

# SHAKOPEE PUBLIC SCHOOLS



SCHOOL BOARD AGENDA





Shakopee Public Schools  
School Board Regular Business Meeting  
District Office Board Room, 1200 Town Square, Shakopee, MN 55379

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Monday, April 23, 2018  
6:00 PM

1. CALL TO ORDER AND ROLL CALL - CHAIR SWANSON
2. PLEDGE OF ALLEGIANCE
3. INTERVIEW FOR SCHOOL BOARD VACANCY 10
  - \* Interview - Judi Tomczik
4. RECESS - approximately 5 minutes
5. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS
  - \* Following the 5 minute recess, the School Board will continue with the agenda as posted below.
  - \* At 7:30PM, the School Board will interrupt the agenda to recognize our 2 groups of students listed in 6. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS.
6. At 7:30PM - WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS
  6. 1. Recognition of State Level Participants - Boys Swim & Dive
    - Coach Eric Hills
    - Gavin Wicklander
    - Garrett Riley
    - Alex Kraft
    - Jack Bjelland
    - Brandon Gorter
    - Liam Bergerson
    - Teddy Johnson
    - Alan Purves
  6. 2. Recognition of Shakopee High School Choir Performance at the 2018 Minnesota Music Educator's Association State Convention

Ankith Arun	Jasmine Harris	Alexandra Persaud
Roland Babris	Michael Hesse	Ignatius Pham
Carter Berg	Alayna Hoehn	Benjamin Prickett
Liam Bergerson	Sabrina Johnson	Mason Runyan
Tyra Branwall	Austin Kellogg	Maecy Shahab
Christopher Buck	Benjamin Kockelman	Miranda Sharp

Brie Bushlack	Joseph Koller	Logan Shepard
Myia Butler	Andrea Lemke	Parker Spehn
Tyler Cha	Samuel Ludzack	Kaitlin Strand
Rebecca Dawley	Noelle Lynch	Steven Strawser
Emily Enge	Frances Mamer	Jakob Studtmann
Caroline Flaten	Luke McKeown	Sydney Swenhaugen
Hunter Gehrman	Molly Meyhoefer	Brynn Tarbell
James Hanna	Benjamin Neumann	Alexandra Thompson
Calista Hanninen	Tanner Olsen	Kora Wiener
		Kameryn Wilmes

## 7. CONSENT ITEMS

### 7. 1. Personnel Items

#### **7.1.1 Acceptance of Retirements**

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

Bogenschutz, Marilyn, Speech Language Pathologist, Pearson 6th Grade Center, 3/22/2018

Benson, Jerilyn, Teacher, Special Services, Eagle Creek Elementary School, 6/01/2018

#### **Recommended Action**

Accept the retirements and thank them for their service to the district as presented.

#### **7.1.2 Recognition and Acceptance of Retirement**

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

Schleif, Doug, Principal, Jackson Elementary School, 6/30/2018

#### **Recommended Action**

Accept the retirement and thank him for his service to the district as presented.

#### **7.1.3 Acceptance of Resignations**

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

Althoff, Adam, Technology Assistant, West Junior High School, 4/27/2018

Bhatta, Joy, Program Support Assistant, Sun Path Elementary School, 4/24/2018

Carney, Emily, Nurse, Central Family Center, 4/26/2018

Cuka, Michelle, Special Services Supervisor, District Office, 6/30/2018

Davenport, Helena, Program Support Assistant, Central Family Center, 4/27/2018

David, Paula, Program Support Assistant, Red Oak Elementary School, 4/02/2018

Erdahl, Karen, Teacher, ECFE, Central Family Center, 3/15/2018  
Feltis, Hailey, Teacher, Music, West Junior High School, 6/01/2018  
Maxa, Bretta, Food Service, Red Oak Elementary School, 4/09/2018  
Nelson, Betsy, Custodian, East Junior High School, 3/30/2018  
Picha, Laureen, Accounts Payable Specialist, District Office,  
3/22/2018  
Pyne, Katherine, Community Education Office Assistant, Central  
Family Center, 4/06/2018  
Strunk, Elizabeth, Teacher, Intervention, Sweeney Elementary  
School, 3/17/2018  
Thoen, Alexandra, Teacher, Grade 5, Eagle Creek Elementary  
School, 6/01/2018  
Wiegert, Stephanie, Program Support Assistant, Jackson Elementary  
School, 4/24/2018

**Recommended Action**

Accept the resignations and thank them for their service to the district as presented.

**7.1.4 Approval of NonCertified Contracts for the 2017-18 School Year**

Last Name, First Name, Position, Location, Salary, Effective  
Nguyen, Anthony, Custodian, High School, \$16.41hr, 4/02/2018  
Swenson, Eric, Custodian, Red Oak Elementary School, \$17.30/hr,  
4/30/2018

**Recommended Action**

Approve noncertified contracts as presented.

**7.1.5 Approval of Long Term Substitute Contracts**

Name LTS, Replacing, Position, Location, Approx. Dates,  
Grade/Step, Approx. Days, FTE, Salary  
Arvin, Betsi, Schultz, Christine, Teacher, Grade 2 , Sweeney  
Elementary School, 4/21/2018 through approx. 6/01/2018, MA Step  
3, 28, 1.0, \$254.10/day  
Bailey, Trevor, Russell, Molly, Teacher, Special Services, West  
Junior High School, 4/23/2018 through approx. 6/01/2018, BA Step 3,  
30, 1.0, \$212.04/day  
Bauder, Cynthia, Rothstein, Jennifer, Teacher, Intervention, Jackson  
Elementary School, 4/02/2018 through approx. 4/30/2018, MA Step  
3, 21, 1.0, \$254.10/day  
David, Paula, Tocko, Kris, Teacher, ESL, West Junior High School,  
4/11/2018 through approx. 6/01/2018, BA Step 3, 37, 1.0,  
\$212.04/day  
McCarty, Erin, Neu, Kim, Teacher, Kindergarten, Eagle Creek

Elementary School, 4/02/2018 through approx. 6/01/2018, BA Step 3, 49, 1.0, \$212.04/day

Phillips, Samantha, Gerdes, Jodie, Teacher, ESL, West Junior High School, 4/11/2018 through approx. 6/01/2018, BA Step 3, 37, 1.0, \$212.04/day

Rademacher, Jody, Christensen, Kari, Teacher, Early Childhood, Central Family Center, 3/26/2018 through approx. 6/01/2018, BA Step 3, 44, 1.0, \$212.04/day

Scheu, Nicole, Thoen, Alexandra, Teacher, Grade 5, Eagle Creek Elementary School, 5/04/20178 through approx. 6/01/2018, MA Step 3, 22, 1.0, \$254.10/day

Sutton, Crystal, Ellison, Linda, Teacher, Music, Eagle Creek Elementary School, 4/02/2018 through approx. 5/04/2018, BA +10 Step 3, 25, 1.0, \$222.56/day

**Recommended Action**

Approve long term substitute contracts as presented.

**7.1.6 Approval of Co-Curricular Assignments**

Last Name, First Name, Position Title

Hochhalter, Bo, JH Tennis Coach

Runchey, Tracy, JH Tennis Coach

Koenig, Dan, Assistant Track & Field Coach

Voigt, Kelly, Assistant Track & Field Coach

Phillips, Julie, Assistant Track & Field Coach

Chapman, Alyssa, Adapted Softball

Slaughter, Duane, Concessions Manager

Johnson, Dave, Volunteer Baseball Coach

**Recommended Action**

Approve the Co-Curricular Assignments as presented.

**7.1.7 Assignment Change**

Last Name, First Name, Old Position, New Position, FTE, Salary, Effective

Thomas, Hilaire, Food Service, Accounts Payable, 1.0, \$19.48/hr, 4/02/2018

**Recommended Action**

Approve the assignment change as presented.

**7.1.8 Request for Leave of Absence**

Jodie Gerdes, teacher at West Junior School, is requesting a childcare leave of absence, for the entire 2018-19 school year.

**Recommended Action**

Approve the leave of absence as presented.

**7.1.9 Request for Leave of Absence**

Kristine Tocko, teacher at Red Oak Elementary School, is requesting a childcare leave of absence, for the entire 2018-19 school year.

**Recommended Action**

Approve the leave of absence as presented.

**7.1.10 Request for Leave of Absence**

Robert Lincoln, Technology Integration Teacher at Sun Path Elementary School, is requesting a leave of absence to pursue alternative occupation experiences for the entire 2018-19 school year.

**Recommended Action**

Approve the leave of absence as presented.

- 7. 2. Approval of minutes of the School Board Business Meeting held on March 19, 2018 and School Board Learning Session held on April 9, 2018 16  
**Recommended Action**  
Approve minutes of the School Board Business Meeting held on March 19, 2018 and School Board Learning Session held on April 9, 2018 as presented.
- 7. 3. Consideration of bills and authorization to pay same   
**Recommended Action**  
Approve the bills and authorize to pay same as presented.
- 7. 4. Approval of wires report 21  
**Recommended Action**  
Approve the wires report as presented.
- 7. 5. Acceptance of Gifts 22  
**Recommended Action**  
Accept the donations to the school district as presented.
- 8. OLD BUSINESS DISCUSSION ITEMS
- 9. OLD BUSINESS ACTION ITEMS
- 9. 1. Academies of Shakopee Academy Champion 33  
Interim Superintendent Gary Anger will present Shutterfly, as represented by Jamie Riddle, as The Shutterfly Academy of Engineering & Manufacturing Academy Champion for board approval.  
**Recommended Action**  
Approve Shutterfly as the Shutterfly Academy of Engineering & Manufacturing Academy Champion as presented and thank them for

their support of the students, families of the Shakopee Schools and the entire Shakopee community.

Presenter: School Board Chair Scott Swanson

Time: 10 minutes

9. 2. Change Order #17 Shakopee High School Expansion and Renovation 34  
Change Order #17 for the Shakopee High School Additions and Renovations Project in the amount of \$164,044.76 is presented for approval.  
**Recommended Action**  
Approve Change Order #17 as presented.  
Presenter: Chris Ziemer, ICS Consulting  
Time: 5 minutes
9. 3. Change Order #18 Shakopee High School Expansion and Renovation 36  
Change Order #18 for the Shakopee High School Additions and Renovations Project in the amount of \$624,716.92 is presented for approval.  
**Recommended Action**  
Approve Change Order #18 as presented.  
Presenter: Chris Ziemer, ICS Consulting  
Time: 5 minutes
9. 4. Award of Bid for the Shakopee High School Expansion Low Voltage Phase II 38  
Chris Ziemer, ICS Consulting, will present the bids for the Shakopee High School Expansion Low Voltage Phase II Project which were received on April 5, 2018 for approval.  
**Recommended Action**  
Approve a contract with Parallel Technologies with the base bid amount of \$304,000 with Alternate #1 of \$3,300 for a total base bid with alternate totalling \$307,300 for the Shakopee High School Expansion Low Voltage Phase II as presented.  
Presenter: Chris Ziemer, ICS Consulting  
Time: 5 minutes
9. 5. Approval of 2017-18 Calendar Change 39  
A modified draft of the 2017-18 School Year Calendar was presented for Board review and feedback at their April 9, 2018 Learning Session.  
**Recommended Action**  
Approve the modified 2017-18 School Year calendar along with the number of instructional hours for 10th grade students at 1,012 instructional hours, 11th grade students at 1,015 instructional hours

and 12th grade students at 1,003 instructional hours for the 2017-18 school year as presented.

9. 6. Approval of 2018-19 Calendar Change 41

A modified draft of the 2018-19 School Year calendar was presented for Board review and feedback at their April 9, 2018 Learning Session.

**Recommended Action**

Approve the modified 2018-19 School Year calendar as presented.

9. 7. Resolution Filling School Board Vacancy by Appointment 45

Following discussion, the Board may choose to act on the following resolution:

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2019 (January 7, 2019); and

WHEREAS, the vacancy occurred more than ninety (90) days prior to the first Tuesday after the first Monday in November in the year the vacancy occurred and prior to the fourth year of the vacant term;

**Recommended Action**

NOW THEREFORE BE IT RESOLVED by the School Board of Independent School District No.720, State of Minnesota, as follows:  
Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b,

\_\_\_\_\_ is hereby appointed to fill the vacancy and to serve until a successor is elected and qualified. The appointment shall be effective thirty (30) days after the adoption of this resolution (June 5, 2018) unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period as presented.

Presenter: School Board Chair Scott Swanson

Time: 15 minutes

9. 8. 2018-19 Preliminary Budget Draft and Authorization of Budget Revisions 46

Revisions

Director of Finance and Operations Jeff Priess will present the 2018-19 Preliminary Budget Draft and Authorization of Budget Revisions for School Board review. Allowing time for feedback, formal adoption will be taken at a meeting in the future.

**Recommended Action**

Accept the 2018-19 Preliminary Budget Draft and Authorization of Budget Revisions for review as presented.

Presenter: Director of Finance and Operations Jeff Priess & Int. Superintendent Gary Anger

Time: 30 minutes

10. NEW BUSINESS DISCUSSION ITEMS

11. NEW BUSINESS ACTION ITEMS

12. OTHER

13. COMMITTEE REPORTS

14. RECOGNITION OF VISITORS TO BOARD MEETING

15. UPCOMING MEETINGS AND IMPORTANT DATES

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April 23-27, 2018		Volunteer Appreciation Week	
April 23, 2018	4:00PM	Policy Committee	DO Room 202
April 23, 2018	5:00PM	Finance Committee	DO Room 202
April 25, 2018	5:00PM	BOC	DO Board Room
May 7, 2018	5:00PM	Personnel Committee	DO Room 202
May 7, 2018	6:00PM	Learning Session	DO Board Room
May 8, 2018		Teacher Appreciation Day	
May 9, 2018	5:00PM	BOC	DO Board Room
May 21, 2018	4:00PM	Policy Committee	DO Room 202
May 21, 2018	5:00PM	Finance Committee	DO Room 202
May 21, 2018	6:00PM	Business Meeting	DO Board Room
May 23, 2018	5:00PM	BOC	DO Board Room

16. ADJOURNMENT



*see addendum*

**2018 APPLICATION FOR SHAKOPEE SCHOOL BOARD MEMBERSHIP**

To be completed by applicant (attach separate sheet of paper, if necessary)

**Why would you like to serve on the Shakopee School Board?**

**Please describe your background and experiences with community involvement. How would these serve you as a board member?**

**This appointment is for the remainder of the 2018 calendar year. What are your personal goals for this term? Do you envision any of them to take longer than this term to achieve?**

*see addendum*

## 2018 APPLICATION FOR SCHOOL BOARD MEMBERSHIP

To be completed by applicant (attach separate sheet of paper if necessary)

**How do you view the role of the school board and your role as a board member? What would your role be in working with the superintendent?**

**The school board meets on the second and fourth Monday of every month at 6:00 p.m. In addition, there are meetings scheduled, committee assignments and special events to attend that may be held during the day or in the evening. Will you be able to meet this schedule and time commitment? Why or why not.**

**Describe how you have demonstrated advocacy for public education locally and/or statewide.**

**Addendum to 2018 APPLICATION FOR SCHOOL BOARD MEMBERSHIP  
Judith Tomczik**

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**Why would you like to serve on the Shakopee School Board?**

Representing the best interests of all students is my chief motivation. From a very early age, I have had an interest in education, and since 1972, I have had a passion for education in District 720. The Shakopee School District is facing some difficult challenges at this time, but rather than being discouraged by that, I am invigorated. Opening a "new" high school, reconfiguring the function of other buildings and grade levels, investing time and people in research-based improvement programs, etc. are all exciting opportunities. However, throughout this invigorating change, watchful stewardship over district resources is essential to rebuilding the community's confidence in the school district and, most importantly, to ensuring the success of every Shakopee student.

**Please describe your background and experiences with community involvement.**

**How would these serve you as a board member?**

Over the years, I have had the privilege of working with many community agencies. From school-focused groups (board member of Shakopee Alumni Association), to community organizations (president of Baseball Softball Association), to church governance (president of parish council), I have learned much about problem solving and collaborative discourse, but the most important thing I've learned is how to truly listen with an open mind.

**This appointment is for the remainder of the 2018 calendar year. What are your personal goals for this term? Do you envision any of them to take longer than this term to achieve?**

My over all goal would be to use creative thinking and innovative problem solving to increase the achievement of Shakopee students.

More specifically, I am interested in various programs and policies that will help Shakopee High School students to feel known, valued, and productive in a larger setting.

Of course, I am also interested in elementary and middle school students. In fact I've made a special point of subbing this year at both the elementary and junior high schools to add to my understanding of these levels. Shakopee has taken great strides in literacy through implementing research-based practices such as creating and supporting Professional Learning Communities and instructional coaches. These practices need and deserve on-going focus and support by all stakeholders.

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**How do you view the role of the school board and your role as a board member?**

**What would your role be in working with the superintendent?**

The first job of the school board is to look out for the welfare of all students. Accordingly, all resources of time, personnel, and funding must be utilized in a thoughtful, informed, judicial, and transparent way to effect the the greatest educational benefit for each individual student.

A school board member's relationship with the superintendent should be a productive partnership where each party relies on and respects the skills and background of the other. Moreover, Shakopee teachers as a whole are very enthusiastic about Superintendent Anger. If I were fortunate enough to be selected as a Shakopee School Board member, working with Gary Anger would be one of the benefits of that position.

**The school board meets on the second and fourth Monday of every month at 6:00 p.m. In addition, there are meetings scheduled, committee assignments and special events to attend that may be held during the day or evening. Will you be able to meet this schedule and time commitment? Why or why not?**

Even in retirement, I have a busy schedule. Fortunately, my calendar is infinitely flexible. I would make the work of the school board one of my top priorities—second only to family. My ability to attend school functions during the school day might be especially beneficial.

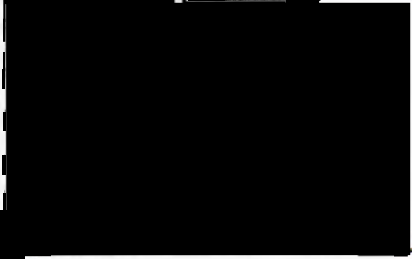
**Describe how you have demonstrated advocacy for public education locally and/or statewide.**

1. Participated in MN State Senate hearings as an advocate for dual enrollment funding.
2. Presented information to the Shakopee School Board many times on topics such as 7-12 reading data, High Potential programs, Professional Learning Communities, Dual Enrollment opportunities, etc.
3. Worked on every school referendum since 1972
4. Instructed teachers in the St. Mary's University graduate program for 12 years
5. Presented at statewide and national education conferences on a wide variety of research-based topics

**MINNESOTA**  
**DRIVER'S LICENSE**



JUDITH ANNE TOMCZIK



# Minutes of School Board Regular Business Meeting

## School Board Shakopee Public Schools

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A School Board Regular Business Meeting of the School Board of Shakopee Public Schools was held Monday, March 19, 2018, beginning at 6:00 PM in the District Office Board Room, 1200 Town Square, Shakopee, MN 55379.

### 1. CALL TO ORDER AND ROLL CALL - CHAIR SWANSON

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

ABSENT: None

### 2. PLEDGE OF ALLEGIANCE

2. 1. Recognition of Principal Melissa Zahn

### 3. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS

#### 3. 1. Recognition of State Level Participants - Wrestling

Coach Jim Jackson	Cole Malone
Paxton Creese	Sam Webster
Evan Bruckner	Alex Lloyd
Ben Lunn	Abe Reyes
Max Crowe	Connor Raines
Seth Bakken	Jack Casey
John Kroll	DJ Smith
Tyler Jones	Tommy Johnson
Jadon Hellerud	Tyler Kropiwka
Sam Trembl	

### 4. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS

Bowerman/Tucker moved to approve the agenda as presented with 7.1 Academies of Shakopee Academy Champion postponed to next Business Meeting; motion passed unanimously.

### 5. CONSENT ITEMS

Hallett/McKeand 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

Kochenash, Susan, Speech Language Pathologist, Red Oak Elementary School, 6/01/2018

Snell, Carol, Program Support Assistant, District Wide, 4/04/2018

##### **Recommended Action**

Accepted the retirements and thanked them for their service to the district as presented.

### **5.1.2 Acceptance of Resignations**

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

Berg, Mary, Teacher, Grade 2, Sun Path Elementary School, 6/01/2018

Flack, Alison, Teacher, Grade 5, Sun Path Elementary School, 6/01/2018

Ruter, Chad, School Psychologist, West Junior High School, 6/01/2018

Sogla, Ashley, AVID, Tutor, West Junior High School, 5/31/2018

#### **Recommended Action**

Accepted the resignations and thanked them for their service to the district as presented.

### **5.1.3 Approval of Director of Finance and Operations**

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

Priess, Jeff, Director of Finance and Operations, DistrictWide, 3/15/2018, \$145,000.00

Prorated/duty days

#### **Recommended Action**

Approved the Jeff Priess as Director of Finance and Operations as presented.

### **5.1.4 Approval of NonCertified Contracts for the 2017-18 School Year**

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

Cronin, Jeffery, Custodian, High School, \$16.92/hr, 2/22/2018

Singer, Lauren, Site Volunteer Coordinator, Red Oak Elementary School, \$2,700.00/yr, 2/27/2018

#### **Recommended Action**

Approved noncertified 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

Kraemer, Barbara, Hanson, Kristara, Program Support Assistant, Sweeney Elementary School, 1/23/2018 through approx. 3/13/2018, Grade 2 Step 1, 37, .313, \$12.52/hr

Mendel, Kelly, Mareck, Kathy, Teacher, Physical Education, Sweeney Elementary School, 3/07/2018 through approx. 5/14/2018, BA Step 3, 49, 1.0, \$212.04/day

Penner, Cody, Suel, Chris, Program Support Assistant, High School, 2/12/2018 through approx. 5/31/2018, Grade 3 Step 1, 72, .813, \$14.59/hr

Stans, Megan, Vande Castle, Jennifer, Program Support Assistant, Eagle Creek Elementary School, 3/05/2018 through approx. 5/31/2018, Grade 3 Step 3, 57, .719, \$15.16/hr

#### **Recommended Action**

Approved long term substitute contracts as presented.

### **5.1.6 Approval of Co-Curricular Assignments**

Last Name, First Name, Position Title

Richards, Mike, Assistant Track & Field Coach

Fordyce, Rebecca, Junior High Track & Field Coach

Tyson, Joshua, Junior High Track & Field Coach

Rangel, John, Junior High Track & Field Coach

Jackson, James, Junior High Track & Field Coach

Amundsen, Thom, Play Director

Cole, Robert, Assistant Play Director

Laursen, Dave, Technical Director

Klick, Rachel, HOSA Advisor

Javner, Cassidy, Prom Advisor  
Walker, Ashley, Assistant Softball Coach  
Wermerskirchen, Kaitlyn, Assistant Softball Coach  
Grosskurth, Derek, Assistant Softball Coach  
Schmidt, Sarah, Assistant Softball Coach  
Cleveland, Geoff, Volunteer Softball Coach  
Angel, Kelsey, Junior High Softball Coach  
Casey, Jeff, Junior High Softball Coach  
Hallett, Todd, Volunteer Golf Coach

**Recommended Action**

Approved the Co-Curricular Assignments as presented.

5. 2. Approval of minutes of the School Board Business Meeting on February 26, 2018

**Recommended Action**

Approved minutes of the School Board Business Meeting on February 26, 2018 as presented.

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

**Recommended Action**

Approved the bills and authorized to pay same as presented.

5. 4. Approval of wires report

**Recommended Action**

Approved the wires report as presented.

5. 5. Approval of 2018-19 YMCA Contract

**Recommended Action**

Approved the 2018-19 YMCA Contract as presented.

5. 6. Authorization for Sale of Obsolete Equipment

Director of Instructional Technology Bryan Drozd requested authorization for sale of obsolete technology equipment.

**Recommended Action**

Per School District Policy 802, authorized the sale of obsolete technology equipment (approximately 300 MacBooks with an estimated value of \$75,000) as presented.

**6. OLD BUSINESS DISCUSSION ITEMS**

6. 1. Discussion Regarding IntraDistrict and Open Enrollment Procedures

Int. Superintendent Gary Anger, Pearson 6th Grade Center Kevin Bjerken and Data & Testing Administrator Dave Orlosky updated the board on progress towards creating a centralized IntraDistrict and Open Enrollment process.

6. 2. Overview of 2018-19 Preliminary Budget

Int. Superintendent Gary Anger introduced our new Director of Finance & Operations Jeff Priess along with a preview of the 2018-19 preliminary budget and shared the budget adjustment working timeline.

6. 3. School Board Vacancy Update

School Board Chair Scott Swanson provided an update regarding the process to fill the School Board vacancy. Reminder - the application window closes March 23, 2018.

6. 4. Policy Update

Teaching & Learning Supervisor Ed Cox provided an overview of the school district policy work that will begin again in the next few months.

7. OLD BUSINESS ACTION ITEMS

8. NEW BUSINESS DISCUSSION ITEMS

9. NEW BUSINESS ACTION ITEMS

10. OTHER

10. 1. March 1, 2018 Enrollment Report

11. COMMITTEE REPORTS

Swanson provided an update on the Academies of Shakopee Ford NGL Steering Committee Meeting.

12. RECOGNITION OF VISITORS TO BOARD MEETING

13. UPCOMING MEETINGS AND IMPORTANT DATES

March 21, 2018	5:00PM	BOC District Office Board Room
March 1-23, 2018		School Board Vacancy Application Window
April 9, 2018	6:00PM	School Board Learning Session District Office Board Room
April 11, 2018	5:00PM	BOC District Office Board Room
April 16, 2018	5:00PM	Citizens' Communications Advisory Committee District Office Board Room
April 23, 2018	4:00PM	School Board Policy Committee Supt's Conference Room
April 23, 2018	5:00PM	School Board Finance Committee Supt's Conference Room
April 23, 2018	6:00PM	School Board Business Meeting District Office Board Room
April 25, 2018	5:00PM	BOC District Office Board Room

14. ADJOURNMENT

At 7:05PM, Tucker/Pass moved to adjourn as presented; motion passed unanimously.

# Minutes of School Board Learning Session

## School Board Shakopee Public Schools

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A School Board Learning Session of the School Board of Shakopee Public Schools was held Monday, April 9, 2018, beginning at 6:00 PM in the District Office Board Room, 1200 Town Square, Shakopee, MN 55379.

1. CALL TO ORDER SCHOOL BOARD LEARNING SESSION AND ROLL CALL - CHAIR SWANSON  
PRESENT: Bowerman, Hallett, Tucker and Swanson  
ABSENT: McKeand and Pass

2. PLEDGE OF ALLEGIANCE

3. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS

3. 1. 2018-19 Budget Reductions

3. 2. Calendar Revisions

3. 3. School Board Member Vacancy Discussion

3. 4. Policy and Procedures Updates

4. OTHER

5. UPCOMING MEETINGS AND IMPORTANT DATES

April 11, 2018	5:00PM	BOC District Office Board Room
April 16, 2018	5:00PM	Citizens' Communications Advisory Committee District Office Board Room
April 23, 2018	4:00PM	School Board Policy Committee District Office Room 202
April 23, 2018	5:00PM	School Board Finance Committee District Office Room 202
April 23, 2018	6:00PM	School Board Business Meeting District Office Board Room
April 25, 2018	5:00PM	BOC District Office Board Room

6. ADJOURNMENT OF SCHOOL BOARD LEARNING SESSION

At 7:22PM, Hallett/Tucker moved to adjourn; motion passed unanimously.

### Bank Account - Wires Out

Date	Description	Amount
3/1/2018	Health Partners Dental Access Fee	3,580.00
3/2/2018	Payroll Direct Deposit	1,420,687.01
3/5/2018	403b Wire	133,773.31
3/5/2018	Account Service Charge	1,008.52
3/5/2018	Community Ed Credit Card Fees	55.70
3/5/2018	IRS Federal Taxes ACH	490,723.13
3/6/2018	Dependent/Medical Claim Reimbursement	8,676.29
3/6/2018	State of MN Taxes ACH	178.76
3/6/2018	State of MN Taxes ACH	100.00
3/6/2018	State of MN Taxes ACH	83,064.00
3/7/2018	Community Ed Credit Card Fees	1,979.19
3/7/2018	RevTrak Credit Card Fees	5,401.02
3/9/2018	Public Employee Retirement Association (PERA) ACH	69,791.19
3/9/2018	Teachers Retirement Association (TRA) ACH	258,178.36
3/12/2018	Community Ed Credit Card Fees	33.40
3/12/2018	Health Savings Account (HSA) Contributions	15,163.69
3/12/2018	Voluntary Employees' Beneficiary Association (VEBA) Contributions	38,527.54
3/13/2018	Dependent/Medical Claim Reimbursement	9,529.19
3/16/2018	Payroll Direct Deposit	1,770,100.42
3/19/2018	403b Wire	163,580.27
3/19/2018	IRS Federal Taxes ACH	583,670.94
3/19/2018	IRS Federal Taxes ACH	14,862.77
3/20/2018	Dependent/Medical Claim Reimbursement	5,473.96
3/20/2018	Employee Reimbursement ACH	9,519.29
3/20/2018	State of MN Taxes ACH	100.00
3/20/2018	State of MN Taxes ACH	95,109.00
3/20/2018	State of MN Taxes ACH	208.23
3/22/2018	Health Savings Account (HSA) Contributions	15,163.69
3/22/2018	Select Account Administrative Fee	3,217.85
3/22/2018	Voluntary Employees' Beneficiary Association (VEBA) Contributions	38,585.35
3/26/2018	Public Employee Retirement Association (PERA) ACH	71,228.40
3/26/2018	Teachers Retirement Association (TRA) ACH	326,628.14
3/27/2018	Dependent/Medical Claim Reimbursement	16,139.92
3/28/2018	Community Ed Credit Card Fees	54.00
3/30/2018	Payroll Direct Deposit	1,434,989.95
		7,089,082.48

### Investment Accounts - Wires Out

Date	Description	Amount
3/1/2018	2015 Building Fund - Construction Checks	130,000.00
3/1/2018	General Fund - Payroll Checks	1,500,000.00
3/5/2018	General Fund - Payroll Taxes/Deductions	1,100,000.00
3/7/2018	General Fund - February P-Card Payment	63,686.95
3/12/2018	General Fund - AP Checks	800,000.00
3/15/2018	General Fund - Payroll Checks	1,800,000.00
3/19/2018	General Fund - Payroll Taxes/Deductions	1,500,000.00
3/26/2018	2015 Building Fund - Construction Checks	2,060,000.00
3/29/2018	2015 Building Fund - Construction Checks	70,000.00
3/29/2018	General Fund - Payroll Checks	1,500,000.00
3/31/2018	2015 Building Fund - Fees	792.55
3/31/2018	Dental Insurance Trust Payments	55,228.57
3/31/2018	Health Insurance Trust Payments	700,641.90
3/31/2018	OPEB Fees	2,259.50
		11,282,609.47

# Shakopee Public Schools

## Acknowledgement of Gifts and Donations

DATE OF BOARD MEETING: April 23, 2018

SUBJECT: Gifts and Donations

RECOMMENDATION: Approve

Therefore, the Director of Finance and Operations recommends the following resolution:

WHEREAS, School Board Policy 706 establishes guidelines for the acceptance of gifts and donations to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District No. 720 accept with appreciation the following gifts/donations and permit their use as designated by the donor(s).

### DETAIL OF GIFTS/DONATIONS:

Date	Donor		Item and Nature of Donation/Gift	Value or Amount
2/15/2018	Deb Zweifel	Lakeville, MN	2 aquariums to the Tokata Learning Center	\$400.00
4/12/2018	John Canny	The Canny Group (RE/MAX Advantage Plus)	Cash donation in sponsorship of the Celebration of Children 5K	\$1,000.00
4/12/2018	Dr. Kristen Hager	Happy Healthy Family Chiropractic	Cash donation in sponsorship of the Celebration of Children 5K	\$500.00
4/12/2018	Jessica Hildman	Veil-Wild Orthodontics	Cash donation in sponsorship of the Celebration of Children 5K	\$250.00
4/12/2018	Duke Tran	Maxx Nails	Cash donation in sponsorship of the Celebration of Children 5K	\$150.00
4/12/2018	Dr. Jodi Church	Bridge Chiropractic	Cash donation in sponsorship of the Celebration of Children 5K	\$100.00
4/12/2018	Kurt Keiser	River Valley Running	Cash donation in sponsorship of the Celebration of Children 5K	\$100.00
4/12/2018	Fred Jurewicz	Fred Jurewicz Financial	Cash donation in sponsorship of the Celebration of Children 5K	\$100.00
4/12/2018	Korbyn Doucette	Snap Fitness	Cash donation in sponsorship of the Celebration of Children 5K	\$100.00
4/12/2018	Wade Andrews	Shakopee Vision Clinic	Cash donation in sponsorship of the Celebration of Children 5K	\$100.00





# Shakopee Public Schools

## Gifts and Donations Form

### DONOR INFORMATION

Date April 12, 2018

Name of Donor: John Canny

Name of Business (if applicable): The Canny Group (RE/MAX Advantage Plus)

Mailing Address 1228 Vierling Drive East Shakopee MN 55379  
Street City State Zip

Email Address \_\_\_\_\_ Fax \_\_\_\_\_

Phone Number \_\_\_\_\_ Type: Home  Cell  Work

### DONATION INFORMATION

I/we wish to make a cash/check donation in the amount of \$1,000

Name of School/Program this donation is designated for: The Celebration of Children 5K

Purpose of donation: Sponsorship of the 2018 Celebration of Children 5K

I/we wish to donate the following item(s):

QTY	ITEM DESCRIPTION	TOTAL VALUE OF ITEM/(s)	INTENDED RECIPIENT <small>(please specify to which school/program this item is being donated)</small>

Name of Shakopee School District Contact Emily Starke, Community Education

We thank you for your support of the Shakopee Public Schools

\_\_\_\_\_

School Board Clerk \_\_\_\_\_  
Date





# Shakopee Public Schools

## Gifts and Donations Form

### DONOR INFORMATION

Date April 12, 2018

Name of Donor: Jessica Hildman

Name of Business (if applicable): Veil-Wild Orthodontics

Mailing Address 7533 Egan Drive Savage MN 55378  
Street City State Zip

Email Address \_\_\_\_\_ Fax \_\_\_\_\_

Phone Number \_\_\_\_\_ Type: Home  Cell  Work

### DONATION INFORMATION

I/we wish to make a cash/check donation in the amount of \$250.00

Name of School/Program this donation is designated for: The Celebration of Children 5K

Purpose of donation: Sponsorship of the 2018 Celebration of Children 5K

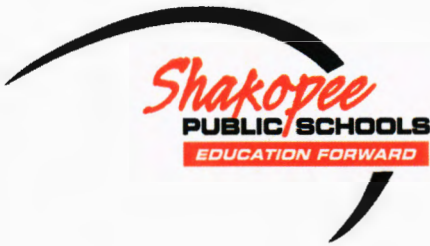
I/we wish to donate the following item(s):

QTY	ITEM DESCRIPTION	TOTAL VALUE OF ITEM/(s)	INTENDED RECIPIENT <small>(please specify to which school/program this item is being donated)</small>

Name of Shakopee School District Contact Emily Starke, Community Education

We thank you for your support of the Shakopee Public Schools	
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> School Board Clerk	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date





# Shakopee Public Schools

## Gifts and Donations Form

### DONOR INFORMATION

Date April 12, 2018

Name of Donor: Dr. Jodi Church

Name of Business (if applicable): Bridge Chiropractic

Mailing Address 1755 17<sup>th</sup> Ave E Shakopee MN 55379  
Street City State Zip

Email Address \_\_\_\_\_ Fax \_\_\_\_\_

Phone Number \_\_\_\_\_ Type: Home  Cell  Work

### DONATION INFORMATION

I/we wish to make a cash/check donation in the amount of \$100.00

Name of School/Program this donation is designated for: The Celebration of Children 5K

Purpose of donation: Sponsorship of the 2018 Celebration of Children 5K

I/we wish to donate the following item(s):

QTY	ITEM DESCRIPTION	TOTAL VALUE OF ITEM/(s)	INTENDED RECIPIENT <small>(please specify to which school/program this item is being donated)</small>

Name of Shakopee School District Contact Emily Starke, Community Education

We thank you for your support of the Shakopee Public Schools

\_\_\_\_\_

School Board Clerk \_\_\_\_\_  
Date





# Shakopee Public Schools

## Gifts and Donations Form

### DONOR INFORMATION

Date April 12, 2018

Name of Donor: Fred Jurewicz

Name of Business (if applicable): Fred Jurewicz Financial

Mailing Address PO Box 441 Shakopee MN 55379  
Street City State Zip

Email Address \_\_\_\_\_ Fax \_\_\_\_\_

Phone Number \_\_\_\_\_ Type: Home  Cell  Work

### DONATION INFORMATION

I/we wish to make a cash/check donation in the amount of \$100.00

Name of School/Program this donation is designated for: The Celebration of Children 5K

Purpose of donation: Sponsorship of the 2018 Celebration of Children 5K

I/we wish to donate the following item(s):

QTY	ITEM DESCRIPTION	TOTAL VALUE OF ITEM/(s)	INTENDED RECIPIENT <small>(please specify to which school/program this item is being donated)</small>

Name of Shakopee School District Contact Emily Starke, Community Education

We thank you for your support of the Shakopee Public Schools	
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> School Board Clerk	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date



# Shakopee Public Schools

## Gifts and Donations Form

### DONOR INFORMATION

Date April 12, 2018

Name of Donor: Korbyn Doucette

Name of Business (if applicable): Snap Fitness

Mailing Address 1282 Vierling Drive E Shakopee MN 55379  
Street City State Zip

Email Address \_\_\_\_\_ Fax \_\_\_\_\_

Phone Number \_\_\_\_\_ Type: Home  Cell  Work

### DONATION INFORMATION

I/we wish to make a cash/check donation in the amount of \$100.00

Name of School/Program this donation is designated for: The Celebration of Children 5K

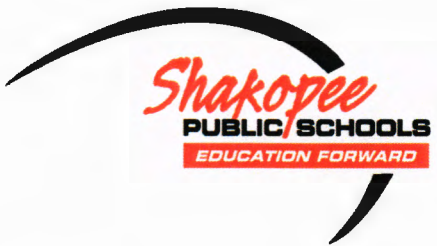
Purpose of donation: Sponsorship of the 2018 Celebration of Children 5K

I/we wish to donate the following item(s):

QTY	ITEM DESCRIPTION	TOTAL VALUE OF ITEM/(s)	INTENDED RECIPIENT <small>(please specify to which school/program this item is being donated)</small>

Name of Shakopee School District Contact Emily Starke, Community Education

We thank you for your support of the Shakopee Public Schools	
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> School Board Clerk	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date



# Shakopee Public Schools

## Gifts and Donations Form

### DONOR INFORMATION

Date April 12, 2018

Name of Donor: Wade Andrews

Name of Business (if applicable): Shakopee Vision Clinic

Mailing Address 1731 17<sup>th</sup> Ave E Shakopee MN 55379  
Street City State Zip

Email Address \_\_\_\_\_ Fax \_\_\_\_\_

Phone Number \_\_\_\_\_ Type: Home  Cell  Work

### DONATION INFORMATION

I/we wish to make a cash/check donation in the amount of \$100.00

Name of School/Program this donation is designated for: The Celebration of Children 5K

Purpose of donation: Sponsorship of the 2018 Celebration of Children 5K

I/we wish to donate the following item(s):

QTY	ITEM DESCRIPTION	TOTAL VALUE OF ITEM/(s)	INTENDED RECIPIENT <small>(please specify to which school/program this item is being donated)</small>

Name of Shakopee School District Contact Emily Starke, Community Education

We thank you for your support of the Shakopee Public Schools

---

School Board Clerk \_\_\_\_\_ Date \_\_\_\_\_



## Change Order

<b>PROJECT</b> (Name and address): Shakopee High School Additions and Renovations 100 17th Avenue West Shakopee, MN 55379	<b>CHANGE ORDER NUMBER:</b> 017 <b>DATE:</b> March 21, 2018	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address): Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, MN 55121	<b>ARCHITECT'S PROJECT NUMBER:</b> 152092 <b>CONTRACT DATE:</b> July 26, 2016 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1. PCO 159 / PR 122: Updated Structural at Area P to avoid Fiber Optic Line ADD: \$65,097.15
2. PCO 218 / PR 169R (Replaces SI 032): Modify Science Casework Areas B and S ADD: \$14,092.48
3. PCO 239 / PR 183: Modifications to M103 Trash Counter at Existing Column in Area M ADD: \$427.35
4. PCO 246 / PR 194: RFI 563 Area H Drinking Fountain Mid Level ADD: \$4,198.02
5. PCO 248 / PR 195: Extend Shaft Wall in Area S ADD: \$6,737.98
6. PCO 250 / PR 197; Extend Area M Soffit to Cover Existing Pipes ADD: \$2,846.08
7. PCO 263 / PR205: Sink In Fab Lab ADD: \$19,396.14
8. PCO 265 / SI 037: Curtain Wall Soffit at Beam in Area S ADD: \$1,532.01
9. PCO 266 / PR 209: Revise Ductwork in B100 DEDUCT (\$3,525.90)
10. PCO 270 / GC PR 29: Ceiling Tile Damage ADD: \$3,681.85
11. PCO 277 / GCPR 031: Pricing RFI 592 Area B & P Structural ADD: \$5,527.87
12. PCO 278 / PR 196: Modifications to Health Sim Lab S300 and Storage Room S302 ADD: \$49,121.23
13. PCO 279 / PR 213: Area A, B, C Mechanical and Electrical Revisions DEDUCT: (\$109.01)
14. PCO 280 / PR 218: Kitchen Hood Fire Devices ADD: \$2,638.02
15. PCO 281 / PR 211: AV Rack Opening Under Learning Stair ADD: \$3,170.86
16. PCO 283 / PR 224: Area M Stage Handrail (RFI 604) ADD: \$2,613.45
17. PCO 285 / PR 225: RFI 590 - Ceiling Demo Areas M and F ADD: \$4,324.85
18. PCO 286 / PR 226: Omit 'Saber Nation' Signage DEDUCT (\$642.00)
19. PCO 290 / SI 041: (RFI 606) P120 Mailroom Island NO COST CHANGE
20. PCO 292 / SI042: AWP Locations Mid level Area M (RFI 611) NO COST CHANGE

- 21. PCO 293 / PR 228: Steamer Electrical Changes Culinary Arts ADD: \$8,978.24
- 22. PCO 295 / PR 222: Area N Work Room to Remain Existing DEDUCT (\$2,701.00)
- 23. PCO 298 / PR 234: Auditorium Sidewalls (RFI 614) DEDUCT (\$2,552.06)
- 24. PCO 299 / PR 239: Auditorium AWP Modifications to Accomodate Structural Beams DEDUCT (\$2,010.00)
- 25. PCO 301 / PR 241; B104 Furring Wall (RFI 615) ADD: \$2,118.31
- 26. PCO 302 / PR 244: Auditorium Fireproofing DEDUCT (\$9,966.00)
- 27. PCO 304 / GCPR 035: Built-up Roof Pricing (2-6-18) ADD: \$21,922.95
- 28. PCO 305 / PR 237: Plumbing Wall Between A130 and A132 ADD: \$948.45
- 29. PCO 306 / PR 245: Trim Piece at Floor Opening Mid Level M ADD: \$810.99
- 30. PCO 313 / PR 249: RFI 624 Designated Aisle Seats in Auditorium A111 NO COST CHANGE
- 31. PCO 314 / GCPR 036: Training Room Countertop ADD: \$366.45
- 32. PCO 320 / GCPR 038: Pricing Field House Upper Level Track Flooring DEDUCT (\$35,000.00)

TOTAL THIS CHANGE ORDER = ADD \$164,044.76


The original Contract Sum was	\$ 73,088,000.00
The net change by previously authorized Change Orders	\$ 1,570,443.31
The Contract Sum prior to this Change Order was	\$ 74,658,443.31
The Contract Sum will be increased by this Change Order in the amount of	\$ 164,044.76
The new Contract Sum including this Change Order will be	\$ 74,822,488.07

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

The date of Substantial Completion as of the date of this Change Order therefore is as noted on Revised Phasing plans issued in Change Order No. 010.

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

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

<u>Wold Architects Engineers</u> <b>ARCHITECT</b> <i>(Firm name)</i>  <u>332 Minnesota Street, Suite W2000</u> <u>St. Paul, MN 55102</u> <b>ADDRESS</b>  <u></u> <b>BY</b> <i>(Signature)</i>  <u>R. Scott McQueen</u> <i>(Typed name)</i>  <u>4/19/18</u> <b>DATE</b>	<u>Shaw-Lundquist Associates, Inc.</u> <b>CONTRACTOR</b> <i>(Firm name)</i>  <u>2757 West Service Road</u> <u>St. Paul, MN 55121</u> <b>ADDRESS</b>  <u></u> <b>BY</b> <i>(Signature)</i>  <u>Tad Ulrich</u> <i>(Typed name)</i>  <u>4/12/18</u> <b>DATE</b>	<u>Independent School District #720</u> <b>OWNER</b> <i>(Firm name)</i>  <u>1200 Town Square Mall</u> <u>Shakopee, MN 55379</u> <b>ADDRESS</b>  <u></u> <b>BY</b> <i>(Signature)</i>  <u>Suzanne Johnson</u> <i>(Typed name)</i>  <b>DATE</b>
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DRAFT

# AIA® Document G701™ - 2001

## Change Order

<b>PROJECT</b> (Name and address): Shakopee High School Additions and Renovations 100 17th Avenue West Shakopee, MN 55379	<b>CHANGE ORDER NUMBER:</b> 018 <b>DATE:</b> April 10, 2018	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address): Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, MN 55121	<b>ARCHITECT'S PROJECT NUMBER:</b> 152092 <b>CONTRACT DATE:</b> July 26, 2016 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1. PCO 223 / PR 166: (RFI 546) Duct Area P Lower Level ADD: \$2,665.47
2. PCO 229 / PR 178: Provide Access Panels (RFI 550 & 551) ADD: \$7,250.62
3. PCO 231 / PR 167: Tension Grid Modifications for Duct Work ADD: \$20,706.20
4. PCO 258 / PR 192: Area S Ceilings (RFI 579) ADD: \$6,056.06
5. PCO 269 / SI 039: Acoustical Wall Panels 10 Locations ADD: \$3,811.50
6. PCO 274 / PR 212: Remove Existing Carpet from F Corridor and Replace with LVT ADD: \$44,916.75
7. PCO 287 / PR 227: Electric Riser (LU-16) Changes RFI 608 ADD: \$ 3,971.19
8. PCO 291 / PR 215: Tile Wainscot at Exist Columns-Mid Level M and R ADD: \$4,281.03
9. PCO 294 / PR 229: AV Equipment Auditorium and Studio Stage DEDUCT: (\$16,580.20)
10. PCO 303 / PR 230: Corridor Lighting Replacement LTFM ADD: \$273,744.70
11. PCO 307 / PR 232: Replace Remaining Existing Carpet: ADD: \$268,967.85
12. PCO 315 / PR 243: Emergency Riser Revision ADD: \$2,293.65
13. PCO 317 / PR 248: Provide Lock or Low Voltage Boxes in Area M ADD: \$1,088.70
14. PCO 328 / GCPR 037: Stair S Standpipe Soffit Pricing ADD: \$1,116.77
15. PCO 329 / GCPR 043: Backing behind PIP RFI 654 ADD: \$6,639.91
16. PCO 330 / PR 257: RFI 649 WWC Demo in Classroom E212 and E220 ADD: \$2,086.85
17. PCO 333 / PR 259: RFI 653 Insert Vent Grommets into Science Casework Islands ADD: \$1,485.75
18. PCO 338 / GCPR 042: Add Soffit in Room C112 (RFI 598) ADD: \$1,479.12
19. PCO 342 / PR 269: Provide Credit for Tectum Panels Omitted from PR 110 DEDUCT (\$11,265.00)

TOTAL THIS CHANGE ORDER = ADD \$624,716.92

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User Notes:

(3B9ADA26)

The original Contract Sum was	\$	73,088,000.00
The net change by previously authorized Change Orders	\$	1,734,488.07
The Contract Sum prior to this Change Order was	\$	74,822,488.07
The Contract Sum will be increased by this Change Order in the amount of	\$	624,716.92
The new Contract Sum including this Change Order will be	\$	75,447,204.99

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

The date of Substantial Completion as of the date of this Change Order therefore is as noted on Revised Phasing plans issued in Change Order No. 010.

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

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

<u>Wold Architects Engineers</u> <b>ARCHITECT</b> ( <i>Firm name</i> )	<u>Shaw-Lundquist Associates, Inc.</u> <b>CONTRACTOR</b> ( <i>Firm name</i> )	<u>Independent School District #720</u> <b>OWNER</b> ( <i>Firm name</i> )
<u>332 Minnesota Street, Suite W2000</u> <u>St. Paul, MN 55102</u> <b>ADDRESS</b>	<u>2757 West Service Road</u> <u>St. Paul, MN 55121</u> <b>ADDRESS</b>	<u>1200 Town Square Mall</u> <u>Shakopee, MN 55379</u> <b>ADDRESS</b>
<u>BY</u> ( <i>Signature</i> )	<u>BY</u> ( <i>Signature</i> )	<u>BY</u> ( <i>Signature</i> )
<u>R. Scott McQueen</u> ( <i>Typed name</i> )	<u>Tad Ulrich</u> ( <i>Typed name</i> )	<u>Jeffrey Priess, Director of Finance</u> ( <i>Typed name</i> )
<u>DATE</u>	<u>DATE</u>	<u>DATE</u>

April 19, 2018

Board of Education, ISD #720 – Shakopee Public Schools  
1200 Town Square Mall  
Shakopee, MN 55379

Re: Shakopee High School Expansion Low Voltage Phase II

Dear Board Members:

At 2:00 p.m. on Thursday, April 5, 2018, we received four (4) bids for the High School Expansion Low Voltage Phase II Project. A copy of the bid tabulation is enclosed for your review.

ICS Consulting, Inc. has reviewed the bids received for the above-referenced project and the apparent low responsible bidder is Parallel Technologies within the project budget. We have contracted the apparent low bidder, Parallel Technologies, and have confirmed that their bid is valid. Our itemized recommendation is as follows:

<b>Base Bid:</b>	
Parallel Technologies Total Base Bid Amount:	<b>\$304,000.00</b>
<b>Alternate #1: Consolidate, re-terminate, re-label and test existing cabling at the patch panel</b>	<b>\$3,300.00</b>
<b>TOTAL (BASE BID with ALTERNATES)</b>	<b>\$307,300.00</b>

Based on the recommendations above, we recommend that the District enter into a Contract with Parallel Technologies for the total Bid amount of \$307,300.00. Their first-tier sublist is enclosed.

Please feel free to contact me with any questions you may have.

Sincerely,



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

Enclosures

cc: File



# Shakopee Public Schools 2017-18 School Calendar

## Updated April 23, 2018

NOTE: Grades 6-12 Last Day of School: May 30, 2018

NOTE: Grades E-5 & TLC Last Day of School: May 31, 2018

August 2017
August 21-24.....New Teacher Fall Workshop
August 28-31.....Teacher Fall Workshop

September 2017
September 4.....No School - Labor Day
September 5, 2017.....Student 1st Day of School
September 27.....Student 2-Hour Early Release

October 2017
October 18.....No School - Teacher Staff Development Day
October 19-20.....No School - Fall Break
Oct 30-Nov 8.....Districtwide Parent Teacher Conferences

November 2017
Oct 30-Nov 8.....Districtwide Parent Teacher Conferences
November 9.....1st Quarter Ends
November 10.....No School - Teacher Planning Day
November 23-24.....No School - Thanksgiving Break
November 29.....Student 2-Hour Early Release

December 2017
December 25-Jan 1.....No School - Winter Break

January 2018
December 25-Jan 1.....No School - Winter Break
January 15.....No School - Teacher Staff Development Day
January 19.....2nd Semester Ends
January 22.....No School - Teacher Planning Day

February 2018
February 19.....No School - Teacher Staff Development Day
February 20-March 1.....Districtwide Parent Teacher Conferences

March 2018
March 14.....Student 2-Hour Early Release
March 23.....3rd Quarter Ends
March 26.....No School - Teacher Flex Planning Day
March 27-30.....No School - Spring Break

April 2018
April 25.....Student 2-Hour Early Release

May 2018
May 25.....Senior Class (12th grade) Last Day of School
May 28.....No School - Memorial Day
May 30, 2018.....Student Last Day of School Grades 6-11
May 31, 2018.....Student Last Day of School Grades E-5 & TLC
May 31, 2018.....Moving Day for Staff Grades 6-12

June 2018
June 1.....Teacher Work Day
June 2, 2018.....Graduation

August 2017				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

January 2018				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

September 2017				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

February 2018				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

October 2017				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

March 2018				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November 2017				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

April 2018				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

December 2017				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

May 2018				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

June 2018				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Key	
	No School - Students and Staff
	No School - Students
	First/Last Day of School
	Quarter/Semester Change
	Student Early Release 2-Hours before Dismissal



# Shakopee PS | SEA | 2017-18 School Calendar

Start After Labor Day - Short Winter - Out End of May - 4 Early Release for PD Days



## JULY 2017

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

## JANUARY 2018

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

Jan 1.....No School - Winter Break  
 January 15.....No School - Teacher Staff Development Day  
 January 19.....1st Semester/2nd Quarter Ends  
 January 22.....No School - Teacher Planning Day  
 January 23.....2nd Semester/3rd Quarter Begins

## AUGUST 2017

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

August 21-24.....New Teacher Fall Workshop  
 August 28-31.....Teacher Fall Workshop

## FEBRUARY 2018

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

February 19.....No School - Teacher Staff Development Day  
 February 20-22, 26-28.....Districtwide P/T Conf window

## SEPTEMBER 2017

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

September 4.....No School - Labor Day  
 September 5.....Student 1st Day of School  
 September 27.....Early Release for Teacher Prof. Dev.

## MARCH 2018

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

March 1.....Districtwide P/T Conf window  
 March 14.....Early Release for Teacher Prof. Dev.  
 March 23.....3rd Quarter Ends  
 March 26.....No School - Teacher Flex Planning Day  
 March 27-30.....No School - Spring Break

## OCTOBER 2017

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

October 18.....No School - Teacher Staff Development Day  
 October 19-20.....No School - Fall Break  
 Oct 30-31.....Districtwide P/T Conf window

## APRIL 2018

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

April 2.....4th Quarter Begins  
 April 25.....Early Release for Teacher Prof. Dev.

## NOVEMBER 2017

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Nov 1-2, 6-8.....Districtwide P/T Conf window  
 November 9.....1st Quarter Ends  
 November 10.....No School - Teacher Planning Day  
 November 23-24.....No School - Thanksgiving Break  
 November 29.....Early Release for Teacher Prof. Dev.

## MAY 2018

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

May 25.....Senior Class (12th grade) Last Day of School  
 May 28.....Memorial Day  
 May 30, 2018.....Student Last Day of School (6-12)  
 May 31, 2018.....Student Last Day of School (E-5, TLC)  
 May 31, 2018.....Moving Day (6-12)

## DECEMBER 2017

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

December 25-Jan 1.....No School - Winter Break

## JUNE 2018

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 1.....Teacher Work Day  
 June 2, 2018.....Graduation

KEY	
#	No School - Students and Staff
#	No School - Students only
#	Early Release Days for Teacher PD
#	1st Quarter Student Contact Days
#	2nd Quarter Student Contact Days
#	3rd Quarter Student Contact Days
#	4th Quarter Student Contact Days

Student Contact Days			
Q1	Q2	Q3	Q4
45	41	43	43
S1		S2	
86		86	
Year			
172			

5	Staff Development Days
6	Work/Planning/Grading Days
3	Parent/Teacher Conference Days
172	Student Contact Days
186	TOTAL CONTRACT DAYS (Tenured)
4	New Teacher Workshop Days
190	TOTAL CONTRACT DAYS (Prob)

15-Jan MLK  
 19-Feb Presidents Day  
 30-Mar Good Friday  
 1-Apr Easter



# Shakopee Public Schools 2018-19 School Calendar

## Updated April 23, 2018

**NOTE: Tokata Lng. Ctr. First Day of School: September 4, 2018**

**NOTE: Grades 6-12 First Day of School: September 5, 2018**

**NOTE: Grades E-5 First Day of School: September 6, 2018**

### August 2018

August 20-23.....New Teacher Fall Workshop  
August 27-30.....Teacher Fall Workshop

### September 2018

September 3.....No School - Labor Day  
September 4, 2018.....Student 1st Day of School (Tokata ONLY)  
September 5, 2018.....Student 1st Day of School (Grades 6-12)  
September 6, 2018.....Student 1st Day of School (Grades E-5)  
September 4....Moving Day for Staff (Grades 6-12)  
September 4-5.....Assess & Connect Days (Grades E-5)  
September 26.....Student 2-Hour Early Release

### October 2018

October 17.....No School - Teacher Staff Development Day  
October 18-19.....No School - Fall Break

### November 2018

November 8.....1st Quarter Ends  
November 9.....No School - Teacher Planning Day  
November 21-23.....No School - Thanksgiving Break  
November 28.....Student 2-Hour Early Release

### December 2018

December 20.....No School - Early Childhood Education Only  
December 21-Jan 1.....No School - Winter Break

### January 2019

December 21-Jan 1.....No School - Winter Break  
January 21.....No School - Teacher Staff Development Day  
January 25.....1st Semester Ends  
January 28.....No School - Teacher Planning Day

### February 2019

February 15.....No School - Teacher Staff Development Day  
February 18.....No School - Presidents' Day Break

### March 2019

March 13.....Student 2-Hour Early Release  
March 28.....3rd Quarter Ends  
March 29.....No School - Teacher Planning Day

### April 2019

April 1-5.....No School - Spring Break  
April 19.....No School - Students & Staff  
April 24.....Student 2-Hour Early Release

### May 2019

May 27.....No School - Memorial Day  
May 31.....Senior Class (12th grade) Last Day of School

### June 2019

June 6, 2019.....Student Last Day of School  
June 7.....Teacher Work Day  
June 8, 2019.....Graduation

### August 2018

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

### September 2018

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

### October 2018

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

### November 2018

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### December 2018

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

### January 2019

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

### February 2019

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

### March 2019

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### April 2019

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

### May 2019

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

### June 2019

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

### Key

	No School - Students and Staff
	No School - Students
	First/Last Day of School
	Quarter/Semester Change
	Student Early Release 2-Hours before Dismissal



# Shakopee PS | SEA | 2018-19 School Calendar

Start After Labor Day - Academies of Shakopee Begins



## JULY 2018

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

## JANUARY 2019

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

December 21-Jan 1.....No School - Winter Break  
 January 21.....No School - Teacher Staff Development Day  
 January 23-25.....Finals Schedule (HS)  
 January 25.....1st Semester/2nd Quarter Ends  
 January 28.....No School - Teacher Planning Day  
 January 29.....2nd Semester/3rd Quarter Begins

## AUGUST 2018

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

August 20-23.....New Teacher Fall Workshop  
 August 27-30.....Teacher Fall Workshop

## FEBRUARY 2019

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

February 15.....No School - 6-12 Teacher Staff Development Day  
 February 18.....No School - Presidents' Day Break

## SEPTEMBER 2018

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

September 3.....No School - Labor Day  
 September 4.....Student 1st Day of School (TLC)  
 September 4.....Moving In Day (No Students - 6-12)  
 Sept 5.....Student 1st Day of School (6-12)  
 September 4-5.....Elementary Connect/Assess Days (E-5)  
 September 6.....Student 1st Day of School (E-5)  
 September 26.....Early Release - Teacher Prof. Dev.

## MARCH 2019

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

March 13.....Early Release - Teacher Prof. Dev.  
 March 28.....3rd Quarter Ends  
 March 29.....No School - Teacher Planning Day

## OCTOBER 2018

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

October 17.....No School - Teacher Staff Development Day  
 October 18-19.....No School - Fall Break

## APRIL 2019

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

April 1-5.....No School - Spring Break  
 April 8.....1st Day of 4th Quarter  
 April 19.....No School  
 April 24.....Early Release - Teacher Prof. Dev.

## NOVEMBER 2018

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November 8.....1st Quarter Ends  
 November 9.....No School - Teacher Planning Day  
 November 21-23.....No School - Thanksgiving Break  
 November 28.....Early Release - Teacher Prof. Dev.

## MAY 2019

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

May 27.....Memorial Day  
 May 31.....Senior Class (12th grade) Last Day of School

## DECEMBER 2018

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

December 20 - No School (CFC Only) PD Day for CFC Teachers  
 December 21-Jan 1.....No School - Winter Break

## JUNE 2019

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

June 4-6.....Finals Schedule (HS)  
 June 6.....Student Last Day of School  
 June 7.....Teacher Work Day  
 June 8.....Graduation

KEY	
#	No School - Students and Staff
#	No School - Students only
#	Early Release Days for Teacher PD
#	1st Quarter Student Contact Days
#	2nd Quarter Student Contact Days
#	3rd Quarter Student Contact Days
#	4th Quarter Student Contact Days

Student Contact Days			
Q1	Q2	Q3	Q4
45	39	45	42
S1		S2	
84		87	
Year			
171			

6-12	E-5	
5	4	Staff Development Days
6	6	Work/Planning/Grading Days
2	3	Parent/Teacher Conference Days
171	171	Student Contact Days
184	184	TOTAL CONTRACT DAYS (Tenured)
4		New Teacher Workshop Days
188		TOTAL CONTRACT DAYS (Prob)

# SHAKOPEE PUBLIC SCHOOLS CALENDAR REVISIONS

Dale J. Anderson | SEA President | Updated April 16, 2018

As part of the negotiations in the 2017-2019 Collective Bargaining Agreement between Shakopee Schools and Shakopee Education Association, several agreements were reached that affect the 2017-2018 and 2018-2019 calendars that were already adopted by the School Board. This document is an attempt to clarify the revisions needed for those calendars.

## 1. MOU on Elementary Assess/Connect Days

**Elementary Assess/Connect Days** allow teachers to meet each student and their family for a 30-minute time for

- Parent-Teacher-Student meet and greet
- Classroom tour
- Parent Interview about their child (paperwork done as the child is assessed)
- Discussion of Grade Level Outcomes
- Grade Level Assessment
- Q+A

The key advantage of this change is that teachers are able to get assessments for reading and math leveling out of the way before classes meet – allowing them to properly place students earlier and get to instruction in a more efficient and timely manner.

## 2. Time for Secondary Teachers to Pack Up, Move, and Unpack

The moving of 9<sup>th</sup> grade out of the junior highs and into the high school (HS) and 6<sup>th</sup> grade from Pearson into the 2 middle schools (MS) means the vast majority of secondary teachers will move either from building to building or from classroom to classroom. The few teachers who may not move (due to being assigned in a specialized classroom, like a chemistry lab) will be responsible to help other teachers with their moves during this time. This is driven by the construction process which will not allow teachers to be in their rooms during the summer.

- **2017-2018 Calendar Change** – Convert the last student contact day to a move-out day for secondary staff (for Gr 6-12 students ONLY, NOT including TLC). CFC, K-5, and TLC would still have this day as a student contact day. Secondary teachers (other than TLC) would use this day for packing up their rooms and equipment and making everything ready for redistribution between and within buildings.

### CURRENT CALENDAR

- Th May 31 | *Last Day of School (All)*
- F Jun 1 | *Teacher Grading/Work Day (All)*

### REVISED CALENDAR

- W May 30 | *Last Day of School (6-12)*
- Th May 31 | *Last Day of School (CFC, K-5, TLC)  
Secondary Move-Out Day (6-12)*
- F Jun 1 | *Teacher Grading/Work Day (All)*

- **2018-2019 Calendar Change** – Convert the first student contact day (for secondary students ONLY, NOT including TLC) to a move-in day for secondary staff. CFC and TLC would still have this day as a student contact day; K-5 this is the first of the two assess/connect day. The secondary buildings will be using that time for moving into new spaces and unpacking. Grades 6-12 (not TLC) would begin classes on September 5.

### CURRENT CALENDAR

- M Sept 3 | *Labor Day | No School*
- Tu Sept 4 | *First day of school for students (E-12)*

### REVISED CALENDAR

- M Sept 3 | *Labor Day | No School*
- Tu Sept 4 | *Elem Connect/Assess Day 1 (E-5)  
Secondary Move-In Day (No school 6-12)  
First day of school for students (TLC)*
- W Sept 5 | *Elementary Connect Assess Day 2 (E-5)  
First day of school for students (6-12)*
- Th Sept 6 | *First day of school for students (E-5)*

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### 3. Transfer of Non-Work Day from Winter Break to Thanksgiving Break

This change keeps Winter Break for both 2018-2019 and the proposed 2019-2020 calendars at 8 days and allows families to have a little more traveling time for Thanksgiving Break (a common request from teachers).

#### CURRENT CALENDAR

- Nov 22-23 | *Thanksgiving Break*
- Dec 20 – Jan 1 | *Winter Break*

#### REVISED CALENDAR

- Nov 21-23 | *Thanksgiving Break*  
**Add** Wed Nov 21 to Thanksgiving Break
- Dec 21 – Jan 1 | *Winter Break*  
**Remove** Thursday Dec 20 from Winter Break

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### 4. Reduction of Two Contract Days

As part of the teacher settlement, the District agreed to reduce the teacher contract year from 186 work days to 184 work days.

#### CURRENT CALENDAR

- **186** | Total Teacher Work Days  
**172** | Student Contact Days  
5 | Staff Development Days  
6 | Planning/Grading Days  
3 | Parent Teacher Conference Days

#### REVISED CALENDAR

- **184** | Total Teacher Work Days  
**171** | Student Contact Days  
**5 or 4** | Staff Development Days  
6 | Planning/Grading Days  
**2 or 3** | Parent Teacher Conference Days
- **Day Reduction 1**
  - **Remove** April 19 | Off day (ALL)
- **Day Reduction 2**
  - **Remove** Two 4 hour Parent-Teacher Conference evenings (1/sem); if E-5 wants to keep the current Parent-Teacher Conference time, the off day will be February 15

RESOLUTION FILLING SCHOOL BOARD VACANCY BY APPOINTMENT

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2019 (January 7, 2019); and

WHEREAS, the vacancy occurred more than ninety (90) days prior to the first Tuesday after the first Monday in November in the year the vacancy occurred and prior to the fourth year of the vacant term;

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

Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b, \_\_\_\_\_ is hereby appointed to fill the vacancy and to serve until a successor is elected and qualified. The appointment shall be effective thirty (30) days after the adoption of this resolution (June 5, 2018) unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period.

# Shakopee Public Schools



## General Fund

## Preliminary Budget Draft and authorization of Budget Revisions for 2018-19

**April 23, 2018**

# Building the Budget

- **A series of assumptions/aid calculations/expenditure trends that primarily focus on:**
  - **Enrollment**
  - **State, Federal and Local Funding Levels**
  - **Staffing Levels**
- **and most importantly –The District Education Program**

# Revenue Planning Parameters

- Enrollment is projected to be 8,317 –an increase of 40 students from the current year
- Basic formula allowance is set at \$6,318 an increase of \$124, or 2% over the current year
- State Categorical (Special Education Revenue) is estimated at \$9,731,206
- Local tax levy dollars are estimated to be \$15,789,000 and are based on-  
Board Certified Levy (December 2017)

# General Fund Revenue

**2017-18  
Revised  
Budget**

**2018-19  
Projected  
Budget**

**2018-19  
Percent /  
Total**

**Basic Formula**

**56,104,567**

**57,434,207**

**57.89**

**State Spc Educ. Aid**

**9,505,142**

**9,731,206**

**9.81**

**Operating Referendum**

**2,721,240**

**2,736,045**

**2.76**

**Other Aids and Levies**

**24,420,858**

**26,191,496**

**26.40**

**Misc. Revenues**

**2,244,832**

**3,118,826**

**3.14**

**Total Revenue**

**94,996,639**

**99,211,780**

**100.00**

# General Fund Expenditures

2017-18  
Revised  
Budget

2018-19  
Projected  
Budget

2018-19  
Percent/  
Total

Salaries/Benefits

73,560,469

75,087,188

75.97

Purchased Services

12,546,432

12,848,115

13.00

Supplies

2,789,380

3,086,779

3.12

Capital and Misc.

6,064,361

7,821,480

7.91

Total Expenditures

94,960,642

98,843,562

100.00

# 2018-19 Proposed Budget Revisions

## **Budget Revision Process:**

**Staff and Community input (December-March)**

**Input reviewed and prioritized by administration (district and principals)**

**Revisions finalized and presented to Board April 9, 2018**

## **Guiding Principles:**

**Minimize impact on class sizes**

**Reductions occur at all levels-district and building level**

**Staff reductions focus on administration and support positions**

## Proposed Budget Increases for 2018-19

### Shakopee High School

Assistant Principal	\$	144,690
Academy Coach (teacher on special assignment)	\$	85,000
Counselor	\$	78,000
Security paraprofessionals	\$	84,000
Office Assistant	\$	29,000
Custodians	\$	288,000
Licensed Practical Nurse - Health Aide	\$	22,539
Special Education Secretary	\$	15,000
Media Paraprofessional	\$	29,900
<b>Total</b>		<b>\$ 776,129</b>

### Districtwide

Manager of Community Partnerships & Facilities*	\$	140,000
Theater Manager*	\$	68,000
TIES Dissolution Fee*	\$	292,250
<b>Total</b>		<b>\$ 500,250</b>

\*Highlighted blue items will be funded through a combination of general, technology levy & community education funds

<b>Total Proposed increased expenditures</b>	<b>\$</b>	<b>1,276,379</b>
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## Proposed Reductions for 2018-19

### Closing of Pearson

Assistant Principal	\$ 127,894
Media Paraprofessional	\$ 29,900
Custodians	\$ 144,000
Health Aide	\$ 28,088
Special Education Secretary (part-time)	\$ 15,000
Utility Saving	\$ 70,000
Technology Assistant	\$ 52,500
Instructional Coach	\$ 73,000
Principal	\$ 158,106
Administrative Assistant	\$ 65,932
Office Clerical	\$ 34,203
Digital Learning Coordinator	\$ 73,000
<b>Pearson total reductions</b>	<b>\$ 871,623</b>

### Staffing Reductions

Elementary Assistant Principals - replace with Dean positions	\$ 176,585
One Middle Level Assistant Principal per building - replace with Dean positions	\$ 119,116
Teaching & Learning Supervisor	\$ 114,400
English Learner Teacher	\$ 56,000
Instructional Coach	\$ 22,400
Community Coordinator	\$ 80,000
Special Education Paraprofessional expense reductions	\$ 30,000
Special Education restructure	\$ 81,300
Volunteer Program Coordinator (Community Education)	\$ 99,000
Volunteer Site Coordinators - secondary schools only	\$ 10,000
<b>Staffing total reductions</b>	<b>\$ 788,801</b>

<b>Operational</b>	
Reduce building & district Staff Development budgets by 10%	\$ 25,000
Reduce Teaching & Learning department operational expenses	\$ 65,000
Non-certified staff released during early release times (8 hours/year/person)	\$ 15,000
<b>Operational total reductions</b>	<b>\$ 105,000</b>

<b>Programming</b>	
Partial reduction of middle school sports	\$ 30,000
Equity department reorganization - includes reduction of one Equity Specialist	\$ 97,100
<b>Programming total reductions</b>	<b>\$ 127,100</b>

<b>Other Miscellaneous</b>	
Reduce copy expenses by 10%	\$ 10,000
FAST replace MAP K-3 (alternate assessment system)	\$ 16,250
Energy savings	\$ 20,000
Group subbing at high school	\$ 27,600
<b>Other Miscellaneous total reductions</b>	<b>\$ 73,850</b>

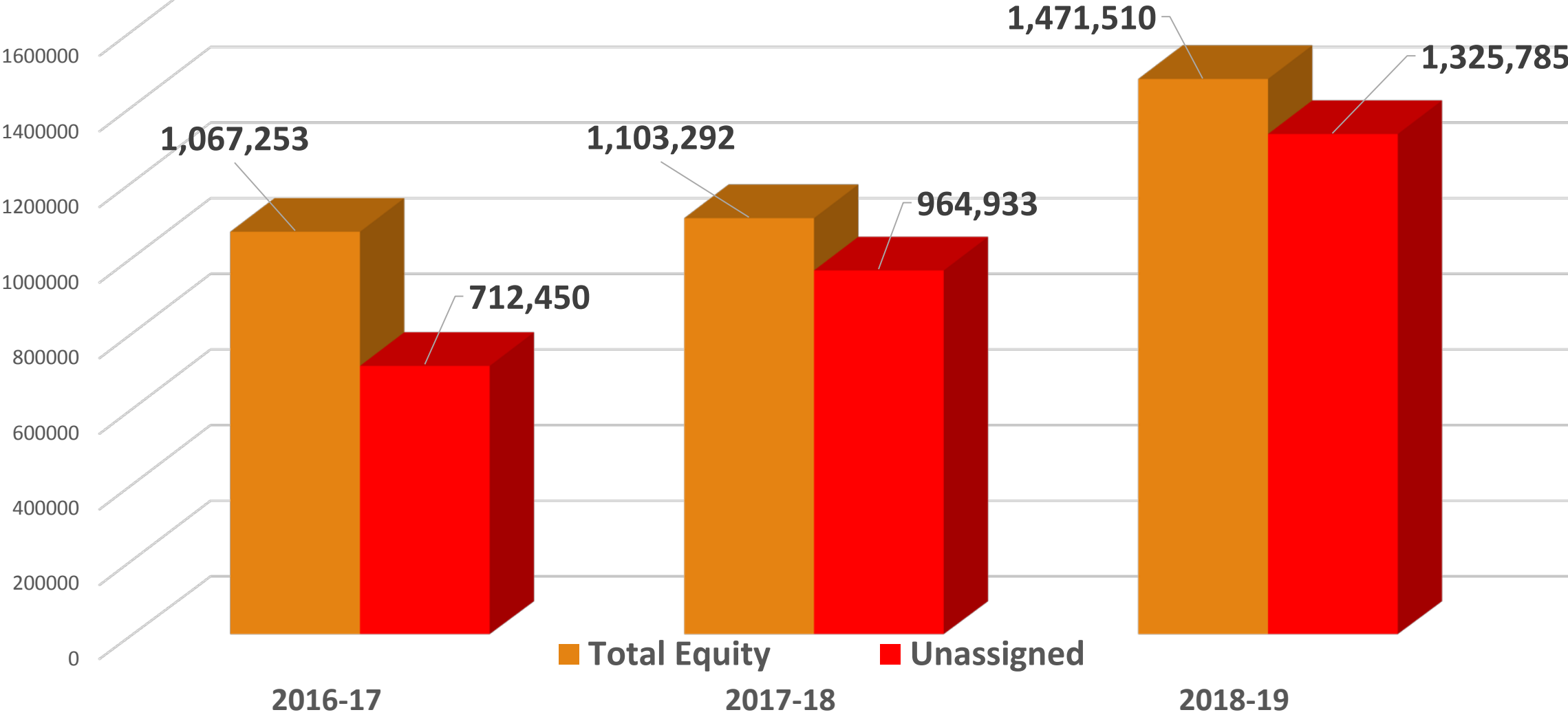
<b>Outside Services</b>	
School Management Services (financial consulting)	\$ 75,000
Access additional Special Education transportation funds to reduce costs	\$ 300,000
<b>Outside Services total reductions</b>	<b>\$ 375,000</b>

<b>Technology staffing, operations, software....</b>	
Technology department operational reductions	\$ 100,000
Eliminate Applitrack assessments	\$ 5,000
<b>Technology total reductions</b>	<b>\$ 105,000</b>

<b>Revenue</b>	
Revenue generated from donations, grants, partnerships & facility usage	\$ 100,000
Sell obsolete equipment	\$ 50,000
Increase high school parking fee by \$20/pass	\$ 12,320
Increase activity fees at the high school from \$40 to \$75 (BAND and CHOIR)	\$ 10,000
<b>Additional Revenue Total</b>	<b>\$ 172,320</b>

<b>Total Reductions &amp; Revenue Increases</b>	<b>\$ 2,618,694</b>
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# Most common statistic used to evaluate school district financial health is FUND EQUITY



**2018 Shakopee Public Schools  
School Board Meeting Dates and other important dates**

<b>Date</b>	<b>Time</b>	<b>Type of Meeting</b>	<b>Location</b>
April 23, 2018	4:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
April 23, 2018	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
April 23, 2018	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
April 25, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
May 7, 2018	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
May 7, 2018	6:00PM	School Board Learning Session	District Office Board Room, 1200 Town Square
May 9, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
May 21, 2018	4:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
May 21, 2018	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
May 21, 2018	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
May 23, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
June 11, 2018	5:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
June 11, 2018	6:00PM	School Board Learning Session	District Office Board Room, 1200 Town Square
June 13, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
June 25, 2018	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
June 25, 2018	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
June 27, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
Monday, 7/9/2018	5:00-9:00PM	Summer Retreat	District Office Board Room, 1200 Town Square
July 11, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
July 23, 2018	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
July 23, 2018	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
July 25, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
August 13, 2018	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
August 13, 2018	6:00PM	School Board Learning Session	District Office Board Room, 1200 Town Square
August 15, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
August 27, 2018	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
August 27, 2018	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
August 29, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
September 10, 2018	5:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
September 10, 2018	6:00PM	School Board Learning Session	District Office Board Room, 1200 Town Square
September 12, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
September 24, 2018	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
September 24, 2018	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
September 26, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
October 8, 2018	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
October 8, 2018	6:00PM	School Board Learning Session	District Office Board Room, 1200 Town Square
October 10, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
October 22, 2018	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
October 22, 2018	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
October 24, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
November 12, 2018	5:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
November 12, 2018	6:00PM	School Board Learning Session	District Office Board Room, 1200 Town Square
November 14, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
November 26, 2018	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
November 26, 2018	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
November 28, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square
December 10, 2018	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
December 10, 2018	6:00PM	Truth in Taxation Hearing & School Board Business Meeting	District Office Board Room, 1200 Town Square
December 12, 2018	5:00PM	BOC	District Office Board Room, 1200 Town Square

\*A quorum of the board may be in attendance. This is not an official board meeting.