

SHAKOPEE PUBLIC SCHOOLS



SCHOOL BOARD AGENDA





March 14, 2016
6:00 PM

1. 6:00PM GROUNDBREAKING CEREMONY FOR THE IMPROVEMENTS AT THE VAUGHAN FIELD COMPLEX
Groundbreaking Ceremony for the Improvements at the Vaughan Field Complex. Approximately 6:00-6:15PM. Held at Vaughan Field - 200 10th Avenue East. A quorum of the School Board will be present.
2. 6:15PM (approximately) CALL TO ORDER BOARD BUSINESS MEETING AND ROLL CALL - CHAIR BOWERMAN.
3. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS.

3. 1. Recognition of National Volunteer Week

8

Volunteer Week in Shakopee Schools will be celebrated April 17-23, 2016. In recognition of the tremendous work that the more than 1800 volunteers do in service to our students and staff, Paulette Rislund is requesting the Board move a Resolution of Appreciation Honoring School District Volunteers.

Recommended Action

Approve the Resolution of Appreciation honoring school district volunteers as presented.

4. RECOGNITION OF VISITORS TO BOARD MEETING.
5. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS.
6. CONSENT ITEMS
 6. 1. Personnel Items

6.1.1 Acceptance of Resignations

Last Name, First Name, Position, Location, Effective Date

Adams, Lori, Program Support Assistant, Central Family Center, 3/01/2016

Addler, Sara, Teacher, Kindergarten, Eagle Creek Elementary School, 2/15/2016
(currently on leave of absence)

Beaman, Kayla, Teacher, Science, High School, 6/10/2016

Boradia, Neha, Program Support Assistant, Eagle Creek Elementary School,
2/19/2016

Gestner, Julie, Teacher, Visual Arts, West Junior High School, 3/11/2016

Huss, Rebucca, Data Entry Specialist Tech/HR, District Office, 3/17/2016
Kemp, Sarah, School Nurse, East Junior High School, 6/10/2016
Lane, Amy, Teacher, Kindergarten, Red Oak Elementary School, 6/10/2016
Long, Karli, Program Support Assistant, Eagle Creek Elementary School, 2/29/2016
Love, Kellie, Related Services, Nurse, Pearson 6th Grade Center, 3/15/2016
Lee-Koomen, Autumn, Teacher, Work Explore, Tokata Learning Center, 6/10/2016
Nordby, Kathleen, Teacher, Special Services, East Junior High School, 6/10/2016
(currently on leave of absence)
Russo, Ruth, Food Service, West Junior High School, 2/19/2016
Siwek, Erin, Teacher, Grade 5, Sun Path Elementary School, 5/10/2016
Stortz, Allison, Teacher, Physics, High School, 6/10/2016 (currently on leave of absence)
Walquist, Ryan, Teacher, Grade 5, Red Oak Elementary School, 6/10/2016
Wanggaard, Benjamin, Teacher, Social Studies, West Junior High School, 6/10/2016

Recommended Action

Accept the resignations as presented.

6.1.2 Approval of Termination

The district is recommending the termination of employment of Anthony Monnens, probationary custodian at the High School effective 3/7/2016.

Recommended Action

Approve the termination as presented.

6.1.3 Approval of Certified Contract

Last Name, First Name, Position, Location, Grade, Step, FTE, Effective, Salary Annual

Anderson, Ann, Licensed School Nurse, West Junior High School/Tokata Learning Center, BA, 9, 1.0, 2/29/2016, \$16,526.77 prorated.

(replacement staff following resignation)

Recommended Action

Approve certified contract as presented.

6.1.4 Approval of Non-Certified Contracts

Last Name, First Name, Position, Location, Salary, Effective

Freeze, Julie, Program Support Assistant, Central Family Center, \$14.02/hr, 3/07/2016

Opelt, Tana, Program Support assistant, Eagle Creek Elementary School, \$14.02/hr, 3/21/2016

(replacement staff following resignations)

Recommended Action

Approve non-certified contracts as presented.

6.1.5 Approval of Long Term Substitute Contracts

Name LTS, Replacing, Position, Location, Approx. Dates, Grade/Step, Approx. Days, FTE, Salary

Brooker, Elizabeth, Moench, Kelli, Teacher, Grade 1, Sun Path Elementary School, 2/19/2016 through approx. 6/10/2016, BA, Step 3, 76 days, 1.0, \$206.88/day

Rodstein, Abigayle, Madsen, Rachel, Teacher, Science, East Junior High School, 3/28/2016 through approx. 6/10/2016, BA Step 3, 50 days, 1.0, \$206.88/day

Hoffman, Jessica, Wittenberg, Stacey, Teacher, Grade 4, Sun Path Elementary School, 2/04/2016 through approx 5/02/2016, BA Step 3, 61 days, 1.0, \$206.88/day

Recommended Action

Approve long term substitute contracts as presented.

6.1.6 Request for Extension of Unpaid Leave of Absence

Judy Sulflow, Media Teacher at Red Oak Elementary School, is requesting an extension to her one year unpaid leave of absence for the 2015-16 school year. She would now like her leave of absence to continue thru the 2016-17 school year. Judy is teaching at an international school in Panama.

Recommended Action

Approve the unpaid leave of absence for the 2016-17 school year.

6.1.7 Request for Unpaid Leave of Absence

Erin Chamberlain, Kindergarten Teacher at Eagle Creek Elementary School, is requesting a one year unpaid childcare leave of absence for the entire 2016-17 school year.

Recommended Action

Approve the unpaid leave of absence for the 2016-17 school year.

6.1.8 Request for Unpaid Leave of Absence

Jonathon Wyman, English Teacher at West Junior High School, is requesting a one year unpaid leave of absence for the entire 2016-17 school year. Jonathon has accepted a teaching placement at the American School of Guatemala in Guatemala City.

Recommended Action

Approve the unpaid leave of absence for the 2016-17 school year.

6. 2. Approval of minutes of the Board Business Meeting held on February 8, 2016 and Board Learning Session and Business Meeting held on February 22, 2016. 9

6. 3. Consideration of bills and authorization to pay same.

6. 4. Approval of wires report. 16

7. OLD BUSINESS DISCUSSION ITEMS

7. 1. Samples of Student Design Work for the Logos for the Academies of Shakopee Communications Specialist Denise Doran and Shakopee CAPS Digital Design

students will presented samples of their work for the logos for the Academies of Shakopee.

Presenter: Communications Specialist Denise Doran and Shakopee CAPS Digital Design Students

Time: 10 minutes

7. 2. Instructional Technology Update 17

Director of Instructional Technology Bryan Drozd will present to the Board the device deployment plan for the 2016-17 School Year.

Presenter: Director of Instructional Technology Bryan Drozd

Time: 10 minutes

7. 3. Updates on the Improvements at Vaughan Field Complex

Wold Architects and ICS Consulting will provide an update for the Board on the Improvements at Vaughan Field Complex.

Presenter: Wold Architects and ICS Consulting

Time: 15 minutes

8. OLD BUSINESS ACTION ITEMS

8. 1. 2015-16 Revised Budget 19

Director of Finance Mike Burlager will present the revised 2015-16 Budget for Board approval.

Recommended Action

Review and approve the 2015-16 Revised Budget.

Presenter: Director of Finance Mike Burlager

Time: 5 minutes

8. 2. Resolution Authorizing the Approval of the Sale of General Obligation Refunding Bonds 26

Director of Finance Mike Burlager and Baird Financial Michael Hoheisel will present 2 options for Board review.

Recommended Resolution:

*Resolution Authorizing the Approval of the Sale of General Obligation Crossover Refunding Bonds, Series 2016A; Covenanting and Obligating the District to be Bound by and to use the Provisions of Minnesota Statutes, Section 126C.55 to Guarantee the Payment of the Principal and Interest on the Bonds

Resolution Not Being Recommended:

*Resolution Authorizing the Approval of the Sale of General Obligation Refunding Bonds, Series 2016A; Covenanting and Obligating the District to be bound by and to use the Provisions of Minnesota Statutes, Section 126C.55 to Guarantee the Payment of the Principal and Interest on the Bonds for Board approval.

Recommended Action

Approve the Resolution Authorizing the Approval of the Sale of General Obligation Crossover Refunding Bonds, Series 2016A; Covenanting and Obligating the District

to be Bound by and to use the Provisions of Minnesota Statutes, Section 126C.55 to Guarantee the Payment of the Principal and Interest on the Bonds as presented.
Presenter: Director of Finance Mike Burlager and Baird Financial Michael Hoheisel
Time: 15 minutes

8. 3. Acceptance and Approval of Bid for Shakopee West Jr. High School Roof 37
The bid opening for the Shakopee West Jr. High School Roof Repair was recently held.

Recommended Action

Approve a contract with McPhillips Brothers Roofing of St. Paul with a base bid amount of \$445,000 with Alternate #1 - reroof sections I and R and install perimeter wall panels in the amount of \$95,000 in the total amount of \$540,000 as presented.

Presenter: Chris Ziemer, ICS Consulting

Time: 10 minutes

8. 4. 2016-17 Digital Learning Student Handbook Agreement and Protection Plan 44
Director of Instructional Technology Bryan Drozd will presented the 1st Reading of the 2016-17 Digital Learning Student Handbook Agreement and Protection Plan for Board review.

Recommended Action

Accept the 1st Reading of the 2016-17 Digital Learning Student Handbook Agreement and Protection Plan as presented.

Presenter: Director of Instructional Technology Bryan Drozd

Time: 15 minutes

9. NEW BUSINESS DISCUSSION ITEMS

9. 1. Partnerships and Branding Group Update

Board Chair Reggie Bowerman and Vice Chair Scott Swanson will provide an update for the Board on the first Partnerships and Branding Group meeting.

Presenter: Board Chair Reggie Bowerman and Vice Chair Scott Swanson

Time: 10 minutes

10. NEW BUSINESS ACTION ITEMS

11. ADJOURNMENT OF BUSINESS MEETING

12. CALL TO ORDER BOARD LEARNING SESSION AND ROLL CALL - CHAIR BOWERMAN.

13. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS.

13. 1. Shakopee High School Project Update

14. OTHER

15. COMMITTEE REPORTS

16. UPCOMING MEETINGS AND IMPORTANT DATES

March 15, 2016 Elementary Core Planning Group 8:00AM-3:00PM

March 15, 2016 Middle School Core Planning Group 4:00PM

March 23 - 25, 2016 Ford Next Generation Learning

March 28, 2016 School Board Learning Session & Business Meeting 5:00PM

April 14, 2016 Elementary Core Planning Group 4:15-6:15PM

April 21, 2016 Middle School Core Planning Group 4:00-6:00PM

April 25, 2016 School Board Learning Session & Business Meeting 5:00PM

17. ADJOURNMENT OF BOARD LEARNING SESSION



Resolution of Appreciation Honoring School District Volunteers

Whereas, volunteers are essential to our classrooms, activities and programs - bringing energy, compassion and integrity to district schools each and every day; and

Whereas, each year more than 1800 volunteers give unselfishly of their time and talents in support of education; and

Whereas, volunteers provide learning opportunities for students and assistance for teachers and help us reach our goal of academic success for all learners; and

Whereas, volunteers assist in classrooms, on athletic fields, and behind the scenes. They work with students to reinforce basic skills, share their careers and expertise as speakers and mentors, chaperone field trips, raise extraordinary funds in support of programs and complete marathons of clerical work; and

Whereas, volunteers help the district establish a standard of quality and direction for the future through service on building leadership teams, parent-teacher organizations, advisory councils and special committees; and

Whereas, these volunteer efforts bring together our community and schools for the benefit of students, make the district a better place to live and learn and set an example for students about the importance of education and volunteer service.

Now, therefore, be it resolved, *that the School Board of Shakopee School District #720 hereby extends its sincere appreciation to all district volunteers for their amazing dedication and service; and*

Be it further resolved, *that the Shakopee School Board hereby proclaims April 17-23, 2016 as Volunteer Week in Shakopee Public Schools to honor the significant and positive impact volunteers have on education.*

Adopted this 14th day of March 2016

Reggie Bowerman, Chairperson

Scott Swanson, Vice Chairperson

Angela Tucker, Clerk

Matt McKeand, Treasurer

Shawn Hallett, Director

Tony Pass, Director

Mary Romansky, Director

Dr. Rod Thompson, Superintendent of Schools

Minutes of School Board Business Meeting

School Board Shakopee Public Schools

A School Board Business Meeting of the School Board of Shakopee Public Schools was held Monday, February 8, 2016, beginning at 6:00 PM in the Shakopee Public Schools District Office Board Room, 1200 Town Square, Shakopee, MN 55379.

1. CALL TO ORDER AND ROLL CALL - CHAIR BOWERMAN.

PRESENT: Hallett, McKeand, Pass, Romansky, Swanson, Tucker and Bowerman

ABSENT:

2. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS.

2. 1. Excellence with Equity Team Update

Excellence with Equity Supervisor Ray Betton presented a team update. The Board also heard from a Shakopee High School student.

3. RECOGNITION OF VISITORS TO BOARD MEETING.

4. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS.

Tucker/McKeand moved to approve the agenda as presented; motion passed unanimously.

5. CONSENT ITEMS

Romansky/Swanson moved to approve the consent agenda as presented; motion passed unanimously.

5. 1. Personnel Items

5.1.1 Acceptance of Retirements

Last Name, First Name, Position, Location, Effective Date

Gerold, Daniel, Custodian, Mail, East Junior High School, 4/01/2016

Light, Gina, Teacher, Media Specialist, Eagle Creek Elementary School, 7/31/2016

Roerick, Mary, Health Assistant, Eagle Creek Elementary School, 5/01/2016

Recommended Action

Accepted the retirements as presented.

5.1.2 Acceptance of Resignations

Last Name, First Name, Position, Location, Effective Date

Gregor, Alex, Technology System Administrator, District Office, 1/22/2016

Whitcomb, Benjamin, Teacher, Physics, High School/East Junior High School, 1/29/2016

Recommended Action

Accepted the resignations as presented.

5.1.3 Approval of Certified Contracts

Last Name, First Name, Position, Location, Grade, Step, FTE, Effective, Salary Annual

Kimmes, Mitchell, Teacher, Physics, High School, BA, 7, .90, 2/01/2016, \$18,652.00 (prorated)

Monaghan, Nicole, Teacher, ECFE, Central Family Center, BA+30, 7, .104, 1/21/2016, \$30.16/hr

Pham, Anh-Dao, Teacher, ECE, Central Family Center, MA, 7, .101, 1/15/2016, \$31.46/hr

Recommended Action

Approved certified contracts as presented.

5.1.4 Approval of Non-Certified Contracts

Last Name, First Name, Position, Location, Salary, Effective

Conrad, Emma, Program Support Assistant, West Junior High School, \$14.02/hr, 1/12/2016

Hames, Amelia, Program Support Assistant, High School, \$14.02/hr, 1/13/2016

Hommerding, Gerilyn, Program Support Assistant, Pearson 6th Grade Center, \$14.02/hr, 2/03/2016

Kopet, Joyce, Food Service Worker I, East Junior High School, \$11.18/hr, 2/08/2016

Long, Karli, Program Support Assistant, Eagle Creek Elementary School, \$14.02/hr, 1/14/2016

Strauss, Nathaniel, Apple System Administrator, District Wide, \$64,000.00, 2/1/2016

Recommended Action

Approved non-certified contracts as presented.

5.1.5 Approval of Long Term Substitute Contracts

Name LTS, Replacing, Position, Location, Approx. Dates, Grade/Step, Approx. Days, FTE, Salary

Baker, Zachary, Bodilly, Shanna, Teacher, Special Services, Sweeney Elementary School, 1/26/2016 through approx. 4/19/2016, BA, Step 3, 56, 1.0, \$206.88/day

Benz, Johnathan, Colin, Sarah, Teacher, FACS, West Junior High School, 1/25/2016 through approx. 4/01/2016, BA, Step 3, 50, 1.0, \$206.83/day

Krieg, Caitlin, McNeely, Courtney, Teacher, English, East Junior High School, 2/01/2016 through approx. 6/10/2016, BA, Step 3, 90, 1.0, \$206.88/day

Meyer, Phillip, Nimchuk, Ann, Teacher, Music, Eagle Creek Elementary School, 4/04/2016 through approx. 6/10/2016, BA, Step 3, 41, 1.0, \$206.88/day

Nelson, Betsy, Krause, Denise, Program Support Assistant, Jackson Elementary School, 1/25/2016 through approx. 4/01/2016, Grade 3, Step 5, 49, .75, \$15.71/hr

Recommended Action

Approved long term substitute contracts as presented.

5.1.6 Approval of Co-Curricular Assignments

Last Name, First Name, Position

Niedfeldt, Ryan, Assistant Baseball

Schmitz, Eric, Assistant Baseball

Ryan, Kyle, Assistant Baseball

Wagener, Robert, Assistant Baseball

Ungar, James, Assistant Baseball

Barkley, Owen, Assistant Boys Lacrosse

Puch, Timothy, Assistant Boys Lacrosse

Carter, Jason, Assistant Boys Tennis

Menden , Courtney, Assistant Boys Tennis

Courteau, Donnat, Assistant Girls Golf

Christenson, Eric, Assistant Play Director

Walker, Robert, Assistant Softball

Schmidt, Sarah, Assistant Softball

Grosskurth, Dereck, Assistant Softball

Laughlin, Wade, Assistant Track/Field
Honza, George, Assistant Track/Field
Wachter, Jeffery, Assistant Track/Field
Morales, Lauren, Assistant Track/Field
McDonald, Emily, Assistant Track/Field
Loonan, Benjamin, Assistant Track/Field
Kristensen, Stephanie, Assistant Track/Field
Loonan, John, Assistant Track/Field
Allen, Susan, Co-Head Coach Boys Tennis
Arnfelt, Jennifer, Co-Head Coach Boys Tennis
Schleper, Thomas, Head Baseball
Sage, Joseph, Head Boys Golf
Pollock, Sean, Head Boys Lacrosse
McGinnis, Rodney , Head Boys Track/Field
Johnson, Neil, Head Coach softball
Miller, Jon, Head Girls Golf
Schneider, Tara, Head Girls Lacrosse
Betz, Emily, Head Girls Track/Field
Duehr, Elizabeth, HOSA Advisor
Stromgren, Kenneth, Junior High Baseball
Gardner, Matthew, Junior High Baseball
Sunday, Mara, Junior High Boys Tennis
Fish, Joshua, Junior High Golf
Brown, Andrew, Junior High Golf
Casey, Jeffery, Junior High Softball
Rosholt, Kirk, Junior High Softball
Gaugler, Miranda, Junior High Track/Field
Benz, Jonathan, Junior High Track/Field
Amundsen, Thom, Play Director
Javner, Cassidy, Prom Advisor
Iverson, Matthew, Strength Coach
Laursen, David, Technical Director
Carey, Melissa, Volunteer
Greening, Kelsey, Volunteer
Dawson, Luke, Volunteer
Roach, Jack, Volunteer
Allen, Philip, Volunteer
Gilligan, Michael, Volunteer

Recommended Actions

Approved the co-curricular assignments as presented.

5. 2. Approve the minutes of the Board ReOrganizational & Business Meeting held on January 11, 2016 and Board Learning Session held on January 25, 2016.

5. 3. Approved the bills and authorized to pay same.

5. 4. Approved the wires report.

5. 5. Sale of Right of Way Property

Recommended Action

Approved the sale of the Right of Way property to Scott County as presented. Authorized

Superintendent Rod Thompson and Director of Finance Michael Burlager to complete the sale, including the Closing of the property.

6. OLD BUSINESS DISCUSSION ITEMS

6. 1. Presentation of the Shakopee Education Endowment Foundation (SEEF) 2015-16 Grants
Shakopee Education Endowment Foundation presented the list of 2015-16 approved grants. The Board thanked SEEF for their ongoing work and support of the District.

7. OLD BUSINESS ACTION ITEMS

7. 1. 2016-17 Long Term Maintenance Revenue (Deferred Maintenance)

At the January 25th Board Learning Session, preliminary information on the 2017 Long Term Maintenance projects were presented. Director of Finance Mike Burlager presented the recommended projects for Board approval.

Recommended Action

Hallett/Pass moved to authorize administration to use Long Term Maintenance Revenue to improve and remodel the Carl Olson Auditorium at West Jr. High School and also repair roofs at West Jr. High School and other sites in the district; motion passed unanimously.

7. 2. Shakopee Board of Education 3-Year Agenda Map

At the January 25th Learning Session, the Board reviewed a draft of their 3-Year Agenda Map. A final draft was presented for Board approval.

Recommended Action

McKeand/Romansky moved to approve the Shakopee Board of Education 3-Year Agenda Map as presented; motion passed unanimously.

8. NEW BUSINESS DISCUSSION ITEMS

9. NEW BUSINESS ACTION ITEMS

9. 1. Ford Next Generation Learning Letter of Commitment

The Shakopee Board of Education is entering in to a collaborative, community-driven approach to achieve the following outcomes:

1. increased community prosperity shared by all;
2. a strengthened talent pipeline;
3. young people prepared for career, college, lifelong learning, and leadership;
4. educational equity and justice for all; and
5. the capacity to contribute and go further.

Recommended Action

Swanson/Tucker moved to sign the Letter of Commitment and enter in to a partnership with Ford Next Generation Learning. As the Shakopee Board of Education, it is our desire and intent to create and share innovations that will support the entire Ford NGL network, and serve as a model for creativity and innovation; motion passed unanimously.

10. OTHER

11. COMMITTEE REPORTS

The Board accepted a SouthWest Metro Intermediate committee report from Romansky and a Board Finance Committee report from Bowerman.

12. UPCOMING MEETINGS AND IMPORTANT DATES

February 8, 2016 Elementary Core Planning Group 8:00AM-3:00PM

February 9, 2016 Referendum Open House 4:30-6:45PM

Shakopee High School - a *quorum of the Board may be present*

February 22, 2016 School Board Learning Session 5:00PM

March 14, 2016 School Board Business Meeting 6:00PM

March 15, 2016 Elementary Core Planning Group 8:00AM-3:00PM

March 28, 2016 School Board Learning Session 5:00PM

April 14, 2016 Elementary Core Planning Group 4:15-6:15PM

April 21, 2016 Middle School Core Planning Group 4:00-6:00PM

April 25, 2016 School Board Learning Session & Business Meeting 5:00PM

13. ADJOURNMENT

At 7:58PM, Hallett/Pass moved to adjourn as presented; motion passed unanimously.

Minutes of Board Business Meeting and Board Learning Session

School Board Shakopee Public Schools

A Board Business Meeting and Board Learning Session of the School Board of Shakopee Public Schools was held Monday, February 22, 2016, beginning at 5:00 PM in the Shakopee Public Schools District Office Board Room, 1200 Town Square, Shakopee, MN 55379.

1. CALL TO ORDER AND ROLL CALL - CHAIR BOWERMAN.

PRESENT: Hallett, McKeand, Pass, Romansky, Swanson, Tucker and Bowerman

ABSENT:

2. ADJOURN CLOSED SESSION.

The School Board closed the meeting pursuant Minn. Stat. § 13.05, subd. 3(b) (the attorney-client privilege) to engage in confidential attorney-client communications related to the pending litigation in Hallberg v. Independent School District No. 720.

McKeand/Swanson moved to adjourn to closed session; motion passed unanimously.

3. ADJOURN TO OPEN SESSION.

McKeand/Swanson moved to Open Session; motion passed unanimously.

4. CALL TO ORDER BOARD BUSINESS MEETING AND ROLL CALL - CHAIR BOWERMAN.

PRESENT: Hallett, McKeand, Pass, Romansky, Swanson, Tucker and Bowerman

ABSENT:

5. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS.

McKeand/Romansky moved to approve the agenda as presented; motion passed unanimously.

6. OLD BUSINESS ACTION ITEM

6. 1. Acceptance of Bid for Vaughan Field Stadium/Concessions Project

The bid opening for the Vaughan Field project was recently held.

Recommended Action

Pass/McKeand moved to approve a contract with Maertens-Brenny Construction Company with a base bid amount of \$4,884,000.00, including Alternate #1A: Add to Existing Grandstand Bleachers in the amount of \$238,000.00, Alternate #3: Parking Lot/Turn Lanes in the amount of \$201,000.00, Alternate #6B: Sanitary (Holding Tank) in the amount of \$18,000.00 for a total amount (base bid with alternates #1A, #3 and #6B) of \$5,341,000.00 for the Vaughan Field Stadium/Concessions project as presented; motion passed unanimously.

6. 2. Appointment of Shakopee Ford Next Generation Learning Steering Committee

Superintendent Thompson presented the recommended Shakopee Ford Next Generation Learning Steering Committee for Board appointment.

Recommended Action

Hallett/Romansky moved to appoint the Shakopee Ford NGL Steering Committee as presented; motion passed unanimously.

6. 3. Adjustment to the 2016-17 School Calendar

Superintendent Rod Thompson presented an adjustment to the 2016-17 School Calendar due to the observance of the January 1, 2017 Federal Holiday.

Recommended Action

Tucker/Pass moved to approve the 2016-17 School Calendar as presented; motion passed unanimously.

7. ADJOURNMENT OF BOARD BUSINESS MEETING.

At 6:25PM, McKeand/Romansky moved to adjourn the Board Business to Board Learning Session; motion passed unanimously.

8. CALL TO ORDER BOARD LEARNING SESSION - CHAIR BOWERMAN.

PRESENT: Hallett, McKeand, Pass, Romansky, Swanson, Tucker and Bowerman

ABSENT:

9. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS.

Hallett/McKeand moved to approve the agenda as presented; motion passed unanimously.

10. Review Scope and Budget for Referendum Projects

Presenter: Scott McQueen, Wold Architects and Pat Overom, ICS Consulting

11. Fiscal 2016-17 Budget Review

Presenter: Finance Director Mike Burlager and Human Resources Director Scott Hare

12. Review of the Conceptual Framework for Health Resource Center, Physical Therapy Clinic, and Self-Insured Well at Work Clinic

Presenter: Superintendent Rod Thompson

13. Review the Drafts of 2017-18 and 2018-19 School Calendars (revised for construction calendar)

Presenter: Superintendent Rod Thompson

14. OTHER

15. UPCOMING MEETINGS AND IMPORTANT DATES

March 14, 2016 School Board Business Meeting 6:00PM

March 15, 2016 Elementary Core Planning Group 8:00AM-3:00PM

March 15, 2016 Middle School Core Planning Group 4:00-6:00PM

March 28, 2016 School Board Learning Session 5:00PM

April 14, 2016 Elementary Core Planning Group 4:15-6:15PM

April 21, 2016 Middle School Core Planning Group 4:00-6:00PM

April 25, 2016 School Board Learning Session & Business Meeting 5:00PM,

16. ADJOURNMENT OF BOARD LEARNING SESSION

At 8:35PM, Swanson/Pass moved to adjourn as presented; motion passed unanimously.

February 2016 Wires

Wires In

Feb 16 Feb Servs	\$	219,190.34	
Feb 16 16 State Check		2,815,610.45	
Feb 28 16 State Check		3,701,231.89	
MSDLAF Int Feb 16		1,425.11	
MSDLAF Building Int Feb 16		99,491.38	
Feb 2016 Health Interest		22.22	
Feb 16 Health Trust Reinsurance		21,412.04	
Feb 2016 Dental Interest		1.75	
PFM OPEB Int Feb 16		4,621.85	
Tota Wires In			\$ 6,863,007.03

Wires Out

Feb 03 16 Payroll	\$	1,400,000	
Feb 8 16 Taxes		1,000,000	
Feb 9 16 Board Checks		450,000	
Feb 10 16 Board Checks		900,000	
Feb 18 16 Payroll		1,400,000	
Feb 22 16 Taxes		1,000,000	
Feb 23 16 Board Checks		150,000	
Feb 25 16 Board Checks		600,000	
Feb 16 Dental Trust		40,000	
Feb 16 Health Trust		530,000	
2015 Bldg Fund Expense		400,000	
Total Wires Out			\$ 7,870,000.00
Net February 2016			<u>\$ (1,006,992.97)</u>

Student Learning Device Prep and Roll-out Schedule for 2016-2017 Deployment

This document summarizes key dates and tasks in preparation for the 2016-2017 roll-out of student learning devices. At the end of the next roll-out, the district will have 1:1 deployment of iPads for grades 6-8 and MacBooks for grades 9-12, or approximately 4500 devices.

Board Review of Roll-out plan & documentation: March 14-1st reading, March 28-2nd reading

Bring **revised technology paperwork** to Board for approval (digital device agreement, insurance forms). Revisions will reduce the amount of paperwork and streamline process. Paperwork handled closer to March; around May we should be able to evaluate breakage and loss of devices for this year and determine any adjustment to **insurance rate** for 2016-17 (as of now there is no increase anticipated from the current \$25 for iPad and \$75 for MacBook rates).

Early April

Work with Communications on a **promotional mailing & roll-out schedule** to go out shortly after spring break. This will highlight the various ways technology is being incorporated into the classroom and give families plenty of notice about schedule (mostly page 2 of this doc).

Late May

Creation of Apple IDs for all students who will need one for next deployment. This was previously handled in August, which led to a lot of troubleshooting and potential for confusion over how to handle the Apple ID process. Moving this step up to May allows us to resolve issues before summer break so that students come back to the roll-out process with that part done. Apple ID issues were one of our largest setbacks during the previous roll-out.

July 31

Infinite Campus/Revtrak will begin allowing on-line **tech insurance payments** for the 2016-17 school year.

August 1 (tentatively)

Physical mailing of school info packets, including technology-related forms & permission slips.

August 3 (tentatively)

Electronic mailing of school info and technology documents.

August 4th and 9th: Pearson parent information nights.

August 17th (Wednesday)

- Open House events at EJH, WJH & HS to incorporate parent information sessions on the 1:1 program.

August 18 & 19 (Thursday & Friday)

- Have time slots available for **10th, 11th and 12th grade** device pick-up & orientation.
- Pre-registration for time slots would be necessary – probably 4 to 6 times throughout the day at about an hour each, using 3-5 labs at High School. DLC and tech would staff these sessions. This could accommodate up to 900 students showing up for orientation (if demand is higher than that we should be able to accommodate by adding more sessions). 11th and 12th and any new 10th grade students would need an orientation; 10th would just be picking up devices. Registration process will ask for student grade level so that priority can be given to higher grade levels.

August 22 (Monday)

- **Remaining CAPS** roll-out: Assumes 3 CAPS groups; up to 40-60 students less any who already picked up previous week.
- **Remaining 10th** roll-out: Built into the 10th grade orientation day - any remaining devices not picked up the previous week.

August 23 (Tuesday)

- **Remaining 11th & 12th** distribution: During advisory, with orientation available in media center throughout the day.
- **6th grade evening** event for 2 teams.

August 24 (Wednesday)

- **7th & 8th grade** distribution of previously assigned devices. New students assisted as needed throughout the day.
- **6th grade evening** event for other 2 teams.

August 25 (Thursday)

- **9th grade** roll-out: Run teams at East & West most likely during Science classes throughout the day to distribute and provide orientation.

August 26 (Friday)

- Any remaining distribution/late registration students/loose ends.



Memorandum

To: School Board

From: Mike Burlager

Date: March 14, 2016

Re: Revised budget for 15-16

Action: Adopt revised General Fund budget for 2015-16

Attached is a revised revenue and expenditure budget for the General Fund for the current year. The budget includes the revisions that have been discussed at various learning sessions. The changes for the current year budget are summarized below.

There are a number of changes in revenue and expenditures that were changed to update the budget for the current year.

Revenue:

- Reduced to reflect new estimate for year-end enrollment
- Increased for compensatory revenue

Expenditures:

- Reduce Teaching & Learning Budget by \$125,000
- Shifted \$200,000 from general fund to Achievement & Integration reducing the amount of new programming in A & I
- Shifted \$200,000 from general to Special Education Federal funds reducing carryover funds available for future years. This still leaves about \$200,000 in future carryover funds.
- Updated salaries to reflect staffing changes and salary settlements
- Reduced heating costs by \$95,000
- Increase the OPEB transfer from \$330,000 to \$360,000 which will reduce General Fund medical insurance expenditures

If I can be of further assistance or provide additional information please contact me via email at mburlage@shakopee.k12.mn.us or 952-496-5011.

0720 Shakopee Public Schools District

Generated on 03/09/2016 03:33:23 PM Page 1

Expenditure Summary Report

Report Name: General Fund Report

Fiscal Year: 2015-2016 Date Range: 07/01/2015 to 03/31/2016

Account No/Description	Adopted Budget	Revised Budget	Encumbrance	Expended	Available Balance	Percent
Major Object: 1XX: Salaries and Wages	52,113,145.00	51,864,840.00	0.00	30,809,134.71	21,055,705.29	59.40
Major Object: 2XX: Employee Benefits	15,226,211.00	14,941,511.00	0.00	9,295,439.20	5,646,071.80	62.21
Major Object: 3XX: Purchased Services	10,489,310.00	10,732,223.00	21,844.75	7,177,614.80	3,532,763.45	67.08
Major Object: 4XX: Supplies and Materials	2,271,345.50	2,322,282.50	27,310.56	1,635,203.75	659,768.19	71.59
Major Object: 5XX: Capital Expenditures	2,464,902.50	2,474,402.50	33,324.34	2,558,362.70	-117,284.54	104.74
Major Object: 8XX: Other Expenditures	670,086.00	657,451.00	1,889.34	502,511.65	153,050.01	76.72
Total	83,235,000.00	82,992,710.00	84,368.99	51,978,266.81	30,930,074.20	62.73

0720 Shakopee Public Schools District

Generated on 03/09/2016 03:58:02 PM Page 1

Expenditure Summary Report

Report Name: General Expenditure Report

Fiscal Year: 2015-2016 Date Range: 07/01/2015 to 03/31/2016

Account No/Description	Adopted Budget	Revised Budget	Encumbrance	Expended	Available Balance	Percent
Fund: 02: Food Service Fund						
Major Object: 1XX: Salaries and Wages	1,064,111.00	1,064,111.00	0.00	677,859.05	386,251.95	63.70
Major Object: 2XX: Employee Benefits	238,999.00	238,999.00	0.00	172,078.29	66,920.71	72.00
Major Object: 3XX: Purchased Services	66,710.00	66,710.00	0.00	71,176.15	-4,466.15	106.69
Major Object: 4XX: Supplies and Materials	2,273,680.00	2,273,680.00	0.00	1,338,665.91	935,014.09	58.88
Major Object: 5XX: Capital Expenditures	55,000.00	55,000.00	41,950.00	45,578.04	-32,528.04	159.14
Major Object: 8XX: Other Expenditures	26,500.00	26,500.00	0.00	31,199.60	-4,699.60	117.73
Fund: 02: Food Service Fund	3,725,000.00	3,725,000.00	41,950.00	2,336,557.04	1,346,492.96	63.85
Fund: 04: Community Service Fund						
Major Object: 1XX: Salaries and Wages	1,371,880.00	1,368,415.00	0.00	831,191.96	537,223.04	60.74
Major Object: 2XX: Employee Benefits	394,290.00	394,290.00	0.00	211,730.90	182,559.10	53.70
Major Object: 3XX: Purchased Services	156,178.00	187,476.00	0.00	178,991.85	8,484.15	95.47
Major Object: 4XX: Supplies and Materials	115,699.00	121,619.00	2,884.14	101,912.07	16,822.79	86.17
Major Object: 5XX: Capital Expenditures	1,200.00	1,200.00	0.00	2,790.57	-1,590.57	232.55
Major Object: 8XX: Other Expenditures	32,000.00	27,000.00	0.00	17,469.23	9,530.77	64.70
Fund: 04: Community Service Fund	2,071,247.00	2,100,000.00	2,884.14	1,344,086.58	753,029.28	64.14
Fund: 06: Building Construction Fund						
Major Object: 1XX: Salaries and Wages	50,000.00	402,133.00	0.00	12,897.77	389,235.23	3.21
Major Object: 2XX: Employee Benefits	20,000.00	117,867.00	0.00	2,698.01	115,168.99	2.29
Major Object: 3XX: Purchased Services	2,470,000.00	2,470,000.00	0.00	3,093,067.02	-623,067.02	125.23
Major Object: 4XX: Supplies and Materials	0.00	0.00	0.00	1,889.03	-1,889.03	0.00
Major Object: 5XX: Capital Expenditures	6,230,000.00	6,230,000.00	927,034.50	2,650,433.69	2,652,531.81	57.42
Major Object: 8XX: Other Expenditures	0.00	0.00	0.00	214.38	-214.38	0.00
Fund: 06: Building Construction Fund	8,770,000.00	9,220,000.00	927,034.50	5,761,199.90	2,531,765.60	72.54
Fund: 07: Debt Service Fund						
Major Object: 5XX: Capital Expenditures	1,007,420.00	1,007,420.00	0.00	0.00	1,007,420.00	0.00
Major Object: 7XX: Debt Service	13,237,580.00	13,237,580.00	0.00	15,408,433.25	-2,170,853.25	116.40
Fund: 07: Debt Service Fund	14,245,000.00	14,245,000.00	0.00	15,408,433.25	-1,163,433.25	108.17
Fund: 08: Trust Fund						
Major Object: 3XX: Purchased Services	0.00	0.00	0.00	400.00	-400.00	0.00
Major Object: 8XX: Other Expenditures	5,000.00	5,000.00	0.00	248.22	4,751.78	4.96
Fund: 08: Trust Fund	5,000.00	5,000.00	0.00	648.22	4,351.78	12.96
Fund: 20: Internal Service Fund - Health Insurance						
Major Object: 3XX: Purchased Services	0.00	0.00	0.00	31,220.00	-31,220.00	0.00
Fund: 20: Internal Service Fund - Health Insurance	0.00	0.00	0.00	31,220.00	-31,220.00	0.00

Expenditure Summary Report continued

Report Name: General Expenditure Report

Fiscal Year: 2015-2016 Date Range: 07/01/2015 to 03/31/2016

Account No/Description	Adopted Budget	Revised Budget	Encumbrance	Expended	Available Balance	Percent
Fund: 45: Post-Employment Benefits Irrevocable Trust						
Fund						
Major Object: 2XX: Employee Benefits	0.00	360,000.00	0.00	0.00	360,000.00	0.00
Fund: 45: Post-Employment Benefits Irrevocable Trust	0.00	360,000.00	0.00	0.00	360,000.00	0.00
Fund						
Total	28,816,247.00	29,655,000.00	971,868.64	24,882,144.99	3,800,986.37	87.18

0720 Shakopee Public Schools District

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Revenue Summary Report

Report Name: Verify Revenue

Fiscal Year: 2015-2016 Date Range: 07/01/2015 to 03/31/2016

Account No/Description	Adopted Budget	Revised Budget	Actual	Budget Balance	Percent
Major Source: 00A: Local Sources	8,921,206.00	8,921,206.00	4,345,134.47	4,576,071.53	48.71
Major Source: 00B: Tuition, Fees, and Admissions	492,500.00	492,500.00	341,294.38	151,205.62	69.30
Major Source: 00C: Other Local Revenue	622,250.00	622,250.00	610,594.87	11,655.13	98.13
Major Source: 00D: State Sources	71,693,224.00	70,620,643.00	37,298,375.43	33,322,267.57	52.82
Major Source: 00E: Federal Aids Received Through Minnesota Department of Education, and Other Agencies	1,899,820.00	2,267,401.00	886,259.83	1,381,141.17	39.09
Major Source: 00G: Local Sales and Insurance Recovery	91,000.00	91,000.00	66,163.78	24,836.22	72.71
Total	83,720,000.00	83,015,000.00	43,547,822.76	39,467,177.24	52.46

0720 Shakopee Public Schools District

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Revenue Summary Report

Report Name: Verify Revenue

Fiscal Year: 2015-2016 Date Range: 07/01/2015 to 03/31/2016

Account No/Description	Adopted Budget	Revised Budget	Actual	Budget Balance	Percent
Fund: 02: Food Service Fund					
Major Source: 00B: Tuition, Fees, and Admissions	2,000.00	2,000.00	0.00	2,000.00	0.00
Major Source: 00C: Other Local Revenue	0.00	0.00	7,700.00	-7,700.00	0.00
Major Source: 00D: State Sources	185,000.00	185,000.00	115,801.94	69,198.06	62.60
Major Source: 00E: Federal Aids Received Through Minnesota Department of Education, and Other Agencies	1,701,000.00	1,701,000.00	943,134.14	757,865.86	55.45
Major Source: 00G: Local Sales and Insurance Recovery	1,882,000.00	1,882,000.00	1,166,098.08	715,901.92	61.96
Fund: 02: Food Service Fund	3,770,000.00	3,770,000.00	2,232,734.16	1,537,265.84	59.22
Fund: 04: Community Service Fund					
Major Source: 00A: Local Sources	531,721.00	531,721.00	247,966.02	283,754.98	46.63
Major Source: 00B: Tuition, Fees, and Admissions	1,046,800.00	1,046,800.00	614,639.53	432,160.47	58.72
Major Source: 00C: Other Local Revenue	1,000.00	1,000.00	-82.31	1,082.31	-8.23
Major Source: 00D: State Sources	620,479.00	620,479.00	507,311.53	113,167.47	81.76
Fund: 04: Community Service Fund	2,200,000.00	2,200,000.00	1,369,834.77	830,165.23	62.27
Fund: 06: Building Construction Fund					
Major Source: 00B: Tuition, Fees, and Admissions	500,000.00	500,000.00	-49,635.61	549,635.61	-9.93
Major Source: 00H: Sale of Bonds and Loans	102,500,000.00	102,500,000.00	104,799,992.88	-2,299,992.88	102.24
Fund: 06: Building Construction Fund	103,000,000.00	103,000,000.00	104,750,357.27	-1,750,357.27	101.70
Fund: 07: Debt Service Fund					
Major Source: 00A: Local Sources	13,894,225.00	13,894,225.00	5,997,162.00	7,897,063.00	43.16
Major Source: 00B: Tuition, Fees, and Admissions	5,000.00	5,000.00	0.00	5,000.00	0.00
Major Source: 00D: State Sources	330,775.00	330,775.00	205,821.11	124,953.89	62.22
Major Source: 00H: Sale of Bonds and Loans	0.00	0.00	0.00	0.00	0.00
Fund: 07: Debt Service Fund	14,230,000.00	14,230,000.00	6,202,983.11	8,027,016.89	43.59
Fund: 08: Trust Fund					
Major Source: 00B: Tuition, Fees, and Admissions	100.00	100.00	0.00	100.00	0.00
Fund: 08: Trust Fund	100.00	100.00	0.00	100.00	0.00
Fund: 20: Internal Service Fund - Health Insurance					
Major Source: 00B: Tuition, Fees, and Admissions	0.00	0.00	69.98	-69.98	0.00
Fund: 20: Internal Service Fund - Health Insurance	0.00	0.00	69.98	-69.98	0.00
Fund: 21: Internal Service Fund - Dental Insurance					
Major Source: 00B: Tuition, Fees, and Admissions	0.00	0.00	18.36	-18.36	0.00
Fund: 21: Internal Service Fund - Dental Insurance	0.00	0.00	18.36	-18.36	0.00
Fund: 45: Post-Employment Benefits Irrevocable Trust Fund					
Major Source: 00B: Tuition, Fees, and Admissions	200,000.00	200,000.00	-80,253.80	280,253.80	-40.13

Revenue Summary Report continued

Report Name: Verify Revenue

Fiscal Year: 2015-2016 Date Range: 07/01/2015 to 03/31/2016

Account No/Description	Adopted Budget	Revised Budget	Actual	Budget Balance	Percent
Fund: 45: Post-Employment Benefits Irrevocable Trust Fund	200,000.00	200,000.00	-80,253.80	280,253.80	-40.13
Total	123,400,100.00	123,400,100.00	114,475,743.85	8,924,356.15	92.77

ISD 720 – SHAKOPEE PUBLIC SCHOOLS, MN

This material was put together as a supplement for the Series 2008A refunding resolutions being considered at the March 14, 2016 School Board meeting.

CONSIDERATION

The School Board is being asked to consider adopting one of two resolutions to refund (refinance) the Series 2008A General Obligation School Building Bonds. The Series 2008A (2009-2026 maturities) have an optional call (redemption) date of February 1, 2018. The options the School Board are being asked to consider consist of the following:

- 1) RESOLUTION AUTHORIZING THE APPROVAL OF THE SALE OF GENERAL OBLIGATION CROSSOVER REFUNDING BONDS, SERIES 2016A; COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THE BONDS**
 - a. Advance Crossover Refunding – this is a method of refunding (refinancing) whereby refunding (new) bonds are issued and funds are placed in an escrow to pay the interest on the refunding (new) bonds until the call date and the callable principal of the refunded (old) bonds producing savings.
 - b. Savings to the taxpayer would commence with taxes payable in 2018
- 2) RESOLUTION AUTHORIZING THE APPROVAL OF THE SALE OF GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016A; COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THE BONDS**
 - a. Net Advance Refunding – this is a method of refunding (refinancing) whereby refunding (new) bonds are issued and funds are placed in an escrow to pay the interest on the refunded (old) bonds until the call date and the callable principal of the refunded (old) bonds producing savings.
 - b. Savings to the taxpayer would commence with taxes payable in 2017

WHY THE DIFFERENCE BETWEEN THE TWO OPTIONS

- 1) The Net Advance Refunding will start the taxpayer savings a year earlier than the Crossover Refunding.
- 2) The amount necessary to escrow the payments on the (old) refunded payments will be higher as well with the Net Advance Refunding.
- 3) Since the borrowing amount is larger in this net advance refunding, the gross savings and the net present value savings are less.

THE DIFFERENCE BETWEEN THESE TWO OPTIONS ARE FURTHER ILLUSTRATED ON THE NEXT TWO SUBSEQUENT PAGES

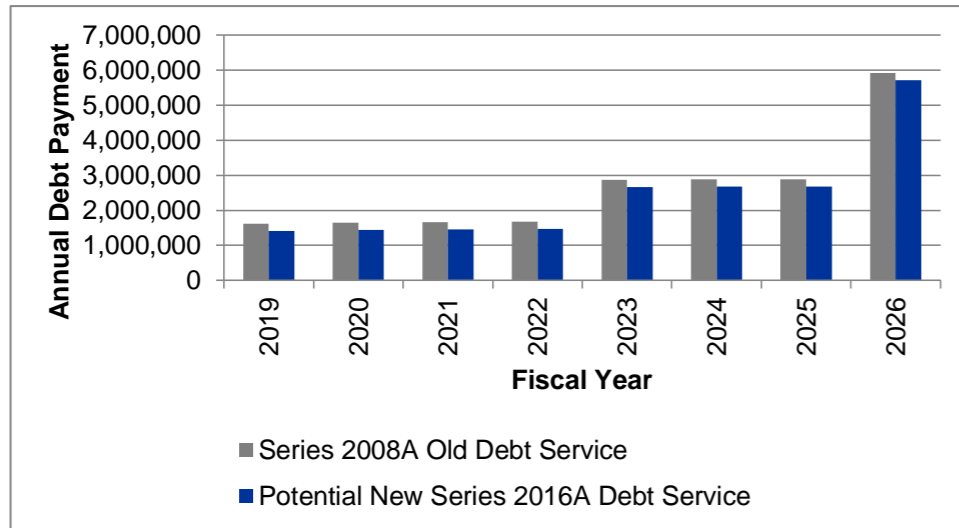


Date prepared: March 3, 2016

ILLUSTRATION #1: HYPOTHETICAL CROSSOVER REFUNDING

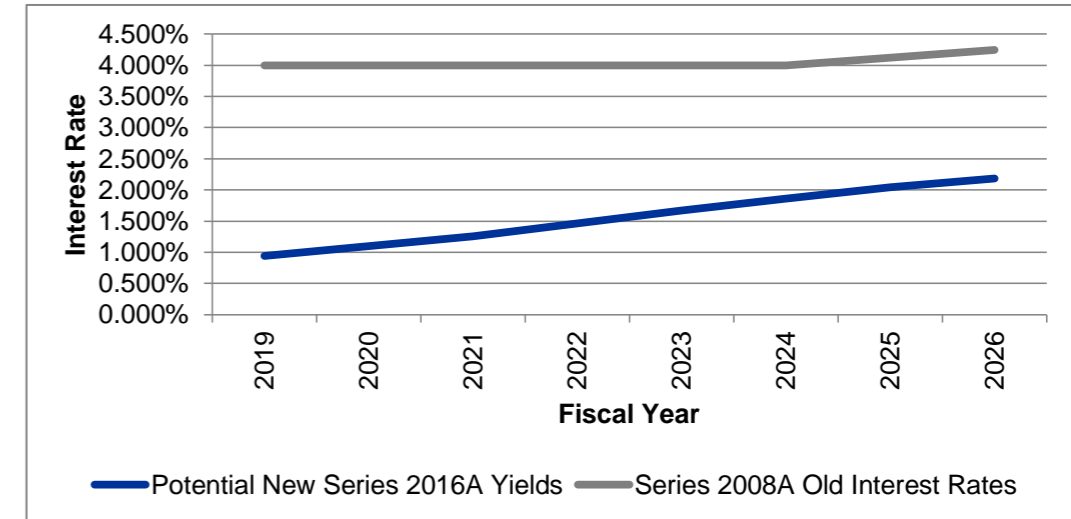
- (1) Hypothetical Series 2016A bonds would crossover refund the General Obligation School Building Bonds, Series 2008A; Assumed Dated Date of May 1, 2016
- (2) Series 2008A 2019-2026 maturities are refunded on the first optional redemption date of February 1, 2018
- (3) Hypothetical Illustration assumes non bank qualified, Aa3 Underlying and Aa2 Enhanced rates as of March 3, 2016

ASSUMPTIONS (Aa3 UNDERLYING & Aa2 ENHANCED RATING)



How do we achieve the potential savings shown on the left?

By exchanging old interest rates with potential hypothetical new interest rates shown to the right.



Fiscal Year	Series 2008A Old Debt Service	Potential New Series 2016A Debt Service	Potential Gross Savings (net of all costs)
2019	1,613,163	1,409,220	203,943
2020	1,646,563	1,443,927	202,636
2021	1,662,163	1,461,387	200,776
2022	1,670,563	1,466,645	203,918
2023	2,871,963	2,669,271	202,692
2024	2,883,563	2,684,024	199,539
2025	2,885,963	2,683,175	202,788
2026	5,916,188	5,716,971	199,217
Total	21,150,125	19,534,620	1,615,505
Available funds due to \$5,000 Rounding			3,630
Potential Total Gross Savings			1,619,135

Maturity	Potential New Series 2016A Yields	Series 2008A Old Interest Rates
2019	0.940%	4.000%
2020	1.100%	4.000%
2021	1.260%	4.000%
2022	1.460%	4.000%
2023	1.670%	4.000%
2024	1.860%	4.000%
2025	2.040%	4.125%
2026	2.180%	4.250%

Additional Facts	
17,575,000	Potential Par Amount of Refunding Bonds
(324,791)	Potential Negative Arbitrage in Escrow Account
242,575	Potential Costs of Issuing Debt
7.84%	Potential Net PV Benefit % of PV of Refunded D/S (MN State Test - minimum 3%)

Interest Rate Sensitivity Analysis			
Coupon Change	Escrow Change	Net PV Savings	Estimated Change
0.20%	0.20%	1,250,660	(199,206)
0.10%	0.10%	1,349,746	(100,119)
0.00%	0.00%	1,449,865	-
-0.10%	-0.10%	1,551,360	101,495
-0.20%	-0.20%	1,653,700	203,835

This Illustration represents a mathematical calculation of potential interest costs savings, assuming hypothetical rates based on current rates for municipal bonds. Actual rates may vary. If actual rates are higher than those assumed, the interest cost savings would be lower. This illustration provides information and is not intended to be a recommendation, proposal or suggestion for a refinancing or otherwise to be considered advice.

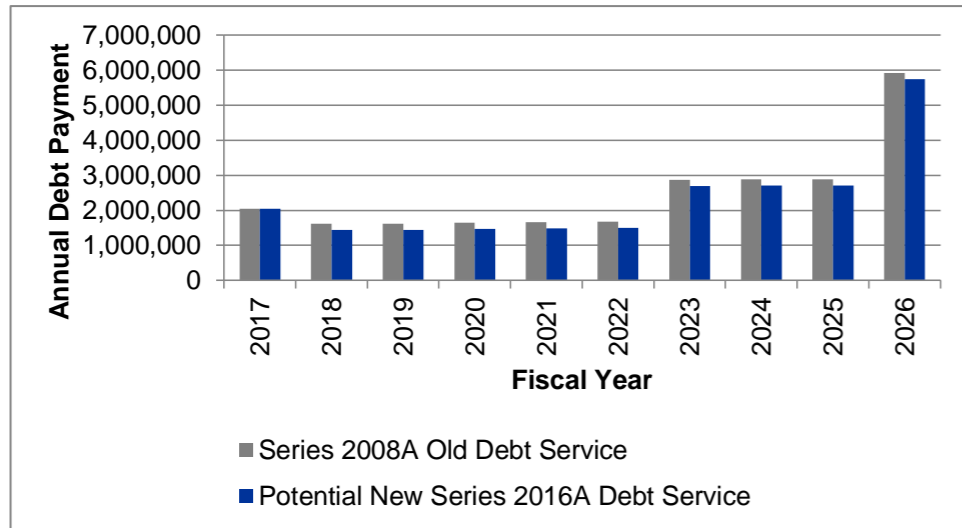
DISCLOSURE

Robert W. Baird & Co. Incorporated ("Baird") is not recommending any action to you. Baird is not acting as an advisor to you and does not owe you a fiduciary duty pursuant to Section 15B of the Securities Exchange Act of 1934. Baird is acting for its own interests. You should discuss the information contained herein with any and all internal or external advisors and experts you deem appropriate before acting on the information. Baird seeks to serve as an underwriter (or placement agent) on a future transaction and not as a financial advisor or municipal advisor. The primary role of an underwriter (or placement agent) is to purchase, or arrangement for the placement of, securities in an arm's length commercial transaction with the issuer, and it has financial and other interests that differ from those of the issuer. The information provided is for discussion purposes only, in seeking to serve as underwriter (or placement agent).

ILLUSTRATION #2: HYPOTHETICAL NET REFUNDING

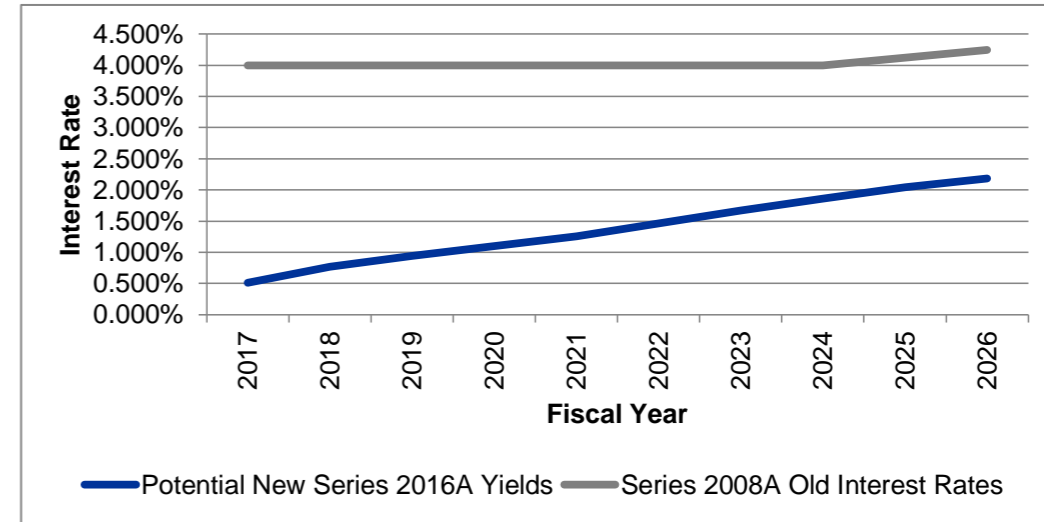
- (1) Hypothetical Series 2016A bonds would full net advance refund the General Obligation School Building Bonds, Series 2008A; Assumed Dated Date of May 1, 2016
- (2) Series 2008A 2017 and 2018 maturity is defeased with 2019-2026 maturities refunded on the first optional redemption date of February 1, 2018
- (3) Hypothetical Illustration assumes non bank qualified, Aa3 Underlying and Aa2 Enhanced rates as of March 3, 2016

ASSUMPTIONS (Aa3 UNDERLYING & Aa2 ENHANCED RATING)



How do we achieve the potential savings shown on the left?

By exchanging old interest rates with potential hypothetical new interest rates shown to the right.



Fiscal Year	Series 2008A Old Debt Service	Potential New Series 2016A Debt Service	Potential Gross Savings (net of all costs)
2017	2,043,763	2,041,490	2,272
2018	1,613,363	1,441,192	172,171
2019	1,613,163	1,437,606	175,557
2020	1,646,563	1,472,078	174,485
2021	1,662,163	1,489,263	172,900
2022	1,670,563	1,499,206	171,357
2023	2,871,963	2,701,394	170,569
2024	2,883,563	2,710,646	172,917
2025	2,885,963	2,714,332	171,631
2026	5,916,188	5,742,516	173,672
Total	24,807,250	23,249,723	1,557,527
Available funds due to \$5,000 Rounding			2,630
Potential Total Gross Savings			1,560,157

Maturity	Potential New Series 2016A Yields	Series 2008A Old Interest Rates
2017	0.510%	4.000%
2018	0.770%	4.000%
2019	0.940%	4.000%
2020	1.100%	4.000%
2021	1.260%	4.000%
2022	1.460%	4.000%
2023	1.670%	4.000%
2024	1.860%	4.000%
2025	2.040%	4.125%
2026	2.180%	4.250%

Additional Facts	
20,695,000	Potential Par Amount of Refunding Bonds
(353,297)	Potential Negative Arbitrage in Escrow Account
279,895	Potential Costs of Issuing Debt
6.41%	Potential Net PV Benefit % of PV of Refunded D/S (MN State Test - minimum 3%)

Interest Rate Sensitivity Analysis			
Coupon Change	Escrow Change	Net PV Savings	Estimated Change
0.20%	0.20%	1,218,825	(199,160)
0.10%	0.10%	1,317,925	(100,059)
0.00%	0.00%	1,417,984	-
-0.10%	-0.10%	1,519,152	101,168
-0.20%	-0.20%	1,621,190	203,205

This Illustration represents a mathematical calculation of potential interest costs savings, assuming hypothetical rates based on current rates for municipal bonds. Actual rates may vary. If actual rates are higher than those assumed, the interest cost savings would be lower. This illustration provides information and is not intended to be a recommendation, proposal or suggestion for a refinancing or otherwise to be considered advice.

DISCLOSURE

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CERTIFICATION OF MINUTES
RELATING TO
GENERAL OBLIGATION CROSSOVER REFUNDING BONDS, SERIES 2016A

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 720 (SHAKOPEE)
STATE OF MINNESOTA

GOVERNING BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING:

A regular meeting held March 14, 2016, at _____ o'clock p.m., in the District.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION AUTHORIZING THE APPROVAL OF THE SALE OF
GENERAL OBLIGATION CROSSOVER REFUNDING BONDS, SERIES
2016A; COVENANTING AND OBLIGATING THE DISTRICT TO BE
BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA
STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF
THE PRINCIPAL AND INTEREST ON THE BONDS**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer this _____ day of March 2016.

School District Clerk

EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 720
(SHAKOPEE)
STATE OF MINNESOTA

HELD: MARCH 14, 2016

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 720, State of Minnesota, was duly held on March 14, 2016, at ____ o'clock p.m.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING THE APPROVAL OF THE SALE OF GENERAL OBLIGATION CROSSOVER REFUNDING BONDS, SERIES 2016A; COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THE BONDS

BE IT RESOLVED by the School Board of Independent School District No. 720, State of Minnesota, as follows:

1. Authorization. The School Board hereby finds and declares that it is necessary and expedient to sell and issue approximately \$17,575,000 principal amount of general obligation refunding bonds of Independent School District No. 720 (the "Issuer" or the "District"). Said Bonds shall hereinafter be referred to as the "Bonds" or the "Refunding Bonds." The Refunding Bonds, together with other available funds of the Issuer as may be required, shall provide funds to refund in advance of their stated maturities, through a crossover refunding, all of the bonds maturing in the years 2019 to 2026, aggregating \$17,020,000 in principal amount, of the District's General Obligation School Building Bonds, Series 2008A, bearing a date of original issue of March 5, 2008 (the "Refunded Bonds"), and to pay the costs associated with issuing the Refunding Bonds. The Refunded Bonds were originally issued to provide funds for the acquisition and betterment of school sites and facilities. The Refunded Bonds have not previously been refunded.

2. The School Board, desires to proceed with the sale of the Refunding Bonds by direct negotiation to Robert W. Baird & Co., (herein "Baird"). Baird will purchase the Refunding Bonds in an arm's-length commercial transaction with the District.

3. Baird is authorized and directed to prepare and distribute an Official Statement related to the sale of the Refunding Bonds.

4. The Superintendent or Director of Finance and any School Board officer are hereby authorized to approve the sale of the Refunding Bonds in an aggregate principal amount of not to exceed \$17,900,000 and to execute a Bond Purchase Agreement with Baird for the purchase of the Refunding Bonds, provided that the future value of savings in debt service payments under Baird's proposal is at least \$1,240,000 and the True Interest Cost of that issue as specified in Baird's proposal does not exceed 2.90%.

5. Upon approval of the sale of the Refunding Bonds by the Superintendent or Director of Finance and a School Board officer, the School Board will meet at its next regularly scheduled meeting to adopt the necessary approving resolution as drafted by the District's Bond Counsel.

6. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Refunding Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Refunding Bonds when due. The District further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Bond Registrar for the Refunding Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Refunding Bonds or if, on the day two (2) business days prior to the date a payment is due on the Refunding Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Refunding Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or director of finance is authorized to execute any applicable Minnesota Department of Education forms.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

CERTIFICATION OF MINUTES
RELATING TO
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016A

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 720 (SHAKOPEE)
STATE OF MINNESOTA

GOVERNING BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING:

A regular meeting held March 14, 2016, at _____ o'clock p.m., in the District.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION AUTHORIZING THE APPROVAL OF THE SALE OF
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016A;
COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND
BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES,
SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE
PRINCIPAL AND INTEREST ON THE BONDS**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer this _____ day of March 2016.

School District Clerk

EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 720
(SHAKOPEE)
STATE OF MINNESOTA

HELD: MARCH 14, 2016

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 720, State of Minnesota, was duly held on March 14, 2016, at ____ o'clock p.m.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING THE APPROVAL OF THE SALE OF GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016A; COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THE BONDS

BE IT RESOLVED by the School Board of Independent School District No. 720, State of Minnesota, as follows:

1. Authorization. The School Board hereby finds and declares that it is necessary and expedient to sell and issue approximately \$20,695,000 principal amount of general obligation refunding bonds of Independent School District No. 720 (the "Issuer" or the "District"). Said Bonds shall hereinafter be referred to as the "Bonds" or the "Refunding Bonds." The Refunding Bonds, together with other available funds of the Issuer as may be required, shall provide funds to refund in advance of their stated maturities, all of the bonds maturing in the years 2019 to 2026, aggregating \$17,020,000 in principal amount, of the District's General Obligation School Building Bonds, Series 2008A, bearing a date of original issue of March 5, 2008, and to pay the costs associated with issuing the Refunding Bonds. The Refunding Bonds shall also provide funds to defease and escrow to maturity the principal and interest payments on the 2017 and 2018 maturities of the District's General Obligation School Building Bonds, Series 2008A, bearing a date of original issue of March 5, 2008. The refunding shall be a full net advance refunding and the 2017 to 2026 maturities so refunded and defeased shall be referred to herein as the "Refunded Bonds". The Refunded Bonds were originally issued to provide funds for the acquisition and betterment of school sites and facilities. The Refunded Bonds have not previously been refunded.

2. The School Board, desires to proceed with the sale of the Refunding Bonds by direct negotiation to Robert W. Baird & Co., (herein "Baird"). Baird will purchase the Refunding Bonds in an arm's-length commercial transaction with the District.

3. Baird is authorized and directed to prepare and distribute an Official Statement related to the sale of the Refunding Bonds.

4. The Superintendent or Director of Finance and any School Board officer are hereby authorized to approve the sale of the Refunding Bonds in an aggregate principal amount of not to exceed \$20,950,000 and to execute a Bond Purchase Agreement with Baird for the purchase of the Refunding Bonds, provided that the future value of savings in debt service payments under Baird's proposal is at least \$1,240,000 and the True Interest Cost of that issue as specified in Baird's proposal does not exceed 2.50%.

5. Upon approval of the sale of the Refunding Bonds by the Superintendent or Director of Finance and a School Board officer, the School Board will meet at its next regularly scheduled meeting to adopt the necessary approving resolution as drafted by the District's Bond Counsel.

6. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Refunding Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Refunding Bonds when due. The District further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Bond Registrar for the Refunding Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Refunding Bonds or if, on the day two (2) business days prior to the date a payment is due on the Refunding Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Refunding Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or director of finance is authorized to execute any applicable Minnesota Department of Education forms.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

March 10, 2016

Board of Education
Shakopee Public Schools
1200 Shakopee Town Square
Shakopee, MN 55379

Re: ISD #720 – Shakopee Public Schools

Please find the attached recommendation letter and supporting paperwork from The Garland Company as it relates to the West Junior High School 2016 Roof Replacement bids that were received on Wednesday, March 9, 2016. McPhillips Brothers Roofing of St. Paul, Minnesota was the low bidder with a Base Bid of \$445,000.00. The Base Bid represents work associated with replacing the roofing systems and associated copings over the auditorium and gymnasium. In addition to this work, bids were received for an alternate to replace the existing metal wall panels at the top 4'-0" of the auditorium and gymnasium. Due to efficiencies of work during the roofing replacement effort, we are recommending that this alternate pricing in the amount of \$95,000.00 be accepted at this time as well as it represents good value for the work involved. Our recommendation is as follows:


Base Bid:	\$445,000.00
<u>Alternate #1:</u>	<u>\$95,000.00</u>
TOTAL:	\$540,000.00

Upon action by the Board of Education to award the work noted above to McPhillips Brothers Roofing, we will proceed with execution of a Contract.

In addition to the bids received for replacing roofing at West Junior High School, John Dalsin Roofing is performing repair work at the Central Family Center to extend the life expectancy of the existing roofing systems on the building for up to another three (3) years. This work is proceeding on a not to exceed amount of \$5,000.00.

Thank you for your time in consideration of these items.

Sincerely,



Christopher B. Ziemer, CSI, LEED AP BD+C
Project Manager

Attachments

cc: File



THE GARLAND COMPANY, INC.

HIGH PERFORMANCE ROOFING AND FLOORING SYSTEMS

3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197

PHONE: (216) 641-7500 • FAX: (216) 641-0633

NATIONWIDE: 1-800-321-9336

BRIAN SKOOG

Phone: (612) 810-4336

E-Mail: bskoog@garlandinc.com

March 10, 2016

**Mr. Mike Burlager
Director of Business Services
Shakopee Public Schools
1200 Town Square
Shakopee, MN 55379**

RE: 2016 Roof Project Letter of Recommendation

Dear Mike,

On Wednesday, March 9, 2016 at 10:00 AM sealed bids were opened for the 2016 roof project at West Jr. High School for the Shakopee Public School District.

After review of district facility goals and budgets the recommendation is to award the Combination Bid to reroof sections I and R and install perimeter wall panels at West Junior High. (see attached roof diagram)

The low qualified roofing contractor is McPhillips Brothers Roofing Company from St Paul, MN. with a combination bid of \$540,000.

McPhillips Brothers Roofing Company has submitted all of the required paperwork along with their bid form as required by the project specifications and the State of MN. McPhillips Brothers Roofing is a qualified roofing contractor and is fully approved by the roof system manufacturer.

If you have any further questions or require further assistance please feel free to contact me at 612-810-4336.

Thank you,

The Garland Company

Shakopee School District
2016 Reroofing

BID TABULATIONS
March 9, 2016 @ 10:00 a.m.

OWNER: ISD #720 - Shakopee Public Schools
OWNER'S REPRESENTATIVE: ICS Consulting, Inc.
ARCHITECT/ENGINEER:

Single Prime

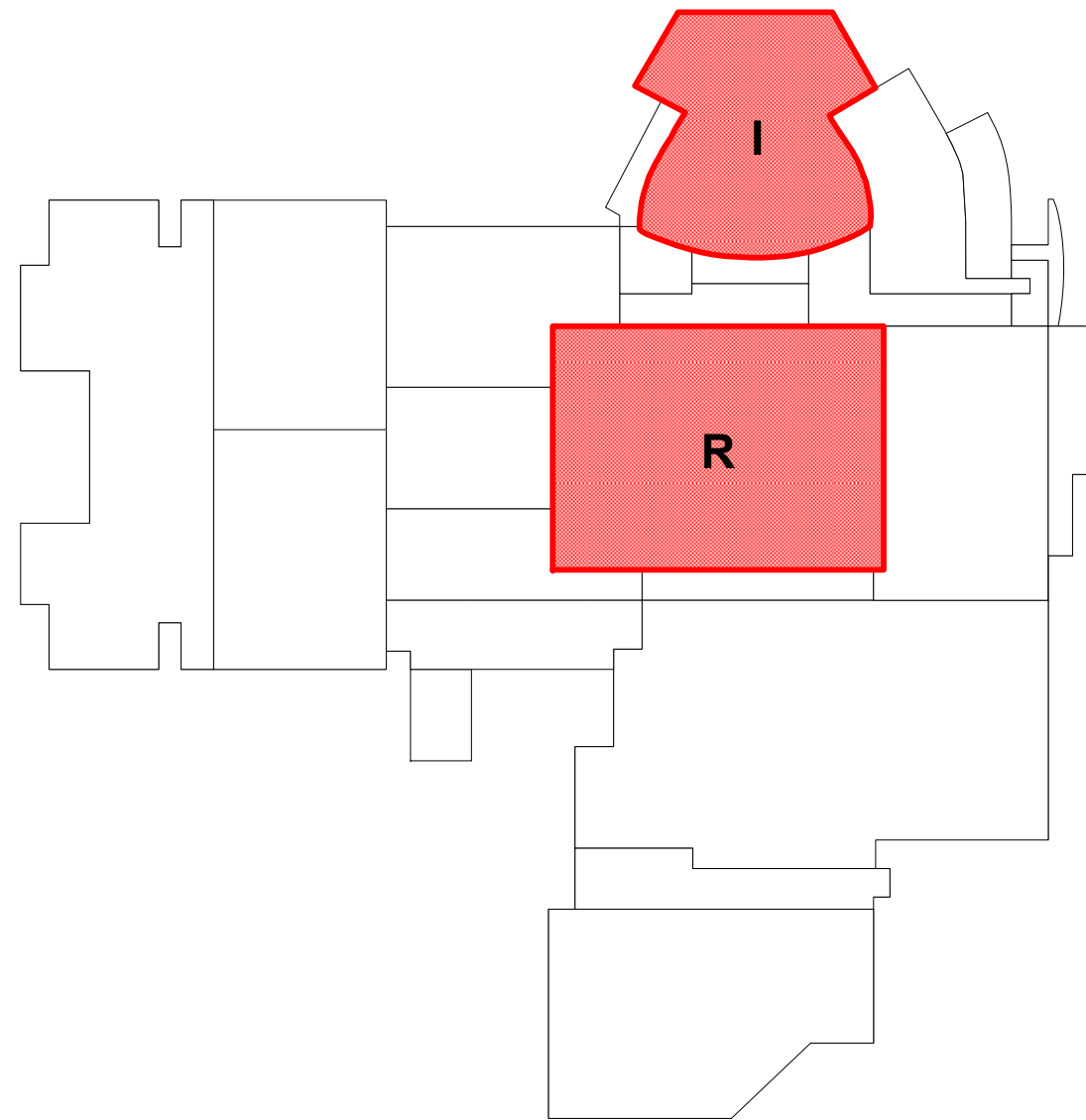
	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	McPhillips	Schwickerts	John Dalsin	Berwald	Ettel and Franz	Peterson
BID SECURITY	x	x	x	x	x	x
ADDENDA REC'D.	x	x	x	x	x	x
MN RESPONSIBLE CONTRACTOR	x	x	x	x	x	x
ADD #1 BASE BID I R	\$95,000.00	\$42,430.00	\$70,000.00	\$112,100.00	\$138,000.00	\$136,500.00
Combination	\$540,000.00	\$592,007.00	\$614,000.00	\$589,000.00	\$705,000.00	\$622,000.00
Unit Price for Insulation	\$2.00	\$1.27	\$1.50	\$2.25	\$1.45	\$1.95
Unit Price for Deck Repair	\$10.00	\$10.00	\$14.00	\$9.00	\$15.00	\$9.00
Base Bid	\$445,000.00	\$549,977.00	\$544,000.00	\$478,900.00	\$567,000.00	\$488,800.00

West Jr. High School



200 10th Avenue East Shakopee, MN 55379

2016 Roof Replacement



Base Bid

Add # 1 – wall panels



TITLE: 2016 Roof Replacement Project

COMPANY: Shakopee Public Schools

DATE: 2016

DRAWING SCALE:

N.T.S.

**CONTRACTOR RESPONSIBILITY FORM
AFFIDAVIT AND ACKNOWLEDGEMENT**

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

THE UNDERSIGNED, being duly sworn, on this 9th day of MARCH 2016,
appeared before me, and swore under oath as follows:

1. I am MR. STEVE JOHNSON VICE PRES. of
(Contractor's Name and Title)
MCPHILLIPS BROS. ROOFING CO. and duly authorized
(Name of Company)
as owner or officer of the above company to sign this Affidavit.

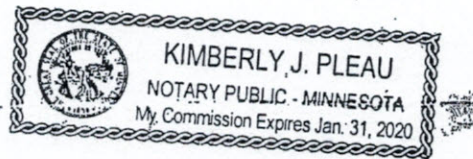
2. I warrant and represent full compliance with the minimum criteria as set out in Minnesota Statute 16C.285, Subd 3.

3. The following is a list of all first tier subcontractors that will be retained for work on the project:

SIGNATURE MECHANICAL/ADAM BOLLER/#763-788-9844
DRAINS/HVAC /ELECTRIC.

Stephen P Johnson
Signature

Sworn to and subscribed to before me
this 9th day of March, 2016
[Signature]
Notary Public Ramsey County
My commission expires: 01/31/2020



SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A

By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:

All first-tier subcontractors listed on Attachment A have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. §16C.285

Authorized Signature of Owner or Officer:

Printed Name:



MR. STEVE JOHNSON

Title: VICE PRES.

Date: 3/9/16

Company Name: MCPHILLIPS BROS. ROOFING CO.



Shakopee Public Schools Digital Learning Student Handbook Agreement

Our goal in Shakopee Public Schools is to help students demonstrate digital responsibility, technological awareness and the ability to use technology to create, research, communicate and produce in the academic and professional setting. The goal of our digital initiative is to create engaging curriculum, dynamic learning environments and students who are better prepared for the world beyond our school doors; it is not about the device, but rather how to use the device in education.

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Shakopee Schools Expectations for Student Learning:

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1. Engaging and relevant learning experiences and development of life skills
2. Learning experiences that encourage cooperation, collaboration, and innovation
3. Use emerging technology to create, research, communicate and produce academically sound products
4. Demonstrate respect, self-control, ethical behavior and empathy as classmates and members of our communities
5. Being responsible citizens in our schools and communities, as well as the digital world

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Responsible Citizenship:

Being a responsible citizen in our schools, communities and the digital world requires responsibilities adapted for a changing world. We embrace the following conditions of being a digital citizen:

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- ❖ *Respect yourself.* I will select names that are appropriate. I will carefully consider the information and images I post online. I will not post personal information about my life, experiences, experimentation, or relationships. I will not be obscene.
- ❖ *Protect yourself.* I will ensure that the information I post online will not put me at risk. I will not publish details about myself, my contact information, or a schedule of my activities. I will report any attacks or inappropriate behavior directed at me. I will protect passwords, accounts, and resources.
- ❖ *Respect others.* I will show respect to others. I will not use technology to bully, harass, tease, or stalk other people. I will show respect for others through my choice of websites. I will not visit sites or display images that are inappropriate or disrespectful. I will not abuse my rights of access.
- ❖ *Protect others.* I will protect others by reporting abuse and not forwarding inappropriate or hurtful materials or communications and not visiting sites that are inappropriate or disrespectful.
- ❖ *Respect & protect intellectual property.* I will suitably use and cite any and all content (websites, books, media, etc.) according to copyright or creative commons licensing. I will request to use the software and media that others produce.

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Access to Shakopee Schools' owned technology is a privilege and not a right. At any point access to devices, internet and the like can be revoked.

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Student Digital Responsibility: As listed below, includes, but is not limited to:

Personal Safety

Do not send any message that includes your personal information such as: home address, personal phone numbers and/or last name for yourself or any other person. Do not send information regarding your schedule (where you are/will be, timings, dates, etc).

Password Protection

The student or family should secure the digital learning device with a passcode and it is the responsibility of the student and family to remember the passcode. Digital learning devices with forgotten or lost passcodes will be reset to the district default image. Never share your passcode, steal or use another person's passcode.

Privacy

Students and families need to know that files stored on school computers (including digital learning devices) are not private. Network and Internet access is provided as a tool for educational purposes only. Shakopee Public Schools has the right to monitor, inspect, copy, review, and store at any time, without prior notice, any and all usage of the computer network and Internet access including transmitted and received information. All information files are the property of ISD 720 and no user shall have any expectations of privacy regarding such files. Students may be selected, at any time, to provide their digital learning device for inspection.

Online Etiquette

Follow the guidelines of accepted behaviors within the Shakopee Guidelines for Secondary Student Behavioral Expectations handbook. Students must follow the policies outlined in that document at all times. Do not use technology, including this device to make, distribute or redistribute jokes, stories, to bully anyone, or pass along obscene material or material which is based on slurs or stereotypes relating to race, gender, ethnicity, nationality, religion or sexual orientation.

Blogging and/or Podcasting

Use of blogs, podcasts, emails, texting or other Web 2.0 tools are considered an extension of the classroom. Whether at home, or in school, any speech that is considered inappropriate in the classroom is also inappropriate in all uses of blogs, podcasts or other Web 2.0 tools.

Plagiarism/Copyright/Licensing

Plagiarism is the act of representing or using someone else's words or ideas as your own. Students are required to give proper credit to all Internet sources used in academic assignments, whether quoted, paraphrased, or summarized. This includes all forms of media on the Internet, such as graphics, movies, music and text. Plagiarism of Internet resources will be treated in the same manner as any other incidences of plagiarism, as stated in your school's handbook. In addition, students must adhere to the copyright laws of the United States (P.L 94-553) and the Congressional Guidelines that delineate it regarding software, authorship and copying information. All students should also adhere to the Creative Commons licenses where the author/artist denotes what media may be shared, remixed or reused.

Proxies

The use of anonymous proxies to get around content filtering is strictly prohibited and is a direct violation of this agreement.

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Accessing/Posting Inappropriate Material

Accessing, submitting, posting, publishing, forwarding, downloading, scanning or displaying materials (including photos of students and staff) that are defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal is a violation of this agreement.

Photos and Video

Students are not to take pictures or videos of staff or students without staff permission. Any student use of cameras in Shakopee Schools should be part of a class or club activity. Unapproved camera use is a violation of this agreement.

Malicious Use/Vandalism

Any malicious use, disruption or harm to the school unit's technology, networks and Internet services, including but not limited to hacking activities and creation/uploading of computer viruses, is a violation of this agreement. No student shall obtain or try to obtain other students' accounts, files, and/or data. Students are NOT to manipulate the operating system or remove or attempt to remove or circumvent the management system installed on each digital learning device. Using or possessing hacking software is a violation of this agreement. Students who attempt to hack or "jailbreak" any Shakopee Schools digital learning device will be in violation of this agreement.

Classroom Expectations

Failure to follow teacher direction in regards to the use of devices/tools/websites during class is a violation of this agreement. If students leave their digital learning device at home they are responsible for getting the coursework completed as if they had their digital learning device present.

Tech Support

If technical difficulties arise with a digital learning device, or non-conforming content is discovered, the device will be restored by Tech staff. If the Technology staff needs to restore the digital learning device, the District is not responsible for the loss of content put on the device by the student.

Information Regarding Digital Learning Devices in Shakopee Public Schools

Digital Learning Device General Precautions

- The digital learning device is Shakopee Schools' property.
- The digital learning device must remain free of any writing, drawing, stickers, or labels that are not issued and placed onto the device by ISD 720 staff.
- Cords and cables must be inserted carefully into the device to prevent damage.
- ~~Battery life is shortened by using wi-fi, bluetooth, a high screen brightness, and video. Students should learn to manage these settings and apps to improve battery performance.~~
- Never expose a device to extreme temperatures, direct sunlight, or prolonged periods of time in rooms that are not at a normal room temperature.
- Digital learning devices must be kept in a secure location at all times; it is the student's responsibility to know where their device is at all times. Do NOT leave unsupervised, or lend to friends or family members outside of your home. During classes or lunch periods when the device is not needed, place the device in your locker or in a locked classroom. DO NOT SHARE YOUR LOCKER COMBINATION WITH ANYONE. Do NOT place your device on the BOTTOM of your locker, but rather on top of all other materials.

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- The use of or access to the digital learning device in any unauthorized area (i.e. locker rooms, restrooms) is prohibited.
- If your digital learning device is either lost or stolen students should report that information to the front office as soon as possible. The digital learning devices contain software that can be activated to track and possibly recover missing devices. This software needs to be activated by the student/family. The District will coordinate with law enforcement to track missing or lost devices in partnership with the student/family. Ultimately, the family is responsible for any lost or stolen device if unrecovered or damaged.

Device Cases: Transporting To & From School

Acknowledging the importance of a protective case for the device, Shakopee Schools invested in purchasing protective cases for all of the devices. Learning devices need to be in the Shakopee Public Schools issued protective case.

- The device should ALWAYS be in its protective case.
- The device should be charged (Shakopee Public Schools provides a charger) and brought to school ready to use each day.
- Do NOT place your device in a book bag that contains food, liquids, heavy or sharp objects.

Digital Learning Device Screen & Cleaning

- The screens are sensitive to pressure and therefore can be damaged; they are scratch *resistant*, not scratch proof.
- The screens are made of glass and can either break or shatter.
- Do NOT use liquids to clean the device. This includes, but is not limited to: window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives.
- PLEASE USE: A soft, dry cloth or anti-static cloth.

Digital Learning Device Care

- ~~➤ Only labels or stickers approved and placed onto the digital learning device by Shakopee staff are acceptable.~~
- Never leave a device unattended. It is your responsibility to keep your device stored in a safe, secure, temperature appropriate space.
- Do NOT attempt to try to repair the internal workings of any digital learning device yourself.
- If your device is not working take your device to the Media Center as soon as possible and have a Shakopee technology support specialist examine it. If your device needs to be worked on for an extended period of time, you will be issued a temporary device until yours is working properly. For cases of hardware failure or accidental damage, a loaner will be provided for the student throughout the repair/replacement process. There may be a delay if there are no more loaners available.
- Each digital learning device has identifying labels, which must not be removed or altered in any fashion.

Earphones and Audio

Shakopee Public Schools did not purchase earphones. If a student wishes to purchase his/her own earphones then:

- Earphones shall not be used within or on school property unless a teacher specifically requests or allows students to do so.
- If allowed to use earphones, the appropriate level is when only the person wearing the earphones can hear the sound.

Sound must be muted at all time unless permission is obtained from the teacher for instructional purposes.

Storing Documents

There will be limited storage on the device and academic files take priority over personal. Several backup options exist to cloud storage or personal computers. Students should backup their files. The District is not responsible for saving, restoring or backing up documents, music, or photos that students may be storing on the digital learning device.

Apple ID

Each student with an assigned device needs may be required to have an Apple ID. Our requirement is that each student has his/her own ID that is created with the student's ID number (123456). They should share this with their parent and/or guardian. It is important that the parents also know the password and keep that information. Information on creating an Apple ID is provided to parents before the start of the school year.

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Applications and Content

Students may install apps made available to them through Shakopee's Self Service App Store. Students may load music and photos on their District-owned digital learning device as long as all content complies with the Acceptable Use Policy. Applications or content that does not have an educational purpose, is not in compliance with the Acceptable Use Policy, or is disruptive to the educational process or at home may be removed from the device. If technical difficulties arise with a device, or non-conforming content is discovered, the device will be restored by tech staff. If the tech staff need to restore a digital learning device, the District is not responsible for any content put on the device by the student.

Student Discipline

If a student violates any part of the above policy, he/she will be subject to disciplinary action. The disciplinary action for a violation will range from the student needing to check his or her digital learning device in and out of school each day for a period of time, to having all digital learning device privileges revoked. The student may also be subject to other disciplinary action as outlined in the Shakopee Guidelines for Secondary Student Behavioral Expectations handbook.

Turn In

Student digital learning devices and accessories will be checked at the end of each school year at a date and time determined by the Administration. Students who graduate early, transfer, withdraw or are expelled will return the device and accessories at the time of withdrawal. Failure to return the property in a timely fashion may result in the involvement of law enforcement.

Board Policy

Consent to the digital device agreement also includes adherence to Board Policy 524: Internet Acceptable Use and Safety Policy.

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In instances where the student has put his/her own safety or the safety of others at risk (i.e. sexting or bullying), digital learning device privileges will be revoked immediately.

Use of online educational applications

The Children's Online Privacy Protection Act (COPPA) requires that parents and guardians of children under the age of 13 provide written consent for the accessing and use of many online services, including academic applications that will be used at school.

[The District reviews the use of online services to ensure that student data is maintained in a secure manner, that personally identifiable student data is not shared with third parties, and that our use is compliant with district policies related to student privacy and records.](#)

[A compiled list of online services is available for review on the district website or by request from the school office.](#)

Student Technology Use Agreement

Agreement for responsible care and use

I (the **student**) have read and understand the policies and information in this Acceptable Use Agreement. I acknowledge that there may be additional guidelines not listed, but within the realm of stated guidelines.

- I agree to care for my digital learning devices properly as described in this Agreement.
- I agree to use my digital learning devices properly as described in this Agreement as well as the Shakopee Guidelines for Secondary Student Behavioral Expectations & Consequences handbook and in law. If I break this agreement, I understand the consequences could include suspension of computer privileges and/or other disciplinary action.
- I understand that the school network, accounts, device and applications are owned by Shakopee Public Schools and that the school or district has the right to access any files or information at any time.
- I agree to return my digital learning devices and accessories in working order when the school calls for it.

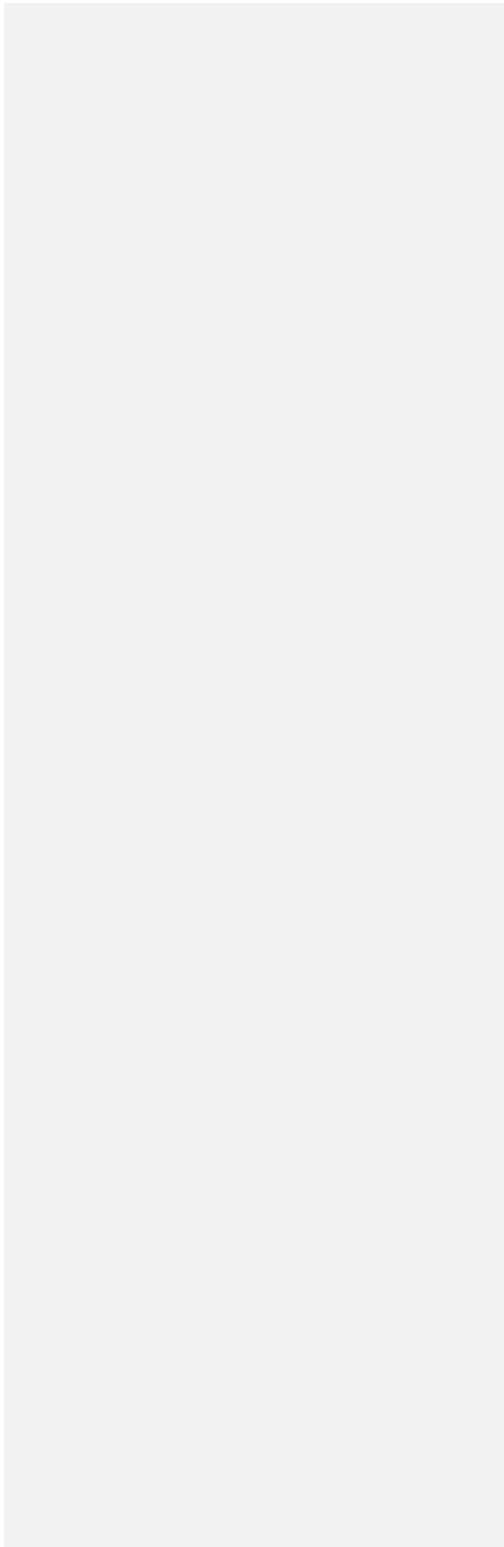
Student initials: _____

I (**parent/guardian**) have read the Shakopee Public Schools Digital Learning Student Agreement. I understand the technology is provided for educational purposes in keeping with the academic goals of Shakopee Public Schools. I acknowledge that there may be additional guidelines not listed, but within the realm of stated guidelines.

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- I understand and will support my student in adhering to this Acceptable Use Agreement as well as the Shakopee Guidelines for Secondary Student Behavioral Expectations & Consequences handbook.
- I am aware that if my child breaks this agreement, the consequences could include suspension of computer privileges and/or other disciplinary action.
- I understand that the school network, accounts, device and applications are owned by Shakopee Public Schools and that the school or district has the right to access any files or information at any time.
- I understand that digital learning devices are school property and must be returned at the end of the school year.
- ~~I understand that digital learning devices are school property and must be returned at the end of the school year.~~
- Although the district has sophisticated filters and protections in place, I recognize it is impossible for the school to restrict access to all controversial materials and will not hold the school responsible for materials acquired on the school network.
- I understand that children's computer activities at home should be supervised.

Parent/Guardian initials: _____



Agreement for financial responsibility

We understand that the assigned digital learning device belongs to Shakopee Schools and will be returned at the end of the academic school year; designated devices not returned will be treated as stolen property. Students who graduate early, transfer, withdraw, or are expelled will return the device and accessories at the time of withdrawal.

We understand that instances of damage, destruction, theft or other loss will be dealt with on a case-by-case basis. Incidents of gross negligence or repeated incidents may result in financial restitution from the family, up to the cost of the entire device if warranted. If the device is damaged beyond repair or lost the cost of replacement can range from \$290 for an iPad mini to \$900 or more for a MacBook. Samples of approximate repair and replacement cost of individual parts are below.

- iPad Case: \$32.00*
- Broken iPad Screen (Glass): \$ 65.00 or more*
- iPad Charger and Cord: \$29.00 / MacBook Charger and Cord: \$79.00*

Note: Insurance for theft, accidental loss or damage can be purchased. See the Shakopee Digital Learning Device Protection Plan for additional information regarding insurance.

Parent/Guardian initials: _____ Student initials: _____

Parent/Guardian permission for student access to online educational applications:

The Children’s Online Privacy Protection Act (COPPA) requires that parents and guardians of children under the age of 13 provide written consent for the accessing and use of many online services, including academic applications that will be used at school.

___ YES, I (parent/guardian) DO give permission for my child to use web-based information and open source content for the purpose of educational practices and collaboration. I understand that my child may be communicating through filtered class blogs and web-based applications.

___ NO, I (parent/guardian) DO NOT give permission for my child to use web-based applications and open source content for the purpose of educational practices and collaboration. I understand this will modify my child’s participation in certain class activities.

I have read the information presented in “Shakopee Public Schools Digital Learning Student Agreement” and I understand the information.

Student Name (Please Print): _____

Student Signature: _____ Date: _____

Parent/Guardian Name (Please Print): _____

Parent/Guardian Signature: _____ Date: _____

Student Name:

Grade:

Device Type:

iPad Mini (Grades 6-8)

MacBook Air (Grades 9-12)



**Shakopee Public School District's Digital Learning Initiative
Digital Learning Device Protection Plan—iPad Mini**

Shakopee Public Schools recognizes has formulated a long-term teaching and learning effort to enhance the 21st Century skills of the students in our schools. We recognize that our students are going to be entering a digital world when they leave our schools and we see an important need to help them thrive in that environment both personally and professionally. At its core, our digital initiative is designed to provide a world-class and personalized student learning experience for all students.

As part of this digital initiative, the Shakopee Public School District recognizes the need to protect the District's investment in the digital learning devices and to protect families from expenses from theft or damage of the device assigned to the student. Therefore, the District is offering families a choice of two protection plans. Parents must choose one of these two options for their student to participate in the digital learning device program.

I am choosing:

Option 1: SCHOOL INSURANCE

Families may purchase a \$25 per year (iPad mini) or \$75 per year (MacBook Air) non-refundable insurance policy from the District. Insurance covers up to two incidents of loss. This will include coverage for hardware failure, theft, repair, accidental damage including screen repairs, and liquid damage. It does not include deliberate or negligent damage to the digital learning device. **It does not cover the case, charger or cord.** Removing the case from the iPad voids the insurance.

Option 2: NO INSURANCE

Families may choose to not insure the digital learning device and will be responsible for the full value of the device or repairs. Replacement or repair fees will be assessed for lost or damaged devices according to the following estimated replacement costs:

- Replacement cost for District provided iPad case is \$35. MacBook carrying sleeve is \$40.

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- ~~iPad Replacement cost for District provided iPad wall charger and cord is \$2930. MacBook wall charger and cord is \$80.~~
- ~~Replacement cost for District provided iPad is \$290. Macbook is \$900.~~
- ~~Repairable dDamage to iPad a device or broken screen will be assessed based on the extent of damage and actual repair cost.~~

If a student is withdrawn from the Shakopee Public School District for any reason, this insurance agreement becomes null and void on that date. There are no refunds once this agreement becomes active on the date the digital learning device is issued. Devices not returned on the date of withdrawal will be reported stolen.

~~Payment for insurance can be made by either cash or check. Please make your checks out to: Shakopee Public Schools and write in the memo Digital Learning Device Insurance. Please bring this signed form as well as your method of payment to your child's Digital Learning Device rollout night. Financial assistance is available to families who need it and qualify for Free and Reduced Lunch. Please contact your child's front office for help with this.~~

<p>Annual Rate Standard Student Rates: 1 Year Term - \$25.00 (iPad) or \$75.00 (MacBook) – Sept-August 20165 (\$0 Deductible)</p>	<p>Effective Coverage/Expiration Dates Effective Date: Based on the receipt of signed agreement. Expiration Date: Calendar Year Year of date of withdrawal from the District.</p>
<p style="text-align: center;">Coverage</p> <ul style="list-style-type: none"> ● Accidental Damage: Pays for accidental damage caused by liquid spills, drops, or any other unintentional event. ● Theft: Pays for loss or damage due to theft. The claim requires a police report to be filed within 48 hours. ● Fire: Pay for loss or damage of the device due to fire. The claim must be accompanied by an official fire report from the investigating authority. ● Electrical Surge: Pays for damage to the device due to an electrical surge. ● Natural Disasters: Pay for loss or damage caused by natural disasters. 	<p style="text-align: center;">Exclusions</p> <ul style="list-style-type: none"> ● Dishonest, Fraudulent, Intentional, Negligent or Criminal Acts: Will not pay if damage or loss occurs in conjunction with a dishonest, fraudulent, intentional, negligent or criminal act. The student/parent will be responsible for the full amount of the repair/replacement. ● Consumables: Including but not limited to the case, charger, and software. (See replacement costs below.) ● Cosmetic damage that does not affect the functionality of the device. This includes but is not limited to scratches, dents, and broken plastic ports or port covers. ● “Jailbreaking” or otherwise voiding the manufacturer’s warranty by altering the software. ● The District is not liable for any loss, damage (including incidental, consequential or punitive damages) or expenses caused directly or indirectly by the equipment.
<p style="text-align: center;">Non-Covered Items Replacement Costs Power Cord/Wall Adapter – \$29; Case – \$32</p>	

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[Payment for insurance can be made by either cash, check or credit \(via the Fees area in the Infinite Campus on-line portal\). Please make your checks payable to: Shakopee Public Schools and write in the memo Digital Learning Device Insurance. Please bring this signed form as well as your method or confirmation of payment to your child's Digital Learning Device rollout night.](#)
[Financial assistance is available to families who need it and qualify for Free and Reduced Lunch. Please contact your child's front office for help with this.](#)

NOTICE: Caution Against Fraud

Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud, a Federal Offense.

Student(s) Name(s) _____

Student(s) Grade(s) _____

Student(s) Building(s) _____

Parent\Guardian Name (Please Print)

Parent\Guardian Signature

Date