Your Response
Have you reviewed & agree with all terms, conditions, specifications, and requirements as described? [Y/N]	Y
Have you provided all documentation required (as found on page 1)? [Y/N]	Y
Did you provided ALL Service Level Agreements to be included in the evaluations process? [Y/N]	
What is the approximate number of weeks between order submission date and delivery to district? [#]	1-2
What is the latest date for receipt of Purchase Order to ensure delivery by June 1 st , 2023? [DATE]	May 10 th , 2023

PURCHASE Chromebook & License Quote					
Description	Qty	Unit Manufacturer	Unit Model	Price Per Unit (\$)	Net (\$)
Chromebook	1,500	Lenovo	500e Chromebook	\$308.00	508,500.00
Google Management License	1,500	Google	Google Chrome OS Management Console License, Education	\$31.00	\$46,500.00

48-MONTH FINANCE Chromebook & License Quote					
Description	Qty	Unit Manufacturer	Unit Model	Per Unit Monthly (\$)	Total Net Lease (\$)
Chromebook	1,500	Lenovo	500e Chromebook	See attached lease schedule	See attached lease schedule
Google Management License	1,500	Google	Google Chrome OS Management Console License, Education	See attached lease schedule	See attached lease schedule

Optional Services and Fees Proposed

Please share any additional parts, services, or warranty included or discounted based on the proposed units above.

- Examples: Power Cords, Parts Depot, Batteries, additional support, extended warranty coverage, etc.

Description/Includes	Quantity	Per unit price/fee
Complimentary professional support hours to be used as needed	16 Hours	\$0

Included in the quoted price for the Warranty is the Manufacturer's service coverage, as well as Now Micro's value add to the Manufacturer warranty. This plan includes the option to use the Manufacturer's warranty service or use Now Micro's service for repairs. Edina does not need to pick one service to use for all devices. With all Warranties quoted, Edina can send Laptops to Now Micro for break/fix with about a 1-2 week turnaround time from the received date (subject to parts availability)

Procedure for Filing warranty claim with Now Micro. All Devices purchased through Now Micro will come with access to our DICE Portal (Pictured Below).

DICE- Inventory Management System. This system allows for customers to create tickets by searching their DICE database by serial number or asset tag number. Once a ticket is created this allows customers to track the progress of their system through updates provided by our Support team to the DICE portal in the ticketing section.

To create a ticket- search for the device using the asset tag or serial number in the DICE portal. After you have found the device you select the "Create Ticket Tab" and fill in a description of the problem. That kicks off the process automatically on our end to send a call tag for the device to repair at Now Micro at no cost to Edina Public Schools.

The warranty process can also be started by calling our support team or by email: support@nowmicro.com

The screenshot shows the Now Micro DICE portal interface. At the top, it displays 'ACME Corporation' and a user profile for 'sarah@nowmicro.com'. Below this is a table listing devices with columns for Organization, Serial Number, Invoice Date, Asset Tag, Customer PO Number, Warranty End Date, Warranty Type, Manufacturer, Model, Image, and Created. A single device is listed with details for ACME Corporation, Serial Number ACME-Serial-00530, Invoice Date 9/27/2019, Asset Tag ACME-Asset-GXKE, Customer PO Number Acme-PO-1, Warranty End Date 9/27/2022, Warranty Type WARRANTY3, Manufacturer Dell Inc., Model Latitude 5590, Image ACME-Image-1, and Created 9/7/2019, 8:53:00 AM.

Below the table, there is a 'Device' section with a 'Order' tab. The device details are categorized into Classification (System), Motherboard, and Chassis. The System section includes Serial Number (ACME-Serial-00530), Asset Tag (ACME-Asset-GXKE), Description (Dell Latitude 5590 - i5-8350), Image (ACME-image-1), and Warranty Type (WARRANTY3). The Motherboard section includes Serial Number (ACME-MemorySerial-88hjan) and Model (Dell Latitude 5590 XCTO BASE). The Chassis section includes Manufacturer (Dell Inc.) and Types (10).

There are also sections for Disk Drives and Memory. The Disk Drives section includes Serial Number (ACME-DriveSerial-wfy2n48), Model (SK hynix SC401 SATA 256GB), Capacity (256), and Firmware Revision (9000121). The Memory section includes Serial Number (ACME-Serial-00-30), Manufacturer (80AD0000B0AD), Model (mt90c0ff), and Capacity (8).

At the bottom, there is a 'Network Adapters' section with Model (Intel(R) Ethernet Connection (4) I219-LM), MAC Address (Dp1ua1Fh48AL), and Wireless (false). A green 'Create A Ticket' button is circled in red at the bottom left of the device details section.

Once the ticket is created you have the ability to track the shipment of the device as well as Now Micro's progress in fixing the device. (See Below)

- NAVIGATION
- Home
- Devices
- Orders
- Support Tickets
- ConsultNow
- Help
- Administration

Tickets

CREATE TICKET
↻
🖨
📄

<input type="checkbox"/>	Customer	Serial Number	Incident ID	Status	Status Reason	Title	Subject	Description	Created
									▼
▼	NM0005	ACME-Serial-00530	cd421339-bd38-ea11-8b13-0...	Active	New	Now Micro - ACME-Serial-00530	DICE	TEST-STEVEN'S POINT RFP	1/16/2020, 6:06 PM

Now Micro - ACME-Serial-00530

<p style="text-align: center; margin: 0;">Customer Information</p> <p>Customer: NM0005 Email: brada@nowmicro.com</p>	<p style="text-align: center; margin: 0;">Device Information</p> <p>Created Date: 01/16/2020 Manufacturer: Dell Inc. Status: Latitude 5590 Serial Number: ACME-Serial-00530</p>	<p style="text-align: center; margin: 0;">Ticket Information</p> <p>Defective Part: N/A Description: TEST-STEVEN'S POINT RFP Status: Active</p>
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V.J. Learning Exchange Agreement



Board Meeting Date: Feb 13, 2023

Title: Learning Exchange Joint Powers Agreement for 2023

Type: Action

Presenter(s): Dr. Anne Marie Leland, Community Education & Strategic Partnerships Director

Description: The 2023 Joint Powers Agreement (JPA) for the Learning Exchange Consortium is to cooperatively provide community education programs and services for adults with unique abilities. This Consortium includes the following independent school districts: Bloomington; Eden Prairie; Edina; and Richfield. The purpose of this agreement is to support collaborative, affordable, and accessible enrichment programming for adults with unique abilities.

Bloomington Public Schools is the Learning Exchange fiscal host and provides program oversight and staff supervision. The funding for the Learning Exchange is derived from state aid and matching district funds. Edina Public Schools Community Education & Strategic Partnership department contributes \$5,202 in permissive levy funds each school year to support Learning Exchange.

Recommendation: Please consider approval of the request to enter into the Learning Exchange Joint Powers Agreement.

Desired Outcomes from the Board: Please review the information and come prepared with your questions.

Attachments: Joint Powers Agreement for 2023

**2023 JOINT POWERS AGREEMENT FOR THE LEARNING EXCHANGE CONSORTIUM
TO COOPERATIVELY PROVIDE COMMUNITY EDUCATION PROGRAMS
AND SERVICES FOR ADULTS WITH DISABILITIES**

PREAMBLE

THIS AGREEMENT IS MADE and entered by and between the school districts named herein, hereafter collectively referred to as “members,” and individually as “member,” which are signatories to this Agreement.

It is the intention of the members to jointly cooperate to provide educational and enrichment opportunities for adults with disabilities; increase the public awareness of the role of adults with disabilities; enhance the role of adults with disabilities within the community; enhance cooperation and coordination with the Adaptive Recreation efforts of the cities named below; and promote cooperation with other organizations that function within the four communities.

In consideration of the mutual promises and agreements contained herein and subject to the provisions of Minnesota Statutes Section 471.59 and all other applicable statutes, rules, and regulations, the following members:

Independent School District No. 271, Bloomington (ISD 271)
Independent School District No. 272, Eden Prairie (ISD 272)
Independent School District No. 273, Edina (ISD 273)
Independent School District No. 280, Richfield (ISD 280)

Hereto agree as follows:

RECITALS

WHEREAS, the members agree to maintain a joint powers entity entitled Learning Exchange Consortium to provide educational and enrichment opportunities for adults with disabilities. Base funding for the consortium will be provided by the State of Minnesota to the duly assigned fiscal agent on behalf of the operation of the program.

AGREEMENT

1. JOINT POWERS.

The members are jointly empowered to act on behalf of the several members and to take such actions as may be necessary from time to time to fulfill the purpose of this Agreement. The name of the entity formed by this Joint Powers Agreement shall be the Learning Exchange Consortium.

2. PURPOSE.

The purpose of the Consortium is to enable the members to provide collaborative efforts for Learning Exchange services, which include: Providing enrichment and educational opportunities, increase the awareness of the role of adults with disabilities, enhance the cooperation and coordination within the members, promote cooperation with other organizations that function with the four communities.

3. ORGANIZATION AND GOVERNANCE.

The activities contemplated by this Agreement shall be overseen by the Consortium Board. The Consortium Board, hereinafter termed "the Board", shall be in existence for the duration of this Agreement.

A. Voting Representation

The Board shall consist of one voting member from each member District to this Agreement.

Members of the Board shall not be deemed to be employees of the Consortium and will not be compensated by the Consortium for serving on the Board. For all purposes, including workers' compensation, each member of the Board shall be considered to be an employee of the member District that made their appointment.

B. Voting and Quorum

Each Board member shall be entitled to one vote on Board matters.

A quorum shall consist of all Board members. Board action shall be determined by a majority of the votes cast at a meeting of the Board. All votes of the Board shall be recorded and become matter of public record.

C. Meetings

The Board shall meet at least two times annually at the call of the fiscal agent. Board members will agree to the date and time for regular and special meetings.

Two or more members may request a special meeting of the Board by submitting a written notice to all Board members.

4. BOARD DUTIES AND RESPONSIBILITIES.

The Board shall have and exercise all powers that may be necessary and convenient to enable it to perform and carry out the responsibilities conferred on it or contemplated by this Agreement, or which may hereafter be imposed on it by law or contract.

Such powers shall include the power to accept and disburse funds and to apply for state funds necessary for the purposes set forth herein. The board shall not have the authority to levy taxes.

The Board, on behalf of each individual member, shall assume the following responsibilities:

- A. The Board, with the input and assistance of the fiscal agent, shall consider and approve all budgets and evaluate the programs and services provided by the Consortium.
- B. The Board shall review this Agreement on an annual basis and, if necessary, amend this Agreement in accordance with paragraph 11.
- C. The Board shall review all contracts and/or leases that are needed to help fulfill the purpose of this Agreement. Board approval is required for all contracts and/or leases for a term exceeding the current fiscal year.

5. FINANCIAL PARTICIPATION.

The members agree that the Board shall have the authority to utilize funds received in the name of the Consortium for the purposes outlined herein. The members further agree that they shall share in any Consortium deficit as approved by a majority vote of the Board. Each member shall share in any deficit in proportion to the respective contributions made by that member.

6. MEMBER OBLIGATIONS.

Each member shall be obligated to:

- A. Submit appropriate financial data required by the State to qualify for program approval.
- B. Contribute to the efforts of the Consortium. For example, member Districts may provide the following:
 - i. Administrative leadership and support;
 - ii. Outreach and marketing through Community Education catalogs;
 - iii. Referral of students to the program; and
 - iv. Liaison support of local schools, social service agencies and employers.
- C. Direct all State Aid intended for Adults with Disabilities to the fiscal agent on behalf of the Consortium.

7. FISCAL AGENT.

ISD 271 shall serve as the fiscal agent for the Consortium. The Board, by a majority vote, may designate any other member to act as fiscal agent for the Consortium, provided the designated fiscal agent accepts the responsibilities. The fiscal agent shall perform the following duties and responsibilities:

- A. The fiscal agent is responsible for fiscal management of the Consortium. The fiscal agent shall develop a program budget and submit the same to the Board for approval. The fiscal agent shall monitor the program budget and ensure proper recordkeeping of all receipts and expenditures of the Consortium.
- B. The fiscal agent is responsible for the organizational structure and staffing and supervision in order to implement programs.
- C. The fiscal agent shall develop operational guidelines and procedures. Such guidelines and procedures shall be presented to the Board.
- D. The fiscal agent shall collect data from members as necessary to perform the purposes of this Agreement.
- E. The fiscal agent shall submit all required State performance reports and fiscal reports.
- F. The fiscal agent shall keep all records on behalf of the Consortium.
- G. The fiscal agent is responsible for program planning and development. The fiscal agent will report to the Board on program planning and development at each Board meeting.

8. INSURANCE.

The members agree that they will at all times, during the term of this Agreement or any extension thereof, at their own expense, maintain and keep in force comprehensive general public liability insurance against claims for personal injury, death, or property damage arising in connection with this Agreement in the limits set forth in Minnesota Statutes Section 466.04, as amended. The members further agree that they will name the Consortium as an additional insured on said insurance policies and submit certificates of said insurance to the fiscal agent.

The members agree that they will carry workers' compensation insurance as required by law, and that they will submit certificates of said insurance to the fiscal agent.

In the event that procured liability coverage does not cover a particular act or omission, each individual member shall not be individually liable unless required by law, in which case any such liability shall be apportioned based on the respective contributions made by the members.

Under no circumstances, however, shall a party be required to pay, on behalf of itself or other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability

for any party. Nothing in this Agreement shall constitute a waiver of the rights, benefits, immunities, and privileges that each party is entitled to under federal law or state law.

- A. The following minimum insurance limits shall be kept in force for the entire period of the contract:
 - i. Comprehensive General Liability - \$1,000,000 per occurrence including products and completed operations coverage.
 - ii. Automobile - \$1,000,000 combined single limit for Bodily Injury and Property Damage.
 - iii. Personal Injury Protection (PIP) - \$20,000 Per Person with \$20,000 Economic Benefit (part of no fault coverage)
 - iv. Uninsured and Underinsured Motorists - \$1,000,000 Per Accident
 - v. Hired and Non-Owned Automobile Liability - \$1,000,000
 - vi. Umbrella Liability - \$1,000,000 for damages due to bodily injuries, personal injuries, death or property damage arising out of any one occurrence.
 - vii. Worker's Compensation - \$500,000 bodily injury by accident; \$500,000 bodily injury by disease and \$500,000 bodily injury by disease for each employee.
- B. Independent School District #271 shall be named as an additional Insured, on the general liability policy, on a primary/non-contributory basis.
- C. Certificate shall provide a 30-day notice of cancellation for any reason.

9. TERM OF AGREEMENT AND TERMINATION.

This term of this Agreement shall run from the date of authorization of the School Boards of each respective member to June 30, 2024, unless it is terminated prior to June 30, 2024 as a result of the Consortium being:

- A. Terminated by the mutual consent of the members;
- B. Suspended or superseded by a subsequent agreement between the members; or
- C. Terminated by operation of law.

If the Agreement is terminated, all assets acquired as a result of the joint exercise of powers pursuant to this Agreement remaining after the date of termination and after payment of any outstanding debts or expenses, shall be returned to those members in good standing on the date of termination in proportion to the respective contributions made by the member.

10. WITHDRAWAL

Upon adoption of a resolution of its School Board, an individual member may withdraw from participation in the Consortium by providing eleven (11) months written notice.

A withdrawing member shall not be entitled to the return of any contributions previously paid, and shall remain jointly liable for all indebtedness made on behalf of

the Consortium during the period in which the withdrawing member was a member of the Consortium. The members shall engage in negotiations over the terms of such indebtedness, including the possibility of a settlement and release of liability for withdrawing members.

11. AMENDMENTS.

Proposed amendments must be submitted to the Board for review and approval. Prior to a meeting of the Board at which an amendment of this Agreement will be considered, each Board member shall be given ten (10) days prior written notice of the meeting and the proposed amendment. In order to be approved, amendments must receive a majority vote of those Board members present at a duly qualified meeting at which the vote is taken.

Should an amendment receive the requisite approval from the Board as provided in this section, the amendment shall be submitted to each member School Board represented on the Board. The amendment shall not be enacted unless adopted by the School Board of each member represented on the Board.

12. EFFECTIVE DATE.

The members agree that this Agreement shall become effective upon authorization of the School Boards of each respective member, and shall be enforced from and after that date until terminated in accordance with paragraph 9.

13. AUTHORIZATION.

IN WITNESS WHEREOF, the undersigned member, pursuant to an authorizing resolution of its respective School Board, has caused this Agreement to be signed on the date on the following page.

_____	_____	_____
Chair, Bloomington ISD 271	Clerk, Bloomington ISD 271	Date

_____	_____	_____
Chair, Eden Prairie ISD 272	Clerk, Eden Prairie ISD 272	Date

_____	_____	_____
Chair, Edina ISD 273	Clerk, Edina ISD 273	Date

_____	_____	_____
Chair, Richfield ISD 280	Clerk, Richfield 280	Date

V.K. Student Support Services

V.K.1. PrairieCare Agreement



DEFINING EXCELLENCE

Board Meeting Date: February 13, 2023

Title: Contract for Independent School District 273 Purchase of Services Agreement with Intermediate District 287 for PrairieCare Partial Hospitalization Program.

Type: Consent

Presenter(s): Jody Remsing

Description: The purpose of this Agreement is to create an agreement between ISD 273 and INT 287 for the purchase of educational services at PrairieCare Partial Hospitalization Program.

Recommendation: Approve the attached Service Agreement for the purchase of educational services at PrairieCare

Desired Outcomes from the Board: Approve the attached contract with Intermediate District 273 Purchase of Service Agreement

Attachments: Contract with Intermediate District 273 Purchase of Service Agreement

Independent School District 273 Purchase of Service Agreement

This Purchase of Service Agreement ("Agreement") is made and entered into by and between the Edina Area Public Schools, Independent School District 273 (hereinafter referred to as ISD 273), 5701 Normandale Road Edina, MN 55424, and Intermediate District 287 (hereinafter referred to as INT 287), 1820 Xenium Lane North, Plymouth, Minnesota 55441. This Agreement is entered into pursuant to Minnesota Statutes § 125A.11, Subd. 3.

Purpose The purpose of this Agreement is to create an agreement between ISD 273 and INT 287 for the purchase of educational services at PrairieCare Partial Hospitalization Program, 4510 West 77th Street Edina, MN 55435.

Definitions The words used in this Agreement are intended to have their ordinary meaning except for terms that are defined by state or federal education law which shall have the meaning ascribed to the term in the law.

Whereas, ISD 273 is required to provide educational services to students who are placed in a care and treatment facility located within its geographical boundaries, to the extent provided under state laws and rules;

Whereas, PrairieCare partial hospitalization program is geographically located within the boundaries of ISD 273;

Whereas, INT 287 is an intermediate district with powers and duties as enumerated in Minnesota Statutes §§ 136D.21 - .31;

Whereas, ISD 273 is a participating district in INT 287 as defined by Minnesota Statutes §136D.21;

Whereas, INT 287 is authorized to provide special education and other educational programs pursuant to Minnesota Statutes § 136D.31 at the request of a participating district; and

Whereas, ISD 273 has requested that INT 287 provide all educational services as required by state and federal law to the students enrolled in PrairieCare partial hospitalization program on behalf of ISD 273.

Now, therefore, in consideration of the mutual agreements contained here, the Parties agree as follows:

Services to be purchased INT 287 shall provide all educational services on behalf of ISD 273 required by state and federal law to students who have been placed in the Program. Such educational services shall comply with all state and federal laws governing educational services to be provided within Care & Treatment facilities including but not limited to the requirements of the Minnesota Administrative Rules, (Chapter 3525, Children with a Disability), Minnesota Statutes (including Minnesota Statutes Chapter 125A) and federal law including but not limited to 29 U.S.C. §7949(g) (Section 504 of the Rehabilitation Act of 1972); 20 U.S.C. § 1401 (IDEA); and 20 U.S.C.1232(g), the Family Education Rights and Privacy Act (FERPA).

MDE Tuition Billing INT 287 through MDE shall apply for all applicable federal and state education monies as allowable under state statute and shall be responsible for the billing of all reimbursement for all students enrolled in the Programs. INT 287 will comply with any data reporting required by the Minnesota Department of Education in order to obtain state or federal funds and/or reimbursement from resident districts.

Effective Date and Termination Date This Agreement shall be in force and effect from September 6, 2022, and shall remain in effect until either party terminates the Agreement upon 90 calendar days' written notice with or without cause. If either party materially breaches the Agreement, and fails to cure its breach within 30 calendar days after written notice by the other party, the non-breaching party may terminate the Agreement at the end of those 30 days.

Personnel INT 287 will be solely responsible for the hiring, training, supervision, and discipline of any of its employees that it uses in performance of this Agreement. INT 287 agrees to comply with all applicable state and federal employment laws in the same manner that ISD 273 would be required to comply with such state and federal employment laws. No employee, independent contractor, or volunteer of INT 287 shall have any claim to any benefits or compensation with ISD 273 including, but not limited to, tenure, health insurance, workers' compensation, or any other term and condition or privilege of employment as provided in any labor contract between ISD 273 and its employees.

Indemnification Each party shall be responsible for its own acts and omissions and shall not be responsible for the acts or omissions of the other party. The liability of the parties shall be governed by Minnesota Statutes Chapter 466 and Minnesota Statute § 471.59 Subd. 1a, and other governing law.

Audit of Books and Records The parties agree the State Auditor, or any of either party's duly authorized representatives, at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt and transcribe any records which are pertinent and involve transactions relating to this Agreement. Such records shall be maintained and such access and rights shall be in force and effect during the period of the Agreement and according to INT 287's records retention schedule.

Data Practices, FERPA and HIPAA The parties agree that all data collected, created, received, maintained, or disseminated in the performance of this Agreement is governed by the Minnesota Government Data Practices Act (MGDPA), Minnesota Statute § 13.01 et. seq, the Family Education Rights and Privacy Act (FERPA) and each party agrees to abide by the provisions of the MGDPA and FERPA. Some data may also be governed by the Health Insurance Portability and Accountability Act (HIPAA) and each party agrees to abide by its requirements if applicable to it.

Reporting Maltreatment of Minors Both parties agree to comply with the provisions of the Maltreatment of Minors Reporting Act, Minnesota Statutes Chapter 260E, and all applicable Minnesota Rules implementing such Act.

Assignment Neither party may assign this Agreement to any other party without the express written consent of the Board of Education for each party. This provision does not limit INT 287's ability to utilize independent contractors to meet its obligations under this Agreement.

Requests for Due Process Hearing A parent or a district is entitled to a due process hearing conducted by the state when a dispute arises over the identification, evaluation, educational placement, manifestation determination, interim educational placement or the provision of a free appropriate public education to a child with disabilities. (See Minnesota Statutes § 125A.091, Subd. 12). INT 287 agrees to notify ISD 273 within one business day of any request for a due process hearing.

INT 287 further agrees to not request a due process hearing unless both the resident district and ISD 273 agree in writing before such a request is made.

ISD 273 or the resident district is responsible for all costs and responsibilities associated with a Due Process Hearing.

INT 287 will make its staff available as witnesses to prepare for and testify at any hearing, will produce all educational records and other relevant documents, and will make an administrator available as a resource during the course of the hearing.

Complaints Should a complaint be brought with the Minnesota Department of Education or any other state or federal agency, INT 287 shall notify ISD 273 and the resident district within one business day and answer the complaint on behalf of ISD 273. ISD 273 agrees to cooperate in that effort. Should compensatory educational services be ordered or agreed upon, any other damages, loss, or expenses as allowable under state or federal law in effect now or in the future, INT 287 agrees to provide those services and submit a bill to the appropriate district, in accordance with state law.

Minnesota Law/Severability The laws of the State of Minnesota shall govern the validity and construction of this Agreement and the legal relations between the parties. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

There are no further substantive provisions to this Agreement. The signatures of the parties' authorized representatives appear on the following pages.

Intermediate District 287

Independent School District 273

Director of Special Education (Date)

DocuSigned by:
Jody Remsing
EB1853047C3594C
1/20/2023 | 12:42 PM CST

Director of Special Education (Date)

Executive Director of Business Services (Date)

Superintendent (Date)

V.K.2. Medical Advisor Agreement



DEFINING EXCELLENCE

Board Meeting Date: February 13, 2023

Title: Contract for Independent School District 273 and a Medical Advisor Agreement with Dr. LeAnn Hutchinson.

Type: Consent

Presenter(s): Jody Remsing

Description: The purpose of this Agreement is to create a Medical Advisor Agreement between ISD 273 and Dr. LeAnn Hutchinson.

Recommendation: Approve the attached Medical Advisor Agreement with Dr. LeAnn Hutchinson

Desired Outcomes from the Board: Approve the attached Medical Advisor Agreement with Dr. LeAnn Hutchinson.

Attachments: Medical Advisor Agreement with Dr. LeAnn Hutchinson

MEDICAL ADVISOR AGREEMENT

This Agreement is entered into by and between Independent School District No. 273, Edina Public Schools ("District") and Dr. LeAnn Hutchins, M.D. ("Provider").

WHEREAS, Provider is a duly licensed board-certified medical doctor willing to volunteer with the District as a Medical Advisor; and

WHEREAS, the District would like to enter into a contractual relationship with the Provider for her consultation and advice regarding medical issues that arise in the school setting;

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in this Agreement, the parties agree as follows:

1. **TERM.** This Agreement will take effect on the last date it is signed by the parties and will end on July 31, 2023, unless either party terminates the Agreement earlier. Either party may terminate this Agreement at any time (but not retroactively), for any reason, by giving fourteen days' written notice to the other party.
2. **SERVICES.** During the term of this Agreement, Provider agrees to furnish to the District advisory and consultative services defined as follows:
 - a. Consult with the school health services supervisor on an ongoing basis to plan, review, evaluate, and revise school district policies related to student health and wellness;
 - b. Consult with the school health services supervisor in the development and revision of nursing protocols for the assessment and management of students' health care problems;
 - c. Provide consultation and, when appropriate, medical direction to the school Health Services Supervisor regarding in-school management of student medical problems;
 - d. Provide standing orders for medications and medical treatment;
 - e. Review individual student health records as required; and
 - f. Consult with school personnel on issues such as health exemptions, outplacements, requests for homebound services, etc.

3. **RELATIONSHIP.** Provider is a volunteer for all purposes. The parties are not entering into an employment agreement or an employee-employer relationship. Nothing in this Agreement may be construed as creating an employment relationship, a partnership, a joint venture, or a joint enterprise between the District and Provider.
4. **PAYMENTS.** The work performed by the Provider will be performed pro-bono. The Provider understands that the scope of the Provider's relationship with the District is limited to a volunteer position and that no compensation is expected in return for services provided by the Provider. The Provider also understands that the District will not provide any benefits traditionally associated with employment to the Provider. The Provider is responsible for her own medical insurance coverage in the event of personal injury or illness as a result of the Provider's services to the District. The Provider acknowledges that the District does not assume any responsibility for or obligation to provide the Provider with financial or other assistance including, but not limited to, medical, health, or disability benefits or insurance of any nature in the event of injury, illness, death or damage or loss to property, or malpractice insurance. The Provider expressly waives any such claims for compensation or liability on the part of the District beyond what may be offered freely by the District in the event of such injury or medical expenses incurred.
5. **LICENSURE AND INSURANCE.** Provider represents and warrants that she is a duly licensed and board-certified medical physician who is in good standing with her licensing body and has not been the subject of professional discipline. Provider further represents and warrants that she carries at least one million dollars professional medical malpractice insurance and that the policy is in good standing and will be maintained during the entire term of this Agreement.
6. **INDEMNIFICATION.** The Provider agrees to hold the District harmless with respect to all claims and expenses arising out of, or resulting from, the negligence or omission of the Provider while furnishing services to the District.
7. **PRIVATE AND CONFIDENTIAL INFORMATION.** In providing services for the District, Provider may have access to data that are classified as private or confidential under federal or state law. Provider must maintain the confidentiality and privacy of all data accessed, gathered, created, or maintained as a result of performing services for the District, including advice provided to the District, and Provider must not disclose such data without written authorization from the District's Superintendent or its School Board, unless disclosure is specifically required by law or by court order. Provider must comply with the Minnesota Government Practices Act ("MGDPA") and the Family Education Rights Privacy Act ("FERPA"), and must maintain and safeguard all data in compliance with all

statutory provisions applicable to the data. No physician-patient or similar privilege will be created as a result of this Agreement or as a result of, or in connection with, this Agreement. All data that are accessed, gathered, created, or maintained pursuant to this Agreement are governed by the MGDPA and FERPA.

8. **COVENANT OF DILLIGENCE AND GOOD FAITH.** Provider agrees to provide services to the District diligently and in good faith. Provider must comply with all federal and state laws and with all policies and rules of the District.
9. **CHOICE OF LAW AND SEVERABILITY.** This Agreement is governed by the laws of the State of Minnesota. If any part of this Agreement is construed by a court to be unenforceable or in violation of any applicable law, the remaining portions of the Agreement will remain in full force and effect.
10. **WAIVER AND EQUAL DRAFTING.** Waiver by either party of any term or condition of this Agreement will not constitute a waiver of any other term or condition of this Agreement. If either party asserts that a provision of this Agreement is ambiguous, the Agreement must be construed to have been drafted equally by the parties.
11. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the parties. Neither the District nor Provider has relied on any statements, promises, or representations that are not stated in this document. The terms of this Agreement are contractual and supersede any and all prior agreements between the parties and any inconsistent provisions in any employee handbooks or policies. No waiver or modification of any provision of this Agreement will be valid unless it is in writing and signed by both parties.

IN WITNESS THEREOF, the parties have entered into this Agreement on the dates recorded by their signatures.

PROVIDER



LeAnn Hutchison, M.D.

2/1/2023

Date

INDEPENDENT SCHOOL DISTRICT NO. 273, EDINA

School Board Chair

Date

School Board Clerk

Date

V.K.3. Sondag Systems Services Purchase



Board Meeting Date: February 13, 2023

Title: Invoice for Independent School District 273 Purchase of Soday System/Windsor Learning intervention sets and professional services.

Type: Consent

Presenter(s): Jody Remsing

Description: The purpose of this Agreement is to create an agreement between ISD 273 and Soday System/Windsor Learning for intervention sets for the classroom as well as professional services.

Recommendation: Approve the attached purchase of learning materials and professional services from Soday System/Windsor Learning.

Desired Outcomes from the Board: Approve the attached invoice from Soday System/Windsor Learning.

Attachments: Invoice from Soday System/Windsor Learning Intermediate District 273.

SondaySystem®



Proposal For: (Good until March 30, 2023) **Submit Purchase Orders to:**

District/School: Edina Public Schools, MN	Winsor Learning, Inc.
Contact: Jody Remsing	3001 Metro Dr, Suite 480
Date Submitted: 31-Jan-2023	Bloomington MN 55425
Submitted By: Rich Geist	Email: orders@winsorlearning.com
	Fax: 651.222.3969

Item #	Item Description - Print Only	Qty.	Price	Total
210-1500	Sonday System 1 Intervention Set - Classroom Only	5	\$ 1,295.00	\$ 6,475.00
310-1500	Sonday System 2 Intervention Set - Classroom Only	5	\$ 1,295.00	\$ 6,475.00
	Print Only Materials Subtotal			\$ 12,950.00
	Shipping and Handling	10%		\$ 1,295.00
	Subtotal			\$ 14,245.00
	State Sales Tax if Applicable	N/A	-	-
	Print Only Materials Total			\$ 14,245.00

	MATERIALS TOTAL			\$ 14,245.00
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Professional Services	Training Description
Sonday System 1: Installation Training	<p style="text-align: right; margin-right: 50px;"><i>Feb. 21, 2023</i></p> <p>This training will be an introduction to Multisensory Teaching Methodology and a detailed look at the implementation of Sonday System®1 Reading Intervention Program. This training offers hands-on use of the materials and practical strategies to use with struggling students. Focus is on Sonday System® 1 Instructional Materials, Phonemic Awareness, Phonics, Fluency, Vocabulary, and Comprehension instruction.</p>
Sonday System 2: Installation Training	<p style="text-align: right; margin-right: 50px;"><i>April 21, 2023</i></p> <p>This training will build on the Multisensory Teaching Methodology introduced in Sonday System 1. This training offers hands-on use of the materials and practical strategies to use with struggling students. Focus is on Syllable Types, Syllable Division, Prefixes, Suffixes With Governing Rules, Roots, Contractions, Non-Phonetic Words, Vocabulary and Comprehension.</p>

Professional Services	# Days	Fee	Total
Professional Services Total	2	\$ 3,500.00	\$ 7,000.00

	MATERIALS & SERVICES TOTAL			\$ 21,245.00
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Acknowledgement and Agreement: I have read and agree to this Proposal and the attached terms and conditions. I understand that training dates are secured ONLY with the return of this signed proposal.

Signature

Jody Remsing

2/8/23

Print Name, Title and District/School

Jody Remsing

Director of Student

Support Services

Edina Public Schools

Terms and Conditions

The following terms and conditions apply to materials and professional services provided by Winsor Learning, Inc. ("Winsor") to your school/district (your "School"):

1. The details and scope of Winsor's services and materials provided will be as specified in the attached Proposal.
2. FULL DAY TRAINING (On-site or Virtual)
 - a. Each participant in any Sondag System® training must have their own Sondag System® kit to use for the training.
 - b. Maximum number of participants for a training day is thirty (30).
 - c. Payment by means of purchase order, credit card, or check must be received a minimum of thirty (30) days prior to the date of scheduled training.
 - d. Payment is due within thirty (30) days of receipt of invoice.
 - e. Payment in full must be made for any training day cancelled less than thirty (30) days prior to the scheduled date.
3. OPEN ENROLLMENT TRAINING (Virtual)
 - a. Each participant in any Sondag System® training must have their own Sondag System® kit to use for the training.
 - b. A purchase order or a credit card payment must be received to confirm an attendee in an Open Enrollment training.
 - c. Payment for open enrollment training cancelled less than fourteen (14) days prior to the scheduled date is non-refundable.
4. Fees paid to Winsor Learning, Inc. include all related training preparation, travel costs, administrative costs and insurance.
5. This Agreement, along with the Proposal attached hereto, constitutes the entire agreement of the parties, superseding any prior oral or written agreements regarding this matter.

V.K.4. Alexandra McCannel Agreement



DEFINING EXCELLENCE

Board Meeting Date: February 13, 2023

Title: Service Provider Agreement with Independent School District 273 and Alexandra McCannel.

Type: Consent

Presenter(s): Jody Remsing

Description: The purpose of this Agreement is to create a Service Provider Agreement between ISD 273 and Alexandra McCannel for mental health services and professional development with dates of service January 15, 2023 through July 31st 2023 (presentation for the 4/21 Professional Development day).

Recommendation: Approve the attached Service Provider Agreement from Alexandra McCannel.

Desired Outcomes from the Board: Approve the attached Service Provider Agreement.

Attachments: Service Provider Agreement between Alexandra McCannel and Intermediate District 273.

**SERVICE PROVIDER AGREEMENT
INDEPENDENT SCHOOL DISTRICT NO. 273**

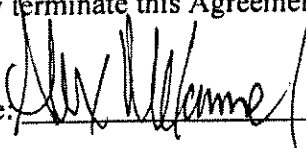
Instructions on next page

Alexandra McCannel (the Provider), hereby contracts to provide services to Independent School District No. 273, Edina, Minnesota (the District), as follows:

1. **SERVICES.** The provider will furnish to the District all necessary services to provide mental health services and professional development.
2. **DATES OF SERVICE.** January 15, 2023- July 31, 2023
3. **PAYMENTS.** The District will make payments for the services provided on the following terms:

Basic contract amount: \$200.00 per hour for working with students or IEP teams,
presentation rate \$500.00 per hour.


4. **INDEPENDENT CONTRACTOR.** The Provider and the District acknowledge and agree that the Provider is performing services under this Agreement as an Independent Contractor and not as an employee or agent of the District. The Provider and the District further understand and agree that no deductions, withholding or contributions shall be made by the District for income tax, unemployment compensation, social security, workers' compensation, or otherwise, under any federal or state law applicable to the employer-employee relationship. Any report or product produced as a result of this Agreement becomes the sole property of Independent School District No. 273.
5. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the Provider and the District and can be modified only by written agreement of both parties. This Agreement terminates, supersedes and revokes all prior contracts, agreements and representations by or between the parties, written or oral.
6. **TERM OF AGREEMENT.** This Agreement is effective upon signature of both parties. The District may terminate this Agreement at its discretion.

Provider Signature:  Date: 1/25/23

Provider Name (print): Alexandra McCannel, MA, LMFT

Provider Address: 26330 Noble Road, Excelsior, MN 55331

(Must have W-9 on file) Provider Telephone: 612-270-5742

District Signature:  Date: 2/8/23



VI. Discussion

VI.A. Achievement and Integration Plan for
2024-2026



Board Meeting Date: Feb 13, 2023

Title: Achievement and Integration Plan for 2024-2026

Type: Discussion

Presenter(s): Dr. Randy Smasal, Assistant Superintendent; Dr. Sayali Amarapurkar, Southeast Asian Cultural Liaison

Description: The Minnesota Department of Education requests that districts who receive Achievement and Integration revenue maintain a three year plan to include goals, strategies and key indicators of progress. Administration was consulted with over 120 stakeholders from November of 2022 through February of 2023 to prepare this plan. The proposed plan has been aligned to other strategic initiatives. The plan also references a partnership with the school district of Hopkins.

Recommendation: This report is an update to the school board regarding administrative recommendations for the Achievement Integration plan for fiscal years 2024-2026. No recommendation is being made at this meeting. Action on this proposed plan will be requested at the February 28, 2023 school board meeting.

Desired Outcomes from the Board: Review in detail, have questions prepared, and provide feedback on the proposed Achievement and Integration plan.

Attachments:

- **See attached report**

A and I plan 2024-2026 school years Edina Public Schools

Background:

Every three years, Minnesota school districts applying for Achievement and Integration revenue are asked to complete an Achievement and Integration three year plan and proposed budget.

Districts have been asked to utilize these equity criteria to guide their planning process.

1. Access—Students and their families have access to rigorous, high-quality educational experiences, decision-making, initiatives, resources, and viable school choice options.
2. Participation—Enrollment and meaningful participation in rigorous career and college readiness and other academic programs as well as enrichment and extracurricular programs are proportionate to enrollment when disaggregated by race, ethnicity, and economic background.
3. Representation—School culture, climate, staff, curriculum are inclusive, culturally relevant, and representative of the diversity of the students and the school community.
4. Outcomes—Efforts result in positive measurable outcomes that are not predictable by race, ethnicity, or economic background.

Three required goal areas for the Achievement and Integration include:

- Reduction in academic disparities for specific groups of students.
- Increase in racial and economic diversity and integration in schools/districts.
- Increase in equitable access to effective and more diverse teachers.

Five required strategies include:

- Innovative and integrated preK-12 learning environments.
- Family engagement initiatives to increase student achievement.
- Professional development opportunities focused on academic achievement of all students.
- Career/college readiness and rigorous coursework for underserved students, including students enrolled in ALC.
- Recruitment and retention of racially and ethnically diverse teachers and administrators.

The Process: Listen to and learn from stakeholders

Input from stakeholders regarding the most critical needs of students was collected from the following groups:

- World's Best Workforce Committee
- American Indian Parent Group representatives
- Cultural Liaisons and Equity and Inclusion Specialist
- The Teaching and Learning Department
- Elementary Principals
- Secondary Principals
- Early Learning Coordinator
- EHS Avid Coordinator
- A focus group of 40 Senior AVID students
- The Multi-Tiered Systems of Support Committee
- High School Counselors
- The Edina/Hopkins A and I Team

- District Equity Advisory Committee

Note: Over 120 people have been consulted in the development of the three year A and I plan.

Common Themes collected from the various stakeholder conversations included:

- Closing of achievement gaps in literacy and numeracy.
- Power of Fastbridge to close literacy gaps.
- Create more support for students of color to participate in advanced courses.
- The district needs a systemic approach to intervention. (i.e. M.T.S.S., Early Intervention).
- AVID is making a difference for students (builds skills, supports transitions, and increases AP participation and college acceptance).
- Develop and communicate Pathways that blend school and work in order to prepare learners for college and career, i.e. Internships.
- Critical to diversify our teacher and administrative workforce – recruitment and retention.
- Staff need additional professional learning on cultural competency to support equity efforts in the district.
- Families need support navigating the educational system.
- Partnerships will be critical – business, higher education.

The A and I plan was collaboratively developed and aligned to the WBWF plan, the district data metrics plan, the district strategic plan, and the comprehensive literacy plan. Three year goals, aligned strategies, and Key Indicators of Progress (KIP) are included to help articulate the direction of the school district. KIPs were developed to both monitor implementation of strategies and assess impact of those strategies on the goal areas.

Edina Achievement and Integration Plan for 2024-2026:

Academic Disparities Goals

Goal 1: By the end of 2026 school year, EPS will increase the percentage of African American/Black, Hispanic/Latino, Native Hawaiian or Other Pacific Islander, and Native American/American Indian students who meet all four benchmarks in the Edina Data Metrics plan related to career and college readiness to 80% from current baseline. These benchmarks include :

- Successful completion of Algebra I before 8th Grade or in 8th grade with a B or better.
- Successful completion of Biology in High School with a B or better.
- Successful completion of ELA course US Literature and Composition with a B or better.
- Passing Score on the MN Civics Test Data

Strategy Category: Innovative and integrated preK-12 learning environments.

1. Increase engaging Secondary Pathways to include badges, microcredentials, certifications, internships, and college credit opportunities aligned with the Minnesota Career Fields, Cluster & Pathways Chart. Edina Pathways programming will include increased access to career and technical education courses for student groups not enrolling in these courses at the same rate as their peers. Through targeted outreach and ongoing support to students and their families this strategy is designed to decrease racial and economic enrollment disparities. This is meant to increase access to the following courses for underrepresented groups of students: Engineering, Manufacturing and Technology; Health Science; Human Services (including Education); Business, Management and Administration; and Agriculture, Food and Natural Resources. “Well-designed pathways connect students to real-world learning opportunities. In doing so, pathways enhance student engagement, broaden student access to social capital, and create a platform for teaching 21st century skills through the high school educational context. In these ways, pathways provide a more equitable approach for educating all students.” Hester, C. (2020). *The Career Pathways Approach: A Way Toward Equity?* Policy and Practice Brief. California Collaborative on District Reform. Retrieved February 5, 2023 from <https://files.eric.ed.gov/fulltext/ED610392.pdf>.

Strategy Category: Family engagement initiatives to increase student achievement.

2. Cultural Liaisons will build positive relationships between staff and families by facilitating communication between school staff and families from a range of racial, ethnic, and socioeconomic backgrounds. Liaisons will provide resources and organize learning opportunities for staff and families. The goal is to empower families from all racial, ethnic, and economic backgrounds to work with schools to improve achievement for their students. Close cooperation between schools, parents, and the community is one of the keys to closing achievement gaps. Parent involvement has a strong, direct

impact on student achievement. Educating parents on student progress and how they can help at home improves student learning.

Strategy Category: Professional development opportunities focused on academic achievement of all students.

3. Professional learning for implementation of the new Edina Multi-Tiered Systems of Support framework. A robust MTSS framework, critical to helping students who are struggling, or not making consistent progress, includes the use of supplemental, evidenced-based intervention programming to aid learning in the classroom. The cycle from assessment to instruction enables the teacher to observe students’ responses to targeted interventions and to proceed with instruction supported by ongoing performance data. Based on recent data, the teacher can then plan interventions to meet student needs. Training and support will be provided to principals on the new Edina multi-tiered system of support (MTSS). Applied to preK-12, it will strongly support each and every learner who is not at benchmark in literacy, numeracy and social-emotional learning. Through implementation of this framework our students will experience additional time and support in order to create accelerated growth when falling into either high or some risk categories.

Goal 2: 80% of African American/Black, Hispanic/Latino, Native Hawaiian or Other Pacific Islander, and Native American/American Indian students in Gr. K-9 will be at benchmark (80%) on the Fastbridge Reading Assessments by the end of 2026.

Strategy Category: Career/college readiness and rigorous coursework for underserved students, including students enrolled in ALC.

4. Students in grades K-9 will be screened and their progress monitored for development of reading skills using the Fastbridge assessment system, and will receive timely interventions supported by the Screening to Intervention feature. Intervention staffing will provide support for learning.

KIPS for Academic Disparities Goals

Goal and Strategy Targets	Spring 2024 Target	Spring 2025 Target	Spring 2026 Target
Successful completion of Algebra I before 8 th Grade or in 8 th grade with a B or better. (2022 Baseline for all: 82.16%)	60%	70%	80%
Successful completion of Biology in High School with a B or better. (2022 Baseline for all: 66.52%)			

<p>Successful completion of ELA course US Literature and Composition with a B or better. (2022 Baseline for all: 58.77%)</p> <p>Passing Score on the MN Civics Test Data (2022 Baseline for all: 93.26%)</p>			
<p>% of Seniors participating in a Career Pathway earning microcredentials, industry certifications, internships, apprenticeships, college credit by student group to include African American/Black, Hispanic/Latino, Native Hawaiian or Other Pacific Islander, and Native American/American Indian students</p> <p>Baseline example: 186 students earned Bilingual Seals in 2022 (All student groups)</p>	60%	70%	80%
<p>% of families indicating high level of engagement disaggregated by race and ethnicity</p>	70%	80%	90%
<p>Global Score on Self-Evaluation of the MDE MTSS framework Implementation</p> <p>Baseline Winter 2023 is Global Score = 45.5%</p>	55%	65%	75%
<p>% of Black, Hispanic/Latino, Native Hawaiian or Other Pacific Islander, and American Indian students at benchmark on Fastbridge Reading in grades K-9</p> <p>K-1 Baseline Winter Fastbridge 2023: African American/Black = 62% Hispanic/Latino = 50%</p> <p>Gr. 2-9 Baseline Winter Fastbridge 2023: African American/Black = 47% Hispanic/Latino = 50%</p> <p>Note: Some student group cell sizes are too small to report. Goal is 80% for all student groups.</p>	70%	75%	80%

Integration Goal

Goal 3: The percent of African American/Black, Hispanic/Latino, Native Hawaiian or Other Pacific Islander, and Native American/American Indian students accessing advanced courses will mirror the Edina High School student demographics by the end of 2026.

Strategy Category: Innovative and integrated preK-12 learning environments.

5. AVID summer bridge for incoming 9th graders offered through the Edina/Hopkins joint district partnership will bring together teachers and students from both districts for an intensive three-week experience. A primary objective is to establish positive relationships between students of different racial, ethnic, and economic backgrounds while developing their literacy and numeracy skills. Targeted students from both districts will work together to advance their skills in STEAM. AVID Summer Bridge provides our AVID 9th graders opportunities to build and use AVID strategies in a collaborative and highly engaging environment. Using Algebra, Science, AVID curriculum, and College Readiness components, students experience increased preparation for the upcoming school year. Experiential learning includes visits to college campuses, a tour and discussions with professionals in the workplace, a history based field trip, and an outdoor base (day) camp. This is the ideal balance between summer fun, enriched learning, and networking for our AVID students from Edina and Hopkins Schools.

Strategy Category: Career/college readiness and rigorous coursework for underserved students, including students enrolled in ALC.

6. Advance the AVID program in secondary classrooms as a support mechanism for African American/Black, Hispanic/Latino, Native Hawaiian or Other Pacific Islander, and Native American/American Indian students who are typically underrepresented in advanced courses. The support AVID provides, and the expectation that AVID students take an AP course, help promote integration of students in advanced classes and equip students with skills needed for success in college, career, and civic life.

Strategy Category: Professional development opportunities focused on academic achievement of all students.

7. Implement Culturally Proficient School Systems framework (formerly known as Tools of Cultural Proficiency) throughout the Edina Public School system so that all staff have the understanding of how to provide a more culturally proficient and inclusive culture. Additionally, in this four day training, staff will gain skills in breaking down barriers and supporting student engagement and learning, especially for students and families from traditionally underserved groups.

KIPS for Integration Goal

Goal and Strategy Targets	Spring 2024 Target	Spring 2025 Target	Spring 2026 Target
% of students in grades 9-12, in student group, participating in advanced courses disaggregated by race/ethnicity Baseline EHS Demographics, Winter of 2023	60%	70%	80%

= African American/Black = 51.5% Hispanic/Latino = 49.5%			
# of incoming 9th grade students successfully completing AVID Summer Bridge No Baseline: New Offering	15	20	25
% of staff who are trained in CPSS Baseline = 148 (3 cohorts)	25%	50%	75%

Diverse Staff Goal

Goal 4: Diversify our workforce and increase the number of teachers and administrators of color in Edina Public Schools from 7.8% to 20% (teachers) and 20% to 35% (administrators) by the end of the 2026 school year.

Strategy Category: Recruitment and retention of racially and ethnically diverse teachers and administrators.

8. EPS will increase the number of diverse staff participating in a licensure preparation program. The district will work with the Normandale Community College Sirtify program, TNTP - Teach MN, and the Black Men Teach nonprofit in Hopkins, MN, in order to increase the number of staff working toward a teacher license. Additional organizations to explore include the MDE Visiting Teacher Program, Coalition to Increase Teachers of Color and American Indian Teachers in Minnesota, and the Minnesota Education Equity Partnership (MNEEP) to find teachers with common backgrounds to provide mentors from a similar background to enhance and boost their confidence.

9. EPS will focus on retention strategies to include support for staff of color across the district. Support efforts will include sessions for staff of color to share and connect about climate dynamics and build a sense of community and networking. The district will provide additional “resources” for staff of color throughout the year to include learning materials, presenters, trainings, and mentorship. The district will develop a recruitment team that attends job fairs, assists in job postings, and serves on screening process teams, and will contract with individuals and ask current teachers of color to serve on the recruitment team to ensure a diverse team. Sense of belonging responses will be measured on the Panorama survey as an indicator of likelihood of retention.

10. EPS will grow our student education pathway to encourage students to pursue education as a career opportunity. An education pathway as described in the Human Services Career Cluster Wheel will be refined to include introductory education courses in high school, teaching internships through Edina Community Education Services, and advanced courses through Normandale Community College.

KIPS for Diverse Staff Goal

Goal and Strategy Targets	Spring 2024	Spring 2025	Spring 2026
Increase in % of teachers and administrators of color Baseline Data, Winter 2023: 53/678 = 7.8% teachers, 6/30 = 20% administrators Note: Representation across demographic groups will be analyzed and this target represents a summary.	Teachers: 10% Admin: 25%	Teachers: 15% Admin: 30%	Teachers: 20% Admin: 35%
# of staff of color in education pathway working toward teaching/administrative licensure Baseline Winter of 2023 =	7	10	13
% of staff of color reporting a high sense of belonging on the Panorama survey No Current Baseline Data	70%	80%	90%
# of students in education pathway earning certificates/college credits No Current Baseline Data	10	15	20

Creating Efficiencies:

Our Achievement and Integration Plan creates efficiencies by enabling us and our adjoining district to jointly plan and implement cross-district opportunities for student learning, interaction, and growth. This plan allows for an intentional focus on the achievement gaps within our district and allows for an intentional focus on success for our students who may be falling through the cracks. This plan creates efficiencies by relating the Achievement and Integration Plan, Goals, and Strategies from the District Strategic Plan, the World's Best Workforce Goals, and the American Indian Education Plan. By supplementing each of these areas, our efficiency and effectiveness of carrying out our goals and strategies increases, as well as our ability to positively affect the lives and well-being of our students and educators.

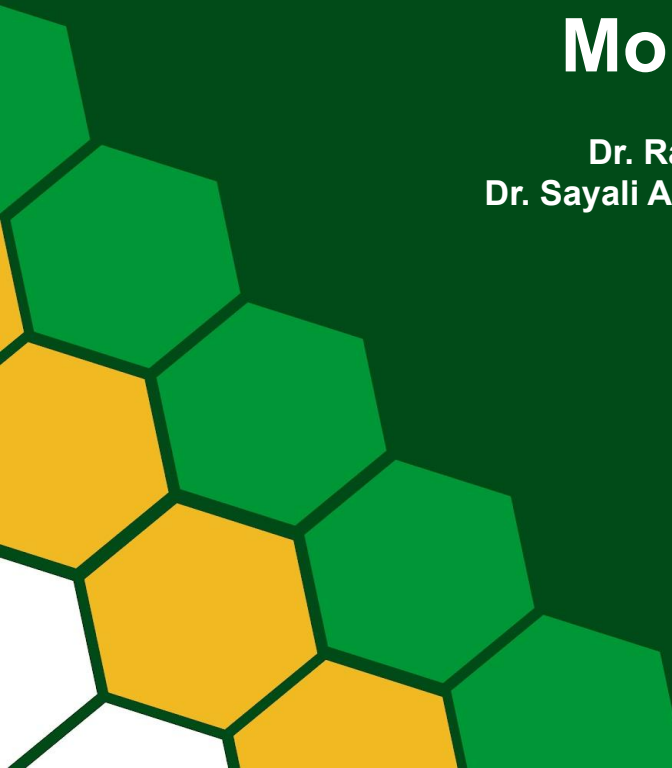
Final Checklist

- MDE Required Plan Criteria Checklist Plan submitted on MDE A&I Plan format.
- School Board and Superintendent approval and signature.
- Achievement Goal(s).
- Integration Goal(s).

- Teacher Diversity and Effectiveness Goal(s).
- Goals are written as S.M.A.R.T. goals.
- Goals are student-centered.
- Goals do not specify outcomes for English Learners, Special Education, or gender-specific groups.
- Each strategy is one of the types listed in the plan drop-down menu.
- Narrative for each strategy.
- Integration Strategies with Adjoining A&I Districts(s).
- Strategies do not have the effect of segregating students by race, ethnicity, or economic status.
- Key Indicators of Progress (KIPS).
- Strategies targeting enrollment disparities have minimum of one KIP that will track enrollment disparities by disaggregating race, ethnicity, or FRPL.
- Integration strategies have indicators to track participation by race, ethnicity, and FRPL to help track the extent to which that strategy is increasing racial and economic integration.
- Creating Efficiencies Section.

General Budget and Associated Expenditures:

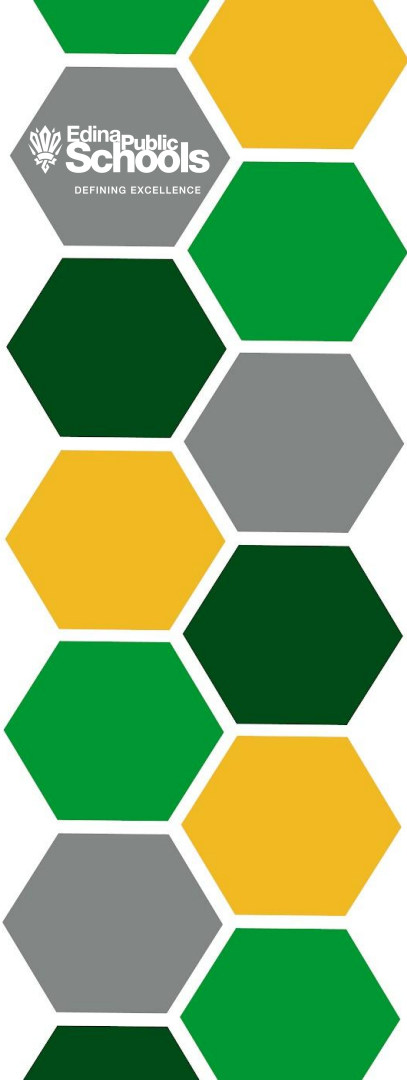
- Approximately 1.3 million
- Direct Service (80 %)
 - Intervention Teachers
 - Cultural Liaisons
 - Equity Specialist
 - AVID Elective Teachers
 - AVID Coordinator EHS
 - AVID Programming/Curriculum
 - AVID Tutors
 - AVID Bridge Teachers
 - Transportation
 - Scholarships
- Indirect Services (20%)
 - Professional Learning
 - Culturally Proficient School Systems
 - Multi-Tiered Systems of Support
 - AVID
 - Administrative Oversight



Achievement and Integration 3 Year Plan (2024-2026) School Board Presentation Monday, Feb. 13, 2023

Dr. Randy Smasal, Assistant Superintendent
Dr. Sayali Amarpurkar, Southeast Asian Cultural Liaison



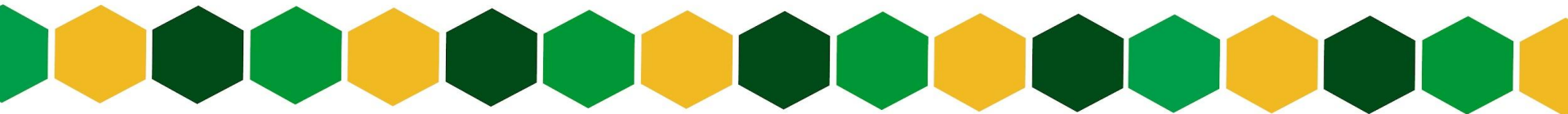


Overview

- **Requirements**
 - **Process for input**
 - **Learning presented in themes**
 - **Learning put into a 3 year action plan**
 - **Goals, strategies, and measurements of progress**
-

Requirements

- Goal Categories:
 - Reduce academic disparities, promote integration, diversify our staff
- Strategy Categories:
 - Integrated learning environments, family engagement, professional learning focused on academics, rigorous curriculum for underserved student groups, and recruitment and retention of diverse staff
- Metrics: KIPS (Key Indicator of Progress to monitor implementation and impact)
- Three year plan based on various stakeholder feedback



Process for Input: Listening Sessions

- World's Best Workforce Committee
- American Indian Parent Group representatives
- Cultural Liaisons and Equity and Inclusion Specialist
- The Teaching and Learning Department
- Elementary Principals
- Secondary Principals
- Early Learning Coordinator
- High School AVID Coordinator
- Student Focus Group: High School Senior AVID students (40)
- The Multi-Tiered Systems of Support Committee
- High School Counselors
- The Edina/Hopkins A and I Planning Team
- District Office Administrators
- Teaching and Learning Board Committee
- District Equity Advisory Committee

Note: Over 120 stakeholders contributed to the development of the plan.



A and I Plans

Goals (focus on underrepresented student groups)

- Success in gateway classes (top of pg. 72, linked [here](#))
- Meet Fastbridge K-9 Benchmarks in Reading (80%)
- Participation in advanced courses (mirror demographics)
- Diversity of our teachers and administrators (mirror demographics)



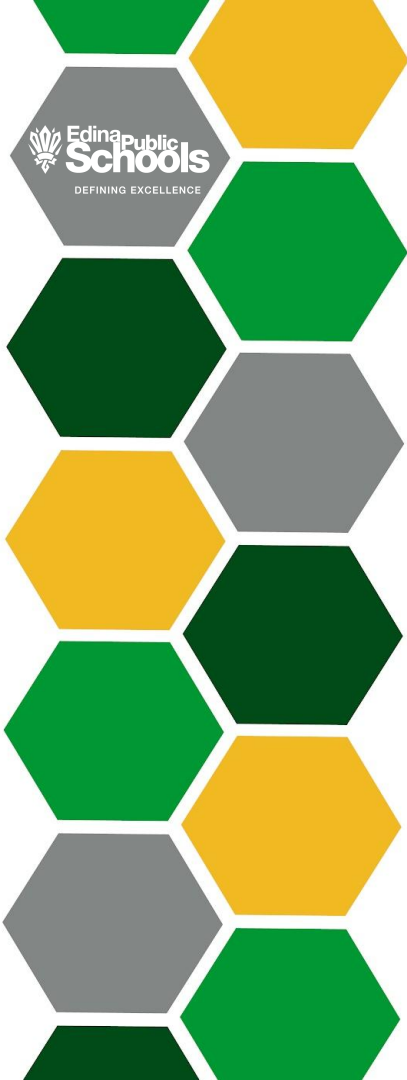
A and I Plans

Strategies:

- Develop Career Pathways
- Family engagement support
- FastBridge Reading Assessment System
- AVID programming
- AVID Summer Bridge
- Professional learning
 - MTSS Framework (Multi-Tiered Systems of Support)
 - Culturally Proficient School Systems (Tools of Cultural Proficiency)
- Grow teacher and admin licensure partnerships
- Support retention of staff of color
- Grow student education pathway

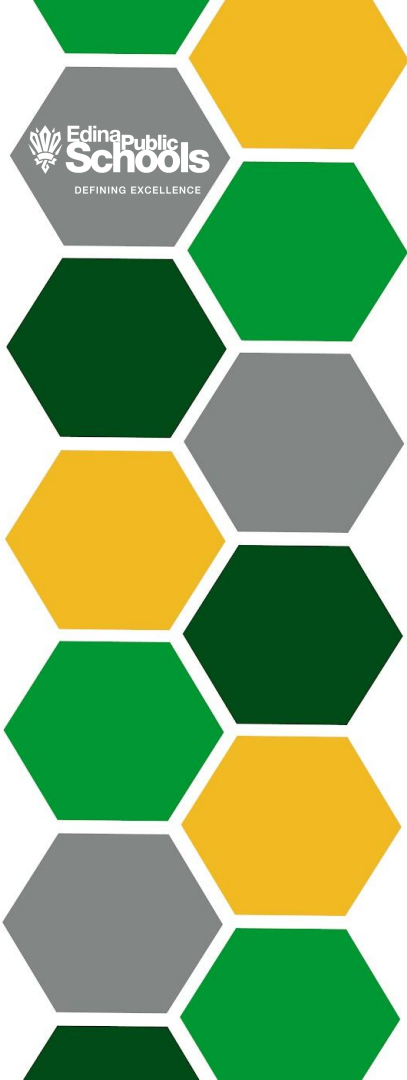
- **Key Indicators of Progress**
 - Goal area targets for each year to assess impact and progress
 - Strategy targets for each year to monitor implementation





○ **Budget Parameters:**

- General Budget and Associated Expenditures:
 - Approximately 1.3 million
 - Direct Services (80 %)
 - Intervention Teachers
 - Cultural Liaisons
 - Equity Specialist
 - AVID Elective Teachers
 - AVID Coordinator EHS
 - AVID Programming/Curriculum
 - AVID Tutors
 - AVID Bridge Teachers
 - Transportation
 - Scholarships
-



○ Budget Parameters

- Indirect Services (20%)
 - Professional learning
 - Culturally Proficient School Systems
 - Multi-Tiered Systems of Support
 - AVID
 - Administrative oversight



Thank you and what questions do you have?



VI.B. 2023 Kids Club Registration Process



Board Meeting Date: February 13, 2023

Title: 2023 Kids Club Registration Process

Type: Discussion

Presenter(s): Dr. Anne Marie Leland, Director of Community Education and Strategic Partnerships; and Julie Gabrielson, Coordinator of Facilities and Operations

Description: The Community Education and Strategic Partnerships (CESP) Department is providing information on a revised Kids Club registration process for 2023 summer programming and 2023-2024 school year programming. The refinement to this registration process is to address challenges for families that occurred on February 15, 2022.

The information presented includes:

- Background information
- New registration process goal
- Feedback opportunities that helped shape the revised process
- Contract acceptance protocol
- Contract priority levels
- Timeline and next steps

Engagement of and/or presentations to have been made to multiple stakeholders to create a new Kids Club registration process. A summary of these stakeholders follows (dates of feedback opportunities and meeting/committee rosters in **Attachment II**):

- A. EPS Kids Club families through a variety of modes: email, phone calls, face-to-face meeting, virtual meeting, monthly communications
- B. Dialogue and an exchange of ideas with Kids Club program managers to establish registration philosophies to develop equitable protocols and priorities.
- C. Alignment with the district's open enrollment policy
- D. Extensive research of other districts' registration processes
- E. CESP Core Team, Community Education Advisory Council, EPS Cabinet, Parent Leadership Council

Our goal as CESP and as a district is to create a registration process for Kids Club that is equitable (fair and impartial) for families and administratively manageable. Anticipating continued challenges around hiring enough staffing to meet the increased need for after school childcare during the 2023-2024 school year, the CESP Department recognizes that we may not be able to accommodate all contract requests. However, this refined contract acceptance protocol will provide improvements that are much needed within the Kids Club processes.

Recommendation: No decision is needed on this topic. It is intended as informational. Any feedback from the Board will be used to adjust the registration process before it is shared with families on January 10, 2023.

Desired Outcomes from the Board: The desired outcome from the board is to review the 2023 Kids Club Registration Process Board Memo, slide presentation, and meeting/ committee rosters, understand the draft process, and be prepared with questions and input for the discussion.

Attachments:

- I. Slide Presentation
- II. Stakeholder Input Communications, Meetings, and Committee Rosters
 - A. Families through a variety of ways: email, phone calls, in-person meeting, virtual meeting, monthly communications
 1. Emails and phone calls
 - a) CESP staff who have taken phone calls and responded to emails - Rachel Hicks, Kim Nooleen, Julie Gabrielson, Annie Schilling, and Dr. Anne Marie Leland
 - b) Ongoing since February 2022
 2. Email updates
 - a) Ongoing since July 2022 to individuals wanting up to date information about Kids Club - started with 700+ individuals on distribution list
 3. In-person meeting
 - a) August 16, 2022
 - b) Approximately 50 Kids Club family members attended
 - c) Presentation conducted by Dr. Stacie Stanley, Dr. Anne Marie Leland, and Rachel Hicks
 4. Virtual meeting
 - a) August 17, 2022
 - b) Approximately 40 Kids Club family members attended
 - c) Presentation conducted by Dr. Stacie Stanley, Dr. Anne Marie Leland, and Rachel Hicks
 - B. In depth conversations with Kids Club program managers to establish registration philosophies to develop protocols and priorities
 1. Kids Club program managers include:
 - a) Jane Tierney, Carrie Proctor, Kaitlyn Mischke, and Tim Falkis
 - b) Meetings occurred - November 28 and December 1, 2022
 - C. Alignment with the district's open enrollment policy
 1. Enrollment staff include:
 - a) Jennifer Christ and Diane Morris
 - b) Meeting occurred - November 29, 2022
 - D. Extensive research conducted by Rachel Hicks of other districts' registration processes
 1. Districts include:
 - a) Wayzata
 - b) Minnetonka
 - c) Bloomington
 - d) Eden Prairie
 - e) Minneapolis
 - f) Centennial
 - g) Anoka-Hennepin

- h) St. Francis, Monticello
 - i) Orono, Delano
 - j) North St. Paul
 - k) White Bear Lake
- E. CESP Core Team, Community Education Advisory Council, EPS Cabinet, Parent Leadership Council
- 1. CESP Core Team
 - a) Leah Byrd (Early Childhood Coordinator), Cheryl Gunness (Community Programs Coordinator), Julie Gabrielson (Facilities and Operations Coordinator), and Dr. Anne Marie Leland (CESP Director)
 - b) Meetings occurred: ongoing conversations from July 2022 through and informal presentation and discussion on December 6, 2022
 - 2. Community Education Advisory Council
 - a) Janie Shaw, Amanda Clarke, Heather English, Heather Larson (CESP Department Specialist), Leah Byrd (Early Childhood Coordinator), Cheryl Gunness (Community Programs Coordinator), Julie Gabrielson (Facilities and Operations Coordinator), and Dr. Anne Marie Leland (CESP Director)
 - b) Meeting occurred: December 7, 2022
 - 3. EPS Cabinet
 - a) Dr. Stacie Stanley, Dr. Randy Smasal, Sonya Sailer, Mert Woodard, Jody Remsing, Jody D. St. Hubert, Natasha Monsaas-Daly, and Daphne Edwards
 - b) Presentation occurred: December 12, 2022
 - 4. Parent Leadership Council
 - a) Shelby Reitz, Debbie Lyche, Cheryl Barry, Alecia Smith, Charlotte Lefebvre, Nicole Ollhoff, Shaama Chahoud, Stephanie Richert Pullen, Melissa Stiegler, Sarah Valenziano, Hillary Clayburgh, Sheila Shane, Melis Candir, Anne Jennen, Maria Loucks, Erika Ladousa, R. Thomas Ruppert, Kerrie Hecker, Christina Sandok, Kathy Rendleman, Heather English, Muffin Cook, and Deborah Richards
 - b) Also in attendance - Dr. Stacie Stanley, Catalina Carrusco Molina, Caroline Pappajohn, Blanca Diazdeleon, Abdikadir Ibrahim, Sayali Amarapurkar, and Regina Neville
 - c) Presentation by Julie Gabrielson and Dr. Anne Marie Leland and occurred: December 13, 2022

Kids Club Registration Process 2023-2024

School Board Presentation
Monday, February 13, 2023

Dr. Anne Marie Leland, Community Education & Strategic Partnerships Director
Julie Gabrielson, Facilities & Operations Coordinator

Background

Accepting Kids Club contracts on a first-come, first-serve basis is no longer equitable as a result of increased demand. When registration opened for summer 2022 and school year 2022-23, the online system was overloaded and timed out for many families. Additionally, some families were unable to log on at 8:00 am on registration day (2/15/22) and subsequently had little-to-no chance of having their contract accepted. The current process has left many families frustrated. The community is asking for change and enhanced transparency.

Goal

Create a registration process for Kids Club that is equitable (fair and impartial) for families and administratively manageable.

Feedback Process

Based on feedback from families and in collaboration with multiple stakeholders, a new and equitable registration process has been drafted. Information has been gathered from:

- Families through a variety of ways: email, phone calls, in-person meeting, virtual meeting, monthly communications.
- In depth conversations with Kids Club program managers to establish registration philosophies.
- Alignment with the district's open enrollment policy.
- Extensive research of other districts' registration processes.
- Community Education (CE) Core Team, CE Advisory Council, EPS Cabinet, Parent Leadership Council (rosters for each of these groups found in Attachment II in the board memo).

Contract Acceptance Protocol

Families will be given a two-week window to request a contract.

Contracts will be assigned a priority level, based on their qualifications. Contract priority will be given if the parent/guardian has submitted a contract request during the established contract request window.

Contracts will be accepted in order of priority.

Contracts will be accepted on a space-available basis. If more contracts are requested than available at a specific site, a random computerized lottery, with no preference for contract request date, will be held.

Contract Acceptance Protocol (continued)

Contracts must be requested each subsequent season.

Contracts are accepted by family/child care account. Once one student in a family has their contract accepted, all students in that family will also be accepted into the program.

Contracts **not** approved will automatically be kept on a waiting list for consideration as space in the program becomes available.

Contracts requested after the contract request window will be added to the bottom of the waitlist, regardless of priority qualifications, with the exception of newly hired district employees.

Contract Priority Levels

Priority One: Students of district employees.

Priority Two: Students who receive child care financial assistance, including county child care assistance, and/or Edina Give and Go or Community Education child care financial assistance. Currently, there are eight families receiving assistance.

Priority Three: Students entering kindergarten, up to a predetermined number at each child care site. Students entering kindergarten who are not accepted at this priority will roll into their next highest priority level.

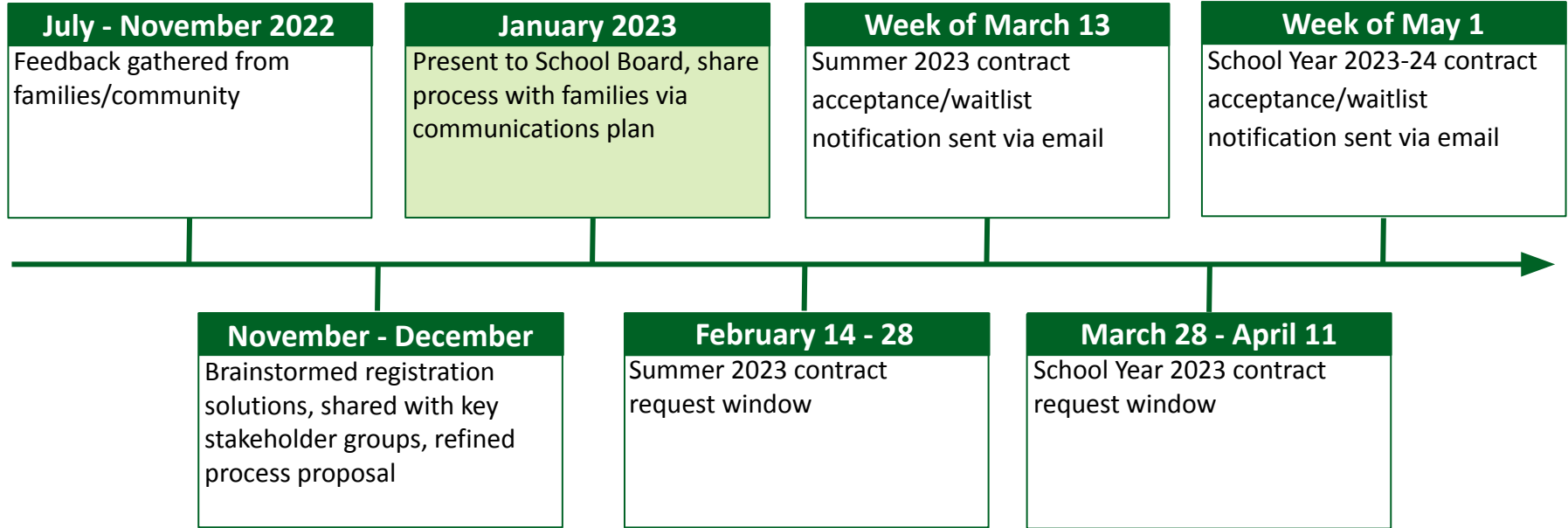
Priority Four: Siblings of kindergarteners with accepted contracts.

Priority Five:

- a. For Summer 2023: Students who requested a contract for the 2022 summer, regardless of whether the contract was accepted or not.
- b. For School Year 2023-24: Students who requested a contract for the 2022-23 school year, regardless of whether the contract was accepted or not.

Priority Six: All other students.

Timeline & Next Steps



Thank you!



VI.C. K-5 Science Curriculum Adoption
Recommendation



Board Meeting Date: February 13, 2023

Title: K-5 Science Curriculum Adoption Recommendation

Type: Discussion

Presenter(s): Mark Carlson, Curriculum Coordinator; Kristin Greene, Cornelia Dean & Elementary Science Co-Lead; Michael Smith, Cornelia 2nd Grade Teacher; Allison Knoph, Concord 5th Grade Teacher; & Jody De St. Hubert, Director of Teaching and Learning

Description: This report includes information about the new Minnesota Science Standards approved by the Department of Education and the Elementary Science Team's process used to align curriculum and instruction to these new standards. It also includes a recommendation to adopt Mystery Science as the primary resource for science instruction for K-5 in Edina Public Schools and rationale for this purchase. This report has been created in collaboration with the Elementary Science Curriculum Design Team and was presented to the Teaching and Learning Board Committee on January 17th, 2023.

Recommendation: This report is for school board discussion. This report will come back to the board for discussion again at the 2.13.23 board meeting and for action at the 3.13.23 board meeting.

Desired Outcomes from the Board: Review the course information, be prepared with questions and feedback.

Attachments:

1. Report
2. Appendix items I

Science Standards Resources:

- [MDE Science Page](#)
- <https://www.nextgenscience.org/>

Science Curriculum Review Resources:

- [Edina Curriculum Review Process](#)
- [Guiding Change Document](#)
- [Edina Science Guiding Principles](#)
- [Science Materials Selection Rubric](#)
- [Mystery Science](#)

Science Standards Information and Summary:

Information and Summary:

The state of Minnesota has adopted new standards for Science that seek for full implementation by the 2024-25 school year. Minnesota was one of several states that worked to develop a set of national science standards entitled *Next Generation Science Standards* (NGSS) and released in 2013. Forty-four states have adopted or used NGSS as a framework to build their state standards. Minnesota is one of the states that adapted the NGSS in order to create the approved Minnesota Science Standards. NGSS is predicated on three dimensions of learning science. Each standard utilizes one component of each dimension to create the performance expectations for students. The dimensions are combined to form each standard and they work together to help students build a cohesive understanding of science over time.

The three dimensions are:

- cross cutting concepts (framework for scientific thinking across disciplines)
- science and engineering practices (standard behaviors that scientists and engineers use to explain the world or solve problems)
- disciplinary core ideas (fundamental scientific knowledge)

An important goal of three-dimensional science teaching is for students to approach science through a phenomena that provides pathways for students to engage in inquiry and problem solving. The organization of the Minnesota standards reflect the interconnectedness of science with an integration of the three dimensions.

A phenomena refers to observable events that occur in the universe that we can use science knowledge to explain or predict. Engineering involves designing solutions to problems that arise from phenomena, and using explanations of phenomena to design solutions. By centering science education on phenomena, the focus shifts from learning about a topic to figuring out why or how something happens.

Science Curriculum Review Process Update:

Design Team Background

The Elementary Science Review Team began its initial work in the 2018-2019 school year. The team included representatives from each elementary building and each grade level. Due to the length of the process there was some turn over in members. A list of design team representatives throughout the process is provided for reference purposes.

Kristin Greene - Cornelia/Teaching and Learning, Mark Carlson - Teaching and Learning, Isa Punchard - Teaching and Learning, Leah Bulver - Highlands, Katie Stengel - Normandale, Cathy Williams - Creek Valley, Alyssa Barnes - Countryside, Britt Theis - Creek Valley, Michael Smith - Cornelia, Bill Wiard - Countryside, Allison Knoph - Concord, Cara Rieckenberg (Consultant) - Highlands

This process has been challenging as it was interrupted beginning in the spring of 2020 and did not meet during the 2020-21 school year. This break was due to health concerns, lack of resources, and capacity of members during the pandemic. The team has been following the [Curriculum Review Process](#).

Prior to the 2019 final approval of the Minnesota State Science Standards, the team was able to get initial drafts of the standards and process the changes from the previous version. As part of the process the team met with Science Design Teams from the secondary level to develop a [Guiding Change Document](#). The team did some gap analysis around prior standards and new standards. The old standards were more about content students should know and processes they should be able to do while the new standards provide a set of performance expectations that integrate practices, core ideas and cross-cutting concepts. The new standards build on students' prior knowledge and experience as students' science is deeply grounded in personal experiences. The team concluded the focus of the standards had changed completely and therefore our K-5 program must as well.

Program Design:

The team decided, to meet the demands of the new standards, the new science program must allow students to be the creators of their learning. Science should be phenomena based to tap into a student's natural desire to make sense of the world. This type of learning begins by asking a question about the world around them. This approach allows students to find relevance and to make connections. To implement the new standards well there is a need for:

- a greater emphasis on an inquiry approach to science.
- learning to occur across all four science disciplines (physical, life, earth and space, and engineering).
- a three dimensional approach to help students make connections.

Another factor impacting the work of this committee was the need to ensure that science could be taught using a cross curricular approach. This was articulated in the [Guiding Change](#) document but became a point of greater emphasis as Edina began working towards STEAM programming at the elementary level. The term STEAM stands for science, technology, engineering, arts and mathematics. This approach requires resources to have flexibility to be used in the creation and extension of lessons and projects that could incorporate STEAM. The team determined that the science standards can serve as the backbone for this work and therefore needed materials to support these efforts.

Material Review

Once the team determined what the Science program design needs were, the next step in the process was to determine what resources could be used to deliver these new standards. They then developed a [Science Materials Selection Rubric](#) for selecting core materials. Materials from several publishers and providers were gathered for evaluation by the Design Team. The rubric guided the evaluation and group discussions around each product. The team then developed a pros and cons list for each of the products to help synthesize product evaluation. Finally, they chose two finalists which they planned to explore further with students for the fall of the 2020-21 school year. The two finalists were Amplify Science published by Amplify Education and TCI Elementary Science Curriculum published by TCI. This decision was made mid-March of 2020 right before in-person school closed for the year.

The team did not meet again until October of 2021. After several meetings exploring expected performance outcomes at each grade level, the team reexamined the work they did around materials. Upon further review, they determined Mystery Science by Discovery Education had made significant changes to meet the needs of teachers during the Pandemic and they determined it needed to be a finalist as the changes addressed the initial concerns. At the same time, they determined that TCI would not be a good fit for Edina teachers and students.

In the fall of 2022, EPS was provided materials from Amplify Science for the Design Team to do some action research. In addition, Mystery Science provided Edina Public Schools access to the online components of all of their materials for all students in grades K-5. Each design team member started by using the Mystery Science materials with students in the fall, to see how the materials worked with students. These teachers also started doing some planning and closer examination of how they would teach with the Amplify materials.

The plan was to have teachers use Amplify Science with students prior to the end of November. At our fall Design team meeting the team made the decision that Amplify was not going to be a good fit for several reasons. A key area of concern centered around its lack of flexibility. It would be difficult to use as a resource as EPS continues to expand our STEAM programming at the K-5 level. The team unanimously agreed, after already using Mystery Science, that Amplify was not as good a fit as Mystery Science.

Elementary Science Materials Information Gathering:

Design Team members worked with the Amplify and Mystery Science materials, engaged in conversations with their grade level team members, and then discussed as a team the pros and cons of the materials and their experiences. The information shared was captured in a table organized as pros and cons.

Amplify Science:

Pros	Cons
<ul style="list-style-type: none"> ● Large, organized bank of resources ● Resources are thorough and align with NGSS ● Ongoing customer support and help ● Science content is strong ● Videos are engaging ● High literacy component ● Spanish available 	<ul style="list-style-type: none"> ● Teacher manual heavy; Very overwhelming for teachers. ● Not intuitive or user friendly. ● Curriculum requires more time than we have; 22 lessons in 4 units; we'd never realistically be able to do that many units due to elementary schedules. ● Felt clumsy; not a smooth flow. ● Includes units that are not required per MN Standards; paying for unused components. ● The curriculum resources did not feel different enough than traditional science instruction. As we learn about NGSS and the spirit of 3 dimensional learning, the lessons really should look and feel different. ● Limited flexibility to modify, change or alter scope & sequence. ● Highly scripted and little room for flexibility.

Mystery Science

Pros	Cons
<ul style="list-style-type: none"> ● High student and teacher engagement ● Aligned with NGSS standards ● Anchor phenomena bookends each unit (New add) ● Very user friendly ● Covers all MN standards by following grade level units as designed by Mystery Science with minimal exceptions ● Everything is there, created and ready to go ● Mystery packs provide all materials needed ● Clear structure ● Strong organization ● Resources are constantly being updated and are never outdated due to digital content. 	<ul style="list-style-type: none"> ● Fewer books in kids' hands ● Need a plan for Mystery Packs because gathering supplies is too much to ask of teachers ● Need to replace consumables

<ul style="list-style-type: none"> ● Spanish Available ● User friendly and engaging for new and veteran teachers. ● Students and teachers love it ● Is based on questions and inquiry ● Three dimensional lessons throughout (science/engineering practices, cross cutting concepts, core ideas) ● Has a lot of printables if desired ● Science notebook approach can be incorporated ● Various options to go deeper ● Good base for the development of STEAM units ● Includes links to read-alongs ● Strong customer service ● Strong real world connections ● Free online access for educators for literacy content through Mystery Science, Epic, Newsela, and ReadWorks ● Literacy sources offer strong vocabulary strategies and opportunities for practice and application ● Literacy components are able to be: printed, downloaded, read to students (by teacher or computer), presented on a large screen, adjusted based on student reading level and/or accessed in spanish. 	
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Other Districts

There are several neighboring school districts that have adopted Mystery Science as their core curricular materials or use it as a resource. Districts who have adopted Mystery Science include Wayzata, Bloomington, Hopkins, St. Louis Park, Minnetonka and Richfield. In addition many other metro districts use this resource including Mounds View, Mahtomedi, Lakeville and Eastern Carver County. Finally, many other districts are in a similar place to Edina and are also considering Mystery Science for adoption. Beyond Minnesota, this is a resource that has been widely adopted across the country, including Chicago Public Schools.

K-5 Science Curriculum Adoption Recommendation: Mystery Science

General Overview:

We find ourselves in an unprecedented time. Schools are not what they were a few years ago. Science is a dynamic content area where standards and curriculum are simultaneously changing as we navigate new ways to interact with and engage students. In learning to do both at the same time, Mystery Science has provided teachers with a solid outline of content as well as tools to engage students with vibrant videos, online texts, hands on demonstrations, and an online platform to record their claims, evidence and reasoning as they pursue new knowledge.

The creation of Mystery Science is informed by decades of educational research on how kids develop a conceptual understanding of science and learn to reason scientifically. In particular, the following three findings from educational research are core to the design of lessons:

- Student interest and engagement enables learning.
- Students' prior knowledge is an important resource, and conceptual understanding supports deeper reasoning about a topic.
- Scientific discourse facilitates conceptual development.

Mystery Science provides well established storylines to guide student learning. The storylines start with an anchor phenomenon to inspire curiosity in students. Per the Next Generation Science Standards, units are based on a 3-dimensional framework of disciplinary core ideas, cross-cutting concepts and science and engineering practices. Mystery Science incorporates all three of these in each unit and cohesively builds on itself. Students regularly revisit the phenomenon while building their knowledge until students can explain the phenomenon.

Mystery Science units include a strong literacy component by utilizing online texts that can be easily accessed through their own site as well as Epic, Newsela and ReadWorks. These texts can be adjusted based on students' reading levels. The texts can be printed or presented on the screen. They have an audio component for students to listen to the text being read to them. The literacy pieces include a strong vocabulary component offering opportunities to practice and apply newly learned scientific language and concepts. Texts and practice opportunities can also be accessed in Spanish.

Particular highlights of the program include captivating videos and real world connections for students to understand science concepts. The units are age-appropriate and accessible to both teachers and students. Mystery Science offers a multi-faceted approach to learning. Videos, stories, art projects, and hands-on learning get the students engaged and participating in learning ideas that are current and meaningful. Students can apply what they are learning to real-world situations. The inquiry based learning that Mystery Science offers encourages all students to participate and share ideas. The "See-Think-Wonder" charts give students the opportunity to explore the world of science without feeling confined.

Mystery Science is a digital based platform that allows it to be easily incorporated into many aspects of student learning. Teachers have benefited from a great support staff at Mystery Science that is ready at a moment's notice to answer specific questions teachers may have. Mystery Science is compatible with SeeSaw and Schoology which allows for streamlined integration into daily lessons. Teachers can easily post materials from Mystery Science for students to access, while also having the additional bonus of having a program that can communicate directly with our learner management systems, which is a time saving process. Mystery Science will be able to update their information in real time because it is an online based platform, something a textbook based platform would not be able to do. For a discipline such as science, this is a huge benefit, helping make sure we are exploring the most accurate information and thinking with our students.

For a short Mystery Science overview visit:

<https://mysteryscience.com/>

Next Steps:

In acknowledging the many positive data points that support the adoption of Mystery Science, there are additional steps to take to ensure an implementation that defines excellence. These steps include:

1. Continued Professional Development and support on implementation of the instructional shifts that Mystery Science and the new MN State Standards bring.
2. Continue to support the adaptation of resources already in French and fill additional needs with free lesson resources in French for Normandale.
3. Ongoing support for Normandale for consumable resources.
4. Targeted Professional Development on Mystery Science and the many components of the curriculum that will benefit all Edina elementary students if understood and supported.
5. Development of a systemic approach to consumable materials such that teachers have the necessary resources for lessons each year. Replacement of necessary materials will be approximately 5-15% of the original cost of the Mystery Packs each year.

We are currently positioned to move forward with each of these steps and our Edina Elementary teachers are ready to move forward with the Mystery Science adoption at this time. Mystery Science has proven to meet the standards, as well as the needs of our Edina learners.

**Appendix I
Mystery Science Adoption Preliminary Budget**

Item Cost
Site License for 5 sites for 8 years \$51,800
Mystery Packs for 22 Kindergarten Classrooms \$7040
Mystery Packs for 22 1st Grade Classrooms \$7040
Mystery Packs for 21 2nd Grade Classrooms \$9030
Mystery Packs for 21 3rd Grade Grade Classrooms \$9030
Mystery Packs for 21 4th Grade Classrooms \$9030
Mystery Packs for 21 5th Grade Classrooms \$9030
Normandale Supplies \$9000
Normandale Curriculum Writing \$6000
Total \$117,000

VI.D. District Equity, and Inclusion (DEI) Plan
Board Update



Board Meeting Date: Feb 13, 2023

Title: District Equity and Inclusion Plan Board Update

Type: Discussion

Presenter(s): Dr. Randy Smasal, Assistant Superintendent; Jody De St Hubert, Director of Teaching and Learning; Dr. Sayali Amarapurkar, Southeast Asian Cultural Liaison

Description: Strategy B of the strategic plan identifies areas of district focus that will support the growth of an equitable and inclusive school culture. They include the following:

1. Create learning environments and curricula that enable staff and students to learn from and reflect on their own and others' experiences; explore multiple perspectives; practice civil discourse; encourage empathy; create interpersonal connections and embrace diverse identities.
2. Create a school culture that enhances learning and fosters a sense of belonging for all students through our values of Integrity, Compassion, Courage, Commitment, Appreciation and Responsibility.
3. Support equity by identifying and eliminating structural barriers to success.
4. Support and retain quality, culturally competent staff with increasingly diverse backgrounds, experiences and perspectives.

The DEI Guiding Change document in alignment with strategy B was presented to the school board in the winter of 2021-2022.

Recommendation: This report is intended to be an update to the school board on the critical action steps in alignment with Strategy B and the DEI Guiding Change document that have been in implementation since the start of the 2021-2022 school year. No recommendation is being made at this time.

Desired Outcomes from the Board: Review in detail, have questions prepared, and provide feedback on the Edina District Equity and Inclusion implementation steps.

Attachments:

- See attached report
- DEI Guiding Change document

CPSS: Culturally Proficient School Systems

What is CPSS?

Cultural Proficiency School Systems consists of a set of four tools that are interrelated. The tools are: Overcoming The Barriers, The Guiding Principles, The Continuum of Cultural Proficiency and The Essential Elements. These tools are not single practices that give you strategies to respond to isolated situations. They are, however, a collective framework that “when used authentically, provides one the opportunity to improve one’s own practice in service of others. The tools provide you with the means by which to perform your professional responsibilities in a Culturally Proficient manner.”

CPSS Professional Development Plan:

In Edina over the next three to five years all 1,603 Edina staff will engage in training that provides in depth learning of and interaction with the CPSS framework. This includes administration, teachers, paraprofessionals, office administrative staff, health care staff, community education staff, bus drivers, custodians, kitchen staff, and district office staff. ALL staff in each and every department will collectively engage in learning that will, in the words of Dr. Stanley, ensure that all Edina “students, families, and staff knows and feels deep in their souls that they belong.” We will grow in our ability to value our collective strengths and adapt to our differences. The content and the depth of the learning will require a 4 day training. Approximately, one tool in the framework is taught per day with additional time for an overview of the framework and a synthesis of learning. In addition to the four day training a symposium will be part of the synthesis of learning. The symposium will take place for each cohort of staff learners two to four months after the four day training. The symposium is an opportunity for staff to share experiences with the implementation work in relation to the tools and continue to learn and grow with each other. The first CPSS symposium is scheduled for April 21st.

What Progress Has Been Made?

As of February 2023, 99 total staff have completed the 4 day CPSS training. This training has occurred in two different cohorts of 50 to 60 Edina staff members. The training has been facilitated by Dr. Trudy Arriaga.

In addition to training 99 staff in the first two cohorts on the CPSS framework, Dr. Arriaga has trained a group of 19 Edina educators to facilitate the continuation of training for all Edina staff over the next three to five years. A group of these trained facilitators will be leading the next group of 60 educators in CPSS training starting February 9th and 10th. Dr. Arriaga will be present during the first two days of the training to debrief with the facilitators and continue to mentor and guide the Edina CPSS Trained Facilitators team. By using a “Train the Trainer” model Edina is poised for implementation by maximizing resources and impact throughout our system. A subgroup of those trained to be facilitators is also working on organizational structure, calendar, communication, and additional implementation plans.

Partnership with Dr. Trudy Arriaga:

The depth of the partnership Edina currently has with Dr. Trudy Arriaga is a definite strength in implementation of our District Equity and Inclusion work. Not only has Dr. Trudy Arriaga facilitated two cohorts of CPSS training and trained the group of Edina CPSS Trained Facilitators, she has also:

1. Addressed all Edina staff at our 2022-23 Back-to-School week kick off, providing a big picture overview of the CPSS framework.
2. Met with Equity lead representatives from each district site as a group and as individual building sites, providing guidance on current building implementation efforts.
3. Facilitated conversations at board training sessions, providing professional development at the highest level in our system.

Strategy B of the Edina Strategic Plan states that we will **Ensure an Equitable and Inclusive School Culture that** welcomes, respects, supports and values everyone so students can learn effectively, develop a deeper understanding of complex issues and become empowered to contribute to the school community. The CPSS Framework has begun to provide a structure that all decision making will be guided by in Edina Public Schools so that we can live out this objective. Even more specifically the current implementation of CPSS is positively impacting Edina students and families:

Examples of Impact from Current CPSS Implementation:

Strategy:

B.1 The use of learning environments and curricula that enable staff and students to learn from and reflect on their own and others' experiences; explore multiple perspectives; practice civil discourse; encourage empathy; create interpersonal connections and embrace diverse identities.

Examples of Impact:

- Restorative practices are being implemented in K-12. In restorative practices students take turns sharing insights, thoughts, and feelings that help strengthen their connections and build empathy.
- Student leadership groups are operating in all elementary and secondary buildings that empower students in a variety of different ways. Some of the specific leadership skills being developed are building collaboration skills and organizing and implementing activities that embrace diverse identities. Some of the leadership groups are across grade level. For example, Normandale 5th grade ambassadors are working with the EHS Mosaic Group on projects that deepen connections and help all students involved explore multiple perspectives.
- Ensuring bulletin boards, displays, instructional materials, and other visuals in the classroom and building-wide reflect racial, ethnic, and cultural backgrounds represented by students.
- Learning, using, and displaying some words in students' heritage language in the classroom and building-wide.

Strategy:

B.2 The creation of a school culture that enhances learning and fosters a sense of belonging for all students through our values of Integrity, Compassion, Courage, Commitment, Appreciation and Responsibility.

Examples of Impact:

- Using a monthly school-wide read aloud that identifies and focuses on EPS Core Values.
- Student leadership teams are operating with the goal of making our school more

welcoming. They imagine and implement various team and culture-building activities like themed door decorating, dress-up days, school videos, and ambassadors for our building.

- Monthly recognition and celebration of students who demonstrate our ICCCAR values.

Strategy:

B.3 The support of equity by identifying and eliminating structural barriers to success.

Examples of Impact:

- The use of the FastBridge Assessment system to identify instructional matches for students in order to open literacy doors for each and every student. (Example: Winter FastBridge data, 2023)

Table 1: Students in grades K-1 (Growth: Flat, Modest, Typical, Aggressive)

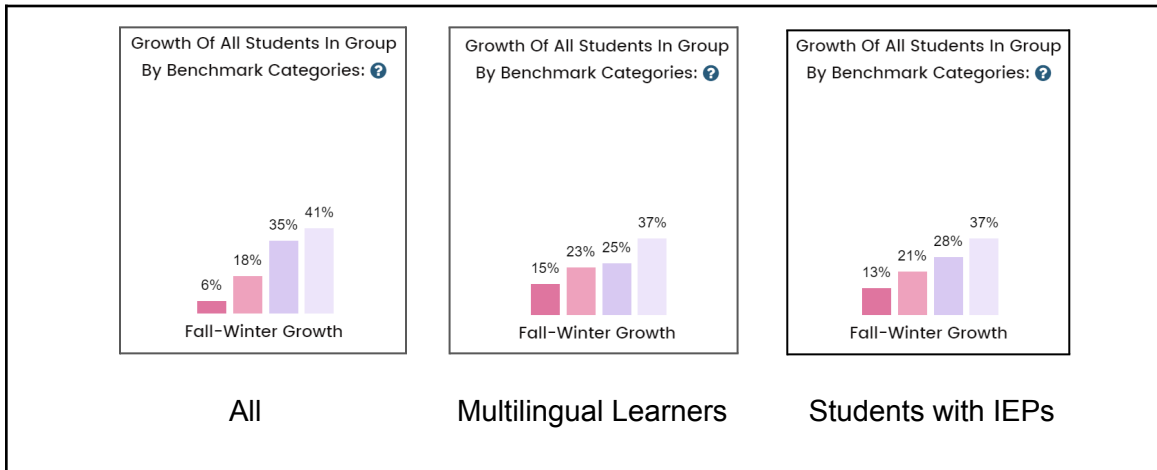
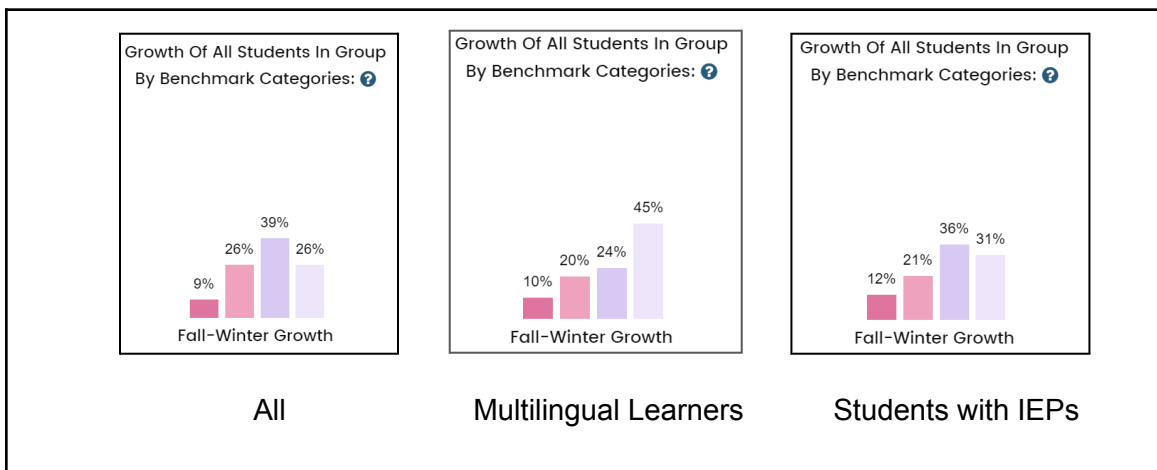


Table 2: Students in Grades 2-9 (Growth: Flat, Modest, Typical, Aggressive)



- Field trip costs are being named and barriers to payment are being removed.
- Cost of school supplies are being reviewed and being adjusted to be more accessible for all.
- Home/School communications are being reviewed with the question in mind: Are we communicating in a way that each & every family has access and is familiar with the tool?
- Fifth grade graduation (any expectations of bringing in items, costs, field trip)
- Student Leadership teams are being structured to create opportunities for all to participate. Transportation is being removed as a specific barrier.
- Providing winter gear for outside recess and ski field trips.
- The District Equity Advisory Team is in place and is providing multiple perspectives on policies to ensure barriers within policy are identified and eliminated.

District Equity Advisory Committee

What is the District Equity Advisory Committee (DEAC)?

DEAC is a committee that examines issues related to diversity, equity, inclusion and belonging in order to advance strategic plan B initiatives to growing an equitable and inclusive school culture. Members of the committee provide feedback to administration about changes needed for policy and or practices in order to advance inclusivity and belonging in Edina schools for each and every learner, family and staff member. The committee began in the fall of 2021 and meets quarterly. Attendees include Parents, Teachers, Administrators and Students.

DEAC has provided feedback on policies that are under review as outlined in the district's policy review calendar. Policies that have been discussed in DEAC to date include the following:

- 911 - District Volunteers
- 425 - Staff Development and Mentoring
- 110 - Decision Making Process
- 107 - Public Relations and School Communications
- 111 - Equity in Educational Achievement
- 208 - Development, Adoption and Implementation of Policies

Recommendations for language change to policies are provided to administration. Other discussions have centered around involvement in schools, curriculum, technology tools that help families stay informed and connected to the schools, ideas for enhancing communication and opportunities to advance recruitment and retention of staff of color. The committee offers opportunities to connect families to district resources, clarify misinformation about the schools and honor the voice of families to ensure the desired impact of school programming is meeting the needs of our learners. The diversity of the stakeholders attending DEAC provides multiple perspectives on issues.

TOPIC: DRAFT DEI Plan for 2021-2027

GUIDING CHANGE DOCUMENT: 2021-2027 DEI Plan

Context and Reality	Unacceptable Means	Results
<p>Diversity</p> <ul style="list-style-type: none"> The district has a draft hiring plan for increasing the diversity of staff. This plan needs to be finalized. 93.5% of EPS teachers are white; collectively 6.5% are Latino/Latina, Black, Asian, Native American/Pacific Islander, or Biracial 70% of EPS students are white, 30% are Latino/Latina, Black, Asian, Native American/Pacific Islander, or Biracial <p>Equity</p> <p>Current Data for Academic Excellence:</p> <ul style="list-style-type: none"> Achievement/Opportunity Gaps persist as examined by Race/Ethnicity and Free and Reduced Price Meal status, SPED, ML for major standardized assessments to include: FAST, MAP, MCA, ACT, and AP, PSEO Gaps also persist in discipline data, i.e. suspensions by race/ethnicity <ul style="list-style-type: none"> Example: The % of students getting 1 or more suspensions is higher among student minority groups than would be expected based on enrollment. The district has several separate plans formulated to decrease achievement and opportunity gaps to include: <ul style="list-style-type: none"> World’s Best Workforce Goals Achievement and Integration Plan Read Well by Third Grade Plan Comprehensive Literacy Plan The district is implementing a PLC Playbook designed to grow adult collaboration around student learning. All sites have an equity lead teacher. All sites have an equity leadership team. A district DEI advisory team has started meeting quarterly to provide input on Policy changes and communication with families. 	<ol style="list-style-type: none"> Create additional inequities in services among early childhood, elementary or secondary schools Develop a plan that violates district policy, work agreements or state statute Exceed available funding limits or 4-year budget plan Recommendations developed without periodic school board updates Recommendations that do not demonstrate best practices at a national level Recommendations that negatively impact learning Recommendations not inclusive to the cultures within the community 	<p>Develop 4 year DEI plan for the 2021-22 through the 2024-25 school years to implement strategy B: Ensure an Equitable and Inclusive School Culture</p> <ol style="list-style-type: none"> Create learning environments and curricula that enable staff and students to learn from and reflect on their own and others’ experiences; explore multiple perspectives; practice civil discourse; encourage empathy; create interpersonal connections and embrace diverse identities. Create a school culture that enhances learning and fosters a sense of belonging for all students through our values of Integrity, Compassion, Courage, Commitment, Appreciation and Responsibility. <ul style="list-style-type: none"> Complete a district equity scan of pre K-12 learning activities related to diversity, equity and inclusion. The scan will outline the current use of DEI learning activities in each grade across our system. This initial scan will be the foundation for developing a coherent horizontally, vertically, and developmentally appropriate DEI scope and sequence. Support equity by identifying and eliminating structural barriers to success. <p>Clarify Key Metrics/baseline data to be able to monitor future success: (Mirror the data metrics plan)</p> <ul style="list-style-type: none"> Asset Mapping: <ul style="list-style-type: none"> Access and use of district support systems Diversity of Staff Enrollment Patterns Inclusion and Engagement Data: SEL, Special Education, Multilingual Learners, Advanced Courses, SPED immersion in classes, extracurricular programming, persistence and graduation from college, enrollment in gateway courses such as physics, engineering, calculus, student leadership opportunities, affinity programming Family Engagement in Early Childhood Family Programming Readiness & Learning Growth

- Standardized Assessments
- Grade Distribution
- Student Access & Participation of advanced learning opportunities
- Targeted Services, SPED, ML, MTSS participation
- Graduation rates
- Review impact and future use of Equimetrics Tool
- Each EPS school and department will have DEI plans developed with SMART Goals, Key Indicators of Progress & Monitoring Metrics
- Feedback for improvements collected from students, staff, parents and community members

Align the annual improvement goals and actions in the DEI plan, the WBWF plan, the Read Well by Third Grade plan and the Achievement and Integration plan:

- Include Implementation of the Tools for Cultural Proficiency

Formalize District DEI advisory team to focus on:

- Monitoring of implementation of DEI plan Using the Tools of Cultural Proficiency
- Policy review using the Tools of Cultural Proficiency
- Implementation of the Tools of Cultural Proficiency with all employee groups
 - Establish a certified team of district trainers in the Tools for Cultural Proficiency. **See [Center for Culturally Proficient Educational Practices Certification Process](#)
 - Develop a phased in Microcredential (Training and Competency) for use of the Tools for Cultural Proficiency for all other staff

4. Support and retain quality, culturally competent staff with increasingly diverse backgrounds, experiences and perspectives.

Finalize the EPS hiring and retention plan to include:

- Growth of EPS educator pathways for MS and HS kids.
- Growing our own talent
- Recruitment strategies
- Growth in Higher Education partnerships in diverse schools
- Offer professional enrichment, fellowship and mentorship activities to enhance retention of diverse staff
- Monitor our employees experiences
- Conduct exit interviews for departing staff
- 3-5 year goal: Employee groups to mirror student demographics

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General Process Timeline (DRAFT)

2021-22:

- DEI Guiding Change Draft reviewed by: Cabinet, Principals, DO Equity Team, District DEI Advisory Planning Team
- DEI Guiding Change presented to school board December 13, 2021
- Equity Scan completed by: Feb. 2022
- Draft DEI recommendations completed and reviewed by Cabinet, Principals, DO Equity Team, District DEI Advisory Team, March 2022.
- Present DEI plan: Recommendations, Goals and Actions to School Board, March 2022.
 - Equity Scan Results
 - Annual improvement goals and actions for the DEI plan aligned to the WBWF plan, the Read Well by Third Grade plan and the Achievement and Integration plan
 - DEI Metrics Dashboard with baseline metrics for monitoring impact
 - Training Plans to include Micro-credentialing in the Tools for Cultural Proficiency (Spring and Summer of 2022)
 - Train Cohort 1:
 - School Board
 - Cabinet
 - Principals
 - Assistant Principals, Deans
 - Equity Leads and Cultural Liaisons
 - T and L staff
 - Final Hiring and Retention Plan
 - Monitoring of DEI plan implementation by district DEI advisory team

2022-23

- Continue Training Plans for Micro-credentialing in the Tools for Cultural Proficiency
 - Train Cohort 2:
 - Classroom Teachers
 - New Admin
 - District Office Staff
- Department and School Actions plan for those who participated in Cohort 1
- DEI dashboard updated with progress toward outcomes

- Provide annual DEI plan board update with WBWF and A and I reports, Nov 2022

2023-24

- Continue Training Plans for Micro-credentialing in the Tools for Cultural Proficiency
- Department and School Actions plan for those who participated in Cohort 2
- Monitoring of Action Plans for those who participated in Cohort 1 + Symposium
 - Train Cohort 3:
 - New Teachers, Admin
 - Paras
 - Clerical
 - Custodians
 - Bus Drivers
 - Other Staff
 - Optional Student Credentialing program offered
- DEI dashboard updated with progress toward outcomes
- Provide annual DEI plan board update with WBWF and A and I reports, Nov 2023

2024-25

- Continue Training Plans for Micro-credentialing in the Tools for Cultural Proficiency
- Department and School Action plans for those who participated in Cohort 3
- Monitoring of Action Plans for those who participated in Cohort 2 + Metro Area Symposium or Edina Facilitated Conference
- Continue Training Plans for Micro-credentialing in the Tools for Cultural Proficiency
 - Ongoing Training
 - New Admin
 - New Teachers
 - New Staff
 - Optional Training continued for
 - Community members
 - Students
- DEI dashboard updated with progress toward outcomes
- Provide annual DEI plan board update with WBWF and A and I reports, Nov 2024

VI.E. Fiscal Year 2024 Cost Containment



Board Meeting Date: 2/13/2023

Title: Fiscal Year 2024 Cost Containment

Type: Discussion

Presenter(s): Mert Woodard, Director, Business Services

Description: The District's assumptions and preliminary budget parameters for the 2023-2024 general fund budget would result in an estimated deficit of \$4,000,000 and put the District's unassigned fund balance as a percentage of expenditures at a level that is lower than the District policy of 6.0%. In order to adhere to District policy and maintain the District's long-term financial stability, the District administration recommends containing costs in the amount of \$4,000,000.

The District has engaged in the Budget Reduction, Reallocation, and Revenue Generation process (BRRRG) and has sought feedback from stakeholders through a variety of platforms, including, but not limited to: Finance & Facilities Committee meetings, "town hall" meetings at school sites, a live-streamed virtual town hall meeting, district-wide leadership meetings, cabinet level meetings, and staff surveys.

The District's recommended cost containment measures are enclosed for the Board's consideration. The administration is confident that the recommendation will allow the District to maintain all of its excellent programs while also ensuring long-term financial sustainability.

Recommendation: N/A

Desired Outcomes from the Board: Discussion of the District administration's recommended general fund cost containment measures for the 2023-2024 fiscal year.

Attachments:

1. 2023-2034 School Year Cost Containment

Budget Reduction, Reallocation, and Revenue Generation

After the District administration presented its preliminary financial forecast of next year's general fund operations, it immediately began implementation the District's Budget Reduction, Reallocation, and Revenue Generation process, commonly referred to as "BRRRG". The BRRRG process is obviously designed in part to address the impact of inadequate public education funding and to provide solutions so that the District can continue to provide stellar education while maintaining financial stability, however an equally important aspect of the BRRRG is community and stakeholder input and feedback. The District administration greatly values the voice of its constituents.

In prior communications reference has been made to the fact that the budgeting cycle is perpetual, so the District administration are constantly discussing BRRRG ideas at the senior-leadership level. That has been the case during the current fiscal year, however the first *official* BRRRG meeting took place in the form of the December Finance & Facilities Committee meeting. At that meeting, the administration provided committee members with a preliminary review of the preliminary financial forecast for 2023-2024. Then at the January Finance & Facilities Committee meeting the committee meeting reviewed for a second time the preliminary forecast as well as an initial list of cost containment ideas. In addition to providing their feedback regarding the containment list, the committee also provided guidance to the administration to conduct a formal BRRRG process. The District then met formally on three separate occasions with senior leaders from throughout the District, including Directors, Assistant Directors, Principals, and Program Managers, to generate BRRRG ideas

The District's formal BRRRG process with stakeholders was organized into four community meetings held at District school sites: Normandale to serve the families and staff of Normandale, Concord, and South View, Creek Valley for Creek Valley and Cornelia, Valley View for Valley View and the High School, and Highlands for Highlands and Countryside. The format for all the meetings followed a similar format. The District administration reviewed the District's mission and vision with those in attendance, citing that any decisions that are ultimately made would be in service of the District's values. The administration then shared a high-level overview of public education finance in the state of Minnesota before describing the preliminary general fund forecast for next school year. The administration then sought immediate reactions from community members in a question-and-answer format before asking community members to write down their BRRRG ideas on note cards. In addition to asking for BRRRG ideas, the administration also requested that those in attendance write down their priorities and areas of the budget they do not wish to see reduced or eliminated. The District held a fifth meeting, similar to the others, virtually as a live stream. Opportunities for feedback, questions, and BRRRG ideas were also provided at the virtual session.

In addition to live community meetings the District also utilized the ThoughtExchange platform, a survey platform of sorts, to garner feedback from staff. All employee groups were invited to participate, and every classification of employee provided at least one "thought" or opinion into the space. Thoughts are rated by participants on a scale of 1 to 5 (with 5 being the highest rating) based on how much they like or agree with an idea or how important they think it is for the administration to consider. In total 266 staff members participated in the ThoughtExchange regarding the District's financial forecast for next school year, generating 171 unique thoughts

and 7,074 ratings. The result “ratings ratio” of 41 is a great indicator of the reliability of the survey; ThoughtExchange say that to provide “reliable and robust” data it is recommended that participants rate at least 30 thoughts each.

After all the community meetings were held and the ThoughtExchange survey was concluded, District administration began to review and categorize responses. Certain themes quickly became apparent and have been organized in a broad format so that related items are classified together and noted for frequency. The data is described in the following figure:

Feedback Categorization	BRRRG Type	Frequency
Continue to Define Excellence; continue to provide students with all of the same excellent educational opportunities the District has become well-known for. Do not make reductions to rigorous curriculum, gifted & talented, language, art, music, physical education, etc.	Priority	35
Student Support Services; do not make reductions in the areas of Special Education, mental health services, English learner services, ADSIS, etc.	Priority	18
Class Sizes; maintain and adhere to existing class-size ratios.	Priority	16
District-Wide, Non-Classroom reductions; target cost containment efforts to district-wide administration, non-classroom expenditures, alternative compensation, instructional coaches, teachers on special assignment, etc.	Budget Reduction	46
Fair Compensation & Staff Retention; prioritize fairly compensating our talented staff and continue to make retention a priority.	Priority	45
Efficiency; be more efficient with non-salary expenditures such as technology, technology devices, energy efficiency, spending at school sites, etc.	Reallocation	13
Eliminate Edina Virtual Programming	Budget Reduction	5
Legislative Action; lobbying efforts at the legislature to improve school funding	Revenue Generation	4
User Fee Increases; increase fees for athletics, activities, after-school events, charge students/families for District supplied devices, increase rental fees, etc.	Revenue Generation	6

The District administration has used feedback from the community and staff, as well as its professional expertise and judgement, to develop a list of containment strategies that will yield at least \$4,000,000.

Fiscal Year 2024 Cost Containment

The assumptions and parameters shared with the Board at the February Regular Meeting, if unaltered, would result in an estimated deficit of \$4,000,000 in the general fund. Therefore, the District administration recommends the following BRRRG ideas be applied to the parameters:

BRRG Idea	Department/Site	Type	Full-Time Equivalent	Amount
Business Services Account Specialist	Business Services	Budget Reduction	1.00	90,000
Professional Development, Conferences, Services, Etc.	Business Services	Budget Reduction	N/A	15,500
Countryside Addition Construction Chargebacks	Business Services	Revenue Generation	N/A	300,000 ¹
LTFM Chargebacks	Business Services	Revenue Generation	N/A	100,000 ²
Lease Levy for Graduation Facility Rental	Business Services	Revenue Generation	N/A	40,000 ³
Food Service Fund Chargebacks	Business Services	Revenue Generation	N/A	300,000 ⁴
Community Education Chargebacks	Community Services	Revenue Generation	N/A	300,000 ⁴
Miscellaneous Stipend & Extra Duty Reductions	Teaching & Learning	Budget Reduction	N/A	40,000
Curriculum Capital	Teaching & Learning	Budget Reduction	N/A	100,000
Talent Development Conferences/Stipends	Teaching & Learning	Budget Reduction	N/A	60,000
Curriculum Writing/Timecard Pay	Teaching & Learning	Budget Reduction	N/A	50,000
Alternative Comp. Program Realignment	Teaching & Learning	Budget Reduction	N/A	185,000
Discontinuance of Teacher Fellowship Program	Student Support Services	Budget Reduction	2.00	115,000
Reduction of Administrative and Non-Classroom Staff	Student Support Services	Budget Reduction	1.50	100,000
Eligible Operational Costs Transferred to Tech Levy	DMTS	Budget Reduction	N/A	500,000
Achievement & Integration Program Realignment	School Sites	Budget Reduction	N/A	150,000
Middle School Licensed Staff Right-Sizing	Middle Schools	Budget Reduction	8.50	815,000 ⁵
Pre-Pandemic Paraprofessional Staffing	Elementary Schools	Budget Reduction	15.00	450,000 ⁶
Operating Capital Freeze	School Sites	Budget Reduction	N/A	350,000 ⁷
Reduction of School Board Discretionary Budget	School Board	Budget Reduction	N/A	25,000
Total Containment			28.00	\$ 4,085,500

Notes:

- 1 - Allocating allowable administrative and custodial costs to the Countryside Elementary addition construction proceeds fund. Cannot be repeated in future fiscal years
- 2 - Allocating allowable administrative and custodial costs to Long-Term Facilities Maintenance
- 3 - Utilizing lease levy authority to pay for the rental of facilities to host graduation
- 4 - Allocating allowable administrative, utility, and facility usage costs to the Food Service and Community Services funds.
- 5- Realignment of licensed staffing at the middle school level so that both middle schools are in alignment with the established teacher to student ratio for middle school.
- 6 - Includes the elimination of paraprofessional staff funded by one-time federal pandemic relief funds.
- 7 - Freeze of operating capital allocations to school sites and departments. Administration will consider making this an on-going practice.
- 8 - References to "program realignment" mean expenditures matching the revenue source.

The total of the BRRRG ideas listed above is \$4,085,000. Upon approval of the assumptions, parameters, and budget containments, the administration will begin formal budgeting activities with school sites and departments. This process will involve the allocation and reconciliation of staff, distribution of non-salary and supply budgets, and posting of positions that are vacant. The District administration will continue to update its assumptions and estimates as more reliable information becomes available, and will present the complete budget at the June 13, 2023 Regular Meeting of the School Board.



Board Meeting Date: 2/13/2023

Title: Policy Review (Rapid)

Type: Discussion

Presenter(s): Board Policy Committee

Description: The following policy has been reviewed with an eye toward clarity, District practice, and alignment with State and Federal statutes. No changes are recommended.

- Policy 302 Superintendent

Recommendation: Review Policy 302.

Desired Outcomes from the Board: Review the policy and bring any questions you may have.

Attachments:

1. Policy 302 Superintendent

Administration

Superintendent

I. Purpose

This policy recognizes the importance of the role of the superintendent and the overall responsibility of that position within the school district.

II. General Statement of Policy

The school board will employ a superintendent who serves as an ex officio, non-voting member of the board and as chief executive officer of the school system.

III. General Responsibilities

- A. The superintendent is responsible for the management of the schools and the school district's educational programs, as well as the administration of all district policies. The superintendent is directly accountable to the school board.
- B. The superintendent will annually evaluate each principal who is assigned the responsibility for supervising a school building in the district.
- C. The superintendent may delegate responsibilities to other district employees, but will continue to be accountable for actions taken under this delegation.
- D. Where responsibilities are not specifically prescribed, nor district policy applicable, the superintendent will use personal and professional judgment, subject to review by the board.

Legal Reference:

Minn. Stat. § 123B.143 (Superintendent)

Policy
adopted: 6/18/07
amended: 8/20/12
revised: 1/28/19

INDEPENDENT SCHOOL DISTRICT 273
Edina, Minnesota

VI.G. Policy Review (301, 613)



Board Meeting Date: 2/13/2023

Title: Policy Review

Type: Discussion

Presenter(s): Board Policy Committee

Description: The following policies have been reviewed with an eye toward clarity, District practice, and alignment with State and Federal statutes.

- Policy 301 School District Administration
- Policy 613 Graduation Requirements

Recommendation: Review the suggested modifications for Policies 301 and 613.

Desired Outcomes from the Board: Review suggested modifications and bring any questions you may have.

Attachments:

1. Policy 301 School District Administration
2. Policy 613 Graduation Requirements

Administration

School District Administration

I. Purpose

This policy clarifies the role of the school district administration and its relationship with the school board.

II. General Statement of Policy

Effective administration and management practices are essential to realizing educational excellence. It is the responsibility of the school district administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to [have equitable](#) access to educational programs and services.

III. General Responsibilities

- A. The school board expects all activities related to the management of the school district to be well-planned and executed and consistent with the policies of the board.
- B. The board will seek specific recommendations, background information and professional advice from the school district administration, and will hold the administration accountable for effective management of the schools and the district's educational programs.
- C. Although the board holds the superintendent ultimately responsible for administration of the district and annual evaluation of each principal, the board also recognizes the direct responsibility of [superintendent designee and](#) principals for educational results and effective administration, supervisory, and instructional leadership at the school building level.
- D. The board and school administration will work together to share information and decisions that best serve the needs of district students.

Legal References:

Minn. Stat. § 123B.143 (Superintendent)

Minn. Stat. § 123B.147 (Principals)

Policy
adopted: 6/18/07
amended: 8/20/12
revised: 1/28/19

INDEPENDENT SCHOOL DISTRICT 273
Edina, Minnesota

Education Programs

Graduation Requirements

I. Purpose

This policy sets forth requirements for graduation from the school district.

II. General Statement of Policy

The school district's policy is that all students will fulfill applicable state required assessments as well as satisfactorily complete all course requirements and, as determined by the district and as established by the school board, in order to receive a diploma. [All students who meet the above requirements will be considered a graduate of Edina High School for purposes of ceremony, diploma, and transcript.](#)

III. Definitions

- A. "Course credit" is equivalent to a student's successful completion of a semester of study or a student's mastery of the applicable subject matter, as determined by the school district and as identified annually in district course registration catalogs.
- B. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- C. "Academic standard" means: (1) a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, world language, or the arts, or (2) a locally adopted expectation for student learning in health, the arts, or career and technical education.

IV. Test Administrator

The Director of Teaching and Learning is the school district test administrator and in charge of all test procedures.

V. Graduation Requirements

Students must fulfill state graduation requirements and successfully complete high school level courses, as determined by the school district, to graduate from Edina Public Schools. District requirements are articulated in Appendix I.

VI. Requirements to Participate in Graduation Ceremony

- A. The high school graduation ceremony is the commencement event provided to students, families, and community by the school district. A high school senior ~~with the~~ **who has attained the** required course credits will be allowed to participate in the ceremony. The high school principal or designee will present a list of seniors to receive a diploma from Edina Public Schools to the school board for its approval prior to the ceremony.
- B. The district reserves the right to not allow a student to participate in or attend the graduation ceremony for inappropriate behavior. Inappropriate behavior includes but is not limited to destroying or damaging property, disrupting the school day or activities, or engaging in disrespectful behavior toward fellow students or district employees.
- C. The district will not charge fees for rental or purchase of caps, gowns, or diplomas.

VII. Early Graduation

As provided for by Minn. Stat. § 120B.07, students may be considered for early graduation, upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. All test requirements or higher guidelines have been satisfied;
- C. The principal or designee has conducted an interview with the student and parent or guardian, familiarized the parties with opportunities available in post-secondary education, and supports the early graduation request.
- D. The principal's decision will be in writing and is subject to approval by the superintendent and school board.

Legal References:

Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (Graduation Requirements; Course Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat. § 120B.11 (School District Process)
Minn. Rules Chapter 3501

20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References:

Policy 601 (Academic Standards and Instructional Curriculum)

Policy 614 (School District Testing Plan)

Policy 616 (School District System Accountability)

[Policy 624 \(Online Learning\)](#)

Policy

adopted: 10/26/09

Revised: 8/17/15

Revised: 2/27/17

Revised: 3/11/19

Revised: 2/3/21

INDEPENDENT SCHOOL DISTRICT 273
Edina, Minnesota

Appendix I to Policy 613

EDINA PUBLIC SCHOOLS GRADUATION REQUIREMENTS

I. Graduation Requirements

A. All students are subject to the following assessment requirements, unless the parents/guardians opt out in writing:

1. Must participate in the Minnesota Comprehensive Assessments (“MCAs”) in reading, math, and science
2. Must have had an opportunity to complete the ACT in Grade 11.

B. All students must complete the Minnesota Academic Standards as developed by the Minnesota Department of Education:

1. Minnesota Academic Standards, Language Arts K-12;
2. Minnesota Academic Standards, Mathematics K-12;
3. Minnesota Academic Standards, Science K-12;
4. Minnesota Academic Standards, Social Studies K-12;
5. Minnesota Academic Standards, Arts K-12;

C. Additionally, all students must demonstrate their understanding of the following local academic standards:

1. School District Standards, Health K-12;
2. School District Standards, Physical Education K-12
3. School District Standards, Career and Technical Education 6-8 ; and
4. School District Standards, World Languages 6-8

D. All students must successfully-complete one of the following:

1. Earn forty-three (43) semester credits, as recorded on the high school transcript.
2. Have met the requirements of the student’s IEP; or
3. Have met the requirements of an accredited alternative learning program within the district.

II. Edina Public Schools Graduation Requirements

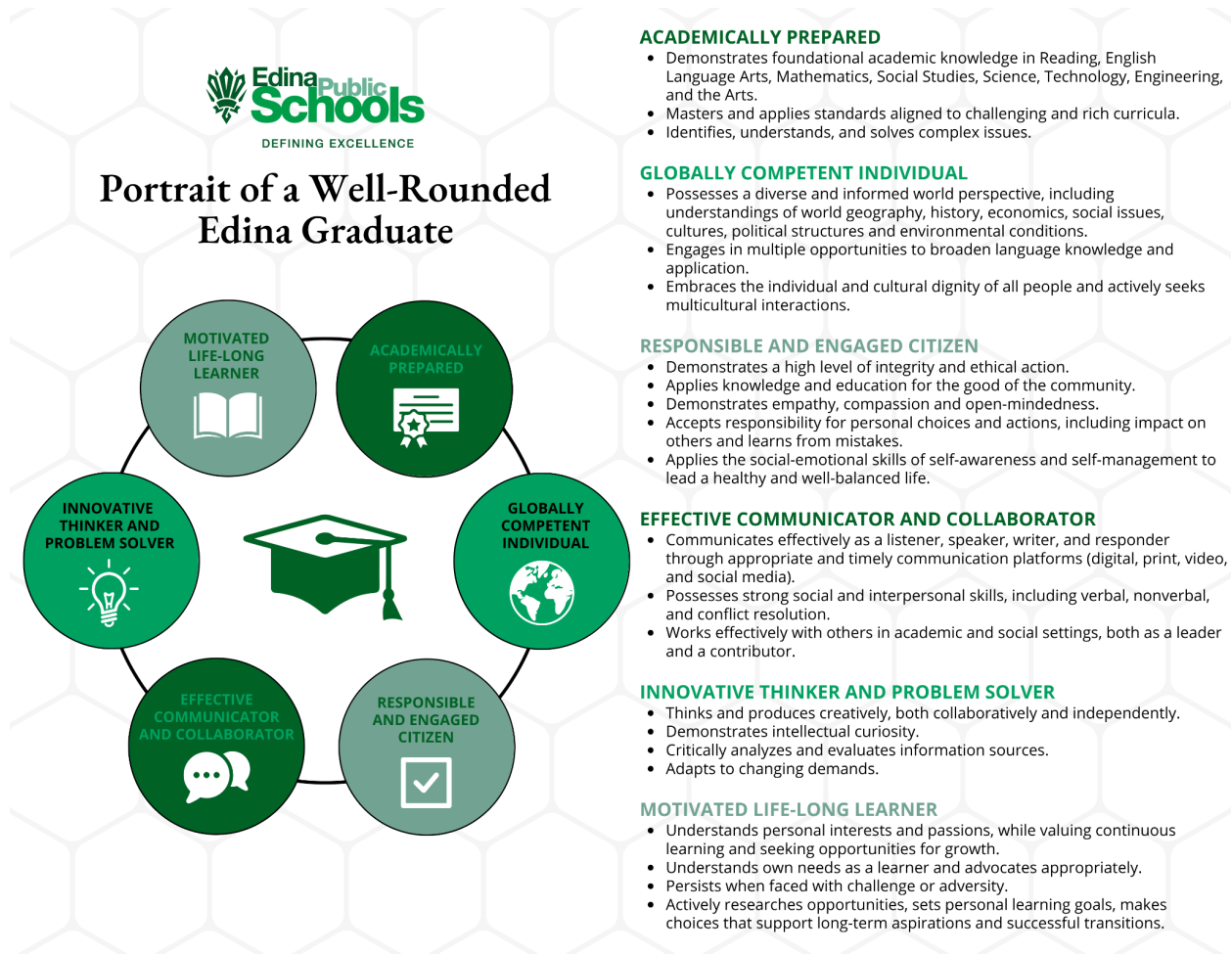
A. Students must successfully complete, as determined by the school district, the following high school level course semester credits for graduation:

1. Eight (8) semester credits of English Language Arts;

2. Six (6) semester credits of mathematics in ~~grades 9-12, encompassing at least algebra, geometry, statistics and probability sufficient to satisfy the academic standard. Students must satisfactorily complete two semester credits of Algebra II or its equivalent;~~ including an Algebra II credit or its equivalent
3. Six (6) semester credits of science, including ~~at least two semester credits in biology. Students must also satisfactorily complete two chemistry or two physics semester credits;~~ a minimum of (a) two credits in physical earth science; (b) two credits in biology; (c) two additional credits in physics or chemistry beyond physical earth science
4. Seven (7) semester credits of social studies, encompassing at least United States history, government and citizenship, world history, and economics;
5. ~~Two (2) semester credits in the visual and/or performing arts;~~
5. Two semester credits in the arts (music, dance, theater, media and visual arts and selected courses)
6. One (1) semester credit in health and two (2) semester credits in physical education, ~~of which at least one credit must be taken in grades 9-10-12;~~
7. Minimum of ~~thirteen~~ eleven semester credits of elective options.

EDINA PUBLIC SCHOOLS PORTRAIT OF A WELL-ROUNDED EDINA GRADUATE

The Edina Public Schools Early Learning - 12 course work is designed to develop the following competencies in each and every student.



- Revised: 12/10/12
- Revised: 8/17/15
- Revised: 2/27/17
- Revised: 7/16/18
- Revised: 3/11/19

VII. Action

VII.A. Student Travel



Board Meeting Date: February 13, 2023

TITLE: EHS Orchestra Tour 2024 St. Thomas

TYPE: Action

PRESENTERS: Jody De St. Hubert, Director of Teaching and Learning; and Jenn Carter, Edina High School Assistant Principal

BACKGROUND: In accordance with Policy 538, the following international student travel experience between 30-50 Edina High School students for one week in March 2024 (over spring break) has received support from the school's administration and been discussed at the Teaching and Learning Board Committee Meeting on Tuesday, December 6, 2022. Participating students will not miss any school days for this spring break travel experience.

The purpose of this trip is to complete a long standing exchange with the Rising Stars Steel Drum orchestra (Edina, fall 2019) as well as creating a new relationship with the teachers and students on the island of St. Thomas.

The orchestra travels every other calendar year, leaving time and space to plan an enriching and deep learning experience. This tour is curated to line up with the EPS Competencies.

- ***Globally connected students through the craft of music making***
- ***Responsibility as ambassadors of Edina Public Schools***
- ***Motivated by experiencing music from another cultures interpretation***
- ***Well Rounded by traveling outside of our community to experience a new community***
- ***Innovative Thinker by approaching a concert from a new engaging experience***

The demand of the tour company requires a vendor that is familiar with traveling with string instrument, has previous connections on the island to rent music equipment (larger instruments, stands, chairs, drum sets), and is able to be our island liaison to help set up school performance visits and musical exchanges with the high school students of the USVI.

COST: The anticipated inclusive cost of this experience is approximately \$3,500-\$3,800 per student. This price is inclusive of all transportation, accommodations, meals, transfers, instrument rentals, and trip insurance, as well as licensed staff and administrator travel costs. Students will be responsible for all costs. There will be need-based scholarships and other

scholarships offered. Two fundraising efforts have already been established yearly in the fall and spring for any student interested in raising funds for the trip.

TRANSPORTATION: All students and chaperones will travel as a group from Minneapolis to St. Thomas or make a connecting flight inside the continental US and will return via a major U.S. international airline or partner.

ACCOMODATIONS: Students (quad occupancy) and chaperones will be housed in hotel lodging with quality amenities.

SUPERVISION: Staff members traveling with the group are Nick Gaudette (EHS orchestra teacher and organizer), EHS PLTW, Science / Math teacher Shannon Seaver, a licensed school administrator, and up to 6 parent chaperones.

RECOMMENDATION: Discuss the student travel experience. It will be brought back to the board for action on 2.13.23.

DESIRED OUTCOMES FOR THE BOARD: Review the background information provided and provide feedback on the student travel experience.

ATTACHMENT:

1. [District Wide International Travel Schedule](#)
2. [EHS Comprehensive Travel Schedule](#)
3. [Appendix III Board Policy 538 , Extended Field Trip and Travel Application Preliminary Approval](#)
4. [Insurance coverage](#)
5. [St. Thomas Itinerary](#)
6. [EHS Extended Travel 2022 and beyond](#)



Board Meeting Date: 1.13.2023

Title: EHS Social Studies Travel-Based Learning To England and France Commemorating the 80th Anniversary of D-Day

Type: Action

Presenters: Jody De St. Hubert, Director of Teaching and Learning; and Jenn Carter, Edina High School Assistant Principal

Background: In accordance with Policy 538, the following international student travel experience for up to 40 Edina High School students for eleven days in June 2024 has received support from the school's administration. Participating students will not miss any school days for this summer travel experience.

This expedition, coordinated by EF Tours, utilizes Social Studies and Language Arts standards, in addition to Edina Public Schools educational competencies. Among other experiences, while in France, students will participate in ceremonies honoring the 80th anniversary of the World War II Allied Invasion of Normandy, known as D-Day. Students will also tour historical grounds and cities in London, England, in the Normandy region where D-Day occurred, and Paris, France. This experience will be a for-credit high school class; students will be required to keep a journal of their experiences. This will be supported with daily writing prompts as well as teacher-led discussions about their reflections and experiences. Students will also be required to attend required classes before travel and complete course work for the class.

There is an update to this travel experience. As of 1.25.23 we were informed by EF Tours that the England-France 80th Anniversary tour is sold out. In order to maintain alignment with the standards the recommendation is to approve the travel experience with the updates. The changes to the previously discussed report are:

1. The tour is a Germany and France version, instead of England and France. This tour is structured similarly to the England and France version, only beginning in Berlin.
2. The cost for the Germany and France version is approximately \$4,749. The cost difference from the England and France version is approximately \$290 more.
3. The dates of travel would vary slightly but still be in the summer of June 2024.

The information included in the remainder of the report is aligned with the recommendation for the Germany and France version of the travel experience.

Cost: The anticipated inclusive cost of this experience is \$4,749 per student. This price is inclusive of all transportation, accommodations, meals, transfers, and insurance. Students will be responsible for any other out of pocket costs or incidentals. Need-based scholarships and fundraising opportunities are available. EF and Edina Public Schools have established a program designed to empower sustainable and impactful travel-based learning programs for the school community that increases equity and access to the global classroom and opportunities like this one. EPS and EF have created a scholarship program aligned with EPS' commitment to equity.

Transportation: All students and chaperones will travel as a group from Minneapolis to Berlin, Germany to begin the tour, and return via a major U.S. international airline or partner.

Accommodations: Students and chaperones will be housed in 3 to 4 star rated hotels.

Supervision: Staff members traveling with the group are lead teacher Christopher Griggs, EHS Social Studies teacher, and up to 5 additional licensed staff, one of which will be a licensed school administrator.

Recommendation: Approve the student travel experience.

Desired Outcomes from the Board: Review the background information provided and approve the student travel experience.

ATTACHMENTS:

1. [District Wide International Travel Schedule](#)
2. [EHS Comprehensive Travel Schedule](#)
3. [Appendix Board Policy 538: Extended Field Trip and Travel Application Preliminary Approval](#)
4. [Anniversary of D-Day](#)
5. [Insurance Information](#)
6. [EHS Extended Travel 2022 and beyond](#)



Board Meeting Date: February 13, 2023

TITLE: EHS STEM to Germany and Switzerland

TYPE: Action

PRESENTERS: Jody De St. Hubert, Director of Teaching and Learning; and Jenn Carter, Edina High School Assistant Principal

BACKGROUND: In accordance with Policy 538, the following international student travel experience for up to 40 Edina High School students for 10 days in June 2024 has received support from the school's administration and been discussed at the Teaching and Learning Board Committee Meeting on Tuesday, December 6, 2022. Participating students will not miss any school days for this summer travel experience.

This expedition is coordinated by EF Educational Tours, an education-based tour company that provides immersive, life-changing educational travel for students. During this sustainable living-focused tour, students will visit Berlin and tour an urban sustainable development project, explore a museum focused on the future of the environment and technology, and visit a working urban farm. Students will then travel to the green city of Freiburg where they will explore the city through the eyes of an environmental sustainability expert. Then students will tour Hofgut Sternen's sustainable facility and travel to Lucerne. Students will hike with an environmental scientist through the Entlebuch Biosphere and tour the Biosphere with an expert local guide. Finally, students will have the chance to take an expert-led tour through an underground bunker system. Throughout the tour, students will be immersed in European cultures as they have opportunities to explore the various cities on the tour in addition to the sustainability activities mentioned above.

In addition to providing growth opportunities across the EPS Educational Competencies, this student travel experience supports learning across numerous Minnesota science, math, social studies, and technology standards.

COST: The anticipated inclusive cost of this experience is approximately \$4,739 per student. This price is inclusive of all transportation, accommodations, meals, transfers, on-site medical staffing, and medical and repatriation insurance. Students will be responsible for all costs. There

will be need-based scholarships and other scholarships offered. There will also be extensive fundraising opportunities.

TRANSPORTATION: All students and chaperones will travel as a group from Minneapolis to Berlin, Germany, and return from Lucerne, Switzerland back home via a major U.S. international airline. During the tour, all students and chaperones will travel via train from Berlin to Freiburg, Germany and travel via coach bus from Freiburg to Lucerne, Switzerland.

ACCOMODATIONS: Students and chaperones will be housed in hotel rooms of 3-4 students in the various cities.

SUPERVISION: Staff members traveling with the group are Meghan Brautigam, EHS math teacher, and up to five (5) additional licensed staff, one of which will be a licensed school administrator.

RECOMMENDATION: Discuss the student travel experience. It will be brought back to the board for action on 2.13.23.

DESIRED OUTCOMES FOR THE BOARD: Review the background information provided and provide feedback on the student travel experience.

ATTACHMENT:

1. [District Wide International Travel Schedule](#)
2. [EHS Comprehensive Travel Schedule](#)
3. [Appendix III Board Policy 538 , Extended Field Trip and Travel Application Preliminary Approval](#)
4. [Itinerary](#)
5. [Insurance Information](#)
6. [EHS Extended Travel 2022 and beyond](#)



Board Meeting Date: February 13, 2023

TITLE: EHS Biology to Dominica

TYPE: Action

PRESENTERS: Jody De St. Hubert, Director of Teaching and Learning; and Jenn Carter, Edina High School Assistant Principal

BACKGROUND: In accordance with Policy 538, the following international student travel experience for up to 32 Edina High School students for two weeks in July - August 2024 has received support from the school's administration and been discussed at the Teaching and Learning Board Committee Meeting on Tuesday, December 6, 2022. Participating students will not miss any school days for this summer travel experience.

This expedition is coordinated by Operation Wallacea, a conservation organization that partners with scientists and local communities in conservation research. Students spend their first week in one of two forest camps located in the center and east of the island of Dominica and will be on site with an international team of academics who are collecting data on the biodiversity of key taxa (birds, bats, various aquatic and terrestrial invertebrate groups) and examining the impact of invasive species. The second week will be staying in student accommodation in a renovated British fort in the north of the island. The students will be completing a PADI Open Water dive training course or a Caribbean reef ecology course which consists of two lectures and two in-water activities each day. In addition, they will learn about the whale research taking place just off the coast, as well as possibly seeing Sperm Whales and other marine mammals.

In addition to providing growth opportunities across the EPS Educational Competencies, this field-based, research-oriented, student travel experience supports learning across numerous Minnesota science, social studies, and language arts standards.

COST: The anticipated inclusive cost of this experience is approximately \$3,719 per student. This price is inclusive of all transportation, accommodations, meals, transfers, on-site medical staffing, and medical and repatriation insurance. Students will be responsible for all costs. There will be need-based scholarships and other scholarships offered. There will also be extensive fundraising opportunities.

TRANSPORTATION: All students and chaperones will travel as a group from Minneapolis to Douglas-Charles Airport, Dominica, and return via a major U.S. international airline or partner.

ACCOMMODATIONS: Students and chaperones will be housed in 3-4 bedded rooms with en suite bathroom facilities or in tents of 3-4 students.

SUPERVISION: Staff members traveling with the group are Lindsey Smaka, EHS science teacher, and up to three (3) additional licensed staff, one of which will be a licensed school administrator.

RECOMMENDATION: Discuss the student travel experience. It will be brought back to the board for action on 2.13.23.

DESIRED OUTCOMES FOR THE BOARD: Review the background information provided and provide feedback on the student travel experience.

ATTACHMENT:

1. [District Wide International Travel Schedule](#)
2. [EHS Comprehensive Travel Schedule](#)
3. [Appendix III Board Policy 538 , Extended Field Trip and Travel Application Preliminary Approval](#)
4. [Insurance Information](#)
5. [EHS Extended Travel 2022 and beyond](#)



Board Meeting Date: February 13, 2023

TITLE: 8th grade French Immersion to Québec

TYPE: Action

PRESENTERS: Jody De St. Hubert, Director of Teaching and Learning; and Pierre Schmidt, Valley View French Immersion Teacher

BACKGROUND: In accordance with Policy 538, the following international student travel experience for up to 40 Valley View Middle School students from **June 4 – 10, 2024** has received support from the school's administration and been discussed at the Teaching and Learning Board Committee Meeting on Tuesday, December 6, 2022. Participating students will not miss any school days for this summer travel experience.

This trip, coordinated by EF Explore America, includes five nights and stays in both Montreal and Quebec City. In Montreal, students will get their bearings by exploring the Old City, visiting the hidden passages and secrets of the underground city, and taking a bicycle ride. They will examine the city through both historical and contemporary lenses by visiting the Museum of Archeology, Notre Dame Basilica, and the Old Port, as well as by touring McGill University and the bustling neighborhood of Chinatown. They'll travel on to beautiful Quebec City, where they will visit several historic sites such as Château Frontenac and the Citadelle. One of the highlights of the trip will be a reenactment of the Plains of Abraham, a battle from the Seven Years' War, sometimes referred to as the French and Indian War. Students will participate in this historical interpretation, learning about Quebec's First Nations and early colonial history. The group will conclude their trip with an excursion to the beautiful Beaupré Coast on the Saint Lawrence River.

In addition to providing opportunities to develop independence and self-awareness, this language and culture travel experience supports learning across numerous Minnesota social studies and language arts standards.

COST: The anticipated inclusive cost of this experience is \$2,100 per student. This price is inclusive of all transportation, accommodations, meals, transfers, on-site medical staffing, and medical and repatriation insurance. Students will be responsible for all costs. Need-based scholarships and fundraising opportunities are available.

TRANSPORTATION: All students and chaperones will travel as a group from Minneapolis to Montreal, Canada, and return via a major U.S. international airline or partner.

ACCOMODATIONS: Students and chaperones will be housed in 3-4 bedded rooms with en suite bathroom facilities.

SUPERVISION: Staff members traveling with the group are Pierre Schmidt, Nathalie Godin, and one licensed school administrator.

RECOMMENDATION: Discuss the student travel experience. It will be brought back to the board for action on 2.13.23.

DESIRED OUTCOMES FOR THE BOARD: Review the background information provided and provide feedback on the student travel experience.

ATTACHMENT:

1. [District Wide International Travel Schedule](#)
2. [Appendix III Board Policy 538 , Extended Field Trip and Travel Application Preliminary Approval](#)
3. [Insurance Information](#)



Board Meeting Date: February 13, 2023

TITLE: Normandale Elementary to Bordeaux, France

TYPE: Action

PRESENTERS: Jody De St. Hubert, Director of Teaching and Learning; Chris Holden, Principal Normandale Elementary; and Lynnea West, Normandale Elementary Media Specialist

BACKGROUND: In accordance with Policy 538, the following international student travel experience for 22 Normandale Elementary French Immersion School students for 12 days in June of 2023 has received support from the school's administration and been discussed at the Teaching and Learning Board Committee Meeting on Tuesday, December 6, 2022. Participating students will not miss any school days for this summer travel experience.

This expedition is coordinated by Language & Friendship, an international student travel exchange program that partners with communities in cultural exchange programs. Students spend time in French schools, living with host families and participating in several local excursions.

In addition to providing growth opportunities in their target language acquisition, this cultural exchange student travel experience supports learning in authentic context.

COST: The anticipated inclusive cost of this experience is approximately \$3,925 per student. This price is inclusive of all transportation, accommodations, meals, transfers, medical and repatriation insurance. Students will be responsible for all costs. There will be need-based scholarships and other scholarships offered. There will also be some fundraising opportunities.

TRANSPORTATION: All students and chaperones will travel as a group from Minneapolis to Bordeaux and return via a major U.S. international airline or partner.

ACCOMMODATIONS: Students and chaperones will be housed with host families organized and vetted by the French partner of Language & Friendship, Terre des Langues.

SUPERVISION: Staff members traveling with the group are Lynnea West, Emma Cole and Ann Abel, who are licensed staff.

RECOMMENDATION: Discuss the student travel experience. It will be brought back to the board for action on 2.13.23.

DESIRED OUTCOMES FOR THE BOARD: Review the background information and provide feedback on the student travel experience.

ATTACHMENT:

1. [District Wide International Travel Schedule](#)
2. [Appendix III Board Policy 538 , Extended Field Trip and Travel Application Preliminary Approval](#)
3. [Family Information Session](#)
4. [Insurance Information](#)



Board Meeting Date: February 13, 2023

TITLE: Normandale Elementary to Bordeaux, France

TYPE: Action

PRESENTERS: Jody De St. Hubert, Director of Teaching and Learning; Chris Holden, Principal Normandale Elementary; and Lynnea West, Normandale Elementary Media Specialist

BACKGROUND: In accordance with Policy 538, the following international student travel experience for 22 Normandale Elementary French Immersion School students for 12 days in June of 2024 has received support from the school's administration and been discussed at the Teaching and Learning Board Committee Meeting on Tuesday, December 6, 2022. Participating students will not miss any school days for this summer travel experience.

This expedition is coordinated by Language & Friendship, an international student travel exchange program that partners with communities in cultural exchange programs. Students spend time in French schools, living with host families and participating in several local excursions.

In addition to providing growth opportunities in their target language acquisition, this cultural exchange student travel experience supports learning in authentic context.

COST: The anticipated inclusive cost of this experience is approximately \$3,925 per student. This price is inclusive of all transportation, accommodations, meals, transfers, medical and repatriation insurance. Students will be responsible for all costs. There will be need-based scholarships and other scholarships offered. There will also be some fundraising opportunities.

TRANSPORTATION: All students and chaperones will travel as a group from Minneapolis to Bordeaux and return via a major U.S. international airline or partner.

ACCOMMODATIONS: Students and chaperones will be housed with host families organized and vetted by the French partner of Language & Friendship, Terre des Langues.

SUPERVISION: Staff members traveling with the group are Lynnea West, Emma Cole and Ann Abel, who are licensed staff.

RECOMMENDATION: Discuss the student travel experience. It will be brought back to the board for action on 2.13.23.

DESIRED OUTCOMES FOR THE BOARD: Review the background information and provide feedback on the student travel experience.

ATTACHMENT:

1. [District Wide International Travel Schedule](#)
2. [Appendix III Board Policy 538 , Extended Field Trip and Travel Application Preliminary Approval](#)
3. [Family Presentation](#)
4. [Insurance](#)

VII.B. Fiscal Year 2024 General Fund Budget
Assumptions and Parameters



Board Meeting Date: 2/13/2023

Title: Fiscal Year 2024 General Fund Budget Assumptions & Parameters

Type: Action

Presenter(s): Mert Woodard, Director, Business Services

Description: Prior to the allocation of staff and non-salary budgets to departments and school sites and before the adoption of the budget the District administration seeks approval of general parameters from the Board of Education. The parameters are based on an analysis of the District's current budget and operations, extrapolated to the subsequent year by applying assumptions regarding enrollment growth or decline, additional aid from the state of Minnesota, increases to property tax revenue, the impact of cost of living adjustments and contract enhancements on district-wide salaries and benefits, non-salary expenditure inflation, and other items.

The enclosed "Budget Assumptions & Parameters" document details the administration's assumptions and parameters. The administration's recommended basic, high-level parameters are as follows:

- Enrollment of 8,563
- State Basic Education Revenue per pupil of \$7,000 (+2.0%; +\$137)
- Operating Levy revenue per pupil of \$2,105 (+\$228)
- Capital Projects Levy revenue of +\$454,000
- All other revenue authority the same as the current year
- No additional licensed staff beyond current class-size ratios or IEP requirements
- No additional non-classroom or administrative staff

The above assumptions/parameters would result in a deficit for the 2024 fiscal year of an estimated \$4,000,000.

Recommendation: Approve the District administration's recommended budget parameters and underlying assumptions for the 2023-2024 general fund budget.

Desired Outcomes from the Board: Approval of the District administration's recommended action.

Attachments:

1. 2023-2034 School Year Budget Assumptions & Parameters

Budget Assumptions & Parameters

The mission statement of Edina Public Schools is that we are “a dynamic learning community delivering educational excellence and preparing all students to realize their full potential. Through academics, activities, and opportunities, we encourage creativity, foster curiosity, and develop critical thinking skills. We support every student's educational journey by creating a caring and inclusive school culture that supports the whole student.” This mission and accompanying vision of ensuring that “each and every student discovers their possibilities and thrives” obviously has great impact on the District’s programs and what happens in each of our classrooms, however, the mission and vision extend further than that and have influence over all aspects of the District, including administrative functions such as financial planning and budgeting. Decisions made regarding the District’s budget are evaluated for alignment with the guiding mission and vision, and although school districts in Minnesota perpetually do not receive enough funding to match rising costs, resulting in difficult decisions each budgeting cycle, the Edina Public Schools community can have a high level of confidence that the administration is committed to upholding the District’s mission and vision.

The budgeting cycle for public school districts is extremely complex and involves many moving parts; however the basic components include projecting, budgeting, operating, reporting, and projecting again. Administrators are often analyzing two or three fiscal years at any given time, and targets are always moving, adding to the complexity of budgeting for an organization with an operating budget of approximately \$140,000,000, serving about 8,500 students. Before budgeting for the subsequent fiscal year, it is important to establish assumptions regarding the key drivers that can materially affect the District’s budget. Once assumptions are established, parameters for creating the budget and allocating resources to programming are recommended to the Board of Education for approval. This document will provide the Board and public with a review of the administration’s preliminary assumptions as well as a recommendation of parameters to be used in the development of the District’s general fund budget for the 2023-2024 school year to be adopted by the Board in June 2023.

Assumptions and Preliminary Forecast

At the January 9, 2023, Work Session, the Board was presented with a memo detailing the District administration’s forecast of the general fund budget for the 2023-2024 school year. The key assumption and underlying methodology of the forecast was “level-services”, or the assumption that the District will largely operate identically in 2023-2024 as it is in 2022-2023, the current year. Edina Public Schools is known for its high-quality programming and options for students, as well as a very talented staff. The District’s stable financial position will allow for this strong history and tradition of academic excellence to continue. In addition to assuming level-service, the District administration also applied conservative inflationary factors to both revenues and expenditures as part of the forecast. The administration is confident that this cautious approach is fiscally prudent and will provide safeguards against circumstances that cannot reasonably be predicted at this time.

Enrollment is the most critical variable of a school district’s finances as it largely determines the number of staff employed by a school district to deliver its educational programming as well as

the revenue generated by the school district. The state of Minnesota accounts for enrollment using average daily membership (“ADM”) which is the average number of students enrolled in the District each day of the school year. The District ended the 2022 fiscal year serving an ADM of 8,364, up 122 from fiscal year 2021’s 8,242. The December 2022 enrollment count was 8,546. To project the subsequent year’s enrollment, districts typically use the “cohort survival” method which takes each grade level and multiplies it by a historical growth (or decline) factor, returning the estimated enrollment for the next year. The growth factor is typically a weighted average of previous years, which can be adjusted for increases in development within the district’s boundaries, the addition or elimination of school buildings or programs, and other factors which are known by the administration. The administration has used a five-year weighted average to determine the growth factor that is applied to the enrollment projections and has also added a slight pro-rating factor for the purposes of conservatism. The resulting enrollment figure listed on the table below was also used to determine the District’s property tax revenue for the 2024 fiscal year:

Grade	Actual Enrollment							Projected Enrollment	
	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
ECSE	57.67	55.46	56.97	53.87	58.34	48.20	62.79	63.00	54.00
HK	9.09	6.48	9.99	60.84	56.78	72.98	74.00	74.00	74.00
KG	504.56	558.16	528.85	506.53	520.09	518.57	537.18	535.00	553.00
1	588.05	578.94	625.56	586.97	592.51	583.79	622.12	640.00	675.00
2	634.00	611.91	595.42	621.16	593.68	591.82	625.52	639.00	650.00
3	615.25	653.18	615.07	604.87	628.46	588.15	606.03	639.00	635.00
4	631.53	625.76	666.50	629.61	612.27	622.01	611.19	617.00	622.00
5	664.43	634.78	630.78	662.41	651.55	597.74	652.94	631.00	624.00
6	679.16	679.24	667.98	656.86	680.58	658.19	622.93	666.00	694.00
7	693.27	681.85	685.86	657.04	637.61	681.10	667.07	627.00	617.00
8	676.93	684.34	690.25	679.72	654.62	630.63	685.42	667.00	660.00
9	689.06	670.16	671.71	662.42	700.24	661.21	665.21	713.00	705.00
10	678.36	687.59	676.25	680.61	656.67	687.48	650.33	675.00	666.00
11	674.91	668.31	689.76	653.04	654.80	650.46	655.35	668.00	640.00
12	633.07	683.15	652.60	696.25	667.22	649.46	626.14	653.00	694.00
Total	8,429.34	8,479.31	8,463.55	8,412.20	8,365.42	8,241.79	8,364.22	8,507.00	8,563.00

An alternative way of analyzing the District’s conservative enrollment assumption is to simply take current year enrollment, assume no growth, and add the two new sections that will attend the Countryside Elementary expansion and dual-language program. Overall, the District has a high level of confidence that actual enrollment will be within 50 students of the forecasted amount. The District will have initial kindergarten enrollment data by mid-February, a strong indication of what the kindergarten cohort for the subsequent fiscal year will look like. The District will continue to monitor enrollment at all grade levels until the final budget is recommended for approval in June, and will adjust the recommended budget and related staffing accordingly.

Basic Education Revenue, or the “basic formula”, will continue to be the primary source of revenue for all school districts in Minnesota. At this time the District administration assumes that the basic formula allowance will be \$7,000 per adjusted pupil unit, a 2.00% increase from the 2022-2023 allowance of \$6,863. The increase of \$137 will provide an estimated additional \$1,300,000 of revenue to the District, which can be used for any lawful purpose.

A chart displaying formula increases since fiscal year 2015 can be found below:

Fiscal Year	Formula Allowance	Change
2023-2024	\$ 7,000.0	2.00%
2022-2023	6,863	2.00%
2021-2022	6,728	2.50%
2020-2021	6,567	2.00%
2019-2020	6,438	2.00%
2018-2019	6,312	2.00%
2017-2018	6,188	2.00%
2016-2017	6,067	2.00%
2015-2016	5,948	2.00%
Average Increase		2.06%

At the December 2022 Regular Meeting the Board certified taxes payable in 2023, which will become funding for the 2023-2024 school year. The District’s property tax revenue includes its voter-approved operating levy, which will increase by \$228.56 per pupil since the levy was approved by residents to be tied to inflation. This will provide the District with an additional \$2,200,000 of “all purpose” funding to be used in general fund operations. The levy also included the capital projects levy or “tech levy”, which increases in proportion with the aggregate net tax capacity of properties within the District’s boundaries. This revenue source will provide the District with an additional \$454,000 of funding for next school year. At this time the District assumes that all other per pupil revenue authority amounts will remain the same, resulting in forecasted additional revenue of \$4,000,000.

The District will continue to operate one early learning school, six elementary schools, two middle schools, and one high school. Normandale Elementary will continue to offer the French immersion program and Countryside Elementary will expand its dual-language Spanish program, welcoming two sections of kindergarten while continuing to serve the current kindergarten sections as first graders. The Edina Virtual Pathway will continue to offer programming to students in grades 9-12 with the District deciding to sunset programs at the elementary level (grades 4 and 5 will be sunset in 2024-2025). The District’s preliminary forecast also assumes the District will maintain its existing class-size ratios and all of its existing staff. A break-down of existing staff as of February 2023, by type, can be found below:

<u>Staff</u>	<u>Full-Time Equivalent</u>
Licensed Teachers	663.00
Paraprofessionals	267.00
Administrative Support Staff	58.00
Principals/School Administration	15.00
Transportation Staff	85.00
Custodial/Grounds Staff	75.00
District Administration/Non-Affiliated	64.00
Health Services Associates	12.00
Total Staff	1,239.00

*Date for non-exempt staff may be expressed as a "head count" rather than as a full-time equivalent.

**Only general fund staff are included.

The District's assumption for salary and benefit growth is an average 4.03% from fiscal year 2022-2023 to 2023-2024. This percentage has been applied to **all staff** in the District and includes the assumption that step movement will occur in addition to salary enhancements. The result is an assumed addition of \$5,700,000 to the District's expenditure budget. Growth factors averaging 4.59% were applied to the District's non-salary expenditure budget, resulting in an additional \$1,700,000 of non-salary expenditures. This figure is consistent with the 4.47% added to fiscal year 2022 to form the current year budget. Overall, the District's initial forecast for the 2023-2024 school year includes an additional \$7,400,000 of expenditures, offset by an additional \$4,000,000 of revenue, leaving a shortfall of \$3,400,000. The District would like to add at least \$600,000 to its unassigned fund balance in order to make up for the budget deficit that was approved by the Board for the 2022-2023 school year, resulting in the administration's recommended budget containment target of **\$4,000,000** for the 2023-2024 fiscal year.

Before detailing the administration's specific proposed budget parameters for next school year, it is important to address the matter of the record surplus at the state level. In its November 2022 Budget and Economic Forecast the Minnesota Management and Budget Office (MMB) stated a predicted budgetary surplus of \$17.6 billion for the next biennium. This forecast is expected to be maintained if not enhanced in the MMB's February forecast. In January 2023 Governor Walz made public his proposed budget for the next biennium, promising significant increases to education funding. The most significant additional appropriation proposed by Walz is increasing the special education cross-subsidy reduction aid from 6.43% of the cross-subsidy to 47.30%. This would result in additional revenues for the District of at least \$3,350,000 in fiscal year 2024. The second major component of the Governor's proposal is adding 4.00% to the basic education revenue formula for fiscal year 2024 rather than the 2.00% we have become accustomed to. The additional 2.00% would yield the District approximately \$1,300,000. Interestingly, the Governor's proposal calls for the formula to be tied to inflation in 2025-2027 biennium, with a cap of 3.00%. Finally, the Governor has proposed reducing the English learner cross-subsidy by approximately 25.00%, which would yield the District an additional \$300,000 of revenue. If all three of the Governor's proposals were signed into law, the District would receive a projected \$4,950,000 of additional revenue above its current assumptions for the 2023-2024 school year.

Fiscal Year 2024 Budget Parameters

The budget parameters for fiscal year 2023-2024, or next school year, have been developed using the preliminary general fund forecast that was presented to the Board and to the public in January as well as the feedback that has been received through the BRRRG process. The District administration's recommended budget parameters for 2023-2024 are as follows:

Enrollment

- Projected enrollment of 8,563 derived from a 5-year weighted average with proration for conservatism. This figure to be updated up until approval of the adopted budget at the June 13, 2023 Regular Meeting.
- Pupil Unit Weighting Factors – Pre-Kindergarten (1.0), Kindergarten (1.0), Grades K-6 (1.0) and Grades 7-12 (1.2).
- Average Daily Membership (ADM) increase of 56 and Adjusted Pupil Units (APU) increase of 52 based on 5-year average enrollment projection method selected.

Revenue

- Basic Education Revenue of \$7,000 per APU for 2023-2024, an increase of \$137 per APU above the current year.
- Operating Levy allowance of \$2,105 per APU for 2023-2024, an increase of \$228 per APU above the current year.
- Local Optional Revenue of \$724 per APU, the same as the current year.
- Equity Revenue of approximately \$70 per APU, about the same as the current year.
- Operating Capital of approximately \$230 per APU, about the same as the current year.
- Basic Skills Revenue (Compensatory) of \$1,284,558 per the October 1, 2022 enrollment count.
- Safe Schools revenue of \$36 per APU, the same as the current year.
- Gifted & Talented revenue of \$13 per APU, the same as the current year.
- Achievement and Integration revenue of \$350 per APU multiplied by protected class enrollment as a percentage of total enrollment, the same as the current year.
- Gifts and Donations to remain flat; the expenditure budget derived from gifts will equal that of the revenue.
- Alternative Teacher Compensation revenue of \$260 per ADM, the same as the current year.
- Interest revenue based on current market rates and cash available for investment
- All other revenue, including special education, federal programs, user fees, and local miscellaneous revenues to remain flat.

Expenditures

- Class-size ratios of 22.00 to 24.00 students per classroom in kindergarten and first grade, 22.00 to 25.00 in second grade, 24.00 to 26.00 in third grade, 25.00 to 27.00 in grades four and five, 28.15 for grades six through eight, and 30.85 at the high school.
- No additional specialists, media specialists, counselors, social workers, nurses, teachers on assignment, or other classifications of licensed staff.

- No additional non-licensed staff; the District will operate the same non-licensed staff currently employed by the District. Departments and school sites will not be allocated additional staff (unless class sizes are at levels warranting increases).
- Student Support Services staffing to be adjusted per the demands of Individualized Educational Programs and minutes of service requirements.
- Salaries and fringe benefits estimated based on contracts already settled, predictable step movement, and expected increases to contracts currently under negotiation or those expiring on June 30, 2023. Total projected salaries and benefits for all general fund staff in 2023-2024 is \$115,646,063.
- Lane change budget for licensed staff of \$200,000.
- An additional 4.59% of inflation added to the non-salary budget, including utilities, fuel, technology licenses and devices, classroom supplies and materials, custodial supplies, administrative supplies, contracted services, and other items. This would result in an anticipated additional \$1,700,000 of expenditures.
- Operating capital to be distributed in accordance with revenue and prior year allotments.
- Reserve teacher budget and pro-rata pay based on the prior year's actual activity.
- Other Post-Employment Benefit and severance costs of \$1,531,700 based on the most recent GASB 75 actuarial report and the current year budget of \$1,501,667.

VII.C. Intent to Issue General Obligation
Capital Notes and Facilities Maintenance Bonds,
Series 2023A



Board Meeting Date: 2/13/2023

Title: Intent to Issue General Obligation Capital Notes and Facilities Maintenance Bonds, Series 2023A

Type: Action

Presenter(s): Mert Woodard, Director, Business Services

Description: The District's Long-Term Facilities Maintenance program is financed by a combination of "pay-go" levy authority and general obligation debt. In recent years the District has issued general obligation debt to meet deferred maintenance needs on an every other fiscal year basis, with the last issuance occurring in May of 2021. The District believes it is advantageous to continue this financing structure as it provides the necessary funds to complete projects approved by the Board as part of the ten-year facilities plan. The structure also allows the District to minimize the impact to resident taxpayers.

The District administration has determined it as advantageous to finance the purchase of the vehicles and technology devices with general obligation capital notes, pursuant to Minn. Stat. § 123B.61. This strategy will allow the District to make payments across the useful life of the assets rather than paying in full upon acquisition. Also, the District will benefit from lower interest rates through general obligation debt than it would through traditional vehicle or technology financing. If granted approval by the Board, the District will pay for the equipment from of its operating capital funds before reimbursing itself with the proceeds of the capital notes. Principal payments on the capital notes will begin in fiscal year 2025.

The administration intends to present a full pre-sale report to the Board at a subsequent meeting. The actual issuance of the proposed debt is contingent upon bids being within the parameters stipulated by the enclosed resolution and ratification at a future Board meeting, anticipated to occur in April 2023. The issuance, including the capital notes, were reviewed in detail by the Finance and Facilities Committee.

Recommendation: Approve the resolution declaring the District's intent to issue general obligation capital notes and facilities maintenance bonds to finance equipment purchases and long-term facilities maintenance projects, stipulating the parameters under which the issuance is authorized, and the reimbursement of certain expenditures financed temporarily by other sources.

Desired Outcomes from the Board: Approval of the administration's recommended action.

Attachments:

1. Resolution - Intent to Issue General Obligation Capital Notes & Facilities Maintenance Bonds, Series 2023A

EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 273
(EDINA PUBLIC SCHOOLS)
HENNEPIN COUNTY, MINNESOTA

Pursuant to due call and notice thereof a regular meeting of the School Board of Independent School District No. 273 (Edina Public Schools), Hennepin County, Minnesota, was held in the School District on February 13, 2023 at 7:00 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION STATING THE INTENTION OF THE SCHOOL BOARD TO ISSUE GENERAL OBLIGATION CAPITAL NOTES AND FACILITIES MAINTENANCE BONDS, SERIES 2023A, IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$7,035,000; AND TAKING OTHER ACTIONS WITH RESPECT THERETO

BE IT RESOLVED by the School Board (the “Board”) of Independent School District No. 273 (Edina Public Schools), Hennepin County, Minnesota (the “District”), as follows:

1. Background. The Board is proposing to issue general obligation facilities maintenance bonds and capital notes. In connection therewith, it is hereby determined that:

(a) Facilities Maintenance Bonds.

(i) The District is authorized under the provisions of Minnesota Statutes, Chapter 475, as amended (the “Act”), and Minnesota Statutes, Section 123B.595, as amended (“Section 123B.595”), to issue general obligation facilities maintenance bonds for the purpose of financing certain facilities and site maintenance projects approved by the Commissioner of Education (the “Commissioner”).

(ii) The Board hereby finds and determines that it is necessary and expedient to the sound financial management of the affairs of the District to issue its general obligation facilities maintenance bonds (the “Facilities Maintenance Portion”), in the aggregate principal amount not to exceed \$6,095,000, pursuant to the Act and Section 123B.595 to finance the costs of certain facilities and site maintenance projects of the District which are included in the District’s ten-year facilities plan for Fiscal Year 2024 (the “Plan”), and related financing costs (the “Facilities Maintenance Project”).

(iii) The Plan approved by the Board is incorporated in this Resolution as though fully specified herein. District staff and officials are authorized and directed to submit any amendments to the Plan, and the proposed issuance of the Facilities Maintenance Portion to the Commissioner for approval, as required by the Act and Section 123B.595. District staff and officials are further authorized and directed to submit to the Commissioner such additional information as may be necessary to secure such approval.

(b) Capital Notes.

(i) The District is authorized under the provisions of the Act and Minnesota Statutes, Section 123B.61, as amended (“Section 123B.61”), to issue general obligation capital notes for the purpose of financing capital equipment purchases.

(ii) The Board hereby finds and determines that it is necessary and expedient to the sound financial management of the affairs of the District to issue its general obligation capital notes (the “Capital Notes Portion”), in the aggregate principal amount of \$940,000, pursuant to the Act and Section 123B.61, to finance the acquisition of school buses and technological equipment for instruction (the “Capital Notes Project”). The Board further finds and determines that the capital equipment to be acquired will have an expected

useful life at least equal to the term of the capital notes, in accordance with Section 123B.61 and the Act.

(c) The Board hereby determines that the Facilities Maintenance Portion and the Capital Notes Portion shall be combined and issued as a single issue designated as the “General Obligation Capital Notes and Facilities Maintenance Bonds, Series 2023A” (the “Bonds”) in the original aggregate principal amount not to exceed \$7,035,000. The Facilities Maintenance Project and the Capital Notes Project are hereinafter collectively referred to as “the Project.”

2. Covenant as to State Credit Enhancement.

(a) The District hereby covenants and obligates itself to notify the Commissioner of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 (the “Credit Enhancement Act”) to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the paying agent for the Bonds (the “Paying Agent”), or any successor paying agent, three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner that it will be unable to make all or a portion of that payment. The Paying Agent is authorized and directed to notify the Commissioner if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds on deposit with the Paying Agent to make that payment. The District understands that as a result of its covenant to be bound by the provisions of the Credit Enhancement Act, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Minnesota Departments of Management and Budget and Education pursuant to subdivision 2(c) of the Credit Enhancement Act and otherwise to take such actions as necessary to comply with that section. The Board Chair, Clerk, Treasurer, Superintendent, or Director of Business Services are authorized to execute any applicable Minnesota Department of Education forms.

3. Sale of Bonds. The Board has retained Ehlers and Associates, Inc. (the “Municipal Advisor”), to serve as the District’s independent municipal advisor with respect to the offer and sale of the Bonds and, therefore, is authorized by Section 475.60, subdivision 2(9), of the Act to sell the Bonds other than pursuant to a competitive sale.

4. Procedure for Review of Proposals and Selection of Purchaser. The Board hereby authorizes and directs the Superintendent or Director of Business Services and any School Board member (the “Authorized Officials”), with the advice of the Municipal Advisor, to review proposals for the purchase of the Bonds and award the sale of the Bonds to the prospective purchaser (the “Purchaser”) based on the recommendation of the Municipal Advisor and the following parameter: the true interest cost of the Bonds shall not exceed four percent (4.00%).

5. Acceptance of Proposal. The Board will meet at a regular or special meeting on the first practicable date after acceptance by the Authorized Officials of the proposal of the Purchaser, to ratify such acceptance and take any other appropriate actions with respect to the Bonds.

6. Authority of Municipal Advisor. The Municipal Advisor is authorized and directed to assist the District in the preparation and dissemination of a Preliminary Official Statement to be distributed to potential purchasers of the Bonds. The Municipal Advisor is further authorized and directed to assist the

District in the award and sale of the Bonds on behalf of the District after receipt of written proposals and to assist the District in the preparation and dissemination of a final Official Statement with respect to the Bonds.

7. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, is authorized to act as bond counsel for the District (“Bond Counsel”), and to assist in the preparation and review of necessary documents, certificates, and instruments related to the Bonds. The officers, employees, and agents of the District are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

8. Notice of Issuance of Facilities Maintenance Bonds. The Clerk is authorized and directed to publish a notice of the District’s intent to issue the Facilities Maintenance Portion of the Bonds in the official newspaper of the District, in substantially the form attached as EXHIBIT A hereto, as soon as reasonably practicable after adoption of this Resolution, but in any event, at least twenty (20) days before the earlier of the issuance of the Bonds or the final certification of levies.

9. Reimbursement from Bond Proceeds. The District may incur certain expenditures that may be financed temporarily from sources other than the Bonds and reimbursed from the proceeds of the Bonds. Treasury Regulation § 1.150-2 (the “Reimbursement Regulations”) provides that proceeds of tax-exempt bonds allocated to reimburse expenditures originally paid from a source other than the tax-exempt bonds will not be deemed expended unless certain requirements are met. In order to preserve its ability to reimburse certain costs from proceeds of the Bonds in accordance with the Reimbursement Regulations, the District hereby makes its declaration of official intent (the “Declaration”) described below to reimburse certain costs:

(a) Declaration of Intent. The District proposes to issue the Bonds to finance the costs of the Project. The District may reimburse original expenditures made for certain costs of the Project from the proceeds of the Bonds in an estimated maximum principal amount of \$7,035,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the Bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

(b) Declaration Made Not Later Than 60 Days. This Declaration has been made not later than sixty (60) days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of the Bonds, except for the following expenditures: (i) costs of issuance of the Bonds; (ii) costs in an amount not in excess of \$100,000 or five percent (5%) of the proceeds of the Bonds; or (iii) “preliminary expenditures” up to an amount not in excess of twenty (20) percent of the aggregate issue price of the Bonds that finance or are reasonably expected by the District to finance the Project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction, or rehabilitation of the Project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

(c) Reasonable Expectations; Official Intent. This Declaration is an expression of the reasonable expectations of the District based on the facts and circumstances known to the District as of the date hereof. The anticipated original expenditures for the Project and the principal amount of the Bonds described in Section 9(a), above, are consistent with the District’s budgetary and financial circumstances. No sources other than proceeds of the Bonds to be issued by the District are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the District’s budget or financial policies to pay such original expenditures. This

resolution is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

(The remainder of this page is intentionally left blank.)

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

and the following voted against:

whereupon the resolution was declared duly passed and adopted.

EXHIBIT A

**NOTICE OF INTENT TO ISSUE FACILITIES MAINTENANCE BONDS
TO FINANCE PROJECTS INCLUDED IN THE DISTRICT'S
TEN-YEAR FACILITIES PLAN**

**INDEPENDENT SCHOOL DISTRICT NO. 273
(EDINA PUBLIC SCHOOLS)
HENNEPIN COUNTY, MINNESOTA**

NOTICE IS HEREBY GIVEN that the School Board of Independent School District No. 273 (Edina Public Schools), Hennepin County, Minnesota (the "District"), intends to issue its general obligation facilities maintenance bonds and capital notes (the "Bonds"), in the aggregate principal amount not to exceed \$7,035,000, pursuant to Minnesota Statutes, Chapter 475, as amended, Minnesota Statutes, Section 123B.595, as amended, and Minnesota Statutes, Section 123B.61, as amended. A portion of the proceeds of the Bonds (the "Facilities Maintenance Portion") in the principal amount not to exceed \$6,095,000 will be used to finance certain projects included in the District's ten-year facilities plan and related financing costs. A general description of the facilities maintenance projects to be financed is as follows:

- Deferred maintenance projects included in the District's ten-year facilities plan approved by the Commissioner of Education.

The total amount of District indebtedness as of February 1, 2023, is \$175,210,000. If these proposed Bonds were issued after that date, the total indebtedness of the District at that time would be \$182,245,000.

BY ORDER OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 273
(EDINA PUBLIC SCHOOLS), HENNEPIN COUNTY,
MINNESOTA

Dated: _____, 2023

/s/

Clerk of the School Board
Independent School District No. 273
(Edina Public Schools), Hennepin County, Minnesota

STATE OF MINNESOTA)
)
COUNTY OF HENNEPIN) ss.
)
INDEPENDENT SCHOOL)
DISTRICT NO. 273)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 273 (Edina Public Schools), Hennepin County, Minnesota (the “District”), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the School Board of the District held on the date specified above, with the original minutes on file in my office and the extract is a full, true, and correct copy of the minutes, insofar as they relate to authorizing the issuance of the District’s General Obligation Capital Notes and Facilities Maintenance Bonds, Series 2023A, in the aggregate principal amount not to exceed \$7,035,000.

WITNESS My hand as such Clerk this ____ day of February, 2023.

Clerk of the School Board
Independent School District No. 273 (Edina Public
Schools), Hennepin County, Minnesota

VII.D. 2023 General School Board Election
Agreement Between City of Edina and Edina School
District

VII.E. Policy Review (212, 214, 217)



Board Meeting Date: 2/13/2023

Title: Policy Review

Type: Action

Presenter(s): Board Policy Committee

Description: The following policies have been reviewed with an eye toward clarity, District practice, and alignment with State and Federal statutes.

- Policy 212 School Board Member Development
- Policy 214 Out-of-State Travel by School Board Members
- Policy 217 Legislative Involvement

Recommendation: Approve the suggested modifications for Policies 212, 214, 217.

Desired Outcomes from the Board: Approve suggested modifications.

Attachments:

1. Policy 212 School Board Member Development
2. Policy 214 Out-of-State Travel by School Board Members
3. Policy 217 Legislative Involvement

School Board

School Board Member Development

I. Purpose

This policy encourages members of the school board to participate in professional development activities designed for them so that they may perform their responsibilities.

II. General Statement of Policy

- A. New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). Board members receive training in school finance and management developed in consultation with MSBA.
- B. All board members are encouraged to participate in board and related workshops and activities sponsored by local, state and national school boards associations, as well as in the activities of other educational groups.
- C. Board members are expected to report back to the board with materials of interest gathered at the various meetings and workshops.
- D. The board will reimburse the necessary expenses of all board members who attend meetings and conventions pertaining to school activities and the objectives of the board, within the approved policy and budget allocations of the school district.

Legal Reference:

Minn. Stat. § 123B.09, Subd. 2 ([Independent School Board Member Training](#))

Cross Reference:

Policy 214 (Out-of-State Travel by School Board Members)

Policy 708 (Expense Reimbursement)

Policy

adopted: 04/16/07

amended: 12/10/12

INDEPENDENT SCHOOL DISTRICT 273

Edina, Minnesota

revised: 12/17/18

School Board

Out-of-State Travel by School Board Members

I. Purpose

This policy regulates out-of-state travel by school board members as required by law.

II. General Statement of Policy

School board members have an obligation to become informed on the proper duties and functions of a board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state and local laws and district policies that relate to their functions as board members. Occasionally, it may be appropriate for board members to travel out of state to fulfill their obligations.

III. Appropriate Travel

Travel outside the state is appropriate when the school board finds it proper for board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as board members. Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose. Travel to other out-of-state meetings for which the member intends to seek reimbursement from the school district will be preapproved by the board.

IV. Reimbursable Expenses

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

V. Reimbursement

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

- B. Automobile travel is reimbursed at the mileage rate set by the school board. Commercial transportation will reflect economy fares and will be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed must be within the board's approved budget allocations, including attendance at workshops and conventions.

Legal References:

Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)

Minn. Stat. § 471.661 (Out-of-State Travel)

Minn. Stat. § 471.665 (Mileage Allowances)

Minn. Op. Atty. Gen. No. 1035 (August 23, 1999) (Retreat Expenses)

Minn. Op. Atty. Gen. No. 161b-12 (August 4, 1997) (Transportation Expenses)

Cross Reference:

Policy 212 (School Board Member Development)

Policy

adopted: 04/16/07

amended: 12/10/12

revised: 12/17/18

INDEPENDENT SCHOOL DISTRICT 273

Edina, Minnesota

School Board

Legislative Involvement

I. Purpose

This policy defines the school district's advocacy role in state and national legislation related to education.

II. General Statement of Policy

Edina Public Schools recognizes the importance of district involvement in shaping educational policy, funding, programs and laws at the state and national level. The school board and district administration are involved at the state and national level, especially with federal and state elected officials representing Edina Public Schools.

III. Legislative Action

- A. The school district will develop legislative initiatives to pursue. These initiatives will align with the district's [vision](#), mission, [values, and core beliefs](#) and [prioritizes](#) the needs [of the district](#), the metropolitan region and [the](#) state.
- B. Once the school board adopts its legislative initiatives, board members and employees may publicly speak on behalf of those initiatives in compliance with Policy 107 – Public Relations and School Communications.
- C. The district will be a member of educational organizations that promote and lobby for educational priorities that align with the district's mission. The district will have active representation in these organizations.
- D. As needed, the district may work with stakeholders, including employees, parents and community members, to serve in an advisory and/or advocacy capacity with respect to legislative issues. Issues for which such a group would be organized will directly relate to the district's mission. Coordination of legislative advisory or advocacy groups will be the responsibility of the superintendent or designee.
- E. For issues not adopted as legislative initiatives, a board member or district employee may use his or her title while speaking in support of issues that adhere to and promote the district's [vision](#), mission, [values and core beliefs](#) as long as the employee or school board member makes it clear that ~~their~~ ~~his or her~~ position does not represent the district's legislative position [or the collective school board](#).

Policy
adopted: 6/22/09
Revised: 3/13/13
Revised: 1/28/19
Revised: 4/11/22

INDEPENDENT SCHOOL DISTRICT 273
Edina, Minnesota

VIII. Leadership and Committee Updates

IX. Superintendent Updates

X. Adjournment

XI. Information

XI.A. Enrollment Mobility Report



Board Meeting Date: 2/13/2023

TITLE: January Enrollment Mobility

TYPE: Information

PRESENTER(S): Shauna Talley, MARSS Coordinator Student Information Systems

ATTACHMENT:

1. Mobility Report (next page)

Report Section Descriptions and Assumptions:

- **School Level Enrollment Information**
 - This section is broken up by School / Grade
 - This section counts a student as 1 even if they spent only one day enrolled during the reporting period. When this section is built, the first and last days of the month are used as the reporting period.
- **Enrollment Comparisons**
 - This section compares the enrollment totals of the current reporting period to the month prior and the same period a year prior.
- **Mobility**
 - This section of the report lists the total number of students by grade who have withdrawn and enrolled during the reporting period.
 - This section of the report uses the same reporting period as the other sections of the report.
 - This section of the report is only accurate the day the section is built as notifications of students withdrawing is ongoing throughout the next month.
- **Leaving Student Breakdown**
 - This section of the report displays the reason students withdrew during the reporting period.
 - This section of the report is broken out by the Minnesota Department of Educations approved End Status Codes. These codes are:
 - 03: Transferred to an approved nonpublic school
 - 04: Student moved outside of the district, transferred to another MN District
 - 05: Student moved to another state and enrolled in school; student moved out of the country
 - 20: Student transferred to another district/state but did not move

This section of the report is only accurate the day the section is built as notifications of students withdrawing is ongoing throughout the next month

Edina Public Schools Enrollment Summary



Enrollment as of the end of January, 2023

Elementary Schools		KG	1	2	3	4	5	TOTAL
Concord Elementary School		107	121	115	129	124	132	728
Cornelia Elementary School		88	105	103	100	95	104	595
Countryside Elementary School		119	93	92	104	94	102	604
Creek Valley Elementary School		98	98	112	99	103	104	614
Highlands Elementary School		94	98	100	96	91	85	564
Normandale Elementary School		104	125	119	103	101	102	654
Edina Virtual Pathway Elementary		0	3	3	9	13	3	31
Totals		610	643	644	640	621	632	3790

Secondary Schools	6	7	8	9	10	11	12	TOTAL
South View Middle School	336	314	344	0	0	0	0	994
Valley View Middle School	331	313	333	0	0	0	0	977
Edina High School	0	0	0	709	668	656	680	2713
Edina Virtual Pathway Secondary	1	1	0	6	7	12	8	35
Options at Edina High School	0	0	0	0	0	0	0	0
Totals	668	628	677	715	675	668	688	4719

Enrollment Comparisons

	February 2022	January 2023	February 2023
K-5	3718	3784	3790
6-8	1978	1965	1973
9-12	2675	2755	2746
Totals K-12	8371	8504	8509
PS	227	255	260
ECSE	166	188	217

January Mobility

	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Withdrawn Students	2	2	1	2	2	3	3	3	1	3	5	9	3	39
Enrolled Students	1	1	6	4	5	5	4	6	9	6	6	11	1	65
	-1	-1	5	2	3	3	1	3	8	3	1	2	-2	

Leaver Breakdown

Reason for Withdrawal	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
03: Transferred to a Non-Public School	0	0	0	0	0	0	0	1	0	0	0	0	0	1
04: Moved Outside of the District	0	1	0	0	0	0	1	2	0	0	2	0	0	6
05: Moved Outside of the State	2	1	1	2	2	2	2	0	0	0	2	4	1	19
08: Student Graduated	0	0	0	0	0	0	0	0	0	0	0	0	1	1
20: Transferred to Another MN District, did not move	0	0	0	0	0	1	0	0	1	3	1	5	1	12
Total	2	2	1	2	2	3	3	3	1	3	5	9	3	

XI.B. Governmental Funds Expenditure Report -
January 2023



Board Meeting Date: 2/13/2023

Title: Governmental Funds Expenditure Report – January 2023

Type: Information

Presenter(s): Mert Woodard, Director, Business Services

Description: The enclosed report describes fiscal year-to-date budget and expenditure activity within the District's governmental funds through January 31, 2023.

Recommendation: N/A

Desired Outcomes from the Board: This information is provided for the benefit of the Board of Education and community.

Attachments:

1. Governmental Funds Expenditure Report – January 2023

Expenditure Report

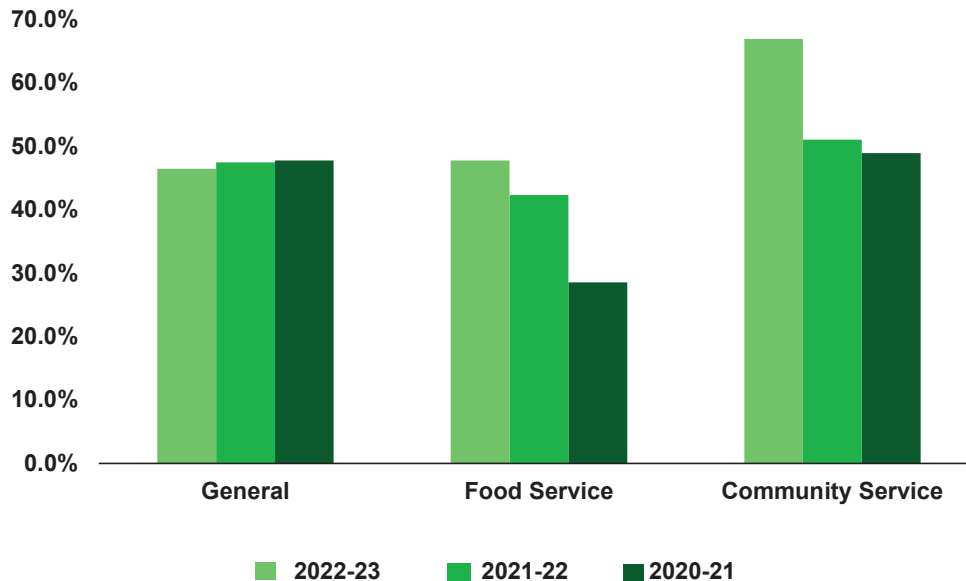
For the Month Ended January 31, 2023



DEFINING EXCELLENCE

Fund	Fiscal Year-to-Date 2022-23		Fiscal Year-to-Date % of Budget		
	Budget	Actuals	2022-23	2021-22	2020-21
General Fund					
Salaries	\$ 82,697,708	\$ 37,709,540	45.6%	46.0%	45.6%
Benefits	26,954,864	12,071,250	44.8%	48.7%	53.0%
Purchased Services	8,584,197	5,244,159	61.1%	58.0%	40.5%
Supplies & Materials	3,809,373	1,783,202	46.8%	47.1%	38.4%
Capital Expenditures	44,000	80,324	182.6%	92.1%	1642.0%
Other Expenditures	568,279	68,678		21.2%	21.3%
Other Financing Uses	-	-	-	-	-
Total General Fund Expenditures	\$ 122,658,421	\$ 56,957,154	46.4%	47.5%	47.8%
Food Service	3,564,985	1,703,317	47.8%	42.3%	28.5%
Community Service	9,100,780	6,090,583	66.9%	51.0%	48.9%
Debt Service	15,227,578	15,221,377	100.0%	99.5%	100.0%
Capital	36,342,846	17,693,974	48.7%	31.3%	53.4%
Total Expenditures All Funds	\$ 186,894,609	\$ 97,666,404	52.3%	49.0%	56.0%

Percent Comparison
Year-To-Date to Total Budget



Notes:

1- Expenditures made under the building construction fund, operating capital, capital projects levy, and long-term facilities maintenance are presented in combination within the "Capital" category as they are non-linear in nature and can vary greatly from period to period and year to year. Significant variances are normal.

2 - Community Service Fund expenditures are elevated due to the increased demand for school age care programming and associated costs to meet demand; revenues are also elevated in proportion.

3 - Expenditure figures may be understated or overstated due disbursement timing fluctuations; the District operates under the cash basis of accounting during the year for non-salary expenditures

XI.C. Countryside Elementary Continuous
Progress YMCA Camp, May 2023



Board Meeting Date: 2.13.23

Title: Countryside Elementary Continuous Progress Grades 1-5 to YMCA Camp St. Croix (May 22-24, 2023)

Type: Information

Presenters: Jody De St. Hubert, Director of Teaching and Learning

Description: The scheduled times and dates are as follows:

Monday, May 22, 2023	8:30am	Leave Countryside
	9:15am	Arrive at Camp St. Croix
Wednesday, May 24, 2023	1:00pm	Leave Camp St. Croix
	1:45pm	Arrive at Countryside

The purpose of YMCA Camp St. Croix is to give students a positive learning experience in an excellent outdoor environment. We believe that when students are given this type of experience they are more likely to work to maintain a quality environment and that this personal commitment is essential in preserving the environment for future generations. All activities are interdisciplinary with hands-on emphasis. The experience connects directly to Strategy A: Advance Academic Growth and Readiness and the development of Edina Early Learning - 12 STEAM Pathways.

Study topics will include classes like Aquatic Ecology, River Rendezvous, Tree-mendous, Bats and Owls, Salmon Run, Climbing Wall, High Ropes, and Predator Prey. Social and Emotional Learning activities will include team building initiatives throughout the days and a variety show finale.

Costs: The cost per child will be approximately \$140 for room, board and program with \$10 for transportation. A fund is available for families who need assistance.

Transportation: Bus service will be arranged in coordination with Edina Public Schools transportation department or a recommended vendor. Parent chaperones will be driving cars.

Supervision: Five teachers and approximately 60 adults will accompany the group.

Recommendation: Approve the Countryside Elementary Continuous Progress travel experience to Camp St. Croix for May of 2023.

Desired Outcomes from the Board: Review and approve this student travel experience.

XI.D. Elementary Physical Education Change to
the Report Card



Board Meeting Date: February 13, 2023

Title: Elementary Physical Education Change to the Report Card

Type: Information

Presenter(s): Jody De St Hubert, Director of Teaching and Learning; and Jamie Hawkinson, Elementary Dean Creek Valley

Description: After review of current practices, it has been determined that the current marking of “Demonstrates Fitness” on the elementary Physical Education report card is no longer applicable for grading cycles.

Historical and Traditional Practices:

- Added when the Elementary report card changed from letter grades to numbers
- Fitness tests were being administered 3x a year following the President’s Challenge.
 - This challenge included national percentiles for comparison
- Supplemented by Fitnessgram, which ultimately stopped updating percentiles
- In the early 2000s it became apparent that grading fitness was difficult to assess and was not always accurate from comparable observations
- Privacy issues began to arise and increased anxiety around performance became more apparent

Reasons that “Demonstrates Fitness” is No Longer Applicable:

- Doesn’t serve the students in the way that it was originally meant to serve
 - Percentiles no longer exist
 - President’s challenge and fitness test benchmarks are non-existent
- Anxiety inducing practice not aligning with our strategic plan Strategy B: Ensure an EQuitable and Inclusive School Culture
- Many students are too young to grasp concept of “skill” and are still learning the skill of movements
- Fitness testing has little value to the learning environment when the belief that students are working towards being active adults with a knowledge of multiple activities and a variety of choices of skills.
- “Demonstrates fitness” is not connected to a specific standard and is currently connected to the overall “concepts and applies” skills section of the report card

Current Practices:

- NA as the “Demonstrates Fitness” grade for Semester 1
- Fitness skills are still being taught and practiced
 - PACER test, sit-up challenge, running the mile, etc.
- Focus on teaching the MN state and Edina modified PE standards and benchmarks in

accordance with the most recent review cycle

- More time built in for fitness components to provide more instruction towards encouraging well-rounded, life-long fit students.

Proposed Change:

- Remove “Demonstrates Fitness” from the elementary report card to align with the Edina Strategic Plan, Vision, and Mission.

Recommendation: Approve the recommendation to remove the current marking of “Demonstrates Fitness” on the elementary Physical Education report card for semester two and moving forward.

Desired Outcomes from the Board: Review and approve this recommendation.

**XII. Fiscal Year 2024 General Fund Budget
Assumptions and Parameters**



Board Meeting Date: 2/13/2023

Title: Fiscal Year 2024 General Fund Budget Assumptions & Parameters

Type: Action

Presenter(s): Mert Woodard, Director, Business Services

Description: Prior to the allocation of staff and non-salary budgets to departments and school sites and before the adoption of the budget the District administration seeks approval of general parameters from the Board of Education. The parameters are based on an analysis of the District's current budget and operations, extrapolated to the subsequent year by applying assumptions regarding enrollment growth or decline, additional aid from the state of Minnesota, increases to property tax revenue, the impact of cost of living adjustments and contract enhancements on district-wide salaries and benefits, non-salary expenditure inflation, and other items.

The enclosed "Budget Assumptions & Parameters" document details the administration's assumptions and parameters. The administration's recommended basic, high-level parameters are as follows:

- Enrollment of 8,563
- State Basic Education Revenue per pupil of \$7,000 (+2.0%; +\$137)
- Operating Levy revenue per pupil of \$2,105 (+\$228)
- Capital Projects Levy revenue of +\$454,000
- All other revenue authority the same as the current year
- No additional licensed staff beyond current class-size ratios or IEP requirements
- No additional non-classroom or administrative staff

The above assumptions/parameters would result in a deficit for the 2024 fiscal year of an estimated \$4,000,000.

Recommendation: Approve the District administration's recommended budget parameters and underlying assumptions for the 2023-2024 general fund budget.

Desired Outcomes from the Board: Approval of the District administration's recommended action.

Attachments:

1. 2023-2034 School Year Budget Assumptions & Parameters

Budget Assumptions & Parameters

The mission statement of Edina Public Schools is that we are “a dynamic learning community delivering educational excellence and preparing all students to realize their full potential. Through academics, activities, and opportunities, we encourage creativity, foster curiosity, and develop critical thinking skills. We support every student's educational journey by creating a caring and inclusive school culture that supports the whole student.” This mission and accompanying vision of ensuring that “each and every student discovers their possibilities and thrives” obviously has great impact on the District’s programs and what happens in each of our classrooms, however, the mission and vision extend further than that and have influence over all aspects of the District, including administrative functions such as financial planning and budgeting. Decisions made regarding the District’s budget are evaluated for alignment with the guiding mission and vision, and although school districts in Minnesota perpetually do not receive enough funding to match rising costs, resulting in difficult decisions each budgeting cycle, the Edina Public Schools community can have a high level of confidence that the administration is committed to upholding the District’s mission and vision.

The budgeting cycle for public school districts is extremely complex and involves many moving parts; however the basic components include projecting, budgeting, operating, reporting, and projecting again. Administrators are often analyzing two or three fiscal years at any given time, and targets are always moving, adding to the complexity of budgeting for an organization with an operating budget of approximately \$140,000,000, serving about 8,500 students. Before budgeting for the subsequent fiscal year, it is important to establish assumptions regarding the key drivers that can materially affect the District’s budget. Once assumptions are established, parameters for creating the budget and allocating resources to programming are recommended to the Board of Education for approval. This document will provide the Board and public with a review of the administration’s preliminary assumptions as well as a recommendation of parameters to be used in the development of the District’s general fund budget for the 2023-2024 school year to be adopted by the Board in June 2023.

Assumptions and Preliminary Forecast

At the January 9, 2023, Work Session, the Board was presented with a memo detailing the District administration’s forecast of the general fund budget for the 2023-2024 school year. The key assumption and underlying methodology of the forecast was “level-services”, or the assumption that the District will largely operate identically in 2023-2024 as it is in 2022-2023, the current year. Edina Public Schools is known for its high-quality programming and options for students, as well as a very talented staff. The District’s stable financial position will allow for this strong history and tradition of academic excellence to continue. In addition to assuming level-service, the District administration also applied conservative inflationary factors to both revenues and expenditures as part of the forecast. The administration is confident that this cautious approach is fiscally prudent and will provide safeguards against circumstances that cannot reasonably be predicted at this time.

Enrollment is the most critical variable of a school district’s finances as it largely determines the number of staff employed by a school district to deliver its educational programming as well as

the revenue generated by the school district. The state of Minnesota accounts for enrollment using average daily membership (“ADM”) which is the average number of students enrolled in the District each day of the school year. The District ended the 2022 fiscal year serving an ADM of 8,364, up 122 from fiscal year 2021’s 8,242. The December 2022 enrollment count was 8,546. To project the subsequent year’s enrollment, districts typically use the “cohort survival” method which takes each grade level and multiplies it by a historical growth (or decline) factor, returning the estimated enrollment for the next year. The growth factor is typically a weighted average of previous years, which can be adjusted for increases in development within the district’s boundaries, the addition or elimination of school buildings or programs, and other factors which are known by the administration. The administration has used a five-year weighted average to determine the growth factor that is applied to the enrollment projections and has also added a slight pro-rating factor for the purposes of conservatism. The resulting enrollment figure listed on the table below was also used to determine the District’s property tax revenue for the 2024 fiscal year:

Grade	Actual Enrollment							Projected Enrollment	
	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
ECSE	57.67	55.46	56.97	53.87	58.34	48.20	62.79	63.00	54.00
HK	9.09	6.48	9.99	60.84	56.78	72.98	74.00	74.00	74.00
KG	504.56	558.16	528.85	506.53	520.09	518.57	537.18	535.00	553.00
1	588.05	578.94	625.56	586.97	592.51	583.79	622.12	640.00	675.00
2	634.00	611.91	595.42	621.16	593.68	591.82	625.52	639.00	650.00
3	615.25	653.18	615.07	604.87	628.46	588.15	606.03	639.00	635.00
4	631.53	625.76	666.50	629.61	612.27	622.01	611.19	617.00	622.00
5	664.43	634.78	630.78	662.41	651.55	597.74	652.94	631.00	624.00
6	679.16	679.24	667.98	656.86	680.58	658.19	622.93	666.00	694.00
7	693.27	681.85	685.86	657.04	637.61	681.10	667.07	627.00	617.00
8	676.93	684.34	690.25	679.72	654.62	630.63	685.42	667.00	660.00
9	689.06	670.16	671.71	662.42	700.24	661.21	665.21	713.00	705.00
10	678.36	687.59	676.25	680.61	656.67	687.48	650.33	675.00	666.00
11	674.91	668.31	689.76	653.04	654.80	650.46	655.35	668.00	640.00
12	633.07	683.15	652.60	696.25	667.22	649.46	626.14	653.00	694.00
Total	8,429.34	8,479.31	8,463.55	8,412.20	8,365.42	8,241.79	8,364.22	8,507.00	8,563.00

An alternative way of analyzing the District’s conservative enrollment assumption is to simply take current year enrollment, assume no growth, and add the two new sections that will attend the Countryside Elementary expansion and dual-language program. Overall, the District has a high level of confidence that actual enrollment will be within 50 students of the forecasted amount. The District will have initial kindergarten enrollment data by mid-February, a strong indication of what the kindergarten cohort for the subsequent fiscal year will look like. The District will continue to monitor enrollment at all grade levels until the final budget is recommended for approval in June, and will adjust the recommended budget and related staffing accordingly.

Basic Education Revenue, or the “basic formula”, will continue to be the primary source of revenue for all school districts in Minnesota. At this time the District administration assumes that the basic formula allowance will be \$7,000 per adjusted pupil unit, a 2.00% increase from the 2022-2023 allowance of \$6,863. The increase of \$137 will provide an estimated additional \$1,300,000 of revenue to the District, which can be used for any lawful purpose.

A chart displaying formula increases since fiscal year 2015 can be found below:

Fiscal Year	Formula Allowance	Change
2023-2024	\$ 7,000.0	2.00%
2022-2023	6,863	2.00%
2021-2022	6,728	2.50%
2020-2021	6,567	2.00%
2019-2020	6,438	2.00%
2018-2019	6,312	2.00%
2017-2018	6,188	2.00%
2016-2017	6,067	2.00%
2015-2016	5,948	2.00%
Average Increase		2.06%

At the December 2022 Regular Meeting the Board certified taxes payable in 2023, which will become funding for the 2023-2024 school year. The District’s property tax revenue includes its voter-approved operating levy, which will increase by \$228.56 per pupil since the levy was approved by residents to be tied to inflation. This will provide the District with an additional \$2,200,000 of “all purpose” funding to be used in general fund operations. The levy also included the capital projects levy or “tech levy”, which increases in proportion with the aggregate net tax capacity of properties within the District’s boundaries. This revenue source will provide the District with an additional \$454,000 of funding for next school year. At this time the District assumes that all other per pupil revenue authority amounts will remain the same, resulting in forecasted additional revenue of \$4,000,000.

The District will continue to operate one early learning school, six elementary schools, two middle schools, and one high school. Normandale Elementary will continue to offer the French immersion program and Countryside Elementary will expand its dual-language Spanish program, welcoming two sections of kindergarten while continuing to serve the current kindergarten sections as first graders. The Edina Virtual Pathway will continue to offer programming to students in grades 9-12 with the District deciding to sunset programs at the elementary level (grades 4 and 5 will be sunset in 2024-2025). The District’s preliminary forecast also assumes the District will maintain its existing class-size ratios and all of its existing staff. A break-down of existing staff as of February 2023, by type, can be found below:

<u>Staff</u>	<u>Full-Time Equivalent</u>
Licensed Teachers	663.00
Paraprofessionals	267.00
Administrative Support Staff	58.00
Principals/School Administration	15.00
Transportation Staff	85.00
Custodial/Grounds Staff	75.00
District Administration/Non-Affiliated	64.00
Health Services Associates	12.00
Total Staff	<u>1,239.00</u>

*Date for non-exempt staff may be expressed as a "head count" rather than as a full-time equivalent.

**Only general fund staff are included.

The District's assumption for salary and benefit growth is an average 4.03% from fiscal year 2022-2023 to 2023-2024. This percentage has been applied to **all staff** in the District and includes the assumption that step movement will occur in addition to salary enhancements. The result is an assumed addition of \$5,700,000 to the District's expenditure budget. Growth factors averaging 4.59% were applied to the District's non-salary expenditure budget, resulting in an additional \$1,700,000 of non-salary expenditures. This figure is consistent with the 4.47% added to fiscal year 2022 to form the current year budget. Overall, the District's initial forecast for the 2023-2024 school year includes an additional \$7,400,000 of expenditures, offset by an additional \$4,000,000 of revenue, leaving a shortfall of \$3,400,000. The District would like to add at least \$600,000 to its unassigned fund balance in order to make up for the budget deficit that was approved by the Board for the 2022-2023 school year, resulting in the administration's recommended budget containment target of **\$4,000,000** for the 2023-2024 fiscal year.

Before detailing the administration's specific proposed budget parameters for next school year, it is important to address the matter of the record surplus at the state level. In its November 2022 Budget and Economic Forecast the Minnesota Management and Budget Office (MMB) stated a predicted budgetary surplus of \$17.6 billion for the next biennium. This forecast is expected to be maintained if not enhanced in the MMB's February forecast. In January 2023 Governor Walz made public his proposed budget for the next biennium, promising significant increases to education funding. The most significant additional appropriation proposed by Walz is increasing the special education cross-subsidy reduction aid from 6.43% of the cross-subsidy to 47.30%. This would result in additional revenues for the District of at least \$3,350,000 in fiscal year 2024. The second major component of the Governor's proposal is adding 4.00% to the basic education revenue formula for fiscal year 2024 rather than the 2.00% we have become accustomed to. The additional 2.00% would yield the District approximately \$1,300,000. Interestingly, the Governor's proposal calls for the formula to be tied to inflation in 2025-2027 biennium, with a cap of 3.00%. Finally, the Governor has proposed reducing the English learner cross-subsidy by approximately 25.00%, which would yield the District an additional \$300,000 of revenue. If all three of the Governor's proposals were signed into law, the District would receive a projected \$4,950,000 of additional revenue above its current assumptions for the 2023-2024 school year.

Fiscal Year 2024 Budget Parameters

The budget parameters for fiscal year 2023-2024, or next school year, have been developed using the preliminary general fund forecast that was presented to the Board and to the public in January as well as the feedback that has been received through the BRRRG process. The District administration's recommended budget parameters for 2023-2024 are as follows:

Enrollment

- Projected enrollment of 8,563 derived from a 5-year weighted average with proration for conservatism. This figure to be updated up until approval of the adopted budget at the June 13, 2023 Regular Meeting.
- Pupil Unit Weighting Factors – Pre-Kindergarten (1.0), Kindergarten (1.0), Grades K-6 (1.0) and Grades 7-12 (1.2).
- Average Daily Membership (ADM) increase of 56 and Adjusted Pupil Units (APU) increase of 52 based on 5-year average enrollment projection method selected.

Revenue

- Basic Education Revenue of \$7,000 per APU for 2023-2024, an increase of \$137 per APU above the current year.
- Operating Levy allowance of \$2,105 per APU for 2023-2024, an increase of \$228 per APU above the current year.
- Local Optional Revenue of \$724 per APU, the same as the current year.
- Equity Revenue of approximately \$70 per APU, about the same as the current year.
- Operating Capital of approximately \$230 per APU, about the same as the current year.
- Basic Skills Revenue (Compensatory) of \$1,284,558 per the October 1, 2022 enrollment count.
- Safe Schools revenue of \$36 per APU, the same as the current year.
- Gifted & Talented revenue of \$13 per APU, the same as the current year.
- Achievement and Integration revenue of \$350 per APU multiplied by protected class enrollment as a percentage of total enrollment, the same as the current year.
- Gifts and Donations to remain flat; the expenditure budget derived from gifts will equal that of the revenue.
- Alternative Teacher Compensation revenue of \$260 per ADM, the same as the current year.
- Interest revenue based on current market rates and cash available for investment
- All other revenue, including special education, federal programs, user fees, and local miscellaneous revenues to remain flat.

Expenditures

- Class-size ratios of 22.00 to 24.00 students per classroom in kindergarten and first grade, 22.00 to 25.00 in second grade, 24.00 to 26.00 in third grade, 25.00 to 27.00 in grades four and five, 28.15 for grades six through eight, and 30.85 at the high school.
- No additional specialists, media specialists, counselors, social workers, nurses, teachers on assignment, or other classifications of licensed staff.

- No additional non-licensed staff; the District will operate the same non-licensed staff currently employed by the District. Departments and school sites will not be allocated additional staff (unless class sizes are at levels warranting increases).
- Student Support Services staffing to be adjusted per the demands of Individualized Educational Programs and minutes of service requirements.
- Salaries and fringe benefits estimated based on contracts already settled, predictable step movement, and expected increases to contracts currently under negotiation or those expiring on June 30, 2023. Total projected salaries and benefits for all general fund staff in 2023-2024 is \$115,646,063.
- Lane change budget for licensed staff of \$200,000.
- An additional 4.59% of inflation added to the non-salary budget, including utilities, fuel, technology licenses and devices, classroom supplies and materials, custodial supplies, administrative supplies, contracted services, and other items. This would result in an anticipated additional \$1,700,000 of expenditures.
- Operating capital to be distributed in accordance with revenue and prior year allotments.
- Reserve teacher budget and pro-rata pay based on the prior year's actual activity.
- Other Post-Employment Benefit and severance costs of \$1,531,700 based on the most recent GASB 75 actuarial report and the current year budget of \$1,501,667.