

**Hastings Area Public Schools - ISD 200**  
**School Board Meeting Agenda**

Wednesday, June 22, 2022  
Regular Meeting  
Middle School Media Center

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- I. **Call Meeting to Order**
  - a. Attendance
- II. **Pledge of Allegiance**
- III. **Motion to approve the agenda/table file**
  - a. Approval of the minutes from the May 25th, 2022 Regular Board Meeting and the June 8th Special Board Meeting
- IV. **Recognition of visitors**
- V. **Announcements and Recognitions**
- VI. **Listening Session Summary**
- VII. **Reports and Discussions**
  - a. Policies
    - i. Second Reading
      - 1. 503.2 Early Admission to Kindergarten
      - 2. 513 Student Promotion, Retention, and Program Design
      - 3. 610 Field Trips
  - b. Student Wellness Report
  - c. Superintendent Year-End Evaluation
  - d. Superintendent
  - e. Building Construction Fund Project Update
  - f. Courtesy Bus Routes
  - g. Read Well
  - h. Technology Update
  - i. Finance Committee
- VIII. **Action Items**
  - a. Consent Agenda
    - i. Change Orders
      - 1. Change Order No. 1 - CM Construction Co.
      - 2. Change Order No. 1 - CM Construction Co.
      - 3. Change Order No. 1 - JT Egner Construction
    - ii. Personnel Report
    - iii. Prime Food Vendors
    - iv. Community Use of Facilities
  - b. Items for Individual Action
    - i. Bills Payable
    - ii. School Resource Officer and Traffic Control Agent Contract
    - iii. 22-23 Sternau Contract
    - iv. ISD 200 LTFM
    - v. 2022-2023 School Year Budget
    - vi. Read Well Plan
    - vii. 2023-2025 Achievement and Integration Plan
    - viii. Approval as per Article XI, Section I Outside Activities, of the Superintendent Contract
    - ix. 503.2 Early Admission to Kindergarten
    - x. 513 Student Promotion, Retention, and Program Design

xi. Requests for Future Topics

IX. **Future Meetings**

X. **Adjourn to a closed session**

XI. **Adjourn to an Open Session**

XII. **Adjournment**

**Board of Education  
Independent School District 200  
Hastings, Minnesota**

A Regular Meeting of the School Board of Independent School District No. 200, Hastings, Minnesota, was held on Wednesday, May 25th, 2022, at the Hastings Middle School Media Center.

The meeting was called to order by School Board Vice Chairperson Stephanie Malm at 6:03 PM.

The following board members were present in person: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, and Stephanie Malm. Superintendent McDowell was also present in person at the meeting. Chairperson Brian Davis was also present virtually attending the meeting via Zoom from the lobby of the Holiday Inn Paris - Gare de Lyon Bastille: 11 Rue De Lyon, Paris 75012 France. Board member Mike Reis was absent.

After the Pledge of Allegiance, the Board took a moment of silence to recognize the events that took place in Uvalde, Texas on May 24th, 2022, and the lives lost.

As Chairperson Davis attended the meeting virtually, all votes were taken via roll call.

A motion to approve the agenda was made by Lisa Hedin and seconded by Becky Beissel. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

A motion to approve the minutes from the April 27th, 2022 Regular Board Meeting was made by Lisa Hedin and seconded by Becky Beissel. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

A motion to approve the minutes from the May 2nd, 2022 Special Board Meeting was made by Jessica Dressely and seconded by Becky Beissel. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

Vice Chairperson Malm took a moment to recognize all of the visitors attending the meeting both in-person and remotely.

The time was then turned over to Superintendent McDowell who took a moment to recognize the following employees of the semester: Temira Butler, Jaimie Clark, Tom Fritze, Brooke Johnson, Kim Meier, and Christian Waage. He also recognized the employee of the year for the 2021-2022 school year, Mindy Tavernier.

The time was then turned over to Mary Mellick and Jane Neumiller-Bustad who presented the board with information about the Community in Schools program and how the United Way is planning to assist Hastings School District in the future.

There was a first reading of the following policies: Policy 503.2 Early Admission to Kindergarten, Policy 513 Student Promotion, Retention, and Program Design, and Policy 610 Field Trips.

There was a second reading of Policy 203.2 Order of the Regular Board Meeting. A motion to move this item to an action item was made by Jessica Dressely and seconded by Lisa Hedin. The following voted in

favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

Superintendent McDowell gave his Superintendent's report which included a Board update on the Board Strategic Planning which included presentations by the site principals on how the work is progressing at the schools.

Jennifer Seubert, Director of Finance and Operations, provided the Board with an update on the building construction fund project update and the spring school fundraising report.

Lisa Hedin provided the Board with an update from the latest ISD 917 meeting as well as the recent Finance Committee meeting. Stephanie Malm presented the Board with an update on the recent Policy Committee meeting. Carrie Tate presented the Board with an update on the most recent Community Engagement Committee meeting.

The first item of business was to approve the consent agenda. A motion to approve the consent agenda was made by Becky Beissel and seconded by Lisa Hedin. A motion to amend the consent agenda in order to remove the non-contract rates of pay was made by Chairperson Davis and seconded by Lisa Hedin. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously. With the amendment made, the Board voted to approve the amended agenda. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

A motion to approve the bills payable was made by Lisa Hedin and seconded by Becky Beissel. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

A motion to approve the MSHSL resolution as it has been written was made by Lisa Hedin and seconded by Stephanie Malm. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

A motion to approve the ISD 917 LTFM resolution as it has been written was made by Lisa Hedin and seconded by Becky Beissel. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

A motion to approve Policy 203.2 Order of the Regular Board Meeting was made by Jessica Dressely and seconded by Lisa Hedin. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

A motion to approve the non-contract rates of pay was made by Becky Beissel and seconded by Lisa Hedin. There was discussion around this item that Chairperson Davis would be abstaining from the vote as currently teachers are allowed to substitute for other teachers and receive compensation. However, upon further clarification from Superintendent McDowell, the non-contract rate of pay for substitute teachers does not apply to teachers as that is something different. Therefore, it was determined that Chairperson Davis could vote on this item. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously.

The Board then discussed having the following items discussed at future Board Meetings. Director Tate said she would like to have a meeting to update the Board on the District's security protocols with the

understanding that this would be done in a closed session. The Board will discuss the following items at future work sessions: policy vs. procedure and how that will look for the Board, Board communications and process flow, moving the election year cycle, and school signage consistency. There will also be a discussion about the possibility of a cell phone usage policy or procedure at the Policy Committee Meeting.

With no further business to discuss, a motion to adjourn the meeting was made by Jessica Dressely and seconded by Carrie Tate. The following voted in favor: Becky Beissel, Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. Those opposed: none. Motion carried unanimously. The meeting was adjourned at 7:39 PM.

**Board of Education  
Independent School District 200  
Hastings, Minnesota**

A Special Meeting of the School Board of Independent School District No. 200, Hastings, Minnesota, was held on Wednesday, June 8, 2022, at the Hastings District Office Conference Room A.

The meeting was called to order by School Board Chairperson Brian Davis at 5:04 PM.

The following board members were present: Lisa Hedin, Carrie Tate, Jessica Dressely, Stephanie Malm, and Brian Davis. Members absent: Becky Beissel and Mike Reis. Superintendent McDowell was also present.

After the Pledge of Allegiance Brian Davis introduced the following: the purpose of this special meeting is for the Superintendent's Evaluation of the School Board. The meeting will now be moved to a closed session in accordance with Minnesota Statute Section 13D.03". A motion to move to a closed session was made by Stephanie Malm and seconded by Lisa Hedin. The following voted in favor: Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. The following voted against: None. Becky Beissel and Mike Reis were absent. Motion carried unanimously.

A motion to adjourn to an open meeting was made by Jessica Dressely and seconded by Lisa Hedin. The following voted in favor: Jessica Dressely, Lisa Hedin, Carrie Tate, Stephanie Malm, and Brian Davis. The following voted against: None. Becky Beissel and Mike Reis were absent. Motion carried unanimously.

A motion to adjourn the special meeting was made by Jessica Dressely and seconded by Carrie Tate. The vote was 5 ayes, 0 nays, a motion was carried unanimously.

The open meeting was opened at 6:06 PM. The following were present: Lisa Hedin, Carrie Tate, Jessica Dressely, Stephanie Malm, and Brian Davis. Members absent: Becky Beissel and Mike Reis. Superintendent McDowell was also present.

A motion to recess the open meeting a work session to the Middle School Media Center at 6:15 PM in accordance with Minnesota Statutes Section 13D.04, Subdivision 4 was made by Stephanie Malm and seconded by Jessica Dressely. The vote was: 5 ayes, 0 nays, motion carried unanimously.

The work session meeting was then continued at 6:15 in the Middle School Media Center at 6:15 PM. The work session was adjourned at 8:15 PM by Chairperson Davis.



*Hastings Public School District  
ISD #200*

## **503.2 Early Admission to Kindergarten**

### **I. Purpose**

The Purpose of this policy is to provide guidance for early admission to Hastings Public Schools for a student who has not met the kindergarten age requirements established in statute.

### **II. General Statement of Policy**

Pursuant to Minnesota Statutes 2012, Section 124D.02, subdivision 1, the Hastings ISD 200 School Board chooses to provide opportunities for children who have not reached the age of five years by September one (1) in any year to be considered for early admission into kindergarten for that year upon application by the parent/guardian and successfully meeting the District's requirements.

- A. Kindergarten enrollment. Entrants, in general, must be five (5) years of age by September 1 of the current school year.
  1. Children born between September 2 through October 31 who, after a comprehensive evaluation in cognitive, social, and emotional development domains, have been determined by District staff to have demonstrated superior cognitive ability, above average social and emotional maturity, and have led District staff to determine that the child has the ability to satisfactorily meet kindergarten expectations and the ability to progress to first grade in the subsequent year may be admitted if qualified under provisions specified below.
    - a) Testing, information obtained from a parent/guardian, and teacher observations of the child's knowledge, skills, and abilities will be used to determine placement. The comprehensive evaluation will use valid and reliable instruments and be aligned with Minnesota's kindergarten expectations in addition to the expectations noted above.
    - b) Students are required to undergo an evaluation administered by a School District school psychologist.
    - c) Students are required to be current on immunizations and, for students seeking admission into kindergarten, must undergo early childhood health and developmental screening.

- d) parent(s)/guardian(s) are required to complete a child development inventory as selected by District personnel.
- e) Costs associated with individual student testing will be borne by the student's parent(s)/guardian(s). However, the district may assist families with costs associated with district delivered assessments, due to financial hardship.
- f) The final decision for determining early entrance will be made by the Superintendent/Designee after the evaluation is concluded.
- g) The Superintendent (or designee) will establish a timeline and procedures to administer this policy.

**Legal References:** Minn. Stat. § 120A.20 (Admission to Public School)  
Minn. Stat. § 124D.02 (School Board Powers; Enrollment)

**Cross References:** Hastings Policy 607 Organization of Grade Levels

*Policy Reviewed:* 05.25.2022  
*Policy Adopted:* 07.28.2021  
*Policy Revised:* 07.07.2021



## **513 Student Promotion Retention Program Design**

### **I. Purpose**

The purpose of this policy is to provide guidance to professional staff, parents and students regarding student promotion, retention and program design.

### **II. General Statement of Policy**

The school board expects all students to achieve at an acceptable level of proficiency. Parental assistance, tutorial and remedial programs, counseling and other appropriate services shall be coordinated and utilized to the greatest extent possible to help students succeed in school.

#### **A. Promotion**

Students who achieve at levels deemed acceptable by local and state standards shall be promoted to the next grade level at the completion of each school year. Promotion at the high school shall be based on the number of credits earned.

#### **B. Alternative Programming to Promote Success**

Early identification and educational intervention is essential when a student is struggling in school. School based support services and alternate placements area available to students at risk of school failure. Assessment for special education services may be recommended.

#### **C. Retention**

Retention in grade may be considered only when a team of professional staff and parents have gathered and documented evidence from a variety of sources which demonstrate that retention is in the best interest of the student. All school based supports and services must first be exhausted and eligibility for special education services and/or alternate program placements options must first be explored. If an agreeable recommendation cannot be reached, the superintendent's decision will be final.

## D. Program Design

The superintendent, with participation of the professional staff and parents, shall develop and implement programs to challenge students that are consistent with the needs of students at every level. Opportunities for special programs and placement outside of the school district shall also be developed as additional options.

1. The school district will adopt guidelines for assessing and identifying students for participation in gifted and talented programs. The guidelines should include the use of:
  - a. multiple objective criteria; and
  - b. assessments and procedures that are valid and reliable, fair, and based on current theory and research. Assessments and procedures should be sensitive to under-represented groups, including, but not limited to, low-income, minority, twice-exceptional, and English learners.

***Legal References:*** Minn. Stat. § 120B.15 (Gifted and Talented Program)  
Minn. Stat. § 123B.143, Subd. 1 (Superintendents)

***Cross References:*** MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)  
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)  
MSBA/MASA Model Policy 618 (Assessment of Standard Achievement)  
MSBA/MASA Model Policy 620 (Credit for Learning)

*Policy Reviewed:* 05.25.2022  
*Policy Adopted:* 05.09.1974  
*Policy Revised:* 11.15.2006



## 610 FIELD TRIPS

### I. PURPOSE

The purpose of this policy is to provide guidelines for student trips and to identify the general process to be followed for review and approval of trip requests.

### II. GENERAL STATEMENT OF POLICY

The general expectation of the school board is that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Additional criteria to be considered include trip crisis plan (Examples; student injury, student illness, lead organizer illness, death of family member at home, etc.), total cost to the participant and/or district, effect of absence upon scholastic performance of participating students and impact upon the overall operation of the school. The school board reserves the right to approve extended trips on an individual basis.

Student trips will be categorized within three general areas:

#### A. Required Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal and shall be financed by school district funds within the constraints of the school building budget. Students without parent permission will participate in an alternate activity with the same learning objectives and credit. Fees may not be assessed against students to defray direct costs of instructional trips. (Minn. Stat. § 123B.37, Prohibited Fees)

#### B. Optional Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which supplement the instructional or activity program goals. Usually take place outside the regular school day. Examples of trips in this category involve cultural events, student activities, clubs, and other special interest groups or social activities. These trips are subject to review and approval of the activities director and/or the building principal. Financial contributions by students may be requested. (Minn. Stat. § 123B.36, Authorized Fees).

C. Extended Trips

1. Trips that involve one or more overnight stops fall into this category. Extended trips may be instructional or supplementary and must be requested well in advance of the planned activity. An extended trip request form must be completed and approved at each level: student, principal, superintendent, and school board. Exceptions to the approval policy may be granted or expedited to accommodate emergencies or contingencies (e.g., tournament competition).
2. The school board acknowledges and supports the efforts of booster clubs and similar organizations in providing extended trip opportunities for students.
3. Participating in overnight trips for curricular, co-curricular, or extra-curricular activities is a privilege. To ensure the safety of the traveling party, participants may be subject to a search of their person or possessions by school administrators prior to boarding the transportation for an overnight event.

**III. REGULATIONS**

- A. Rules of conduct and discipline for students and employees shall apply to all student trip activities.
- B. The school administration shall be responsible for providing more detailed procedures, including parental involvement, supervision, and such other factors deemed important and in the best interest of students.
- C. All volunteers accompanying students on extended trips will be subject to a background check in accordance with Policy 903A.
- D. Transportation shall be furnished through a commercial carrier or school-owned vehicle.
- E. An employee may use a personal vehicle to transport staff or personal property for purposes of a field trip upon prior, written approval from administration.
- F. An employee must not use a personal vehicle to transport one or more students for purposes of a field trip.
  1. If immediate transportation of a student is required due to an emergency or unforeseen circumstance, such as the illness or injury of a child, and the transportation does not constitute regular or scheduled transportation, a personal vehicle may be used. To the extent a personal vehicle is used, the

vehicle must be properly registered and insured.

2. An employee must obtain pre-approval by administration of student transportation by a personal vehicle, pursuant to Section III.E.1, if practicable. If pre-approval by administration of use of a personal vehicle cannot be obtained in a reasonable time given the circumstances, an employee shall report the relevant facts and circumstances justifying the need for use of a personal vehicle to administration as soon as practicable. The relevant facts and circumstances for use of a personal vehicle shall be documented by administration.

#### **IV. SCHOOL BOARD REVIEW**

The superintendent shall at least annually report to the school board upon the utilization of trips under this policy or school board may, at any time, decide to cancel a pre-approved trip. This decision would typically occur due to safety concerns for the students and staff.

The Superintendent has the discretion to cancel any trip at any time if he/she determines that proceeding with the field trip may unduly jeopardize students' health or safety. The district may not be responsible for any financial loss associated with the cancellation of trips. Therefore, students or chaperones participating in any activity involving substantial prepayment of fees are highly recommended to seek a reputable travel insurance policy.

***Legal References:*** Minn. Stat. § 123B.36 (Authorized Fees)  
Minn. Stat. § 123B.37 (Prohibited Fees)  
Minn. Stat. § 123B.49 (Co-curricular and Extracurricular Activities; Insurance)  
Minn. Stat. § 169.011, Subd. 71(a) (Definition of a School Bus)  
Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards – Exemption)  
*Sonkowsky v. Board of Educ. for Indep. Sch. Dist. No. 721*, 327 F.3d 675 (8<sup>th</sup> Cir. 2003)  
*Lee v. Pine Bluff Sch. Dist.*, 472 F.3d 1026 (8<sup>th</sup> Cir. 2007)

***Cross References:*** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 423 (Employee – Student Relationships)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 707 (Transportation of Public School Students)  
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)

MSBA/MASA Model Policy 710 (Extracurricular Transportation)  
Hastings Policy 903A

*Policy Reviewed:* 05.25.2022

*Policy Adopted:* 07.22.2020

*Policy Revised:* 07.15.2020

# Student Wellness

Report to School Board - Wednesday, June 22, 2022



[Smart Choices](#) (link to website)

[Student Wellness Policy #533](#)

## This Year

- Covid known and reported Positive Cases of students and staff: 2021 - 2022 (1,451 cases) 2020 - 2021 (312 cases)
- Committee met two times this year (in the spring - lack of time due to covid pandemic)
- SHIP grant for Move Mindfully - 63 teachers participated in training offered for preschool, elementary and secondary levels. This project will continue into next school year.
- Student surveys - elementary, middle and high school students surveyed in spring
- SHI Survey (School Health Index - triennial assessment)

## Spring 2022 Student Wellness Survey Results

[Elementary](#) [Middle School](#) [High School](#)

[Spring 2022 School Health Index \(SHI\)](#) Triennial Assessment

## Where Are We?

### Elementary

#### Strengths

- 95% of students listed at least one physical activity they do outside of gym or recess

#### Room for Improvement

- 77% of students feel always safe or mostly safe (was 93% in 2020)
- No elementary health curriculum

## Hastings Middle School

### Strengths

- Over 86% of student believe they have opportunities to be physically active at HMS

### Room for Improvement

- 64% of students feel always safe or mostly safe (was 90% in 2020)
- Students are experiencing more stress (only 52% of students reported feeling being only a little or not at all stressed. This is down from 71% in 2020)

<b>Question asked of HMS students (year &amp; # of students)</b>	<b>2019 798</b>	<b>2020* 479</b>	<b>2022 682</b>
At HMS I have opportunities to eat healthy food (agree & strongly agree)	75%	87%	58%
At HMS I have opportunities to be physically active (agree & strongly agree)	88%	92%	86%
I have healthy coping skills that help me manage my stress (agree and strongly agree)	55%	69%	57%
My level of stress right now (A little stressed & not at all)	60%	71%	52%
Social media has a positive impact on my life (agree & strongly agree)	53%	56%	52%
I am on my cell phone (frequently & constantly)	41%	54%	36%
I feel safe at school (agree & strongly agree)	70%	90%	64%

*\*students were surveyed during stay at home orders due to Pandemic COVID-19, 388 student surveys were completed between 5/20 and 5/23.*

## Hastings High School

### Strengths

- Over 80% of student believe they have opportunities to be physically active at HHS (this is down from over 90% in 2020)

### Room for Improvement

- 57% of students feel always or mostly safe (down from 85% in 2020 when in distance learning)

- Students have increased levels of stress (44% report being super or pretty stressed out, this was 25% in 2020)

## **Goals for Next Year**

- Review student surveys in depth and develop goals (safety and stress)
- Continue Move Mindfully initiative
- Quarterly Parent newsletter communication
- Explore opportunities for health education in the elementary level
- Full board representation from all building sites, student, parent, and community at large

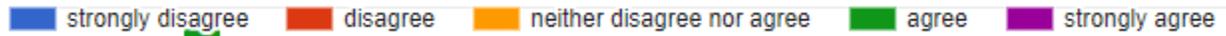
## **Smart Choices Committee Members**

- Lori Gaertner, Pupil Support Assistant, Building Representative HHS
- Molly Cirillo, District Family Resource Coordinator, Building Representative HMS
- Emily Horn, Nurse, Building Representative McAuliffe Elementary
- Michaela Burr, School Social Worker, Building Representative Pinecrest Elementary
- Brittany Hirschauer, Director of Food and Nutrition Services
- Kevalin Aulandez, Health Promotion Specialist, Dakota County
- Mary Ellen Fox, Health Services Supervisor, chair

# HHS Student Wellness Survey 2022

526 Responses

KEY



<b>At HHS I have opportunities to eat healthy food</b>			%
	Strongly disagree	36	6.8
	Disagree	63	12
	Neither disagree nor agree	128	24.3
	Agree	227	43.2
	Strongly Agree	72	13.7

<b>As an HHS student, I have opportunities to be physically active</b>		526 Total	%
	Strongly disagree	26	4.9
	Disagree	17	3.2
	Neither disagree nor agree	56	10.6
	Agree	242	46.0
	Strongly Agree	185	35.2

<b>I have healthy coping skills that help me manage my stress</b>		526 Total	%
	Strongly disagree	45	8.5
	Disagree	89	17.0
	Neither disagree nor agree	137	26.0
	Agree	185	35.2
	Strongly Agree	70	13.3

<b>Social media (snapchat, instagram, twitter, etc) has a positive impact on my life</b>		526 Total	%
	Strongly disagree	47	8.9
	Disagree	54	10.2
	Neither disagree nor agree	208	39.5
	Agree	166	31.6
	Strongly Agree	51	9.7

<b>I feel safe</b>		526 Total	%
	Strongly disagree	33	6.3
	Disagree	46	8.7
	Neither disagree nor agree	147	27.9
	Agree	206	39.2
	Strongly Agree	94	17.9

\*Comments about safety - [see appendix](#)

<b>I am on my cell phone</b>		526 Total	%
	Never (don't have a cell phone)	5	1.0
	Hardly ever	26	4.9
	Sometimes	211	40.1
	Frequently	258	49.0
	Constantly	26	4.9

<b>My level of stress right now is</b>	<b>526 Total</b>	<b>%</b>	
	Super stressed out	88	16.7
	Pretty stressed	142	27.0
	Somewhat stressed	138	26.2
	A little stressed	129	24.5
	Not at all stressed	29	5.5

\*comments about stress -[see appendix](#)

### What things do you do to stay healthy?

Students gave responses regarding how they stay healthy. Responses ranged from working out, walking their dog, eating healthy foods, drinking water, going outside. [ex: make time for friends and family, sports, go to the gym, good amount of sleep]

### In what ways (if you believe so) does HHS encourage you to be healthy? -[see appendix](#)

419 varied responses including the following examples:

- Offering many physical activities and healthy foods
- Gym and Health class
- They encourage us to be physically active in gym and teach us about health and wellness in health
- well, no ways at all. They just cut HP10 so I believe they are discouraging students to be healthy

### Comments about your stress (What causes you stress? How do you deal with it?)

[see appendix](#)

341 varied comments about their stress including the following examples:

- AP testing, graduation, sports. Everything is happening right now and it's pretty overwhelming. I don't sleep much because I'm so busy.
- Homework, home life, my mental health, anxiety, and sometimes nothing. It pops up. I take part in an anxiety group.
- I care about my grades so I stress over them but I deal with it by taking time for myself, talking with friends, and working hard on my school work.
- my stress is caused by school work even if it is a project due in a month but I work at it consistently and listen to music to relieve my stress
- A lot of homework at once and I deal with it by doing it little by little

### What else could we now do to improve your overall well being? - [see appendix](#)

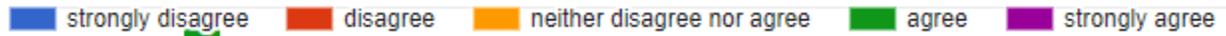
343+ responses including the following examples:

- Talk about mental health more
- More healthy lunches or add more variety.
- Have more phy ed class required
- Have teachers be organized and spread things out, rather than them not communicating and assigning a ton of stuff or having a ton of tests the same day/week\
- do something about the vaping issues, have time for students to go outside for a little and socialize (maybe instead of advisory), less homework PLEASE, and stop scheduling all the tests (not just finals) on the same day :(

# HMS Student Wellness Survey 2022

682 Responses

KEY



<b>At HMS I have opportunities to eat healthy food</b>		682 Total	%
	Strongly disagree	66	9.7
	Disagree	75	11
	Neither disagree nor agree	146	21.4
	Agree	258	37.8
	Strongly Agree	137	20

<b>As an HMS student, I have opportunities to be physically active</b>		682 Total	%
	Strongly disagree	36	5.3
	Disagree	14	2.1
	Neither disagree nor agree	49	7.2
	Agree	332	48.7
	Strongly Agree	251	36.8

<b>I have healthy coping skills that help me manage my stress</b>		682 Total	%
	Strongly disagree	63	9.2
	Disagree	66	9.7
	Neither disagree nor agree	170	25
	Agree	235	34.5
	Strongly Agree	148	21.7

<b>Social media (snapchat, instagram, twitter, etc) has a positive impact on my life</b>		682 Total	%
	Strongly disagree	52	7.6
	Disagree	40	5.9
	Neither disagree nor agree	230	33.7
	Agree	187	27.4
	Strongly Agree	173	25.4

<b>I feel safe</b>		682 Total	%
	Strongly disagree	54	7.9
	Disagree	47	6.9
	Neither disagree nor agree	145	21.3
	Agree	213	31.2
	Strongly Agree	223	32.7

Comments about safety - see [HMS APPENDIX](#)

<b>I am on my cell phone</b>		682 Total	%
	Never (don't have a cell phone)	73	10.7
	Hardly ever	139	20.4
	Sometimes	220	32.3
	Frequently	201	29.5
	Constantly	49	7.2

<b>My level of stress right now is</b>		682 Total	%
<p>My level of stress right now is</p>	Super stressed out	44	6.5
	Pretty stressed	122	17.9
	Somewhat stressed	167	24.5
	A little stressed	195	28.6
	Not at all stressed	154	22.6

Comments about stress - see [HMS APPENDIX](#)

### What things do you do to stay healthy?

Exercise and eat healthy foods: 187 [ex: i don't need extreme physical activity to stay healthy its different for everyone, I just eat well, go on walks and take care of myself.]

Exercise: 308 [ex: I workout and play sports and go for runs.]

Eat healthy foods: 95 [ex: eat fruit or veges every meal]

Mental health/sleep/friends: 27 [ex: go out side instead of staying in a darker room; Hang out with friends and family.]

More see [HMS APPENDIX](#)

### In what ways (if you believe so) does HMS encourage you to be healthy?

Exercise and healthy foods: 45 [ex: They have healthy food and encouraging gym teachers. It also has teachers that truly care about students and want to help us succeed.]

Exercise/PE/Sports: 198 [ex: Gym class makes me work hard to do the best I can and get good exercise]

Healthy foods: 104 [ex: by giving us a fruit and veggie option every day at lunch]

FACs Class: 33 [I think that even a class as simple as FACS helps to teach students about their health, I just don't think that learning about these things should be postponed to younger kids for so long.]

Encouragement from teachers/Counseling/mental health support: 31 [ex: By telling us how to deal with stress.]

More see [HMS APPENDIX](#)

### Comments about your stress (What causes you stress? How do you deal with it?)

194 comments regarding homework, tests, etc. [ex: Because it is the final quarter and the school year is wrapping up, teachers seem to be trying to cram the assignments into the final weeks.]

152 Comments regarding stressors but also including ways they deal with stress [ex: My ADHD and school work tends to cause most of my stress and sometimes I feel like I am not good enough. I sometimes cry but most of the time I do breathing exercises.]

86 comments regarding stressors in life [ex: I have bad anxiety, so some very small things stress me out constantly. I'm incredibly sensitive so even the slightest things can make me super anxious and stressed]

More see [HMS APPENDIX](#)

**What else could we now do to improve your overall well being?**

278 suggestions for at school environment including:

[ex: Better food, Encourage gym participation, Go outside more, Help respect cultures, diversity, or try teaching about more cultural stuff., More times to talk to friends, Provide free tampons in the bathrooms]

60 suggestions pertaining specifically to schoolwork

[ex: no homework, shorter class periods, less homework]

165 stated they had no suggestions for improvement. [ex: Um...I think you're good]

More see [HMS APPENDIX](#)

# Elementary Student Survey Results

Spring 2022

(173 3rd & 4th grade students from Kennedy)

**What physical activity do you do besides gym and recess?**



Activity - 171 responders	# of students who engage in this activity	% *
Walk to School	67	39.2
Play Outside for 15 minutes+	113	66.1
Ride a bike	88	51.5
Sports	97	56.7
Help with yard work	46	26.9
Inside chores	42	26.9
Inside chores	42	24.6
Play with other family members	88	51.5
NO response about activity or only written response isn't considered physical activity (video games, watch YouTube, watch television)	8	4.68

\*This does not add up to 100%

Yesterday, how many fruits and vegetables did you eat?



How many fruits and vegetables did you eat yesterday?*	171 responders total	%
zero	16	9.4
1	16	9.4
2	35	20.5
3	20	11.7
4	27	15.8
5	11	6.4
6 or more	46	26.9

\*students were not asked to define portion or serving size

The [2015 - 2020 Dietary Guideline for Americans](#) recommends that adults consume 1.5 - 2 cups of fruits and 2 - 3 cups of vegetables per day

## How safe do you feel at school?



Safe at School?	171 responders	2022%	2019%
Not at all safe	3	1.8	3.2
Sometimes safe	23	13.5	7.4
A little safe	13	7.6	9.6
Mostly safe	82	48	36.5
Always safe	50	29.2	43.1

### Student Comments regarding safety

#### Not at all safe:

What things make you feel safe?	What things make you feel unsafe?
Nothing, [named person], My friends and Parents	Everything, [named person], Nothing

#### Sometimes safe:

What things make you feel safe?	What things make you feel unsafe?
Nice, The rain, the and tornado warnings, Being by myself or being with someone i trust the more, School, family, Parents, home, friends, My house and family, my dog makes me safe, My mom my dad my sis my friends, My house and family, My first stuffy beary, My FAMILY, Pepol i know, My mom and dad, My mom, my therapist, [two named people], Mom, Baseball  , No one running, "Play on the swing, Big people, Giving my parents a big hug, My cat and parents, My self, My self	Mean, Toronto warnings and the dark, Being around some of my classmates, Knifes, people, Swearing, screaming, hiting, My school and the park, my nabers, When i play at 1mile away from my house, School, My sister, Out side in my neighborhood, Pepol i dont no, I jump of high stuff, Kidnappers, Dad, Dirt bike  , People running in the class room, Bending by people, People runing in the class room, Hitting my head on things, Clown or Strangers,

Peole, Peolel

### A little safe:

What things make you feel safe?	What things make you feel unsafe?
<p>When I am preyperd for stuff, That adoults are watching me at all time.And I am at a safe place at all times., Parents, Friends, Pets, I feel a little Safe becaues I Have Friend By Me., Hanging out with my friends📱, My phone in my backpack, Recess gym music, When i can talk to a teacher about how i feel, Nothing, Dogs siblings parents, My friends, That I have a good teacher Who Tell me what to do in case of emergency</p>	<p>Stragers, That the ceiling will cave in on me., Bullies, Burglers, Shooters, Weather Problems, Teacher, Being bullied, The people that are there and the words that are said, Class, When i dont have any one to talk to about how i feel, Nothing, White vans, The fact that we sometimes we have school shootings in locations in America, Kids being not safe or when someone yells at me a kid or a adult.</p>

### Mostly Safe:

What things make you feel safe?	What things make you feel unsafe?
<p>Friends and teachers and family, Being by someone I know, Teachers and parents, My mom dad and coco teacher, My parents, Rules, People i now, Being in a school because your alwas safe, Mom,dad,my sister and my comfy sweater!, Firends are nice to me and you guys are nice too :), When people are nice, Friends, [named people], Family teacher friends, Family ❤️, Family,friends,locked doors, family friends shool, Mom,Dad,Siblings,Friends,Teacher, School, home, my room, My family,friends, Family and friends, My house, Being with family. At school with classmates, Having other people that I know around me, Staying at home, Family members, When i am with my older friend or family, My house, Friend and family, My mom and dad my friends, People I know make me feel safe., My cat, When my family is right next to me, Being with someone I can trust, My parents or like a family membet, School friends with my dad night and its raining, My friends and family, Teacher's, My friends and many people helping me and comforting me. My family also, Being with my grandma, My whole family., My parents and my dogs, Parents, teachers, People who i know and are my friends, My mom,sister,dad. Sports, my dog, Adults, Not being alone, Family members and trusted people, My mom, When i feel happy and protected., At home, Being with 5 trusted adults, My dad and mom, Family, Doctors, Neighbors, I am walking with my friends home or when i have my phone on the</p>	<p>Screaming, Being by strangers, When i get hert at school, Even somthing that mackes me feel safe i always think of the worst thing posibel, My furnace, Dangerous things, People i don't t now at all that want to be friends with me, Bad wether, Knifes and guns, Boleys :(, When people are mean, Other people fighting, Guns burglars, Strangers,geting kidnapped,guns,knives,vans, Being around strangers,and some bullies in our classroom,guns,knives,theifs, Guns knives, The dark,Ocean,Guns,Bombs,Noises,Robbers,Knifes, Gun, knife, kidnappers, stranger's, Strangers,white cars, Knife,guns,burgers, Downtown, Alone for a long amount of time. And the amber alert, When im in the woods Alone or out side, Nothing really, Random people, When i am by my self, Downtown, People with weapons and old kids as well as bully's, Some one i don't now or if they look a little werd, Being with someone I don't know or somewhere I don't know, Not really sure, When i am by my self in the mall, Not anything really., My sister, When its night and not raining, Hights, Other kids on the playground, Sometimes i feel like something bad will happen...i dont know why. I also sometimes get anxious. Sometimes, at home i feel like someone or SOMETHING is watching me. Again i dont know why., When people get in argue and say bad words, Strangers., Night, Bully's and storms, People I don't know or are not my friends, My room at dads house.being alone. Being in small spaces.ocean. Big structures, Tornadoes and storms, Being alone, When im alone, My brothers and parents</p>

way home, My mom when she drives me places and family members, When adults i trust are by me, My mom and my teachers and Vanessa, My teacher and parents, A flag or a toy, People that i know, MY mom.

Teachers, School,home with my parents., My teacher and specials, ?????, Idk, My guardians, When I have something that colms me down., My mom or friends, When I am being loved, whne i am with my mom and dad. I feel safe at school., Being with my parents, Being at school,reading,andgoing outside with my friends, Being with my parents, My mom and dad, My family members, Home, My parents, my family, the locks on my doors and my dog, Mom and dad mostly, My teacher,my parents, Friends and family, The teachers, My video games my mom my favorite brother

fighting, When im being chased by people I don't know., A stranger, At school people stand on there toilet and then look at me well i do my stuff i say stop but they do not it makes me feel uncomfortable, Being alone out side while i'm in town., Seeing people follow me at night or people knowing my name and my hobbies even though i just met them, Home alone and when my brother drive (he's 15), Strangers being strange, When[named person] goes crazy, Some kids at school, A sub, Strangers, STRANGERS, NOT BEING WATCH BY SOMEONE I KNOW., Other kids I don't know and any adults I don't know, People running around the classroom and Kicking!, Scary things, When people kick chairs and desk, When one person is rage, When I'm alone, When peoplr are being mean. When i get yelled at., If I'm out side and its dark and theres no lights, Sometimes my dad, going outside alone/going to the park with a friend I know not a lot about, being followed by the people I don't like, If i am not with my parents when the lights are out, Funel clods, Big crowds, Stranger, Strangers, people who ask me not to tell my mom or dad something, and stray dogs, Bulllys, Tornado sirens, School shootings, Teachers i dont know, anxiety tornado warnings being in the dark heights

### Always Safe:

What things make you feel safe?	What things make you feel unsafe?
<p>When people are kind, Being around people i know, People i know, Tetshrs, Sleeping 🛏 well In my own bed, A bilding, Family mebers, Family mebers, Family mebers, Family,school, Mom,dad,teachers, Home,family,friends,church,school, Family,friends,[teacher], [teacher],family,friends, My family,my house,locked doors and friends, My parents and family, I fell safe at home, When i am with my parents or my family, My friends my parents and my teachers and my grandparents, Friends or family with me, My Dad My Mom my sister and friend and my music, Mom, Playing with my friends, Being in my classroom/parent /my room, Adults being with me, Being around a adult in my family, When my parents are near bye, Friends family, Hockey, doing stuff with my family, Everything, When im not alone, When I'm at school and at home and my neighborhood, Teachers,family, Someone I know, Reading a book, My cat food my family, My mom my room my dad my step mom my step dad my doctor my dog and my fish and cats and my food, I don't know, My mom, My Guardians, I have a adult 🧑🧑, Hanging with my friends, Family mebers, My family and my house, My bed (house), House,family,friends, Being in my room reading at home., My house my doors locked my parents and my frenids,</p>	<p>When people are mean, Being around people i don't know, When I'm with a Stranger, Being alone, Roller coaster x 3, Gun's knife, Bad people, Strangers,fires,deep bodies of water, the unknown, Guns,knives,pepole that are scary, Guns,Scary people, Strangers, When i am alone in a iel, People fighting or being really mean or people talking bad about my friends, Disaster warnings, A dark hallway at night, Tornadoes 🌀 / being by myself, Tornadoes and storms, Home alone, Nothing x 7, When im alnoe in somewhere dark, When I see people I don't know in my neighborhood, Strangers, Strangers, Home alone, Stranger's, Yelling, fire ,and more, Nothing, My stepdad, When people knock over chairs, When I'm alone and nobody's here, Bees, Roller coaster, Strangers, STRANGERSSSSSS, Kidnappers/stranger,clowns, Big crowds., Strangers crowds doors not locked 🚫 , Strangers</p>

The people at school and at home	
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BRIDGE TO SUCCESS

# Hastings Public Schools

INDEPENDENT SCHOOL DISTRICT 200  
1000 11<sup>TH</sup> STREET WEST  
HASTINGS, MN 55033-2597  
Phone (651) 480-7000  
Fax (651) 480-7004

## Superintendent Year-End Evaluation

The school board completed a year-end evaluation of Superintendent McDowell at the June 8th, 2022 Special Board Meeting. Pursuant to Open Meeting Law, I am providing the summary of the year-end evaluation.

The board employed a four point rating scale as follows:

- 4 – "Highly Effective" - exceeded school board expectations and met each progress indicator
- 3 – "Effective" - exceeded school board expectations and met most progress indicators
- 2 – "Developing" - met school board expectations and met most progress indicators
- 1 – "Ineffective" - did not meet school board expectations and/or failed to meet most progress indicators

There are six categories considered for ratings; Instructional Leadership, Finance and Operational Management, Policy and Law, Equity, Communications, and Board Relations.

The board's aggregate scores for the evaluation across all areas fell within the Effective to Highly Effective range.

This concludes the summary of the year-end superintendent evaluation.

Brian Davis  
Chair, Hastings School Board, ISD200

### Building Construction Fund Projects as of 5/31/2022

	A	B	C	D	E	A-C-D-E	
Project	Project Budget	Vendor Bid Amount +/- Change Orders	Vendor Contract Expenses to Date	Wold Fees to Date	Other Expenses Less Rebates to Date	Remaining Funds	Status
High School Roof Replacement	4,645,800	2,944,318	2,944,318	294,530	11,568	1,395,384	Complete
High School & Pinecrest Chillers	1,182,000	753,551	753,551	74,842	(34,273)	387,879	Complete
Multi-Site Exterior Lighting	468,500	246,483	246,483	30,569	(26,321)	217,770	Complete
High School & McAuliffe Parking Lot	1,516,540	1,084,851	1,084,851	116,970	22,836	291,883	Complete
High School Track Resurfacing	360,000	286,864	286,864	23,219	3,323	46,593	Complete
High School BAS Replacement	1,951,100	606,642	606,642	123,429	28,570	1,192,459	Complete
Pinecrest Partial Roof Replacement	373,000	289,800	289,800	23,757	248	59,194	Complete
McNamara Stadium Improvements	3,370,000	2,688,639	2,688,639	216,215	286,531	178,615	Complete
Pinecrest Deferred Maintenance	968,000	602,279	602,279	62,055	248	303,418	Complete
Early Childhood Improvements (High School)	445,000	275,513	275,513	28,362	1,414	139,711	Complete
District Wide Camera Project	382,000	192,975	192,975	24,421	22,175	142,429	Complete
Tilden Deferred Maintenance & Roof	828,746	691,944	691,944	49,803	29,121	57,878	Complete
Board Room Renovations	100,000	-	-	-	63,193	36,807	Complete
High School Athletic Field Parking Lot	506,000	426,038	426,038	27,646	20,549	31,766	Complete
Pinecrest Exterior Emergency Lighting	10,000	-	-	-	4,780	5,220	Complete
High School Tennis Court Replacement	542,000	495,345	495,345	34,683	34,647	(22,674)	Complete
Contingency	2,007,858	-	-	-	-	2,007,858	Contingency
Reallocations from/to projects	(7,190,784)	-	-	-	-	(7,190,784)	Reallocation
Interest Earnings	-	-	-	-	-	2,146,020	Interest Earnings
<b>Subtotal</b>	<b>12,465,760</b>	<b>11,585,242</b>	<b>11,585,242</b>	<b>1,130,500</b>	<b>468,610</b>	<b>1,427,428</b>	

*Remaining funds from complete projects are available for excess costs on other identified projects or reallocation for new projects.*

	A	B	C	D	E	A-C-D-E	
Middle School Improvements	23,814,024	22,189,111	22,070,281	1,385,892	251,768	106,082	In Process
Water Coolers (Tilden & Middle School)	182,000	137,990	-	11,559	-	170,441	In Process
McAuliffe Deferred Maintenance & Water Coolers	336,731	281,993	267,893	12,134	42,869	13,834	In Process
Kennedy Deferred Maintenance	662,576	486,687	481,820	28,106	6,731	145,919	In Process
Kennedy & McAuliffe Partial Roof Replacement	533,200	405,900	343,425	33,978	3,154	152,643	In Process
Middle School Partial Roof Replacement	717,200	417,000	306,850	45,778	3,533	361,039	In Process
District Office Renovations	330,000	153,305	145,640	19,086	92,124	73,150	In Process
Middle School Privacy Improvements	324,300	251,800	-	4,447	933	318,920	In Process
HHS Privacy Improvements	1,109,063	843,149	-	86,556	3,838	1,018,670	In Process
Door & Glass Improvements	500,000	31,450	27,978	25,057	3,000	443,965	In Process
Middle School Track	493,750	297,565	-	23,829	11,138	458,784	In Process
High School Lighting (split from HS Deferred Maintenance)	411,000	116,800	-	1,330	203	409,467	In Process
High School Parking Lot Improvement - Phase 3	324,760	142,600	-	-	2,083	322,677	In Process
High School Lecture Hall	140,000	-	-	-	69,765	70,235	In Process
Middle School Storage Building	687,500	415,000	-	12,356	5,669	669,475	In Process
Replace High School Carpet	612,100	436,405	-	34,104	16,453	561,543	In Process
District Wide Fire Alarm/Alert System Replacement	365,000	161,250	-	18,292	-	346,708	In Process
High School Fire Alarm/Alert System Replacement	435,000	355,000	-	21,800	-	413,200	In Process
ALC Renovation	1,421,640	1,095,800	-	75,347	59,947	1,286,346	In Process
<b>Subtotal</b>	<b>33,399,844</b>	<b>28,218,804</b>	<b>23,643,886</b>	<b>1,839,653</b>	<b>573,206</b>	<b>7,343,099</b>	

*Remaining funds from in process projects are not available for excess costs on other identified projects or reallocation for new projects.*

	A	B	C	D	E	A-B-D-E	
High School Retaining Wall	50,000	-	-	339	-	49,661	In Design
Tilden Asbestos	18,400	-	-	-	-	18,400	In Design
High School Deferred Maintenance	193,400	-	-	34,184	-	159,216	In Design
High School Baseball Drainage	200,000	-	-	-	-	200,000	In Design
Entrance Security Improvements	85,000	-	-	-	-	85,000	In Design
Interior Locks Allowance	300,000	-	-	13,805	-	286,195	In Design
<b>Subtotal</b>	<b>846,800</b>	<b>-</b>	<b>-</b>	<b>48,329</b>	<b>-</b>	<b>798,471</b>	

*Remaining funds from in design projects are not available for excess costs on other identified projects or reallocation for new projects.*

Other District Projects	A	B	C	D	E	A-B-E	
Technology Improvements	1,500,000	-	-	na	1,334,965	165,035	Not Completed
Flexible Learning Furniture	600,000	-	-	na	277,537	322,463	Not Completed
Replace Middle School Softball & Baseball Backstops	160,000	-	-	na	-	160,000	Not Completed
Miscellaneous Deferred Maintenance Projects <\$100,000	394,900	-	-	na	135,856	259,044	Not Completed
<b>Subtotal</b>	<b>2,654,900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,748,358</b>	<b>906,542</b>	

Remaining funds from not completed projects are not available for excess costs on other identified projects or reallocation for new projects.

<b>Total</b>	<b>49,367,304</b>	<b>39,804,046</b>	<b>35,229,128</b>	<b>3,018,482</b>	<b>2,790,173</b>	<b>10,475,540</b>
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Complete and In Process (does not include contingency)	51,048,530
Project Total	49,367,304
%	103%

Transfers from/(to) Contingency:

- \$445,000 Early Childhood Improvements (High School)
- \$ 87,000 High School Athletic Field Parking Lot
- \$ 44,300 High School Retaining Wall
- \$113,024 Middle School Bathrooms near Auditorium
- \$300,000 Technology
- \$244,500 Water Coolers (\$50,000 Tilden, \$62,500 McAuliffe, \$132,000 Middle School)
- \$746,250 High School Privacy Improvements (Athletic Locker Rooms)
- \$160,476 Kennedy Deferred Maintenance
- \$167,131 McAuliffe Deferred Maintenance
- \$290,000 Middle School Storage Building
- \$542,000 High School Tennis Court Replacement
- \$330,000 District Office Renovations
- \$100,000 Board Room Renovations
- \$85,000 Entrance Security Improvements
- \$503,750 Additional to HHS Privacy Improvements (Bathrooms)
- \$362,500 Middle School Privacy Improvements
- \$140,000 High School Lecture Hall
- \$200,000 HHS Baseball Field Drainage
- \$493,750 Middle School Track Replacement
- \$856,563 HS Team Locker Privacy Improvements
- \$1,421,640 ALC Renovation
- \$397,500 Transferred from HHS Privacy Improvements to Middle School Storage Building



**To:** Board of Education, Hastings Public Schools

**From:** Sal Bagley | SB

**Date:** June 7, 2022

**Comm. No:** 9999

---

**Subject:** Independent School District #200  
Recommended Project Funding Transfers

Several projects from the 2017 Bond Referendum are approaching completion/closeout and will be ready to transfer funds into overall bond contingency. There are also a couple of projects that are tracking to require some additional funds to be completed. Below is a summary of the recommended transfers, which will create a net add of \$442,100.00 to the Overall Bond Contingency Fund.

**Project: Middle School Improvements**

Recommended Action: Transfer \$160,100.00 from Overall Bond Contingency to Project to complete remaining items, including balancing valves in locker rooms.

**Project: Middle School Privacy Improvements**

Recommended Action: Transfer \$38,200.00 from Project to Overall Bond Contingency due to bidding under-budget (there is still a project contingency).

**Project: High School Privacy Improvements**

Recommended Action: Transfer \$600,000.00 from Project to Overall Bond Contingency due to bidding under-budget (there is still a project contingency).

**Project: High School Carpet**

Recommended Action: Transfer \$50,000 from Project to Overall Bond Contingency due to successful bid day and moisture tests indicating moisture mitigation will not be required (there is still a project contingency).

**Project: Kennedy Deferred Maintenance**

Recommended Action: Transfer \$86,000 from Overall Bond Contingency to Project to complete remaining items, including additional hood space in kitchen to accommodate equipment and additional drinking fountains.



Below is a summary of these recommended transfers, demonstrating the overall transfer of \$442,100.00 to Overall Bond Contingency.

<b>Project</b>	<b>Recommended Transfer Amount</b>
Middle School Improvements	\$ 160,100.00
Middle School Privacy Improvements	\$ ( 38,200.00)
High School Privacy Improvements	\$ (600,000.00)
High School Carpet	\$ ( 50,000.00)
Kennedy Deferred Maintenance	\$ 86,000.00
Funds to be Transferred to Bond Contingency	\$ (442,100.00)

There are several in-progress projects that may be due for a similar evaluation later in the summer once the work is further progressed, including the High School Lighting project, the High School Parking Lot project, and the Middle School Track project.

The Overall Bond Contingency Fund has served to address additional facilities issues and requests based on prioritized feedback. The funds transferred would be recommended to continue to address these identified needs.

cc: Jennifer Seubert, ISD #200  
Cameron Peterson, ISD #200  
Robert McDowell, ISD #200  
Douglas Kahl, Wold Architects and Engineers  
Kyle Edsten, Wold Architects and Engineers

TD/Promo/ISD\_200/crsp/jun22

# Hastings Public Schools Courtesy Bus Service



# 2021-2022 Structure

The courtesy bus service allows secondary students who live within the walking radius of the Middle School or High School to ride a designated courtesy route at no charge.

Hwy 61 and Hwy 55 are considered hazardous crossings and the courtesy routes were designed to accommodate students who would have to cross these highways.

The courtesy routes currently run before and after our regular routes. Students riding the courtesy routes are supervised in the Middle School cafeteria before and after school for approximately 30 minutes.

Courtesy buses also do elementary routes, and are often late to the elementary schools.

Walking distances:

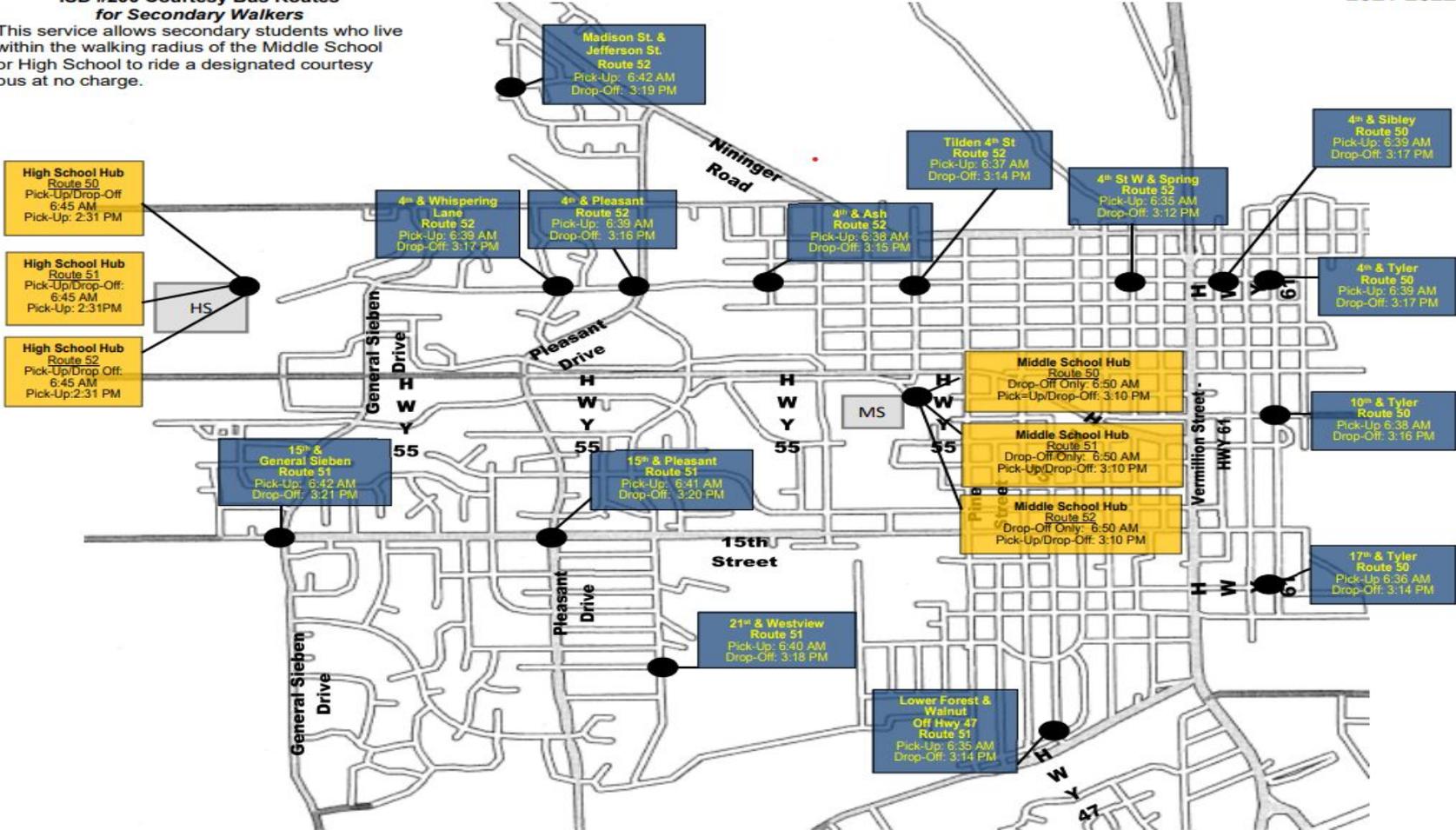
Elementary .75 mile radius from the school

Secondary 1.75 mile radius from the school



**ISD #200 Courtesy Bus Routes  
for Secondary Walkers**

This service allows secondary students who live within the walking radius of the Middle School or High School to ride a designated courtesy bus at no charge.



## 2021-2022 Average Ridership

<b>Route #</b>	<b>AM</b>	<b>PM</b>	<b>Total Students in Area</b>
50	33 Students	39 Students	146 Students
51	14 Students	20 Students	340 Students
52	22 Students	27 Students	122 Students
<b>Total</b>	<b>69 Students</b>	<b>86 Students</b>	<b>608 Students</b>

Each bus has the capacity for 77 students, for a total of 231 students.

# 2022-2023 Proposal

Consolidate the stops and have the regular High School and Middle School routes pick up students. Student pick up/drop off times would then align with other student times. Supervision at the Middle School would no longer be necessary.

No students would need to cross Hwy 61 and/or Hwy 55, as these are considered hazardous crossings.

The new structure for the courtesy routes would allow the buses to get to the elementary schools on time.

Walking distances would not change:

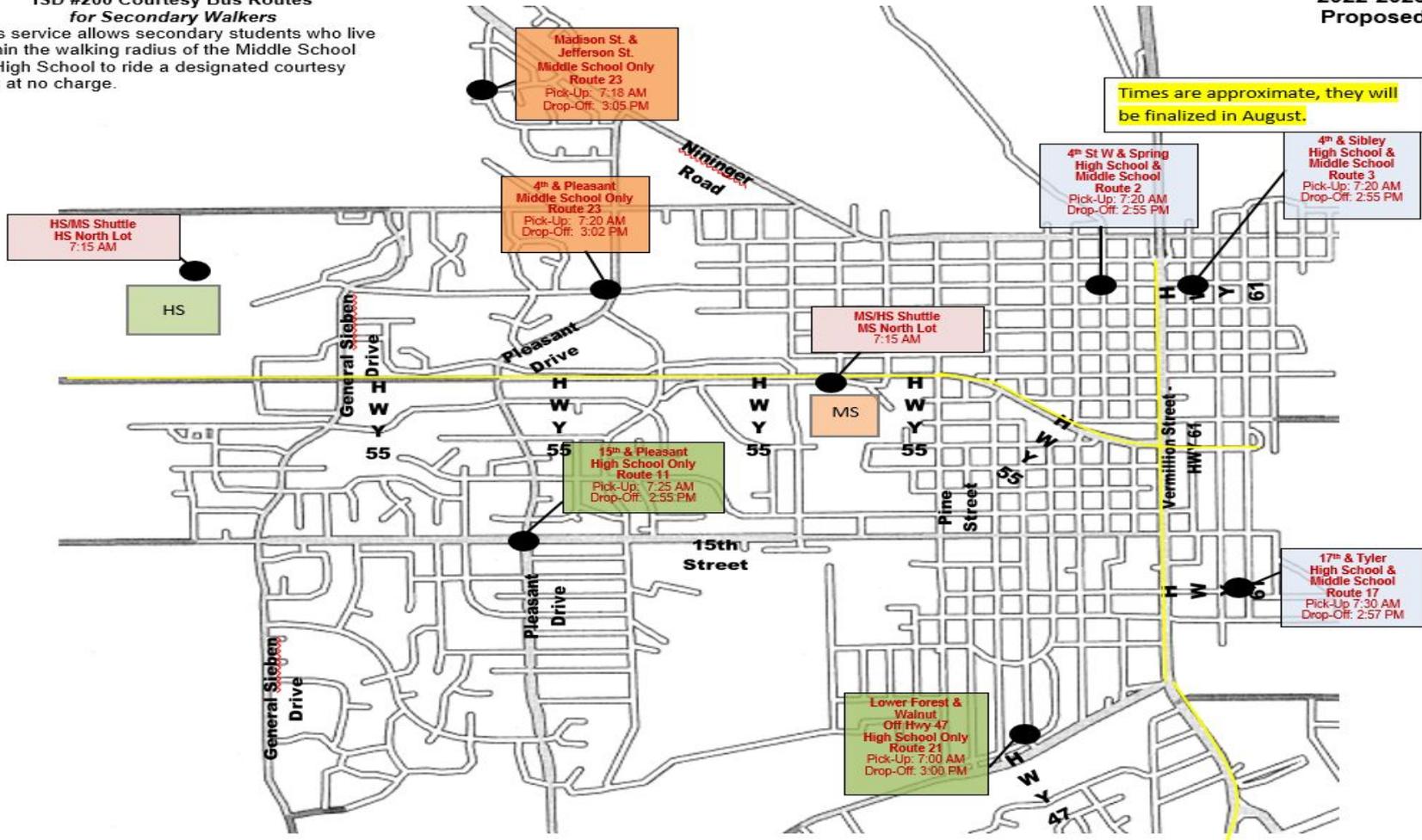
Elementary .75 mile radius from the school

Secondary 1.75 mile radius from the school

### ISD #200 Courtesy Bus Routes for Secondary Walkers

This service allows secondary students who live within the walking radius of the Middle School or High School to ride a designated courtesy bus at no charge.

2022-2023  
Proposed



## Student Impact

- Courtesy route riders will arrive/depart school at the same time as other students.
- Student walk distances will be within the established parameters, however some students may walk further than they do currently.
- High School students will no longer be at the Middle School before and after school.
- No student will be required to cross either Hwy 61 or Hwy 55.
- Registration will be required.

## Financial/Staffing Impact

- Courtesy route costs in 2021-2022 \$16,498.08 (3 routes \* \$32.16 \* 171 days)
- Possibly a single route will change to a double rate, will depend on number of kids per route. (Still a small savings)
- Small reduction in paraprofessional/secretarial staffing at the Middle School.
- No longer a duty assigned to Middle School teachers in the afternoon.



# Hastings Public Schools

ISD #200

## *Local Literacy Plan- READ WELL by Third Grade 2021-2022*

*This Literacy Plan is designed to provide an overview of how our dedicated teachers and staff work to provide students with appropriate, research-based instruction.*

### BACKGROUND INFORMATION ON MN LITERACY INITIATIVE

#### **Minnesota Statute 120B.12**

“A school district must adopt a local literacy plan to have every child reading at or above grade level no later than the end of grade three. A local literacy plan must include a process to assess students’ level of reading proficiency, notify and involve parents, intervene with students who are not reading at or above grade level, and identify and meet staff development needs. The district must post its literacy plan on the official school district website.” (District Local Literacy Webpage)

#### **Objectives**

- Inform all stakeholders of the district’s efforts to ensure quality instruction at all instructional levels for K-3 students.
- Students will be reading well by third grade or before.
- Students who are exceeding grade level standards will receive instruction that continues to progress their learning.
- Students who have not met standards will receive support to reach standards.

#### ***World’s Best Workforce***

World’s Best Workforce (WBWF) is Minnesota Department of Education’s continuous improvement initiative. MDE has created expectations that each school district set yearly goals and define plans in the following five areas: Kindergarten Readiness, Reading Well by 3<sup>rd</sup> Grade, Closing the Achievement Gap, Graduation Rates, and College & Career Readiness. Please review the Hastings Public Schools World’s Best Workforce Plan for more information.

### SUMMARY

Hastings Public Schools maintains an intentional focus on improving literacy instruction and ensuring all students have a solid foundation of literacy skills in order to ensure success not only during their PreK-12 academic tenure but through their post-secondary education and career. The *Read Well by Third Grade (RWBTG) Plan* is developed and reviewed by a representative committee of district administrators, educators and parents throughout the year. Statute requirements, our local strategic plan and District and Site Literacy Goals are overarching pieces which drive the revision and use of the Local Literacy Plan.

The Local Literacy Plan is a culmination of conversations and professional development over several years and several committees. The Local Literacy Plan is developed through the work of the District Leadership Team, District ELA Committee (PK-12), Pre K Leadership Team and a Pre-K/K Collaboration. For the past year, Hastings Public Schools has partnered with Nancy Remmert of Remmert Educational Consulting to design, implement and support K-4 Literacy.

## SECTION 1: PRE K-3 LITERACY GOALS AND COMMITTEES

### District English/Language Arts

**Mission:** Students will be critical consumers and creators of ideas who read, write, listen, and discuss to enhance their understanding, evidence-based discourse, curiosity, capacity for empathy, and problem-solving skills.

**Vision:** Our students are inquisitive, respectful, open-minded readers and listeners who write and communicate articulately and respectfully. Thriving both independently and collaboratively, they are driven by the value and power of language in all its forms.

**Values:** In order to develop students who enjoy and value the power of words, we provide differentiated opportunities for them to grapple with and respond to complex quality text, practice respectful discourse, and engage in independent and collaborative work.

### ***District Literacy Goal***

Hastings Public Schools was working toward a goal of all third-grade students being proficient in reading by increasing the number of students meeting or exceeding expectations on the MCA Reading assessment from 53.6% in 2021 to 56% in 2022.

- **Building and District Leadership Teams**, composed of administrators and staff representatives from all sites, convenes several times during the school year. Literacy data is reviewed and comparisons are drawn both internally and with districts similar to Hastings. District goals are established, shared, and further developed at the site level. PLC's (Professional Learning Communities) from the preschool level, each elementary level, and social workers and psychologists develop goals focused on literacy.
- **A Literacy Committee**, composed of administrators, reading, elementary and English/Language Arts teachers, and intervention teachers, meet throughout the year for the purpose of continuous improvement. As part of continuous improvement, members of the team evaluate current practices, study new practices and consider how to best develop, implement, and sustain valuable practices. Topics for review and improvement include core literacy instruction, differentiated small group instruction, intervention and remediation instruction, and professional learning needs. Members of the committee are liaisons between the district and their site.
- **A PreK Leadership Team**, composed of District Teaching and Learning staff, Community Education staff, and representatives from nonpublic, center-based, and home-based preschools, meet monthly to evaluate the needs and priorities for professional development for Hastings area providers, families, and the community.
- **A PreK/K Collaboration**, composed of Teaching and Learning staff, Tilden preschool teachers, and district kindergarten teachers, meet quarterly to provide clarification and artifacts helpful to child care providers and families. Examples include the development of a Kindergarten Readiness Checklist and the district Kindergarten Readiness webpage. District Kindergarten teachers regularly invite PreK teachers to visit kindergarten classes. Connections have been established with a variety of community sites, such as YMCA and Allina Clinic, to distribute information and encourage participation. Community Education staff produce newsletters highlighting strategies for providers and parents. In addition, Community Ed advertises professional learning for community and staff which can be CEU supported. The district-sponsored preschool program, Little Raiders at Tilden Community Preschool, offers a variety of endeavors to help families engage in literacy practices, including Welcome Baby Visits which enrolls families in *Imagination Library*, Early Childhood Family Education (ECFE) courses, Tilden Community Preschool courses, and a partnership with the local library.

- A Literacy Planning (Read Well) Committee has been established. This group is tasked with shifting the Local Literacy Plan from a compliance submission to creating a living document that provides reflection and guidance for the many facets of early literacy.

## SECTION 2: ASSESSMENTS

Several measures of data are collected throughout the year to monitor the reading proficiency of Hastings students. In addition to the assessments reported to MDE, a variety of both formal and informal assessments are utilized by classroom teachers in order to know their students as readers, monitor and sustain progress, and inform future instruction (see District Testing and Assessment Webpage).

### Screening Measures

- **FastBridge™** uses both criterion-referenced and norm-referenced data.
  - **aReading** (gr K-4) is a computer adaptive measure of broad reading ability individualized for each student and given three times per year to students grades 1-4, and twice a year to kindergarten students. It provides a useful estimate of broad reading achievement from kindergarten through twelfth grade. The question and response format used in aReading is substantially similar to many state-wide, standardized assessments. Browser-based software adapts and individualizes the assessment for each child so it essentially functions at the child's developmental and skill level.
- **Fountas & Pinnell Benchmark Assessment System (BAS)** is used K-4 to determine student's independent and instructional reading levels. It is given three times per year. Teachers observe student reading behaviors one-on-one, engage in comprehension conversations that go beyond retelling, and make informed decisions connecting assessment to instruction.
- **Hastings Kindergarten Readiness Checklist (HKAT)** is given to PreK students once as a screener for kindergarten readiness.
- **Phonological Awareness Skills Test (PAST) and Quick Phonics Screener (QPS)** is administered at the beginning of the year and end of the year to assess students' progression along the phonological awareness and phonics continuums.

### Diagnostic Measures

- Hastings High Frequency Word Lists (K-4)
- FastBridge™ early literacy measures (K-2)
- FastBridge™ Reading Curriculum Based Oral Reading Fluency (1-4)
- Hastings Dyslexia Screener

### Progress Monitoring Measures

- FastBridge™ early literacy measures (K-2)
- FastBridge™ Reading Curriculum Based Oral Reading Fluency (1-4)

## SECTION 3: PARENT NOTIFICATION AND ENGAGEMENT

Hastings Public Schools works to involve families as soon as children are born and continues to develop relationships through a variety of efforts. Preschool and elementary schools provide activities and communicate with parents regarding children's achievement regularly.

- Evenings are designed and provided to engage parents and their students in literacy-based activities. (NOT DONE DUE TO COVID)
- Weekly communications are provided (hard copies, e-mails, social media posts, posts using digital applications such as Seesaw, and texts) to families by classroom teachers, including newsletters outlining topics of learning, activities to use at home to work on literacy skills (such as practicing reading and writing of high frequency words), examples of student work, and take-home books.
- Monthly news bulletins are provided to families by principals.
- Results of standardized and classroom assessments are shared with parents.
- Parent/Teacher conferences are held twice per year, and report cards are available twice per year. The schedule of these events rotates to provide equally spaced formal communication.
- An Elementary Reporting standing committee has been established to review reporting practices. The group has endeavored to evolve our system to report information about how students are achieving grade-level standards in a family-friendly fashion which provides accurate information along with hope and confidence that students can accomplish growth. The group also created a rubric to accompany reporting to provide clarification for families and consistency for teachers (see District Elementary Report Card Website).
- A Curriculum Advisory Committee meets quarterly with the District Teaching and Learning Director where information is shared and feedback gathered.
- Hastings Reads, a community-wide reading program with representation from a variety of staff and community members, seeks to connect families with the reading and discussion of books. Annually, a topic is chosen and books selected at a variety of levels. Events are offered to encourage enjoyment and motivation of reading.
- Students needing intervention are identified, and parents are notified and asked to sign a Title I Parent Compact and permission form or ADSIS permission form. The process includes the following:
  - A meeting is held at the beginning of the school year for parents of Title I students to outline the Title I program, how students are identified, and how the program is funded. Individual meetings are held as needed to discuss individual data and intervention plans.
  - Notification to parents of students needing supplemental instruction is provided by the district, informing of services received by students. Contact by the parent to the student's classroom teacher and/or reading intervention teacher is encouraged.
  - Periodic progress information is provided to parents of students receiving intervention services at conferences and as requested.
  - Communication is provided at least three times per year to parents with suggestions of how to help strengthen their children's literacy skills based on diagnostic assessment results.

#### **SECTION 4: LITERACY INSTRUCTION IN THE CORE CLASSROOM**

The literacy curriculum for Hastings Public Schools consists of ELA Standards and Benchmarks and resources to support literacy development. The process of developing curriculum begins with unpacking the Standards and Benchmarks at grade level, aligning the benchmarks vertically, and then crafting learning targets for students. Consideration is given to the weight of the benchmark, the timeframe necessary to thoroughly deliver instruction around the benchmark, scaffolding and background knowledge necessary for learning the target, and the readiness or skill level of the learners. As plans for instruction and assessment are developed, resources are selected as a tool to aid instruction. The district utilizes a variety of research-based resources, including *Making Meaning*, *Being a Writer*, *Scholastic* readers and

magazines, and a variety of authentic texts and articles. Vibrant classroom libraries have been built with a variety of text levels and genres. Relevant technology is used as well to engage students in meaningful learning activities. A minimum of 90 minutes is incorporated in schedules for literacy instruction with daily crossover in content areas such as Social Studies and Science. Hastings Public Schools has adopted a balanced approach to literacy for all students incorporating both the Pillars of Literacy and important components of science-based literacy instruction as outlined below

The five pillars of literacy identified by the National Reading Panel provide a foundation for reading instruction in District 200.

1. **Phonemic Awareness:** The ability to hear and produce the separate sounds in a word and blend those sounds into words is the work involved in phonemic awareness. (Letters are not yet attached to sounds.)
2. **Phonics/Word Study:** Instruction involves teaching word recognition based on the relationship between letters or combinations of letters and the sounds they represent.
3. **Fluency:** Smooth, expressive, accurate reading at an appropriate rate defines fluency. Fluency is an important link to comprehension.
4. **Vocabulary:** Understanding the meaning of words is the work of vocabulary. Typically students understand more words orally than in print. Acquisition of vocabulary is integral to comprehension.
5. **Comprehension:** The most complex pillar of reading is comprehension which simply stated is understanding what is read. Comprehending involves the use of a variety of strategies and moves beyond recall of information to more complex skills, such as inferring an author’s intent and tone and understanding characters.

In ISD #200, the pillars of reading are woven with integral components of instruction for a balanced approach to literacy development. Components and objectives for each component are described below.

Read Aloud	The teacher (or other reader) models reading behaviors, exposes learners to a variety of text and genres, offers opportunities around speaking and listening, and instills a love of and enjoyment in reading.
Reader’s Workshop	Reader’s Workshop includes the introduction, practice, and assessment of a variety of reading skills and strategies using authentic text and a gradual release of responsibility. The teacher introduces skills and models explicitly in a brief mini-lesson, meets with flexible guided reading and skills groups, provides opportunities for cooperative student groups to work together, and allows time for students to read independently to demonstrate development of learning goals while conferencing with students to assess their development and inform future instruction and groupings.
Writer’s Workshop	Writer’s workshop also uses the gradual release of responsibility model (I do, We do together, You do together, and You do independently) to develop writing skills with a scaffolded approach to help learners apply processes and gather confidence in writing across a variety of genres.
Word Study	Word study encompasses the progression from phonemic awareness to phonics to decoding and spelling. As learners develop, word study progresses to include an understanding of syllabication and affixes and more complex structures.
Shared Reading	Shared reading is an interactive experience where learners share books or other text with support and guidance. Readers practice skills, including fluency and expression.

## SECTION 5: LITERACY INTERVENTION

The MTSS (Multiple-Tiered Systems of Support) framework for Hastings Public Schools employs a tiered response to intervention. Various screening and progress monitoring tools are used in conjunction with our locally designed HKAT (Hastings Kindergarten Assessment Tool administered during the summer before Kindergarten) and anecdotal reports from staff to determine students who are not making adequate progress in their literacy development and should be considered for additional support.

### **Reading Intervention – Tier 1:**

Tier 1 Intervention occurs within the classroom for all students. Teachers meet flexibly with students individually and in small groups using grade-level text and differentiated leveled texts to accomplish instruction to meet the unique needs of their learners. Additionally, Individualized Daily Reading (IDR) is employed as an opportunity for students to practice targeted goals and for teachers to assess students' skill acquisition through conferencing. WIN (*What I Need* time) is daily utilized for additional reading instruction and intervention.

### **Reading Intervention – Tier 2:**

In Tier 2, intervention is provided to supplement core instruction. Additional assessments are administered to students who are at risk of not reading at grade level and to subsequently inform intervention plans. Title I and ADSIS Intervention staff meet to plan instruction, study progress monitoring data, evaluate programming, determine avenues for coordinating work with general education staff, and develop tools and plans for communication with parents. The chart below shares resources that are used with students in need of additional intervention. Students are identified for Title I or ADSIS using a local kindergarten readiness assessment (HKAT), spring and fall BAS scores, teacher observations and recommendations, prior participation in intervention, current Fastbridge a-Reading scores, and/or High Frequency Word assessment. Students are exited from services as progress monitoring benchmarks are met.

The following chart identifies resources used by Title I and ADSIS staff to assess and identify needs for Tier 2 support, to provide strategies and instruction, and to monitor student progress. Scores and charting are maintained in FastBridge, Google, and Performance Matters. Kindergarten students who show some signs of risk but may not yet qualify for Title I support and might likely quickly recover after some additional short-term support attend Kindergarten Boot Camp. This program often assists students in successfully reaching developmental norms. Students in grades 1 through 3 who don't initially qualify for direct Title I or ADSIS service are kept on a "watch" list by classroom and intervention teachers and may qualify at a later date.

<b>Kindergarten:</b>		
<b>Skill Area</b>	<b>Intervention Resource</b>	<b>Progress Monitoring (as needed)</b>
Letter Naming	Incremental Rehearsal	<i>FASTBridge LN</i> Screening and Local Assessment
Phonemic Awareness	Elkonin Boxes <i>Read Well</i> program	Local Assessment PAST
Letter Sounds	Incremental Rehearsal Techniques	<i>FASTBridge LS</i> Screening and Local Assessment
Rhyming	<i>Heggerty</i> Phonemic Awareness Lessons <i>Sondy System</i>	Local Screening
Initial Sound Identification	<i>Phonemic Awareness in Young Children</i>	<i>FASTBridge LN</i> and <i>LS</i> Screening
Ending Sound Identification	Elkonin Boxes <i>Stepping Stones</i>	Local Assessment

	<i>Phonemic Awareness in Young Children Sunday System</i>	
Word Segmenting	Elkonin Boxes	FASTBridge WS Screening
Blending	Minnesota Reading Corps (MRC) Word Blending <i>Sunday System</i>	Local Assessment
Word Fluency	Incremental Rehearsal	<i>FASTBridge</i> WF Screening and Local Assessment

<b>Grade 1:</b>		
<b>Skill Area</b>	<b>Intervention Resource</b>	<b>Progress Monitoring</b>
Letter Naming	Incremental Rehearsal	<i>FASTBridge LN</i> Screening and Local Assessment
Phonemic Awareness	Elkonin Boxes <i>Interventions for Reading Success</i> <i>Read Well</i> program	Local Assessment
Letter Sounds	Incremental Rehearsal <i>Stepping Stones</i> <i>Sunday System</i>	<i>FASTBridge LS</i> Screening and Local Assessment
Rhyming	<i>Heggerty</i> Phonemic Awareness Lessons <i>Stepping Stones</i> <i>Sunday System</i>	Local Assessment
Phonics – Initial and Ending Sounds	<i>Interventions for Reading Success</i> <i>Read Well</i> program <i>Making Words, Grade 1</i> <i>Sunday System</i>	<i>FASTBridge NW</i> (Nonsense Words)
Phonics – Blending CVC (Consonant, Vowel, Consonant)	<i>Interventions for Reading Success</i> <i>Making Words, Grade 1</i> <i>Sunday System</i> <i>Road to Reading</i>	<i>FASTBridge NW</i> (Nonsense Words)
Word Fluency	Incremental Rehearsal Cover, Copy, Compare <i>Road to Reading</i>	<i>FASTBridge</i> WF Screening and Local Assessment
Passage Fluency – Phrasing	Fry Phrases – Incremental Rehearsal Duet Reading <i>Road to Reading</i>	<i>FASTBridge R-CBM</i> Screening (Curriculum-based Measure)
Comprehension	LLI (Leveled Literacy Intervention) Strategy Book Clubs <i>Road to Reading</i>	Local Assessment

<b>Grade 2:</b>		
<b>Skill Area</b>	<b>Intervention Resource</b>	<b>Progress Monitoring</b>
Passage Fluency – Phrasing	Fry Phrases – Incremental Rehearsal Duet Reading Repeated Reading	<i>FASTBridge R-CBM</i> (Curriculum-based Measure)
Slow Reading of Connected Text	Repeated Reading Reader’s Theater <i>Road to Reading</i>	<i>FASTBridge R-CBM</i> (Curriculum-based Measure)

Accuracy	Repeated Reading Duet Reading Stop and Go Pencil Tap <i>Road to Reading</i>	FASTBridge R-CBM (Curriculum-based Measure)
Comprehension	Repeated Reading with Comprehension LLI (Leveled Literacy Intervention) Reading A-Z	Local Assessment

<b>Grades 3 and 4:</b>		
<b>Skill Area</b>	<b>Intervention Resource</b>	<b>Progress Monitoring</b>
Passage Fluency – Phrasing	Fry Phrases – Incremental Rehearsal Duet Reading Repeated Reading	FASTBridgeR- CBM (Curriculum-based Measure)
Slow Reading of Connected Text	Repeated Reading Reader’s Theater FastStart Strategy <i>Road to Reading</i>	FASTBridge R-CBM (Curriculum-based Measure)
Accuracy	Repeated Reading Duet Reading Pencil Tap <i>Road to Reading</i>	FASTBridge R-CBM (Curriculum-based Measure)
Comprehension	Repeated Reading with Comprehension LLI (Leveled Literacy Intervention) Reading A-Z	DIBELS-DAZE (Multiple Choice Cloze Task)

**Multiple Language Learners:**

Teachers in Hastings Public Schools have been trained to use effective strategies to deliver reading instruction, as well as build background knowledge for MLL (Multiple Language Learner) students. Throughout literacy reviews and continuous improvement cycles, resources for all students (MLL students included) are aligned with the Minnesota ELA Standards.

Multiple Language Learner (MLL) teachers in Hastings use effective strategies for vocabulary instruction, in building background knowledge, and in using scientifically based reading instructional strategies. MLL teachers are responsible for teaching academic language for science, math, social studies, and language arts, as prescribed by WIDA (World-class Instructional Design and Assessment, a design for implementing high standards and equitable educational opportunities for English language learners). Hastings MLL licensed teachers work with ISD #200 staff in an effort to help them better understand the language and linguistic needs and implement best practices surrounding instruction for MLL learners. In addition to individual and small group instruction MLL teachers provide for their students, they frequently work cooperatively in general education classrooms. MLL teachers are an invaluable resource for staff, helping build important foundational practices.

**Reading Intervention – Tier 3:**

Students needing support beyond the second tier receive additional instructional time, may be taught using an alternative curriculum resource, and may receive services from Special Education staff.

**Dyslexia and Convergence Insufficiency:**

In the course of identifying needs of struggling readers, the provision of intervention for children with Dyslexia or Convergence Insufficiency are addressed in the same way as all students displaying persistent reading difficulties. Tier 1 differentiates core instruction at the classroom level according to students’ needs. Tier 2 instruction is delivered to

students who qualify for additional assistance through Title I and ADSIS. Students who qualify for Tier 3 consideration receive additional and/or different instruction and may receive Special Education service. ISD #200 works with families to accommodate students with diagnoses from licensed medical care specialists.

## **SECTION 6: PROFESSIONAL DEVELOPMENT**

### **Professional Development for All Teachers**

Hastings Public Schools is committed to the goal of creating a three year, professional learning plan to foster a Common Learning Culture across elementary grade levels and schools by writing, teaching and assessing standards-aligned learning targets supported by scaffolded instruction across the Gradual Release of Responsibility. Using literacy integration as the foundation and lens for this goal, leadership designed and implemented a Professional Learning Plan. Our 2021-2022 professional development plan consisted of two big literacy pushes: phonemic awareness and phonics instruction as well as guided reading instruction.

- 1. Phonemic Awareness and Phonics:** Knowing what we have learned about the Science of Reading research that has been conducted over the past 10-15 years, we know that phonological awareness plays a critical role in a student's reading development. Hastings Public Schools committed two of our staff development days this year to these topics. Having spent time with a trainer working through what phonemic awareness is and how to best teach it to our students, we have developed a structured system that has been implemented throughout the year. Our teachers are using Elkonin Boxes to instruct our students in phonemic awareness, and then adapting that teaching into phonics instruction as students show they are ready for it. We now spend 5-10 minutes at the beginning of our small group instructional time focusing on phonics and phonemic awareness skills.
- 2. Guided Reading:** After having received instruction in teaching phonemic awareness and phonics skills to our students, our professional development shifted to learning the best practices in guided reading instruction. After receiving this training, our teachers shifted their practice when doing guided reading instruction. Rather than teaching the whole group lesson again in each small group, teachers now use their guided reading time for students to *practice* the skills that they learned in their whole group instruction. Teachers will introduce the book or article that students will be reading, and then the majority of the time in their small group, students are reading the story and receiving coaching from the teacher on the specific skills they have been working on. This allows for the teacher to provide immediate feedback to students, as well as informally assess them on a near daily basis on their progress towards the grade level standards.

### **Literacy Leaders**

The Literacy Leadership Team met across the school year to learn together, reflect on data and the needs of the teachers and students, and plan for professional development experiences. Peer modeling, through video examples developed by Literacy Coaches, expanded and challenged growth in the expertise, providing focused discussions about the implementation of professional development through the instructional gradual release modes of whole group mini lessons and conferring with our Literacy Coaches. The goal of this process is to inspire classroom teachers and specialists to develop videos to share their expertise, elevating the professionalism of the entire staff.

## **SECTION 7: SUMMARY OF ASSESSMENT DATA**

### **FastBridge Adaptive Reading (*a-Reading*) Target Scaled Scores\***

\* Target scores represent "passing." Any score lower can be interpreted as having "some risk."

2021-22 Norms	Fastbridge a-Reading Benchmark Target Scores		
Grade	Fall	Winter	Spring
Kindergarten	NA	417	437
Grade 1	435	455	468
Grade 2	469	481	490
Grade 3	490	498	503
Grade 4	502	509	513

2021-2022 District Data	Fastbridge a-Reading Data (students at or above target score)		
Grade	Fall Proficient/Total Number of Students*	Winter Proficient/Total Number of Students*	Spring Proficient/Total Number of Students*
<b>Kindergarten</b>			
District Total	Not Assessed	148/258 57.3%	132/265 49.8%
John F. Kennedy Elementary	Not Assessed	45/86 52.3%	29/85 34%
Christa McAuliffe Elementary	Not Assessed	44/90 48.9%	43/94 45.7%
Pinecrest Elementary	Not Assessed	43/84 51.2%	48/83 57.8%
<b>Grade 1</b>			
District Total	150/275 54.5%	111/268 41.4%	124/275 45.1%
John F. Kennedy Elementary	37/81 45.7%	47/81 58.0%	45/84 53.6%
Christa McAuliffe Elementary	37/88 42.0%	28/84 33.3%	34/83 41.0%
Pinecrest Elementary	64/101 63.4%	49/103 47.6%	50/106 47.2%
<b>Grade 2</b>			
District Total	161/280 57.5%	141/274 51.5%	159/278 57.2%
John F. Kennedy Elementary	59/94 62.8%	49/91 53.8%	57/91 62.6%
Christa McAuliffe Elementary	52/99 52.5%	45/98 45.9%	59/100 59.0
Pinecrest Elementary	48/87 55.2%	45/86 52.3%	41/88 46.6%
<b>Grade 3</b>			
District Total	164/257 63.8%	146/259 56.4%	150/260 57.7%
John F. Kennedy Elementary	64/86 74.4%	53/86 61.6%	58/89 65.2%
Christa McAuliffe Elementary	45/86 52.3%	46/86 53.5%	43/84 51.2%

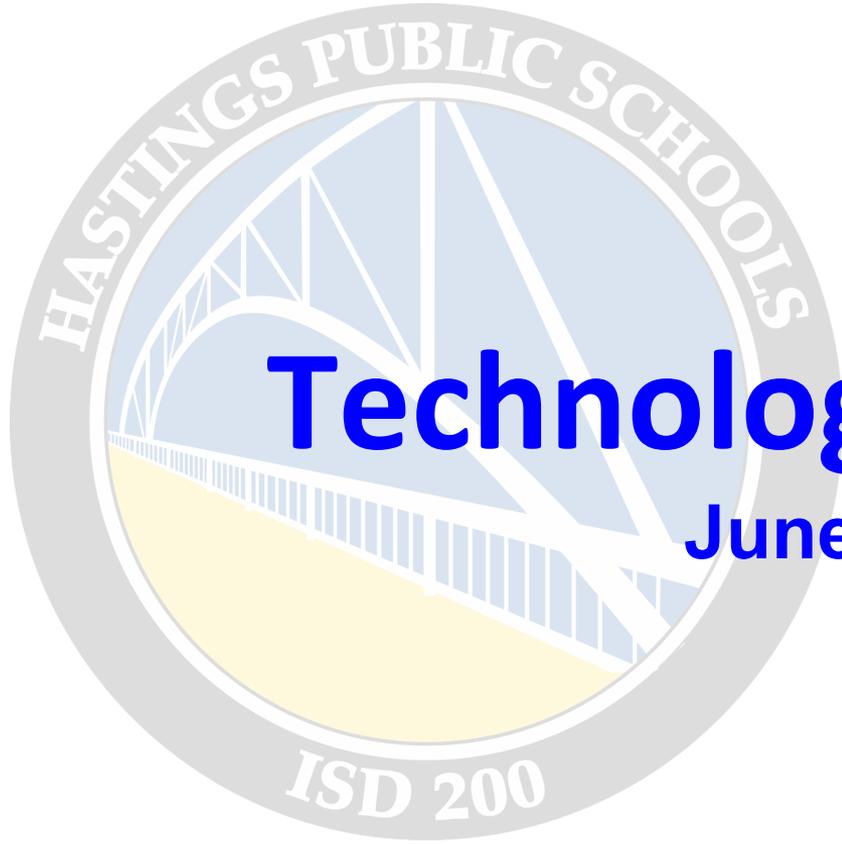
Pinecrest Elementary	53/85 62.4%	45/86 52.3%	47/87 54.0%
<b>Grade 4</b>			
District Total	206/297 69.4%	171/298 57.4%	175/302 57.9%
John F. Kennedy Elementary	30/86 34.9%	47/85 55.3%	46/86 53.5%
Christa McAuliffe Elementary	87/111 78.4%	79/112 70.5%	77/113 68.1%
Pinecrest Elementary	60/99 60.6%	43/100 43.0%	50/102 49.0%

**Fountas and Pinnell (F & P) Benchmark Assessment System (BAS).** The chart below outlines the F & P instructional reading levels necessary to meet expectations for each grade level during different intervals in the school year.

Benchmark Assessment System (BAS)	Time of Year with Expectation for Instructional Reading Level			
	Grade Level	Fall	Winter	Spring
Kindergarten		Not Assessed	Level C	Level D
Grade 1		E	H	J
Grade 2		K	L	M
Grade 3		N	O	P
Grade 4		Q	R	S

Benchmark Assessment System (BAS)	Time of Year and Number of Proficient Students (Instructional Level)			
	Grade Level	Fall	Winter	Spring
		<b>Students Proficient</b>		
<b>Kindergarten</b>			<b>Level C</b>	<b>Level D</b>
District Total		NA	121/261 46.4%	184/255 72.2%
John F. Kennedy Elementary		NA	46/84 54.8%	51/77 66.2%
Christa McAuliffe Elementary		NA	36/91 39.6%	71/92 77.2%
Pinecrest Elementary		NA	31/85 36.5%	60/84 71.4%
<b>Grade 1</b>		<b>Level E</b>	<b>Level H</b>	<b>Level J</b>
District Total		115/266 43.2%	127/257 49.4%	176/271 64.9%
John F. Kennedy Elementary		32/81 39.5%	27/79 34.2%	52/83 62.7%
Christa McAuliffe Elementary		35/87 40.2%	39/83 47.0%	47/84 56.0%
Pinecrest Elementary		46/97 47.4%	60/95 63.2%	76/103 73.8%
<b>Grade 2</b>		<b>Level K</b>	<b>Level L</b>	<b>Level M</b>

District Total	140/276 50.7%	179/269 66.5%	209/271 77.1%
John F. Kennedy Elementary	47/92 51.1%	56/93 60.2%	64/93 68.8%
Christa McAuliffe Elementary	50/100 50.0%	61/91 67.0%	81/98 82.7%
Pinecrest Elementary	41/85 48.2%	61/86 70.9%	62/81 76.5%
<b>Grade 3</b>	<b>Level N</b>	<b>Level O</b>	<b>Level P</b>
District Total	143/237 60.3%	165/244 67.6%	178/258 69.0%
John F. Kennedy Elementary	40/68 58.8%	53/77 68.8%	61/89 68.5%
Christa McAuliffe Elementary	51/84 60.7%	56/83 67.5%	59/83 71.1%
Pinecrest Elementary	50/84 59.5%	54/83 65.1%	56/85 65.9%
<b>Grade 4</b>	<b>Level Q</b>	<b>Level R</b>	<b>Level S</b>
District Total	171/289 59.2%	191/293 65.2%	193/291 66.3%
John F. Kennedy Elementary	45/82 54.9%	43/85 50.6%	41/86 47.7%
Christa McAuliffe Elementary	76/108 70.4%	83/111 74.8%	83/104 79.8%
Pinecrest Elementary	48/99 48.5%	63/97 64.9%	67/101 66.3%



# Technology Update

June 2022

# Current State of Technology

- Staff Devices
  - Laptops and/or Desktops
- Student Devices - 1:1 Program
  - iPads: Grades K-4
  - Chromebooks: Grades 5-12
- Printers & Copiers
  - 3 production level, 11 larger multi-functional copies/printers, many small/medium printers
- Computer Labs
- Classroom Technology
  - SMARTBoards - 10-15+ years old
  - Projectors
  - Classroom Audio Amplification - Varies by building
  - Other (document cameras, misc.)



# Current State of Technology

- Phones
  - Transition to IP Phones - Estimated Completion: Fall 2022
- Infrastructure, Support & Security
  - Summer 2020: Access points & switches replaced at HMS
  - Summer 2021: Access points & switches replaced at HHS, Kennedy, Pinecrest & McAuliffe
  - Summer 2021: Cabling replaced (Cat 6) at Kennedy, Pinecrest & McAuliffe
  - Fall 2021: Cabling replaced (Cat 6) at the District Office



# Future Direction

- Staff Devices
  - 5 year replacement cycle for desktops/laptops (replace 20% of devices each year) & elementary teacher iPads
- Student Devices
  - 5 year replacement cycle for iPads (Grades K-4: Replace one grade level each year)
  - 4 year replacement cycle for Chromebooks (Grades 5 & 9 receive new devices to use all 4 years of enrollment at that site)
- Printers & Copiers
  - 3 production level copiers under contract through June 2023
  - *11 larger scale multi-functional printers/copiers were replaced in 2021-22*
  - Many small to medium size printers will need to be replaced over the next 5 years



# Future Direction

- Classroom Technology
  - SMARTBoard Replacements → Newline Displays
    - Phase 1: HMS & ALC - Summer 2022
    - Phase 2: Elementary - 22-23 or 23-24?
    - Phase 3: High School - 22-23 or 23-24?
    - Tilden
  - Elementary Document Cameras
  - Audio Amplification



# Future Direction

- Infrastructure, Support & Security
  - Access points at Tilden
  - Switches at HMS & Tilden
  - Updated cabling at remaining sites
  - Redundant fiber
  - Cybersecurity: Incident response plan, risk assessments, expanded password security, additional training for staff
  - Ongoing Maintenance & Support
  - Building security: Cameras, etc..





# **HASTINGS**

## **Public Schools**

# **2022-2026 Technology Plan**

# Background & Purpose

## Background

Hastings Public School District (ISD #200) encompasses over 170 square miles and is, geographically, one of the largest school districts in the Twin Cities metropolitan area. The school system has a Kindergarten through grade twelve enrollment of approximately 4100 students and serves the cities of Hampton, Hastings, Miesville, New Trier, and Vermillion, and portions of Denmark, Douglas, Hampton, Marshan, Nininger, Ravenna, and Vermillion townships. While most of the school district is located in Dakota County, parts of ISD #200 are in Washington and Goodhue Counties.

The districts educational locations include:

- Tilden Community Center (Early Childhood, Preschool, Community Education)
- Kennedy Elementary School (Grades K-4)
- McAuliffe Elementary School (Grades K-4)
- Pinecrest Elementary School (Grades K-4)
- Hastings Middle School (Grades 5-8)
- Hastings High School (Grades 9-12)
- Hastings Online Academy (Grade 9-12)
- Hastings Area Learning Center (Grades 9-12)

## Purpose

The purpose of this document is to define Hastings Public Schools Technology Plan covering 2022-2026. This document will serve as guidance for the technology department. Due to the ever-changing landscape of technology, budget constraints, and changes to state-mandates, this plan will continue to be revised and updated as additional information becomes available.

The development of the Hastings Public Schools Technology Plan was shaped by the mission, core values, vision and strategic anchors defined in the district strategic plan.

- Mission: We Care; We Empower; We Achieve - Students are the heart of all we do
- Our Core Values: Student-Centered, Compassion and Respect, Agility, Innovation, Voice and Choice, Partnership, Empathy
- Strategic Anchors: Engaged Learners, Effective Operations, Communication and Collaboration

# Current State of Technology

## Staff Devices

Each teacher currently has a laptop computer and classrooms have desktop computers and monitors. The classroom desktop computers are all less than 4 years old. The majority of the teacher laptop computers are either standard or touchscreen HP laptops that were purchased in the fall of 2020. The HP laptops were purchased utilizing COVID funds and were purchased because of the immediate need for staff to quickly become more mobile during the pandemic and distance learning. There are also approximately 25 teachers who have older Microsoft Surface devices instead of the newer laptops. Those teachers are scheduled to receive a new laptop in 2022-23 or 2023-24. Although teachers currently have access to both a desktop and laptop, our current replacement cycle would only replace one of those devices once they reach end of life. In addition to desktop and laptop computers, our elementary teachers also have an assigned iPad device. Non-teaching staff, including administrators, office staff, district office staff, technology staff, nurses and others are issued either a desktop computer with a monitor or a laptop or both. If a staff member requires a device but doesn't need a laptop or a desktop, they are issued a less-expensive Chromebook instead.

## Student Devices

In the fall of 2020, we implemented a 1:1 student device program for all students in grades K-12.

- iPads for students in grades K-4
- Chromebooks for students in grades 5-12

Prior to the 1:1 student device program, we utilized a Chromebook cart model in grades 5-12 where carts of Chromebooks were located in various rooms throughout the buildings that students would use during class and then the device would be returned to the designated cart at the end of the class period. The Chromebooks were not individually assigned to students and the Chromebooks remained at school. At the elementary sites, each elementary classroom had approximately 12 iPads which students shared during class. Each elementary site also had one Chromebook cart of approximately 30 Chromebooks that could be checked out by teachers to use with their class. The 1:1 program shifted Hastings to a student device program where each student is assigned their own individual device. Students in grades 5-12 are able to take their district-issued device home with them each day which allows them greater access to technology outside of the classroom. Mobile hotspots are also available to check out by students who don't have consistent and reliable internet access at home. Grade K-4 student iPads primarily remain at school, however they are available to take home when the need arises.

## **Printers & Copiers**

There are currently 3 main production copiers in the district which are under contract through June 2023. Two of these are located in the district office copy center and one is located at the high school. In addition, we have approximately 12 large-scale multifunctional copiers/printers in various locations throughout the district which were all replaced during the 21-22 school year. The district also supports and maintains a large number of smaller printers throughout all of our building locations. These smaller printers are of varying types, sizes, and ages and many will need to be replaced over the next few years.

## **Phones**

ISD 200 is in the process of transitioning all buildings to IP phones and anticipate having this completed by the fall of 2022.

## **Computer Labs**

As we've shifted to a 1:1 student device program, we've gradually phased out many of our building-level computer labs.

- Elementary Buildings: Each elementary school has a computer lab with desktop computers and monitors and there are currently no plans to eliminate those labs.
- Middle School - With the shift to the 1:1 Chromebook program, computer lab use has declined significantly and the middle school has gradually phased out their main computer labs. Remaining spaces include: (1) A former lab space with a classroom set of monitors that teachers may use if students have projects where they require a larger monitor connected to their Chromebook and (2) A grade 8 technology classroom with desktop computers and monitors.
- High School - With the shift to the 1:1 Chromebook program, computer lab use has declined significantly and the high school has gradually phased out several of their computer labs. They currently plan to keep computer lab B211. They also have a few classrooms with program specific technology (ex: photography and drafting classrooms).

## **Classroom Technology**

Nearly all district classrooms currently have SMART Boards that are 10-15 years old along with projectors of various ages. During the 21-22 school year, a committee reviewed new classroom display options to develop a standard classroom technology configuration to install in classrooms in place of the aging SMART Boards and projectors. The committee included representatives from the technology department,

teaching and learning department, and teachers from each building. Beginning in the summer of 2022, we will be phasing new displays into all classrooms and decommissioning the old SMART Boards and projectors. In addition to upgrading classroom displays in each of our classrooms, we're also reviewing other classroom technology needs including audio amplification systems and document cameras. Most of our elementary classrooms currently have FrontRow audio amplification systems which will continue to require maintenance and upgrades. We currently do not have standard audio amplification systems in our middle school or high school. Some of the classrooms have older systems of varying types, some have inexpensive portable systems, and other classrooms do not have any classroom audio amplification system in place. The majority of the K-4 classrooms also currently have document cameras of various ages. Some of the document cameras are new within the past 2 years while others are significantly older and will need to be replaced in the near future.

## **Infrastructure, Support & Security**

Our wired and wireless network infrastructure is a key component of our district technology environment. Over the past few years, we've continued to upgrade our infrastructure to meet the needs of students and staff. The addition of our 1:1 student device program has also required us to increase our wireless capacity. Ongoing maintenance and upgrades to our infrastructure will continue to be essential.

Some of the infrastructure projects completed over the past few years include.

- Firewall replacement and server upgrades in 2018
- Installation of new Aruba wireless access points and switches at Hastings Middle School in the summer of 2020 and at Hastings High School, Kennedy, McAuliffe and Pinecrest in the summer 2021.
- Installation of new category 6 cabling at Kennedy, McAuliffe, and Pinecrest in the summer of 2021 and in the district office in the fall of 2021.

# Future Direction for Technology 2022-2026

## Staff & Student Devices

Staff and students require reliable, up-to-date devices. A replacement/refresh cycle needs to be implemented to ensure the devices continue to meet the needs of students and staff. Devices issued to students and staff have a limited life-span and they become less reliable, less useful and less productive as they approach end of life.

### Staff Computer Replacement Cycle

5 year replacement cycle for staff desktop/laptop computers & monitors

As described in the *Current State of Technology* section above, teachers currently have laptop computers and classroom desktop computers. It is anticipated that our replacement cycle will replace only one of those devices. If we opt to move towards laptop computers as our primary teacher device, there may be additional expenses that we need to plan for including docking stations and additional laptops for substitute teachers to check out to use on days they are subbing.

- Replace approximately 80+ staff computers/monitors each year - estimated annual cost for staff computer replacements = **\$110,000 annually**

5 year replacement cycle for elementary teacher iPads

- Replace teacher iPads every 5 years (approximately 100)
- Next replacement will be in 22-23 and then wouldn't be needed again for approximately 5 years.
- \$335 (cost per device w/case) x 100 (number of iPads) = **\$33,500 (22-23)**

### Student 1:1 Device Replacement Cycle

5 year replacement cycle for iPads (Grades K-4)

- Replace one elementary grade level of iPads each year (approximately 300)
- Estimated current cost of iPad with case = \$335
- \$335 (cost per device w/case) x 300 (number of iPads) = **\$100,500 annually**

4 year replacement cycle for Chromebooks (Grades 5-12)

- Replace approximately 700 Chromebooks each year (grades 5 & 9)
- Incoming 5th graders are issued a new Chromebook at the beginning of the year and will use that device through the end of 8th grade.
- Incoming 9th graders are issued a new Chromebook at the beginning of the year and will use that device through graduation.
- Estimated current cost of Chromebook with license = \$275
- \$275 (cost per device) x 700 (number of Chromebooks) = **\$192,500 annually**

*The dollar amounts and device counts above are estimates based on current student enrollment and current cost of devices. These numbers could vary depending on the number of students enrolled, cost of devices, and the number of devices that are damaged or lost. With the student 1:1 device program, we anticipate that a number of devices will be damaged or lost each year. Broken screens, lost chargers, and other damages to student devices are not uncommon.*

## **Printers/Copiers**

- **Production Level:** We have 3 production level copiers in the district which are all under contract through June 2023. These are heavily relied on and will need to be evaluated and renewed when the current contract expires. Two of these are located in the district-office copy center and one is located at the high school.
- **Multifunction:** We have approximately 11 larger scale multifunctional printer/copiers in the district. These were all replaced during the 21-22 school year.
- **Standard:** We have a large number of small to medium size printers located throughout the district. These are of varying ages and types and continue to be replaced as they reach end of life. Most of these printers will need to be replaced over the next 5 years. The technology department is currently evaluating options for the most cost effective and efficient way to replace and maintain these printers and the associated toner costs.

## **Computer Labs**

Although many of our computer labs have been eliminated over the past few years, there are a small number of labs that will need to continue to be refreshed and/or replaced. At this time, this includes the 3 elementary labs, the technology classroom at the middle school, one general lab at the high school, and other department/course specific labs. Computer lab spaces will continue to be evaluated and decommissioned or added as needed. There are also some flexible and/or shared learning spaces in the district including pod computers at the high school that may need to be replaced or refreshed over the next 5 years.

## **Classroom Technology**

Classroom technology replacements and upgrades are a key initiative over the next 1-3 years. Our current classroom technology, particularly the SMART Boards have reached their end of useful life and are in the process of being replaced. Replacing the boards is a large project and it will take a couple of years to complete the deployment of new display boards into all PreK-12 classrooms. Audio amplification systems have also become standard in many classrooms and should be considered for all of our buildings.

## **Infrastructure, Support & Security**

An infrastructure that is reliable, efficient, scaleable, and sustainable is essential to supporting the teaching and learning needs of the district. With the addition of one to one student devices, robust wifi and internet access has become and will continue to be even more critical. Students and staff rely on adequate bandwidth and an infrastructure that ensures they have consistent and reliable access to online resources for teaching and learning. Although Hastings has a robust and reliable network in place, we will need to continue to maintain, refresh, upgrade and improve our infrastructure over the next 5 years. We deployed new access points at most of our buildings in 2020 and 2021, but have not yet installed them at Tilden Community Center. We also have some areas in Tilden and Hastings Middle School that will need switches replaced and upgraded cabling will be needed at Tilden, Hastings Middle School and Hastings High School. We should also consider the addition of redundant fiber connections outside of HMS and HHS to ensure that a single fiber cut doesn't cause a network outage. Enhancements to our cybersecurity practices and systems will also be a focus for the technology department over the next few years. Reliable infrastructure is also a critical component of our physical security and safety systems in each of our buildings.

Devices (Students and Staff) - Tentative replacement cycle:

	2022-2023	2023-2024	2024-2025	2025-2026
<b>Devices (iPads) K-4 Students</b> <i>5 year replacement cycle</i>	Replace iPads for one elementary grade level	Replace iPads for one elementary grade level	Replace iPads for one elementary grade level	Replace iPads for one elementary grade level
<b>Devices (Chromebooks) 5-12 Students</b> <i>4 year replacement cycle - students receive new devices in grades 5 and 9 which they use through all 4 years enrolled at that site.</i>	Replace Chromebooks in grades 5 & 9	Replace Chromebooks in grades 5 & 9	Replace Chromebooks in grades 5 & 9	Replace Chromebooks in grades 5 & 9
<b>Devices-Staff</b> <i>5 year replacement cycle on staff computers (desktops, laptops, iPads)</i>	Staff Device Replacements (20%)  ***Replace K-4 teacher iPads	Staff Device Replacements (20%)	Staff Device Replacements (20%)	Staff Device Replacements (20%)

Learning Spaces: Classrooms, Computer Labs - Tentative Plans

	2022-2023	2023-2024	2024-2025	2025-2026
<b>Classroom Displays</b> <i>New classroom displays phased in (replacing 10-15 year old SMART Boards)</i>	<u>Phase 1 (Summer 2022)</u> * ALC *Middle School  <u>Phase 2</u> *3 Elementary Sites (22-23 or 23-24)	<u>Phase 3</u> *High School  Tilden (TBD)		
<b>Computer Labs</b>	*Minor upgrades to elementary computer lab (SSD cards)	None currently planned	*Replace/Refresh HMS Grade 8 Tech Classroom computers (tentative-if needed)	*Replace/Refresh HHS Computer Lab B211 (tentative-if needed)
<b>Other Classroom Technology</b> (ex: document cameras, audio amplification, etc.)	Elementary Teacher Document Cameras (Quantity=25)	TBD	TBD	TBD

## Printers/Copiers, Infrastructure, Support & Security

	2022-2023	2023-2024	2024-2025	2025-2026
Printers & Copiers	Evaluate & Plan	TBD		
Infrastructure	SAN Replacement (Summer 2022)	Continued upgrades to our infrastructure will be required over the next 5 years. Some of the potential projects are listed below. *Replace remaining switches at HMS and Tilden *Replace access points at Tilden *Update cabling at Tilden, HMS & HHS *Addition of redundant fiber connection from HMS and/or HHS		
Cybersecurity	We are aware that many organizations are facing cybersecurity crimes and data breaches and are committed to continuing to enhance Hastings Public Schools cybersecurity strategies, practices and systems through staff training, periodic testing, and by implementing systems to protect our student and staff data. *Replace Sophos with SentinalOne EDR solution (Summer 2022) *Develop cybersecurity incident response plan *Internal and external cyber security assessments *Expanded password/systems security (in process & ongoing) *Increased district-wide staff cybersecurity training			
IT Support	Continue to maintain and improve IT support to ensure that we have a clearly defined IT support structure and tools to support the technology needs of the district. Includes help desk, ticketing system, and self-service options			
Security: Cameras, etc	Evaluate & Plan	TBD		



BRIDGE TO SUCCESS

# Hastings Public Schools

INDEPENDENT SCHOOL DISTRICT 200  
1000 11<sup>TH</sup> STREET WEST  
HASTINGS, MN 55033-2597  
Phone (651) 480-7000  
Fax (651) 480-7004

## Finance Committee Mission

The mission of the Finance Committee is to provide strategic oversight of budget and financial activities on behalf of ISD 200. The Committee will support sustainability, transparency, and equity throughout the School Board and the community at large. This will in turn enhance public confidence in the district's ability to effectively handle its financial affairs through the communication of the results of its work to the School Board, and by educating the public regarding the financial position and outlook for the District.

## Finance Committee Meeting:

Time: June 8, 2022 8:30 AM Central Time District Office Meeting Room A

Attendees: Superintendent Bob McDowell, Director of Finance Jen Seubert, Lisa Hedin, and Carrie Tate. A representative of KDWA was present.

1. 2022-23 Adopted Budget - Jen reviewed the draft adopted budget packet. She indicated that prior to the 22 June 2022 school board meeting there may be formatting changes, but no more number changes.
  - a. Fund 01-General Fund - This fund category was reviewed in detail. There has been a considerable drop (53%) in Title I Funding, as Hastings' childhood poverty rate has fallen below 5%, moving the District to a basic level of funding only. For 2022-23 this gap will be filled with ESSER funding.
  - b. Fund 18 & 45 - Trust Funds - A brief review was provided.
  - c. Fund 20 - Dental Self Funded - Fund levels were reviewed. More detail was provided later in the meeting.
  - d. Fund 21 - Health Self Funded - Fund levels were reviewed. More detail was provided later in the meeting.
  
2. Fund 06 - Building Construction -
  - a. Budget Transfer to Contingency  $\$442,100 + \$767,304 = \$1,209,404$  - A review done in coordination with Wold identified dollars on existing contracts that are available for contingency. Additionally, funds that were held for potential arbitrage charges are available for the contingency fund, as it is no longer likely that our bond will be subject to those charges.

- 
- b. Future Projects - Projects have been identified that were immediately below the previous cutline. These projects will be brought forward for board approval this summer for competition within the remaining bond timeline.
    - i. Technology \$200,000
      - 1. Additional funds would reduce the amount used from the technology set-aside.
    - ii. Exterior Monument Signage \$200,000 - update and consistent
    - iii. Grounds/Site Improvements \$500,000
    - iv. Safety and Security - in addition to on-going entrance security
  - c. It is probable that there will be one more addition to the contingency fund as more projects draw close to completions. It is anticipated that this dollar amount will be substantially less than the \$1.2 million identified at this meeting. Lisa asked for information about the success of the HS baseball drainage work done to date and an updated cost estimate for the HS retaining wall.
- 3. Self-Funded Insurance Overview - Cathy Moen joined the committee meeting. She provided a primer on self-funded insurance. In addition to basic process information she provided details on the health and dental funding levels.
  - 4. The next committee meetings will be held October 25 at 9:00am in Meeting Room A and will cover 2021-2022 year Financial Results and October 1, 2022 Enrollment Update.

Committee Action Items - None.

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# **AIA** Document G701™ – 2017

## Change Order

**PROJECT:** *(Name and address)*  
 ALC Renovation at Hastings High School  
  
 Hastings High School  
 200 General Sieben Drive  
 Hastings, Minnesota 55033

**CONTRACT INFORMATION:**  
 Contract For: General Construction

**CHANGE ORDER INFORMATION:**  
 Change Order Number: One (1)

Date: March 25, 2022

Date: May 18, 2022

**OWNER:** *(Name and address)*  
 Independent School District #200  
 1000 West 11th Street  
 Hastings, Minnesota 55033

**ARCHITECT:** *(Name and address)*  
 Wold Architects and Engineers  
 332 Minnesota Street, Suite W2000  
 Saint Paul, Minnesota 55101

**CONTRACTOR:** *(Name and address)*  
 CM Construction Company, Inc.  
 12215 Nicollet Avenue South  
 Burnsville, Minnesota 55337

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

GCPR #1: Door hardware revisions. *Add \$9,884.00*

GCPR #2: Door/frames Expediting. *Add \$8,910.00*

**TOTAL CHANGE ORDER NO. 1 ADD \$18,794.00**

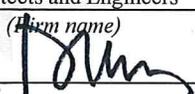
The original Contract Sum was	\$ 1,095,800.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,095,800.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 18,794.00
The new Contract Sum including this Change Order will be	\$ 1,114,594.00

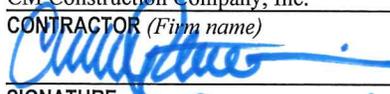
The Contract Time will be unchanged by Zero (0) days.

The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Wold Architects and Engineers  
 ARCHITECT *(Firm name)*  
  
  
 SIGNATURE  
  
 DOUGLAS KAHL, PROJECT MANAGER  
 PRINTED NAME AND TITLE  
  
 05/18/2022  
 DATE

CM Construction Company, Inc.  
 CONTRACTOR *(Firm name)*  
  
  
 SIGNATURE  
  
 Charles M. Peterson V.P.  
 PRINTED NAME AND TITLE  
  
 5/19/22.  
 DATE

Independent School District #200  
 OWNER *(Firm name)*  
  
 SIGNATURE  
  
 PRINTED NAME AND TITLE  
  
 DATE



12215 NICOLLET AVENUE SOUTH, BURNSVILLE, MN 55337 • (952) 895-8223 • FAX (952) 895-8183

May 2, 2022

Wold Architects & Engineers  
332 Minnesota Street, Suite W2000  
St. Paul, MN 55101

Attn: Doug Kahl

Re: ALC Renovation at Hasintgs High School

Dear Doug,

CM Construction is pleased to provide the following pricing on the above referenced project as follows:

1. GCPR #1 (5/2/22) Change hardware groups 8 &9 to black.

A. Hardware change		\$8,809.00
B. P & O.H. (GC)	10%	\$881.00
C. P & O.H. (Sub)	5%	\$0.00
D. Bond	2%	<u>\$194.00</u>
	<b>Add</b>	<b><u>\$9,884.00</u></b>

- \* This proposal may be revised or withdrawn if not accepted within 7 calendar days.
- \* Time extension required: 0 calendar days after written approval.
- \* The cost and/or time to do the work in this proposal is solely for the work contemplated in the proposal; the effects of this and other change order work on the project cannot be assessed at this time; and CM Construction reserves the right to claim additional time and compensation for the cumulative impacts of multiple changes on the project.

Exclusions:

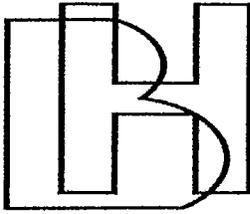
Anything not specifically listed as included above.

If there are any questions, or if you need additional information, please don't hesitate to contact me.

Thank you,

Charles Peterson  
CM CONSTRUCTION COMPANY, INC.  
Vice President





**Bredemus Hardware Co Inc.**  
 1285 Sylvan Street, St. Paul, MN 55117  
 O: 651-489-6250 F: 651-489-5502

**Extra #1**

Date: April 29, 2022

Expiration Date: May 14, 2022

\*SBE Certified\*

Contractor: **CM Construction**  
 Attn: **Chuck Peterson**

Bredemus Job #: **22-52**  
 Project Name: **Hastings HS ALC Renovations**  
 Address: **200 General Sieben Drive**  
**Hastings, MN 55033**

Salesperson	Job	Payment Terms	Due Date
Tom Herman	Hastings HS ALC Renovations	2/10 Net 30	Upon Invoice

Qty	Description
1	Hardware Group 8
1	Hardware Group 9
1	Change Hardware to Black

Project Total \$ **8,809.00**

Quotation prepared by: Tom Herman, Project Manager, Bredemus Hardware

This is a quotation on the goods named, subject to the conditions noted below: WARRANTY STATEMENT: THIS INSTALLATION WILL COMPLY WITH ALL FEDERAL, STATE, AND LOCAL ADA AND EGRESS CODES. BREDEMUS, INC. WILL PROVIDE A (1) ONE YEAR WARRANTY FROM THE DATE OF INSTALLATION ON ALL NEWLY INSTALLED MATERIALS AND THE INSTALLATION LABOR TO BE FREE OF DEFECTS IN THE MATERIALS AND WORKMANSHIP. THIS WARRANTY DOES NOT COVER DAMAGE FROM ABUSE, VANDALISM, OR ACTS OF NATURE. MATERIALS THAT ARE DAMAGED DUE TO THE FAILURE OF RE-INSTALLED DOOR HARDWARE WILL NOT BE COVERED UNDER THIS WARRANTY.

To accept this quotation, please sign, date and return: \_\_\_\_\_

Thank you for your business!



12215 NICOLLET AVENUE SOUTH, BURNSVILLE, MN 55337 • (952) 895-8223 • FAX (952) 895-8183

May 11, 2022

Wold Architects & Engineers  
332 Minnesota Street, Suite W2000  
St. Paul, MN 55101

Attn: Doug Kahl

Re: ALC Renovation at Hasintgs High School

Dear Doug,

CM Construction is pleased to provide the following pricing on the above referenced project as follows:

1. GCPR #2 (5/11/22) expedite doors & frames.

A. door changes & frames expedited		\$7,941.00
B. P & O.H. (GC) 10%		\$794.00
C. P & O.H. (Sub) 5%		\$0.00
D. Bond 2%		<u>\$175.00</u>
	<b>Add</b>	<b><u>\$8,910.00</u></b>

- \* This proposal may be revised or withdrawn if not accepted within 7 calendar days.
- \* Time extension required: 0 calendar days after written approval.
- \* The cost and/or time to do the work in this proposal is solely for the work contemplated in the proposal; the effects of this and other change order work on the project cannot be assessed at this time; and CM Construction reserves the right to claim additional time and compensation for the cumulative impacts of multiple changes on the project.

Exclusions:

Anything not specifically listed as included above.

If there are any questions, or if you need additional information, please don't hesitate to contact me.

Thank you,

Charles Peterson  
CM CONSTRUCTION COMPANY, INC.  
Vice President

## Chuck Peterson

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**From:** Thomas Herman <tom@bredemus.com> on behalf of Thomas Herman  
**Sent:** Tuesday, May 10, 2022 8:03 AM  
**To:** 'Chuck Peterson'  
**Subject:** RE: Hastings HS ALC - Wood Doors

Chuck,

The add for rush frames and doors would be \$7,941.00. That would consist of HM frames in 10-15 business days to land at our dock and then another 1-2 weeks to weld them. Doors would be in 9 weeks after color approval to land at our dock then we would want to get them onsite as soon as possible. As I stated in the email before they are out of white maple doors and we would have to switch species to rotary white birch.

Thank You,

**Tom Herman**

Project Manager/Estimator

**Bredemus Hardware Co, Inc.**

1285 Sylvan Street

Saint Paul, MN 55117

Office 651-489-6250

Cell 651-434-7016

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**From:** Thomas Herman [mailto:tom@bredemus.com]

**Sent:** Tuesday, May 10, 2022 7:14 AM

**To:** Chuck Peterson

**Subject:** Hastings HS ALC - Wood Doors

Chuck,

Quick question for you. The company we can usually get quick doors from does not have any maple in stock. They do have Rotary White Birch and that has a lead time of 9 weeks as of now. Would this be something they would accept?

Thank You,

**Tom Herman**

Project Manager/Estimator

**Bredemus Hardware Co, Inc.**



# AIA®

# Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Hastings Middle School Privacy Improvements (202181) Hastings Middle School 1000 West 11th Street Hastings, Minnesota 55033	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: January 27, 2022	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: One (1)  Date: May 19, 2022
<b>OWNER:</b> <i>(Name and address)</i> Independent School District #200 1000 West 11th Street Hastings, Minnesota 55033	<b>ARCHITECT:</b> <i>(Name and address)</i> Wold Architects and Engineers 332 Minnesota Street, Suite W2000 Saint Paul, Minnesota 55101	<b>CONTRACTOR:</b> <i>(Name and address)</i> CM Construction Company, Inc. 12215 Nicollet Avenue South Burnsville, Minnesota 55337

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

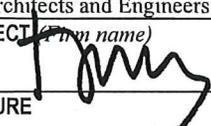
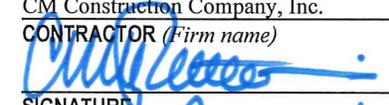
- PR #01: Cold Water Line Revision. Add \$2,887.00
- PR #02: P-Tile at HCAP Stall Floor. Add \$2,059.00

### TOTAL CHANGE ORDER NO. 1 ADD \$4,946.00

The original Contract Sum was	\$ 251,800.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 251,800.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 4,946.00
The new Contract Sum including this Change Order will be	\$ 256,746.00
The Contract Time will be unchanged by Zero (0) days.	
The date of Substantial Completion will be unchanged.	

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wold Architects and Engineers ARCHITECT <i>(Firm name)</i>	CM Construction Company, Inc. CONTRACTOR <i>(Firm name)</i>	Independent School District #200 OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
DOUGLAS KAHL, PROJECT MANAGER PRINTED NAME AND TITLE	Charles M. Peterson V.P. PRINTED NAME AND TITLE	 PRINTED NAME AND TITLE
05/19/2022 DATE	5/19/22 DATE	 DATE



12215 NICOLLET AVENUE SOUTH, BURNSVILLE, MN 55337 • (952) 895-8223 • FAX (952) 895-8183

May 9, 2022

Wold Architects & Engineers  
332 Minnesota Street, #W2000  
St. Paul, MN 55101

Attn: Doug Kahl

Re: Hastings Middle School Privacy Improvements

Dear Doug

CM Construction is pleased to provide the following pricing on the above referenced project as follows:

1. PR #01 (5/4/22); revise cold water line piping.

A. mechanical work		\$2,695.00
B. P & O.H. (GC)	10%	\$0.00
C. P & O.H. (Sub)	5%	\$135.00
D. Bond	2%	\$57.00
		<u>          </u>
	<b>Add</b>	<b><u><u>\$2,887.00</u></u></b>

- \* This proposal may be revised or withdrawn if not accepted within 7 calendar days.
- \* Time extension required: 0 calendar days after written approval.
- \* The cost and/or time to do the work in this proposal is solely for the work contemplated in the proposal; the effects of this and other change order work on the project cannot be assessed at this time; and CM Construction reserves the right to claim additional time and compensation for the cumulative impacts of multiple changes on the project.

Exclusions:

Anything not specifically listed as included above.

If there are any questions, or if you need additional information, please don't hesitate to contact me.

Thank you,

Charles Peterson  
CM CONSTRUCTION COMPANY, INC.  
Vice President

# CONTRACT CHANGE ORDER



787 Hubbard Avenue  
 St. Paul, MN 55104  
 Phone: (651) 274-6547  
 Fax: (651) 487-1474

Contract #:  
 Contract Change Order #: 01  
 Change Order Date: #:  
 5/6/2022

To: Chuck Peterson  
 CM Construction

Except as otherwise expressly provided herein, the Contractor agrees to perform the Work described herein in accordance with the Contract Documents. Contractor shall notify surety of this Change Order.

Item	Change Request #	Description	Change in Days	Change in Units	Unit Cost	Change in Amount
1		Materials			1242.31	\$1242.31
2		labor		7 hours	\$119.00	\$833.00
3		Insulation			\$375.00	\$375.00
		OVERHEAD AND PROFIT				\$245.03
<b>Sum of Changes: \$</b>						<b>2695.34</b>

The Original Subcontract Sum	\$
The Net Changes Authorized by Previous Change Orders	\$
The Total Subcontract Sum Prior to this Change Order	\$
The Contract Sum will be Increased (Decreased) by this Change Order	\$
The New Subcontract Including this Change Order	\$
Net Change in Days authorized by this Change Order	-

This Change Order represents final adjustment for any and all claims due or to become due Contractor for changes referred to herein. Unless otherwise provided herein, the time of completion and other terms and conditions of the Contract remain unchanged.

**Accepted by Sub-Contractor:**

**Authorized by Contractor:**

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

# BILL OF MATERIALS

Date: 5/6/2022

CITIES 1 PLUMBING AND HEATING 787 HUBBARD AVE ST PAUL MN

PO# xxxxxx

WO No. \_\_\_\_\_

Dwg No. xxxx

PPI No. \_\_\_\_\_

B.O.M No. I

Job Card No. \_\_\_\_\_

Pipe Spec. \_\_\_\_\_

Project Manager: \_\_\_\_\_

Job Title: \_\_\_\_\_

Rev. No. \_\_\_\_\_

Item	Qty.	Unit	QTY. Shop	QTY. Field	Unit Price	Total Price
<b>ADDED 2"</b>						
1	70	Ft.			\$20.03	\$1,402.10
2	1	Ea.			\$46.65	\$46.65
3	6	Ea.			\$32.94	\$197.64
4	5	Ea.			\$10.00	\$50.00
5						\$0.00
6						\$0.00
7						\$0.00
<b>DEDUCT OF 1-1/2</b>						
8	30	Ft.			\$12.44	\$373.20
9	3	Ea.			\$26.96	\$80.88
11						\$0.00
12						\$0.00
32						\$0.00
<b>TOTAL</b>						<b>\$1,242.31</b>
<b>% TAX</b>						<b>\$0.00</b>
<b>Freight</b>						<b>\$0.00</b>
<b>Grand Total</b>						<b>\$1,242.31</b>



12215 NICOLLET AVENUE SOUTH, BURNSVILLE, MN 55337 • (952) 895-8223 • FAX (952) 895-8183

May 9, 2022

Wold Architects & Engineers  
332 Minnesota Street, #W2000  
St. Paul, MN 55101

Attn: Doug Kahl

Re: Hastings Middle School Privacy Improvements

Dear Doug

CM Construction is pleased to provide the following pricing on the above referenced project as follows:

1. PR #02 (5/4/22); revise floor finish in toilet F121C to tile.

A. tile work		\$1,936.00
B. P & O.H. (GC)	10%	\$0.00
C. P & O.H. (Sub)	5%	\$97.00
D. Bond	2%	\$26.00
		<hr/>
	<b>Add</b>	<b><u>\$2,059.00</u></b>

- \* This proposal may be revised or withdrawn if not accepted within 7 calendar days.
- \* Time extension required: 0 calendar days after written approval.
- \* The cost and/or time to do the work in this proposal is solely for the work contemplated in the proposal; the effects of this and other change order work on the project cannot be assessed at this time; and CM Construction reserves the right to claim additional time and compensation for the cumulative impacts of multiple changes on the project.

Exclusions:

Anything not specifically listed as included above.

If there are any questions, or if you need additional information, please don't hesitate to contact me.

Thank you,

Charles Peterson  
CM CONSTRUCTION COMPANY, INC.  
Vice President

**Chuck Peterson**

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**From:** Elmer Israelson <episraelson@yahoo.com> on behalf of Elmer Israelson  
**Sent:** Wednesday, May 4, 2022 3:24 PM  
**To:** Chuck Peterson  
**Subject:** Hastings Middle school

Greetings

Additional cost to install the same tile that is in adjacent area Martini 12 x 24 Lounge 14  
Crack isolation membrane installation is included

\$1936.00

Materials \$810.00

Labor \$1126.00

Respectfully

Elmer Israelson



**AIA**<sup>®</sup>

# Document G701™ – 2017

## Change Order

**PROJECT:** *(Name and address)*  
Hastings High School  
200 General Sieben Drive  
Hastings, Minnesota 55033  
Commission No. 202188

**CONTRACT INFORMATION:**  
Contract For: General Construction

**CHANGE ORDER INFORMATION:**  
Change Order Number: One (1)

Date: January 27, 2022

Date: June 13, 2022

**OWNER:** *(Name and address)*  
Independent School District #200  
1000 West 11th Street  
Hastings, Minnesota 55033

**ARCHITECT:** *(Name and address)*  
Wold Architects and Engineers  
332 Minnesota Street, Suite W2000  
Saint Paul, Minnesota 55101

**CONTRACTOR:** *(Name and address)*  
JT Egner Construction  
17595 Kenwood Trail, Suite 250  
Lakeville, Minnesota 55044

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

COR #01: Expedited Door/Frame Delivery. *Add \$1,380.00*  
COR #03: Masonry Bond Beams. *Add \$787.50*

**TOTAL CHANGE ORDER NO. 1 ADD \$2,167.50**

The original Contract Sum was	\$	<u>568,149.00</u>
The net change by previously authorized Change Orders	\$	<u>0.00</u>
The Contract Sum prior to this Change Order was	\$	<u>568,149.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>2,167.50</u>
The new Contract Sum including this Change Order will be	\$	<u>570,316.50</u>

The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be

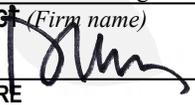
**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Wold Architects and Engineers  
\_\_\_\_\_  
**ARCHITECT** *(Firm name)*

JT Egner Construction  
\_\_\_\_\_  
**CONTRACTOR** *(Firm name)*

Independent School District #200  
\_\_\_\_\_  
**OWNER** *(Firm name)*

  
\_\_\_\_\_  
**SIGNATURE**

  
\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**SIGNATURE**

DOUGLAS KAHL, PROJECT MANAGER  
\_\_\_\_\_  
**PRINTED NAME AND TITLE**

Mark Lutz, Project Manager  
\_\_\_\_\_  
**PRINTED NAME AND TITLE**

\_\_\_\_\_  
**PRINTED NAME AND TITLE**

06/13/2022  
\_\_\_\_\_  
**DATE**

6/13/22  
\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**DATE**



**From:** Thomas Herman <[tom@bredemus.com](mailto:tom@bredemus.com)>

**Sent:** Wednesday, March 30, 2022 9:33 AM

**To:** Mark Lutz <[mlutz@jtegner.com](mailto:mlutz@jtegner.com)>

**Subject:** RE: Hastings HM frames

Mark,

We are looking at \$1,200.00 to expedite those frames. We are looking at 2-3 weeks in lieu of the 8-9 weeks from the factory.

**Thank You,**

**Tom Herman**

Project Manager/Estimator



**Hastings HS Privacy Improvements  
Request for Change Order #3**

6/10/2022

**Request Description: Added bond beams - scope not clearly defined on plans**

Description	Labor Unit Cost	Sub/Matl Unit Cost	Labor Total	Sub/Matl Total	Total
Door header bond beams		787.50		787.50	787.50
					-
					-
					-
					-
					-
					-

<b>SUBTOTAL</b>					<b>787.50</b>
General Conditions					
Contingency					
Builder's Risk Insurance					
Performance Bond					-
<b>SUBTOTAL</b>					<b>787.50</b>

**Contract Amount To Be Increased By:** 787.50

**Approval Signatures**

**Owner Signature and Date:**

\_\_\_\_\_

**Construction Manager Signature and Date:**

\_\_\_\_\_

**HR PERSONNEL REPORT**

**Board Meeting Date:**

**6/22/2022**

**RETIREMENT/RESIGNATION/TERMINATION**

<b>NAME</b>	<b>STATUS</b>	<b>ASSIGNMENT</b>	<b>EMPLOYEE GROUP</b>	<b>EFFECTIVE DATE</b>
Church, Christine	Resignation	School Psychologist, 1.0 FTE Kennedy Elementary	Ed MN - Teachers	June 10, 2022
Gegen, Jeff	Resignation	Cleaner; 4 Hours / Day Hastings Middle School	Custodian	June 23, 2022
Menard, Lonnie	Retirement	Title One Assistant; 4 Hours / Day McAuliffe Elementary	ED MN ESP	June 9, 2022
Nathan, Jennifer	Resignation	Grade 3 Teacher, 1.0 FTE McAuliffe Elementary	Ed MN - Teachers	June 10, 2022
Swenson, Alicia	Resignation	Special Education Teacher; 1.0 FTE Middle School	Ed MN - Teachers	June 10, 2022

**HIRES**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>SALARY PLACEMENT/HOURLY RATE</b>	<b>EMPLOYEE GROUP</b>	<b>EFFECTIVE DATE</b>
Bataglia, Katherine	Occupational Therapist; 1.0 FTE District Wide	\$75,354 / Year	Ed MN - Teachers	August 25, 2022
Bergstadt, Amanda	Summer School Sped PSA; 3.75 Hours / Day McAuliffe Elementary	\$17.25 / Hour	N/A	July 6, 2022 - July 28, 2022
Blanchard, Alison	ESY Teacher; 3.5 Hours / Day Hastings Middle School	\$34.00 / Hour	N/A	July 11, 2022 - July 28, 2022
Busse, Theran	Summer School Teacher; 3.5 Hours / Day Hastings Middle School	\$34.00 / Hour	N/A	July 6, 2022 - July 28, 2022
Cole, Melissa	ESY SLP Teacher; 3.5 Hours / Day District Wide	\$34.00 / Hour	N/A	July 11, 2022 - July 28, 2022
Donlan, Kathleen	Summer School Teacher; 3.5 Hours / Day Hastings Middle School	\$35.00 / Hour	N/A	July 6, 2022 - July 28, 2022
Doty, Logan	ESY Instructional Asst Spec. Ed; 3.25 Hours / Day McAuliffe Elementary	\$17.25 / Hour	N/A	July 11, 2022 - July 28, 2022
DuShane, Linda	Summer Cook Assistant; 5 Hours / Day Hastings Middle School	\$18.32 / Hour	N/A	June 13, 2022 - August 26, 2022
Ekwall-Hemmingson, Carla	ESY Instructional Asst Spec. Ed; 3.25 Hours / Day Hastings Middle School	\$17.25 / Hour	N/A	July 11, 2022 - July 28, 2022
Ericson, Edward	Seasonal Grounds Worker; Hours Vary District Wide	\$15.00 / Hour	N/A	June 20, 2022 - September 30, 2022
Geiken, Korean	Lead Summer Cook; 6 Hours / Day Hastings Middle School	\$27.40 / Hour	N/A	June 13, 2022 - August 26, 2022
Glover, Gale	ESY Teacher; 3.5 Hours / Day McAuliffe Elementary	\$34.00 / Hour	N/A	July 11, 2022 - July 28, 2022
Hoffman, Ashley	Spanish Teacher; 1.0 FTE Hastings High School	\$79,851 / Year	Ed MN - Teachers	August 25, 2022

Huffman, Shayla	Social Studies Teacher; 1.0 FTE Hastings High School	\$48,674 / Year	Ed MN - Teachers	August 29, 2022
Hultberg, Katherine	Grade 3 Teacher; 1.0 FTE Pinecrest Elementary	\$62,469 / Year	Ed MN - Teachers	August 25, 2022
Klein, Julie	Grade 2 Teacher; 1.0 FTE Pinecrest Elementary	\$45,302 / Year	Ed MN - Teachers	August 29, 2022
Koch, Jason	Raiders Express Coach; 7.5 Hours / Day Hastings High School	\$25.00 / Hour	N/A	June 13, 2022 - July29, 2022
Korchendorfer, Guy	Seasonal Grounds Worker; Hours Vary District Wide	\$15.00 / Hour	N/A	June 20, 2022 - September 30, 2022
Kreuser, Kyle	Seasonal Grounds Worker; Hours Vary District Wide	\$15.00 / Hour	N/A	June 20, 2022 - September 30, 2022
Lawrence, Carla	Cook Assistant; 3 Hours / Day Hastings Middle School	\$13.85 / Hour	Food Service	August 19, 2022
Loahr, Suzanne	Summer Cook Assistant; 5 Hours / Day Hastings Middle School	\$18.32 / Hour	N/A	June 13, 2022 - August 26, 2022
Mamer, Kris	Lead Summer Cook; 6 Hours / Day Hastings Middle School	\$24.82 / Hour	N/A	June 13, 2022 - August 26, 2022
Mathern, Brittany	ESY Instructional Asst Spec. Ed; 3.25 Hours / Day McAuliffe Elementary	\$17.25 / Hour	N/A	July 11, 2022 - July 28, 2022
Moore, Christopher	Assistant Principal; 207 Days/year Hastings High School	\$109,935.63 / Year	Principal	July 1, 2022
Oppold, Cynthia	Link Crew Advisor Hastings High School	\$1,796 / Year	Ed MN - Teachers	July 1, 2022
Pagel, Taylor	Summer School Teacher; 3.5 Hours / Day Hastings Middle School	\$34.00 / Hour	N/A	July 6, 2022 - July 28, 2022
Parmeter, Hope	ESY Instructional Asst Spec. Ed; 3.25 Hours / Day McAuliffe Elementary	\$17.25 / Hour	N/A	July 11, 2022 - July 28, 2022
Peterson, Diane	Summer Cook Assistant; 3 Hours / Day Hastings Middle School	\$18.32 / Hour	N/A	June 13, 2022 - August 26, 2022
Schumacher, Deb	ESY Instructional Asst Spec. Ed; 3.25 Hours / Day McAuliffe Elementary	\$17.25 / Hour	N/A	July 11, 2022 - July 28, 2022
Shilts, Wendi	Summer School Instructional Asst; 3.5 Hours / Day McAuliffe Elementary	\$17.25 / Hour	N/A	July 6, 2022 - July 28, 2022
Shofner, Beth	Summer School Media Center; 4 Hours / Day McAuliffe Elementary	\$20.98 / Hour	N/A	July 6, 2022 - July 28, 2022
Shofner, Adam	Seasonal Grounds Worker; Hours Vary District Wide	\$15. 00 / Hour	N/A	June 20, 2022 - September 30, 2022
Sinclair, Alyssa	ESY Teacher; 3.5 Hours / Day Hastings Middle School	\$34.00 / Hour	N/A	July 11, 2022 - July 28, 2022
Stephans, Dawn	ESY Teacher; 3.5 Hours / Day McAuliffe Elementary	\$34.00 / Hour	N/A	July 11, 2022 - July 28, 2022
Vasser, Jessica	ESY Teacher; 3.5 Hours / Day McAuliffe Elementary	\$34.00 / Hour	N/A	July 11, 2022 - July 28, 2022

Waite, Jill	ESY Teacher; 3.5 Hours / Day McAuliffe Elementary	\$34.00 / Hour	N/A	July 11, 2022 - July 28, 2022
Wenzel, Cassandra	Summer School Instructional Asst; 3.5 Hours / Day McAuliffe Elementary	\$17.25 / Hour	N/A	July 6, 2022 - July 28, 2022
Winkler, Dana	ESY Instructional Asst Spec. Ed; 3.25 Hours / Day McAuliffe Elementary	\$17.25 / Hour	N/A	July 11, 2022 - July 28, 2022
Wohnutka, Nancy	Summer School Teacher; 3.5 Hours / Day Hastings Middle School	\$34.00 / Hour	N/A	July 6, 2022 - July 28, 2022
Yares, Lauren	ESY Occupational Therapist; 3.5 Hours / Day McAuliffe Elementary	\$34.00 / Hour	N/A	July 11, 2022 - July 28, 2022

**LEAVE APPROVAL**

NAME	STATUS	ASSIGNMENT	EMPLOYEE GROUP	EFFECTIVE DATE(S)

**ASSIGNMENT CHANGES**

NAME	FROM	TO	EMPLOYEE GROUP	EFFECTIVE DATE(S)
Addyman, Scott	Grade 4 Teacher; 1.0 FTE Pinecrest Elementary	Student Success Coach; 1.0 FTE Pinecrest Elementary	Ed MN - Teachers	August 29, 2022
Clarke, Dan	Custodian; 8 Hours / Day Hastings Middle School	Lead Custodian; 8 Hours / Day Hastings Middle School	Custodian	June 13, 2022
Cook, Kristina	Admin Support Asst I -Athletics; 8 Hours / Day Hastings Middle School	Admin Support Asst II; 8 Hours / Day Hastings Middle School	HESA	July 1, 2022
Glover, Gale	Special Education Teacher; .8 FTE Hastings Middle School	Special Education Teacher; 1.0 FTE Hastings Middle School	Ed MN - Teachers	August 29, 2022
Hanson, Trent	Director of Athletics Hastings High School	Athletics & Activities Dir./Asst. Principal Hastings High School	Administrator	July 1, 2022

**Fresh Produce Vendor RFP**

**3.03 Fixed Pricing Worksheet 2022-2023**

**Company: Bix Produce**

Distributor Product #	Fixed Price Items: (please note if different sizes/blends)	Pack - (PLEASE note if different pack size)	Estimated case usage for 2022-2023	Proposed 2022-2023 Net selling price	Pricing Guarantee Date (through)	Additional Notes:
13170	Lettuce, Taco 1/4", Iceberg	1/5#	850	\$5.20	June 30, 2023	\$4,420.00
12690	Lettuce, romaine blend 60/40	4/5#	170	\$16.90	June 30, 2023	\$2,873.00
13216	Lettuce, 50% Romaine, 50% iceberg chopped	4/5#	290	\$20.15	June 30, 2023	\$5,843.50
15711	Lettuce, 100% Romaine, torn	6/2#	1385	\$19.40	June 30, 2023	\$26,869.00
15715	Lettuce, 100% Romaine, torn	3/2#	60	\$10.60	June 30, 2023	\$636.00
15688	Lettuce, 100% Romaine, shredded 1/4"	6/2#	500	\$19.40	June 30, 2023	\$9,700.00
15686	Lettuce, 100% Romaine, shredded 1/4"	3/2#	300	\$10.60	June 30, 2023	\$3,180.00
7953	Spinach, Clipped	2.5#	160	\$5.95	June 30, 2023	\$952.00
10810	Cabbage, shredded w/carrot	1/5#	320	\$5.45	June 30, 2023	\$1,744.00
4650	Carrot, Carrot Slims	4/5#	1000	\$23.40	June 30, 2023	\$23,400.00
4653	Carrot, Carrot Slims	1/5#	85	\$6.85	June 30, 2023	\$582.25
4720	Carrot, Mini Peeled	4/5#	620	\$21.80	June 30, 2023	\$13,516.00
4723	Carrot, Mini Peeled	1/5#	40	\$6.65	June 30, 2023	\$266.00
4690	Carrot Snacks, 2 Ounce IW	100 Count	1250	\$20.80	June 30, 2023	\$26,000.00
12510	Jicama Sticks, 3/8"x3"	5#	665	\$17.95	June 30, 2023	\$11,936.75
11795	Celery Sticks, 4", Loose Pack	1/5#	540	\$10.55	June 30, 2023	\$5,697.00
4450	Broccoli Florettes	4/3#	370	\$25.55	June 30, 2023	\$9,453.50
4453	Broccoli Florettes	1/3#	610	\$7.00	June 30, 2023	\$4,270.00
4781	Cauliflower Florettes	1/3#	140	\$8.05	June 30, 2023	\$1,127.00
2200	Banana, Petite Green Tip	150 Count	1600	\$27.40	June 30, 2023	\$43,840.00
2180	Banana, Regular Green Tip	40#	1330	\$27.70	June 30, 2023	\$36,841.00
3770	Pineapple, Gold	5-6 Count	1590	\$19.75	June 30, 2023	\$31,402.50
17180	Tomatoes, Diced 3/8"	1/5#	720	\$14.60	June 30, 2023	\$10,512.00
13840	Onion, Yellow Diced 3/8"	1/5#	65	\$8.15	June 30, 2023	\$529.75
14980	Pico De Gallo 1/4"	1/5#	400	\$16.25	June 30, 2023	\$6,500.00
12090	Fruit Chuck Cantaloupe 1"	1/5#	350	\$15.95	June 30, 2023	\$5,582.50
12300	Fruit Chuck Pineapple Gold 1"	1/5#	105	\$16.25	June 30, 2023	\$1,706.25
12190	Fruit Chuck Mixed 1/2"	1/5#	200	\$16.75	June 30, 2023	\$3,350.00
						\$292,730.00

Completed By: \_\_\_\_\_

Signature: \_\_\_\_\_



Child Nutrition Office  
1897 Delaware Avenue  
Mendota Heights, MN 55118  
P 651-403-7320 | F 651-403-7304  
jeffrey.wolfer@isd197.org

May 9, 2022

Rosalie Szabo  
Bid Coordinator  
Bimbo Bakeries, USA  
244 Clayton Forest Road  
Kernersville, NC 27284

Dear Ms. Szabo,

Please sign below confirming the extension of terms of the 2020-2022 Bread Products contract for the one (1) year period July 1, 2022 through June 30, 2023, between Bimbo Bakeries, USA and Big 8 school districts (Stillwater ISD #834, Mahtomedi ISD #832, Burnsville ISD #191, Inver Grove Heights ISD #199, South St. Paul SSD #6, West St. Paul ISD #197, Hastings ISD #200, and South Washington County ISD #833).

This document serves as acceptance of the terms and conditions outlined in the West St. Paul Schools original 2020-2022 Request for Proposal document for the Big 8 member school districts and extends them for the 2022-2023 school year. The pricing outlined in the enclosed Bimbo Proposed Pricing email, dated April 29, 2022, is agreeable for the 2022-2023 school year.

Please acknowledge Bimbo Bakeries, USA's acceptance of the this contract extension and agreement by signing below and returning one original to: Jeff Wolfer, Child Nutrition Supervisor, 1897 Delaware Avenue, Mendota Heights, MN 55118.

The Big 8 looks forward to another mutually beneficial year with Bimbo Bakeries, USA!

Sincerely,

  
Brian Schultz  
Director of Business Services  
Independent School District 197

Accepted: Bimbo Bakeries, USA

By (Signature): 

Printed Name: Rosalie Szabo

Date: 5/25/22

# BIX Produce Company



3060 CENTERVILLE ROAD, LITTLE CANADA MN 55117  
PHONE 651-487-8000

April 27, 2022

School District 197  
c/o Mr. Jeff Wolfer, Child Nutrition  
West St. Paul – Mendota Heights – Eagan Public Schools  
1897 Delaware Avenue  
Mendota Heights, MN 55118

Dear Mr. Wolfer,

Thank you for including Bix Produce in your Fresh Produce Vendor RFP on behalf of The Big 8 group of school districts. I have enclosed our response including the market basket pricing worksheet for the week of April 18, 2022 and the fixed pricing worksheet for the first year of the bid cycle as requested.

Should anyone on your evaluation team like to see anything from our HACCP plan to examples of reports that can be provided I would be happy to send them to you.

The RFP included requests for information and answers to specific questions that I will address here-in. Please contact me if you have further questions and good luck with your bid process. We hope to be chosen by "The Big 8" for the coming years!

Sincerely,

*Steve Pagel*

Steve Pagel  
Director of Sales  
Bix Produce Co.



Child Nutrition Office  
1897 Delaware Avenue  
Mendota Heights, MN 55118  
P 651-403-7320 | F 651-403-7304  
jeffrey.wolfer@isd197.org

**West St. Paul-Mendota Heights-Eagan School District 197**  
**1897 Delaware Avenue**  
**Mendota Heights, MN 55118**  
**Phone: 651-403-7321**  
**Fax: 651-403-7304**

**FRESH PRODUCE VENDOR  
REQUEST FOR PROPOSAL**

**Due by 10:15 AM on Tuesday, May 10, 2022**

**A Pre-Proposal Conference will be held on Tuesday, April 26, 2022 at 10:00 AM**  
**Location: West St. Paul-Mendota Heights-Eagan Schools District Offices located at**  
**1897 Delaware Avenue, Mendota Heights, MN 55118. Conference Room DO104**

**PART 1 – INSTRUCTION TO DISTRIBUTORS**

**1.01 DEFINITIONS**

The term “District” means West St. Paul-Mendota Heights-Eagan School District 197 and any department or board of the District. The term “Distributor” means the person, firm, or corporation who is submitting this RFP for consideration to furnish and deliver the specified merchandise, and “Distributor” also means a fully licensed and regulated commercial operator of procurement, warehousing, order processing, invoicing, and delivery service, which among other things, takes physical possession and ownership of manufactured goods for delivery to foodservice operations. The term “Manufacturer” means any commercial producer, processor, packer, or shipper of legally marketable and wholesome food or supply items for distribution to, and consumption by, a foodservice operation.

**1.02 INVITATION TO PROVIDE RFP**

Sealed RFPs will be received at the District Office of West St. Paul-Mendota Heights-Eagan School District 197, 1897 Delaware Avenue, Mendota Heights, MN 55118 until 10:15 AM on Tuesday, May 10, 2022 for the furnishing and delivery of **Fresh Produce** in accordance with the specifications set forth herein and the other terms, conditions and instructions to the specifications. All RFPs received after the time stated will not be opened or considered. The Distributor assumes the risk of any delay in the mail or on the handling of mail by employees of the District. Whether the RFP is sent by mail or by means of personal delivery, the Distributor assumes responsibility for having their RFP clocked in on time at the place specified. Telephone amendments or faxed RFPs will not be accepted at any time.

**1.03 PREPARATION OF RFP DOCUMENTS**

- A. A hard copy of all RFP documents and proposal worksheets must be submitted. Both Excel worksheets must also be saved on a portable storage device (ie. Flash Drive) with the vendor’s name added to the end of each file name.
- B. All RFP envelopes must bear the inscription, **"2022-2024 FRESH PRODUCE VENDOR RFP"** and be addressed to: Jeff Wolfer, Child Nutrition, West St. Paul-Mendota Heights-Eagan School District 197, 1897 Delaware Avenue, Mendota Heights, MN 55118.
- C. RFP pricing is to include cost as defined in 2.07 with corresponding freight cost in the attached spreadsheet.
- D. RFP must be signed in longhand, executed by an agent authorized to enter into an agreement.
- E. Districts included in this RFP through a Joint Powers Agreement include:

Burnsville-Eagan-Savage, ISD #191  
Hastings, ISD #200  
Inver Grove Heights, ISD #199  
South St. Paul, SSD #6  
South Washington County, ISD #833  
West St. Paul, ISD #197  
Stillwater, ISD #834  
Mahtomedi, ISD #832

**1.04 WITHDRAWAL OF DISTRIBUTORS**

A RFP, once delivered to the formal custody of the District, may not be withdrawn until after the RFPs are opened and acknowledged; and no RFP may be withdrawn for a period of sixty days from the opening thereof. Once the District has received a RFP, that documents becomes the property of West St. Paul-Mendota Heights-Eagan School District 197. When the RFP is opened, it becomes public information and any restrictions put upon the District regarding the sharing of information or duplicating copies after the opening will be grounds to reject the RFP.

**1.05 COLLUSION OF DISTRIBUTORS**

Collusion of Distributors is cause for rejection of Distributors involved.

#### **1.06 INQUIRIES REGARDING RFP**

All inquiries concerning this RFP must be submitted in writing by email to:

**Jeff Wolfer**  
**West St. Paul-Mendota Heights-Eagan School District 197**  
**1897 Delaware Avenue**  
**Mendota Heights, MN 55118**  
**651-403-7321**  
[jeffrey.wolfer@isd197.org](mailto:jeffrey.wolfer@isd197.org)

**Deadline for inquiries is Tuesday, April 26, 2022 at 2:00 PM CDT**

Responses that include interpretations, classifications, modifications, and supplemental instructions in the form of written addenda will be provided to all Distributors on record in the District Child Nutrition Office. The District will not be responsible for, nor honor any claims resulting from, or alleged to be the result of misunderstanding by the Distributor. No phone or in person inquiries will be accepted. It is the Distributor's responsibility to bring all discrepancies, ambiguities, omissions, or matters that need clarification to the District's attention.

#### **1.07 PRE-RFP CONFERENCE**

A pre-RFP conference will be held on **Tuesday, April 26, 2022 at 10:00 AM in Room DO104** at West St. Paul-Mendota Heights-Eagan School District 197 District Office located at, 1897 Delaware Avenue, Mendota Heights, MN 55118. All vendors are strongly encouraged to attend. District representatives from the Food Service Departments will be available to answer any questions or concerns you have regarding this RFP.

#### **1.08 BONDS**

**SECURITY BOND:** In an effort to reduce the cost of doing business with the District, and unless indicated elsewhere, no RFP bond is required. In the event of an award and subsequent default by Distributor, the District reserves the right to pursue any or all of the following remedies: (1) to accept the next lowest available proposed price or to purchase materials or services on the open market, (2) the Distributor in default will be prohibited from activity for a period of time determined by the severity of the default, but not exceeding two years; (3) any other remedy available to the School District in tort or law.

#### **1.09 RFP Award**

The School Board of West St. Paul-Mendota Heights-Eagan School District 197 will make the award. The Distributor must demonstrate that it is qualified per paragraph 1.10 in a written response. The contract award shall be based on, but not limited to the following:

1. The Distributor's proposed pricing for Fixed Pricing items in 3.03
2. The Distributor's proposed pricing for Market Basket items in 3.04
3. Reliability and Past Performance, as outlined in Section 1.10
4. Value added Services, as outlined in Section 1.10 and 4.04
5. Product line as outlined in section 1.10

#### **1.10 Qualification of Distributors**

The District may, as deemed necessary, make investigations to determine the ability, competence, and responsibility of the Distributor. The Distributor shall furnish any and all information and data for his purpose, as the District may request. The District reserves the right to reject any RFP if the evidence submitted by, or investigation of, such Distributor fails to satisfy the District that such Distributor is properly qualified to perform under the terms of these specifications.

**Reliability and Past Performance:** The successful Distributor must have a verifiable record of service, particularly with respect to delivering all items on the established schedule and within the contract requirements and parameters. The Distributor must have a demonstrable order fill rate of 98%, and documented Quality Control Program that meets industry standards. Truck drivers must have the ability to communicate via telephone with delivery sites. Distributor references will be requested, reviewed and analyzed.

**Value Added Services:** The successful Distributor must thoroughly and accurately respond to all questions in 4.04. Note: The Distributor must have an online ordering system capable of providing various reports that can be accessed by the District. Such reports would indicate purchases and price paid, for all locations. The

information would be available to districts via various mutually agreed upon reports and/or queries. The Distributor would be capable of electronic invoicing.

Product Line: It must be clearly evident to the District that the Distributor is capable of distributing all items on the RFP and acquiring on short notice any peripheral items that might be required.

**PART 2 - GENERAL SPECIFICATIONS**

**2.01 CONTRACT DESCRIPTION**

This is a two-year contract for Produce that is purchased by the Food Service department for school year programs and limited summer programs. The contract is based on the Market Basket Proposal concept (a representative sample of products within established categories) with pricing equal to a “Distributor’s Net Cost of Goods plus Fixed Fee for Delivery”. The Fixed Fee is established on the RFP form and is quoted by weight or dollar value category. The Distributor’s Net Cost of Goods, for purposes of establishing delivered pricing, is defined in 2.07. These items are identified in the Market Basket Proposal Worksheet.

There are 30 items the District is requesting pricing on that will be held firm for the entire school year, with the exception of severe market conditions occurring. These items are identified in the Fixed Pricing Worksheet.

Approximate **annual** dollar value of the contract per category is:

<u>District</u>	<u>Distributor Purchases</u>	<u>DoD (Department of Defense) Purchases</u>
South Washington County	\$ 220,000	\$ 440,000
Hastings	\$ 60,000	\$ 80,000
Inver Grove Heights	\$ 50,000	\$ 100,000
South St. Paul	\$ 20,000	\$ 100,000
West St. Paul	\$ 140,000	\$ 120,000
Burnsville	\$ 140,000	\$ 160,000
Stillwater	\$ 95,000	\$ 217,000
Mahtomedi	\$ 40,000	\$ 80,000
<b>Totals</b>	<b>\$ 765,000</b>	<b>\$1,297,000</b>

**2.02 EXCLUSIVITY**

It is the intent of the District to award this contract to one distributor and to use the distributor as an exclusive source for the various items and services as listed herein as well as for comparable substitutes and supplemental items, however, the right is reserved to award the Contract in part or in whole to a single supplier or to reject any or all RFPs if it is in the best interest of the School District to do so. The School Board reserves the right to reject any or all RFPs or parts of RFPs and to waive informalities in the RFP process. The distributor awarded this contract reciprocally agrees to provide total requirements as listed herein, thereby minimizing occurrences when the District may have to seek other interim product sources.

**2.03 ESTIMATED VALUE OF THE CONTRACT**

\$ 765,000 annually (Not including Department of Defense)

**2.04 CONTRACT PERIOD**

The contract period for will be from July 1, 2022 to June 30, 2024. The Food Service Department has deliveries from approximately mid-late August to early June each year. There are approximately 15 total sites that have limited operation during the summer that may require occasional deliveries.

**2.05 CONTRACT RENEWAL**

The District reserves the right to renew the contract for one (1) additional two year period and terms and conditions, other than the Fixed Fee for Delivery, may be renegotiated upon mutual agreement of the contracting parties. The Distributor will meet with representatives of the Food Service Departments to review the contract before renewal.

**2.06 CONTRACT PRICING**

The Fixed Fee must remain firm for the full contract period. Any changes in the Distributor's net cost of goods as defined in paragraph 2.07, shall be communicated and passed on to the Districts on a weekly basis and communicated to districts no later than Thursday of the week before deliveries are made.

**2.07 DEFINITION OF CONTRACT DISTRIBUTOR NET COST OF GOODS PRICES**

The cost of goods, for purposes of establishing delivered pricing, will be defined as the Manufacturer's invoice price to the Distributor for said item as of the most recent receipt prior to the weekly pricing established in 2.06, without regard for cost of pending purchase orders, or any goods received prior to the most recent receipt. Actual freight costs will be included in the definition of Net Cost of Goods. Purchases are not limited to the specific items listed in each category/group and when additional products are purchased within a category/group, they will be based on the same cost of goods as defined above. Cash discounts for speedy payment may be retained by the distributor and not reflected in the net cost of goods as defined above. The "allowance" shall be computed and include any rebates, promotions, or other practices that result in reduced prices or cost benefits that are offered by manufacturers, brokers, distributors or others shall be made available to the Districts exclusive of discounts for prompt payment of invoices.

For verification purposes, the District reserves the right to audit the records at the distributor's place of business as shown in paragraph 2.11 of this Request for RFP.

**2.08 ORDER GUIDES**

The district prefers a Distributor that can produce an online District Order Guide in a format that is printer friendly. The Order Guide would consist of a complete list of all District authorized products to include the distributor item number, the complete description including manufacturer name and item number, if applicable, and the current contract price. The distributor should work closely with the Director of Food Service at each District in the RFP to develop a guide that best meets their needs. The Distributor will only include items or make changes on the order guide as requested by each district.

The initial order guides for each school year will be complete and available to the districts by August 1<sup>st</sup>.

**2.09 PRODUCT PROTECTION GUARANTEE**

According to USDA federal regulations, for product safety, the District has "automatic" product protection recourse against suppliers for products that are misrepresented. According to federal law, all food containers shall contain the name and address of the manufacturer/processor or the distributor. Distributors are expected to take immediate action to correct any situation for which product integrity is violated

**2.10 PRODUCT SPECIFICATION SHEETS**

The Distributor shall provide Product Specification Sheets, including nutritional data, on all products listed on the Order Guide if requested. These must be provided within one month from the award of the contract and updated annually. Nutrient sheets must be provided as manufacturer updates occur or when new products are added to the Order Guide.

**2.11 AUDITS**

The district shall have the right to perform an on-site audit of distributors records with respect to customer units to determine if distributor is in compliance with the terms hereof. For such audits and verifications, reasonable advance notice will be provided along with a list of products selected. Distributor shall make available original documentation and or electronically scanned documents, if consistent with distributor's document retention policy. On site audits will cover no more than fifteen (15) products. Time periods and scope of items subject to audit or verification shall be reasonable under the circumstances, and may be expanded if preliminary results indicate systemic errors, inaccuracies or omissions. Distributor will correct audit findings immediately or within 30 days following notification of errors.

**2.12 CONTRACT DISTRIBUTOR REPORTS**

The Distributor must be able to clearly demonstrate its capability to provide accurate, reliable, and timely reports in terms of invoice, statement credits, and utilization reports. Moreover, the Contract Distributor must demonstrate a capability to spontaneously provide data for periodic review by the District.

Reports must be available in an Excel spreadsheet format that can be easily manipulated by the District. Information must include usage for each school delivery site and for the District as a whole, as well as information from the order guide (manufacturer, item number, pack size, current price, etc.) by user defined time periods.

**2.13 CONTRACT CANCELLATION**

Unless otherwise stated, any contract entered into as a result of this RFP may be cancelled by either party upon 60 calendar day written notice prior to the effective date of cancellation. Cancellation may be in whole or part.

**2.14 DISTRIBUTOR PERFORMANCE**

For any District Order, if the Contract Distributor is unable to perform under the terms of the contract, the District reserves the right to cancel any Order and purchase the item(s) on the open market and request payment for the difference between the contract price and the price the District pays on the open market.

**2.15 ITEM NUMBERS**

It is intended that the item numbers shown on each product order guide will remain uniform and constant throughout the contract period. This will help establish a mutual reference to items by each District supervisor and the supplier.

**2.16 QUANTITIES**

The quantity of merchandise delivered shall not be greater than the amount specified on the order unless such additional quantities are to be accepted by the District at no charge.

**2.17 DELIVERY GUARANTEE and SERVICE LEVEL**

Distributor shall maintain a service level of 98% at all times. "Service Level" shall be defined as the total number of units actually received in proper condition (proper quality, quantity, and type) in relationship to the total number of units ordered. Any recovery delivery for unacceptable products will be required the same day within three hours of original or as otherwise arranged by the Food Service Office.

In the event of significant price escalation, a supplier shall be prepared through the account representative to offer substitutes at equal or lower cost. If a distributor is temporarily out of stock of a particular item, an equal or superior product at an equal or lower price will be delivered.

It is intended that the items shown on the RFP Sheet will remain uniform and consistent throughout the contract year.

## 2.18 DELIVERY INSTRUCTIONS

The prices quoted shall be for deliveries to all District school locations as shown in paragraph 2.19 for the Food Service Department programs. Delivery shall be made only as called for by food service personnel. Summer Program deliveries are not included in these instructions.

Items that are delivered in packages, cartons, or crates are accepted only with the guarantee that upon the removal from such packaging they are found in acceptable condition without any defect or they must be removed and replaced without additional charge to the District.

Receiving accommodations at each school/site vary greatly throughout each of the districts. Distributors are strongly encouraged to investigate the receiving situation at each site prior to submitting their RFP.

- a. Delivery schedules for each school/site are shown in paragraph 2.19.
- b. If at any time, a delivery cannot be made within 1 hour of scheduled time, the Distributor must notify the school and the District Food Service office to negotiate an alternate delivery time during that same day. Unscheduled deliveries may be refused at the Distributor's expense. Frequent occurrences may result in cancellation of the contract.
- c. Deliveries shall be made Monday through Friday except school holidays or closing days (due to inclement weather).  
When holidays or closing days fall on a scheduled delivery day, deliveries shall be made on the next school day or as arranged with the Food Service Office in advance.
- d. Special or intermediate deliveries will be required only if the Distributor fails to deliver a product on a regularly scheduled delivery, in which case the Distributor shall make delivery, at no additional cost, within three (3) hours or as otherwise arranged by the Food Service Office. Or if the special request is by school error the Distributor shall make every effort to deliver any items needed when requested and approved by the Food Service Office.
- e. The Distributor shall "floor set" merchandise into the designated storage area (dry and/or refrigerated) at each location.
- f. The Distributor shall request the Food Service Site Supervisor to verify the accuracy of items, quantities of each item, total quantities, and condition of merchandise. Each delivery ticket shall be receipted (signed) by the Site Supervisor. Variations from the norm (i.e., shortages, damages, etc.) shall be noted on each ticket by the Site Supervisor and initialed by both the truck driver and Site Supervisor.
- g. Palletized deliveries are made only with Food Service office approval. Drivers must unload pallets from the truck and place the pallet inside the site. Products must be palletized on four-way food service type pallets, 40" x 48" with 60 maximum stack height. Pallets must be exchanged at time of delivery.

**2.19 DELIVERY LOCATIONS**

PA = Pallets Acceptable    DA = Dock Available    \*\*\* = Further Delivery Information listed below

**SOUTH WASHINGTON COUNTY**

<b>SCHOOL</b>	<b>ADDRESS</b>	<b>CITY/STATE</b>	<b>ZIP</b>	<b>DELIVERY INFORMATION</b>
Armstrong Elementary	8855 Inwood Ave S	Cottage Grove, MN	55016	***
Bailey Elementary	4125 Woodlane Drive	Woodbury, Mn	55129	DA
Cottage Grove Elementary	7447 65 <sup>th</sup> St S	Cottage Grove, MN	55016	DA
Cottage Grove Middle School	9775 Indian Blvd S	Cottage Grove, Mn	55016	DA, PA
Crestview Elementary	7830 80 <sup>th</sup> St S	Cottage Grove, MN	55016	***
East Ridge High School	4200 Pioneer Drive	Woodbury, MN	55129	DA, PA
Grey Cloud Elementary	9525 Indian Blvd S	Cottage Grove, MN	55016	DA
Hillside Elementary	8177 Hillside Trail S	Cottage Grove, MN	55016	***
Lake Middle School	3133 Pioneer Drive	Woodbury, MN	55125	DA, PA
Liberty Ridge Elementary	11395 Eagle View Blvd	Woodbury, MN	55129	DA
Middleton Elementary	9105 Lake Rd	Woodbury, MN	55125	DA
Newport Elementary	851 6 <sup>th</sup> Ave	Newport, MN	55055	***
Nuevas Fronteras	1020 Third St	St Paul Park, MN	55071	DA
Oltman Middle School	6625 Goodview Ave	Cottage Grove MN	55016	DA
Park High School	8040 80 <sup>th</sup> St S	Cottage Grove, MN	55016	DA
Pine Hill Elementary	9015 Hadley Ave S	Cottage Grove, MN	55016	***
Pullman Elementary	1260 Selby Ave	St Paul Park, MN	55071	***
Red Rock Elementary	3311 Commonwealth Ave	Woodbury, MN	55125	DA
Royal Oaks Elementary	7335 Steepleview Rd	Woodbury, MN	55125	***
Valley Crossing Elementary	9900 Park Crossing	Woodbury, MN	55125	DA
Woodbury Elementary	1251 School Dr	Woodbury, MN	55125	***
Woodbury High School	2665 Woodlane Drive	Woodbury, MN	55125	DA
Woodbury Middle School	1425 School Drive	Woodbury, MN	55125	DA

- \*\*\*  
 Armstrong Elementary – Deliveries come through back custodial door  
 Crestview Elementary – Kitchen door  
 Hillside Elementary – Side kitchen door  
 Newport Elementary – Custodial door in back  
 Pine Hill Elementary – Kitchen door  
 Pullman Elementary – Kitchen door  
 Royal Oaks Elementary – Kitchen door  
 Woodbury Elementary – Kitchen door

All school drop sites require deliveries approximately 10 months (mid-August through early June). Deliveries shall be made Mondays through Fridays except school holidays or closing days (due to inclement weather), when deliveries shall be made on the next school day. Each school will have a designated delivery day(s) using one to two trucks to assure delivery between the hours of 6:30 am – 2:00 pm. Summer food service at one or more sites June- August.

**BURNSVILLE**

<u>SCHOOL</u>	<u>ADDRESS</u>	<u>CITY/STATE</u>	<u>ZIP</u>	<u>DELIVERY INFORMATION</u>
Burnsville Senior HS	600 E. Hwy 13	Burnsville, MN	55337	DA
Nicollet Middle School	400 E. 134 <sup>th</sup> Street	Burnsville, MN	55337	DA
Eagle Ridge Middle School	13955 Glendale Road	Savage, MN	55378	DA
Gideon Pond Elementary	613 E. 130 <sup>th</sup> Street	Burnsville, MN	55337	DA
Edward Neill Elementary	13409 Upton Avenue	Burnsville, MN	55337	DA
Vista View Elementary	13109 Cty. Road 5	Burnsville, MN	55378	***
William Byrne Elementary	11608 River Hills Drive	Burnsville, MN	55378	DA
Rahn Elementary	4424 Sandstone Drive	Eagan, MN	55122	***
Sky Oaks Elementary	100 East 134 <sup>th</sup> Street	Burnsville, MN	55337	DA
Hidden Valley Elementary	13875 Glendale Road	Savage, MN	55378	DA
Harriet Bishop Elementary	14400 O'Connell Road	Savage, MN	55378	DA

\*\*\*Vista View Elementary –The door is very close to the Kitchen. Delivery is not a problem.  
Rahn Elementary - Delivery is in the back of the school, and product must be brought through hallway into the kitchen.

All school drop sites require deliveries approximately 9 months (mid August through early June). Deliveries shall be made Mondays through Fridays except during school holidays or when school is not in session. All buildings shall be delivered on the same day (Monday through Friday) as determined with the successful vendor. Deliveries will be made between the hours of 6:30 am and 11:00 am only or as otherwise may be arranged between the Food Service Director and the successful vendor. Secondary schools will have deliveries starting at 6:00 am. Summer food service at four or more sites June- August.

**HASTINGS**

<u>SCHOOL</u>	<u>ADDRESS</u>	<u>CITY/STATE</u>	<u>ZIP</u>	<u>DELIVERY INFORMATION</u>
Hastings Senior High	200 General Sieben Dr.	Hastings, MN	55033	PA,DA
Hastings Middle School	1000 West 11 <sup>th</sup> St	Hastings, MN	55033	***
McAuliffe Elementary	1601 West 12 <sup>th</sup> St	Hastings, MN	55033	***
Kennedy Elementary	1175 Tyler St	Hastings, MN	55033	***
Pinecrest Elementary	975 West 12 <sup>th</sup> St	Hastings, MN	55033	***

\*\*\*Hastings Middle School - Deliveries should be made to the side kitchen door (Door #24) and not to the Food Service Warehouse dock.

\*\*\*Pinecrest Elementary - Delivery area on South side off 13th; wheel across hall to kitchen

\*\*\*McAuliffe Elementary - Delivery area through double doors on West side; wheel through custodial area and across hall to kitchen

\*\*\*Kennedy Elementary - Half dock on East side off Bailly; enter directly into kitchen

All school drop sites require deliveries approximately 9 months (mid-August through early June). Delivery times shall be between the hours of 6:00am and 10:00am. Deliveries shall be made Monday through Friday except during school holidays or when school is not in session. If the normal delivery date falls on a holiday/non-school day, an alternate delivery day should be arranged in advance with the district.

**INVER GROVE HEIGHTS**

<b>SCHOOL</b>	<b>ADDRESS</b>	<b>CITY/STATE</b>	<b>ZIP</b>	<b>DELIVERY INFORMATION</b>
Simley High School	2920 E. 80 <sup>TH</sup> St.	IGH, MN	55076	PA, DA,***
Salem Hills Elem.	5899 Babcock Tr.	IGH, MN	55076	***
Hilltop Elem.	3201 68 <sup>th</sup> St. E.	IGH, MN	55076	***
Pine Bend Elem	9875 Inver Grove Tr.	IGH, MN	55076	***

\*\*\* Simley High School - Deliveries on pallets rolled down ramp through hallway to the kitchen door  
 Salem Hills Elem. – Deliveries two wheeled through ground level kitchen door  
 Hilltop Elem. – Deliveries two wheeled through ground level kitchen door  
 Pine Bend Elem – Deliveries two wheeled through ground level kitchen door

All school drop sites require deliveries approximately 9 months (mid August through early June). Deliveries shall be made Monday through Friday except during school holidays or when school is not in session. All buildings shall be delivered on the same day as agreed upon by the Food Service Director with the successful Distributor. Deliveries will be made between the hours of 6:00 AM and 11:00 AM only, as arranged between the Food Service Director and the successful distributor. Simley High School will have two deliveries per week. Summer food service programs will operate at three or more sites June - August.

**SOUTH ST. PAUL**

<b>SCHOOL</b>	<b>ADDRESS</b>	<b>CITY/STATE</b>	<b>ZIP</b>	<b>DELIVERY INFORMATION</b>
So. St. Paul High School	700 Second St. No	So. St. Paul, MN	55075	***
Kaposia Education Center	1225 First Ave. So.	So. St. Paul, MN	55075	PA,DA,***
Lincoln Center	357 Ninth Ave. No.	So. St. Paul, MN	55075	***

\*\*\* So. St. Paul High School - Deliveries two wheeled through kitchen door via ramp  
 Kaposia Ed. Center - Deliveries two wheeled through kitchen door from receiving room  
 Lincoln Center – Deliveries two wheeled down ramp through receiving door.

All school drop sites require deliveries approximately 9 months (mid August through early June). Deliveries shall be made Monday through Friday except during school holidays or when school is not in session. All buildings shall be delivered on the same day as agreed upon by the Food Service Director with the successful distributor. Deliveries will be made between the hours of 6:00 AM and 1:00 PM only, as arranged between the Food Service Director and the successful distributor. So. St. Paul High School will have two deliveries per week. Summer food service programs will operate at all three sites June - August.

**STILLWATER & MAHTOMEDI**

<b>SCHOOL</b>	<b>ADDRESS</b>	<b>CITY/STATE</b>	<b>ZIP</b>	<b>DELIVERY INFORMATION</b>
<b><u>Stillwater Area Schools:</u></b>	<b>1875 South Greeley St.</b>	<b>Stillwater, MN</b>	<b>55082)</b>	<b>Billing</b>
<b>Afton Lakeland Elementary</b>	<b>475 St. Croix Trail S</b>	<b>Lakeland, MN</b>	<b>55043</b>	<b>***</b>
<b>Andersen Elementary</b>	<b>309 North 4<sup>th</sup> St</b>	<b>Bayport, MN</b>	<b>55003</b>	<b>***</b>
<b>Brookview Elementary</b>	<b>11099 Brookview Rd</b>	<b>Woodbury, MN</b>	<b>55129</b>	
<b>Central Services Building</b>	<b>1875 South Greeley St</b>	<b>Stillwater, MN</b>	<b>55082</b>	<b>DA, PA 6-11am or 1-2 pm</b>
<b>Lake Elmo Elementary</b>	<b>11030 Stillwater Blvd. N</b>	<b>Lake Elmo, MN</b>	<b>55042</b>	<b>***</b>
<b>Lily Lake Elementary</b>	<b>2003 West Willard St</b>	<b>Stillwater, MN</b>	<b>55082</b>	<b>DA, PA 6-11am</b>
<b>Oakland Junior High</b>	<b>820 Manning Ave. N</b>	<b>Lake Elmo, MN</b>	<b>55042</b>	<b>***</b>
<b>Rutherford Elementary</b>	<b>115 Rutherford Road</b>	<b>Stillwater, MN</b>	<b>55082</b>	<b>***, PA</b>
<b>Stillwater High School</b>	<b>5701 Stillwater Blvd. N</b>	<b>Stillwater, MN</b>	<b>55082</b>	<b>DA, PA 5:30-10:30 am</b>
<b>Stillwater Junior High</b>	<b>523 West Marsh St</b>	<b>Stillwater, MN</b>	<b>55082</b>	<b>DA, PA 6-10:30 am</b>
<b>Stonebridge Elementary</b>	<b>900 North Owens St</b>	<b>Stillwater, MN</b>	<b>55082</b>	<b>***</b>
<b>Pankalo Education Center</b>	<b>8568 Eagle Point Blvd</b>	<b>Lake Elmo, MN</b>	<b>55042</b>	<b>***</b>
<b><u>Mahtomedi Public Schools:</u></b>	<b>(1520 Mahtomedi Ave</b>	<b>Mahtomedi, MN</b>	<b>55115)</b>	<b>Billing</b>
<b>O.H. Anderson Elementary</b>	<b>666 South Warner Road</b>	<b>Mahtomedi, MN</b>	<b>55115</b>	<b>***</b>
<b>Mahtomedi High School</b>	<b>8000 75<sup>th</sup> Street N</b>	<b>Mahtomedi, MN</b>	<b>55115</b>	<b>DA 6:30-10:30am</b>
<b>Mahtomedi Middle School</b>	<b>8100 75<sup>th</sup> Street N</b>	<b>Mahtomedi, MN</b>	<b>55115</b>	<b>DA 6:30-10:30 am</b>
<b>Wildwood Elementary</b>	<b>8698 75<sup>th</sup> Street N</b>	<b>Stillwater, MN</b>	<b>55082</b>	<b>DA, PA, 7-11</b>
<b><u>St. Croix Catholic School:</u></b>	<b>621 South Third St.</b>	<b>Stillwater, MN</b>	<b>55082)</b>	<b>Billing</b>
<b>St. Croix Catholic School</b>	<b>621 South Third St</b>	<b>Stillwater, MN</b>	<b>55082</b>	<b>***</b>

**GL=Ground Level, KD=Kitchen Door**

- \*\*\***
- Afton Lakeland Elementary – KD, GL, 6-11 a.m.**
  - Andersen Elementary – KD, GL, 6 – 11 a.m.**
  - Brookview Elementary - KD/Custodial, GL, 5:30-1:30**
  - Lake Elmo Elementary – Student entrance, KD, GL, 6 -11 a.m., no deliveries 8:45-9:00 a.m.**
  - Pankalo Education Center – GL, building doesn't open until 7:30 a.m.**
  - Oakland Junior High – Custodial/KD, GL, 6 – 10:30 a.m.**
  - Rutherford Elementary – KD, GL, 6 – 11 a.m.**
  - Stonebridge Elementary – KD, GL, 8:00-10:45 a.m.**
  - O.H. Anderson Elementary – KD in student play ground area, 7:15 a.m. – 1:30 p.m.**
  - St. Croix Catholic School – KD, GL, 6 a.m. – 1 p.m.**

Billing statements go to the bolded, underlined locations above the delivery sites listed below them. All school drop sites require deliveries approximately 9 months (mid August through early June). Deliveries shall be made **Monday** except during school holidays or when school is not in session. When the normal delivery date falls on a holiday/non-school day, an alternate delivery day should be arranged in advance with the district. All buildings shall be delivered on the same day as agreed upon by the Supervisor of Food Service with the successful distributor. Delivery schedules shall be submitted to Stillwater Area Public Schools for prior approval.

WEST ST. PAUL

<u>SCHOOL</u>	<u>ADDRESS</u>	<u>CITY/STATE</u>	<u>ZIP</u>	<u>DELIVERY INFORMATION</u>
Two Rivers High School	1897 Delaware Ave.	Mendota Heights, MN	55118	PA, DA
Heritage Middle School	121 W. Butler Ave.	West St. Paul, MN	55118	PA, DA
Friendly Hills Middle School	701 Mendota Hgts. Rd.	Mendota Heights, MN	55120	PA, DA
Pilot Knob Elementary School	1436 Lone Oak Rd.	Eagan, MN	55121	GL, KD
Garlough Elementary School	1740 Charlton St.	West St. Paul, MN	55118	GL, KD
Moreland Elementary School	217 W. Moreland Ave.	West St. Paul, MN	55118	GL, KD
Mendota Elementary School	1979 Summit Ln.	Mendota Heights, MN	55118	GL, KD
Somerset Elementary School	1355 Dodd Rd.	Mendota Heights, MN	55118	GL, KD
Community of Saints School	335 E. Hurley Ave.	West St. Paul, MN	55118	GL, KD
St. Joseph's School	1138 Seminole Ave.	West St. Paul, MN	55118	GL, KD

PA=Pallets Acceptable, DA=Dock Available, GL=Ground Level, KD=Kitchen Door

All school drop sites require deliveries approximately 9 months (late August through early June). Deliveries shall be made Mondays through Fridays except school holidays or closing days (due to inclement weather), when deliveries shall be made on the next school day. All buildings shall be delivered on the same day each week as arranged between the Child Nutrition Supervisor and successful distributor. Deliveries will be made between the hours of 6:30 AM and 10:30 AM unless otherwise arranged between the Child Nutrition Supervisor and distributor. Summer food service at three sites June- August.

**2.20 DELIVERY PERSONNEL**

All personnel delivering merchandise to the District sites must wear a uniform, and have a criminal background screening performed by the distributor.

It is the District's intention to have constant and consistent delivery personnel delivering to the school sites. The contract distributor will provide the Food Service Programs office a schedule of routes and drivers assigned at the start of contract, and will communicate immediately any changes in routes or drivers.

The contract distributor will also provide a method of communication so that schools may check the status of late deliveries. Each district will provide contact information so drivers may communicate directly with individual schools.

**The District reserves the right to request a change in delivery personnel during the contract period.**

**2.21 PAYMENT TERMS**

Minnesota state statutes do not allow the District to accept payment terms of less than 35 days or discounted payment terms of less than 10 days from date of receipt. "Date of receipt" means the completed delivery of the goods or services or the satisfactory installation, assembly or specified portion thereof, or the receipt of the invoice for the delivery of the goods or services, whichever is later (MN Statute 471.425). For South Washington County Schools, the Distributor must send statements twice a month at times and in formats agreeable to the Distributor and the District.

The Distributor will issue credit invoices within one (1) week of notification by the school site. Invoices will accompany the delivery. The invoices will then be turned into the Food Service office for payment, after the Site Supervisor has signed off on it. Statements will be provided each week to the district.

Early pay discounts will be considered (4.03)

**2.22 NEW PRODUCTS**

The contract supplier is encouraged to present or demonstrate new items or concepts to the District.

**2.23 COMPLIANCE WITH LAWS**

All items must comply in quality, type of materials, and methods of manufacture with all applicable Local, State, and Federal laws pertaining thereof.

**BUY AMERICA CLAUSE**

The William F. Goodling Food Service Reauthorization Act of 1998 required schools and institutions participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) in the contiguous United States to purchase, to maximum extent practicable, domestic commodities or products for use in meals served under the NSLP and SBP.

For purposes of this section, the determination of “practicable” shall be made by the District Food Service Program (CNP).

**2.24 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, Subd 1, Paragraph. (J).

**2.25 HACCP PLAN**

The District requires that the Distributor and Manufacturer have a HACCP plan in place prior to awarding this RFP. The District will require documentation from the Distributor verifying that a written HACCP plan is in place. (In section 4.04)

**2.26 This section left intentionally blank.**

**2.27 FUEL SURCHARGE**

No fuel surcharge will be considered for the contract. Please do not include any fuel surcharge in your RFP.

## PART 3 – INSTRUCTIONS FOR COMPLETING RFP FORM

### 3.01 MARKET BASKET EVALUATION

The quantities of each item shown on the Market Basket Evaluation RFP Forms are approximate and are given only as a basis for calculation to be used in evaluating the RFP. The District reserves the right to increase or decrease the number of units at the time of ordering. Where the manufacturer's item number is listed no substitute will be allowed.

### 3.02 BRANDS

Whenever possible the district would like to use locally grown products. The district would like to be notified of all opportunities for using locally grown or sourced products as soon as they become available.

In addition, the district would like to be notified weekly of fresh produce options available.

The District expects a weekly market report/update from the distributor.

### 3.03 FIXED PRICES:

**The Fixed Pricing Worksheet (3.03) contains items that the district is requesting fixed annual pricing, which would be held firm for the first year of the contract period, July 1, 2022 to June 30, 2023.**

To complete the Fixed Pricing Worksheet:

- a. Column "Distributor Product #", the distributor product numbers for each item must be included.
- b. Enter Proposed 2022-2023 Net Selling Price.
- c. Enter Pricing guaranteed through date. (requesting through June 30, 2023)
- d. Enter additional notes.

### 3.04 MARKET BASKET PRICING:

**The Market Basket Worksheet (3.04) contains items that district is requesting weekly pricing plus an applicable fixed fee per case mark-up. The time period for Market Basket Worksheet pricing to be used is the week of April 18, 2022. Food Show allowances are not to be used.**

To complete the Market Basket Proposal Worksheet:

- e. Column "Distributor Product #", the distributor product numbers for each item must be included.
- f. Enter in item and pack columns, any differences from currently purchased sizes.
- g. Enter in Column A your invoiced case pack cost.
- h. Enter in Column B any distributor allowances.
- i. Column C will calculate the case pack cost less the allowances. (Do not enter in column C)
- j. Enter in Column D your proposed fixed fee per case.
- k. Column E will calculate Column C plus Column D (Do not enter in column E).
- l. Column F will calculate the total cost by multiplying Column E by Estimated Usage. (Do not enter in column F).
- m. Please enter any dates through which you can guarantee pricing for the item submitted. (If guarantee can go into or through the 2022-2023 school year.)

***All line items on 3.03 and 3.04 must be available and have pricing for the proposal to be complete. Any evaluation form that has incomplete information will not be considered.***

**PART 4 – RFP FORM**

**4.01 PROPOSED PRICING – FIXED FEE/CASE \***

Enter your fixed fee charge per case for all other purchased items not included in this proposal:

Weight or Dollar Value of Case	Fixed Fee/Case
<u>1#</u> to <u>5#</u>	\$ <u>2.00</u>
<u>5#</u> to <u>greater</u>	\$ <u>3.50</u>
_____ to _____	\$ <u>3.50 Full Case Product</u>

Minimum Order Value \$ 200.00 Charge if Less than Minimum Order Value \$ TBD  
(Average for District) (We avoid if possible.)

\*Note: See pricing addendum attachment.

4.02 This section left intentionally blank.

**4.03 PAYMENT DISCOUNT**

Indicate your prompt payment discount, if offered: N/A

4.04 Value Added Services - See attachment for 4.04 responses.

Distributor must completely answer the following questions and include the written responses with the RFP.

1. How many and what are the ages of the climate-controlled trucks?
2. Do you have a climate controlled shipping dock?
3. Do you have a climate controlled receiving dock?
4. What is your current order fill rate percentage, excluding substitutions, for school business?
5. Describe your return and credit policy and procedure for schools.

6. Describe your capability to offer a web-based online ordering system and other technology services.
  
7. Do you have the capability to provide the District with an online catalog?
  
8. Do you have the capability to provide the District with online nutrient and ingredient information?
  
9. Include with your proposal documents outlining your HACCP plan.
  
10. Include with your proposal documents with specific information and examples of locally grown produce you distributed during the 2017-2018 School Year.
  
11. Include local items you plan to have available for schools to purchase during the 2018-2019 School Year.
  
12. Please use an additional sheet to provide us with any additional information on any other services that you can provide.

**4.05 DISTRICT SUPPORT** *See attachment for 4.05 responses.*

The Distributor must provide a dedicated Sales Representative to work closely with the Districts to assure continuity and success of the contract. The Distributor will also provide a Customer Service Representative, an Accounts Receivable Representative, and a Technology Support Representative assigned to the Districts.

<u>Name</u>	<u>Phone</u>
Sales Representative: _____	_____
Customer Service: _____	_____
Accounts Receivable: _____	_____
Technology Support: _____	_____

**4.06 REFERENCES (If this portion is not completed the District may request this information before any award)**

List three (3) school district customers with approximately the same scope and volume as this contract including the customer name, address, phone number and contact person. List one (1) customer with approximately the same volume who has discontinued a contract with you in the last three (3) years. Include the same information as above and in addition list the rationale for canceling the contract. Attach additional sheets if necessary.

List 3 school districts that you have done business with.	Contact Name and Phone Number
1.)	<i>See attached for 4.06 responses.</i>
2.)	
3.)	

Customer Name & Address Contact Person & Phone Number (For a customer who has discontinued a contract)	Rationale for Canceling

## PART 5 - ACCEPTANCE

1. The Distributor agrees to comply with all Federal, State and local laws, ordinances and all applicable rules, regulations and standards established by any agency of such governmental units.
2. Hold harmless: The Distributor agrees to defend and hold the Districts harmless from any claims, demands, actions, or causes of actions arising out of any act or omission on the part of the company subcontractors, its agents, or employees in the performance of, or with relation to, any of the work or services provided to be performed or furnished by the Distributor under terms of this agreement.
3. State Sales and Use Tax Certificates of Exemption Form will be issued upon request.
4. Deliveries against the contract must be free of excise or transportation taxes except when such tax is part of a price and the District is not exempt from such review. Excise Tax Exemption Registration Number may be used when required.
5. The Distributor shall comply with applicable federal, state, and local laws and regulations pertaining to wages, hours, and conditions of employment in connection with contractor's performance of work under this agreement. Distributor agrees not to discriminate against employees or applicants because of age, race, religion, creed, sex, national origin, or handicap.
6. Modifications, additions, or changes to the terms and conditions of this invitation to RFP may be cause to reject of a RFP. Distributors are requested to submit all RFPs on the District's official forms. RFPs submitted on company forms may be rejected.
7. The Distributor agrees to retain all books, records, invoices, and/or quotations to substantiate initial item costs as quoted and other documents relative to this agreement for three (3) years after final payment or until audited by the District, whichever is sooner.
8. Audits of the Distributor's records will be made at the discretion of District officials at any time. The Distributor agrees to make available to the District or its agent any and all information including original invoices from the Distributor's suppliers. Audits will take place at the Distributor's place of business. The District will give the Distributor 21 days' notice of an audit to allow the Distributor to gather and assemble records. Audits can be made for as few as one item or as many as 35 items. If the Distributor refuses such audit inspection to the District, the District may immediately cancel the contract.
9. The Distributor certifies that this RFP is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a RFP for the same materials, supplies, or equipment and is, in all respects, fair and without collusion or fraud. The Distributor understands that collusive bidding is a violation of federal law and can result in fines, prison sentences, and civil damage awards. The Distributor further agrees to abide by all conditions of this Proposal.
10. Prohibition against conflicts of interest, gratuities, and kickbacks. "Any employee or any official of the District, elective or appointive, who shall take, receive, or offer to take or receive, either directly or indirectly, any rebate percentage of contract, money or other things of value, as an inducement or intended inducement, in the procurement of business, or the giving of business, for, or to or from any person, partnership, firm, or corporation offering, submitting pricing for, or in open market seeking to make sales to the District shall be deemed guilty of felony and upon conviction such person or persons shall be subject to punishment of a fine in accordance with state and/or federal laws".
11. Insurance – Distributor shall maintain all necessary and proper insurance for the duration of the work to be performed, including Comprehensive General Liability Insurance and Property Damage Insurance, Workers Compensation Insurance, and Automobile Liability Insurance. Distributor shall provide certificates of insurance and will name the districts as additional insured. Should any required insurance be cancelled before the expiration date, the issuing company will mail 30-days written notice to the School.
12. Schools participating in the National School Lunch Program are required to purchase domestic commodities and products for school meals to the maximum extent practicable. Domestic products are those that are produced in the United States and those that are processed in the United States substantially (at least 51 percent) using agricultural commodities produced in the United States.

I, the undersigned, hereby certify that I am a duly authorized agent to submit this RFP for consideration and acknowledge that all 19 total pages of the RFP document, plus 2 market basket forms, have been received and agree to the terms contained therein.

Acknowledge receipt of the Addendum Documents being incorporated in the RFP:

Addendum No. \_\_\_\_\_ Received \_\_\_\_\_ (date)

Addendum No. \_\_\_\_\_ Received \_\_\_\_\_ (date)

Addendum No. \_\_\_\_\_ Received \_\_\_\_\_ (date)

SIGNED: Russ Heath

NAME: RUSS HEATH (print or type your name)

DISTRIBUTOR NAME: Bix Produce

ADDRESS: 3060 Centerville Road, Little Canada, MN 55117

PHONE #: 651-487-8000 EMAIL ADDRESS: rheath@bixproduce.com

INCORPORATED IN STATE OF: Delaware

The following documents must be submitted for a complete RFP package:

- Written Documentation of Qualifications listed in paragraph 1.10
- 3.03 Hard copy of Fixed Pricing Worksheet
- 3.04 Hard copy of Market Basket Evaluation Form
- RFP Form –Part 4, all 6 sections (use additional paper if necessary)
- Signed Acceptance – Part 5
- Portable storage device with completed pricing worksheets 3.03 (Fixed Pricing) and 3.04 (Market Basket Proposal), including vendor name at the end of the file name

\_\_\_\_ Signed Addendum 1 (if applicable)

\_\_\_\_ Signed Addendum 2 (if applicable)

\_\_\_\_ Signed Addendum 2 (if applicable)

**Fresh Produce Vendor RFP**

**3.03**

Fixed Pricing Worksheet **2022-2023**

Company: Bix Produce

Distributor Product #	Fixed Price Items: (please note if different sizes/blends)	Pack - (PLEASE note if different pack size)	Estimated case usage for 2022-2023	Proposed 2022-2023 Net selling price	Pricing Guarantee Date (through)	Additional Notes:
13170	Lettuce, Taco 1/4", Iceberg	1/5#	850	\$5.20	June 30, 2023	
12690	Lettuce, romaine blend 60/40	4/5#	170	\$16.90	June 30, 2023	
13216	Lettuce, 50% Romaine, 50% iceberg chopped	4/5#	290	\$20.15	June 30, 2023	
15711	Lettuce, 100% Romaine, torn	6/2#	1385	\$19.40	June 30, 2023	
15715	Lettuce, 100% Romaine, torn	3/2#	60	\$10.60	June 30, 2023	
15688	Lettuce, 100% Romaine, shredded 1/4"	6/2#	500	\$19.40	June 30, 2023	
15686	Lettuce, 100% Romaine, shredded 1/4"	3/2#	300	\$10.60	June 30, 2023	
7953	Spinach, Clipped	2.5#	160	\$5.95	June 30, 2023	
10810	Cabbage, shredded w/carrot	1/5#	320	\$5.45	June 30, 2023	
4650	Carrot, Carrot Slims	4/5#	1000	\$23.40	June 30, 2023	
4653	Carrot, Carrot Slims	1/5#	85	\$6.85	June 30, 2023	
4720	Carrot, Mini Peeled	4/5#	620	\$21.80	June 30, 2023	
4723	Carrot, Mini Peeled	1/5#	40	\$6.65	June 30, 2023	
4690	Carrot Snacks, 2 Ounce IW	100 Count	1250	\$20.80	June 30, 2023	
12510	Jicama Sticks, 3/8"x3"	5#	665	\$17.95	June 30, 2023	
11795	Celery Sticks, 4", Loose Pack	1/5#	540	\$10.55	June 30, 2023	
4450	Broccoli Florettes	4/3#	370	\$25.55	June 30, 2023	
4453	Broccoli Florettes	1/3#	610	\$7.00	June 30, 2023	
4781	Cauliflower Florettes	1/3#	140	\$8.05	June 30, 2023	
2200	Banana, Petite Green Tip	150 Count	1600	\$27.40	June 30, 2023	
2180	Banana, Regular Green Tip	40#	1330	\$27.70	June 30, 2023	
3770	Pineapple, Gold	5-6 Count	1590	\$19.75	June 30, 2023	
17180	Tomatoes, Diced 3/8"	1/5#	720	\$14.60	June 30, 2023	
13840	Onion, Yellow Diced 3/8"	1/5#	65	\$8.15	June 30, 2023	
14980	Pico De Gallo 1/4"	1/5#	400	\$16.25	June 30, 2023	
12090	Fruit Chuck Cantaloupe 1"	1/5#	350	\$15.95	June 30, 2023	
12300	Fruit Chuck Pineapple Gold 1"	1/5#	105	\$16.25	June 30, 2023	
12190	Fruit Chuck Mixed 1/2"	1/5#	200	\$16.75	June 30, 2023	

Completed By: Russ HEATH

Signature: Russ Heath

## 3.04

## Market Basket Proposal Worksheet 2022-2024

Company:

Bix Produce

Distributor Product #	Item as currently purchased (please indicate if there is a difference in your item.)	Pack as currently purchased	Estimated ANNUAL usage for 2022-2023	Column A Invoice Cost including Freight	Column B Less Purch Allow, Rebates or Bill Backs *See Note Below	Column C Net Distributor Cost	Column D Fixed Fee per case	Column E Net Selling Price	Column F Total Cost	Pricing Guarantee Date (through)
1100	Apples, Golden	125-138 ct	235	\$31.95	\$0.00	\$31.95	\$3.50	\$35.45	\$8,331	Weekly Market
1305	Apples, Fuji	100-113 ct	300	\$33.11	\$0.00	\$33.11	\$3.50	\$36.61	\$10,983	Weekly Market
1160	Apples, Granny Smith	125-138 ct	200	\$34.95	\$0.00	\$34.95	\$3.50	\$38.45	\$7,690	Weekly Market
1070	Apples, Gala	113 ct	315	\$33.95	\$0.00	\$33.95	\$3.50	\$37.45	\$11,797	Weekly Market
1470	Apples, Red	150-163 ct	215	\$28.95	\$0.00	\$28.95	\$3.50	\$32.45	\$6,977	Weekly Market
9539	Apples, Sliced IW Bag	100/2 oz	1600	\$21.35	\$0.00	\$21.35	\$3.50	\$24.85	\$39,760	Weekly Market
3520	Oranges Fancy	138 ct	920	\$30.10	\$0.00	\$30.10	\$3.50	\$33.60	\$30,912	Weekly Market
3490	Oranges Fancy	113 ct	650	\$30.10	\$0.00	\$30.10	\$3.50	\$33.60	\$21,840	Weekly Market
3340	Melon, Watermelon Seedless	10-13#	1150	\$12.45	\$0.00	\$12.45	\$3.50	\$15.95	\$18,343	Weekly Market
3140	Melon, Cantaloupe	12-15 ct	520	\$28.75	\$0.00	\$28.75	\$3.50	\$32.25	\$16,770	Weekly Market
3100	Melon, Cantaloupe	9 ct	275	\$29.65	\$0.00	\$29.65	\$3.50	\$33.15	\$9,116	Weekly Market
3280	Melon, Honeydew	6-8 ct	350	\$26.75	\$0.00	\$26.75	\$3.50	\$30.25	\$10,588	Weekly Market
2430	Strawberries	8/1#	1740	\$25.75	\$0.00	\$25.75	\$3.50	\$29.25	\$50,895	Weekly Market
2270	Blueberries	12/6 oz	225	\$28.05	\$0.00	\$28.05	\$3.50	\$31.55	\$7,099	Weekly Market
2740	Grapes, Lunch Bunch	21#	1750	\$34.25	\$0.00	\$34.25	\$3.50	\$37.75	\$66,063	Weekly Market
2760	Grapes, Red	19#	600	\$27.75	\$0.00	\$27.75	\$3.50	\$31.25	\$18,750	Weekly Market
2720	Grapes, Green	19#	330	\$35.00	\$0.00	\$35.00	\$3.50	\$38.50	\$12,705	Weekly Market
2800	Kiwi, Volume Filled	25#	530	\$31.80	\$0.00	\$31.80	\$3.50	\$35.30	\$18,709	Weekly Market
2500	Clementines	5#	600	\$6.62	\$0.00	\$6.62	\$2.00	\$8.62	\$5,172	Weekly Market
2499	Clementines	4/5#	500	\$32.46	\$0.00	\$32.46	\$3.50	\$35.96	\$17,980	Weekly Market
3850	Plums, Black	40-50 ct	135	\$34.50	\$0.00	\$34.50	\$3.50	\$38.00	\$5,130	Weekly Market

3.04

Market Basket Proposal Worksheet 2022-2024

Company: Bix Produce

Item #	Description	2#	640	\$6.71	\$0.00	\$6.71	\$2.00	\$8.71	\$5,574	Weekly Market
6573	Pea Pods, Sugar Snap	2#	640	\$6.71	\$0.00	\$6.71	\$2.00	\$8.71	\$5,574	Weekly Market
7743	Radish, Cello	1#	150	\$1.54	\$0.00	\$1.54	\$2.00	\$3.54	\$531	Weekly Market
3655	Pears	110-120 ct	200	\$30.95	\$0.00	\$30.95	\$2.00	\$32.95	\$6,590	Weekly Market
6923	Pepper, Red Medium	5#	845	\$9.43	\$0.00	\$9.43	\$2.00	\$11.43	\$9,658	Weekly Market
6673	Pepper, Green Medium	5#	175	\$10.37	\$0.00	\$10.37	\$2.00	\$12.37	\$2,165	Weekly Market
6780	Pepper, Mixed Red, Ylw, Grn	5#	150	\$5.75	\$0.00	\$5.75	\$2.00	\$7.75	\$1,163	Weekly Market
6770	Pepper, Mini Sweet Mixed	12/1#	245	\$24.97	\$0.00	\$24.97	\$3.50	\$28.47	\$6,975	Weekly Market
14661	Pepper, Mix Ring 1/4"	5#	410	\$31.65	\$0.00	\$31.65	\$2.00	\$33.65	\$13,797	Weekly Market
5023	Cucumbers	5#	3750	\$3.96	\$0.00	\$3.96	\$2.00	\$5.96	\$22,350	Weekly Market
5022	Cucumbers	22#	540	\$23.75	\$0.00	\$23.75	\$3.50	\$27.25	\$14,715	Weekly Market
11930	Cucumbers, Sliced 1/4"	5#	200	\$13.45	\$0.00	\$13.45	\$2.00	\$15.45	\$3,090	Weekly Market
18810	Veg, Root Medley Chunk 3/4"	5#	160	\$20.35	\$0.00	\$20.35	\$2.00	\$22.35	\$3,576	Weekly Market
17270	Tomatoes, Sliced 1/4" (5x6)	5#	245	\$16.05	\$0.00	\$16.05	\$2.00	\$18.05	\$4,422	Weekly Market
8685	Tomatoes, Red Grape	12 ct	435	\$18.70	\$0.00	\$18.70	\$3.50	\$22.20	\$9,657	Weekly Market
8687	Tomatoes, Cherry	3 ct	350	\$5.17	\$0.00	\$5.17	\$2.00	\$7.17	\$2,510	Weekly Market
8680	Tomatoes, Cherry	12 ct	150	\$19.00	\$0.00	\$19.00	\$3.50	\$22.50	\$3,375	Weekly Market
	TOTAL			\$0.00		\$0.00		\$0.00	\$505,755	

**\*Note From Bix Produce:** The Cost of a Goods as defined in section 2.07 may include a rebate, promotion or other cost incentive ("Allowance") that are paid by our growers/suppliers/shippers (together called "Suppliers"). With respect to Bix-contracted goods and freight, Distributor may collect Supplier Allowances directly from its Suppliers, and Distributor will retain such Supplier Allowances. Given the significant number of Suppliers Bix utilizes and its use of a FIFO method of inventory management, it isn't operationally practical to net Allowances available from Bix's Cost of Goods. Instead, the mark-up (referred to in this proposal as the Fixed Fee per case) offered in this schedule is adjusted downward to account for the Distributors retention of any Supplier Allowances. Setting aside operational complications, if Bix were to deduct the Allowances from the Cost of Goods, that would result in a upward change to the expressed Fixed Fee per case. It is Bix's belief that this pricing structure is consistent with the agreement and the parties' course of conduct heretofore.

Completed By: Russ Heath

Signature: Russ Heath

# School District 197 Fresh Produce Vendor RFP

## Pricing Addendum – Bix Produce

### Repack Fees:

Tomatoes that are repacked by Distributor will have a 10% shrink and a \$1.50 per case repack fee added to the Cost before applying the final Mark-Up.

### Ripening Fees:

Ripened Avocados will have a \$1.50 per case ripening fee added to the Cost before adding the final Mark-Up.

(These above fees are included in the final invoice price to The Big 8 Schools and are in addition to the overall program mark-up offered.)

**Sell Price Formula (Split Case):** formula to account for additional labor to split a case. The following example is for illustration only and does not necessarily represent actual costs

$((\text{Cost} + \text{Freight} + \text{Fixed Fee Per Case}) / \text{Case Break}) + \text{Split Case Fixed Fee Per Case} = \text{Sell Price}$   
Split Case Fixed Fee Per Case Example: Cost \$10.00, Freight \$3.00, Fixed Fee Markup \$3.50m, Case Break ½, Split Case Fixed Fee Per Case \$2.00  
Sell Price:  $((\$10.00 + \$3.00 + \$3.50) / 2) + \$2.00 = \$10.25$

**Fresh Cut Processed Produce:** formula to account for infrastructure used to process Fresh Cut products. The following example is for illustration only and does not necessarily represent actual costs

$((\text{Cost} + \text{Freight}) / \text{Yield}) + (\text{Labor} + \text{Packaging} + \text{Overhead} + \text{Fixed Fee Per Case}) = \text{Sell Price}$   
Fresh Cut Processed Produce Example: Cost \$10.00, Freight \$3.00, Yield 80%, Labor \$0.20, Packaging \$0.05, Overhead \$0.10, Fixed Fee Per Case \$3.50  
Sell Price =  $((\$10.00 + \$3.00) / 80\%) + \$0.20 + \$0.05 + \$0.10 + \$3.50 = \$20.10$

### NOTE:

The Cost of a Goods as defined in section 2.07 may include a rebate, promotion or other cost incentive (“Allowance”) that are paid by our growers/suppliers/shippers (together called “Suppliers”). With respect to Bix-contracted goods and freight, Distributor may collect Supplier Allowances directly from its Suppliers, and Distributor will retain such Supplier Allowances. Given the significant number of Suppliers Bix utilizes and its use of a FIFO method of inventory management, it isn’t operationally practical to net Allowances available from Bix’s Cost of Goods. Instead, the mark-up (referred to in this proposal as the Fixed Fee per case) offered in this schedule is adjusted downward to account for the Distributors retention of any Supplier Allowances. Setting aside operational complications, if Bix were to deduct the Allowances from the Cost of Goods, that would result in an upward change to the expressed Fixed Fee per case. It is Bix’s belief that this pricing structure is consistent with the agreement and the parties’ course of conduct heretofore.

## School District 197 Public Schools

### Bid Response; Paragraph 4.04

#### Bix Produce Company

1. Bix operates with 90 refrigerated vehicles with an average age under five years. Most deliveries in the metro are made with the 28' trucks to allow for nimble movement. Our Bix vans are most often used for service recovery and special requests by a customer that may need additional product they have forgotten to order. Bix Produce response time to special same-day requests is second to none. A number of trucks and vans are replaced each year to maintain adequate service and reliability with the typical lifespan being seven years. One recent purchase was of a refrigerated Transit vehicle to allow our sales representatives to make slightly larger deliveries and live up to FSMA Sanitary Transportation regulations for food safety.
2. Our main shipping dock area is climate controlled. We use heaters in the very cold winter stretches to help protect the integrity of both product and comfort of workers.
3. Our receiving dock is the same as above. Product is quickly placed in proper coolers directly following receipt and inspection.
4. Our fill rates for produce are 99.71% for our Education related portfolio of customers. Substitutions are not "automated". If a substitution is called for, it will be reflected on the invoice for the customer. We will make every effort to replace product if a substitute is made and rejected.
5. Our credit and return policy is the same for all Bix customers. Credits may be requested at the time of delivery with credit receipts being issued by Bix delivery personnel. Post-delivery credits should be requested within a "reasonable" time limit with Bix Sales or Customer Service. All post-delivery pick-ups/returns are inspected before credit is issued. Each request is handled on an individual basis as the nature of perishables can vary between bulk and value added fresh-cut items. We post use-by dates on our value added fresh-cut items.
6. Bix offers web based and mobile order-entry. Bix also offers connectivity to many third-party providers should any portion of the district invest in EDI based order-entry and inventory control.
7. An on-line catalog will be made available via [www.bixproduce.com](http://www.bixproduce.com) should the district desire to have one.
8. Our web-based ordering system has links to our recipes and nutritional information. Pictures are also visible for the majority of our offerings.
9. Our HAACP flow diagrams are included.
10. Examples of our locally grown offerings and communications are included.
11. There is "reasonable" predictability from year to year for our local farmers and producers. The 2021 examples given here-in should be available again in the coming years. Bix Produce can act as a consultant during menu cycle development. We continue to strive to enhance our locally grown and/or produced offerings.
12. Please see the following "More About Bix" insert for more information.

**School District 197 Public Schools**

**Bid Response; Paragraph 4.05 – District Support**

**Bix Produce Company**

**Sales Representatives:**

**Kristy Odne** (South Washington, Burnsville, Inver Grove Heights, South St. Paul, Stillwater/Mahtomedi and West St. Paul) 651-303-5006 (Mobile) or 651-487-8000 (Office) and [kodne@bixproduce.com](mailto:kodne@bixproduce.com)

**Nancy Fay** (Hastings) 612-532-1638 (Mobile) or 651-487-8000 (Office) and [nfay@bixproduce.com](mailto:nfay@bixproduce.com)

**Customer Service:**

**Becky Kidder** (Team Lead) 651-487-8000 (Office) and [rkidder@bixproduce.com](mailto:rkidder@bixproduce.com)

**Accounts Receivable:**

**Kevin Freund** (Team Lead) 651-487-8000 (Office) and [kfreund@bixproduce.com](mailto:kfreund@bixproduce.com)

**Technology Support:**

**Gary Binns** (Team Lead) 651-487-8000 (Office) and [gbinns@bixproduce.com](mailto:gbinns@bixproduce.com)

## **School District 197 Public Schools**

### **Bid Response; Paragraph 4.06 – References**

#### **Bix Produce Company**

#### **Current District References:**

**St. Paul Public Schools - Tracy Alexander** [tracy.alexander@spps.org](mailto:tracy.alexander@spps.org) **651-603-4971**

**North St. Paul Schools – Marie Carroll** [mcarroll@isd622.org](mailto:mcarroll@isd622.org)

**Jeff Wolfer – District 197** [jeffrey.wolfer@osd197.org](mailto:jeffrey.wolfer@osd197.org) **651-214-9381**

#### **Lost District Reference:**

**Elk River Schools – LeeAnn Murphy 763-241-3400**

Elk River was a typical story of why Bix might lose a school account. Schools might abandon their purchases from us in favor of dedicating spend with DOD dollars. Some come back as their DOD dollars expire and some stay with their broadline provider to finish the year.

Fresh Produce Proposal Opening

May 10, 2022 at 10:15 AM

West St. Paul-Mendota Heights-Eagan School District 197

Company: Bix Produce Company Market Basket Total \$ 505,755 Fixed Pricing Total \$ 292,730 Part 4  Part 5

Company: \_\_\_\_\_ Market Basket Total \$ \_\_\_\_\_ Fixed Pricing Total \$ \_\_\_\_\_ Part 4 \_\_\_\_\_ Part 5 \_\_\_\_\_

Company: \_\_\_\_\_ Market Basket Total \$ \_\_\_\_\_ Fixed Pricing Total \$ \_\_\_\_\_ Part 4 \_\_\_\_\_ Part 5 \_\_\_\_\_

Company: \_\_\_\_\_ Market Basket Total \$ \_\_\_\_\_ Fixed Pricing Total \$ \_\_\_\_\_ Part 4 \_\_\_\_\_ Part 5 \_\_\_\_\_

Company: \_\_\_\_\_ Market Basket Total \$ \_\_\_\_\_ Fixed Pricing Total \$ \_\_\_\_\_ Part 4 \_\_\_\_\_ Part 5 \_\_\_\_\_

Company: \_\_\_\_\_ Market Basket Total \$ \_\_\_\_\_ Fixed Pricing Total \$ \_\_\_\_\_ Part 4 \_\_\_\_\_ Part 5 \_\_\_\_\_

Company: \_\_\_\_\_ Market Basket Total \$ \_\_\_\_\_ Fixed Pricing Total \$ \_\_\_\_\_ Part 4 \_\_\_\_\_ Part 5 \_\_\_\_\_

To: School Board Members

From: Mark Fortman, Director of Operations  
Brian Schultz, Director of Finance

Date: June 6, 2022

Re: Fresh Produce Request for Proposal Award

**BACKGROUND:**

On Tuesday May 10<sup>th</sup> 2022 the District received one (1) proposal to provide Fresh Produce for the 2022-2023 and 2023-2024 school years. Districts also included in this request for proposal through a Joint Powers Agreement with District 197 are SSD 6, ISD 191, ISD 199, ISD 200, ISD 832, ISD 833, and ISD 834.

Attached are the proposal tabulation, submitted request for proposal, and pricing spreadsheets.

**RECOMMENDED RESOLUTION:**

BE IT RESOLVED by the School Board of School District 197 to approve the proposal from Bix Produce Company to provide Fresh Produce for the 2022-2023 and 2023-2024 school years on behalf of the eight (8) districts included in the Joint Powers Agreement.

**3.04 Market Basket Proposal Worksheet 2022-2024**

**Company: Bix Produce**

Distributor Product #	Item as currently purchased (please indicate if there is a difference in your item.)	Pack as currently purchased	Estimated ANNUAL usage for 2022-2023	Column A Invoice Cost including Freight	Column B Less Purch Allow, Rebates or Bill Backs *See Note Below	Column C Net Distributor Cost	Column D Fixed Fee per case	Column E Net Selling Price	Column F Total Cost	Pricing Guarantee Date (through)
1100	Apples, Golden	125-138 ct	235	\$31.95	\$0.00	\$31.95	\$3.50	\$35.45	\$8,331	Weekly Market
1305	Apples, Fuji	100-113 ct	300	\$33.11	\$0.00	\$33.11	\$3.50	\$36.61	\$10,983	Weekly Market
1160	Apples, Granny Smith	125-138 ct	200	\$34.95	\$0.00	\$34.95	\$3.50	\$38.45	\$7,690	Weekly Market
1070	Apples, Gala	113 ct	315	\$33.95	\$0.00	\$33.95	\$3.50	\$37.45	\$11,797	Weekly Market
1470	Apples, Red	150-163 ct	215	\$28.95	\$0.00	\$28.95	\$3.50	\$32.45	\$6,977	Weekly Market
9539	Apples, Sliced IW Bag	100/2 oz	1600	\$21.35	\$0.00	\$21.35	\$3.50	\$24.85	\$39,760	Weekly Market
3520	Oranges Fancy	138 ct	920	\$30.10	\$0.00	\$30.10	\$3.50	\$33.60	\$30,912	Weekly Market
3490	Oranges Fancy	113 ct	650	\$30.10	\$0.00	\$30.10	\$3.50	\$33.60	\$21,840	Weekly Market
3340	Melon, Watemelon Seedless	10-13#	1150	\$12.45	\$0.00	\$12.45	\$3.50	\$15.95	\$18,343	Weekly Market
3140	Melon, Cantaloupe	12-15 ct	520	\$28.75	\$0.00	\$28.75	\$3.50	\$32.25	\$16,770	Weekly Market
3100	Melon, Cantaloupe	9 ct	275	\$29.65	\$0.00	\$29.65	\$3.50	\$33.15	\$9,116	Weekly Market
3280	Melon, Honeydew	6-8 ct	350	\$26.75	\$0.00	\$26.75	\$3.50	\$30.25	\$10,588	Weekly Market
2430	Strawberries	8/1#	1740	\$25.75	\$0.00	\$25.75	\$3.50	\$29.25	\$50,895	Weekly Market
2270	Blueberries	12/6 oz	225	\$28.05	\$0.00	\$28.05	\$3.50	\$31.55	\$7,099	Weekly Market
2740	Grapes, Lunch Bunch	21#	1750	\$34.25	\$0.00	\$34.25	\$3.50	\$37.75	\$66,063	Weekly Market
2760	Grapes, Red	19#	600	\$27.75	\$0.00	\$27.75	\$3.50	\$31.25	\$18,750	Weekly Market
2720	Grapes, Green	19#	330	\$35.00	\$0.00	\$35.00	\$3.50	\$38.50	\$12,705	Weekly Market
2800	Kiwi, Volume Filled	25#	530	\$31.80	\$0.00	\$31.80	\$3.50	\$35.30	\$18,709	Weekly Market
2500	Clementines	5#	600	\$6.62	\$0.00	\$6.62	\$2.00	\$8.62	\$5,172	Weekly Market

**3.04 Market Basket Proposal Worksheet 2022-2024**

**Company: Bix Produce**

2499	Clementines	4/5#	500	\$32.46	\$0.00	\$32.46	\$3.50	\$35.96	\$17,980	Weekly Market
3850	Plums, Black	40-50 ct	135	\$34.50	\$0.00	\$34.50	\$3.50	\$38.00	\$5,130	Weekly Market
6573	Pea Pods, Sugar Snap	2#	640	\$6.71	\$0.00	\$6.71	\$2.00	\$8.71	\$5,574	Weekly Market
7743	Radish, Cello	1#	150	\$1.54	\$0.00	\$1.54	\$2.00	\$3.54	\$531	Weekly Market
3655	Pears	110-120 ct	200	\$30.95	\$0.00	\$30.95	\$2.00	\$32.95	\$6,590	Weekly Market
6923	Pepper, Red Medium	5#	845	\$9.43	\$0.00	\$9.43	\$2.00	\$11.43	\$9,658	Weekly Market
6673	Pepper, Green Medium	5#	175	\$10.37	\$0.00	\$10.37	\$2.00	\$12.37	\$2,165	Weekly Market
6780	Pepper, Mixed Red, Ylw, Grn	5#	150	\$5.75	\$0.00	\$5.75	\$2.00	\$7.75	\$1,163	Weekly Market
6770	Pepper, Mini Sweet Mixed	12/1#	245	\$24.97	\$0.00	\$24.97	\$3.50	\$28.47	\$6,975	Weekly Market
14661	Pepper, Mix Ring 1/4"	5#	410	\$31.65	\$0.00	\$31.65	\$2.00	\$33.65	\$13,797	Weekly Market
5023	Cucumbers	5#	3750	\$3.96	\$0.00	\$3.96	\$2.00	\$5.96	\$22,350	Weekly Market
5022	Cucumbers	22#	540	\$23.75	\$0.00	\$23.75	\$3.50	\$27.25	\$14,715	Weekly Market
11930	Cucumbers, Sliced 1/4"	5#	200	\$13.45	\$0.00	\$13.45	\$2.00	\$15.45	\$3,090	Weekly Market
18810	Veg, Root Medley Chunk 3/4"	5#	160	\$20.35	\$0.00	\$20.35	\$2.00	\$22.35	\$3,576	Weekly Market
17270	Tomatoes, Sliced 1/4" (5x6)	5#	245	\$16.05	\$0.00	\$16.05	\$2.00	\$18.05	\$4,422	Weekly Market
8685	Tomatoes, Red Grape	12 ct	435	\$18.70	\$0.00	\$18.70	\$3.50	\$22.20	\$9,657	Weekly Market
8687	Tomatoes, Cherry	3 ct	350	\$5.17	\$0.00	\$5.17	\$2.00	\$7.17	\$2,510	Weekly Market
8680	Tomatoes, Cherry	12 ct	150	\$19.00	\$0.00	\$19.00	\$3.50	\$22.50	\$3,375	Weekly Market
	<b>TOTAL</b>					<b>\$0.00</b>		<b>\$0.00</b>	<b>\$505,755</b>	

**\*Note From Bix Produce:** The Cost of a Goods as defined in section 2.07 may include a rebate, promotion or other cost incentive ("Allowance") that are paid by our growers/suppliers/shippers (together called "Suppliers"). With respect to Bix-contracted goods and freight, Distributor may collect Supplier Allowances directly from its Suppliers, and Distributor will retain such Supplier Allowances. Given the significant number of Suppliers Bix utilizes and its use of a FIFO method of inventory management, it isn't operationally practical to net Allowances available from Bix's Cost of Goods. Instead, the mark-up (referred to in this proposal as the Fixed Fee per case) offered in this schedule is adjusted downward to account for the Distributors retention of any Supplier Allowances. Setting aside operational complications, if Bix were to deduct the Allowances from the Cost of Goods, that would result in an upward change to the expressed Fixed Fee per case. It is Bix's belief that this pricing structure is consistent with the agreement and the parties' course of conduct heretofore.

**3.04**     **Market Basket Proposal Worksheet 2022-2024**

**Company:**    **Bix Produce**  
\_\_\_\_\_

**Completed By:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Item No.	UPC	Description	21-22 Price
3087	72945-70544	Sara Lee White with Whole Grains 20oz	\$ 1.22
3239	71673-01212	Food Service Made with Whole Grains Bread 24oz	\$ 1.22
4266	78700-80070	Food Service Made with Whole Grains Hot Dog Buns 16 ct	\$ 1.80
5600	78700-80198	Food Service Made with Whole Grains Hamburger Buns 30 ct	\$ 3.30
6055	78700-80078	Food Service Made with Whole Grains 6" Sub Rolls 24 ct	\$ 3.64
6276	78700-00494	Master's Wheat English Muffin 12 pk	\$ 2.50
6619	78700-80096	Food Service Made with Whole Grains Dinner Roll 12 ct	\$ 1.22

22-23 Price	
\$	1.60
\$	1.60
\$	3.20
\$	6.00
\$	4.80
\$	3.20
\$	1.60

• FAMILY-OWNED AND OPERATED •  
**UPPER LAKES FOODS**  
EST 1967

April 22, 2022

Brittney Hirschauer  
Food Director  
Hastings Public Schools, ISD #200  
1000 W. 11th St.  
Hastings, MN 55033

Dear Brittney:

Upper Lakes Foods is pleased to renew with the Big 8 for the upcoming 2022-2023 school year. The fixed fee is based on our school/distributor partnership, current market costs, and changes in the economy since the conception of our agreement currently in place.

\$1.24 Per Case Fix Fee Grocery

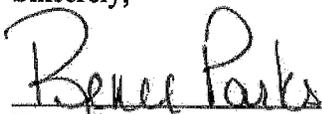
Upper Lakes Foods works hard at keeping rising costs to a minimum and with the current economic situation, we find it necessary to implement a change to the payment terms for the following school year.

- Payment with ACH are due within 14 days of invoice  
Or
- Payment with check is due within 7 days of invoice

Upper Lakes Foods, Inc. shall not be charged with liquidated damages when delay in delivery is due to unforeseeable cause beyond the control of Upper Lakes Foods, Inc., including but not restricted to Acts of God, acts of the public enemy, epidemics, quarantine restrictions, strikes, and freight embargoes.

Please sign below and return via email or mail.

Sincerely,



Renee Parks, Upper Lakes Foods, Inc.  
800-879-1265 Ext 4208  
[rparks@ulfoods.com](mailto:rparks@ulfoods.com)

4/22/2022  
Date

\_\_\_\_\_  
Purchasing Agent

\_\_\_\_\_  
Date

801 INDUSTRY AVENUE  
CLOQUET, MINNESOTA 55720

T. 800.879.1265  
F. 218.879.1940

INFO@ULFOODS.COM  
WWW.UPPERLAKESFOODS.COM



# Hastings Creamery LLC

1701 Vermillion St.

P.O. Box 217

Hastings, MN 55033

Phone: (651) 437-9414

Hastings School District

June 8<sup>th</sup>, 2022

Reference: Hastings Creamery LLC updated pricing for 2022-2023 school year

Hastings Creamery LLC is offering you the attached pricing adjustments for the upcoming 2022-2023 school year due to the many increases in packaging, ingredients and fuel that we've experienced this last year. Below are some examples of these increases over and above the raw milk increases you have seen monthly based on the escalator. We hope to continue providing Valley View Farms products to your bid group for the remaining years stated in the original bid. We are proud to be your supplier.

Cartons	15% increase over the last year
Cartons	24% increase effective 7/1/22
Plastic Bottles	20% increase over the last year
Plastic Caps	18% increase over the last year
Vitamins	13% increase over the last year
Chocolate Powders	31% increase for upcoming school year
Sugar	30% increase for upcoming school year
Chemicals for plant production	11% increase effective 5/1/22
Fuel for delivering	50% increase as diesel fuel prices have doubled
Country View Dairy	10% increase since original bid
Westby Creamery	20% increase since original bid

If you are in agreement with the attached pricing adjustment for 2022-2023 school year, please print, sign, date and return to Hastings Creamery LLC via email. [reshia@hastingscreamery.com](mailto:reshia@hastingscreamery.com)

Print Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

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

Sincerely,

Reshia Gogerty  
Controller

Management Signature: Reshia Gogerty  
Date: 6-8-2022





# Hastings Creamery LLC

1701 Vermillion St.

P.O. Box 217

Hastings, MN 55033

Phone: (651) 437-9414

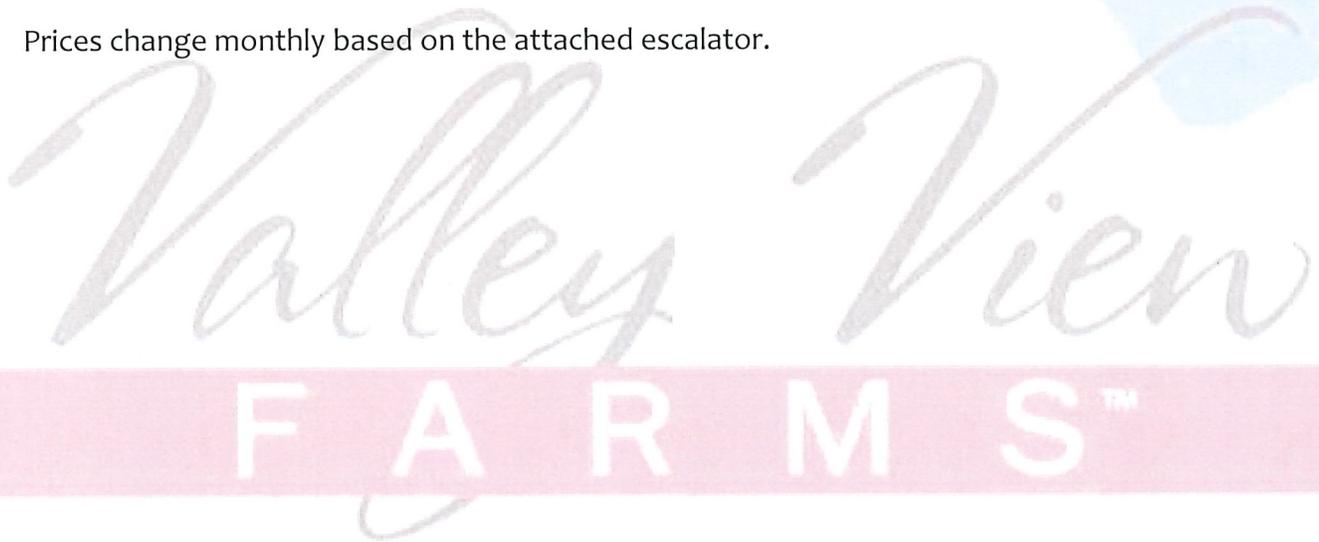
## Hastings School District 2022-2023

Prices quoted are based on May 2022 pricing.

<u>Product</u>	<u>May 2022</u>
1% ½ pints	\$0.2751 per unit
Skim ½ pints	\$0.2580 per unit
Chocolate Skim ½ pints	\$0.2781 per unit
Lactose Free Skim ½ pints	\$0.7188 per unit
Chocolate 1% Pints	\$0.8035 per unit
2% Gallons	\$4.5980 per unit
1% Gallons	\$4.2877 per unit
Skim Gallons	\$3.9809 per unit
5# Cottage cheese	\$15.7320 per unit
5# Sour Cream	\$13.2960 per unit
5# Yogurt	\$9.00 per unit
5# Greek Yogurt	\$9.90 per unit

Lactose 8oz new pack size is 24ct

Prices change monthly based on the attached escalator.





# Hastings Creamery LLC

1701 Vermillion St.

P.O. Box 217

Hastings, MN 55033

Phone: (651) 437-9414

## Milk Escalator Clause School Year 2022-2023

**Class 1 price for 3.5% Milk: May 2022 **\$30.10 per cwt.****

The information below is based on the cost of skim milk and butterfat announced by the Federal Order Market 30 and over-order premiums charged for raw milk.

**Skim Milk cost for: May 2022 **\$19.64 per cwt.****

For each \$.10/cwt increase or decrease in the cost of skim milk, prices will adjust at the following rates.

Item	Whole	2%	1%	Skim
Gallon	.00864/Gal.	.00864/Gal.	.00864/Gal.	.00864/Gal.
Half Gallon	.00432/64oz	.00432/64oz	.00432/64oz	.00432/64oz
½ Pint	.00054/8oz.	.00054/8oz.	.00054/8oz.	.00054/8oz.
Half n Half Quart	\$0.00216			

**Butterfat cost for: May 2022 **\$3.1838 per pound****

For each \$.10/lb. increase or decrease in the cost of butterfat, prices will adjust at the following rates.

Item	Whole	2%	1%	Skim
Gallon	.02864/Gal	.01744/Gal	.00864/Gal	.00096/Gal
Half Gallon	.01432/64 oz.	.00872/64 oz.	.00432/64 oz.	.00048/64 oz.
½ Pint	.00179/8oz.	.00109/8oz.	.00054/8oz.	.00006/8oz.
Half n Half Quart	\$0.0231			

**Cultured Products: The following Items will adjust based on the Class 2 Mover from the Fed Milk Market order 30 advanced price**

	<u>Skim</u>	<u>Butterfat</u>
Low Fat Yogurt	\$0.01/lb.	\$0.004/lb.
Low Fat Cottage Cheese	\$0.022 /5 lb.	\$0.01 /lb.
Regular Sour Cream	\$0.02/ 5 lb.	\$0.03/lb.

All additional items purchased would be at our wholesale prices.

# F A R M S™

# Classifications

- Class I: Independent School District 200 school organizations, district or school operated groups or organizations; official government entity meetings and one-time programs and events. Examples: student clubs, conferences, student activities, parent-teacher organizations
- Class II: Nonprofit youth organizations located within ISD 200 district boundaries. Examples: youth athletic associations; youth groups and associations, youth booster clubs
- Class III: All other user groups
- Adult Sports Leagues: Local teams, \$205/team.

## Additional Charges

Tournament/Large Event/Fundraiser Fee: Applies to Class II & III, where an admission fee or ticket to the event is required. Not applicable to practice/rehearsal permits. Custodial overtime/kitchen use/technical support charges additional. Cancellation less than 72 hours before the event will incur a three-hour custodial overtime charge, in addition to a cancellation fee of \$50.

Kennedy, Pinecrest, McAuliffe

\$75 - One-day fee (5-10 hours on one day)

\$150 - Weekend fee (Fri. evening - Sun. evening)

Hastings Middle School

\$150 - One-day fee (5-10 hours on one day)

\$300 - Weekend fee (Fri. evening - Sun. evening)

Hastings High School

\$200 - One-day fee (5-10 hours on one day)

\$400 - Weekend fee (Fri. evening - Sun. evening)

Payment is due 15 days from receipt of invoice. A \$15 late fee will be charged to unpaid invoices at 30 days, and an additional \$25 late fee will be charged to unpaid invoices at 60 days. After 60 days of unpaid, the user and organization will be restricted from facility use until the balance is paid in full.

### Service Fees

Depending on schedule and needs, groups may be charged service fees (i.e., food service, custodial, auditorium technician, or other district personnel).

### Outdoor Facilities

Outdoor facilities may be reserved by applying for a permit through Community Education. Fees may be associated, depending on use and group needs.

# Priority of Use

1. Regular school activities and school organizations shall have priority in the use of any school facility, even after a permit has been issued to another non-school district organization.
2. In the event of a conflict between non-school district organizations, all reasonable efforts will be made between parties to come to a resolution. Organizations involved will receive notice of resolution.
3. Gym priority will be given to sports activities that require gym use for regular sports play. This priority extends for the period when the sport is in season per the Minnesota State High School League.
4. The Director of Community Education or their designee retains the right to decide on building use. In all instances, this decision will bear in mind the community's best interests.

## How to Apply

1. The Community Use of School Facilities application form is available online at [www.hastingscommunityed.com](http://www.hastingscommunityed.com) and [www.hastings.k12.mn.us](http://www.hastings.k12.mn.us), as well as at Tilden Community Center 310 River Street.
2. Completed forms can be returned to the Tilden Community Center, emailed to [abuechler@isd200.org](mailto:abuechler@isd200.org), or fax 651-480-7680.
3. Classes II & III groups using any school facility must provide a Certificate of Liability insurance for one (1) million dollars/occurrence and one (1) million dollars/aggregate before use.
4. Please do not advertise your event until final approval is received. Hastings Community Education will inform the applicant by email when final permit approval is made. Facility rental applications will be accepted from non-school district groups beginning on August 15. The first available date for reservations is August 30.



## COMMUNITY USE OF SCHOOL FACILITIES



 Hastings Community Education  
310 River St.  
Hastings, MN 55033

 651-480-7670



 <https://hastingscommunityed.com/>

Hastings Public Schools recognizes the importance of using school facilities by the community. As there are expenses involved in the use of facilities, procedures have been established to allow the use of the facilities and to assess charges of these expenses fairly and consistently. Certain rules and regulations are necessary to ensure that all community members have equal access to district facilities, administer this policy effectively, and support ongoing care and maintenance of facilities used.

## Regulations

1. Organizations using the school facilities shall agree to indemnify the district for any and all damages by any person or persons attending the activities, and likewise the school district against any and all liability and any and all damages to any person or persons. Organizations using the school facilities shall agree to indemnify the district for any and all damages by any person or persons attending the activities, and likewise the school district against any and all liability and any and all damages to any person or persons.
2. All permits shall be revocable and shall not be considered a lease. The school board or authorized agent may reject any application or cancel any permit.
3. The permit holder and all attending the event must observe all state and local ordinances. The permit holder will assume full responsibility for any unlawful act committed in the exercise of the permit.
4. Carefully check your permit when sent to you to ensure its accuracy. The building will open for your use at the time indicated on the permit. You and those

## Regulations, cont.

attending your event will not be able to enter the building before that. You or your designee must be in the building when the building opens for your use. Carry your permit with you for every date of your event.

5. The following are prohibited in school facilities and grounds: smoking; intoxicating beverages and liquors; illegal and banned substances; disorderly conduct.

6. Food and drink are strictly prohibited in the Auditoriums and High School Auditorium Lobby. A fine of \$150 will be charged if violated.

7. Groups using school district facilities will be required to provide responsible adult supervision of their activities.

8. Dances open to the general public will not be issued a permit. School-sponsored dances are permitted.

9. Furniture and equipment cannot be moved unless permission is granted and supervised by the custodian on duty.

10. Concessions may not be set up in the school building or on the school grounds without the expressed permission of the Community Education Director.

11. All facility requests must be made two weeks before the event.

12. Permits that require a change will be charged a \$10 fee per change order. All changes must be made minimally one week in advance of the event.

13. If unforeseen circumstances arise that necessitate rescheduling the use of school facilities, the school district may cancel a facility use agreement. If a facility use agreement is canceled, the school district will refund the facility use rental fee paid to the school district. The school district is not responsible for any group or individual expenses due to cancellation or schedule changes.

14. Any requests for facility use not covered by these regulations shall be referred to the Community Education director.

# Fees

Permit fee for Class II & III: \$10  
All rental fees are based on a 4-hour period. \*Occurrence = 4 hours

Facility	Class II	Class III
<b>Elementary</b>		
Cafeteria	\$8	\$15
Classroom	\$3	\$10
Gym	\$8	\$15
Media Center	\$5	\$10
<b>Tilden Comm. Center</b>		
Classroom	\$3	\$10
Conference Room	\$3	\$10
Gym	\$8	\$15
Senior Gathering Room	\$10	\$20
Welcome Center	\$8	\$15
<b>Middle School</b>		
Auditorium	\$10	\$20
Cafeteria	\$8	\$19
Choir/Orchestra/Band	\$8	\$15
Classroom	\$3	\$10
Gym (per gym)	\$10	\$20
Media Center	\$10	\$20
Pool	\$17	\$34
<b>High School</b>		
Auditorium	\$25	\$45
Choir/Orchestra/Band	\$10	\$20
Dressing Room	\$10	\$20
Classroom	\$3	\$10
Commons	\$12	\$24
Gym (per gym)	\$12	\$24
Lecture Hall	\$8	\$19
Media Center	\$10	\$20
Multi-purpose Room	\$8	\$19
Parking Lot (per lot)	\$12	\$24
<b>Equipment Rental</b>		
LCD Projector	\$3	\$10
Laptop*	\$3	\$10
TV/DVD Player	\$3	\$10
Portable Toilets (fields)	Current Rate	Current Rate

\*Tilden only, limited availability

Updated 6/17/22

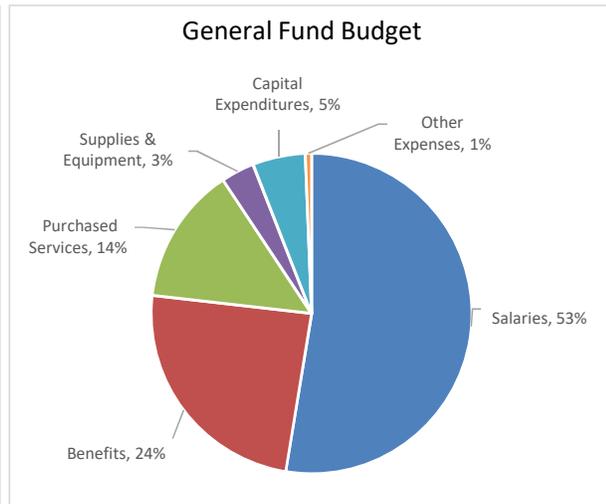
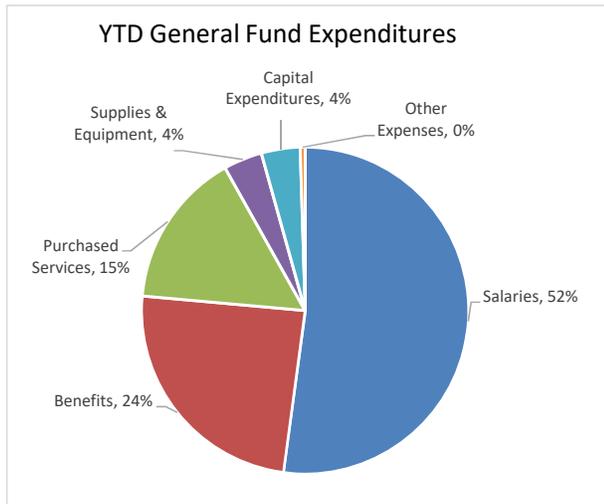
**HASTINGS ISD # 200 BOARD REPORT FOR THE MONTH ENDING: May 2022**

**EXPENDITURE TOTALS**

	<b>FY 2022 Budget (REV)</b>	<b>**Monthly Expenditures</b>	<b>Year-to-Date Expenditures</b>	<b>Remaining Balance</b>	<b>% Spent</b>
General Fund (01)					
100 Salaries	31,330,901	2,708,972	24,301,986	7,028,916	78%
200 Benefits	14,449,697	1,034,099	11,336,539	3,113,158	78%
300 Purchased Services	8,262,586	958,371	7,192,802	1,069,784	87%
400 Supplies & Equipment	2,005,119	622,626	1,785,720	219,399	89%
500 Capital Expenditures	3,168,441	183,148	1,779,513	1,388,928	56%
800 Other Expenses	372,405	36,728	231,800	140,604	62%
	<u>59,589,149</u>	<u>5,543,945</u>	<u>46,628,359</u>	<u>12,960,789</u>	<u>78%</u>
Food Service Fund (02)	2,643,668	282,658	2,277,740	365,928	86%
Community Service Fund (04)	2,415,907	216,442	2,037,994	377,913	84%
Building Construction Fund (06)	8,464,174	414,805	4,204,931	4,259,243	50%
Debt Service Fund (07)	3,871,863	0	3,870,913	951	100%
Student Activities Fund (10)	350,000	21,065	173,633	176,367	50%
Deferred Accounts- Donations/Misc Fund (11)	643,892	77,829	349,043	294,849	54%
Scholarships Fund (12)	95,000	1,000	120,100	(25,100)	126%
<b>Totals</b>	<b>\$78,073,652</b>	<b>\$6,557,745</b>	<b>\$59,662,713</b>	<b>\$18,410,940</b>	

\*\* Monthly expenditures include payroll, finance and encumbrances.

\*\* Some payments are coded to revenue codes and are not included in above monthly expenditures but are included on payment registers.



**PAYROLL DISBURSEMENTS**

Checks & Direct Deposits	5/1/2022	5/31/2022	1,907,336	Pay dates 5/5 and 5/20 Bd. Share \$393,187
Liability Checks & Wires	5/1/2022	5/31/2022	1,390,068	
<b>Total</b>			<b>\$3,297,405</b>	

**FINANCE DISBURSEMENTS**

Checks & Wires	5/1/2022	5/31/2022	1,437,233
<b>Total</b>			<b>\$1,437,233</b>

**SELF-FUNDED INSURANCE**

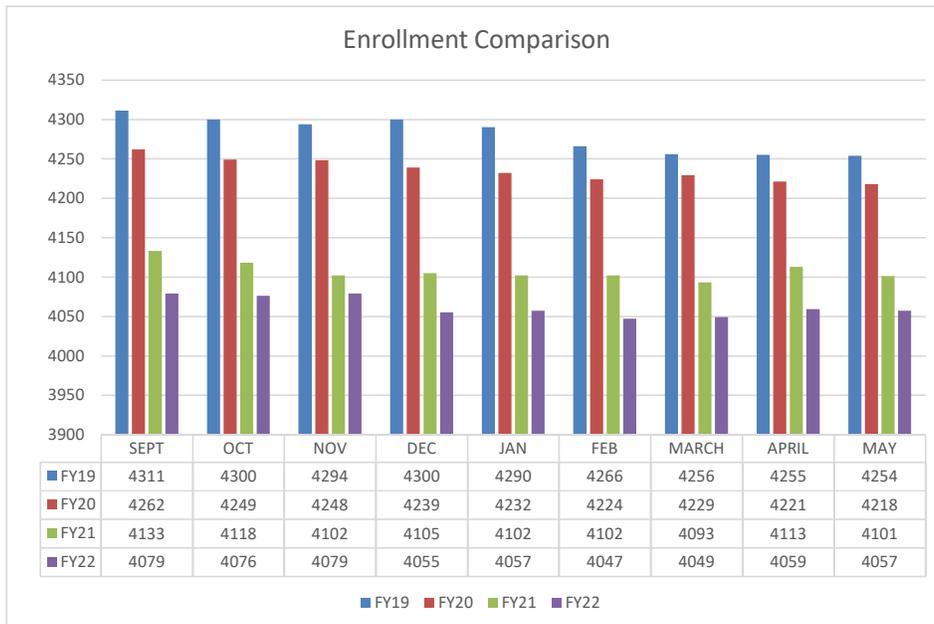
	<b>Revenue YTD</b>	<b>Expenses YTD</b>	<b>YTD Balance</b>
Dental	659,819	544,723	\$115,096
Health	7,740,902	7,785,586	(\$44,684)

**ELECTRONIC FUND TRANSFERS**

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Description</u>
5/5/2022	MSDLAF General	MSDLAF Payroll	1,601,155.89	Payroll
5/5/2022	MSDLAF General	MSDLAF Flex	10,802.83	Payroll
5/6/2022	MSDLAF General	MSDLAF AP	52,286.23	Accounts Payable
5/9/2022	Merchants Bank	MSDLAF General	25,000.00	Local Receipts
5/11/2022	MSDLAF General	Vermillion Bank	1,292.12	Local Receipts
5/13/2022	MSDLAF General	MSDLAF AP	433,792.41	Accounts Payable
5/16/2022	Merchants Bank	MSDLAF General	25,000.00	Local Receipts
5/19/2022	Merchants Bank	MSDLAF General	75,000.00	Local Receipts
5/20/2022	MSDLAF General	MSDLAF Payroll	1,712,584.85	Payroll
5/20/2022	MSDLAF General	MSDLAF AP	153,895.54	Accounts Payable
5/20/2022	MSDLAF General	MSDLAF Flex	10,682.78	Payroll
5/24/2022	MSDLAF General	MSDLAF AP	409.86	Accounts Payable
5/26/2022	MSDLAF General	MSDLAF GeneralMAX	4,000,000.00	Exchange
5/26/2022	MSDLAF General	MSDLAF Health Self Funded	643,055.87	Health Insurance
5/26/2022	MSDLAF General	MSDLAF Dental Self Funded	61,540.84	Dental Insurance
5/27/2022	MSDLAF General	MSDLAF AP	36,464.13	Accounts Payable
5/31/2022	MSDLAF Payroll	MSDLAF General	5,774.40	Payroll
5/31/2022	Merchants Bank	MSDLAF General	50,000.00	Local Receipts
5/31/2022	MSDLAF General	MSDLAF AP	756,877.22	Accounts Payable
5/31/2022	MSDLAF General	MSDLAF Scholarship	47,860.00	Local Receipts
5/31/2022	MSDLAF Scholarship	MSDLAF ScholarshipMAX	50,000.00	Exchange
			\$9,753,474.97	

**ENROLLMENT**

<u>GRADE</u>	<u>COUNT</u>	<u>SCHOOL</u>	<u>COUNT</u>	<u>RACE/ETHNICITY</u>	<u>TOTALS</u>
K	266	ALC	36	Hispanic/Latino	267
1	279	High School HOA	84	American Indian/Alaska Native	24
2	281	High School	1294	Asian	51
3	269	Middle School	1243	Black	114
4	305	Elementary:		Native Hawaiian/Pacific Islander	3
5	289	Kennedy	435	White	3347
6	286	Pinecrest	472	Two or more races	251
7	320	McAuliffe	493		4057
8	348		4057		
9	369				
10	362				
11	294	Elementary	1400		
12	353	Middle School	1243		
ALC	36	High School/HOA/ALC	1414		
	4057	<b>Total District</b>	<b>4057</b>		



**INDEPENDENT SCHOOL DISTRICT NO. 200**  
**Hastings High School and Middle School**  
 Extra Curricular Student Activity Accounts  
 Statement of Receipts and Disbursements  
 Year ended June 30, 2022  
 Current Statement as of 5/31/2022

<b>Course Code</b>	<b>Activity Account</b>	<b>Balance 7/1/2021</b>	<b>Receipts</b>	<b>Disbursements</b>	<b>Subtotal (Less Interest)</b>	<b>Interest Earned</b>	<b>Balance 6/30/2022</b>
601	Art Club	577.55	800.00	800.00	577.55	2.9345	580.48
608	AVID	1,941.12	1,012.00	400.00	2,553.12	10.3410	2,563.46
602	Band	3,478.25	7,677.77	8,852.13	2,303.89	20.1083	2,324.00
604	Baseball	5,725.92	0.00	1,990.85	3,735.07	26.6209	3,761.69
605	Basketball - Boys	481.76	0.00	171.89	309.87	2.1588	312.03
609	Choir Tour	540.20	0.00	0.00	540.20	2.7447	542.94
610	Cross Country Running	283.04	0.00	260.52	22.52	0.5719	23.09
612	Culinary Club (closed 10/21)	986.78	0.00	986.78	0.00	1.5427	1.54
613	Fellowship Christian Athletes (FCA)	784.69	660.00	394.90	1,049.79	5.2201	1,055.01
614	Football	2,372.56	20.00	0.00	2,392.56	12.1172	2,404.68
615	Gymnastics	3,530.03	0.00	1,201.46	2,328.57	15.4700	2,344.04
616	French Honor Society (FHS)	1,678.98	134.10	89.44	1,723.64	8.6213	1,732.26
624	Golf - Girls	916.61	45.00	696.99	264.62	3.5480	268.17
621	Military Club (new / closed 2021-22)	0.00	0.00	0.00	0.00	-	0.00
622	Marching Band	43,359.84	40,480.94	56,782.09	27,058.69	142.5811	27,201.27
<b>675</b>	<b>INTEREST EARNED</b>	<b>0.00</b>	<b>826.95</b>	<b>40.00</b>	<b>786.95</b>	<b>-</b>	<b>0.00</b>
623	National Honor Society (NHS)	2,181.15	15,574.00	15,243.93	2,511.22	19.3108	2,530.53
625	Nordic Skiing	5,293.58	1,500.00	3,307.76	3,485.82	20.4940	3,506.31
626	Orchestra (closed 2020, reopened 2021)	0.00	269.41	0.00	269.41	-	269.41
627	Outdoor Club	403.52	200.00	225.28	378.24	1.9418	380.18
618	Peer Helpers	226.35	90.34	32.06	284.63	1.1501	285.78
632	Show Choir	7,717.28	82,175.76	70,320.33	19,572.71	100.9786	19,673.69
643	Soccer - Boys	3,622.33	1,830.00	4,826.99	625.34	7.3669	632.71
647	Spanish Club	12,731.52	3,102.80	3,323.64	12,510.68	64.2327	12,574.91
650	Student Council	25,827.65	31,082.58	14,723.94	42,186.29	153.9649	42,340.25
652	Tennis - Boys	2,547.73	1,440.00	360.00	3,627.73	13.7889	3,641.52
653	Tennis - Girls	109.89	348.03	165.13	292.79	1.2427	294.03
655	Thespians	583.08	693.11	259.44	1,016.75	3.4343	1,020.18
656	Track	10,757.25	2,000.00	206.00	12,551.25	55.2536	12,606.50
654	Ultimate Frisbee	1,042.47	3,816.81	4,178.88	680.40	6.6609	687.06
658	Volleyball	524.78	0.00	0.00	524.78	2.6663	527.45
659	Wrestling	6,466.58	0.00	1,141.21	5,325.37	30.2614	5,355.63
664	Middle School Speech (closed 5/22)	271.52	0.00	271.52	0.00	1.1673	1.17
665	Middle School Yearbook	2,528.73	162.97	41.91	2,649.79	12.8245	2,662.61
666	Middle School Student Council	7,686.78	2,446.40	3,297.00	6,836.18	35.6299	6,871.81
		<b>157,179.52</b>	<b>198,388.97</b>	<b>194,592.07</b>	<b>160,976.42</b>	<b>786.9500</b>	<b>160,976.42</b>

INDEPENDENT SCHOOL DISTRICT NO. 200  
HASTINGS, MINNESOTA  
TREASURER'S REPORT TO SCHOOL BOARD

May 2022 Investment Reconciliation - %-104-%

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	BALANCE END OF MONTH
GENERAL FUND - 01	21,500,000.00	3,500,000.00	5,500,000.00	19,500,000.00
BOND FUND - 06	0.00	0.00	0.00	0.00
SCHOLARSHIP FUND - 12	10,000.00	0.00	0.00	10,000.00
DENTAL SELF FUNDED - 20	498,000.00	0.00	0.00	498,000.00
HEALTH SELF FUNDED - 21	4,000,000.00	0.00	2,000,000.00	2,000,000.00
<b>TOTALS</b>	<b>26,008,000.00</b>	<b>3,500,000.00</b>	<b>7,500,000.00</b>	<b><u>22,008,000.00</u></b>

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK

DESCRIPTION	BALANCE PER BANK STATEMENT	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
Certificates of Deposit - MSDLAF - General	0.00	0.00	0.00
Term - MSDLAF - General	19,500,000.00	0.00	19,500,000.00
Term - MSDLAF - Bond	0.00	0.00	0.00
Managed Account - MSDLAF - Bond	0.00	0.00	0.00
Scholarship CD	10,000.00	0.00	10,000.00
Certificates of Deposit - MSDLAF - Dental	248,000.00	0.00	248,000.00
Term - MSDLAF - Dental	250,000.00	0.00	250,000.00
Term - MSDLAF - Health	2,000,000.00	0.00	2,000,000.00
<b>TREASURER'S BALANCE</b>	<b>22,008,000.00</b>	<b>0.00</b>	<b><u>22,008,000.00</u></b>

INDEPENDENT SCHOOL DISTRICT NO. 200  
HASTINGS, MINNESOTA  
TREASURER'S REPORT TO SCHOOL BOARD

May 2022 Bank Reconciliation

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	BALANCE END OF MONTH
GENERAL FUND - 01	8,065,012.98	8,698,353.52	(2,987,664.56)	13,775,701.94
FOOD SERVICE FUND - 02	895,203.30	353,454.94	(239,435.92)	1,009,222.32
COMMUNITY ED - 04	688,994.47	126,458.98	(156,593.51)	658,859.94
BUILDING CONSTRUCTION - 06	10,169,266.32	5,809.90	(165,348.93)	10,009,727.29
DEBT REDEMPTION - 07	14,714,363.17	0.00	796.32	14,715,159.49
STUDENT ACTIVITY FUND - 10	142,070.37	39,812.32	(21,346.27)	160,536.42
DEFERRED ACCOUNTS - 11	749,136.45	65,191.36	(62,736.73)	751,591.08
SCHOLARSHIP - 12	178,404.89	45,960.42	(1,000.00)	223,365.31
TRUST - 18	69,063.62	0.00	76.28	69,139.90
DENTAL SELF FUNDED - 20	539,658.23	291.76	17,821.47	557,771.46
HEALTH SELF FUNDED - 21	1,518,213.90	37,428.35	1,790,216.61	3,345,858.86
OPEB PERA/CE TRUST - 45	5,474,555.10	0.00	1,593.33	5,476,148.43
<b>TOTALS</b>	43,203,942.80	9,372,761.55	(1,823,621.91)	<b>50,753,082.44</b>

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK

DESCRIPTION	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	OUTSTANDING DEPOSITS	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
Merchants Bank	57,521.51	0.00	657.05	115.84	58,294.40
MSDLAF AP	922,773.82	(872,752.09)	0.00	130.00	50,151.73
MSDLAF Payroll	133,225.96	(25,750.30)	0.00	2,957.28	110,432.94
MSDLAF Scholarship	223,365.31	0.00	0.00	0.00	223,365.31
MSDLAF General	18,130,274.85	0.00	20,863.26	0.00	18,151,138.11
MSDLAF Flex	105,651.97	0.00	0.00	0.00	105,651.97
MSDLAF Dental Self Funded	557,771.46	0.00	0.00	0.00	557,771.46
MSDLAF Health Self Funded	3,339,924.06	0.00	0.00	0.00	3,339,924.06
MSDLAF Bond Proceeds	10,009,727.29	0.00	0.00	0.00	10,009,727.29
Vermillion Bank	140,069.83	(5,788.03)	1,485.00	0.00	135,766.80
MidAmerica - CE Trust	69,139.90	0.00	0.00	0.00	69,139.90
OPEB PERA/CE Trust Account	5,478,201.93	0.00	0.00	0.00	5,478,201.93
US Bank Escrow	12,463,516.54	0.00	0.00	0.00	12,463,516.54
<b>TREASURER'S BALANCE</b>	51,631,164.43	(904,290.42)	23,005.31	3,203.12	<b>50,753,082.44</b>

# HASTINGS PUBLIC SCHOOLS

## Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
MB	P211MB	98657		Wire	1	10229	MERCHANTS BANK FEES	C Corporation	No	Yes	No	05/13/2022	28.05
Bank Total:												\$28.05	
USAP	P21101	98482		Wire	1	11387	AMAZON CAPITAL SERVICES, INC	C Corporation	No	Yes	No	05/06/2022	4,019.69
USAP	P21115	98536		Wire	1	10920	AFFINETY - MERCH BANK FEES (WIRE)	S Corporation	No	Yes	No	05/13/2022	1,313.01
USAP	P21115	98537		Wire	1	2976	SALES TAX (MN DEPT REVENUE)	Other	No	Yes	No	05/13/2022	79.00
USAP	P21115	98538		Wire	1	9935	ELEYO FEES	S Corporation	No	Yes	No	05/13/2022	4,264.37
USAP	P21103	98735		Wire	1	9557	BMO HARRIS BANK NA	C Corporation	No	Yes	No	05/27/2022	9,506.76
USAP	P21130	98772		Wire	1	3167	MSDLAF BANK FEES	Other	No	Yes	No	05/31/2022	115.00
USAP	P21130	98773		Wire	1	9012	PITNEY BOWES POSTAGE BY PHONE	C Corporation	No	Yes	No	05/31/2022	3,000.00
USAP	P21101	98511	828347	Check	1	5098	ADVANCED SPORTSWEAR	S Corporation	Yes	Yes	No	05/06/2022	261.50
USAP	P21101	98483	828348	Check	1	10142	ALLSTREAM	LLC - C Corp	Yes	Yes	No	05/06/2022	9,957.10
USAP	P21101	98485	828349	Check	1	10946	R1 BIMBO BAKERIES USA	C Corporation	Yes	Yes	No	05/06/2022	390.66
USAP	P21101	98489	828350	Check	1	11192	R12 CATHY SHEPLEE		Yes	No	No	05/06/2022	20.00
USAP	P21101	98494	828351	Check	1	1250	COMCAST	C Corporation	Yes	Yes	No	05/06/2022	143.67
USAP	P21101	98490	828352	Check	1	11370	CONWAY, JONAH		Yes	Yes	No	05/06/2022	195.66
USAP	P21101	98516	828353	Check	1	7000	CRETIN DERHAM HALL HIGH SCHOOL	Other	Yes	Yes	No	05/06/2022	35.00
USAP	P21101	98515	828354	Check	1	6745	CULLIGAN OF STILLWATER	S Corporation	Yes	Yes	No	05/06/2022	417.35
USAP	P21101	98519	828355	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS	S Corporation	Yes	Yes	No	05/06/2022	22.64
USAP	P21101	98486	828356	Check	1	10960	DEWITT, LAURA		Yes	Yes	No	05/06/2022	53.97
USAP	P21101	98507	828357	Check	1	2966	EAGAN HIGH SCHOOL	Other	Yes	No	No	05/06/2022	200.00
USAP	P21101	98496	828358	Check	1	1479	GOPHER STAGE LIGHTING INC	S Corporation	Yes	Yes	No	05/06/2022	231.50
USAP	P21101	98521	828359	Check	1	9641	HANSEY, JACLYN		Yes	Yes	No	05/06/2022	41.50
USAP	P21101	98484	828360	Check	1	10826	HANSON, MEREDITH		Yes	Yes	No	05/06/2022	237.39
USAP	P21101	98500	828361	Check	1	1845	HORIZON COMMERCIAL POOL SUPPLY	S Corporation	Yes	Yes	No	05/06/2022	94.58
USAP	P21101	98497	828362	Check	1	1657	INSECT LORE	C Corporation	Yes	Yes	No	05/06/2022	127.87
USAP	P21101	98498	828363	Check	1	1664	INTERMEDIATE DIST 287	Other	Yes	Yes	No	05/06/2022	4,367.20
USAP	P21101	98499	828364	Check	1	1679	R1 J.W. PEPPER & SON INC	S Corporation	Yes	Yes	No	05/06/2022	108.99
USAP	P21101	98488	828365	Check	1	11192	R11 JESSICA PHILIPP		Yes	Yes	No	05/06/2022	5.85
USAP	P21101	98512	828366	Check	1	5828	JIM CARLSON LEASING CO.	C Corporation	Yes	Yes	No	05/06/2022	700.00
USAP	P21101	98493	828367	Check	1	11408	KNOLL, THOMAS		Yes	Yes	No	05/06/2022	30.00
USAP	P21101	98514	828368	Check	1	6670	KOCH, JASON		Yes	Yes	No	05/06/2022	40.00
USAP	P21101	98522	828369	Check	1	9776	R1 LOFFLER COMPANIES	S Corporation	Yes	Yes	No	05/06/2022	550.00
USAP	P21101	98492	828370	Check	1	11406	LOFGREN, KAREN		Yes	Yes	No	05/06/2022	34.33
USAP	P21101	98501	828371	Check	1	1890	MASA (MN ASSN OF SCHOOL ADMIN)	C Corporation	Yes	No	No	05/06/2022	816.00
USAP	P21101	98508	828372	Check	1	3072	MCAULIFFE PETTY CASH ACCOUNT		Yes	Yes	No	05/06/2022	473.82
USAP	P21101	98518	828373	Check	1	8186	MPCA	Other	Yes	Yes	No	05/06/2022	304.65
USAP	P21101	98509	828374	Check	1	3081	NASSP	Other	Yes	Yes	No	05/06/2022	385.00
USAP	P21101	98502	828375	Check	1	2235	R1 NCS PEARSON INC	C Corporation	Yes	Yes	No	05/06/2022	10,602.00

# HASTINGS PUBLIC SCHOOLS

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Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
USAP	P21101	98505	828376	Check	1 2819		REPUBLIC SERVICES #923	C Corporation	Yes	Yes	No	05/06/2022	9,945.51
USAP	P21101	98520	828377	Check	1 9451		RIVER BLADES SKATING SCHOOL	Ind/Sole Proprietor	Yes	No	No	05/06/2022	240.00
USAP	P21101	98503	828378	Check	1 2306		ROSEMOUNT HIGH SCHOOL	Other	Yes	Yes	No	05/06/2022	215.00
USAP	P21101	98491	828379	Check	1 11403		ROSEMOUNT HIGH SCHOOL FAIRWAY	Other	Yes	Yes	No	05/06/2022	150.00
USAP	P21101	98506	828380	Check	1 2845		ROSEN PUBLISHING	Ind/Sole Proprietor	Yes	Yes	No	05/06/2022	1,854.26
USAP	P21101	98510	828381	Check	1 4405	R1	STEP SAVER INC	S Corporation	Yes	Yes	No	05/06/2022	108.75
USAP	P21101	98504	828382	Check	1 2548	R1	T-MOBILE	C Corporation	Yes	Yes	No	05/06/2022	1,600.00
USAP	P21101	98487	828383	Check	1 11047	R1	UNIVERSAL ATHLETIC, LLC	C Corporation	Yes	Yes	No	05/06/2022	2,522.00
USAP	P21101	98517	828384	Check	1 7490		UNIVERSITY LANGUAGE CTR INC	C Corporation	Yes	Yes	No	05/06/2022	501.17
USAP	P21101	98513	828385	Check	1 6331		WILLIAMS, CARRIE		Yes	No	No	05/06/2022	237.93
USAP	P21101	98495	828386	Check	1 1442		ZEIEN, CINDY		Yes	Yes	No	05/06/2022	43.69
USAP	P21115	98551	828387	Check	1 11091		1000 PETALS LLC	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	524.25
USAP	P21115	98572	828388	Check	1 11401		ALLEN, KOBI	Ind/Sole Proprietor	Yes	No	No	05/13/2022	83.00
USAP	P21115	98564	828389	Check	1 11213		ANDERSON, ERIN		Yes	Yes	No	05/13/2022	47.27
USAP	P21115	98633	828390	Check	1 7110		APPLE EDUCATION INC	C Corporation	Yes	Yes	No	05/13/2022	3,000.00
USAP	P21115	98615	828391	Check	1 3061		ARNOLD, KAREN	Other	Yes	Yes	No	05/13/2022	180.77
USAP	P21115	98546	828392	Check	1 10919	R1	ARVIG	S Corporation	Yes	Yes	No	05/13/2022	1,205.95
USAP	P21115	98574	828393	Check	1 11409		AUGSBURG UNIVERSITY	Other	Yes	No	No	05/13/2022	790.00
USAP	P21115	98656	828394	Check	1 9953		BEHNKE, KERI		Yes	No	No	05/13/2022	12.87
USAP	P21115	98553	828395	Check	1 11110		BELLEVILLE WHOLESALE HOBBY	C Corporation	Yes	Yes	No	05/13/2022	134.78
USAP	P21115	98548	828396	Check	1 10946	R1	BIMBO BAKERIES USA	C Corporation	Yes	Yes	No	05/13/2022	689.74
USAP	P21115	98579	828397	Check	1 1156		BIX PRODUCE COMPANY LLC	Partnership	Yes	Yes	No	05/13/2022	9,416.70
USAP	P21115	98563	828398	Check	1 11203		BOUGIE-SCHMIDT, JODI	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	500.00
USAP	P21115	98585	828399	Check	1 1400		BRANDT, BENJAMIN	Ind/Sole Proprietor	Yes	No	No	05/13/2022	141.00
USAP	P21115	98648	828400	Check	1 9102		BRENNY, TOM		Yes	Yes	No	05/13/2022	108.21
USAP	P21115	98645	828401	Check	1 8681		CANVAS HEALTH	C Corporation	Yes	Yes	No	05/13/2022	3,424.21
USAP	P21115	98544	828402	Check	1 10626		CATER, SAMANTHA		Yes	No	No	05/13/2022	9.54
USAP	P21115	98566	828403	Check	1 11236		CHORDS AND BOARDS LLC	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	920.00
USAP	P21115	98539	828404	Check	1 10308		CHRISTENSEN, HERBERT	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	75.00
USAP	P21115	98643	828405	Check	1 8581		CIRILLO, MOLLY		Yes	Yes	No	05/13/2022	152.92
USAP	P21115	98580	828406	Check	1 1235		CITY OF HASTINGS	Other	Yes	Yes	No	05/13/2022	9,027.60
USAP	P21115	98638	828407	Check	1 7840		CLINICARE CORPORATION	S Corporation	Yes	Yes	No	05/13/2022	535.35
USAP	P21115	98581	828408	Check	1 1251		COMMERCIAL KITCHEN SERVICES	S Corporation	Yes	Yes	No	05/13/2022	15,104.91
USAP	P21115	98582	828409	Check	1 1257		COMPUTER INTEGRATION TECHNOLO	S Corporation	Yes	Yes	No	05/13/2022	24,767.80
USAP	P21115	98595	828410	Check	1 1715		CONSTANT CONTACT	C Corporation	Yes	Yes	No	05/13/2022	1,050.00
USAP	P21115	98583	828411	Check	1 1286		CUB FOODS	LLC - S Corp	Yes	No	No	05/13/2022	33.73
USAP	P21115	98619	828412	Check	1 3399	R1	DALCO	S Corporation	Yes	Yes	No	05/13/2022	6,701.23
USAP	P21115	98647	828413	Check	1 8840		DEFINITIVE TECHNOLOGY SOLUTIONS	S Corporation	Yes	Yes	No	05/13/2022	628.09
USAP	P21115	98584	828414	Check	1 1319		DEMCO	S Corporation	Yes	Yes	No	05/13/2022	374.64

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Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
USAP	P21115	98545	828415	Check	1	10860	DEPARTMENT OF TRANSPORTATION	Other	Yes	Yes	No	05/13/2022	743.00
USAP	P21115	98651	828416	Check	1	9375	DIMENSIONAL BRANDING, LLC	LLC - C Corp	Yes	Yes	No	05/13/2022	693.30
USAP	P21115	98655	828417	Check	1	9926	DOOR SERVICE COMPANY OF THE TW	S Corporation	Yes	Yes	No	05/13/2022	1,210.00
USAP	P21115	98632	828418	Check	1	6808	ECKROTH MUSIC	C Corporation	Yes	Yes	No	05/13/2022	75.01
USAP	P21115	98630	828419	Check	1	6190	R2 EDUCATORS BENEFIT CONSULTANTS	LLC - Partnership	Yes	Yes	No	05/13/2022	493.37
USAP	P21115	98628	828420	Check	1	5635	R1 ERIC ARMIN INC.	C Corporation	Yes	Yes	No	05/13/2022	433.50
USAP	P21115	98635	828421	Check	1	7457	R1 EXPERIENCE SHOWS LLC	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	50.00
USAP	P21115	98634	828422	Check	1	7322	R1 FERGUSON ENTERPRISES	C Corporation	Yes	Yes	No	05/13/2022	581.50
USAP	P21115	98586	828423	Check	1	1409	FISHER SCIENTIFIC	LLC - C Corp	Yes	Yes	No	05/13/2022	397.39
USAP	P21115	98621	828424	Check	1	3865	FLINN SCIENTIFIC	C Corporation	Yes	Yes	No	05/13/2022	288.75
USAP	P21115	98636	828425	Check	1	7695	GENE JOHNSON PRODUCTIONS INC	S Corporation	Yes	Yes	No	05/13/2022	259.00
USAP	P21115	98650	828426	Check	1	9306	R1 GOPHER PERFORMANCE	S Corporation	Yes	Yes	No	05/13/2022	354.11
USAP	P21115	98587	828427	Check	1	1478	GOPHER SPORT	S Corporation	Yes	Yes	No	05/13/2022	442.07
USAP	P21115	98565	828428	Check	1	11220	GOPHERMODS LLC	LLC - S Corp	Yes	Yes	No	05/13/2022	78.00
USAP	P21115	98588	828429	Check	1	1482	GRAINGER, W.W..	C Corporation	Yes	Yes	No	05/13/2022	8,902.56
USAP	P21115	98589	828430	Check	1	1483	GRAPHIC DESIGN INC	S Corporation	Yes	Yes	No	05/13/2022	361.00
USAP	P21115	98614	828431	Check	1	3030	GROTH MUSIC	S Corporation	Yes	Yes	No	05/13/2022	1,790.00
USAP	P21115	98554	828432	Check	1	11121	HAGBERG, EDWARD JR	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	83.00
USAP	P21115	98555	828433	Check	1	11133	HASTINGS CREAMERY LLC	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	9,063.15
USAP	P21115	98649	828434	Check	1	9147	R3 HEARTLAND BUSINESS SYSTEMS	LLC - S Corp	Yes	Yes	No	05/13/2022	2,000.00
USAP	P21115	98557	828435	Check	1	11141	HESSLER, ROBERT	Ind/Sole Proprietor	Yes	No	No	05/13/2022	141.00
USAP	P21115	98590	828436	Check	1	1582	HILLYARD INC-MINNEAPOLIS	C Corporation	Yes	Yes	No	05/13/2022	6,232.03
USAP	P21115	98597	828437	Check	1	1845	HORIZON COMMERCIAL POOL SUPPLY	S Corporation	Yes	Yes	No	05/13/2022	2,923.80
USAP	P21115	98591	828438	Check	1	1612	HUBERT COMPANY	C Corporation	Yes	Yes	No	05/13/2022	173.45
USAP	P21115	98549	828439	Check	1	1098	HUMBLE, LYNDEE		Yes	No	No	05/13/2022	129.00
USAP	P21115	98620	828440	Check	1	3584	INFOPRO LEGAL RESOURCES INC	S Corporation	Yes	Yes	No	05/13/2022	2,145.00
USAP	P21115	98637	828441	Check	1	7721	R3 INNOVATIVE OFFICE SOLUTIONS	LLC - Partnership	Yes	Yes	No	05/13/2022	6,401.74
USAP	P21115	98592	828442	Check	1	1664	INTERMEDIATE DIST 287	Other	Yes	Yes	No	05/13/2022	332.64
USAP	P21115	98593	828443	Check	1	1665	INTERMEDIATE SCHOOL DIST 917	Other	Yes	Yes	No	05/13/2022	139,514.29
USAP	P21115	98570	828444	Check	1	11388	J. APPLESEED, INC.	S Corporation	Yes	Yes	No	05/13/2022	607.05
USAP	P21115	98594	828445	Check	1	1679	R1 J.W. PEPPER & SON INC	S Corporation	Yes	Yes	No	05/13/2022	18.00
USAP	P21115	98640	828446	Check	1	7902	JESSEN, CHRIS	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	141.00
USAP	P21115	98625	828447	Check	1	5063	JOHNSON, GERALD	Ind/Sole Proprietor	Yes	No	No	05/13/2022	75.00
USAP	P21115	98631	828448	Check	1	6266	JUNDT, JOHN	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	83.00
USAP	P21115	98652	828449	Check	1	9758	KASTENS, JOSEPH	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	75.00
USAP	P21115	98543	828450	Check	1	10573	KOLPIN, AMANDA		Yes	Yes	No	05/13/2022	52.98
USAP	P21115	98596	828451	Check	1	1799	LAKESHORE LEARNING MATERIALS	S Corporation	Yes	Yes	No	05/13/2022	98.68
USAP	P21115	98560	828452	Check	1	11191	R11 LARRY GROSSE		Yes	No	No	05/13/2022	8.99
USAP	P21115	98571	828453	Check	1	11400	LARSCHEID, JACOB	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	141.00

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											Void	Date	
USAP	P21115	98556	828454	Check	1 11134		LERNER PUBLISHING GROUP	S Corporation	Yes	Yes	No	05/13/2022	32.51
USAP	P21115	98568	828455	Check	1 11287		LINDE GAS & EQUIPMENT INC	C Corporation	Yes	Yes	No	05/13/2022	38.29
USAP	P21115	98641	828456	Check	1 8218		LINDELL, JOSHUA	Ind/Sole Proprietor	Yes	No	No	05/13/2022	83.00
USAP	P21115	98576	828457	Check	1 11412		LUHMAN, SCOTT	Ind/Sole Proprietor	Yes	No	No	05/13/2022	75.00
USAP	P21115	98598	828458	Check	1 1894		MASSP	Other	Yes	No	No	05/13/2022	52.00
USAP	P21115	98599	828459	Check	1 1915		MCGINNIS, PETER		Yes	No	Yes	05/13/2022	24.92
USAP	P21115	98599	828459	Check	1 1915		MCGINNIS, PETER		Yes	No	Yes	05/31/2022	(24.92)
USAP	P21115	98600	828460	Check	1 1942		MENARDS	S Corporation	Yes	Yes	No	05/13/2022	627.52
USAP	P21115	98601	828461	Check	1 1944		MERIT ELECTRIC COMPANY INC.	S Corporation	Yes	Yes	No	05/13/2022	454.04
USAP	P21115	98552	828462	Check	1 11107		MERKLE, KEVIN	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	150.00
USAP	P21115	98602	828463	Check	1 1977		MINNESOTA COACHES INC	S Corporation	Yes	Yes	No	05/13/2022	81,713.09
USAP	P21115	98541	828464	Check	1 10500	R4	MRI SOFTWARE LLC	LLC - Partnership	Yes	Yes	No	05/13/2022	30.00
USAP	P21115	98639	828465	Check	1 7883		NAC MECHANICAL & ELECRICAL SERV	S Corporation	Yes	Yes	No	05/13/2022	4,017.72
USAP	P21115	98603	828466	Check	1 2055		NASCO	C Corporation	Yes	Yes	No	05/13/2022	324.20
USAP	P21115	98550	828467	Check	1 10987		NICOL, BARBARA	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	1,375.00
USAP	P21115	98569	828468	Check	1 11348		NORTHWEST PASSAGE LTD	C Corporation	Yes	Yes	No	05/13/2022	3,255.00
USAP	P21115	98624	828469	Check	1 5031		O'BRIAN, THOMAS	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	141.00
USAP	P21115	98577	828470	Check	1 11414		O'NEILL, SEAN	Ind/Sole Proprietor	Yes	No	No	05/13/2022	83.00
USAP	P21115	98653	828471	Check	1 9771		OPG-3 INC.	S Corporation	Yes	Yes	No	05/13/2022	6,349.00
USAP	P21115	98616	828472	Check	1 3115		PASCO SCIENTIFIC	C Corporation	Yes	Yes	No	05/13/2022	1,104.00
USAP	P21115	98629	828473	Check	1 5823		PAULSON, MICHAEL	Ind/Sole Proprietor	Yes	No	No	05/13/2022	83.00
USAP	P21115	98558	828474	Check	1 11186	R1	PERFORMANCE FOOD SERVICE	C Corporation	Yes	Yes	No	05/13/2022	767.26
USAP	P21115	98578	828475	Check	1 11415		RELLER, MELODEE		Yes	Yes	No	05/13/2022	367.09
USAP	P21115	98547	828476	Check	1 10925		REMMERT EDUCATIONAL CONSULTINC	Ind/Sole Proprietor	Yes	No	No	05/13/2022	11,551.50
USAP	P21115	98575	828477	Check	1 11411		RUNGE, PHILLIP	Ind/Sole Proprietor	Yes	No	No	05/13/2022	75.00
USAP	P21115	98644	828478	Check	1 8633		RUPP ANDERSON SQUIRES & WALDSF	C Corporation	Yes	No	No	05/13/2022	3,424.80
USAP	P21115	98573	828479	Check	1 11407		SCHELLING, BRONSON	Ind/Sole Proprietor	Yes	No	No	05/13/2022	141.00
USAP	P21115	98613	828480	Check	1 2850	R1	SCHOOL SPECIALTY	C Corporation	Yes	No	No	05/13/2022	1,045.36
USAP	P21115	98561	828481	Check	1 11192	R13	SEAN FOLMAR		Yes	Yes	No	05/13/2022	47.45
USAP	P21115	98562	828482	Check	1 11196	R1	SHRED IT USA - C/O STERICYCLE INC.	C Corporation	Yes	Yes	No	05/13/2022	86.08
USAP	P21115	98567	828483	Check	1 11244		SOURIYATHAY, BRENDAN		Yes	Yes	No	05/13/2022	44.46
USAP	P21115	98604	828484	Check	1 2445		ST. JOHN THE BAPTIST SCHOOL	Other	Yes	Yes	No	05/13/2022	1,100.11
USAP	P21115	98605	828485	Check	1 2461		STATE CHEMICAL SOLUTIONS	S Corporation	Yes	Yes	No	05/13/2022	493.42
USAP	P21115	98606	828486	Check	1 2492		SUCCESS BEYOND THE CLASSROOM	Other	Yes	Yes	No	05/13/2022	41.00
USAP	P21115	98626	828487	Check	1 5445	R1	SUMMIT FIRE PROTECTION INC.	C Corporation	Yes	Yes	No	05/13/2022	215.00
USAP	P21115	98618	828488	Check	1 3282	R1	SUNBURST DIGITAL	C Corporation	Yes	Yes	No	05/13/2022	3,400.00
USAP	P21115	98607	828489	Check	1 2519		TEAM SPORTING GOODS	S Corporation	Yes	Yes	No	05/13/2022	5,632.67
USAP	P21115	98642	828490	Check	1 8577		TENNIS SANITATION	LLC - Partnership	Yes	Yes	No	05/13/2022	106.31
USAP	P21115	98542	828491	Check	1 10523		THAYER, SAMUEL	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	141.00

# HASTINGS PUBLIC SCHOOLS

## Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
USAP	P21115	98622	828492	Check	1	4264	TOMPERI, LEO	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	83.00
USAP	P21115	98608	828493	Check	1	2559	TRIO SUPPLY	C Corporation	Yes	Yes	No	05/13/2022	2,813.75
USAP	P21115	98646	828494	Check	1	8826	TROST, ERICA		Yes	Yes	No	05/13/2022	237.39
USAP	P21115	98627	828495	Check	1	5557	R1 ULINE SHIPPING SUPPLIES	S Corporation	Yes	Yes	No	05/13/2022	193.71
USAP	P21115	98617	828496	Check	1	3277	UPPER LAKES FOODS, INC	S Corporation	Yes	Yes	No	05/13/2022	22,268.32
USAP	P21115	98654	828497	Check	1	9791	USA INFLATABLES	S Corporation	Yes	Yes	No	05/13/2022	802.28
USAP	P21115	98559	828498	Check	1	11187	R1 VISTAR	C Corporation	Yes	Yes	No	05/13/2022	4,375.42
USAP	P21115	98609	828499	Check	1	2618	WALTERS, JOHN	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	150.00
USAP	P21115	98610	828500	Check	1	2620	WASHINGTON COUNTY	Other	Yes	Yes	No	05/13/2022	288.90
USAP	P21115	98540	828501	Check	1	10452	WAYNE PETERSON ENTERPRISES	S Corporation	Yes	Yes	No	05/13/2022	2,224.25
USAP	P21115	98611	828502	Check	1	2641	WESTERN PSYCHOLOGICAL SERVICE: LLC - S Corp	LLC - S Corp	Yes	Yes	No	05/13/2022	549.30
USAP	P21115	98612	828503	Check	1	2683	YMCA CAMP ST. CROIX	C Corporation	Yes	Yes	No	05/13/2022	1,622.98
USAP	P21115	98623	828504	Check	1	4338	ZIBELL, LESLIE	Ind/Sole Proprietor	Yes	No	No	05/13/2022	83.00
USAP	P21102	98674	828505	Check	1	11192	R14 ALYSIA CONSTANTINE		Yes	Yes	No	05/20/2022	12.93
USAP	P21102	98676	828506	Check	1	11192	R9 ARIEL BURMA		Yes	No	No	05/20/2022	58.75
USAP	P21102	98673	828507	Check	1	10946	R1 BIMBO BAKERIES USA	C Corporation	Yes	Yes	No	05/20/2022	338.20
USAP	P21102	98678	828508	Check	1	1214	CDW GOVERNMENT	LLC - C Corp	Yes	No	No	05/20/2022	37,975.00
USAP	P21102	98691	828509	Check	1	3748	CENTERPOINT ENERGY	C Corporation	Yes	No	No	05/20/2022	20,026.76
USAP	P21102	98697	828510	Check	1	8840	DEFINITIVE TECHNOLOGY SOLUTIONS	S Corporation	Yes	Yes	No	05/20/2022	196.29
USAP	P21102	98698	828511	Check	1	8840	R1 DEFINITIVE TECHNOLOGY SOLUTIONS	S Corporation	Yes	Yes	No	05/20/2022	144.11
USAP	P21102	98672	828512	Check	1	10938	DERAU CONSTRUCTION LLC	LLC - S Corp	Yes	Yes	No	05/20/2022	7,334.95
USAP	P21102	98696	828513	Check	1	7843	FUN AND FUNCTION	LLC - Partnership	Yes	No	No	05/20/2022	123.96
USAP	P21102	98679	828514	Check	1	1483	GRAPHIC DESIGN INC	S Corporation	Yes	Yes	No	05/20/2022	538.00
USAP	P21102	98690	828515	Check	1	3721	GRASP	Other	Yes	No	No	05/20/2022	1,496.00
USAP	P21102	98680	828516	Check	1	1508	HANSON, ANNETTE		Yes	No	No	05/20/2022	37.67
USAP	P21102	98692	828517	Check	1	3799	HASTINGS SR HIGH ACTIVITY ACCT	Other	Yes	Yes	No	05/20/2022	500.00
USAP	P21102	98699	828518	Check	1	9329	HOMETOWN ACE HARDWARE	S Corporation	Yes	Yes	No	05/20/2022	383.74
USAP	P21102	98670	828519	Check	1	10843	HVIDHYLD, IRENE		Yes	Yes	No	05/20/2022	268.10
USAP	P21102	98681	828520	Check	1	1665	INTERMEDIATE SCHOOL DIST 917	Other	Yes	Yes	No	05/20/2022	66,588.75
USAP	P21102	98700	828521	Check	1	9529	KNOLL, SARA		Yes	No	No	05/20/2022	109.89
USAP	P21102	98669	828522	Check	1	10573	KOLPIN, AMANDA		Yes	Yes	No	05/20/2022	381.84
USAP	P21102	98682	828523	Check	1	1799	LAKESHORE LEARNING MATERIALS	S Corporation	Yes	Yes	No	05/20/2022	34.97
USAP	P21102	98683	828524	Check	1	1993	MINNESOTA SCHOOL BOARDS ASS'N.	Other	Yes	No	No	05/20/2022	2,120.00
USAP	P21102	98684	828525	Check	1	2055	NASCO	C Corporation	Yes	Yes	No	05/20/2022	300.52
USAP	P21102	98685	828526	Check	1	2235	R1 NCS PEARSON INC	C Corporation	Yes	Yes	No	05/20/2022	212.00
USAP	P21102	98677	828527	Check	1	11417	PETERSON, DAVID		Yes	Yes	No	05/20/2022	277.58
USAP	P21102	98689	828528	Check	1	3070	PINECREST PETTY CASH ACCOUNT		Yes	Yes	No	05/20/2022	484.52
USAP	P21102	98693	828529	Check	1	4344	ROWAN, MARY		Yes	No	No	05/20/2022	12.58
USAP	P21102	98687	828530	Check	1	2704	R2 SCHOLASTIC MAGAZINES	C Corporation	Yes	Yes	No	05/20/2022	471.24

## HASTINGS PUBLIC SCHOOLS

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												Date		
USAP	P21102	98688	828531	Check	1	2850	R1	SCHOOL SPECIALTY	C Corporation	Yes	No	No	05/20/2022	202.74
USAP	P21102	98694	828532	Check	1	5445	R1	SUMMIT FIRE PROTECTION INC.	C Corporation	Yes	No	No	05/20/2022	3,960.00
USAP	P21102	98671	828533	Check	1	10898	R1	SYMMETRY ENERGY SOLUTIONS	LLC - Partnership	Yes	Yes	No	05/20/2022	7,513.11
USAP	P21102	98675	828534	Check	1	11192	R15	VELITA FRANDRUP		Yes	Yes	No	05/20/2022	66.20
USAP	P21102	98695	828535	Check	1	6589		WERNER, NICKOLIS	Ind/Sole Proprietor	Yes	No	No	05/20/2022	597.00
USAP	P21102	98686	828536	Check	1	2654	R1	WILD MOUNTAIN	S Corporation	Yes	Yes	No	05/20/2022	1,538.00
USAP	P21103	98736	828537	Check	1	1012		ACCLAIM SERVICES, INC	C Corporation	Yes	No	No	05/27/2022	412.50
USAP	P21103	98764	828538	Check	1	7755		ADA SPORTS	LLC - C Corp	Yes	No	No	05/27/2022	387.00
USAP	P21103	98740	828539	Check	1	10946	R1	BIMBO BAKERIES USA	C Corporation	Yes	No	No	05/27/2022	337.36
USAP	P21103	98768	828540	Check	1	9102		BRENNY, TOM		Yes	No	No	05/27/2022	133.53
USAP	P21103	98744	828541	Check	1	11420	R1	BRIGHTLY SOFTWARE INC	C Corporation	Yes	No	No	05/27/2022	8,960.12
USAP	P21103	98746	828542	Check	1	1204	R1	CARPENTER ST. CROIX VALLEY NATUI	C Corporation	Yes	No	No	05/27/2022	424.00
USAP	P21103	98765	828543	Check	1	7911		CENTURYLINK	C Corporation	Yes	No	No	05/27/2022	89.40
USAP	P21103	98747	828544	Check	1	1327		DESTROSS, JEFFERY		Yes	No	No	05/27/2022	135.77
USAP	P21103	98741	828545	Check	1	11192	R16	DONNA KARNICK		Yes	No	No	05/27/2022	42.75
USAP	P21103	98769	828546	Check	1	9411		ELLSON, NICOLE		Yes	No	No	05/27/2022	165.83
USAP	P21103	98743	828547	Check	1	11410		FARGO PUBLIC SCHOOLS - ND	Other	Yes	No	No	05/27/2022	355.84
USAP	P21103	98748	828548	Check	1	1483		GRAPHIC DESIGN INC	S Corporation	Yes	No	No	05/27/2022	180.00
USAP	P21103	98762	828549	Check	1	6789		HADLER, AMANDA MAUL		Yes	No	No	05/27/2022	153.46
USAP	P21103	98767	828550	Check	1	8942		HUNT, MARYELLEN		Yes	No	No	05/27/2022	101.92
USAP	P21103	98770	828551	Check	1	9459	R1	KONICA MINOLTA	C Corporation	Yes	No	No	05/27/2022	2,705.18
USAP	P21103	98758	828552	Check	1	4906		KRANZ, JACKIE		Yes	No	No	05/27/2022	24.92
USAP	P21103	98761	828553	Check	1	6643		MATZEK, KATIE		Yes	No	No	05/27/2022	167.98
USAP	P21103	98749	828554	Check	1	1975		MINNESOTA CHILDREN'S MUSEUM	Other	Yes	No	No	05/27/2022	442.00
USAP	P21103	98750	828555	Check	1	1977		MINNESOTA COACHES INC	S Corporation	Yes	No	No	05/27/2022	530.92
USAP	P21103	98742	828556	Check	1	11379		MUNSON, HANNAH		Yes	No	No	05/27/2022	162.10
USAP	P21103	98751	828557	Check	1	2146		ORKIN PEST CONTROL INC.	C Corporation	Yes	No	No	05/27/2022	387.25
USAP	P21103	98745	828558	Check	1	11432		RILEY, JONATHAN		Yes	No	No	05/27/2022	107.77
USAP	P21103	98737	828559	Check	1	10248		RUDER, WILLIAM		Yes	No	No	05/27/2022	82.24
USAP	P21103	98739	828560	Check	1	10848	R1	SAVVAS LEARNING COMPANY LLC	LLC - Partnership	Yes	No	No	05/27/2022	4,011.97
USAP	P21103	98757	828561	Check	1	2704	R2	SCHOLASTIC MAGAZINES	C Corporation	Yes	No	No	05/27/2022	471.24
USAP	P21103	98752	828562	Check	1	2366		SCIENCE MUSEUM OF MN	Other	Yes	No	Yes	05/27/2022	1,064.00
USAP	P21103	98752	828562	Check	1	2366		SCIENCE MUSEUM OF MN	Other	Yes	No	Yes	05/31/2022	(1,064.00)
USAP	P21103	98759	828563	Check	1	6284		SENSKE, STACY		Yes	No	No	05/27/2022	145.99
USAP	P21103	98766	828564	Check	1	8225		SHELHAMER, JODI		Yes	No	No	05/27/2022	142.24
USAP	P21103	98753	828565	Check	1	2393		SIEMENS INC.	C Corporation	Yes	No	No	05/27/2022	156.00
USAP	P21103	98754	828566	Check	1	2522		TERRY'S HARDWARE	S Corporation	Yes	No	No	05/27/2022	1,002.53
USAP	P21103	98755	828567	Check	1	2548	R1	T-MOBILE	C Corporation	Yes	No	No	05/27/2022	160.94
USAP	P21103	98763	828568	Check	1	7490		UNIVERSITY LANGUAGE CTR INC	C Corporation	Yes	No	No	05/27/2022	226.80

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												Date		
USAP	P21103	98771	828569	Check	1 9791		USA INFLATABLES	S Corporation	Yes	No	No	05/27/2022		802.28
USAP	P21103	98738	828570	Check	1 10513		VOGE, BRENDA		Yes	No	No	05/27/2022		91.75
USAP	P21103	98760	828571	Check	1 6331		WILLIAMS, CARRIE		Yes	No	No	05/27/2022		444.11
USAP	P21103	98756	828572	Check	1 2683		YMCA CAMP ST. CROIX	C Corporation	Yes	No	No	05/27/2022		1,747.68
USAP	P21130	98802	828573	Check	1 11429		AARONSON, LAURIE	Ind/Sole Proprietor	Yes	No	No	05/31/2022		83.00
USAP	P21130	98789	828574	Check	1 11198		ADVANTAGE EDUCATIONAL PROGRAM	Ind/Sole Proprietor	Yes	No	No	05/31/2022		273.00
USAP	P21130	98800	828575	Check	1 11425		AGRARIAN SEED AND GARDEN	Partnership	Yes	No	No	05/31/2022		1,000.00
USAP	P21130	98780	828576	Check	1 11056		ARCHER MECHANICAL LLC	S Corporation	Yes	No	No	05/31/2022		326.00
USAP	P21130	98852	828577	Check	1 7545		ARRIOLA, MARK	Ind/Sole Proprietor	Yes	No	No	05/31/2022		83.00
USAP	P21130	98813	828578	Check	1 1821		BARTCZAK, ANDREW	Ind/Sole Proprietor	Yes	No	No	05/31/2022		141.00
USAP	P21130	98803	828579	Check	1 1156		BIX PRODUCE COMPANY LLC	Partnership	Yes	No	No	05/31/2022		8,093.15
USAP	P21130	98818	828580	Check	1 1945		BONNEVILLE, THOMAS	Ind/Sole Proprietor	Yes	No	No	05/31/2022		240.00
USAP	P21130	98807	828581	Check	1 1400		BRANDT, BENJAMIN	Ind/Sole Proprietor	Yes	No	No	05/31/2022		141.00
USAP	P21130	98858	828582	Check	1 8204		CARLSON, JULIE	Ind/Sole Proprietor	Yes	No	No	05/31/2022		141.00
USAP	P21130	98847	828583	Check	1 7295		CENTURYLINK	C Corporation	Yes	No	No	05/31/2022		159.67
USAP	P21130	98849	828584	Check	1 7332		CENTURYLINK	C Corporation	Yes	No	No	05/31/2022		3,495.15
USAP	P21130	98787	828585	Check	1 11192	R17	CHARITY BOUCHER		Yes	No	No	05/31/2022		10.00
USAP	P21130	98784	828586	Check	1 11123		CHLAN, ETHAN	Ind/Sole Proprietor	Yes	No	No	05/31/2022		141.00
USAP	P21130	98791	828587	Check	1 11236		CHORDS AND BOARDS LLC	Ind/Sole Proprietor	Yes	No	No	05/31/2022		130.00
USAP	P21130	98804	828588	Check	1 1235		CITY OF HASTINGS	Other	Yes	No	No	05/31/2022		7,000.00
USAP	P21130	98805	828589	Check	1 1286		CUB FOODS	LLC - S Corp	Yes	No	No	05/31/2022		188.75
USAP	P21130	98833	828590	Check	1 3399	R1	DALCO	S Corporation	Yes	No	No	05/31/2022		7,753.79
USAP	P21130	98860	828591	Check	1 8840		DEFINITIVE TECHNOLOGY SOLUTIONS	S Corporation	Yes	No	No	05/31/2022		81.15
USAP	P21130	98806	828592	Check	1 1319		DEMCO	S Corporation	Yes	No	No	05/31/2022		586.45
USAP	P21130	98794	828593	Check	1 11405		DOBLE, MARK	Ind/Sole Proprietor	Yes	No	No	05/31/2022		150.00
USAP	P21130	98792	828594	Check	1 11338		EHLERS AND ASSOCIATES	S Corporation	Yes	No	No	05/31/2022		2,900.00
USAP	P21130	98853	828595	Check	1 7719		EIGENHEER, RUSSELL	Ind/Sole Proprietor	Yes	No	No	05/31/2022		75.00
USAP	P21130	98840	828596	Check	1 5635	R1	ERIC ARMIN INC.	C Corporation	Yes	No	No	05/31/2022		9.50
USAP	P21130	98850	828597	Check	1 7457	R1	EXPERIENCE SHOWS LLC	Ind/Sole Proprietor	Yes	No	No	05/31/2022		375.00
USAP	P21130	98848	828598	Check	1 7322	R1	FERGUSON ENTERPRISES	C Corporation	Yes	No	No	05/31/2022		324.48
USAP	P21130	98855	828599	Check	1 7788		FIELD ENVIRONMENTAL CONSULTING	S Corporation	Yes	No	No	05/31/2022		721.00
USAP	P21130	98808	828600	Check	1 1409		FISHER SCIENTIFIC	LLC - C Corp	Yes	No	No	05/31/2022		122.20
USAP	P21130	98859	828601	Check	1 8238		FRANTZ, WENDY	Ind/Sole Proprietor	Yes	No	No	05/31/2022		83.00
USAP	P21130	98842	828602	Check	1 5963	R1	FRONTLINE TECHNOLOGIES, INC.	LLC - Partnership	Yes	No	No	05/31/2022		15,127.65
USAP	P21130	98809	828603	Check	1 1457	R1	GIBBS FARM/RCHS	C Corporation	Yes	No	No	05/31/2022		1,572.00
USAP	P21130	98810	828604	Check	1 1482		GRAINGER, W.W..	C Corporation	Yes	No	No	05/31/2022		1,542.54
USAP	P21130	98811	828605	Check	1 1483		GRAPHIC DESIGN INC	S Corporation	Yes	No	No	05/31/2022		1,040.00
USAP	P21130	98829	828606	Check	1 3030		GROTH MUSIC	S Corporation	Yes	No	No	05/31/2022		67.00
USAP	P21130	98801	828607	Check	1 11427		GUSTAFSON, ZACH	Ind/Sole Proprietor	Yes	No	No	05/31/2022		83.00

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Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
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USAP	P21130	98783	828608	Check	1 11121		HAGBERG, EDWARD JR	Ind/Sole Proprietor	Yes	No	No	05/31/2022	83.00
USAP	P21130	98782	828609	Check	1 11118		HERMANN, MARK	Ind/Sole Proprietor	Yes	No	No	05/31/2022	83.00
USAP	P21130	98812	828610	Check	1 1582		HILLYARD INC-MINNEAPOLIS	C Corporation	Yes	No	No	05/31/2022	14,717.82
USAP	P21130	98796	828611	Check	1 11421		HUGHES, MICHAEL	Ind/Sole Proprietor	Yes	No	No	05/31/2022	166.00
USAP	P21130	98861	828612	Check	1 9202	R1	INFINITE CAMPUS, INC.	S Corporation	Yes	No	No	05/31/2022	325.00
USAP	P21130	98790	828613	Check	1 11207		INFINITE HEALTH COLLABORATIVE	C Corporation	Yes	No	No	05/31/2022	1,050.00
USAP	P21130	98834	828614	Check	1 3584		INFOPRO LEGAL RESOURCES INC	S Corporation	Yes	No	No	05/31/2022	2,370.00
USAP	P21130	98854	828615	Check	1 7721	R3	INNOVATIVE OFFICE SOLUTIONS	LLC - Partnership	Yes	No	No	05/31/2022	4,491.47
USAP	P21130	98781	828616	Check	1 11114		JUNCO, WILLIAM	Ind/Sole Proprietor	Yes	No	No	05/31/2022	83.00
USAP	P21130	98843	828617	Check	1 6266		JUNDT, JOHN	Ind/Sole Proprietor	Yes	No	No	05/31/2022	83.00
USAP	P21130	98774	828618	Check	1 10497		KONIETZKO, ANNA	Ind/Sole Proprietor	Yes	No	No	05/31/2022	141.00
USAP	P21130	98795	828619	Check	1 11418		LABRECHE, CHRISTOPHER	Ind/Sole Proprietor	Yes	No	No	05/31/2022	119.50
USAP	P21130	98793	828620	Check	1 11397		LOESCH, CASEY	Ind/Sole Proprietor	Yes	No	No	05/31/2022	141.00
USAP	P21130	98814	828621	Check	1 1863		MACKIN EDUCATIONAL RESOURCES	S Corporation	Yes	No	No	05/31/2022	566.71
USAP	P21130	98798	828622	Check	1 11423		MADISON, MICHAEL	Ind/Sole Proprietor	Yes	No	No	05/31/2022	166.00
USAP	P21130	98816	828623	Check	1 1915		MCGINNIS, PETER		Yes	No	No	05/31/2022	24.92
USAP	P21130	98817	828624	Check	1 1942		MENARDS	S Corporation	Yes	No	No	05/31/2022	303.15
USAP	P21130	98838	828625	Check	1 5475	R1	MHS (MULTI-HEALTH SYSTEM)	C Corporation	Yes	No	No	05/31/2022	186.11
USAP	P21130	98819	828626	Check	1 1977		MINNESOTA COACHES INC	S Corporation	Yes	No	No	05/31/2022	457,702.43
USAP	P21130	98820	828627	Check	1 1978		MINNESOTA COMMUNITY EDUCATION	Other	Yes	No	No	05/31/2022	120.00
USAP	P21130	98821	828628	Check	1 1988		MINNESOTA HISTORICAL SOCIETY	C Corporation	Yes	No	No	05/31/2022	832.00
USAP	P21130	98830	828629	Check	1 3057	R1	MSNA	C Corporation	Yes	No	No	05/31/2022	1,260.00
USAP	P21130	98856	828630	Check	1 7883		NAC MECHANICAL & ELECRICAL SERV	S Corporation	Yes	No	No	05/31/2022	886.50
USAP	P21130	98776	828631	Check	1 10721	R3	NORTHFIELD SOLAR LLC	LLC - Partnership	Yes	No	No	05/31/2022	68,672.90
USAP	P21130	98815	828632	Check	1 1882		OFFICE OF MN IT SERVICES	Other	Yes	No	No	05/31/2022	77.70
USAP	P21130	98844	828633	Check	1 6426		PAPCO	C Corporation	Yes	No	No	05/31/2022	123.28
USAP	P21130	98841	828634	Check	1 5823		PAULSON, MICHAEL	Ind/Sole Proprietor	Yes	No	No	05/31/2022	141.00
USAP	P21130	98785	828635	Check	1 11186	R1	PERFORMANCE FOOD SERVICE	C Corporation	Yes	No	No	05/31/2022	746.23
USAP	P21130	98851	828636	Check	1 7466		QUALITY ONE WOODWORK	LLC - C Corp	Yes	No	No	05/31/2022	1,852.25
USAP	P21130	98837	828637	Check	1 5349	R2	SCHOOL OUTFITTERS	LLC - Partnership	Yes	No	No	05/31/2022	3,000.00
USAP	P21130	98828	828638	Check	1 2850	R1	SCHOOL SPECIALTY	C Corporation	Yes	No	No	05/31/2022	271.13
USAP	P21130	98779	828639	Check	1 10865		SCHOOLMART	S Corporation	Yes	No	No	05/31/2022	1,494.45
USAP	P21130	98822	828640	Check	1 2366		SCIENCE MUSEUM OF MN	Other	Yes	No	No	05/31/2022	64.00
USAP	P21130	98797	828641	Check	1 11422		SJERVEN, CASON	Ind/Sole Proprietor	Yes	No	No	05/31/2022	202.50
USAP	P21130	98799	828642	Check	1 11424		SPECPRO INC	S Corporation	Yes	No	No	05/31/2022	11,329.00
USAP	P21130	98832	828643	Check	1 3391		ST. ELIZABETH ANN SETON	Other	Yes	No	No	05/31/2022	529.00
USAP	P21130	98823	828644	Check	1 2476		STERNAU & ASSOCIATES	Ind/Sole Proprietor	Yes	No	No	05/31/2022	4,626.37
USAP	P21130	98857	828645	Check	1 8109		STRATEGIC STAFFING SOLUTIONS	Ind/Sole Proprietor	Yes	No	No	05/31/2022	5,950.00
USAP	P21130	98824	828646	Check	1 2519		TEAM SPORTING GOODS	S Corporation	Yes	No	No	05/31/2022	1,903.46

## HASTINGS PUBLIC SCHOOLS Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void		Amount
												Date		
USAP	P21130	98835	828647	Check	1	4126	THAYER, CHARLES	Ind/Sole Proprietor	Yes	No	No	05/31/2022		141.00
USAP	P21130	98845	828648	Check	1	6519	THUROW, JOSH	Ind/Sole Proprietor	Yes	No	No	05/31/2022		83.00
USAP	P21130	98788	828649	Check	1	11192	R18 TODD MULDER		Yes	No	No	05/31/2022		18.80
USAP	P21130	98825	828650	Check	1	2559	TRIO SUPPLY	C Corporation	Yes	No	No	05/31/2022		2,273.33
USAP	P21130	98826	828651	Check	1	2563	TROPHIES PLUS	Ind/Sole Proprietor	Yes	No	No	05/31/2022		254.50
USAP	P21130	98839	828652	Check	1	5557	R1 ULINE SHIPPING SUPPLIES	S Corporation	Yes	No	No	05/31/2022		780.07
USAP	P21130	98831	828653	Check	1	3277	UPPER LAKES FOODS, INC	S Corporation	Yes	No	No	05/31/2022		43,362.55
USAP	P21130	98786	828654	Check	1	11187	R1 VISTAR	C Corporation	Yes	No	No	05/31/2022		2,311.25
USAP	P21130	98777	828655	Check	1	10722	R3 WALCOTT SOLAR LLC	LLC - Partnership	Yes	No	No	05/31/2022		33,523.24
USAP	P21130	98778	828656	Check	1	10723	R3 WARSAW SOLAR LLC	LLC - Partnership	Yes	No	No	05/31/2022		28,444.04
USAP	P21130	98827	828657	Check	1	2641	WESTERN PSYCHOLOGICAL SERVICE: LLC - S Corp	LLC - S Corp	Yes	No	No	05/31/2022		558.00
USAP	P21130	98846	828658	Check	1	6727	ZEH TEK INC	S Corporation	Yes	No	No	05/31/2022		224.00
USAP	P21130	98775	828659	Check	1	10517	ZERO ABUSE PROJECT	C Corporation	Yes	No	No	05/31/2022		1,650.00
USAP	P21130	98836	828660	Check	1	4338	ZIBELL, LESLIE	Ind/Sole Proprietor	Yes	No	No	05/31/2022		83.00

Bank Total: \$1,437,205.38

Report Total: \$1,437,233.43

## HASTINGS PUBLIC SCHOOLS Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
USPR	P22YP1	98523		Wire	1	10929	EDUCATORS BENEFIT CONSULTANTS	LLC - Partnership	No	Yes	No	05/09/2022	73,617.63
USPR	P22YP1	98524		Wire	1	1984	MINNESOTA DEPT. OF REVENUE	Other	No	Yes	No	05/09/2022	52,349.99
USPR	P22YP1	98525		Wire	1	2016	MN TRA	Other	No	Yes	No	05/09/2022	166,624.20
USPR	P22YP1	98526		Wire	1	2705	EFTPS - TAX PAYMENT		No	Yes	No	05/09/2022	316,303.57
USPR	P22YP1	98527		Wire	1	7771	MINNESOTA PERA (WIRE TRANSFER)	Other	No	Yes	No	05/09/2022	48,102.93
USPR	P22YP2	98724		Wire	1	10929	EDUCATORS BENEFIT CONSULTANTS	LLC - Partnership	No	Yes	No	05/24/2022	73,784.05
USPR	P22YP2	98725		Wire	1	1984	MINNESOTA DEPT. OF REVENUE	Other	No	Yes	No	05/24/2022	55,369.34
USPR	P22YP2	98726		Wire	1	2016	MN TRA	Other	No	Yes	No	05/24/2022	173,179.93
USPR	P22YP2	98727		Wire	1	2705	EFTPS - TAX PAYMENT		No	Yes	No	05/24/2022	336,734.17
USPR	P22YP2	98728		Wire	1	3166	BREMER BANK FEES	Other	No	Yes	No	05/24/2022	113.70
USPR	P22YP2	98729		Wire	1	7771	MINNESOTA PERA (WIRE TRANSFER)	Other	No	Yes	No	05/24/2022	53,562.03
USPR	P222P2	95494	105297	Check	1	2010	NCPERS GROUP LIFE INS -157410	C Corporation	Yes	Yes	Yes	05/23/2022	(64.00)
USPR	P22YP1	98528	105402	Check	1	1529	HASTINGS EDUCATION ASS'N. MN.		Yes	Yes	No	05/09/2022	16,312.12
USPR	P22YP1	98529	105403	Check	1	1974	MINNESOTA CHILD SUPPORT PYMT C	Other	Yes	Yes	No	05/09/2022	133.00
USPR	P22YP2	98720	105404	Check	1	5234	EDUCATION MINNESOTA	Other	Yes	No	No	05/24/2022	24.00
USPR	P22YP2	98711	105405	Check	1	10975	EDUCATION MN HASTINGS ESP'S	Other	Yes	No	No	05/24/2022	2,100.09
USPR	P22YP2	98712	105406	Check	1	1529	HASTINGS EDUCATION ASS'N. MN.		Yes	No	No	05/24/2022	16,323.14
USPR	P22YP2	98719	105407	Check	1	4539	HASTINGS PUBLIC SCHOOLS FOUNDA	Other	Yes	No	No	05/24/2022	1,081.00
USPR	P22YP2	98722	105408	Check	1	7384	HIGH SCHOOL FACULTY SCHOLARSHII		Yes	Yes	No	05/24/2022	110.00
USPR	P22YP2	98713	105409	Check	1	1974	MINNESOTA CHILD SUPPORT PYMT C	Other	Yes	Yes	No	05/24/2022	133.00
USPR	P22YP2	98714	105410	Check	1	2002	MINNESOTA TEAMSTERS LOCAL 320	Other	Yes	No	No	05/24/2022	2,006.00
USPR	P22YP2	98715	105411	Check	1	2010	NCPERS GROUP LIFE INS -157410	C Corporation	Yes	No	No	05/24/2022	48.00
USPR	P22YP2	98716	105412	Check	1	2010	NCPERS GROUP LIFE INS -157410	C Corporation	Yes	No	No	05/24/2022	32.00
USPR	P22YP2	98717	105413	Check	1	2010	NCPERS GROUP LIFE INS -157410	C Corporation	Yes	No	No	05/24/2022	32.00
USPR	P22YP2	98721	105414	Check	1	6780	SEIU LOCAL 284	Other	Yes	No	No	05/24/2022	1,316.54
USPR	P22YP2	98718	105415	Check	1	2576	UNITED WAY	Other	Yes	No	No	05/24/2022	540.00
USPR	P22YP2	98723	105416	Check	1	8906	WINGS FINANCIAL CREDIT UNION	C Corporation	Yes	No	No	05/24/2022	200.00

Bank Total: \$1,390,068.43

Report Total: \$1,390,068.43

## HASTINGS PUBLIC SCHOOLS Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
USBP	P211B1	98659	1063	Check	1	11152	BERRY'S ALL FLOORING	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	16,452.75
USBP	P211B1	98661	1064	Check	1	1214	CDW GOVERNMENT	LLC - C Corp	Yes	Yes	No	05/13/2022	27,125.00
USBP	P211B1	98658	1065	Check	1	10938	DERAU CONSTRUCTION LLC	LLC - S Corp	Yes	Yes	No	05/13/2022	27,398.95
USBP	P211B1	98665	1066	Check	1	7721	R3 INNOVATIVE OFFICE SOLUTIONS	LLC - Partnership	Yes	Yes	No	05/13/2022	250.54
USBP	P211B1	98660	1067	Check	1	11391	LOEFFLER CONSTRUCTION & CONSUI	LLC - S Corp	Yes	Yes	No	05/13/2022	6,648.10
USBP	P211B1	98666	1068	Check	1	8342	M JUDGE ELECTRIC LLC	Ind/Sole Proprietor	Yes	Yes	No	05/13/2022	140.00
USBP	P211B1	98664	1069	Check	1	5557	R1 ULINE SHIPPING SUPPLIES	S Corporation	Yes	Yes	No	05/13/2022	840.09
USBP	P211B1	98663	1070	Check	1	4015	R1 VIRCO	C Corporation	Yes	Yes	No	05/13/2022	13,958.90
USBP	P211B1	98662	1071	Check	1	2663	WOLD ARCHITECTS AND ENGNRS INC	C Corporation	Yes	Yes	No	05/13/2022	72,534.60

Bank Total: \$165,348.93

Report Total: \$165,348.93

## HASTINGS PUBLIC SCHOOLS Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
											Void	Date	
ACTV	P22111	98481	38013	Check	1 11047	R1	UNIVERSAL ATHLETIC, LLC	C Corporation	Yes	Yes	No	05/06/2022	287.00
ACTV	P22112	98532	38014	Check	1 7238		GILLETTE CHILDREN'S HOSPITAL	Other	Yes	Yes	No	05/13/2022	13,246.97
ACTV	P22112	98531	38015	Check	1 7236		HEIFER PROJECT INT'L	Other	Yes	Yes	No	05/13/2022	800.00
ACTV	P22113	98667	38016	Check	1 7370		ADAGIO DJAY ENTERTAINMENT	S Corporation	Yes	Yes	No	05/17/2022	450.00
ACTV	P22113	98668	38017	Check	1 7409		ENTERTAINMENT PLUS	Ind/Sole Proprietor	Yes	Yes	No	05/17/2022	340.00
ACTV	P22114	98705	38018	Check	1 7277		FLOWERS FOR ALL OCCASIONS	Ind/Sole Proprietor	Yes	No	No	05/24/2022	103.95
ACTV	P22114	98702	38019	Check	1 1531		HASTINGS FAMILY SERVICE	Other	Yes	No	No	05/24/2022	1,944.00
ACTV	P22114	98704	38020	Check	1 4147		HASTINGS HIGH SCHOOL	Other	Yes	No	No	05/24/2022	400.00
ACTV	P22114	98706	38021	Check	1 9186	R3	SEMBDA	Other	Yes	No	No	05/24/2022	120.00
ACTV	P22114	98701	38022	Check	1 10363		SHOW CHOIR NATIONALS	C Corporation	Yes	No	No	05/24/2022	500.00
ACTV	P22114	98703	38023	Check	1 2563		TROPHIES PLUS	Ind/Sole Proprietor	Yes	No	No	05/24/2022	157.50
ACTV	P22115	98734	38024	Check	1 1531		HASTINGS FAMILY SERVICE	Other	Yes	No	No	05/26/2022	1,162.58
ACTV	P22115	98733	38025	Check	1 10822		MN ULTIMATE	S Corporation	Yes	No	No	05/26/2022	1,400.00
Bank Total:												\$20,912.00	
Report Total:												\$20,912.00	

# HASTINGS PUBLIC SCHOOLS

## Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Amount	
									Print	Recon	Void		Date
SCH	P2111P	98530	304427	Check	1 1670		INVER HILLS COMMUNITY COLLEGE		Yes	Yes	No	05/10/2022	1,000.00
										Bank Total:		\$1,000.00	
										Report Total:		\$1,000.00	

## HASTINGS PUBLIC SCHOOLS

### Dental Self-Funded Summary

#### Period Ending May 31, 2022

Sequence: Crs, Org, Fd

										22REV				% YTD		
Description										Annual Budget	Period 202211	Year To Date	% YTD	Encumbrances	+ Enc	Remaining Balance
R	20	000	000	000	087	000	422	000	EE Unpaid Premiums	0.00	0.00	0.00	0%	0.00	0%	0.00
R	20	000	000	000	092	000	422	000	Interest-Dental	(3,727.00)	(291.76)	(411.59)	11%	0.00	11%	(3,315.41)
R	20	000	000	000	095	000	422	000	Employer Share/Premiums	(528,754.00)	(42,782.38)	(467,907.65)	88%	0.00	88%	(60,846.35)
R	20	000	000	000	097	000	422	000	Employee Share/Premiums	(118,199.00)	(10,435.88)	(101,769.89)	86%	0.00	86%	(16,429.11)
R	20	000	000	000	098	000	422	000	Retiree-Cobra Share/Premiurr	(88,543.00)	(8,322.58)	(89,729.94)	101%	0.00	101%	1,186.94
E	20	005	105	000	301	000	422	000	Fees-Carrier & Consultant	32,086.00	2,610.00	28,860.80	90%	0.00	90%	3,225.20
E	20	005	105	000	302	000	422	000	Claims-Dental	585,831.00	41,109.37	515,862.32	88%	0.00	88%	69,968.68
<b>000 Districtwide</b>										<b>(121,306.00)</b>	<b>(18,113.23)</b>	<b>(115,095.95)</b>	<b>95%</b>	<b>0.00</b>	<b>95%</b>	<b>(6,210.05)</b>
<b>Report Totals:</b>										<b>(121,306.00)</b>	<b>(18,113.23)</b>	<b>(115,095.95)</b>	<b>95%</b>	<b>0.00</b>	<b>95%</b>	<b>(6,210.05)</b>

## HASTINGS PUBLIC SCHOOLS

### Health Self-Funded Summary

#### Period Ending May 31, 2022

Sequence: Crs, Org, Fd

										22REV				% YTD	Remaining	
										Annual Budget	Period 202211	Year To Date	% YTD	Encumbrances	+ Enc	Balance
Description																
R	21	000	000	000	095	000	422	000	Employer Share/Premiums	(6,515,727.00)	(521,077.67)	(5,709,289.84)	88%	0.00	88%	(806,437.16)
R	21	000	000	000	097	000	422	000	Employee Share/Premiums	(1,163,385.00)	(96,150.70)	(979,658.66)	84%	0.00	84%	(183,726.34)
R	21	000	000	000	098	000	422	000	Retiree-Cobra Share/Premiurr	(280,916.00)	(22,107.82)	(262,648.69)	93%	0.00	93%	(18,267.31)
R	21	000	000	000	099	000	422	000	ER/Trust Share for Retirees	(61,940.00)	(3,719.68)	(54,141.84)	87%	0.00	87%	(7,798.16)
R	21	000	000	000	092	000	422	000	Interest -Health	(41,290.00)	(2,786.45)	(4,588.04)	11%	0.00	11%	(36,701.96)
R	21	000	000	000	087	000	422	000	EE Unpaid Premiums	0.00	0.00	0.00	0%	0.00	0%	0.00
E	21	005	105	000	312	000	422	000	Consultant-OneDigital \$40,000	40,000.00	0.00	40,000.00	100%	0.00	100%	0.00
E	21	005	105	000	317	000	422	000	Network Fees	23,533.00	450.89	6,759.20	29%	0.00	29%	16,773.80
E	21	005	105	000	322	000	422	000	PaydHealth Fees	0.00	8,570.11	104,128.90	0%	0.00	0%	(104,128.90)
E	21	005	105	000	300	000	422	000	Pharmacy Rebates/Admin Fees	(114,660.00)	(34,118.89)	(240,023.94)	209%	0.00	209%	125,363.94
E	21	005	105	000	301	000	422	000	Veba/Flex/TrustPoint	19,898.00	2,555.50	19,484.05	98%	0.00	98%	413.95
E	21	005	105	000	302	000	422	000	Claims-Medical	6,792,437.00	692,889.13	5,732,514.68	84%	0.00	84%	1,059,922.32
E	21	005	105	000	305	000	422	000	Claims-Pharmacy/RX	1,198,665.00	100,282.89	827,503.52	69%	0.00	69%	371,161.48
E	21	005	105	000	314	000	422	000	Springbuk Fee \$1/pm/pm	5,532.00	0.00	5,313.00	96%	0.00	96%	219.00
E	21	005	105	000	307	000	422	000	Health Carrier TPA	237,876.00	18,060.00	237,639.13	100%	0.00	100%	236.87
E	21	005	105	000	308	000	422	000	StopLoss	401,830.00	30,410.38	320,588.20	80%	0.00	80%	81,241.80
E	21	005	105	000	309	000	422	000	Fitness reimbursements	16,700.00	860.00	7,039.24	42%	0.00	42%	9,660.76
<b>000 Districtwide</b>										<b>558,553.00</b>	<b>174,117.69</b>	<b>50,618.91</b>	<b>9%</b>	<b>0.00</b>	<b>9%</b>	<b>507,934.09</b>
R	21	000	000	000	089	326	422	000	Employer-PCORI-ACA \$2.54	(3,045.00)	0.00	(3,004.82)	99%	0.00	99%	(40.18)
R	21	000	000	000	094	326	422	000	Employer-VEBA Trust Rev	(722,400.00)	0.00	(717,200.00)	99%	0.00	99%	(5,200.00)
E	21	005	105	000	301	326	422	000	Employer-VEBA Trust Pmt.	722,400.00	0.00	717,200.00	99%	0.00	99%	5,200.00
E	21	005	105	000	313	326	422	000	Employer-PCORI- ACA \$2.54	3,045.00	0.00	3,004.82	99%	0.00	99%	40.18
<b>326 District Additional R/E</b>										<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>0.00</b>	<b>0%</b>	<b>(0.00)</b>
R	21	000	000	000	088	331	422	000	P1 Wellness Credit	(15,000.00)	(2,180.00)	(10,370.00)	69%	0.00	69%	(4,630.00)
E	21	005	105	000	335	331	422	000	Short-Term Lease/Rental	5,000.00	417.35	4,435.20	89%	0.00	89%	564.80
E	21	005	105	000	366	331	422	000	Participation Fees Wellness	0.00	0.00	0.00	0%	0.00	0%	0.00
E	21	005	105	000	401	331	422	000	Supplies Wellness	9,500.00	0.00	0.00	0%	0.00	0%	9,500.00
E	21	005	105	000	314	331	422	000	Consultant Expense Wellness	500.00	0.00	0.00	0%	0.00	0%	500.00
E	21	005	105	000	305	331	422	000	Consult/Fees For Svc	0.00	0.00	0.00	0%	0.00	0%	0.00
<b>331 Wellness R/E</b>										<b>0.00</b>	<b>(1,762.65)</b>	<b>(5,934.80)</b>	<b>0%</b>	<b>0.00</b>	<b>0%</b>	<b>5,934.80</b>
<b>Report Totals:</b>										<b>558,553.00</b>	<b>172,355.04</b>	<b>44,684.11</b>	<b>8%</b>	<b>0.00</b>	<b>8%</b>	<b>513,868.89</b>

**SCHOOL RESOURCE OFFICER AND  
TRAFFIC CONTROL AGENT PROGRAM AGREEMENT**

This School Resource Officer and Traffic Control Agent Program Agreement (the "Agreement") dated this \_\_\_\_\_ day of \_\_\_\_\_, is by and between the City of Hastings ("City") and Hastings Independent School District 200 ("School District").

**RECITALS**

**WHEREAS**, the School District and the City desire to join in a mutual effort to curb delinquency and crime in the community and to develop better community understanding of law and law enforcement; and

**WHEREAS**, the State Legislature has provided in Minnesota Statute § 126C.44 a vehicle to fund a cooperative effort by the School District and City to curb juvenile delinquency and crime; and

**WHEREAS**, the School District and the City desire to join in a mutual effort to provide limited traffic control at intersections near school facilities where school bus, other traffic, and student pedestrian traffic can become congested during morning and afternoon hours when students are arriving at and leaving the school facilities.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained in this Agreement, the School District and City agree as follows:

**1. Purpose**

The City and School District will collaborate on a School Resource Officer Program (the "SRO Program") between the City and School District. Both the City and School District have determined that the SRO Program is beneficial to school and community safety and promotes collaboration between police, school, staff, counselors, parents, and students. This Agreement is intended, in part, to set forth the terms and conditions, to create, fund, and implement the position of a police School Resource Officer ("SRO").

The City and School District will also collaborate on a Traffic Control Agent Program (the "TCA Program") between the City and School District. Both the City and School District have determined that the TCA Program is beneficial to school and community safety and will promote safety of students, staff, and the public at large. The purpose of this Agreement is, in part, to set forth, the terms and conditions, to create, fund, and implement the positions of Traffic Control Agent ("TCA").

**2. Funding – SRO Program**

The City and School District will jointly fund the following expenses in connection with the offering of the SRO Program.

- A. SRO's salary at 50%-50% split to be paid at the top patrol rate and mid-range longevity step, as more fully identified on Exhibit A.
- B. SRO's related benefits, including, but not limited to health insurance, retirement, workers compensation, sick time, vacation and disability pay at 50%-50% split, as more fully identified on Exhibit A.
- C. Training costs to be borne by the City unless specific training is requested or required by the School District in which case those training costs will be borne by the School District.
- D. Equipment maintenance and replacement will be primarily the responsibility of the City with the School District contributing a fixed portion of these program costs as detailed in Exhibit A and will be subject to annual review.
- E. Overtime for special events as may be required for the safety of students, staff, and visitors to School District facilities will be determined on an annual basis and shared between the City and the School District based on average overtime hours utilized as specified in Exhibit A.

The parties agree to review shared costs on an annual basis by June 30th of each year the Agreement is in effect. In the event the parties cannot reach agreement on the allocation of shared costs there shall be no annual adjustment for the upcoming year and the City and School District may each exercise their right to terminate this Agreement as provided herein. In the event the School District or the City should receive a grant or special funding to offset the costs of the SRO Program, the grant funding or special funding shall be applied against, and offset, the costs borne by the entity receiving the grant or special funding.

### **3. Funding-Traffic Control Agent (TCA) Program**

It is intended the City and School District will utilize existing school patrol personnel previously employed by the School District as Traffic Control Agent's (TCA's). Those individuals selected to act as TCA's shall receive all background checks, equipment and training generally necessary to qualify as a City of Hastings Reserve Officer. By meeting the qualifications of a City of Hastings Reserve Officer, the TCA's shall have authority pursuant to Minn. Stat. § 626.84 to provide traffic control at the direction of the Hastings Police Department. The TCA's shall be employees of the City but the School District will reimburse the City all costs associated with the employment of the TCA's. The parties agree to review the costs of funding the TCA Program on an annual basis by June 30th of each year the Agreement is in effect. In the event the parties cannot reach agreement as to the costs for the TCA Program, there shall be no adjustment for the upcoming year and the City and School District may each exercise their right to terminate this Agreement as provided herein.

### **4. Services**

- A. **SRO Program.** The City shall provide the services of a police officer or officers and related support services and supplies to assist the School District in establishing and maintaining the program at the assigned school(s). The SRO(s) will have the duties as described on the attached Exhibit B. The School District agrees to provide adequate office space, telephone access, computer and printer for use by the SRO(s).
  
- B. **TCA Program.** The City shall provide the necessary background investigations, training and equipment for the TCA's and shall provide the TCA's to assist the School District in traffic control duties at intersections near school district facilities as more fully described on Exhibit C.

## **5. Payment**

The City shall provide billing statements to the School District for services provided herein on a semi-annual basis on June 30 and January 1 of each year. Such statements will be due and payable by the School District to the City no more than thirty (30) days after receipt of the same. The billing to the School District shall be done so in arrears of service provision (January billing shall cover the period of July 1 through December 31).

## **6. Term**

This Agreement shall commence on the 1st day of July, 2022, and shall end on the 30th day of June, 2024, subject to the cost adjustments and right of either party to terminate as provided herein. The agreement may be renewed for additional one-year periods as agreed by both parties.

## **7. Independent Contractor**

The City, through its Chief of Police, will remain free to exercise judgment and professional expertise in determining how to best provide the services described in this Agreement. The City acknowledges that no withholding for state or federal benefits or taxes will be made from the payments due the City by the School District. The City also acknowledges that it has the sole obligation to comply with state, local and federal tax provisions with regard to these services and the employees hired by the City to perform the work described herein, including workers compensation laws.

The City and any City employee who performs services for the School District agree that the employee shall not accrue any continuing contract rights and the employee specifically waives any right to a continuing contract with the School District. The City agrees that if the employee makes any employment claim or brings any employment action of any kind, the City will be solely responsible for the defense and payment of any claim as the employee is not an employee of the School District.

## **8. Scheduling**

The duty hours of the SRO are flexible and will be primarily coordinated with the school day and/or activities upon agreement with the School District. The SRO will make daily contact with the police department for the purpose of keeping abreast of incident reports and other City activities that may be of importance to the safety of students and School District staff. During non-school periods, the SRO's duties and schedule will be determined by the Chief of Police.

The duty hours of the TCA's will be primarily coordinated with the arrival and departure of students from school facilities during regular school days and upon agreement with the School District. The City shall be primarily responsible for scheduling the TCA's but the City will take all reasonable input from the School District.

## **9. Termination of this Agreement**

Either party may terminate this Agreement by providing written notice to the other party no less than six months prior to the effective termination date.

## **10. Temporary Emergency Reassignment**

If, in the discretion of the Chief of Police, it becomes necessary to remove the SRO from the district, the Chief of Police will immediately inform the School District officials in advance of such action.

## **11. Security/Linking**

The SRO(s) office will be locked and secured by a key issued only to the SRO(s). The SRO(s) will be provided a suitable computer, monitor and printer and any other items or services necessary, at the expense of the School District, so that the SRO will have full access to the City email and network system and the School District's email and network system at all times the SRO(s) is working pursuant to this Agreement.

## **12. Indemnity and Hold Harmless**

- A. The City agrees to indemnify and save harmless the School District of and from any and all liability and expenses, including attorneys' fees, of any nature whatsoever (including any claim on account of any injuries, disease, or claimed injuries or diseases compensable under the Worker's Compensation Laws of the State of Minnesota) resulting or in any manner arising out of the use by the City of any property, structures, or equipment of the School District (whether improved, modified, altered, or developed by the School District or otherwise) or any activities sponsored by the City taking place on such property, structures or equipment.
- B. The School District agrees to indemnify and save harmless the City of and from any and all liability and expenses, including attorney's fees, of any nature whatsoever (including any claim on account of any injuries, diseases, or claimed

injuries or diseases compensable under the Worker's Compensation Laws of the State of Minnesota) resulting or in any manner arising out of the use by the School District of any property, structures or equipment of the City (whether improved, modified, altered, or developed by the School District or otherwise) or any activities sponsored by the School district taking place on any such property, structures or equipment.

- C. The indemnity provisions of Subparagraph A shall not apply to any liability incurred by the School District as a result of any negligent, wrongful or tortuous acts of the School District, its officers, agents or employees.
- D. The indemnity provisions of Subparagraph B hereof shall not apply to any liability or expenses incurred by the City as a result of any negligent, wrongful or tortuous acts of the City, its officers, agents or employees.
- E. The parties agree to cooperate with one another in the defense of any claim, demand or rights of action within the terms of this Agreement.
- F. In no case shall either party's obligation to indemnify the other party exceed the statutory liability limit of the other party.

### **13. Amendments**

This Agreement contains the full understanding and agreement between the parties and may not be amended except in writing agreed to and executed by both parties. If any provision of this agreement is found invalid by a court or agency, it shall not invalidate any remaining provisions.

### **14. Data Practices**

Sharing of data will be done only pursuant to the Minnesota Data Practices Act and the Family Educational Rights of Privacy Act. Any data shared between the two parties to this agreement will be maintained in the accordance with state and federal law. Because the City and the officer(s) are not employees of the School District, any violation of the state or federal law in this regard is the sole responsibility of the City and the officer and each agrees to hold the School District harmless if a claim or action arises because of the City's actions or omissions. City shall provide reasonable data privacy training to all SRO's.

### **15. Discrimination**

The City and School District agree not to discriminate in providing services under this agreement on the basis of race, sex, creed, national origin, age, or religion. The parties agree not to discriminate as required by state and federal laws.

### **16. Interpretation**

This Agreement shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared by counsel for one of the parties, it being recognized that both the City and the School District have contributed substantially and materially to the preparation of this Agreement.

## **17. Construction**

The headings of the sections and subsections of this Agreement are for convenience and reference only and do not form a part hereof; and in no way interpret or construe such sections and subsections. Wherever the context requires or permits, the singular shall include the plural, the plural shall include the singular and the masculine, feminine and neuter shall be freely interchangeable. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship as co-partners, joint venture, or joint enterprise between the parties hereto or as constituting either party as an agent, representative or employee of the other for any purpose or in any manner whatsoever.

## **18. Parties in Interest**

This Agreement shall be binding upon and inure to the benefit of the parties' respective heirs, representatives, successors, and assigns. This Agreement is for the sole benefit of City and the School District (including a permitted assignee), and no third party is intended to be a beneficiary of or have the right to enforce this Agreement.

## **19. Attorney's Fees**

In the event of litigation between the parties in connection with this Agreement, the prevailing party (i.e. the party whose position is substantially upheld by the court) shall be entitled to recover its reasonable attorneys' fees and costs from the non-prevailing party. The obligation in the immediately preceding sentence shall survive any termination of this Agreement or the closing.

## **20. Definitions**

If any date herein set forth for the performance of any obligations by the parties or for the delivery of any instrument or notice as herein provided should be on a Saturday, Sunday or legal holiday, the compliance with such obligations or delivery shall be deemed acceptable on the next business day following such Saturday, Sunday or legal holiday. As used in this Section, the term "legal holiday" means any state or federal holiday for which financial institutions or post offices are generally closed in the State of Minnesota. The term "including" shall mean including, as an example, without limiting the generality of the foregoing.

## **21. Counterparts**

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



Personnel

**Costing based on the top annual patrol rates averaged throughout the life of the contract**

SALARY AND BENEFITS

<u>Description</u>	<u>Amounts</u>
Wages (top patrol & mid-range longevity)	\$90,783.44
Longevity	\$1,762.27
Medicare	\$1,316.36
Insurance	\$11,417.00
PERA	\$16,068.67
Work Comp	\$5,102.03
<u>Long-term Disability</u>	<u>\$334.51</u>
<b>Program Total</b>	<b>\$126,784.58</b>
<b>City of Hastings Contribution (50%)</b>	<b>\$63,392.29</b>
<b>School District Contributions (50%)</b>	<b>\$63,392.29</b>
School District Officer <b>Other</b> Billable Costs – Per Agreement	
40 hours OT - wage cost only	\$2532.00
<u>Equipment – Mileage</u>	<u>\$2400.00</u>
<b>Other Billable Total</b>	<b>\$4932.00</b>

The City of Hastings shall bill only for actual expenses as agreed upon in the contract.

Overtime

As requested by the School District and with the approval of the Chief of Police and/or his designee, the SRO may be authorized to work special events outside of the regular schedule to promote public safety and enhance security of students, staff, and visitors. In accordance with the current collective bargaining unit agreement, the SRO or other officers working these special events are entitled to overtime compensation. The multi-year average for special event overtime (homecoming, prom, school dances, certain athletic events, etc) has averaged more than 80 hours with a time and one half converted value of 120 hours. Recognizing the joint nature of the SRO Program and the desire to provide the School District with a fixed cost of the SRO Program, the City shall invoice the School District for 40 hours of special event overtime at a time and one half pay rate.

Training

Cost of in-service and professional development training shall be the responsibility of the City, unless it is specifically requested by the School District. The assigned SRO will be

allowed by the School District to attend in-service and professional development training, as mandated to keep peace officer license current.

#### Equipment

Reimbursement for emergency vehicle and equipment costs at \$200.00/ month/\$2,400 per year to offset City cost of fuel, vehicle and equipment maintenance.

#### Health Insurance

If the officer assigned to the School District changes from single to family health insurance, the total billed will be adjusted accordingly. The rates shown reflect single coverage.

**EXHIBIT B**  
**SCHOOL RESOURCE OFFICER PROGRAM**  
**SRO DUTIES AND REQUIREMENTS**

The SRO reports to Hastings Police Administrative Sergeant and/or Divisional Lieutenant in collaboration with school administrators.

**Job Duties**

The SRO will work towards carrying out the mission of the Hastings Police Department (HPD) within the school community. The SRO will act in their capacity and authority as a Police Officer for the City of Hastings Police Department to provide a safe learning environment, to prevent crime, and to investigate and solve crimes.

Additionally, the SRO will:

Follow all policies and procedures of the Hastings Police Department (HPD)

Follow the HPD chain of command.

Work with the school administration and staff.

Work with building facilities personnel on issues related to building security.

Work with school staff in a fair and impartial manner to identify pre-delinquent youth (at risk) and will assist in targeting the appropriate resources necessary to prevent delinquent acts.

Not discipline students for infractions of school rules.

Serve as a conduit of information between students, staff, parents and Dakota County Social Services, the City of Hastings, and all law enforcement, court, and non-governmental agencies.

Strive to develop and facilitate regular meetings of school staff, police, Dakota County Criminal Justice officials (probation, CAC, County Attorney), Dakota County Social Services officials and other staff deemed necessary to enrich the learning environment or increase the safety of the schools.

Work with School District personnel and Dakota County officials on truancy issues.

Complete appropriate police reports, according to City of Hastings Police Department policy.

Meet with parents and educators (staff) as necessary to facilitate conflict resolution within the school.

Be notified immediately by school administration personnel when crisis response has been activated by the school on any problem.

Monitor and develop a working knowledge of all students who are likely to cause problems or law violations within the school setting.

Intervene and take appropriate action within their authority as SRO when school crisis intervention is not successful.

Provide education programs as requested.

Work with life skills curriculum coordinator.

Provide school staff in-service education as may be requested.

Work at promoting a positive image of ISD 200.

Meet regularly with other SRO's in Dakota County.

### **Position Requirements**

The assigned officer will have at least 24 months of service to the Hastings Police Department or possess special skills/training related to working with juveniles.

The assigned officer will work a flexible schedule, but will generally be scheduled on school days beginning at 7:00 AM and ending at 3:00 PM.

Uniform and/or plain clothes, as authorized by the Chief of Police in consultation with School District administration.

Possess interest and willingness to continually work to improve knowledge related to juvenile justice issues.

Will be reassigned as needed by the Hastings Police Department when not serving in SRO function.

Will continue to attend POST courses as needed to maintain license (will notify school in advance of absence and coordinate emergency contact coverage with department supervisor).

Will respond to emergencies as needed outside of school.

Will maintain regular communication with school and Dakota County Communications Center.

Will work with staff at all ISD 200 schools.

**EXHIBIT C  
TRAFFIC CONTROL AGENT PROGRAM**

## **COSTS, DUTIES AND REQUIREMENTS**

### **Costs.**

TCA's shall be temporary part-time employees of the City of Hastings entitled to hourly wage of:

**\$14.25** per session with a minimum payment of one hour per session. Effective 9/1/2022 and continuing for the 2022-23 and 2023-24 school years.

### **Emergency School Closing**

In the event of a school closing called by the Superintendent, due to weather conditions or any other conditions, personnel who were scheduled to work will be paid up to two (2) days per year. These days will not accumulate nor can they be used for any other absence or substituted for any other work day.

As temporary part-time employees, TCA's shall not be entitled to other employment benefits.

The City will be obligated to ensure Worker's Compensation insurance coverage for all TCA's, as well as, required tax, FICA, Medicare, and retirement withholdings as may be required by law.

The work schedule for TCA's shall be set by the School District

The School District shall reimburse the City for all costs incurred for the employment of all TCA's.

### **Training and Equipment.**

The City shall provide training to all TCA's sufficient for the TCA's to qualify as Hastings Police Reserve Officers. This shall include all necessary background checks, initial training and annual training and development. For the initial training and providing equipment to the TCA's, the School District shall pay to the City \$2,500.00 to reimburse the City for its cost of training and providing equipment as agreed upon during the annual program/contract review, but will not to exceed \$500.00 unless agreed upon by both parties.

# Sternau & Associates

11 South 12th Street  
Minneapolis Mn 55403  
612 · 338 · 5267

May 18, 2022

Superintendent-Hastings Public Schools  
School District # 200  
1000 West 11<sup>th</sup> St.  
Hastings, MN, 55033

Dear Superintendent-Dr. Robert McDowell,

The following is intended to set forth our understanding of services to be provided School District #200, Hastings, Minnesota (the "District"), by Sternau & Associates (S&A) or their sub-contractor (approved by the "District") for the twelve-month period commencing September 1, 2022 and ending August 31, 2023.

## Client Services

S&A will provide to the District ("the Client") the Student Assistance Program & Family Assistance Program. The Family Assistance Program is to include student's and their family members. S&A will provide a personal consultation and referral service with regard to personal, social, and other human service to assist the clients in identifying both the problem(s) and the resource(s), both public and private, existing within the community, which provide services and/ or facilities to deal with the problem(s). S&A shall aid the clients in understanding differences among the service providers, such as location, cost, waiting lists, and eligibility for third party reimbursement. Selection of and contact with service provider shall be the responsibility of the client(s), for the experience of working with the service provider in order that the client(s) utilize the services in a productive way. Any counseling services over and above the assessment and referral become the financial responsibility of the individual.

S&A shall provide telephone consultation service between the hours of 8:00AM and 5:00PM, Monday through Friday, at Sternau & Associates facilities at 11 South 12<sup>th</sup> Street, phone (612) 338-5267 or (651) 491-0616. This phone is answered 24 hours per day for emergency purposes. While clients may be encouraged to attend a meeting at S&A offices, arrangements shall be made to accommodate the client(s).

If, in the opinion of the S&A evaluator, circumstances warrant, the consultant may refer the client(s) for a second opinion. Charges for such opinion shall be the responsibility of the individual(s)

## Additional Services:

S&A shall provide technical assistance to the District in the form of ongoing consultation

relative to the operation and utilization of the client services provided hereunder, including training of the appropriate district personnel.

S&A shall be available to the District for technical assistance and consultation with respect to evaluation of the effectiveness of the client services to District employees to be provided by S&A hereunder. Toward that end, the District shall provide S&A with such data (or access thereto) as shall be selected by the District to assist S&A in making its evaluation. Such data may include, but shall not be limited to school and attendance records. All such information shall be held in complete confidence by S&A and shall be used only in conjunction with such evaluation.

S&A shall provide the District with statistical report(s) demonstrating utilization on a biannual basis. Such reports shall contain no names of other identifying information with respect to client(s), their families, or significant others.

S&A shall maintain client files for two years period of time on all clients from the District,

S&A shall provide a certificate of professional liability insurance before the terms of this contract will be executed.

Services provided by the district:

The District shall encourage use of S&A's client services through periodic mailings or by emails to District families and employees, the cost of which will be borne by the District.

Confidentiality:

In all consultation between S&A and the District, no names or other identifying characteristics of any client to whom services are provided hereunder shall be revealed to the District unless the client gives written permission. Therefore, the District shall not seek such information without providing S&A with such written permission form from the client. All client information shall be held in the strictest confidence by S&A.

Fees and Expenses payable to S&A:

Fees for S&A's services hereunder shall be computed as follows:

I. a. non-refundable retainer of \$270 per month, commencing September 1, 2022 for the Family Assistance Program.

b. for all client evaluations and referrals as described in Paragraph A-1 above, in excess of three in any calendar month, \$90 per consultation. Additional visits will be the client's responsibility.

c. for all Client or District staff consultation, training, orientation, reports, evaluations or other services, whether provided personally or by telephone, other than those described in paragraph A-1 above, \$90 per hour per consultation

d. a charge, per mile of \$.55 will be assessed against all travel associated with fulfilling the terms of this contract; there may be other proper and reasonable expenses incurred while servicing this contract.

e. charges shall be billed and payable on a monthly basis.

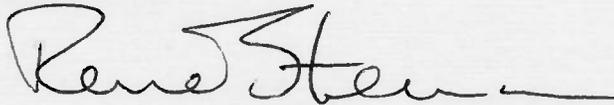
II. The Student Assistance Program will be paid \$ 30,000.00 in twelve monthly installments of \$2500.00 commencing September 1, 2022.

Termination during contract period:

This contract may be terminated by either party with thirty days written notice to the other.

On the anniversary date, August 31, 2023, the fee schedule outlined in this contract will be reviewed and updated according to current fee schedules. Please, indicate your agreement with the provisions set forth above by signing the enclosed copy of this letter and returning it to Sternau & Associates at the above address.

Very truly yours,



Rene Sternau, Licensed Psychologist  
Licensed Marriage and Family Therapist  
Sternau & Associates

5-18-22

Date

The undersigned is in agreement with the foregoing

\_\_\_\_\_  
Superintendent of School District #200

\_\_\_\_\_  
Date





FY 24 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 5/04/2022										
<b>200</b> <= Type in School District Number														
<b>HASTINGS PUBLIC SCHOOL DISTRICT</b>														
			Change only											
			if requiring levy	Payable 2022										
<i>Calculations for Ten Year Projection</i>		<b>Pay 22</b>	adjustments	LLC Certification	Current Estimate									
	<b>LLC #</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>	<b>FY 2029</b>	<b>FY 2030</b>	<b>FY 2031</b>	<b>FY 2032</b>	
59	Total General Fund Aid = (46) - (53)	493		240,421	239,845	392,034	387,406	377,139	377,164	377,130	377,140	377,121	377,084	
60	General Fund Equalized Levy = (58) * (41)	494		1,116,815	1,097,969	1,260,556	1,233,051	1,202,141	1,202,116	1,202,150	1,202,140	1,202,159	1,202,196	
61	General Fund Unequalized levy = (57) - (58)	495		360,613	360,749	7,521	9,495	5,674	14,824	6,965	45,265	-	-	
62	Total General Fund Levy = (60) + (61)	496		1,477,428	1,458,718	1,268,077	1,242,546	1,207,815	1,216,940	1,209,115	1,247,405	1,202,159	1,202,196	
<b>Notes:</b> 1. Underlevy on general fund equalized levy results in proportionate reduction in associated aid. 2. Total Debt Service revenue on line 49 must not exceed total LTFM revenue for individual district projects (line 30) for any of the 10 years in the plan. 3. For 1A districts with old Alt Facilities bonding, the amount on line 22 will reduce initial revenue on line 10, less the H & S portion entered on line 14.														



## Fiscal Year (FY) 2024 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

**General Information:** Minnesota school districts, intermediate school districts, cooperative districts, applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes 2021, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2022. Submit to [Sarah C. Miller](mailto:Sarah.C.Miller@mde.state.mn.us) (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

### Identification Information

Name of District or Cooperative:	District Number and Type:	Date Submitted:
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### Statement of Assurances

1. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes 2021, section 123B.595, subd. 10, paragraph (a), clause (3), Minnesota Statutes 2021, section 123B.57, subd. 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes 2021, section 123B.595, subd. 11.
2. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes 2021, section 123B.595, subd. 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes 2021, section 123B.595, subd. 11.
3. All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2024 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes 2021, section 123B.595, subd. 10, paragraph (a), clause (3), Minnesota Statutes 2021, section 123B.57, subd. 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2021, section 123B.595, subd. 11.
4. All actual expenditures to be reported in UFARS for FY 2024 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes 2021, section 123B.595, subd. 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2021, section 123B.595, subd. 11.
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. 127A.411, subd. 3[2021]).
6. The district’s plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. 121A.335 [2021]). ***The district’s ten-year plan does not include a request for a second-time project cost for: (1) replacement of an existing mechanical ventilation system to the current Minnesota State Mechanical Code/American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) guidelines; or, (2) to provide a level of approximately 15 Cubic Feet per Minute (CFM) per person.***

### Certification of Statement of Assurances

Signature – <b>Must be signed</b> by Superintendent or Cooperative Director:	Name – Superintendent or Cooperative Director (Please print)	Date:
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# Projects By Funding Source and School

	Previous Years	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Later Years	Project Total
<b>LTFM-initial district revenue</b>													
<b>District Offices</b>													
Paint door frames	\$0	\$3,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500
Repair wallpaper	\$0	\$3,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,300
Replace carpet	\$0	\$158,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$158,000
<b>Subtotal - District Offices</b>	<b>\$0</b>	<b>\$164,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$164,800</b>								
<b>District Wide</b>													
Facilities Assessment	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
Facilities Consult CESO	\$175,000	\$35,000	\$35,800	\$35,800	\$35,800	\$35,800	\$35,800	\$35,800	\$35,800	\$35,800	\$0	\$0	\$496,400
Flush Valves	\$9,994	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,994
FMS System	\$11,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,600
H & S Annual	\$733,846	\$171,478	\$150,698	\$154,298	\$156,178	\$156,698	\$150,298	\$151,678	\$151,298	\$151,298	\$151,298	\$0	\$2,279,066
To be determined LTFM	\$198,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$198,900
<b>Subtotal - District Wide</b>	<b>\$1,129,339</b>	<b>\$206,478</b>	<b>\$236,498</b>	<b>\$190,098</b>	<b>\$191,978</b>	<b>\$192,498</b>	<b>\$186,098</b>	<b>\$187,478</b>	<b>\$187,098</b>	<b>\$187,098</b>	<b>\$151,298</b>	<b>\$0</b>	<b>\$3,045,959</b>
<b>High School</b>													
ADA platforms	\$11,243	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,243
AHU-26 Fan Assembly Rebuild	\$0	\$0	\$10,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,500
Air Handler 15 shaft replacement	\$0	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000
Auditorium Seating Repairs	\$0	\$0	\$8,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000
Auditorium Seating Replacement	\$0	\$0	\$23,000	\$0	\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$0	\$323,000
Bleacher air compressor replacement	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000
Bleacher friction wheel replacement	\$0	\$0	\$22,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,000
Bleacher Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$600,000	\$0	\$0	\$0	\$0	\$0	\$600,000
Boiler Pump Replacement	\$0	\$0	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000
Cabinets-Greenhouse Classroom	\$16,967	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,967
Carpet- in classrooms/corridors	\$0	\$0	\$0	\$95,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$95,000
Chiller Repair	\$13,729	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$113,729

	<i>Previous Years</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>	<i>2030</i>	<i>2031</i>	<i>Later Years</i>	<i>Project Total</i>
<b><i>LTFM-initial district revenue</i></b>													
Concessions-cabinets/countertops	\$0	\$0	\$0	\$0	\$0	\$28,700	\$0	\$0	\$0	\$0	\$0	\$0	\$28,700
Countertops-lecture room replace	\$0	\$0	\$0	\$0	\$0	\$17,200	\$0	\$0	\$0	\$0	\$0	\$0	\$17,200
Countertops-stainless steel-Pottery-Silk	\$24,971	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,971
Door 1 Soffit Repair	\$0	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1
Doors repair entrance	\$1,428	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,428
Doors-150,replace door &	\$0	\$0	\$0	\$0	\$0	\$286,900	\$0	\$0	\$0	\$0	\$0	\$0	\$286,900
Drain basin reclamation	\$0	\$0	\$0	\$32,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32,000
EIFS Repair	\$0	\$0	\$0	\$0	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$750,000
EXT-Skylight repair	\$0	\$18,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,500
Fence-Varsity Softball	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000
Fire Alarm/Alert	\$34,809	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$34,809
Floors, areas, ceiling	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$650,000	\$0	\$0	\$0	\$0	\$650,000
Freezer Compressor-move to roof when	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
Generator to ground	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$58,500	\$0	\$0	\$0	\$0	\$58,500
Gym court-replace wood with synthetic	\$195,639	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$195,639
Kitchen-Dishwasher booster heater	\$9,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,000
Lift Gate-repair/replace	\$7,207	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,207
Mech - AHU 19 Condenser	\$0	\$0	\$8,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000
Mech-Boiler room repair with valves	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000
Mech-Domestic Hot Water Tank 1000	\$62,299	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$62,299
Mech-Hot water heater-gas	\$0	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55,000
Mech-hot water loop joint/valve	\$0	\$620,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$620,000
Mech-Pulse Boiler #3 & #4	\$0	\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$180,000
Mech-valve replacement for plumbing	\$0	\$0	\$0	\$430,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$430,000

	<i>Previous Years</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>	<i>2030</i>	<i>2031</i>	<i>Later Years</i>	<i>Project Total</i>
<b><i>LTFM-initial district revenue</i></b>													
Mech-Water softening system rebuild	\$38,220	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42,000	\$0	\$0	\$0	\$80,220
Mech-Winter boiler replacement	\$0	\$0	\$0	\$0	\$183,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$183,600
Mirrors/Partitions-restrooms/locker	\$23,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,000
P.Lot HS-E-seal/reclaim/reconstruct	\$47,801	\$0	\$0	\$0	\$0	\$0	\$0	\$81,000	\$0	\$0	\$0	\$0	\$128,801
P.Lot HS-N-seal/reclaim/reconstruct	\$47,801	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$87,801
P.Lot HS-S-seal/reclaim/reconstruct	\$311,703	\$0	\$0	\$0	\$0	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$371,703
P.Lot.HS-W	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$80,000
PA Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,000	\$0	\$115,000
PA System	\$70,593	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,593
Paint-Athletic Locker Room Floors	\$18,975	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,975
Paint-auditorium wall right & left	\$1,198	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,198
Paint-Gym Floor	\$700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700
Paint-walkway by fieldhouse	\$2,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,900
Pod workstations- 4, replace panels	\$46,194	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$46,194
Roof HS	\$5,594	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,594
Scoreboards-Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000
Sill-replace bleacher storage area	\$0	\$0	\$0	\$0	\$0	\$1,700	\$0	\$0	\$0	\$0	\$0	\$0	\$1,700
Steps-replace at service entry	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000
Tennis courts-rebuild existing 10 &	\$29,895	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,895
Track	\$0	\$0	\$0	\$0	\$90,000	\$0	\$0	\$0	\$0	\$90,000	\$0	\$0	\$180,000
Tuckpointing and EIFS Repairs	\$0	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,000
Wall covering-repair parition & vinyl	\$23,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,000
Water Supply Drinking-Athletic Field	\$13,052	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,052
<b><i>Subtotal - High School</i></b>	<b>\$1,117,920</b>	<b>\$947,500</b>	<b>\$77,500</b>	<b>\$597,001</b>	<b>\$1,023,600</b>	<b>\$394,500</b>	<b>\$640,000</b>	<b>\$1,129,500</b>	<b>\$292,000</b>	<b>\$90,000</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$6,424,521</b>
<b><i>Jt. Maintenance</i></b>													
Gas Boy Replacement	\$0	\$0	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,000
RTU Replacement	\$0	\$0	\$14,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,000

	<i>Previous Years</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>	<i>2030</i>	<i>2031</i>	<i>Later Years</i>	<i>Project Total</i>
<b><i>LTFM-initial district revenue</i></b>													
Tuckpointing and EIFS	\$0	\$0	\$0	\$18,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,000
<b><i>Subtotal - Jt. Maintenance</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,000</b>	<b>\$18,000</b>	<b>\$0</b>	<b>\$44,000</b>							
<b><i>Kennedy</i></b>													
Accessibility - classroom sinks	\$0	\$157,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$157,200
Accessibility-signage	\$4,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,100
Accessibility-stage	\$0	\$0	\$0	\$48,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$48,700
Assessibility-door	\$5,630	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,630
Bathroom Remodel	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000
Carpet Replacement	\$0	\$0	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$0	\$0	\$80,000
Concrete-loading dock	\$22,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,500
Doors-repair & varnish (40)	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Doors-replace (20)	\$0	\$0	\$0	\$0	\$0	\$0	\$34,400	\$0	\$0	\$0	\$0	\$0	\$34,400
Doors-under stage in gym	\$0	\$10,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,400
Fence-SE teacher lot XXXXXXXX	\$2,475	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,475
Floor-cafeteria	\$0	\$0	\$33,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,000
Floor-repair cracked terrazzo	\$0	\$0	\$0	\$0	\$0	\$0	\$11,100	\$0	\$0	\$0	\$0	\$0	\$11,100
Floors, areas, ceiling	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$40,000
Lighting-Exterior-playground yard light	\$11,038	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,038
Loading Dock	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$34,800	\$0	\$34,800
Mech - boiler replacement (Pulse)	\$0	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000
Mech - curriculum center air handler	\$0	\$26,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,500
Mech-bldg controls & automation	\$0	\$0	\$355,000	\$164,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$519,000
Mech-boiler/propane conversion	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$260,000	\$0	\$260,000
Mech-Breakers-kitchen sinks	\$0	\$0	\$0	\$0	\$0	\$2,800	\$0	\$0	\$0	\$0	\$0	\$0	\$2,800
Mech-chiller replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000	\$0	\$0	\$0	\$450,000
Mech-Exhaust-toilet/custodial	\$0	\$0	\$0	\$0	\$0	\$69,500	\$0	\$0	\$0	\$0	\$0	\$0	\$69,500
Mech-fire protection, sprinkler under	\$0	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000

	Previous Years	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Later Years	Project Total
<b>LTFM-initial district revenue</b>													
Mech-Music Room Univent	\$0	\$0	\$16,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,500
Mech-Tube radiation-cafeteria	\$0	\$0	\$0	\$0	\$0	\$0	\$11,100	\$0	\$0	\$0	\$0	\$0	\$11,100
Mech-Univents	\$0	\$0	\$272,000	\$528,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000
Mech-valve replacement for plumbing	\$0	\$0	\$0	\$0	\$59,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$59,000
Mech-Valves-replace domestic water	\$0	\$0	\$0	\$0	\$0	\$20,900	\$0	\$0	\$0	\$0	\$0	\$0	\$20,900
Mech-water softening system	\$8,350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,350
P.Lot K-E-seal/reclaim/reconstruct	\$3,741	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,741
P.Lot K-N-seal/reclaim/reconstruct	\$3,741	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,741
P.Lot K-SE-seal/reclaim/reconstruct	\$34,952	\$0	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42,452
P.Lot K-W-seal/reclaim/reconstruct	\$3,741	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,741
Playground	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000
Playground-bituminous	\$36,578	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$36,578
Recommission	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$64,000	\$0	\$0	\$0	\$64,000
Roof-garage storage ce	\$3,875	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,875
Sidewalk- replace 100 feet/paint	\$16,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,600
Tuckpoint	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28,000	\$0	\$0	\$0	\$0	\$28,000
<b>Subtotal - Kennedy</b>	<b>\$157,322</b>	<b>\$201,100</b>	<b>\$859,000</b>	<b>\$960,700</b>	<b>\$59,000</b>	<b>\$113,200</b>	<b>\$66,600</b>	<b>\$88,000</b>	<b>\$514,000</b>	<b>\$220,000</b>	<b>\$294,800</b>	<b>\$0</b>	<b>\$3,533,722</b>
<b>McAuliffe</b>													
Accessible-door	\$12,368	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,368
Accessible-signage	\$4,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,100
Building envelope repairs - wall	\$0	\$210,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$210,000
Carpet Replacement	\$0	\$0	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$0	\$0	\$80,000
Doors-boiler rm/dock	\$0	\$8,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,900
Flag Pole with lights	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000
Floor-repair cracked terrazzo	\$0	\$0	\$0	\$0	\$0	\$10,400	\$0	\$0	\$0	\$0	\$0	\$0	\$10,400
Floors,areas,ceiling	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000
Floor-sand gym floor	\$0	\$0	\$0	\$0	\$37,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,000

	<i>Previous Years</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>	<i>2030</i>	<i>2031</i>	<i>Later Years</i>	<i>Project Total</i>
<b><i>LTFM-initial district revenue</i></b>													
Lighting-controls, new LED	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$54,000	\$0	\$0	\$0	\$0	\$54,000
Lighting-Exterior-playground yard light	\$10,209	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,209
Mech - Water Heater Replacement	\$0	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,000
Mech-Boilers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$125,000	\$0	\$125,000
Mech-breakers-kitchen sinks	\$0	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800
Mech-Chiller	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000	\$0	\$0	\$250,000
Mech-controls, upgrade front end	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$152,000	\$0	\$0	\$0	\$0	\$152,000
Mech-valve replacement for plumbing	\$0	\$0	\$0	\$0	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000
P.Lot bus loop and west road mill and	\$0	\$60,000	\$0	\$0	\$0	\$0	\$14,000	\$0	\$0	\$0	\$0	\$0	\$74,000
P.Lot M-E-seal/reclaim/reconstruct	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0	\$60,000
P.Lot M-NE-seal/reclaim/reconstruct	\$10,000	\$15,000	\$0	\$0	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$40,000
P.Lot M-W-seal/reclaim/reconstruct	\$0	\$0	\$35,000	\$0	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$50,000
PA System	\$23,614	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,614
Playground	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Recommission	\$0	\$0	\$0	\$0	\$87,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$87,200
Tuckpoint	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
<b><i>Subtotal - McAuliffe</i></b>	<b>\$67,290</b>	<b>\$307,700</b>	<b>\$35,000</b>	<b>\$50,000</b>	<b>\$199,200</b>	<b>\$30,400</b>	<b>\$44,000</b>	<b>\$366,000</b>	<b>\$200,000</b>	<b>\$300,000</b>	<b>\$125,000</b>	<b>\$0</b>	<b>\$1,724,590</b>
<b><i>Middle School</i></b>													
Accessible-North entrance	\$8,696	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,696
Accessible-serving line cafeteria	\$0	\$0	\$3,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,400
Carpet-replace in auditorium and media	\$0	\$0	\$94,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$94,000
CAT walkway above windows	\$13,170	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,170
Catch basin repair	\$0	\$4,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,500
Doors-replace 200 interior	\$0	\$0	\$0	\$0	\$0	\$0	\$413,100	\$0	\$0	\$0	\$0	\$0	\$413,100
Doors-replace auditorium/band/choir	\$43,948	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,948
Elevator repair/replace	\$78,160	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$78,160
Fire Alarm/Alert	\$6,943	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,943

	<i>Previous Years</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>	<i>2030</i>	<i>2031</i>	<i>Later Years</i>	<i>Project Total</i>
<b><i>LTFM-initial district revenue</i></b>													
Floor-repair cracks in terrazzo	\$0	\$0	\$0	\$0	\$0	\$0	\$23,000	\$0	\$0	\$0	\$0	\$0	\$23,000
Floors, areas, ceiling	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$225,000	\$0	\$0	\$0	\$0	\$225,000
Gym-paint	\$10,271	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,271
Mech - replace dust collection system	\$0	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000
Mech-Greenhouse	\$0	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000
Mech-Replace Summer Boiler	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$190,000	\$0	\$190,000
Mech-valve replacement for plumbing	\$0	\$0	\$0	\$0	\$210,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$210,000
Mirrors/partitions repair/replace	\$0	\$30,269	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,269
P. Lot W-seal/reclaim/reconstruct	\$0	\$75,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,600
P.Lot MS-N-seal/reclaim/reconstruct	\$26,527	\$0	\$33,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$59,777
P.Lot MS-S-seal/reclaim/reconstruct	\$21,527	\$0	\$33,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$54,777
P.Lot SE replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$732,362	\$0	\$0	\$0	\$0	\$0	\$732,362
PA System	\$89,386	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$89,386
Playground	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
Pool-blocks/storage	\$3,412	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,412
Pool-chlorine generator	\$12,986	\$0	\$5,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28,000	\$46,486
Pool-epoxy floor from pool to lockers	\$22,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,000
Pool-water heater	\$22,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,500
Science Classroom Faucet Replacement	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
Sidewalk replacement	\$0	\$0	\$0	\$0	\$0	\$166,000	\$0	\$0	\$0	\$0	\$0	\$0	\$166,000
Toilet Partitions - Women's staff	\$0	\$0	\$4,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,700
<b><i>Subtotal - Middle School</i></b>	<b>\$359,527</b>	<b>\$110,369</b>	<b>\$334,100</b>	<b>\$35,000</b>	<b>\$210,000</b>	<b>\$166,000</b>	<b>\$1,168,462</b>	<b>\$225,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$190,000</b>	<b>\$28,000</b>	<b>\$2,926,458</b>
<b><i>Pinecrest</i></b>													
Accessible-signage	\$5,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,500
Boiler rm-guardrail replace	\$1,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,700
Boiler/propane conversion	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$260,000	\$0	\$260,000
Carpet-office/some classrooms	\$6,190	\$0	\$4,000	\$0	\$20,000	\$0	\$20,000	\$0	\$20,000	\$0	\$0	\$0	\$70,190

	<i>Previous Years</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>	<i>2030</i>	<i>2031</i>	<i>Later Years</i>	<i>Project Total</i>
<b><i>LTFM-initial district revenue</i></b>													
Concrete-west entry	\$6,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,800
Doors-classrooms	\$0	\$0	\$0	\$0	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80,000
Doors-repair varnish (40)	\$0	\$0	\$0	\$0	\$0	\$10,300	\$0	\$0	\$0	\$0	\$0	\$0	\$10,300
Doors-replace bathroom partition	\$3,124	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,124
Elec - Replace Liebert Surge Protection	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
Floor-repair cracked terrazzo	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000
Floors, areas, ceiling	\$0	\$0	\$0	\$0	\$0	\$0	\$95,000	\$0	\$0	\$0	\$0	\$0	\$95,000
Mech-Bldg controls/Automation System	\$0	\$0	\$87,120	\$176,880	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$264,000
Mech-boiler replacement (Pulse)	\$0	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000
Mech-Univents	\$0	\$0	\$272,000	\$528,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000
Mech-valve replacement for plumbing	\$0	\$0	\$0	\$0	\$68,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$68,000
Mech-water heater	\$8,534	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,534
P.Lot P-E-seal/reclaim/reconstruct	\$8,435	\$0	\$15,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,685
P.Lot P-W-seal/reclaim/reconstruct	\$8,435	\$0	\$15,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,685
Playground	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0	\$200,000
Recommission	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$71,100	\$0	\$0	\$0	\$0	\$71,100
Sidewalks-East Side	\$47,820	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$47,820
<b><i>Subtotal - Pinecrest</i></b>	<b>\$106,538</b>	<b>\$0</b>	<b>\$543,620</b>	<b>\$734,880</b>	<b>\$168,000</b>	<b>\$10,300</b>	<b>\$115,000</b>	<b>\$71,100</b>	<b>\$20,000</b>	<b>\$200,000</b>	<b>\$260,000</b>	<b>\$0</b>	<b>\$2,229,438</b>
<b><i>STAARS</i></b>													
Carpet-STAARS	\$8,394	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,394
<b><i>Subtotal - STAARS</i></b>	<b>\$8,394</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,394</b>
<b><i>Tilden</i></b>													
Accessible-NE ext door handicap	\$3,953	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,953
Accessible-signage	\$2,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,800
Asbestos abatement - gym	\$0	\$18,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,000

	<i>Previous Years</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>	<i>2030</i>	<i>2031</i>	<i>Later Years</i>	<i>Project Total</i>
<b><i>LTFM-initial district revenue</i></b>													
Asbestos removal-plumbing and steam	\$0	\$0	\$0	\$0	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0	\$65,000
Bathroom Remodel and Accessibility	\$0	\$0	\$85,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$85,000
Catch basin repair	\$0	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,000
Column sinking at door #1	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Floor installation - gym	\$0	\$32,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32,000
Floor-repair cracked terrazzo	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
Floors, areas, ceilings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,500	\$0	\$0	\$0	\$0	\$22,500
Lighting-fixtures & controls	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,500	\$0	\$0	\$0	\$0	\$29,500
Mech-bldg controls to digital/improve	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
Mech-Boiler convert	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Mech-Climate controls & vent. east	\$22,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,300
Mech-heating system w/high efficiency	\$0	\$0	\$0	\$0	\$0	\$556,000	\$0	\$0	\$0	\$0	\$0	\$0	\$556,000
Mech-replace water heater	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$20,000
P.Lot T-E-seal/reclaim/reconstruct	\$46,165	\$0	\$14,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,665
P.Lot T-W-seal/reclaim/reconstruct	\$15,450	\$0	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,450
Playground - sand box cover	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000
Sidewalk replacement - N	\$0	\$21,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,000
Tech-PA	\$0	\$0	\$0	\$0	\$0	\$0	\$27,100	\$0	\$0	\$0	\$0	\$0	\$27,100
Tuckpoint & caulk	\$640	\$44,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$44,640
<b><i>Subtotal - Tilden</i></b>	<b>\$91,308</b>	<b>\$133,000</b>	<b>\$105,500</b>	<b>\$50,000</b>	<b>\$10,000</b>	<b>\$556,000</b>	<b>\$92,100</b>	<b>\$52,000</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$1,359,908</b>
<b><i>Todd Field</i></b>													
Field Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000	\$0	\$0	\$1,200,000
P.Lot TF-W	\$0	\$0	\$5,000	\$0	\$0	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$10,000
<b><i>Subtotal - Todd Field</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,210,000</b>

	<i>Previous Years</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>	<i>2030</i>	<i>2031</i>	<i>Later Years</i>	<i>Project Total</i>
<b><i>LTFM-initial district revenue</i></b>													
<b><i>Subtotal - LTFM-initial district revenue</i></b>	\$3,037,638	\$2,070,947	\$2,222,218	\$2,635,679	\$1,861,778	\$1,462,898	\$2,317,260	\$2,119,078	\$1,563,098	\$2,197,098	\$1,156,098	\$28,000	\$22,671,790
<b><i>Grand Total:</i></b>	<b>\$3,037,638</b>	<b>\$2,070,947</b>	<b>\$2,222,218</b>	<b>\$2,635,679</b>	<b>\$1,861,778</b>	<b>\$1,462,898</b>	<b>\$2,317,260</b>	<b>\$2,119,078</b>	<b>\$1,563,098</b>	<b>\$2,197,098</b>	<b>\$1,156,098</b>	<b>\$28,000</b>	<b>\$22,671,790</b>



**Division of School Finance**  
**400 NE Stinson Blvd**  
**Minneapolis, MN 55413**

**Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only**

ED - 02478-08

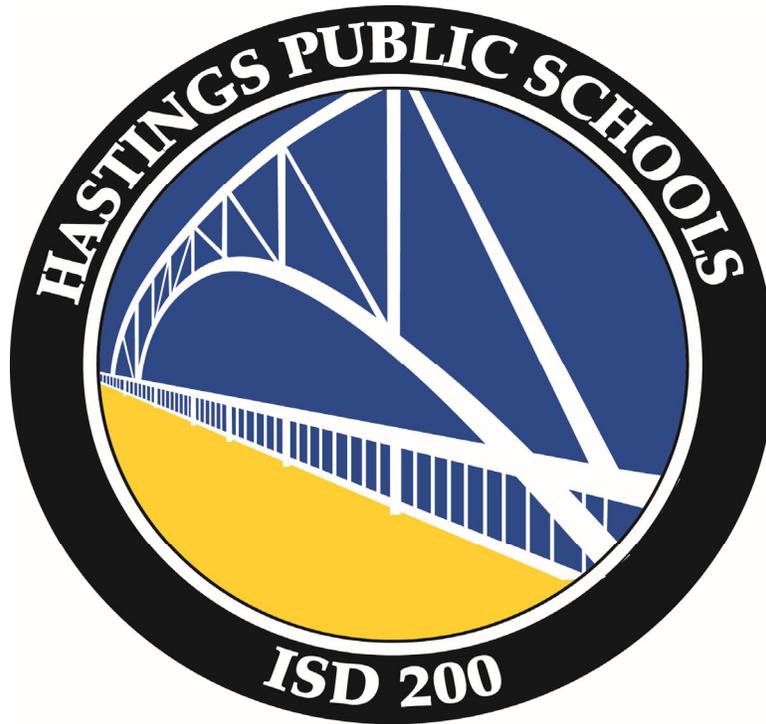
**Instructions:** Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes 2021, section 123B.595, subd. 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.	Enter Information	District Info.	Enter Information	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
District Name:	Hastings Public Schools	Date:	6/17/2022											
District Number:	0200-01	Email:	jseubert@isd200.org											
District Contact Name:	Jennifer Seubert													
Contact Phone #	651-480-7005													

**Fiscal Year (FY) Ending June 30**

Expenditure Categories		2022 (base year)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.</b>												
<b>Finance Code</b>	<b>Category (1)</b>											
347	Physical Hazards	\$34,152	\$34,157	\$37,462	\$33,167	\$33,172	\$33,178	\$33,183	\$34,189	\$34,194	\$33,990	\$0
349	Other Hazardous Materials	\$14,500	\$14,500	\$14,500	\$19,000	\$20,900	\$20,174	\$14,500	\$14,500	\$14,500	\$14,500	\$0
352	Environmental Health and Safety Management	\$78,061	\$75,807	\$76,166	\$79,087	\$76,589	\$76,653	\$79,279	\$76,788	\$76,858	\$74,448	\$0
358	Asbestos Removal and Encapsulation	\$37,180	\$3,360	\$3,360	\$2,180	\$3,360	\$68,360	\$2,180	\$3,360	\$3,360	\$3,360	\$0
363	Fire Safety	\$110,500	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$87,200	\$0	\$0	\$71,100	\$64,000	\$0	\$0	\$0
all	<b>Total Health and Safety Capital Projects</b>	<b>\$274,393</b>	<b>\$152,824</b>	<b>\$156,488</b>	<b>\$245,634</b>	<b>\$159,021</b>	<b>\$223,365</b>	<b>\$225,242</b>	<b>\$217,837</b>	<b>\$153,912</b>	<b>\$151,298</b>	<b>\$0</b>
<b>Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year</b>												
<b>Finance Code</b>	<b>Category (2)</b>											
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
all	<b>Total Health and Safety Capital Projects \$100,000 or More</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$0</b>								
<b>Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151</b>												
<b>Finance Code</b>	<b>Category (3)</b>											
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
all	<b>Total Remodeling for Approved Voluntary Pre-K Projects</b>	<b>\$0</b>										
<b>Accessibility</b>												
<b>Finance Code</b>	<b>Category (4)</b>											
367	Accessibility	\$157,200	\$3,400	\$48,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
all	<b>Total Accessibility Projects</b>	<b>\$157,200</b>	<b>\$3,400</b>	<b>\$48,700</b>	<b>\$0</b>							
<b>Deferred Capital Expenditures and Maintenance Projects</b>												
<b>Finance Code</b>	<b>Category (5)</b>											
368	Building Envelope	\$325,776	\$0	\$18,001	\$750,000	\$0	\$0	\$48,000	\$0	\$0	\$0	\$0
369	Building Hardware and Equipment	\$33,352	\$57,700	\$0	\$80,000	\$297,200	\$1,084,600	\$300,000	\$0	\$0	\$0	\$0
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$142,000	\$0	\$0	\$0	\$115,000	\$0
379	Interior Surfaces	\$280,269	\$131,000	\$165,000	\$67,000	\$98,000	\$149,100	\$1,112,324	\$26,965	\$40,000	\$0	\$0
380	Mechanical Systems	\$1,146,146	\$1,368,376	\$1,529,793	\$191,121	\$625,500	\$11,100	\$152,000	\$800,000	\$250,000	\$835,000	\$28,000
381	Plumbing	\$47,740	\$95,000	\$630,000	\$412,000	\$23,700	\$0	\$42,000	\$0	\$20,000	\$0	\$0
382	Professional Services and Salary	\$35,000	\$85,800	\$35,800	\$35,800	\$35,800	\$35,800	\$35,800	\$35,800	\$35,800	\$0	\$0
383	Roof Systems	\$0	\$0	\$0	\$0	\$9,495	\$0	\$0	\$0	\$45,265	\$0	\$0
384	Site Projects	\$220,351	\$190,000	\$62,000	\$90,000	\$226,000	\$821,362	\$121,000	\$450,000	\$1,720,000	\$34,800	\$0
all	<b>Total Deferred Capital Expense and Maintenance</b>	<b>\$2,088,634</b>	<b>\$1,927,876</b>	<b>\$2,440,594</b>	<b>\$1,625,921</b>	<b>\$1,315,695</b>	<b>\$2,101,962</b>	<b>\$1,911,124</b>	<b>\$1,354,765</b>	<b>\$2,091,065</b>	<b>\$1,004,800</b>	<b>\$28,000</b>
<b>Total Annual 10-Year Plan Expenditures</b>		<b>\$2,520,227</b>	<b>\$2,234,100</b>	<b>\$2,645,782</b>	<b>\$1,871,555</b>	<b>\$1,474,716</b>	<b>\$2,325,327</b>	<b>\$2,136,366</b>	<b>\$1,572,602</b>	<b>\$2,244,977</b>	<b>\$1,156,098</b>	<b>\$28,000</b>
<b>Fund Balance Section</b>												
<b>Fund 01</b>												
	Beginning Fund Balance 01-467-XX	\$5,338,948	\$4,585,477	\$4,069,226	\$3,122,007	\$2,910,563	\$3,065,799	\$2,325,426	\$1,783,164	\$1,796,807	\$1,176,375	\$1,599,557
	LTFM Fiscal Year Revenue - Levy	\$1,490,117	\$1,477,428	\$1,458,718	\$1,268,077	\$1,242,546	\$1,207,815	\$1,216,940	\$1,209,115	\$1,247,405	\$1,202,159	\$1,202,196
	LTFM Fiscal Year Revenue - AID if Applicable	\$276,638	\$240,421	\$239,845	\$392,034	\$387,406	\$377,139	\$377,164	\$377,130	\$377,140	\$377,121	\$377,084
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT if applicable - Special Legislation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures	\$2,520,227	\$2,234,100	\$2,645,782	\$1,871,555	\$1,474,716	\$2,325,327	\$2,136,366	\$1,572,602	\$2,244,977	\$1,156,098	\$28,000
	Ending Fiscal Year Fund Balance 01-467-XX	<b>\$4,585,477</b>	<b>\$4,069,226</b>	<b>\$3,122,007</b>	<b>\$2,910,563</b>	<b>\$3,065,799</b>	<b>\$2,325,426</b>	<b>\$1,783,164</b>	<b>\$1,796,807</b>	<b>\$1,176,375</b>	<b>\$1,599,557</b>	<b>\$3,150,837</b>
<b>Fund 06</b>												
	Beginning Fund Balance 06-467-XX	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Bonded Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Other Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Ending Fiscal Year Fund Balance 06-467-XX	<b>\$0</b>										

End of worksheet



**ADOPTED BUDGET**  
**2022-2023**  
**June 2022**



**INDEPENDENT  
SCHOOL  
DISTRICT 200**

# STRATEGIC PLAN

ONE MISSION. SEVEN CORE VALUES. ALL LEARNERS.



## MISSION

*Our Core Purpose*

**We Care**  
**We Empower**  
**We Achieve**

Students are the heart of all we do

## OUR CORE VALUES

*Drivers of Our Words and Actions*

- 1 Student-Centered** - Students at the heart of our words, actions, and decisions
- 2 Compassion and Respect** - How we treat each other daily
- 3 Agility** - Building capacity and skill to proactively respond to the signs of the times, the conditions, and the needs of oneself and others
- 4 Innovation** - Constantly striving to improve and to creatively address challenges and opportunities
- 5 Voice and Choice** - Expressing one's experiences and pursue one's passions
- 6 Partnership** - Seeking to connect, to engage, to leverage the assets and interests of others to improve our students, schools, and communities
- 7 Empathy** - Aspiring to understand and share the feelings of another

## VISION

*What We Intend to Create*

**Hastings Public Schools is The Choice of Families for:**

### A **Caring** and Inclusive Culture for All

- Safe, accepting, and respectful schools where individual uniqueness, talents, and interests are nurtured
- One's voice is expressed, heard, and valued
- A united and resilient culture of family and community

### That **Empowers** Students, Families, and Staff

- Opportunities and choices are accessible and diverse
- Community collaborations and connections are abundant, robust, and engaging
- Service and support to school and community is energized, recognized, and celebrated

### Focused on **Achievement** and Engagement in All We Do

- All students and staff realize the depth and breadth of their passions and are supported academically, socially, and emotionally to achieve
- Learning and development as a whole person is energizing, empowering, engaging, and excelling for students and staff

## STRATEGIC ANCHORS

*Drivers of Our Continuous Improvement*

- A. Engaged Learners**
- B. Effective Operations**
- C. Communication and Collaboration**

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## **BUDGET TIMELINE HASTINGS ISD 200**

### **January**

- ❖ Capital requests for next fiscal year from Principals, Directors, Technology, Maintenance
- ❖ Capital and LTFM project planning for next fiscal year started
- ❖ Technology preliminary budget for next fiscal year
- ❖ Staff Dev/Assessment/Testing preliminary budgets

### **February**

- ❖ Start negotiations on contracts/bids for next year (Transportation Provider, Copiers, Health/Dental/Life/LTD, Student Photographer, Transportation Routing/Oversight, Facility Capital and Maintenance Planning, Environmental Health & Safety Services, School Resource Officer/Traffic Control)
- ❖ Revenue budget for next fiscal year
- ❖ Review current Food Service budget and budget for next fiscal year
- ❖ Finalize Technology budget for next fiscal year
- ❖ Review any changes for Operations & Maintenance budget for next fiscal year
- ❖ Staffing model completed based on enrollment projection and class size ratios

### **March**

- ❖ Community Education budget for next fiscal year
- ❖ Finalize Capital budget for next fiscal year
- ❖ Finalize LTFM budget for next fiscal year
- ❖ Finalize Operations & Maintenance budget for next fiscal year
- ❖ Review adopted budget assumptions with Finance Committee

### **April**

- ❖ Title program budgets for next fiscal year
- ❖ Special Services programs finance budgets for next fiscal year
- ❖ All district wide office budgets for next fiscal year
- ❖ Update 5 Year Forecast
- ❖ Any redistribution of next year's budget \$'s for buildings and athletics to Business Office.
- ❖ Every department should review budgets and make final purchases for current year

### **May**

- ❖ Payroll Calculation for next fiscal year
- ❖ Send invoices to Business Office for payment of final purchases for current year
- ❖ Clean up any outstanding PO's on the system for current year
- ❖ Start OPEB Study (every other year)

### **June**

- ❖ Application and board approval of Aid Anticipation Certificates of Indebtness for next fiscal year
- ❖ Update APU projections according to first MARSS run for current year
- ❖ Adopted budget for next fiscal year approved by the board
- ❖ Submit 10 Year LTFM Plan to MDE

### **July-September**

- ❖ Audit completed
- ❖ Preliminary local property tax levy information for next fiscal year submitted to Mn. Dept. of Ed. and approved by the school board

### **October**

- ❖ Preliminary audit numbers for prior year should be available
- ❖ Revise current year budget based on audit information, other contract updates, and updated APU projections based on Oct. 1 count
- ❖ Update supply budgets based on Oct. 1 enrollment
- ❖ Budget adjustment process for next fiscal year
- ❖ Finance Committee Update – previous year financial results & enrollment update with budget impact

### **November-December**

- ❖ Auditor presentation to the board
- ❖ Truth in Taxation hearing
- ❖ Board certifies final property tax levy for next fiscal year
- ❖ Revised Budget for current year is approved by the board
- ❖ Budget adjustment process for next fiscal year
- ❖ Budget Publication in official newspaper

**REVENUE/EXPENDITURE/FUND BALANCE CHANGES-ADOPTED BUDGET 22-23**

**Pupil Units**

**APU-** For 22-23 adopted budget is 4,495  
104 less than 21-22

This number is based on prior year October 1  
marrs data and projected forward based on prior years.  
On October 1, 2022 new projections will be done  
for 22-23 and future years.

<b><u>Revenue General Fund Unassigned</u></b>	<b><u>Amount</u></b>
Gen Ed Formula 2% (6,863)	(94,839)
ESSER Funds - Offset by Expenditures	712,076
Title Programs - Offset by Expenditures	(153,195)
Middle School Athletic/Activities Participation Fees	50,000
E-Rate	20,000
Technology Set-aside	(300,000)
Special Ed Federal - Offset by Expenditures	27,996
State Spec Ed Aid (6,092,693)	(152,413)
<b>Total Change to Revenue Budget</b>	<b>109,626</b>

<b><u>Expenditures General Fund Unassigned</u></b>	<b><u>Amount</u></b>
<b><u>Payroll Expenditures</u></b>	
Teachers - moved a step and 2% added to salary schedule for 22-23 FTE 289.954 All other groups are an estimate for 22-23	(765,688)
<b><u>Other Expenditures</u></b>	
ESSER Funds - Offset by Revenues	712,076
Election	(13,600)
Property Liability Insurance	41,018
Workers Compensation Insurance	3,354
Transportation	212,003
Utilities	298,317
District Wide Budgets	(5,179)
Title Programs - Offset by Revenues	(153,195)
Building Supply Budgets	149,324
Excess Safe Schools Expenditures	(22,907)
Purchased Services 917	(44,336)
Audit Entry - Subsequent Year's Expenditures	646,102
Special Ed Federal - Offset by Revenues	27,996
All Other Misc Programs	(18,872)
<b>Total Change to Expenditure Budget</b>	<b>1,066,414</b>
	Net Change (956,788)

<b><u>Fund Balance Changes-Unassigned General Fund</u></b>		
Actual: Ending Fund Balance 20-21	15,004,570	
Projected: Ending Fund Balance 21-22	14,956,477	(48,093)
Projected: Ending Fund Balance 22-23	13,951,595	(1,004,882)

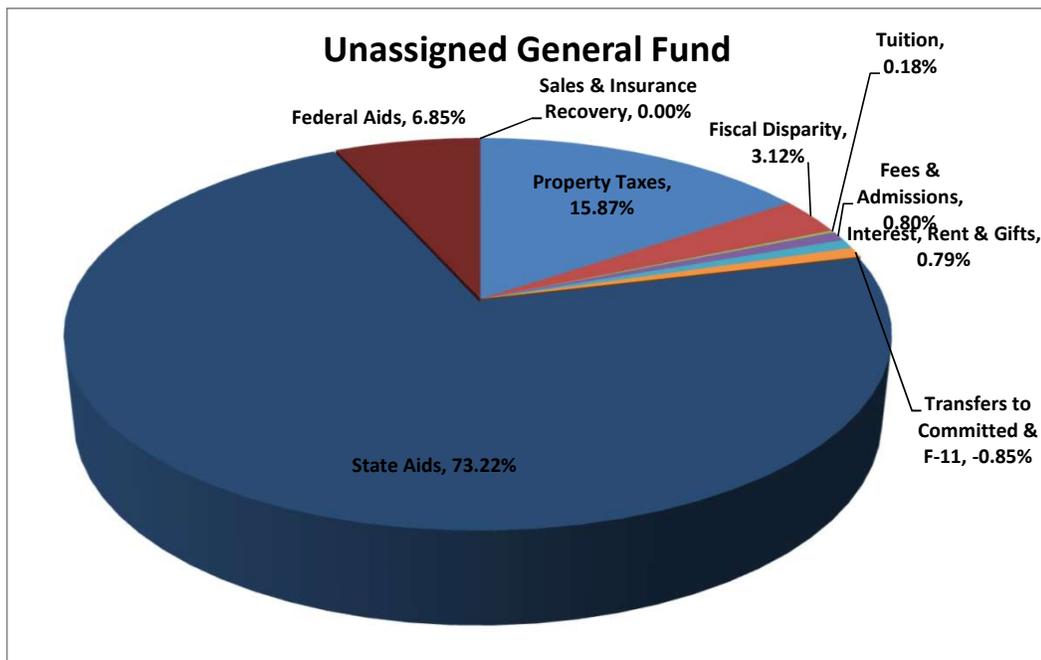
<b><u>Revised Budget will be updated for the following:</u></b>
Staffing due to student numbers
Employee Contract Settlements
Actual hire vs estimated salaries for open positions
Liability Study - OPEB Payment to Trust
Legislative changes to revenue & expenditure calculations
Adjustments based on audit for 21-22

Hastings ISD # 200		2022-2023 Adopted				
		Unaudited				
		Balance 6/30/22	Revenues	Expenditures	Net Budget	Balance 6/30/23
1/10/11/12	<b>GENERAL FUND</b>					
403	Staff Development	4,033.58	616,819.48	723,705.00	(106,885.52)	(102,851.94)
467	LTFM (old def maint and H&S)	4,585,476.67	1,705,663.64	2,000,000.19	(294,336.55)	4,291,140.12
424	Operating Capital	4,429,839.96	1,151,414.29	1,265,573.04	(114,158.75)	4,315,681.21
424-287	Lease Levy Capital	(59,054.66)	268,077.77	270,176.65	(2,098.88)	(61,153.54)
428	Learning & Development	0.00	899,502.30	899,502.30	0.00	0.00
434	Area Learning Center	0.00	375,000.00	375,000.00	0.00	0.00
438	Gifted & Talented	166,955.53	58,434.74	162,916.00	(104,481.26)	62,474.27
441/459	Basic Skills	0.00	440,527.76	440,527.76	0.00	0.00
441-620	Basic Skills-ECSE	0.00	9,397.44	9,397.44	0.00	0.00
441-630	Basic Skills-Staars	2,770.28	0.00	100.00	(100.00)	2,670.28
449	Safe Schools-Crime Levy	0.00	158,412.03	158,412.03	0.00	0.00
401	Student Activities (Fund 10 - tied to fund 1)	157,179.52	350,000.00	350,000.00	0.00	157,179.52
402	Scholarships (Fund 12 - tied to fund 1)	228,646.92	120,000.00	120,000.00	0.00	228,646.92
448	Achievement & Integration	-0.29	313,595.83	313,595.54	0.29	0.00
472	MA/3rd Party	18,161.04	225,000.00	218,450.50	6,549.50	24,710.54
	<b>RESTRICTED</b>	<b>9,534,008.55</b>	<b>6,691,845.28</b>	<b>7,307,356.45</b>	<b>(615,511.17)</b>	<b>8,918,497.38</b>
418	Pension and ASL (trnsf from 422)	218,962.94	151,211.00	117,285.88	33,925.12	252,888.06
			includes \$5,000 interest			
461-392	Technology (trnsf from 422) <small>no e-rate, no expenses until bond \$ are spent</small>	934,543.50	300,000.00	0.00	300,000.00	1,234,543.50
	<b>COMMITTED</b>	<b>1,153,506.44</b>	<b>451,211.00</b>	<b>117,285.88</b>	<b>333,925.12</b>	<b>1,487,431.56</b>
462-001	Subsequent Year's Expenditures	0.00	0.00	0.00	0.00	0.00
	<b>ASSIGNED</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
397,891 CO	GASB 68 TRA/State contribution	0.00	161,867.00	161,867.00	0.00	0.00
	Fed. Title-Spec Ed, AI Aid, LCTS R=E	0.00	1,414,362.58	1,414,362.58	0.00	0.00
	Technology/Pension, ASL	0.00	(446,211.00)	0.00	(446,211.00)	(446,211.00)
	Basic Skills (JE Year end)	0.00	0.00	76,773.80	(76,773.80)	(76,773.80)
	Area Learning Center	0.00	0.00	187,587.00	(187,587.00)	(187,587.00)
	Safe Schools/Crime Levy	0.00	0.00	195,458.11	(195,458.11)	(195,458.11)
	Spec. Ed. State/Misc	0.00	6,133,692.62	9,387,235.50	(3,253,542.88)	(3,253,542.88)
	Transportation	0.00	2,015,459.18	3,975,626.00	(1,960,166.82)	(1,960,166.82)
	(does not include extra curr. budgeted at sites)					
	Unassigned	14,956,476.53	41,843,891.41	36,729,033.78	5,114,857.63	20,071,334.16
	Donations Fund 11 (tied to fund 1)	0.00	640,619.00	640,619.00	0.00	0.00
	<small>Fund 1 includes pmt. to OPEB Trust (\$1,065,567) 20-21 &amp; 21-22</small>					
			includes trnsf (\$1,619) wellness			
422	<b>UNASSIGNED</b>	<b>14,956,476.53</b>	<b>51,763,680.79</b>	<b>52,768,562.77</b>	<b>(1,004,881.98)</b>	<b>13,951,594.55</b>
1/10/11/12	<b>TOTAL GENERAL FUND</b>	<b>25,643,991.52</b>	<b>58,906,737.07</b>	<b>60,193,205.10</b>	<b>(1,286,468.03)</b>	<b>24,357,523.49</b>
			58,906,737.07	60,193,205.10	(48,093.49)	21-22 Rev
			0.00	0.00	956,788.49	(SpEd Aid-6,092,693)

Hastings ISD # 200		2022-2023 Adopted				
Unaudited						
	Balance 6/30/22	Revenues	Expenditures	Net Budget	Balance 6/30/23	
<b>2</b>	<b>FOOD SERVICE FUND</b>					
464-418	Pension and ASL (trnsf from 464)	44,164.73	10,821	13,309	(2,488)	41,677.02
			includes \$30 interest			
464	Food Service Program	452,484.13	2,599,175	2,784,820	(185,645)	266,839.55
	Includes pmt to OPEB Trust (\$31,009) & 21-22 & GASB 68 Rev/Exp \$710	20-21				
	<b>RESTRICTED</b>	<b>496,648.86</b>	<b>2,609,996</b>	<b>2,798,129</b>	<b>(188,132)</b>	<b>308,516.57</b>
	<b>TOTAL FOOD SERVICE FUND</b>	<b>496,648.86</b>	<b>2,609,996</b>	<b>2,798,129</b>	<b>(188,132)</b>	<b>308,516.57</b>
<b>4</b>	<b>COMMUNITY SERVICE FUND</b>					
431	Community Education General	187,334.96	1,329,732	1,417,532	(87,800)	99,534.91
432	ECFE	12,459.09	281,149	327,262	(46,113)	(33,653.93)
444	School Readiness	3,116.03	466,726	475,083	(8,357)	(5,240.73)
447	ABE	120.13	12,513	12,694	(181)	(60.69)
	Includes pmt to OPEB Trust (\$36,735) & 21-22 & GASB 68 Rev/Exp \$4,422	20-21 &				
464-418	Pension and ASL (trnsf from trust 18 & above GL)	18,817.68	27,429	8,483	18,946	37,763.66
464-599	Screening	(10,471.00)	9,033	24,247	(15,214)	(25,684.75)
464	Non Public	24,629.42	91,517	91,517	0	24,629.42
	<b>RESTRICTED</b>	<b>236,006.31</b>	<b>2,218,098</b>	<b>2,356,817</b>	<b>(138,718)</b>	<b>97,287.89</b>
	<b>TOTAL COMMUNITY SERVICE FUND</b>	<b>236,006.31</b>	<b>2,218,098</b>	<b>2,356,817</b>	<b>(138,718)</b>	<b>97,287.89</b>
<b>6</b>	<b>BUILDING CONSTRUCTION FUND</b>					
464	Building Construction	5,534,822.05	10,000	9,870,562	(9,860,562)	(4,325,739.95)
	<b>RESTRICTED</b>	<b>5,534,822.05</b>	<b>10,000</b>	<b>9,870,562</b>	<b>(9,860,562)</b>	<b>(4,325,739.95)</b>
	<b>TOTAL BLDG CONSTRUCTION FUND</b>	<b>5,534,822.05</b>	<b>10,000</b>	<b>9,870,562</b>	<b>(9,860,562)</b>	<b>(4,325,739.95)</b>
<b>7</b>	<b>DEBT SERVICE FUND</b>					
451	QSCB Sinking Fund (GL JE)	12,468,507.39	440,321	(812,000)	1,252,321	13,720,828.39
464	Debt Service	1,088,883.28	4,720,609	4,685,090	35,519	1,124,401.89
	<b>RESTRICTED</b>	<b>13,557,390.67</b>	<b>5,160,930</b>	<b>3,873,090</b>	<b>1,287,840</b>	<b>14,845,230.28</b>
	<b>TOTAL DEBT SERVICE FUND</b>	<b>13,557,390.67</b>	<b>5,160,930</b>	<b>3,873,090</b>	<b>1,287,840</b>	<b>14,845,230.28</b>
	<b>TRUST FUNDS</b>					
18	CE Pension and ASL	78,938.67	1,500	8,483	(6,983)	71,955.65
20	Dental Self-Funded	1,061,981.51	720,082.00	628,868.00	91,214	1,153,195.51
21	Health Self-Funded	4,831,989.97	8,325,919.00	8,744,217.00	(418,298)	4,413,691.97
45---000	IRR-OPEB- PERA	5,718,578.69	1,143,311	278,764	864,547	6,583,125.69
	<b>TOTAL TRUST FUNDS</b>	<b>11,691,488.84</b>	<b>10,190,812</b>	<b>9,660,332</b>	<b>530,480</b>	<b>12,221,968.82</b>
	<b>TOTAL ALL FUNDS</b>	<b>57,160,348.25</b>	<b>79,096,573</b>	<b>88,752,135</b>	<b>(9,655,561)</b>	<b>47,504,787</b>
			<u>79,096,573.36</u>	<u>88,752,134.51</u>		
			0	0		

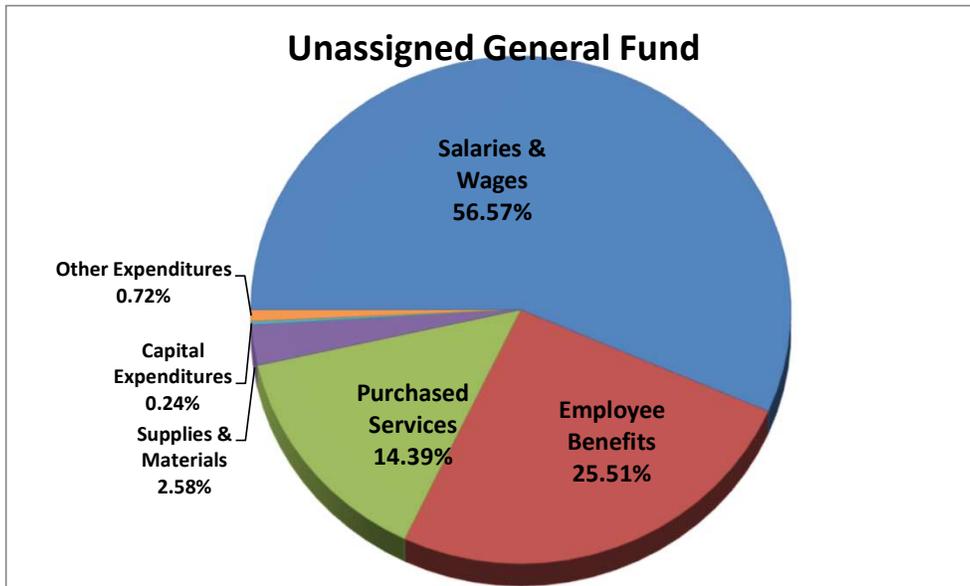
**HASTINGS ISD # 200 REVENUES BY SOURCE**

<u>General Fund (1)</u>	<u>Final</u>	<u>Final</u>	<u>Revised</u>	<u>Adopted</u>
	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>22-23</u>
<b>Restricted</b>				
001-020 Property Taxes	2,497,303	2,493,382	2,523,402	2,296,877
050-069 Fees/Admissions	102,000	0	102,000	102,000
070-079 3rd Party Medical Asst.	174,949	190,949	190,949	225,000
090-099 Interest, Rent & Gifts	30,000	30,000	30,000	30,000
200-399 State Aids	1,881,544	1,828,253	1,768,972	1,694,526
600-630 Sales & Insurance Recovery	0	0	0	0
	<u>4,685,796</u>	<u>4,542,584</u>	<u>4,615,324</u>	<u>4,348,403</u>
<b>Committed</b>				
090-099 Interest	12,000	5,000	5,000	5,000
090-099 E-Rate	0	0	0	0
090-099 Transfer from Unassigned	344,663	146,211	146,211	446,211
	<u>356,663</u>	<u>151,211</u>	<u>151,211</u>	<u>451,211</u>
<b>Unassigned</b>				
001-020 Property Taxes	8,679,363	8,279,054	8,516,158	8,412,247
001-020 Fiscal Disparity	1,667,626	1,753,481	1,656,173	1,655,194
021-049 Tuition	276,000	96,000	96,000	96,000
050-069 Fees & Admissions	337,623	322,629	372,629	422,629
090-099 Interest, Rent & Gifts	404,246	396,691	400,018	420,018
090-099 Transfers to Committed & F-11	(444,593)	(166,819)	(151,103)	(447,830)
200-399 State Aids	38,576,686	38,704,098	38,927,570	38,806,354
400-599 Federal Aids	1,394,740	2,801,839	3,045,014	3,631,891
600-630 Sales & Insurance Recovery	40,000	40,000	0	0
	<u>50,931,691</u>	<u>52,226,972</u>	<u>52,862,459</u>	<u>52,996,504</u>
<b>Student Activities Fund (10)</b>				
050-069 Fees/Admissions	206,000	206,000	206,000	206,000
090-099 Interest/Rent/Gifts/Grant	6,800	22,500	22,500	22,500
600-630 Sales	137,200	121,500	121,500	121,500
	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>
<b>Deferred Accounts-Donations/Misc (11)</b>				
050-069 Fees/Admissions	125,000	125,000	125,000	125,000
090-099 Deferred Donations	0	0	0	0
090-099 Transfer from Unassigned	111,930	21,608	4,892	1,619
090-099 Interest/Rent/Gifts/Grant	384,000	384,000	384,000	384,000
600-630 Sales	130,000	130,000	130,000	130,000
	<u>750,930</u>	<u>660,608</u>	<u>643,892</u>	<u>640,619</u>
<b>Scholarships Fund (12)</b>				
090-099 Interest/Rent/Gifts/Grant	78,000	95,000	95,000	120,000
600-630 Sales	2,000	0	0	0
	<u>80,000</u>	<u>95,000</u>	<u>95,000</u>	<u>120,000</u>
<b>General Fund (01/10/11/12) Total</b>	<b>57,155,080</b>	<b>58,026,375</b>	<b>58,717,885</b>	<b>58,906,737</b>



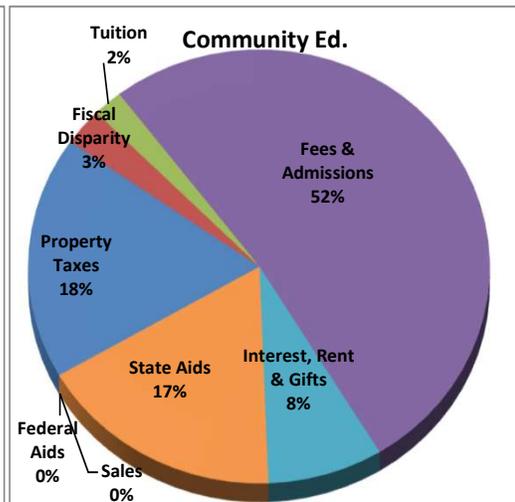
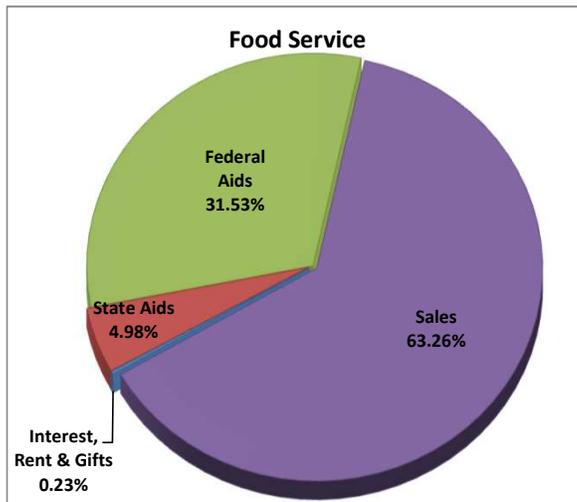
**HASTINGS ISD # 200 EXPENDITURES BY OBJECT**

<b>General Fund (1)</b>	<b>Final 19-20</b>	<b>Final 20-21</b>	<b>Revised 21-22</b>	<b>Adopted 22-23</b>
<b>Restricted</b>				
100-199 Salaries & Wages	764,420	1,063,194	807,115	1,214,332
200-299 Employee Benefits	293,791	435,996	337,414	466,238
300-399 Purchased Services	921,317	975,550	903,486	488,096
400-499 Supplies & Materials	677,438	623,054	622,142	593,738
500-599 Capital Expenditures	1,071,047	1,061,196	3,105,558	2,214,047
800-899 Other Expenditures	0	0	0	0
	<u>3,728,013</u>	<u>4,158,990</u>	<u>5,775,715</u>	<u>4,976,451</u>
<b>Committed</b>				
100-199 Salaries & Wages	18,251	51,664	1,415	6,479
200-299 Employee Benefits	324,328	176,925	262,008	110,807
300-399 Purchased Services	0	0	0	0
400-499 Supplies & Materials	0	0	0	0
500-599 Capital Expenditures	0	0	0	0
	<u>342,579</u>	<u>228,588</u>	<u>263,422</u>	<u>117,286</u>
<b>Unassigned</b>				
100-199 Salaries & Wages	28,566,928	29,192,740	30,522,372	30,539,554
200-299 Employee Benefits	13,143,060	13,588,660	13,850,275	13,772,168
300-399 Purchased Services	7,230,671	7,067,136	7,359,100	7,767,572
400-499 Supplies & Materials	1,324,502	2,248,449	1,382,977	1,391,226
500-599 Capital Expenditures	62,233	70,149	62,883	128,283
800-899 Other Expenditures	372,972	383,546	372,405	390,046
	<u>50,700,366</u>	<u>52,550,680</u>	<u>53,550,012</u>	<u>53,988,849</u>
<b>Student Activities Fund (10)</b>				
300-399 Purchased Services	98,000	136,500	136,500	136,500
400-599 Supplies & Capital	165,000	208,500	208,500	208,500
800-899 Other Expenditures	87,000	5,000	5,000	5,000
	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>
<b>Deferred Accounts-Donations/Misc (11)</b>				
100-199 Salaries & Wages	130,000	77,892	76,182	73,349
200-299 Employee Benefits	23,352	11,961	11,704	11,265
300-399 Purchased Services	194,317	184,755	170,005	170,005
400-499 Supplies & Materials	378,261	361,000	361,000	361,000
500-599 Capital Expenditures	25,000	25,000	25,000	25,000
800-899 Other Expenditures	0	0	0	0
	<u>750,930</u>	<u>660,608</u>	<u>643,892</u>	<u>640,619</u>
<b>Scholarships Fund (12)</b>				
800-899 Other Expenditures	80,000	95,000	95,000	120,000
	<u>80,000</u>	<u>95,000</u>	<u>95,000</u>	<u>120,000</u>
<b>General Fund (01/10/11/12) Total</b>	<b>55,951,888</b>	<b>58,043,866</b>	<b>60,678,041</b>	<b>60,193,205</b>



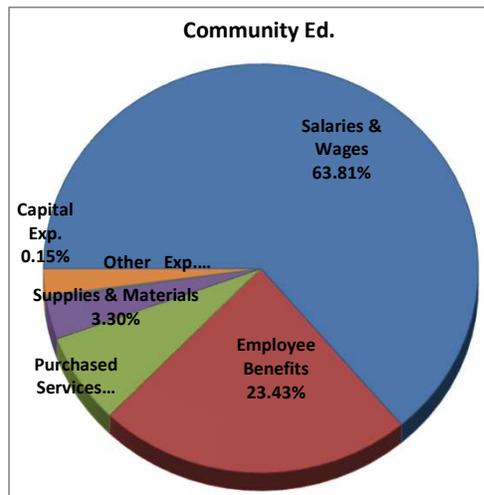
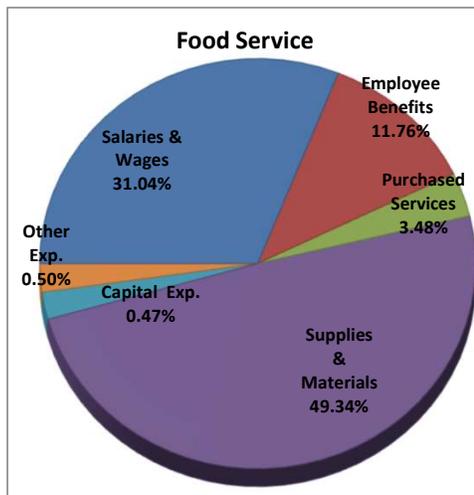
## HASTINGS ISD # 200 REVENUES BY SOURCE

	Final <u>19-20</u>	Final <u>20-21</u>	Revised <u>21-22</u>	Adopted <u>22-23</u>
<b><u>Food Service (2)</u></b>				
090-099 Interest, Rent & Gifts	6,030	6,030	6,030	6,030
200-399 State Aids	125,144	4,749	64,667	129,979
400-599 Federal Aids	811,940	1,491,465	2,373,398	822,991
600-630 Sales	<u>1,413,097</u>	<u>27,369</u>	<u>205,472</u>	<u>1,650,996</u>
<b>Food Service Fund (2) Total</b>	<b>2,356,211</b>	<b>1,529,612</b>	<b>2,649,567</b>	<b>2,609,996</b>
<b><u>Community Service Fund (4)</u></b>				
001-020 Property Taxes	394,026	395,870	397,743	401,265
001-020 Fiscal Disparity	61,715	62,402	60,055	61,748
021-049 Tuition	46,249	46,249	46,249	46,249
050-069 Fees & Admissions	1,280,069	802,344	1,135,482	1,146,454
090-099 Interest, Rent & Gifts	190,016	145,589	178,089	179,143
200-399 State Aids	395,528	400,323	392,866	383,239
400-599 Federal Aids	0	73,718	0	0
600-630 Sales	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Community Service Fund (4) Total</b>	<b>2,367,603</b>	<b>1,926,495</b>	<b>2,210,484</b>	<b>2,218,098</b>
<b><u>Building Construction Fund (6)</u></b>				
090-099 Interest/Misc Rev	422,108	210,272	45,228	10,000
631-640 Sale of Bonds & Loans	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Building Construction Fund (6) Total</b>	<b>422,108</b>	<b>210,272</b>	<b>45,228</b>	<b>10,000</b>
<b><u>Debt Service Fund (7)</u></b>				
001-020 Property Taxes	3,788,000	3,912,020	3,578,294	3,833,623
001-020 Fiscal Disparity	583,889	618,821	587,799	618,965
090-099 Interest/Misc Rev	387,244	440,592	496,312	440,321
200-399 State Aids/Credits	319,865	131,799	418,614	268,021
400-599 Federal Aids	0	0	0	0
631-640 Sale of Bonds & Loans	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Debt Service Fund (7) Total</b>	<b>5,078,998</b>	<b>5,103,232</b>	<b>5,081,019</b>	<b>5,160,930</b>
<b><u>Trust Fund (8 &amp; 18 - 8 moved to General Fund in 19-20)</u></b>				
090-099 Interest/Scholarship Receipts	5,000	2,500	2,500	1,500
600-630 Sales	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Trust Fund (8 &amp; 18) Total</b>	<b>5,000</b>	<b>2,500</b>	<b>2,500</b>	<b>1,500</b>
<b><u>Self-Funded Insurance (20-21)</u></b>				
080-099 Interest/Premiums/Prescription Rebates	<u>8,978,078</u>	<u>9,413,242</u>	<u>9,542,926</u>	<u>9,046,001</u>
<b>Self-Funded Insurance (20-21) Total</b>	<b>8,978,078</b>	<b>9,413,242</b>	<b>9,542,926</b>	<b>9,046,001</b>
<b><u>OPEB Irrevocable Trust Fund (45)</u></b>				
092 Interest	20,000	20,000	10,000	10,000
614 Contribution for Post Employment Benefit	<u>1,070,485</u>	<u>1,133,311</u>	<u>1,133,311</u>	<u>1,133,311</u>
<b>OPEB Irrevocable Trust Fund (45) Total</b>	<b>1,090,485</b>	<b>1,153,311</b>	<b>1,143,311</b>	<b>1,143,311</b>
<b>TOTAL ALL FUNDS</b>	<b>77,453,563</b>	<b>77,365,040</b>	<b>79,392,920</b>	<b>79,096,573</b>



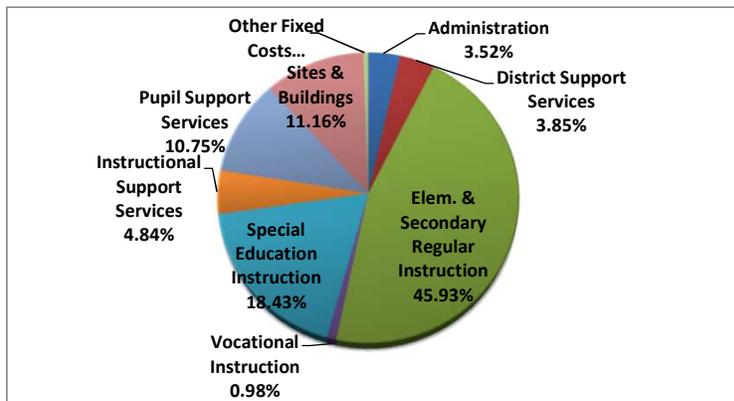
## HASTINGS ISD # 200 EXPENDITURES BY OBJECT

	Final 19-20	Final 20-21	Revised 21-22	Adopted 22-23
<b>Food Service (2)</b>				
100-199 Salaries & Wages	843,705	730,011	862,568	868,433
200-299 Employee Benefits	268,357	275,077	288,901	328,922
300-399 Purchased Services	112,200	74,600	107,765	97,350
400-499 Supplies & Materials	1,061,426	625,974	1,336,224	1,380,714
500-599 Capital Expenditures	40,000	97,200	40,000	60,000
800-899 Other Expenditures	<u>62,710</u>	<u>4,910</u>	<u>8,210</u>	<u>62,710</u>
<b>Food Service Fund (2) Total</b>	<b>2,388,398</b>	<b>1,807,772</b>	<b>2,643,668</b>	<b>2,798,129</b>
<b>Community Service Fund (4)</b>				
100-199 Salaries & Wages	1,433,287	1,517,388	1,525,767	1,503,790
200-299 Employee Benefits	596,890	588,914	583,843	552,180
300-399 Purchased Services	329,164	118,959	188,042	169,342
400-499 Supplies & Materials	83,991	74,576	73,730	77,780
500-599 Capital Expenditures	2,001	501	1,201	4,201
800-899 Other Expenditures	<u>51,774</u>	<u>45,298</u>	<u>43,324</u>	<u>49,524</u>
<b>Community Service Fund (4) Total</b>	<b>2,497,108</b>	<b>2,345,636</b>	<b>2,415,907</b>	<b>2,356,817</b>
<b>Building Construction Fund (6)</b>				
300-399 Purchased Services	2,360,874	2,254,195	726,332	55,000
400-499 Supplies & Materials	397,000	668,431	300,000	160,000
500-599 Capital Expenditures	13,521,668	5,084,084	7,437,842	9,655,562
790 Other Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Building Construction Fund (6) Total</b>	<b>16,279,542</b>	<b>8,006,710</b>	<b>8,464,174</b>	<b>9,870,562</b>
<b>Debt Service Fund (7)</b>				
500-599 Capital Expenditures	0	0	0	0
700-799 Debt Service	3,871,663	3,872,963	3,871,863	3,873,090
900-999 Other Financing Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Debt Service Fund (7) Total</b>	<b>3,871,663</b>	<b>3,872,963</b>	<b>3,871,863</b>	<b>3,873,090</b>
<b>Trust Fund (8 &amp; 18 - 8 moved to General Fund in 19-20)</b>				
300-399 Purchased Services	0	0	0	0
400-499 CE Retirement Payments	29,178	25,080	11,185	8,483
800-899 Scholarship Payments	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Trust Fund (8 &amp; 18) Total</b>	<b>29,178</b>	<b>25,080</b>	<b>11,185</b>	<b>8,483</b>
<b>Self-Funded Insurance Fund (20&amp;21)</b>				
300-499 Purchased Services/Supplies	8,804,630	9,443,025	9,980,173	9,373,085
<b>Self-Funded Insurance Fund (20&amp;21) Total</b>	<b>8,804,630</b>	<b>9,443,025</b>	<b>9,980,173</b>	<b>9,373,085</b>
<b>OPEB Irrevocable Trust Fund (45)</b>				
200-299 Employee Benefits	<u>240,706</u>	<u>199,250</u>	<u>241,268</u>	<u>278,764</u>
<b>OPEB Irrevocable Trust Fund (45) Total</b>	<b>240,706</b>	<b>199,250</b>	<b>241,268</b>	<b>278,764</b>
<b>TOTAL ALL FUNDS</b>	<b>90,063,112</b>	<b>83,744,301</b>	<b>88,306,278</b>	<b>88,752,135</b>



**HASTINGS ISD # 200 EXPENDITURES BY PROGRAM**

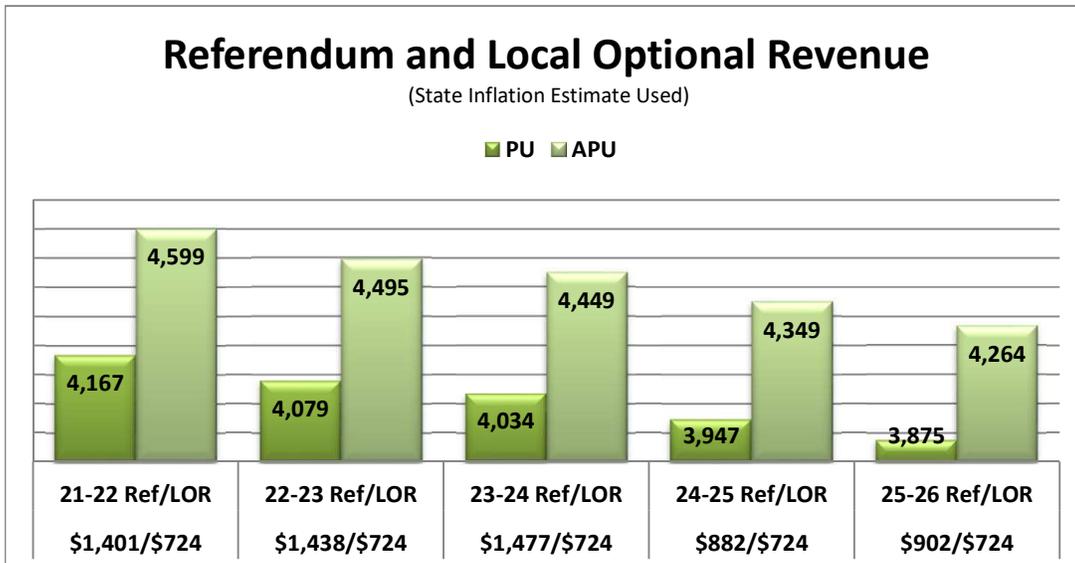
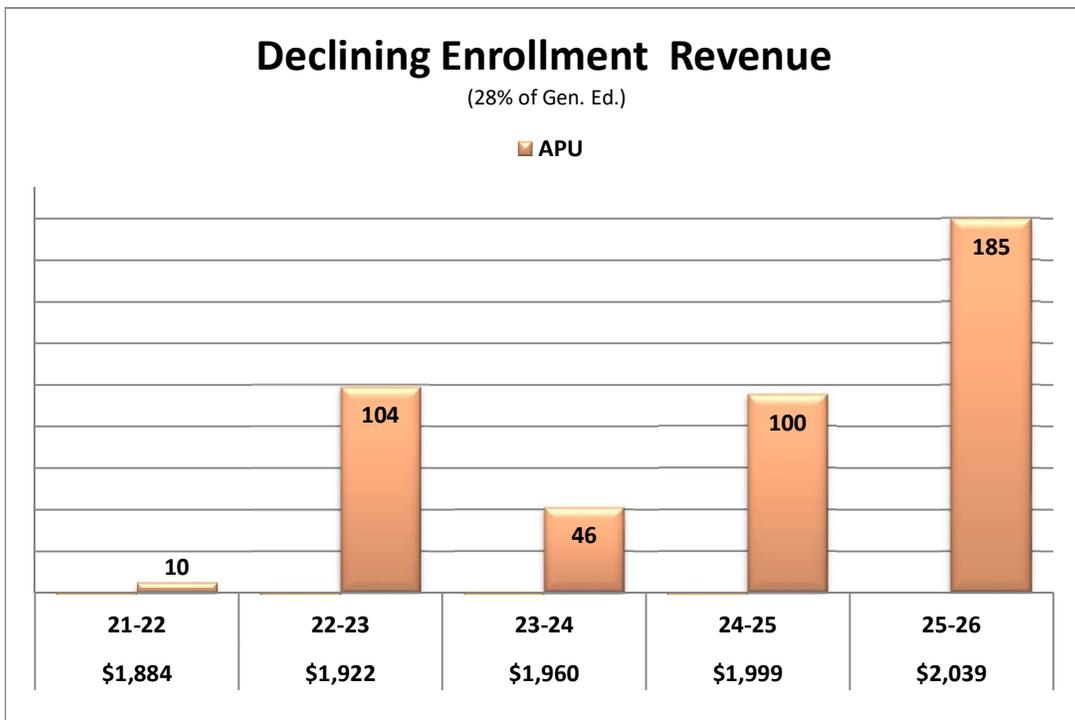
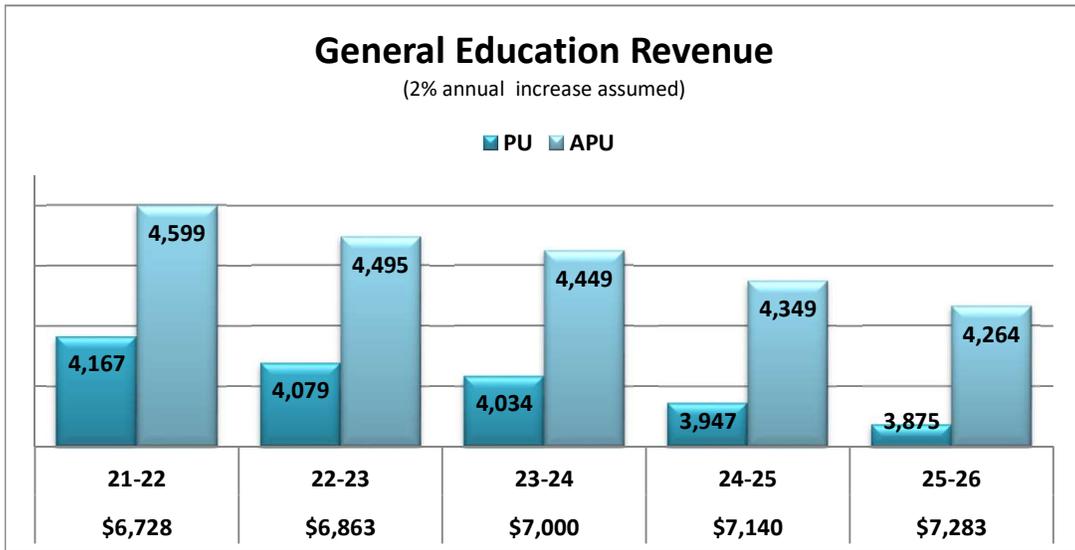
	<u>Final 19-20</u>	<u>Final 20-21</u>	<u>Revised 21-22</u>	<u>Adopted 22-23</u>
<b>General Fund (1)</b>				
000-099 Administration	2,286,768	2,276,183	2,160,632	2,079,826
100-199 District Support Services	2,164,636	2,797,543	2,362,798	2,274,269
200-299 Elem. & Secondary Regular Instruction	25,697,861	26,366,950	26,713,413	27,136,146
300-399 Vocational Instruction	526,701	531,880	563,886	580,794
400-499 Special Education Instruction	10,034,532	10,105,583	10,722,426	10,886,905
600-699 Instructional Support Services	2,862,316	3,090,733	2,936,637	2,859,058
700-799 Pupil Support Services	5,741,255	5,929,039	6,468,632	6,348,584
800-899 Sites & Buildings	5,298,930	5,593,854	7,376,421	6,591,683
900-999 Other Fixed Costs	<u>157,959</u>	<u>246,492</u>	<u>284,304</u>	<u>325,322</u>
<b>General Fund (1) Total</b>	<b>54,770,958</b>	<b>56,938,257</b>	<b>59,589,149</b>	<b>59,082,586</b>
<b>Student Activities Fund (10)</b>				
200-299 Elem. & Secondary Regular Instruction	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>
<b>Student Activities Fund (10) Total</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>350,000</b>
<b>Donations Fund (11)</b>				
100-199 District Support Services	0	0	0	0
200-299 Elem. & Secondary Regular Instruction	750,930	660,608	643,892	640,619
300-399 Vocational Instruction	0	0	0	0
400-499 Special Education Instruction	0	0	0	0
600-699 Instructional Support Services	0	0	0	0
700-799 Pupil Support Services	0	0	0	0
800-899 Sites & Buildings	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Donations Fund (11) Total</b>	<b>750,930</b>	<b>660,608</b>	<b>643,892</b>	<b>640,619</b>
<b>Scholarships Fund (12)</b>				
960 Other Non-Recurring	<u>80,000</u>	<u>95,000</u>	<u>95,000</u>	<u>120,000</u>
<b>Scholarships Fund (12) Total</b>	<b>80,000</b>	<b>95,000</b>	<b>95,000</b>	<b>120,000</b>
<b>Food Service Fund (2)</b>				
700-799 Pupil Support Services	<u>2,388,398</u>	<u>1,807,772</u>	<u>2,643,668</u>	<u>2,798,129</u>
<b>Food Service Fund (2) Total</b>	<b>2,388,398</b>	<b>1,807,772</b>	<b>2,643,668</b>	<b>2,798,129</b>
<b>Community Service Fund (4)</b>				
500-599 Community Education & Services	2,449,950	2,297,010	2,367,280	2,308,190
700-799 Pupil Support Services	<u>47,157</u>	<u>48,626</u>	<u>48,627</u>	<u>48,627</u>
<b>Community Service Fund (4) Total</b>	<b>2,497,108</b>	<b>2,345,636</b>	<b>2,415,907</b>	<b>2,356,817</b>
<b>Building Construction Fund (6)</b>				
800-899 Sites & Buildings	<u>16,279,542</u>	<u>8,006,710</u>	<u>8,464,174</u>	<u>9,870,562</u>
<b>Building Construction Fund (6) Total</b>	<b>16,279,542</b>	<b>8,006,710</b>	<b>8,464,174</b>	<b>9,870,562</b>
<b>Debt Service Fund (7)</b>				
900-999 Other Fixed Costs	<u>3,871,663</u>	<u>3,872,963</u>	<u>3,871,863</u>	<u>3,873,090</u>
<b>Debt Service Fund (7) Total</b>	<b>3,871,663</b>	<b>3,872,963</b>	<b>3,871,863</b>	<b>3,873,090</b>
<b>Trust Fund (8 &amp; 18 - 8 moved to General Fund in 19-20)</b>				
960 Other Non-Recurring	<u>29,178</u>	<u>25,080</u>	<u>11,185</u>	<u>8,483</u>
<b>Trust Fund (8 &amp; 18) Total</b>	<b>29,178</b>	<b>25,080</b>	<b>11,185</b>	<b>8,483</b>
<b>Self-Funded Insurance (20 &amp; 21)</b>				
105 District Support Services	<u>8,804,630</u>	<u>9,443,025</u>	<u>9,980,173</u>	<u>9,373,085</u>
<b>Self-Funded Insurance (20 &amp; 21) Total</b>	<b>8,804,630</b>	<b>9,443,025</b>	<b>9,980,173</b>	<b>9,373,085</b>
<b>OPEB Irrevocable Trust Fund (45)</b>				
935 Post Employment Benefits	<u>240,706</u>	<u>199,250</u>	<u>241,268</u>	<u>278,764</u>
<b>Trust Fund (45) Total</b>	<b>240,706</b>	<b>199,250</b>	<b>241,268</b>	<b>278,764</b>
<b>TOTAL ALL FUNDS</b>	<b>90,063,112</b>	<b>83,744,301</b>	<b>88,306,278</b>	<b>88,752,135</b>



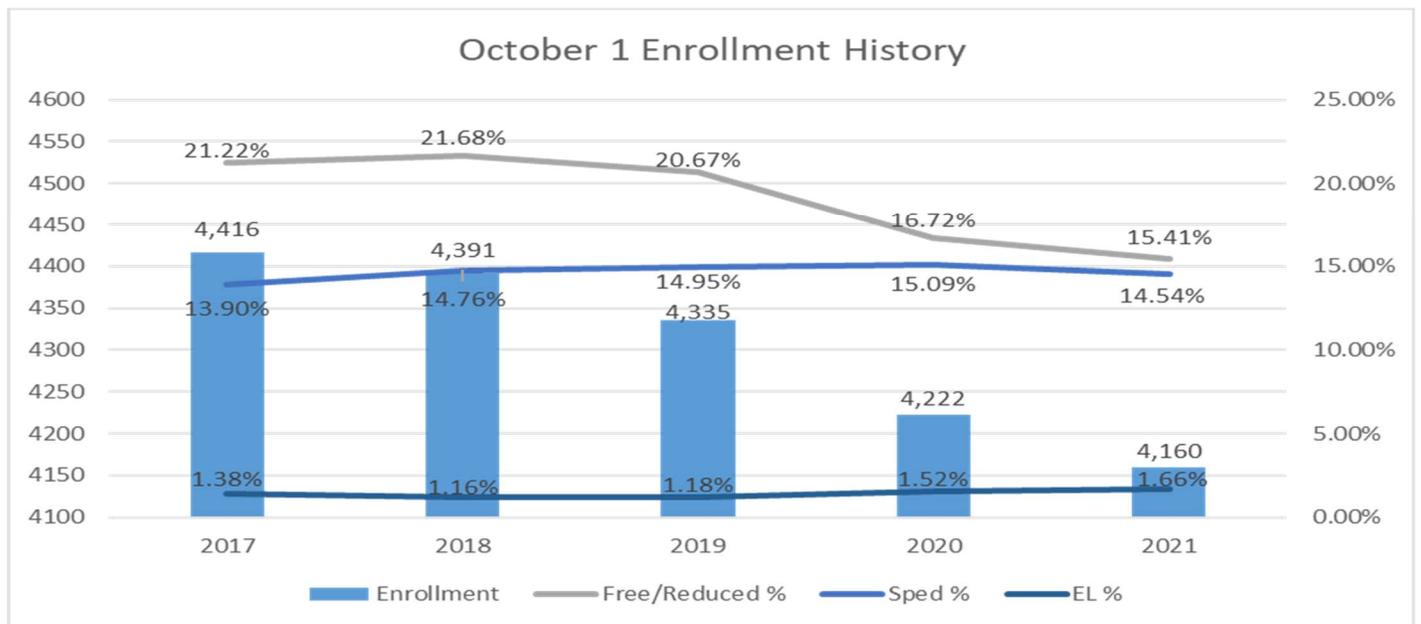
**STAFFING SUMMARY**

	<u>19-20</u>	<u>20-21</u>	<u>21-22</u>	<u>21-22</u>	<u>22-23</u>	
	<u>Final</u>	<u>Final</u>	<u>Adopted</u>	<u>Revised</u>	<u>Adopted</u>	
Kennedy	25.53	25.53	24.53	25.53	24.03	
McAuliffe	26.54	30.54	26.54	26.54	25.29	
Pinecrest	25.53	26.53	24.53	24.53	23.28	
<b>Total Elementary</b>	<b>77.60</b>	<b>82.60</b>	<b>75.60</b>	<b>76.60</b>	<b>72.60</b>	<b>(4.0000)</b>
<b>Middle School</b>	<b>63.9</b>	<b>64.3</b>	<b>61.3</b>	<b>62.3</b>	<b>60</b>	<b>(2.3000)</b>
<b>High School</b>	<b>73.169</b>	<b>71.735</b>	<b>64.735</b>	<b>66.101</b>	<b>64.414</b>	<b>(1.6870)</b>
<b>Special Education</b>	<b>61.096</b>	<b>62.2</b>	<b>61.9</b>	<b>62.25</b>	<b>63.3</b>	<b>1.0500</b>
<b>Spec Ed 3rd Party</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>1.65</b>	<b>2</b>	<b>0.3500</b>
<b>Special Ed ADSIS Grant</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0.0000</b>
<b>ALC-HS</b>	<b>2.8</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0.0000</b>
<b>ESL</b>	<b>2.2</b>	<b>2.5</b>	<b>2.5</b>	<b>3</b>	<b>3</b>	<b>0.0000</b>
<b>Title/Gifted/Gen Fund</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.0000</b>
<b>Teacher Spec Assign.</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>11.2</b>	<b>8.2000</b>
<b>Community Education</b>	<b>4.95</b>	<b>4.95</b>	<b>4.95</b>	<b>4.44</b>	<b>4.44</b>	<b>0.0000</b>
<b>Grand Total FTE's</b>	<b>297.2150</b>	<b>302.7850</b>	<b>285.4850</b>	<b>288.3410</b>	<b>289.9540</b>	<b>1.6130</b>
	5.8599	5.5700	-17.3000	2.8560	1.6130	

# PROJECTED PUPIL UNITS



<b>HASTINGS</b>		<b>200</b>					
	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	
EC	33.74	36.38	36.79	39.13	34.96	33.80	
VPK	-	-	-	-	-	-	
Handicapped K	31.93	33.96	32.62	31.54	32.22	32.71	
Kindergarten	228.40	227.08	231.41	249.24	237.49	228.03	
Grade 1	274.90	254.94	255.66	258.65	275.39	264.33	
Grade 2	290.53	280.25	260.29	261.01	264.00	280.74	
Grade 3	266.00	290.83	278.55	258.59	259.30	262.29	
Grade 4	301.40	266.11	287.94	275.66	255.70	256.41	
Grade 5	295.42	307.92	269.63	291.46	279.17	259.22	
Grade 6	282.80	298.76	308.27	269.97	291.80	279.52	
Grade 7	322.01	286.10	300.06	309.56	271.27	293.10	
Grade 8	350.87	321.69	283.78	297.74	307.24	268.95	
Grade 9	381.98	403.78	371.59	333.68	347.64	357.15	
Grade 10	397.23	365.29	384.09	351.91	314.00	327.96	
Grade 11	317.99	382.11	348.17	366.97	334.79	296.88	
Grade 12	391.52	323.35	385.47	351.53	370.33	338.15	
<b>PreK-12</b>	<b>4,166.73</b>	<b>4,078.55</b>	<b>4,034.32</b>	<b>3,946.63</b>	<b>3,875.31</b>	<b>3,779.23</b>	
<b>K-12</b>	<b>4,132.98</b>	<b>4,042.18</b>	<b>3,997.53</b>	<b>3,907.50</b>	<b>3,840.35</b>	<b>3,745.44</b>	
<b>Grades K-4</b>	1,393	1,353	1,346	1,335	1,324	1,325	
<b>917</b>	10	10	10	10	10	10	
<b>Grades K-4 Elem. Sites</b>	<b>1,383</b>	<b>1,343</b>	<b>1,336</b>	<b>1,325</b>	<b>1,314</b>	<b>1,315</b>	
<b>Grades 5-8</b>	1,251	1,214	1,162	1,169	1,149	1,101	
<b>917</b>	10	10	10	10	10	10	
<b>Grades 5-8 MS Site</b>	<b>1,241</b>	<b>1,204</b>	<b>1,152</b>	<b>1,159</b>	<b>1,139</b>	<b>1,091</b>	
<b>Grades 9-12</b>	1,489	1,475	1,489	1,404	1,367	1,320	
<b>ALC-STAARS-917</b>	58	58	58	58	58	58	
<b>Grades 9-12 HS Sites</b>	<b>1,431</b>	<b>1,417</b>	<b>1,431</b>	<b>1,346</b>	<b>1,309</b>	<b>1,262</b>	
<b>Total ADM</b>	<b>4,167</b>	<b>4,079</b>	<b>4,034</b>	<b>3,947</b>	<b>3,875</b>	<b>3,779</b>	
<b>Total PUN</b>	<b>4,599</b>	<b>4,495</b>	<b>4,449</b>	<b>4,349</b>	<b>4,264</b>	<b>4,156</b>	



**ISD #200 CAPITAL 2022-2023 ADOPTED**

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**EQUIPMENT/BOOKS PLAN**

**Fixed Costs**

01-005-xxx-302-xxx-000	Network Adm & Lead Computer Tech		
	Salary/Benefits	307,611	
01-005-850-302-896-000	Txs/Assessments	0	
01-005-107-302-560-000	2 Copiers Copy Center-Loffler Lease	32,462	thru 6/2023
	<b>Total Fixed</b>		<b>340,073</b>

**Other Costs**

01-005-203/211-302-460-341	Text Books-Initial	380,000
01-005-203/211-302-xxx-342	Text Books-Reoccurring	105,000

**Site Allocations**

01-005-810-302-529/530-035	Maintenance	10,000
01-129-211-302-460/520/530-026	High School	50,000
01-130-211-302-460/520/530-027	Middle School	35,000
01-609-203-302-460/520-530-028	Kennedy	10,000
01-610-203-302-460/520-530-029	Pinecrest	10,000
01-612-203-302-460/520-530-030	McAuliffe	10,000
01-100-420-302-305/530/555-031	Spec Services	2,000
01-136-211-302-305/530/555-032	ALC-HS	2,000
01-129-292-302-530-033	Athletics HS	7,000
01-130-292-302-530-034	Athletics MS	2,500
01-005-770-302-530-036	Food Service	2,000

**Total Other 625,500**

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**FACILITIES PLAN**

**Fixed Costs**

01-xxx-xxx-302-xxx-280	DW Projects/Equipment	300,000
01-xxx-xxx-302-xxx-280	DW Proj/Equip -carryover	0
	<b>Total Fixed</b>	<b>300,000</b>

**Other Costs-reduces fund balance**

**Total Other 0**

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<b>Total Expenses</b>	<b>1,265,573.04</b>	
Aid	512,300.93	
Levy	507,113.36	
Sr Ctr Constr. Contribution	30,000.00	
HS Parking	102,000.00	
<b>Total Revenue</b>	<b>1,151,414.29</b>	-114,159
<b>Beginning Fund Balance</b>	<b>4,429,839.96</b>	
<b>Projected Ending Fund Balance</b>	<b>4,315,681.21</b>	-114,159

**MISC. CAPITAL - LTFM - COMMITTED**

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**Capital Building Lease Levy**

	<b>Beginning Fund Balance</b>	<b>(59,054.66)</b>	
	<b>Lease Levy Revenue</b>	<b>268,077.77</b>	
01-005-850-302-570-287	Building Lease Levy Pmts	270,176.65	Various
	<b>Ending Fund Balance</b>	<b>(61,153.54)</b>	
			1,419,492.06
			1,535,749.69

**LTFM**

	<b>Beginning Fund Balance</b>	<b>4,585,476.67</b>	
R 01-xxx-865/866-xxx-xxx-xxx	<b>Revenue</b>	1,705,663.64	
E 01-xxx-865/866-xxx-xxx-xxx	Planned expenditures	<u>2,000,000.19</u>	
	<b>Ending Fund Balance</b>	<b>4,291,140.12</b>	

<b>HASTINGS CAPITAL 2022-23 for Adopted</b>		
<b>Available Funds</b>		<b>300,000</b>
<b>SITE</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>
DW	Custodial Equipment	\$20,000.00
DW	Security Cameras	\$5,000.00
DW	Vertical Mast Lift	\$18,000.00
HS	HHS Gym Scoreboards/Shot Clocks	\$60,000.00
TI	Floor Scrubber	\$12,000.00
HS	Van Replacement (#4)	\$30,000.00
HS	Baseball & Softball Scoreboards	\$40,000.00
<b>District To be determined</b>		<b>\$115,000.00</b>
<b>Total Budgeted 22-23</b>		<b>\$300,000.00</b>
<b>Reserve Carryover Next Year</b>		<b>\$0.00</b>

<b>HASTINGS LTFM 2022-23 for Adopted</b>		
<b>Available Funds</b>		<b>\$2,000,000.00</b>
<b>SITE</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>
917	Annual-H&S Costs	\$9,756.00
917	Def. Maint. Proj.	\$0.00
DW/917	H&S \$100,000 to < 2m per site	\$0.00
DW	Annual-H&S Costs	\$164,287.00
DW	Annual-Consult CESO	\$35,800.00
DW	Maintenance Staff Chargeback	\$189,818.99
DW	Facilities Assessment	\$15,000.00
HS	AHU 19 Condenser Replacement	\$8,000.00
HS	Bleacher Friction Wheel Replacement	\$22,000.00
HS	Auditorium Seating Repair & Replacement	\$23,000.00
HS	Boiler Secondary Loop Pump Replacement	\$6,000.00
HS	AHU 26 Fan Assembly Rebuild	\$8,500.00
KE	P.Lot K-E-seal/reclaim/reconstruc	\$5,000.00
KE	P.Lot K-N-seal/reclaim/reconstruc	\$15,000.00
KE	P.Lot K-SE-seal/reclaim/reconstruc	\$7,500.00
KE	P.Lot K-W-seal/reclaim/reconstruc	\$5,000.00
KE	Floor-cafeteria	\$52,000.00
KE	Mech-Building Controls & Automation	\$82,000.00
KE	Mech-Univent Replacement	\$272,000.00
KE	Mech-Music Room Univent	\$16,500.00
KE	Mech-boiler replacement	\$97,500.00
MC	P.Lot M-W-seal/reclaim/reconstruct	\$35,000.00
MS	Accessible-Serving line in cafeteria	\$3,400.00
MS	P.Lot MS-N-seal/reclaim/reconstruct	\$33,250.00
MS	P.Lot MS-S-seal/reclaim/reconstruct	\$33,250.00
MS	Toilet Partitions-Women's staff bathroom	\$3,900.00
MS	Chlorine Generator Replacement	\$32,000.00
MS	Mech-replace dust collection system	\$145,000.00
PI	P.Lot P-E-seal/reclaim/reconstruc	\$15,250.00
PI	P.Lot P-W-seal/reclaim/reconstruc	\$15,250.00
PI	Mech-Building Controls & Automation	\$87,120.00
PI	Mech-Univent Replacement	\$272,000.00
PI	Mech-boiler replacement	\$140,000.00
TI	P.Lot T-E-seal/reclaim/reconstruct	\$14,500.00
TI	P.Lot T-W-seal/reclaim/reconstruct	\$3,000.00
JMF	GasBoy Replacement	\$10,000.00
<b>District To be determined</b>		<b>\$122,418.01</b>
<b>Total Budgeted 22-23</b>		<b>\$2,000,000.00</b>
<b>Reserve Carryover Next Year</b>		<b>\$0</b>

**STAFF DEVELOPMENT DETAIL**

**22-23  
Adopted Budget**

Estimated APU		4,494.98
Formula Allowance		\$6,863.00
Basic Revenue		\$30,849,047.74
<b>Revenue</b>	2% Set-Aside	<b>\$616,980.95</b>

Designated Budget	\$345,816.00	<i>See below</i>
Chbk Staff Budget	\$377,888.95	
Designated Carryover	\$0.00	<i>See below</i>
<b>Expenditures</b>	<b>\$723,704.95</b>	

		22-23	Prior Yr Carry Over	Total 22-23 Adopted Budget
Mentoring Program	307/000	17,000	0	17,000
AFT Teach Academy	307/105	0	0	0
Supt	308/303	10,000	0	10,000
High School	306/000	20,552	0	20,552
Middle School	306/000	18,673	0	18,673
Kennedy	306/000	7,755	0	7,755
Pinecrest	306/000	7,755	0	7,755
McAuliffe	306/000	7,766	0	7,766
Curriculum Development	308/000	214,100	0	214,100
Related Services	308/299	1,000	0	1,000
District Technology Development	308/302	10,000	0	10,000
District Wide Initiatives (ema)	308/300	31,215	0	31,215
		<b>345,816</b>	<b>0</b>	<b>345,816.00</b>

Carryover budgets are not available until the Revised Budget

**PROPOSED SCHOOL PROPERTY TAX LEVY  
Hastings Public School # 200**

	<b>2020 Pay 2021 for 21-22</b>	<b>2021 Pay 2022 for 22-23</b>	
	<u>Levy</u>	<u>Levy</u>	<u>Change</u>
<b>PROPERTY TAXES DETERMINED BY STATE LEGISLATION</b>			
General Fund (Excludes Referendum)	6,421,148	6,218,056	(203,092)
Community Education & Services	<u>457,990</u>	<u>463,351</u>	<u>5,362</u>
<b>Total Based Upon State Legislation</b>	<b>6,879,138</b>	<b>6,681,408</b>	<b>(197,730)</b>
	0.83%	-2.87%	
<b>PROPERTY TAX AUTHORITY PROVIDED BY LOCAL VOTERS</b>			
Referendum Levy	<b>6,149,281</b>	<b>6,195,455</b>	<b>46,174</b>
<b>Total Based on Voter Authority</b>	-3.32%	0.75%	
<b>DEBT REDEMPTION LEVY</b>			
Voter Approved Building Bonds	4,201,496	4,350,039	148,543
Alternative Facility H & S	<u>281,214</u>	<u>294,606</u>	<u>13,393</u>
<b>Total Debt Redemption Levy</b>	<b>4,482,709</b>	<b>4,644,645</b>	<b>161,936</b>
	-1.62%	3.61%	
<b>TOTAL PROPERTY TAXES</b>	<b>17,511,129</b>	<b>17,521,507</b>	<b>10,379</b>
<b>Percent Increase in Tax Levy</b>	<b>-1.29%</b>	<b>0.06%</b>	
TAX BASE (Adjusted Net Tax Capacity for District)	45,754,841	48,793,153	3,038,312
		6.64%	
Referendum Market Value	3,454,749,225	3,657,066,525	202,317,300
		5.86%	



## Achievement and Integration Plan Form

### July 1, 2022 to June 30, 2025

Complete this form by typing information where indicated and deleting placeholder text. The form will expand to fit.

**District ISD# and Name:** ISD#200 Hastings Public Schools

Superintendent Phone Number: 651-480-7001

**District Integration Status:**

**Title of Person submitting Report:** Director of Teaching & Learning, Rachel Larson

**Superintendent Name:** Robert McDowell

Phone: 651-480-7011

Email: rlarson@isd200.org

Superintendent Email: rmcdowell@isd200.org

### Racially Identifiable Schools within District

If you have been notified by the Minnesota Department of Education (MDE) that your [district has a racially identifiable school](#), please list each of those schools below. Add additional lines as needed.

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Plans for racially identifiable schools should include the same information and follow the same format as district-wide plans. Provide that information in the [Racially Identifiable School section](#) of this document.

**Partnering Districts** Racially isolated districts must partner with adjoining districts on student integration strategies (Minn. R. 3535.0170). List the districts you will partner with, adding additional lines as needed.

***Provide the name of your integration collaborative if you have one:***

1. Rosemount-Apple Valley-Eagan

## School Board Approval

\_\_\_\_ We certify that we have approved this Achievement and Integration plan and will implement it as part of our district's World's Best Workforce plan ([Minn. Stat. § 124D.861, subd. 4](#)).

\_\_\_\_ We certify that we sought and received input on integration goals and strategies from councils as described on page 2. The council(s) included representation and meaningful input from our American Indian Parent Advisory Committee as required by [Minnesota Rules 3535.0160, subpart 2](#), and [Minnesota Rules 3535.0170, subparts 2-5](#).

Superintendent (enter name) \_\_\_\_\_

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

School Board Chair (enter name) \_\_\_\_\_

School Board Chair Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

## Plan Input

Minnesota School Desegregation/Integration Rule, part 3535.0170, subpart 2, requires racially isolated and adjoining districts to establish a multidistrict collaboration council to provide input on integration goals and to identify cross-district strategies to improve student integration.

Districts with racially identifiable schools are required to convene a community collaboration council to assist in developing integration goals and to identify ways of creating increased opportunities for integration at the racially identifiable schools (Minn. R. 3535.0160, subp. 2).

**American Indian Parent Advisory Committee** Districts with an American Indian parent advisory committee must include representation from this committee on the councils described above ([Minn. R. 3535.0160, subp. 2](#), and [3535.0170, subp. 3](#)).

For stakeholder input to be meaningful, it should be based on open communication and coordination that acknowledges and considers the views of all participants. For steps to ensure that input from your council is meaningful, see the Facilitation Guide in the [Achievement and Integration Plan Guide](#), and see the [Tribal Consultation Guidance](#).

**AIPAC Member Signature** (if applicable): \_\_\_\_\_ Date Signed: \_\_\_\_\_

Below, list your council members and identify American Indian parent committee members. Briefly describe council members' recommendations for your district-wide plan and for your racially identifiable school plans, as applicable. You may also include meeting dates and describe the process you used to ensure meaningful input from council members.

Multidistrict Collaboration Council: \_\_\_\_\_

Community Collaboration Council for Racially Identifiable School(s): \_\_\_\_\_

We partner with South Washington County Schools, Stillwater Area Public Schools, and Rosemount-Apple Valley-Eagan districts. With this being only the second plan for Hastings, we have determined that the best use of our resources and collaborative partnership continues to be the focus on our secondary programming and students. We will continue focusing on AVID, Youth Executive Board, StoryArc and Native American Advisory Council to provide students with the opportunities designed to meet our goals.

Our team includes Superintendent Robert McDowell, Mike Johnson (High School Principal), Cyndi Benson (high school science teacher), Sandra Hisakuni (secondary EL teacher), Rachel Larson (Director of Teaching and Learning), Kari Gorr (Director of Community Education), Gabriel Moreno (Equity Coordinator), Steve Kovach (Middle School Principal), Steve Peterson (High School Counselor), Michele Corneilson (member of AIPAC). Our committee membership will shift due to position changes at the start of the 2022-2023 school year. As our goals shift to include more middle school and elementary students, then the dynamics of our team will shift. As part of the development and ongoing monitoring of the plan, we consulted with and will continue to consult with our entire American Indian Parent Advisory Committee and their current priority is highlighted within the plan below.

## Submitting this Plan

Submit your completed plan as a Word document to MDE for review and approval ([Minn. Stat. § 124D.861, subd. 4](#)). Once it's signed, scan the signature page and save it as a separate PDF. Email your plan and signature page to [MDE.integration@state.mn.us](mailto:MDE.integration@state.mn.us).

Detailed directions and support for completing this plan can be found in the [Achievement and Integration Plan Guide](#).

## Achievement and Integration Goals

This plan must contain three types of goals, at least one for each of the following:

1. Reducing the disparities in academic achievement among all students and specific categories of students excluding the categories of gender, disability, and English learners.
2. Reducing the disparities in equitable access to effective and more diverse teachers among all students and specific categories of students excluding the categories of gender, disability, and English learners.
3. Increasing racial and economic integration (Minn. Stat. § 124D.861, subd. 2 (a)).

**SMART Goal #1:** Increase the number of students of color and American Indian students who enroll in AP, CTE and CIS courses from 18 in 2019 to at least 40 in 2025.

**WBWF goal area:** All students are ready for career and college.

**Choose the type of Goal:**

Achievement Disparity

Integration

Teacher Equity

**To add goals, copy the goal section directly above and paste them below the strategies supporting Goal #1.**

### Strategies

Each goal should have at least one strategy. Number each strategy sequentially and give it a unique name. For each strategy, provide a narrative description as explained below.

Districts may use Achievement and Integration revenue to pursue racial and economic integration and reduce achievement disparities between student groups through the types of strategies listed in the Type of Strategy drop-down menus below (Minn. Stat. § 124D.861, subd. 2).

### Integration Requirement

At least one of your strategies must be a student integration activity designed and implemented to bring together students from a racially isolated district with students from that district's adjoining Achievement and Integration districts (Minn. R. 3535.0170).

**Copy and paste the strategy section below for each additional strategy.**

**NOTE:** If a strategy is intentionally developed to support multiple goals, list its unique name and number and provide the narrative description for that strategy under one goal. Include that strategy's unique number and name under the other goals it supports. You do not have to copy the narrative description for that strategy under multiple goals.

**Strategy 1 – Expand AVID:** Continue a minimum of one AVID Elective course per grade level at the Hastings High School, add an AVID Elective course in the 7<sup>th</sup> and 8<sup>th</sup> grades, and ensure that each class has access to the required number of tutors.

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

**Integrated Learning Environments** (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose *Innovative and integrated pre-K through grade 12 learning environments* as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

Option 2: Provides school enrollment choices.

Option 3: Increases cultural fluency, competency, and interaction.

Option 4: Increases graduation rates.

Option 5: Increases access to effective and diverse teachers.

**Narrative description of this strategy.** Based on your description below someone reading your plan should understand what you are proposing to do, why you are doing it, and be able to recognize it if they see it. For example, explain what this activity will look like, what will be taught, which students will participate, how students are selected, intended outcomes for students, what will be assessed, how instruction will be delivered, and where will this take place.

Our primary focus of the Achievement and Integration plan is to decrease racial and economic disparities in our higher level (AP, Career and Technical Education and College in the Schools) courses. Our most significant initiative is our AVID program. AVID is an internationally recognized, researched-based program whose strategies increase students' confidence and competence in higher level courses leading to a higher readiness for College and Career opportunities. In 2018-2019, our high school implemented a pilot section of the AVID elective in grade 10. We implemented an AVID Elective course for grade 9, 10, 11 & 12 by the 2021-2022 school year. We'd like to use integration funding to expand the program to include sections of the elective in grades 8 and 7 and continue to use district funds to sustain all AVID Elective course. The AVID elective composition aims to serve historically marginalized students. All students are invited to apply but intentional invitations are targeted to our middle-achieving diverse and low income students. Through the application, interview and selection process, our staff choose and grant acceptance letters to a cohort of elective students who have the potential for success in higher level coursework but who may not have the protective factors to help them be successful on their own. In order to support successful tutorials twice each week, we need to ensure that there are an appropriate number of tutors hired to serve in those roles. We want to maintain consistency by hiring part-time promise fellows to serve in each of the AVID elective sections. As we continue to focus on decreasing racial and economic disparities in our AP, CTE and College in the Schools courses, and our belief that AVID is key to this initiative focused on college and career readiness, future planning and 21<sup>st</sup> century skill development.

Location of services: Hastings High School and Hastings Middle School

### **Key Indicators**

These indicators are the evidence you will use to document how well each strategy is being implemented and whether or not they are helping bring about the intended outcomes for students. Use these indicators to assess the effectiveness of your strategies and to adjust what you're doing.

For strategies that provide school enrollment choices, such as magnet schools, and strategies that decrease racial and economic enrollment disparities, include at least one indicator that measures enrollment disaggregated by race/ethnicity and free or reduced-priced lunch (FRPL). Disaggregating your data may be relevant for other types of strategies such as those designed to increase access to effective and diverse teachers.

**Key Indicators of Progress (KIP)**

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
The number of students enrolled in an AVID elective will increase in Hastings Middle School from 0 in 2022-2023, 20 in 2024 and to 40 in 2025.	0	20	40
The number of students of color and American Indian students enrolled in AP, CTE and College in the Schools courses will increase by 10% each year.	70%	80%	90%
Ensure that there are adequate tutors in AVID elective courses (recommended ratio of 7 students to 1 tutor). We will organize the schedule to allow the same tutor to serve in multiple AVID classrooms and in 2023, we'll need to add tutors to the middle school.	4	4	6

*This data will be used to support evaluation of your plan (Minn. Stat. § 124D.861, subd. 5).*

**Strategy 2 – Staff Professional Development:** Ensure that 100% of Hastings High School staff participate in formal AVID professional development (including Summer Institute, Pathway and district-hosted training).

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

**Integrated Learning Environments** (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose *Innovative and integrated pre-K through grade 12 learning environments* as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

Option 2: Provides school enrollment choices.

Option 3: Increases cultural fluency, competency, and interaction.

Option 4: Increases graduation rates.

Option 5: Increases access to effective and diverse teachers.

**Narrative description of this strategy.**

In order to support those identified AVID elective students throughout their day and to better serve all students within our system, our core academic and elective instructors need to learn and implement AVID strategies. Ensuring all staff attend Summer Institute allows for increased understanding of AVID strategies, and supports the development of the school’s continuous improvement goals related to day to day instruction. Prior to the

consideration of integration funding, our plan was to send a large cohort year one and then follow up each year by sending 3-5 new-to-AVID teachers and 3-5 returners to AVID Summer Institute. Annually we will have new staff attend formal AVID training and also invite teachers to repeat after five years. The Achievement and Integration dollars will continue to support our school-wide program but we will also partner with district and school staff development committees to ensure continued growth in this professional development. Given a school-wide focus each year to one or more AVID strategies, we'll see not only AVID elective students seeing the connections between their AVID elective class and their core classes, but all students will increase proficiency in school-wide implemented strategies thereby increasing their understanding of course content leading to improved course grades. As part of our effort to decrease racial and economic disparities in the enrollment of AP, CTE and College in the Schools courses, each year, we'd also like to make sure that at least 10 staff attend the "Fostering Equity In The Classroom" strand training at Summer Institute (or pathway training if available). Finally, we intend to train high school staff to deliver AVID professional development and recruit at least 10 teachers to and provide modeling and coaching to colleagues to implement AVID instructional strategies. It is our intention to initially target this training to our educators of the "gateway" courses in order to increase the likelihood that students of color and American Indian students have comprehensive supports as they consider higher level courses.

Location of services: Minneapolis, South Washington County Schools, Hastings High School, Hastings Middle School

**Key Indicators of Progress (KIP)**

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
Increase the percentage of staff at Hastings High School who have attended the AVID Summer Institute and Pathway training to 100% by 2025.	60%	80%	100%
Decrease the total number of Ds and Fs by at least 10 % each year from initial baseline percentage in 2022.	40%	30%	20%
Increase the percentage of high school staff who are formally trained in AVID Fostering Equity In The Classroom professional development from baseline percentage to 100% in 2025.	60%	80%	100%
The number of students of color and American Indian student enrolled in AP, CTE and College in the Schools courses will increase by 10% each year from initial baseline percentage in 2022.	40%	60%	80%

**Goal #2:** Increase the number of high school teachers who are formally trained in Fostering Equity In The Classroom to 100% by 2025.

WBWF goal area: All students are ready for career and college.

**WBWF goal area:** All students are ready for career and college.

**Choose the type of Goal:**

Achievement Disparity

Integration

Teacher Equity

**Strategy 1 – Staff Professional Development:** Increase the number of staff who participate in formal AVID professional development (including Summer Institute, Pathway and district-hosted training).

**Type of Strategy:** Professional development opportunities focused on academic achievement of all student

**Integrated Learning Environments** (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose *Innovative and integrated pre-K through grade 12 learning environments* as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

Option 2: Provides school enrollment choices.

Option 3: Increases cultural fluency, competency, and interaction.

Option 4: Increases graduation rates.

Option 5: Increases access to effective and diverse teachers.

**Narrative description of this strategy.** In order to support those identified AVID elective students throughout their day and to better serve all students within our system, our core academic and elective instructors need to learn and implement AVID strategies. Beginning in the 2018-2019 school year, there's been intentionality to "Focused Note Taking" (one of AVIDs strategies under the umbrella of Organization). Staff who attended Summer Institute in July of 2018 determined that would be the school-wide focus. Summer Institute is not only having access to world class professional development on research-based best practices in instruction, but there is time dedicated to expecting participants to consider and plan the year's school-wide continuous improvement focus. Inviting more staff to Summer Institute allows for increased understanding of AVID strategies, and supports the development of the school's continuous improvement goals related to day to day instruction. Prior to the consideration of integration funding, our plan was to send a large cohort year one and then follow up each year by sending 3-5 new-to-AVID teachers and 3-5 returners to AVID summer institute. We'd like to know have AVID strategies implemented as part of our comprehensive high school experience. Staff attending Summer Institute and the Building Leadership Team will collaborate on a specific area of focus for the upcoming school years. Implementing a school-wide focus each year to one or more AVID strategies, we'll see not only AVID elective students seeing the connections between their AVID elective class and their core classes, but all students will increase proficiency in school-wide implemented strategies thereby increasing their understanding of course content leading to improved course grades. Additionally, we intend to provide peer modeling and coaching to

high school staff in support of delivering AVID strategies. We’re intending to target those teachers who offer the “gateway” courses for AP and CIS for this Culturally Relevant Teaching training in order to ensure that we are focusing on our goal to increase the number of students of color and American Indian students who take those challenging courses. Our focus on ensuring that all students have access to engaging and equitable instructional practices should support the achievement of all.

Location of services: Summer Institute is in Minneapolis for the next 3 summers. Pathway training is typically held in Woodbury and in-district AVID training will be hosted at Hastings High School. We would host equity training at Hastings High School. Implementation of strategies will take place at Hastings High School and Hastings Middle School

**Key Indicators of Progress (KIP)**

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
Increase the percentage of high school staff who are formally trained in AVID Fostering Equity In The Classroom professional development from baseline percentage to 100% in 2025.	60%	80%	100%
Increase the percentage of middle school staff who have AVID Fostering Equity In The Classroom professional development from 0% to 40% by 2025.	0%	20%	40%

**Goal #3:** On a district-created 5 point Likert scale survey, students will report an increase in their understanding of diversity and intentionally making decisions to be inclusive from the baseline as collected in the fall of 2022 to an average of 4.9 by the end of the 2025 school year.

**Aligns with WBWF area:** All students are ready for career and college.

**Type of Strategy:** Integration & Inclusion

**Strategy 1 – Student Leadership/ Sharing Student Stories Opportunity**

**Type of Strategy:** Professional development opportunities focused on academic achievement of all student

**Integrated Learning Environments** (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose *Innovative and integrated pre-K through grade 12 learning environments* as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

Option 2: Provides school enrollment choices.

Option 3: Increases cultural fluency, competency, and interaction.

Option 4: Increases graduation rates.

Option 5: Increases access to effective and diverse teachers.

**Narrative description of this strategy.** Partnering with South Washington County in year 1 and expanding the partnership to also include Rosemount Apple Valley Eagan and Stillwater in years 2 and beyond, we will expand the opportunity for students to interact and learn from each other’s stories using Story Ark as a tool to collaborate around and curate their stories. We will focus our efforts on cross-district collaborations with South Washington County Schools, Stillwater Area Public Schools, Rosemount-Apple Valley- Eagan districts. We will plan for a potential leadership summit and student government and diversity group collaboration. We are excited to expand our partnership to bring a racially diverse group of Hastings to connect and collaborate with students from South Washington County, Rosemount Apple Valley Eagan and Stillwater to share experiences and stories. Using Story Ark as a tool, the group of students will increase leadership skills, deepen understanding of diverse experiences and curate their stories to share with others.

Location of services: South Washington County Schools, Park High School and Hastings High School

**Key Indicators of Progress (KIP)**

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
Youth Executive Board students will have at least a 95% attendance rate at meetings.	95%	95%	95%
At least 80% of the diversity/ student government collaborative group will attend each monthly face-to-face meeting with other district collaborative groups.	80%	80%	80%
The percentage of students participating in StoryArc will increase annually by 10%.	20%	30%	40%

*This data will be used to support evaluation of your plan (Minn. Stat. § 124D.861, subd. 5).*

**Goal #4:** Increase the 4 year graduation rates of students of poverty by 3% each year; the graduation rate was 86.1% in 2020-2021 (62/72).

**Aligns with WBWF area:** All students graduate from high school.

**Choose the type of Goal:**

- Achievement Disparity
- Integration
- Teacher Equity

**Strategy 1 – Student Success Coach/Cultural Liaison:** Hire a cultural liaison/student success coach to work alongside the district Equity Coordinator to specifically support underrepresented students whose primary role will be to connect with diverse a low income students and families.

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

**Integrated Learning Environments** (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose *Innovative and integrated pre-K through grade 12 learning environments* as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

- Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.
- Option 2: Provides school enrollment choices.
- Option 3: Increases cultural fluency, competency, and interaction.
- Option 4: Increases graduation rates.
- Option 5: Increases access to effective and diverse teachers.

**Narrative description of this strategy.** The increase of time and expertise of a cultural liaison/student success coach was again the highest priority strategy articulated by our American Indian Parent Advisory Council. We had a part time Native American Liaison in 2018-2019 serving in a contract averaging 14 hours per week with no more than 67 days per school year. We'd like to reinstate this support to focusing on direct support for our underrepresented students. This position would sustain a supportive relationship with students and their families, check in on grades and attendance, as well as provide college and career guidance targeted to those students who typically have increased risk factors and reduced protective factors. This position would support the Equity Coordinator position.

Location of services: Hastings School District (with an immediate focus at Hastings High School and Hastings Middle School)

**Key Indicators of Progress (KIP)**

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	<b>2023 Target</b>	<b>2024 Target</b>	<b>2025 Target</b>
The percent of American Indian/ Alaskan Native students who consistently attend school will increase to 100% by 2025.	95%	98%	100%
The percent of students who are eligible for free/ reduced priced lunch who consistently attend school will increase by 5% each year.	80%	85%	90%
The percent of Hispanic students who consistently attend school will increase by 5% each year.	85%	90%	95%
The percent of Black students who consistently attend school will increase by 5% each year.	85%	90%	95%
Decrease the total number of Ds and Fs by at least 10 % each year from 2022-2025	40%	30%	20%

*This data will be used to support evaluation of your plan (Minn. Stat. § 124D.861, subd. 5).*

**Strategy 2 – Communication- Interpretation & Translation Services:** Partner with interpretive and translation service providers and Talking Points to provide increased access to school communication in home languages as well as reciprocal communication from families to school.

**Type of Strategy:** Family engagement initiatives to increase student achievement.

**Narrative description of this strategy.**

We create a high volume of written communication that we send home to families beginning with our enrollment packets in August, to notices regarding conferences, grades, digital initiatives, registration and college and career family events (to name a few). At this time, our written communication is almost exclusively in English (except for those documents that are provided by MDE). In order to better serve our multilingual families, we will partner with interpretive and translation service providers to increase the documents that we have available in languages other than English. We will provide district-wide access to reciprocal family to school and student to school communication through the utilization of the Talking Points app.

Location of services: District Wide

### Key Indicators of Progress (KIP)

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
We will increase the percentage of translatable standardized documents from school sites either in written form or digital form from a baseline percentage in 2022-2023 to 100% by 2025.	0%	50%	100%
All staff will receive training on how to incorporate interpretive and translation service providers as a communication strategy with multilingual families and usage reports will indicate an increased utilization by 20% each year from 2022-2025.	20%	40%	60%

*This data will be used to support evaluation of your plan (Minn. Stat. § 124D.861, subd. 5).*

### Creating Efficiencies and Eliminating Duplicative Programs

Briefly explain how this plan will create efficiencies and eliminate duplicative programs and services (Minn. Stat. § 124D.861, subd. 2 (c)). **Enter text.**

### Racially Identifiable School(s) (RIS)

If you have been notified by the Minnesota Department of Education (MDE) that your district has one or more Racially Identifiable Schools, include goals and strategies for each Racially Identifiable School within your district. ***If MDE has not notified your district that one of your sites is racially identifiable, delete this section.***

## Achievement and Integration Goals

This plan must contain three types of goals, at least one for each of the following:

1. Reducing the disparities in academic achievement among all students and specific categories of students excluding the categories of gender, disability, and English learners.

Reducing the disparities in equitable access to effective and more diverse teachers among all students and specific categories of students excluding the categories of gender, disability, and English learners.

Increasing racial and economic integration (Minn. Stat. § 124D.861, subd. 2 (a)).

**Enter RIS SMART Goal #1:** \_\_\_\_\_ Choose a WBWF goal area: \_\_\_\_\_

### Choose the type of Goal

\_\_\_ Achievement Disparity

\_\_\_ Integration

\_\_\_ Teacher Equity

***To add goals, copy the goal section directly above and paste them below the strategies supporting RIS Goal #1.***

## Racially Identifiable School Strategies

Each goal should have at least one strategy. Number each strategy sequentially and give it a unique name. For each strategy, provide a narrative description as explained below.

Districts may use Achievement and Integration revenue to increase racial and economic integration at their racially identifiable schools and to reduce disparities between student groups through the types of strategies listed in the Type of Strategy drop-down menus below (Minn. Stat. § 124D.861, subd. 2).

**Integration Requirement** Include at least one strategy designed and implemented to increase racial and economic integration at each racially identifiable school (Minn. R. 3535.0160).

Copy and paste the strategy section below for each additional strategy.

### Enter RIS Strategy #1:

\_\_\_\_\_ Choose a WBWF goal area: \_\_\_\_\_

### Choose the type of Strategy:

\_\_\_ Option 1: Innovative and integrated pre-K-12 learning environments. \* If you choose this, complete the Professional development opportunities focused on academic achievement of all students.

\_\_\_ Option 2: Family engagement initiatives to increase student achievement.

\_\_\_ Option 3: Professional development opportunities focused on academic achievement of all students.

\_\_\_ Option 4: Career/college readiness and rigorous coursework for underserved students, including students enrolled in ALC.

\_\_\_ Option 5: Recruitment and retention of racially and ethnically diverse teachers and administrators.

**Integrated Learning Environments** (Minn. Stat. § 124D.861, subd. 1 (c)). If you chose Innovative and integrated pre-K through grade 12 learning environments as the strategy type above, your narrative description should describe how the different aspects of integrated learning environments listed below are part of that strategy:

\_\_\_ Option 1: Uses policies, curriculum, or trained instructors and other advocates to support magnet schools, differentiated instruction, or targeted interventions.

\_\_\_ Option 2: Provides school enrollment choices.

\_\_\_ Option 3: Increases cultural fluency, competency, and interaction.

\_\_\_ Option 4: Increases graduation rates.

\_\_\_ Option 5: Increases access to effective and diverse teachers.

**Narrative description of this strategy.** Based on your description below someone reading your plan should understand what you are proposing to do, why you are doing it, and be able to recognize it if they see it. For example, explain what this activity will look like, what will be taught, which students will participate, how students are selected, intended outcomes for students, what will be assessed, how will instruction be delivered, and where will this take place.

**Add Narrative:** \_\_\_\_\_

**Location of Services:** \_\_\_\_\_

## Key Indicators

These indicators are the evidence you will use to document how well each strategy is being implemented and whether or not they are helping bring about the intended outcomes for students. Use these indicators to assess the effectiveness of your strategies and to adjust what you are doing.

For strategies that provide school enrollment choices, such as magnet schools, and strategies that decrease racial and economic enrollment disparities, include at least one key indicator that measures enrollment disaggregated by race/ethnicity and free or reduced-priced lunch (FRPL). Disaggregating your data may be relevant for other types of strategies such as those designed to increase access to effective and diverse teachers.

## Key Indicators of Progress (KIP)

List key indicators of progress for this strategy and annual targets for each indicator. Choose indicators that will help you know if the strategy is creating the outcomes you want to see.	2023 Target	2024 Target	2025 Target
Example: The percentage of NAME OF RIS students disaggregated by race/ethnicity and FRPL reporting an increased sense of engagement and connection on our school climate surveys will increase 25 percentage points each year. 2020 response rate is 50 percent.	75%	100%	100%
Enter in KIP	KIP 2023	KIP 2024	KIP 2025
Enter in KIP	KIP 2023	KIP 2024	KIP 2025

***This data will be used to support evaluation of your plan (Minn. Stat. § 124D.861, subd. 5).***

Copy and paste the strategy section above for each additional strategy supporting this goal. Number each strategy sequentially regardless of the number of goals in your plan. When you are done adding strategies, this plan will have only one RIS Strategy #1, one RIS Strategy #2, etc.

Remember to copy and paste the goal section above to add additional goals for each of your racially identifiable schools.

## Creating Efficiencies and Eliminating Duplicative Programs

Briefly explain how this plan for racially identifiable schools will create efficiencies and eliminate duplicative programs and services within your district (Minn. Stat. § 124D.861, subd. 2 (c)).

**Enter Text below:**



*Hastings Public School District  
ISD #200*

## **503.2 Early Admission to Kindergarten**

### **I. Purpose**

The Purpose of this policy is to provide guidance for early admission to Hastings Public Schools for a student who has not met the kindergarten age requirements established in statute.

### **II. General Statement of Policy**

Pursuant to Minnesota Statutes 2012, Section 124D.02, subdivision 1, the Hastings ISD 200 School Board chooses to provide opportunities for children who have not reached the age of five years by September one (1) in any year to be considered for early admission into kindergarten for that year upon application by the parent/guardian and successfully meeting the District's requirements.

- A. Kindergarten enrollment. Entrants, in general, must be five (5) years of age by September 1 of the current school year.
  1. Children born between September 2 through October 31 who, after a comprehensive evaluation in cognitive, social, and emotional development domains, have been determined by District staff to have demonstrated superior cognitive ability, above average social and emotional maturity, and have led District staff to determine that the child has the ability to satisfactorily meet kindergarten expectations and the ability to progress to first grade in the subsequent year may be admitted if qualified under provisions specified below.
    - a) Testing, information obtained from a parent/guardian, and teacher observations of the child's knowledge, skills, and abilities will be used to determine placement. The comprehensive evaluation will use valid and reliable instruments and be aligned with Minnesota's kindergarten expectations in addition to the expectations noted above.
    - b) Students are required to undergo an evaluation administered by a School District school psychologist.
    - c) Students are required to be current on immunizations and, for students seeking admission into kindergarten, must undergo early childhood health and developmental screening.

- d) parent(s)/guardian(s) are required to complete a child development inventory as selected by District personnel.
- e) Costs associated with individual student testing will be borne by the student's parent(s)/guardian(s). However, the district may assist families with costs associated with district delivered assessments, due to financial hardship.
- f) The final decision for determining early entrance will be made by the Superintendent/Designee after the evaluation is concluded.
- g) The Superintendent (or designee) will establish a timeline and procedures to administer this policy.

**Legal References:** Minn. Stat. § 120A.20 (Admission to Public School)  
Minn. Stat. § 124D.02 (School Board Powers; Enrollment)

**Cross References:** Hastings Policy 607 Organization of Grade Levels

*Policy Reviewed:* 05.25.2022  
*Policy Adopted:* 07.28.2021  
*Policy Revised:* 07.07.2021



## **513 Student Promotion Retention Program Design**

### **I. Purpose**

The purpose of this policy is to provide guidance to professional staff, parents and students regarding student promotion, retention and program design.

### **II. General Statement of Policy**

The school board expects all students to achieve at an acceptable level of proficiency. Parental assistance, tutorial and remedial programs, counseling and other appropriate services shall be coordinated and utilized to the greatest extent possible to help students succeed in school.

#### **A. Promotion**

Students who achieve at levels deemed acceptable by local and state standards shall be promoted to the next grade level at the completion of each school year. Promotion at the high school shall be based on the number of credits earned.

#### **B. Alternative Programming to Promote Success**

Early identification and educational intervention is essential when a student is struggling in school. School based support services and alternate placements area available to students at risk of school failure. Assessment for special education services may be recommended.

#### **C. Retention**

Retention in grade may be considered only when a team of professional staff and parents have gathered and documented evidence from a variety of sources which demonstrate that retention is in the best interest of the student. All school based supports and services must first be exhausted and eligibility for special education services and/or alternate program placements options must first be explored. If an agreeable recommendation cannot be reached, the superintendent's decision will be final.

## D. Program Design

The superintendent, with participation of the professional staff and parents, shall develop and implement programs to challenge students that are consistent with the needs of students at every level. Opportunities for special programs and placement outside of the school district shall also be developed as additional options.

1. The school district will adopt guidelines for assessing and identifying students for participation in gifted and talented programs. The guidelines should include the use of:
  - a. multiple objective criteria; and
  - b. assessments and procedures that are valid and reliable, fair, and based on current theory and research. Assessments and procedures should be sensitive to under-represented groups, including, but not limited to, low-income, minority, twice-exceptional, and English learners.

***Legal References:*** Minn. Stat. § 120B.15 (Gifted and Talented Program)  
Minn. Stat. § 123B.143, Subd. 1 (Superintendents)

***Cross References:*** MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)  
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)  
MSBA/MASA Model Policy 618 (Assessment of Standard Achievement)  
MSBA/MASA Model Policy 620 (Credit for Learning)

*Policy Reviewed:* 05.25.2022  
*Policy Adopted:* 05.09.1974  
*Policy Revised:* 11.15.2006

### ***Future Meetings***

<b>Date</b>	<b>Time</b>	<b>Description</b>	<b>Location</b>
07/11/2022	4:00 PM - 5:00 PM	Policy Committee Meeting	District Office Conference Room A
<b>07/13/2022</b>	<b>6:00 PM</b>	<b>School Board Regular Work Session</b>	<b>HMS Media Center</b>
07/20/2022	6:00 PM	Additional Work Session	HMS Media Center
<b>07/27/2022</b>	<b>6:00 PM</b>	<b>Regular School Board Meeting</b>	<b>HMS Media Center</b>
08/02/2022	4:00 PM - 5:00 PM	Policy Committee Meeting	District Office Conference Room A
<b>08/10/2022</b>	<b>6:00 PM</b>	<b>School Board Regular Work Session</b>	<b>HMS Media Center</b>
<b>08/24/2022</b>	<b>6:00 PM</b>	<b>Regular School Board Meeting</b>	<b>HMS Media Center</b>
<b>09/14/2022</b>	<b>6:00 PM</b>	<b>School Board Regular Work Session</b>	<b>HMS Media Center</b>
<b>09/28/2022</b>	<b>6:00 PM</b>	<b>Regular School Board Meeting</b>	<b>HMS Media Center</b>
<b>10/12/2022</b>	<b>6:00 PM</b>	<b>School Board Regular Work Session</b>	<b>HMS Media Center</b>
10/25/2022	9:00 - 10:30 AM	Finance Committee Meeting	District Office Conference Room A
<b>10/26/2022</b>	<b>6:00 PM</b>	<b>Regular School Board Meeting</b>	<b>HMS Media Center</b>
<b>11/09/2022</b>	<b>6:00 PM</b>	<b>School Board Regular Work Session</b>	<b>HMS Media Center</b>
<b>11/22/2022</b>	<b>6:00 PM</b>	<b>Regular School Board Meeting</b>	<b>HMS Media Center</b>
<b>12/07/2022</b>	<b>6:00 PM</b>	<b>Regular School Board Meeting</b>	<b>HMS Media Center</b>