

# SHAKOPEE PUBLIC SCHOOLS



SCHOOL BOARD AGENDA





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February 25, 2019  
6:00 PM

1. CALL TO ORDER AND ROLL CALL - CHAIR BOWERMAN
2. PLEDGE OF ALLEGIANCE
3. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS
  3. 1. Congratulations to 2019 Minnesota Teacher of the Year Candidate Tania Drexler-Gutierrez  
Congratulations to Tania Drexler-Gutierrez for being named a candidate for the 2019 Minnesota Teacher of the Year program. Tania is an English language teacher at Shakopee High School. She has worked in our school district since 2006. The 2019 Teacher of the Year will be announced May 5, 2019 in St. Paul. The Minnesota Teacher of the Year program is lead by Education Minnesota and aims to recognize and celebrate excellence in teaching in Minnesota.
4. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS
5. CONSENT ITEMS
  5. 1. Personnel Items
    - 5.1.1 Acceptance of Retirement**  
Last Name, First Name, Position, Location, Effective Date  
Anderson, Mary, Teacher, Special Services, High School, 6/07/2019  
**Recommended Action**  
Accept the retirement and thank them for their service to the district as presented.
    - 5.1.2 Acceptance of Resignations**  
Last Name, First Name, Position, Location, Effective Date  
Hurd, Karsta, Teacher, Spanish, High School, 6/07/2019  
Johnson, Tammy, Program Support Assistant, High School, 2/28/2019  
Klecker, Kendra, AVID Tutor, High School/East/West Middle School, 1/25/2019  
Leisure, Catie, Food Service Worker, West Middle School, 1/25/2019  
Lincoln, Robert, Teacher, Digital Learning, Sun Path Elementary School, 2/28/2019  
Rau, Jonathan, Teacher, Technology Education, High School, 6/07/2019  
**Recommended Action**  
Accept the resignations and thank them for their service to the district as

presented.

### **5.1.3 Approval of Certified Contracts for the 2018-19 School Year**

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

Bloom, Elizabeth, Teacher, Special Services, West Middle School, BA, 3, 1.0, 2/19/2019, \$15,647.39 (prorated)

Doyle, Ksenia, Teacher, Building Substitute, Red Oak Elementary School, N/A, N/A, 1.0, 2/19/2019, \$125.00/day

#### **Recommended Action**

Approve certified contracts as presented.

### **5.1.4 Approval of Non-Certified Contracts for the 2018-19 School Year**

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

Cichy, Jessica, Program Support Assistant, East Middle School, \$14.87/hr, 2/14/2019

Dose, Molly, Program Support Assistant, Eagle Creek Elementary School, \$14.59/hr, 1/22/2019

Howling Wolf, Kariusta, Food Service Worker, Eagle Creek Elementary School, \$12.94/hr, 2/04/2019

Ingerson, Jennifer, Program Support Assistant, Jackson Elementary School, \$14.59/hr, 2/05/2019

Larson, Stephanie, Program Support Assistant, Eagle Creek Elementary School, \$15.47/hr, 1/29/2019

Lat, Lily, Avid Tutor, High School/West/East Middle School, \$14.59/hr, 1/29/2019

Mazzara, Suzanne, Program Support Assistant, Jackson Elementary School, \$13.55/hr, 1/15/2019

McKeown, Kristina, Food Service Worker, West Middle School, \$12.94/hr, 2/04/2019

Poppler, Theresa, Health Assistant, High School, \$22.94/hr, 2/11/2019

Sacco, Amy, Program Support Assistant, Central Family Center, \$14.59/hr, 1/18/2019

Sohns, Lori, Custodian, Red Oak Elementary School, \$16.41/hr, 2/25/2019

Strand, Kaitlin, Program Support Assistant, Eagle Creek Elementary School, \$14.59/hr, 1/22/2019

Theis, Julie, Program Support Assistant, Sweeney Elementary School, \$14.59/hr, 1/10/2019

Wicks, Laura, Program Support Assistant, Central Family Center, \$14.87/hr, 1/22/2019

#### **Recommended Action**

Approve the 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

Arnold, Melissa, Swanson, Teresa, Teacher, Special Service, Sweeney Elementary School, 1/02/2019 through Approx. 2/08/2019, MA Step 3, 1.0, \$256.86/day  
Pietarila Braun, Derek, Kleinfehn, Milicent, Teacher, Special Services, High School, 2/06/2019 through Approx. 6/07/2019, BA + 30 Step 3, 1.0, \$246.23/day  
Doheny, Dawn, Schanen, Shelly, Teacher, Kindergarten, Red Oak Elementary School, 2/01/2019 through Approx. 6/07/2019, MA Step 3, 1.0, \$256.86/day  
Gunderson, Noelle, Aleckson, Laura, Teacher, English, East Middle School, 3/25/2019 through Approx. 6/07/2019, BA Step 3, 1.0, \$214.35/day  
O'Fallon, Jolyssa, Mauer, Michelle, Teacher, Special Services, West Middle School, 2/11/2019 through Approx. 5/15/2019, BA Step 3, 1.0, \$214.35/day  
Rademacher, Jody, Schultz, Vanessa, Teacher, Stepping Stones, Central Family Center, 2/15/2019 through Approx. 5/28/2019, BA Step 3, 1.0, \$214.35/day  
Reina, Gale, Geesey, Carol, School Social Worker, East Middle School, 1/21/2019 through Approx. 2/12/2019, MA + 30 Step 3, 1.0, \$288.76/day

**Recommended Action**

Approve the Long Term Substitute contracts as presented.

**5.1.6 Approval of Assignment Change**

Last Name, First Name, Old Position, New Position, FTE, Salary, Effective  
Evink, Rebecca, Food Service Worker, Program Support Assistant, .813, \$14.59/hr, 8/01/2018

**Recommended Action**

Approve the assignment change as presented.

- |   |    |
|---|----|
| 5. 2. Approval of Minutes of the School Board Meetings  | 8  |
| <b>Recommended Action</b>   |    |
| Approve the minutes of the January 14, 2019 ReOrg and Business Meeting, January 28, 2019 Work Session and the February 11, 2019 Work Session as presented.      |    |
| 5. 3. Consideration of Bills and Authorization to Pay Same  | 20 |
| <b>Recommended Action</b>   |    |
| Approve the bills and authorize to pay same as presented.   |    |
| 5. 4. Approval of Wires Reports   | 45 |
| <b>Recommended Action</b>   |    |
| Approve the wires reports as presented.   |    |
| 5. 5. Authorization for Sale of Obsolete Equipment  |    |
| Director of Instructional Technology Bryan Drozd is requesting authorization for sale of obsolete technology equipment.   |    |
| <b>Recommended Action</b>   |    |
| Per School District Policy 802, authorize the sale of obsolete technology equipment (approximately 600 iPads with an estimated value of \$30,000) as presented. |    |

5. 6. Approval of Apple Lease	49
<b>Recommended Action</b>	
Approve the resolutions approving and authorizing the execution of schedule No. PUB18421 to the governmental lease purchase master agreement dated May 15, 2014, and supplements thereto and related documents and certificates as presented.	
5. 7. Approval of 2019 School Resource Officer Agreement with City of Shakopee	62
<b>Recommended Action</b>	
Approve the 2019 SRO Agreement with the City of Shakopee as presented.	
6. OLD BUSINESS DISCUSSION ITEMS	
6. 1. 2018-19 February Enrollment Update	67
Temporary Assistant Superintendent Dave Orłowski will present an annual February 1st enrollment report for the Board.	
Presenter: Temporary Assistant Superintendent Dave Orłowski	
Time: 8 minutes	
6. 2. 2018-19 Monthly Budget Update	68
Director of Finance & Operations Jeff Priess will present the 2018-19 monthly budget update for board review.	
Presenter: Director of Finance & Operations Jeff Priess	
Time: 5 minutes	
7. OLD BUSINESS ACTION ITEMS	
7. 1. FY19 Budget Revisions	69
Director of Finance & Operations Jeff Priess will present the FY19 budget revisions for board approval.	
<b>Recommended Action</b>	
Approve the FY19 budget year revisions as presented.	
Presenter: Director of Finance & Operations Jeff Priess	
Time: 10 minutes	
7. 2. FY20 Budget Planning Assumptions	75
Director of Finance & Operations Jeff Priess will present the FY20 General Fund budget planning assumptions for board approval.	
<b>Recommended Action</b>	
Approve the FY20 General Fund Budget Planning Assumptions as presented.	
Presenter: Director of Finance & Operations Jeff Priess	
Time: 15 minutes	
7. 3. Pay Equity Implementation Report	83
Director of Human Resources Keith Gray will present the Pay Equity Implementation Report for Board review and approval.	
<b>Recommended Action</b>	
Approve the pay equity implementation report as presented.	
Presenter: Director of Human Resources Keith Gray	

Time: 5 minutes

7. 4. Approval of July 1, 2018-June 30, 2020 Secretarial/Clerical Association Bargaining Agreement 91

Director of Human Resources Keith Gray will present highlights of the 2018-20 Secretarial/Clerical Association bargaining agreement for board review and approval.

**Recommended Action**

Approve the 2018-20 Secretarial/Clerical Association Bargaining Agreement as presented.

Presenter: Director of Human Resources Keith Gray

Time: 10 minutes

7. 5. Annual Reduction Resolution 92

Superintendent Mike Redmond will present the annual reduction resolution.

**Recommended Action**

Approve the annual reduction resolution as presented.

Presenter: Superintendent Mike Redmond

Time: 5 minutes

8. NEW BUSINESS DISCUSSION ITEMS

8. 1. 1st Reading of New School District Policy 534 93

Policy Committee Chair Kristi Peterson and Superintendent Redmond will present a draft of new School District 534 Unpaid Meal Charges for 1st Reading.

Presenter: Policy Committee Chair Kristi Peterson & Superintendent Mike Redmond

Time: 10 minutes

9. NEW BUSINESS ACTION ITEMS

9. 1. 2019-20 YMCA Central Family Center Extended Day Contract 101

Superintendent Mike Redmond will present the 2019-20 YMCA Central Family Center Extended Day Contract for board approval.

**Recommended Action**

Approve the 2019-20 YMCA Central Family Center Extended Day Contract as presented.

Presenter: Superintendent Mike Redmond

Time: 5 minutes

9. 2. Acceptance of Bid - 2019 Sweeney Elementary Roof Project 118

**Recommended Action**

Accept the bid and award the 2019 Sweeney Elementary Roof Project to McPhillips Brothers Roofing Company as the apparent low bidder, in the amount of \$1,546,320 with the funding source of Long-term Facility Maintenance Revenue as presented.

Presenter: Director of Finance & Operations Jeff Priess

Time: 5 minutes

9. 3. Acceptance of Bid - 2019 Food Service Produce Contract 122

**Recommended Action**

Accept the bid and award the 2019 Food Service Produce Contract to Bix Produce following review and evaluation of selection criteria with an annual spend estimate of \$145,000 as presented.

Presenter: Director of Finance & Operations Jeff Priess

Time: 5 minutes

10. OTHER

11. COMMITTEE REPORTS

12. RECOGNITION OF VISITORS TO BOARD MEETING

13. UPCOMING MEETINGS AND IMPORTANT DATES 124

February 25, 2019 5:00PM School Board Finance Committee District Office Room 202

February 27, 2019 5:00PM School Board Facilities Committee District Office Board Room

March 11, 2019 5:00PM School Board Personnel Committee District Office Room 202

March 11, 2019 6:00PM School Board Work Session District Office Board Room

March 16, 2019 9:00AM School Board Spring Retreat District Office Board Room

March 25, 2019 5:00PM School Board Finance Committee District Office Room 202

March 25, 2019 6:00PM School Board Business Meeting District Office Board Room

March 27, 2019 5:00PM School Board Facilities Committee District Office Board Room

14. ADJOURNMENT

# Minutes of School Board ReOrganization & Regular Business Meeting

## School Board Shakopee Public Schools

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A School Board ReOrganization & Regular Business Meeting of the School Board of Shakopee Public Schools was held Monday, January 14, 2019, beginning at 6:00 PM in the District Office Board Room, 1200 Town Square, Shakopee, MN 55379.

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

PRESENT: Aldrich, Bowerman, Christiansen, McKeand, Peterson, Tomczik and Tucker

ABSENT:

### 2. SEAT NEW BOARD MEMBERS

Acting Chair Tucker administered a ceremonial Oath of Office to the new board members Aldrich, Christiansen, Peterson and Tomczik

### 3. PLEDGE OF ALLEGIANCE

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

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

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

### 6. ORGANIZATIONAL BUSINESS

#### 6. 1. Election

Acting Chair Tucker accepted nominations for the office of chairperson, and proceeded through the election of that individual. The newly elected chairperson will proceed with the nomination and election of the vice-chairperson, the clerk, and the treasurer. Officers for this past year were Chair Mr. Swanson; Vice-Chair Mr. Pass; Clerk Ms. Hallett and Treasurer Ms. Tucker. Christiansen moved to nominate Mr. Bowerman as Chair. Tomczik/McKeand moved to close nominations as presented; motion passed unanimously. Mr. Bowerman was elected Chair; motion passed unanimously. Peterson moved to nominate Ms. Tomczik as Vice-Chair. McKeand/Christiansen moved to close nominations as presented; motion passed unanimously. Ms. Tomczik was elected Vice-Chair; motion passed unanimously. McKeand moved to nominate Ms. Tucker as Clerk. Peterson/Aldrich moved to close nominations as presented; motion passed unanimously. Ms. Tucker was elected Clerk; motion passed unanimously. Christiansen moved to nominate Mr. Aldrich as Treasurer. McKeand/Tucker moved to close nominations as

presented; motion passed unanimously. Mr. Aldrich was elected Treasurer; motion passed unanimously.

#### 6. 2. Designation of Official Depository and Additional Depositories

The School Board must designate an official bank depository. Old National Bank is currently the official depository for the District. We will keep funds in the official depository; however, we may invest moneys through a number of depositories. Additional depositories are as follows:

1. HomeTown Bank
2. Wells Fargo
3. US Bank Minneapolis
4. US Bank St. Paul
5. Minnesota School District Liquid Asset Fund Plus
6. BMO-Harris Bank
7. Bremmer Bank
8. MinnTrust through PMA
9. Associated Bank – for OPEB Trust transactions

#### **Recommended Action**

McKeand/Christiansen moved to approve the designation of official depository and additional depositories as presented; motion passed unanimously.

#### 6. 3. Designation of Official Newspaper

The School Board must designate an official newspaper. The Shakopee Valley News is our official newspaper and the only local publication that meets the legal requirements for an official newspaper.

#### **Recommended Action**

Tomczik/Peterson moved to approve the designation of Shakopee Valley News as the official newspaper of the District as presented; motion passed unanimously.

#### 6. 4. Legal Assistance

The District uses more than one firm for its legal business depending on type of expertise needed.

#### **Recommended Action**

Tucker/McKeand moved to authorize the Superintendent and/or his designee to secure legal advice as needed during the year as presented; motion passed unanimously.

#### 6. 5. Compensation

The School Board must adopt a resolution setting the compensation for the individual members. Compensation is currently \$4,500 annually, with an additional \$500 per year for the Chairperson and Vice Chairperson.

#### **Recommended Action**

Aldrich/Peterson moved to approve compensation for 2019 as presented; motion passed unanimously.

#### 6. 6. Board Meeting Schedule for Calendar Year 2019

Dates and times for Calendar Year 2019 need to be reviewed and confirmed.

#### **Recommended Action**

Peterson/Aldrich moved to approve meeting dates and times for 2019 and to direct administration to recommend a date for a Spring 2019 School Board Retreat as presented; motion passed unanimously.

6. 7. Board Meetings on Holidays

The board took action to allow board meetings on Columbus Day.

**Recommended Action**

Tucker/Christiansen moved to approve board meetings on Columbus Day 2019 as presented; motion passed unanimously.

6. 8. Information: Appointments to Special Assignments and Standing Committees

The Chair will designate appointment to these positions.

6. 9. Use of Facsimile Signature

The following resolution should be adopted so the District can utilize check-signing software for 2019.

**Recommended Action**

Aldrich/McKeand moved to authorize the school district to use check signing software and facsimile signatures for the chairperson, clerk and treasurer to sign all checks issued by the school district except checks that are written on activity accounts. The activity account checks will be signed by both the Director of Finance & Operations and District Accountant after all signatures are obtained on the supporting documentation; motion passed unanimously.

6. 10. Investments of Funds

Action by the school board is needed to allow the Director of Finance and Operations to invest surplus cash prior to the time he/she receives approval from the school board. The irregularity with which the school district receives its payments creates an investment opportunity at certain times during the year. It is impossible to invest this cash in a timely way if pre-approval of each investment is needed from the school board.

**Recommended Action**

Tomczik/Peterson moved to authorize the Director of Finance and Operations or his/her designee the authority to invest surplus funds without prior approval of the school board within the limitations set by law and to complete required wire transfers with notification to the Board by the next meeting or as needed; motion passed unanimously.

6. 11. Electronic Funds Transfer

Minnesota Statutes 471.38, Subd. 3 and 3A requires the District to have controls relating to electronic funds transfers.

**Recommended Action**

Tomczik/Aldrich moved to authorize the Director of Finance and Operations or his/her designee the authority to make electronic funds transfers (EFT) through the official depository. The official depository shall receive a certified copy of this authorization. The official depository will notify the District of an EFT within one day of receiving an EFT. The initiator of the EFT, the amount of the EFT and the approval of the designated business official will be documented and reported to the School Board at its next regular meeting; motion passed unanimously.

#### 6. 12. Pre-Payment of Bills

There are times when the prompt payment of bills allows us to receive a discount. In some instances we cannot take advantage of these discounts if we must wait for formal approval of these bills.

##### **Recommended Action**

Tucker/Peterson moved to authorize the Director of Finance and Operations or his/her designee the authority to pay bills prior to approval of those bills, so that it may take advantage of discounts offered for prompt payment as presented; motion passed unanimously.

#### 6. 13. Appointment of District Physicians

There are times when the district has the need of physicians' services.

##### **Recommended Action**

Christiansen/Aldrich moved to appoint the physicians of the Shakopee Park Nicollet Medical Center as school district physicians for 2019 calendar year as presented; motion passed unanimously.

#### 6. 14. LEA Designation 2019

Annual LEA (Local Education Agency) designation is made to ensure the maintenance of compliance with the appropriate Federal statutes and regulations (Public Law 107-110), and State procedures currently in effect. Designee will also act as the responsible authority in all matters relating to its administration.

##### **Recommended Action**

McKeand/Aldrich moved to designate the Superintendent as LEA representative for 2019 as presented; motion passed unanimously.

#### 6. 15. Designation of Identified Official with Authority for the MDE External User Access Recertification System

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA).

##### **Recommended Action**

Tucker/Peterson moved to authorize Mike Redmond and Sarah Koehn to act as the Identified Official with Authority (IOwA) for Shakopee Public School District 0720-01 as presented; motion passed unanimously.

### 7. CONSENT ITEMS

Tucker/Christiansen moved to approve the Consent Agenda with 7.1.3 Approval of Termination pulled for discussion to 11.1 Approval of Termination as presented; motion passed unanimously.

#### 7. 1. Personnel Items

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

Last Name, First Name, Position, Location, Effective

Monnens, Joann, Program Support Assistant, Central Family Center, 12/31/2018  
Anderson, Craig, Teacher, Business, High School, 1/25/2019

**Recommended Action**

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

**7.1.2 Acceptance of Resignations**

Last Name, First Name, Position, Location, Effective

Havens, Kristina, Teacher, Grade 1, Red Oak Elementary School, 6/07/2019  
Reynoldson, Taylor, Teacher, Building Substitute, Sun Path Elementary School, 12/20/2018  
Diede, Michelle, Assistant Youth Program Coordinator, District Office, 12/31/2018

**Recommended Action**

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

**7.1.4 Approval of Non-Certified Contracts**

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

Everson, Casey, Program Support Assistant, High School, \$14.59/hr, 12/17/2018  
Proehl, Lori, Program Support Assistant, East Middle School, \$14.59/hr, 12/06/2018  
Gumeniuc, Mariana, Program Support Assistant, East Middle School, \$14.59/hr, 12/06/2018  
Gause , Alex , Technology Assistant, High School, \$17.54/hr, 12/10/2018  
Dziuk, Bobbi Jo, Program Support Assistant, High School, \$14.87/hr, 12/17/2018  
Iyow, Abdi, Cultural Liaison, High School, \$17.89/hr, 12/17/2018  
Hager, Jeanne, Program Support Assistant, Central Family Center, \$14.59/hr, 1/07/2019  
Ramirez, Kandre, Food Service Worker, Eagle Creek Elementary School, \$12.52/hr, 1/02/2019  
Shank, Beth, Office Assistant, High School, \$15.40/hr, 1/07/2019

**Recommended Action**

Approved non-certified contracts as presented.

**7.1.5 Approval of Unaffiliated Contract**

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

Huber, Renae, Accounting Specialist, District Office, 1/02/2019, \$55,000.00

**Recommended Action**

Approved the unaffiliated contract as presented.

**7.1.6 Approval of Certified Contracts for the 2018-19 School Year**

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

Worms, Angela, Teacher, Special Services, Eagle Creek Elementary School, BA, 3, 1.0,  
1/10/2019, \$214.35/day  
Vogel, Justyne, Teacher, ECFE, Central Family Center, MA , 4, .386, 1/04/2019, \$264.15/day

**Recommended Action**

Approved the certified contracts for the 2018-19 school year as presented.

**7.1.7 Approval of Long Term Substitute Contracts**

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

Mondada, Emily, Gerdes, Jodie, Teacher, English Language Learner, West Middle School,  
1/02/2019 through approx. 6/07/2019, BA Step 3, 1.0, \$214.35/day  
Cole, Justice, Theis, Sara, Teacher, Grade 3, Red Oak Elementary School, 11/29/2018 through

approx. 1/07/2019, BA Step 3, 1.0, \$214.35/day

**Recommended Action**

Approved long term substitute contracts as presented.

**7.1.8 Approval of Assignment Change**

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

Dittberner, Adam, Eagle Creek Elementary Dean of Students, High School Assistant Principal, 1.0, \$60,203.86 prorated, 1/02/2019

**Recommended Action**

Approved the assignment change listed above.

7. 2. Approval of minutes of the Truth in Taxation Hearing and School Board Business Meeting held December 10, 2018

**Recommended Action**

Approved the minutes of the Truth in Taxation Hearing and School Board Business Meeting held December 10, 2018 as presented.

7. 3. Approval of 2019-20 Shakopee Middle School and High School Course Proposals and Registration Guides

**Recommended Action**

Approved the 2019-20 Shakopee Middle School and High School Course Proposals and Registration Guides as presented.

7. 4. Approval of Memorandum of Understanding with SEA Regarding Dues Collection Date Modifications

**Recommended Action**

Approved the MOU with the SEA regarding dues collection date modifications as presented.

8. OLD BUSINESS DISCUSSION ITEMS

9. OLD BUSINESS ACTION ITEMS

9. 1. Shakopee High School Additions and Renovations Project Change Order #23  
Ekalath Sophaphanh, ICS Consulting, presented Change Order #23 for the Shakopee High School Additions and Renovations Project in the amount of \$94,992.10 was presented for approval.

**Recommended Action**

Tucker/Aldrich moved to approve Change Order #23 for the Shakopee High School Additions and Renovations Project in the amount of \$94,992.10 as presented; motion passed unanimously.

9. 2. Shakopee High School Additions and Renovations Project Change Order #24  
Ekalath Sophaphanh, ICS Consulting, presented Change Order #24 for the Shakopee High School Additions and Renovations Project in the amount of \$52,289.38 was presented for approval.

**Recommended Action**

Peterson/Christiansen moved to approve Change Order #24 for the Shakopee High School Additions and Renovations Project in the amount of \$52,289.38 as presented; motion passed unanimously.

9. 3. Shakopee High School Additions and Renovations Project Change Order #25  
Ekalath Sophaphanh, ICS Consulting, will present Change Order #25 for the Shakopee High School Additions and Renovations Project in the amount of \$40,211.05 is presented for approval.

**Recommended Action**

Christiansen/Aldrich moved to approve Change Order #25 for the Shakopee High School Additions and Renovations Project in the amount of \$40,211.05 as presented; motion passed unanimously.

9. 4. Approval of July 1, 2018-June 30, 2020 Service Employees International Union, Local 284 (SEIU) Food Service Unit Contract

Human Resources Director Keith Gray presented highlights of the July 1, 2018-June 30, 2020 Service Employees International Union, Local 284 (SEIU) Food Service Unit Contract for board review and approval.

**Recommended Action**

McKeand/Tucker moved to approve the July 1, 2018-June 30, 2020 Service Employees International Union, Local 284 (SEIU) Food Service Unit Contract as presented; motion passed unanimously.

10. NEW BUSINESS DISCUSSION

11. NEW BUSINESS ACTION ITEMS

**11.1 Approval of Termination**

Last Name, First Name, Position, Location, Effective

Hietala, Juli, Technology Assistant, Eagle Creek Elementary School, 1/10/2019

**Recommended Action**

Following a brief discussion, Tucker/McKeand moved to Terminate Juli Hietala as presented; motion passed.

12. OTHER

12. 1. Shakopee Facility Fees Guidelines Correction

12. 2. Temporary District Leadership Organization

13. COMMITTEE REPORTS

14. RECOGNITION OF VISITORS TO BOARD MEETING

15. UPCOMING MEETINGS AND IMPORTANT DATES

January 15-18, 2019 MSBA Winter Leadership Conference All Day

January 28, 2019 Finance Committee Meeting 5:00PM  
January 28, 2019 School Board Work Session 6:00PM  
January 30, 2019 Facilities Committee Meeting 5:00PM

16. ADJOURNMENT

At 7:37PM, Peterson/Christiansen moved to adjourn; motion passed unanimously.

# Minutes of School Board Work Session

## School Board Shakopee Public Schools

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A School Board Work Session of the School Board of Shakopee Public Schools was held Monday, January 28, 2019, beginning at 6:00 PM in the District Office Board Room, 1200 Town Square, Shakopee.

### 1. CALL TO ORDER SCHOOL BOARD WORK SESSION AND ROLL CALL - CHAIR BOWERMAN

PRESENT: Aldrich, Christiansen, McKeand, Peterson, Tomczik, Tucker and Bowerman

ABSENT: None

### 2. PLEDGE OF ALLEGIANCE

### 3. CONSIDERATION OF AGENDA AS PRESENTED

Christiansen/Tomczik moved to approve the agenda as presented; motion passed unanimously.

### 4. DISCUSSION\*

#### 4. 1. District Facility Update

Activities and Facilities Supervisor John Janke provided a districtwide facility usage update.

#### 4. 2. Superintendent Update

Superintendent Mike Redmond provided an overview of his entry plan in to the Shakopee Public Schools.

### 5. DISCUSSION AND POSSIBLE ACTION\*

#### 5. 1. Automatic Reschedule of Canceled Meeting

Superintendent Mike Redmond introduced a resolution regarding the automatic rescheduling of a canceled school board meeting.

Peterson/Christiansen moved to authorize the rescheduling of Monday School Board Meetings that are canceled due to weather or other circumstances such as lack of quorum, to the Wednesday evening of the same week at 6:00PM; motion passed unanimously.

#### 5. 2. Recognition of Superintendent Gary Anger

Superintendent Mike Redmond presented a draft of a recognition plaque for Superintendent Gary Anger. McKeand/Aldrich moved to approve the purchase of 14 plaques for all buildings across the school district in recognition of Superintendent Gary Anger as presented; motion passed unanimously.

#### 5. 3. Formation of Facilities Task Force

Superintendent Mike Redmond provided an overview of a potential Facilities Task Force.

#### 5. 4. Tokata Learning Center Proposed Grad Requirements

Director of Teaching & Learning Nancy Thul & Tokata Learning Center Principal Eric Serbus presented the revised graduation requirements for the Tokata Learning Center.

Tucker/Aldrich moved to approve the revised graduation requirements for the Tokata Learning Center as presented; motion passed unanimously.

## 6. ACTION\*

### 6. 1. Calendar Updates

Set March 16, 2019 - School Board Spring Retreat - 9:00-2:00PM

Change December 16, 2019 Finance Committee Meeting to December 9, 2019 - 5:00PM

Change December 16, 2019 Truth in Taxation Hearing and School Board Business Meeting to December 9, 2019 - 6:00PM

Change December 18, 2019 Facilities Committee Meeting to December 11, 2019 - 5:00PM

Christiansen/McKean moved to set March 16, 2019 as the Spring School Board Retreat and move the Finance Committee and Truth in Taxation Hearing & School Board Business Meeting to December 9, 2019 and move the Facilities Committee Meeting to December 11, 2019 as presented; motion passed unanimously.

## 7. OTHER

### 8. UPCOMING MEETINGS AND IMPORTANT DATES

January 30, 2019 5:00PM School Board Facilities Committee District Office Board Room

February 11, 2019 5:00PM School Board Policy Committee Meeting District Office Room 202

February 11, 2019 6:00PM School Board Work Session District Office Board Room

February 25, 2019 5:00PM School Board Finance Committee Meeting District Office Room 202

February 25, 2019 6:00PM School Board Business Meeting District Office Board Room

February 27, 2019 5:00PM School Board Facilities Committee District Office Board Room

### 9. ADJOURNMENT OF SCHOOL BOARD WORK SESSION

At 7:54PM, Peterson/Aldrich moved to adjourn as presented; motion passed unanimously.

\*Note the updated School Board Agenda headings

# Minutes of School Board Work Session

## School Board Shakopee Public Schools

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A School Board Work Session of the School Board of Shakopee Public Schools was held Monday, February 11, 2019, beginning at 6:00 PM in the District Office Board Room, 1200 Town Square, Shakopee, Minnesota.

1. CALL TO ORDER SCHOOL BOARD WORK SESSION AND ROLL CALL - CHAIR BOWERMAN  
PRESENT: Aldrich, Christiansen, McKeand, Peterson, Tomczik, Tucker and Bowerman  
ABSENT: None

2. PLEDGE OF ALLEGIANCE

3. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS

3. 1. School Board Recognition Week

3. 2. Shakopee Educational Endowment Foundation

4. CONSIDERATION OF AGENDA AS PRESENTED

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

5. DISCUSSION

5. 1. Academies of Shakopee Ford NGL Mid-Year Report

Shakopee High School Principal Jeff Pawlicki & Director of Teaching Director Nancy Thul presented the highlights from the Ford NGL mid-year report.

5. 2. FY19 Budget Revisions and FY20 Budget Assumptions

Director of Finance & Operations Jeff Priess shared the FY20 budget development.

5. 3. Preliminary Staffing

Temporary Assistant Superintendent Dave Orłowsky & Director of Human Resources Keith Gray presented a brief overview of staffing process and tools.

5. 4. Communications Department Report

Communications Supervisor Ashley McCray provided a summary of the Communications Department to include its mission, communications methods, current projects/tasks as well as future goals.

5. 5. Trust Edge

Superintendent Mike Redmond highlighted training opportunity and share insight on how a lack of trust leads to inefficient use of resources.

6. DISCUSSION AND POSSIBLE ACTION

7. ACTION

8. OTHER

9. UPCOMING MEETINGS AND IMPORTANT DATES

February 11, 2019 5:00PM School Board Policy Committee Meeting District Office Room 202

February 25, 2019 5:00PM School Board Finance Committee Meeting District Office Room 202

February 25, 2019 6:00PM School Board Business Meeting District Office Board Room

February 27, 2019 5:00PM School Board Facilities Committee District Office Board Room

10. ADJOURNMENT OF SCHOOL BOARD WORK SESSION

At 8:20PM, Christiansen/Peterson moved to adjourn as presented; motion passed unanimously.

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
1/3/2019 10:36:09 AM	EDG	105252057	739997	ACCO BRANDS	412.00	Yes	No
1/3/2019 10:36:09 AM	EDG	105252057	739998	ADVANCED IMAGING SOLUTIONS	24,580.54	Yes	No
1/3/2019 10:36:10 AM	EDG	105252057	739999	ANCHOR PAPER	2,943.45	Yes	No
1/3/2019 10:36:10 AM	EDG	105252057	740000	ARCH LANGUAGE NETWORK INC	1,420.00	Yes	No
1/3/2019 10:36:10 AM	EDG	105252057	740001	BIX PRODUCE CO.	3,893.45	Yes	No
1/3/2019 10:36:10 AM	EDG	105252057	740002	BOIE, JASON P	83.00	Yes	No
1/3/2019 10:36:10 AM	EDG	105252057	740003	BREKKE, ERIC	77.00	Yes	No
1/3/2019 10:36:10 AM	EDG	105252057	740004	BROHOLM, SUE	2,069.00	Yes	No
1/3/2019 10:36:10 AM	EDG	105252057	740005	BUCKEYE CLEANING CENTER	253.80	Yes	No
1/3/2019 10:36:10 AM	EDG	105252057	740006	CANON FINANCIAL SERVICES	220.22	Yes	No
1/3/2019 10:36:11 AM	EDG	105252057	740007	CARKHUFF, BRADEN	150.00	Yes	No
1/3/2019 10:36:11 AM	EDG	105252057	740008	CHOICE ELECTRIC, INC	1,765.36	Yes	No
1/3/2019 10:36:11 AM	EDG	105252057	740009	CITY OF SHAKOPEE	1,572.50	Yes	No
1/3/2019 10:36:11 AM	EDG	105252057	740010	CUB FOODS	5.36	Yes	No
1/3/2019 10:36:11 AM	EDG	105252057	740011	DAY, ROGER	77.00	Yes	No
1/3/2019 10:36:11 AM	EDG	105252057	740012	DIGITAL INSURANCE INC	2,109.00	Yes	No
1/3/2019 10:36:11 AM	EDG	105252057	740013	DIVERSIFIED SNACK DISTRIBUTORS	6,916.56	Yes	No
1/3/2019 10:36:11 AM	EDG	105252057	740014	EARTHGRAINS	865.37	Yes	No
1/3/2019 10:36:12 AM	EDG	105252057	740015	EDGE CHECK PRINTING SOLUTIONS	999.00	Yes	No
1/3/2019 10:36:12 AM	EDG	105252057	740016	EDUCATORS BENEFIT CONSULTANTS	443.70	Yes	No
1/3/2019 10:36:12 AM	EDG	105252057	740017	FOSTER, KAYLA	3.50	Yes	No
1/3/2019 10:36:12 AM	EDG	105252057	740018	FREESE, NICHOLAS	83.00	Yes	No
1/3/2019 10:36:12 AM	EDG	105252057	740019	GLOBAL ARCHERY PRODUCTS, INC	265.00	Yes	No
1/3/2019 10:36:12 AM	EDG	105252057	740020	GOPHER SPORT	500.00	Yes	No
1/3/2019 10:36:12 AM	EDG	105252057	740021	GRIFFITHS, DAN	77.00	Yes	No
1/3/2019 10:36:12 AM	EDG	105252057	740022	GROTH MUSIC	474.05	Yes	No
1/3/2019 10:36:13 AM	EDG	105252057	740023	GROTHMAN, JOHN	68.00	Yes	No
1/3/2019 10:36:13 AM	EDG	105252057	740024	HEART ZONES INC	7,566.38	Yes	No
1/3/2019 10:36:13 AM	EDG	105252057	740025	HILLYARD / HUTCHINSON	790.03	Yes	No
1/3/2019 10:36:13 AM	EDG	105252057	740026	HOUGHTON MIFFLIN HARCOURT	5,280.00	Yes	No
1/3/2019 10:36:13 AM	EDG	105252057	740027	INNOVATIVE OFFICE SOLUTIONS	648.42	Yes	No
1/3/2019 10:36:13 AM	EDG	105252057	740028	IXL LEARNING	1,913.00	Yes	No
1/3/2019 10:36:13 AM	EDG	105252057	740029	JEPPSON, NEAL	83.00	Yes	No
1/3/2019 10:36:13 AM	EDG	105252057	740030	JOHNSON, DENNIS W.	83.00	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
1/3/2019 10:36:13 AM	EDG	105252057	740031	JONCKOWSKI, DICK	30.00	Yes	No
1/3/2019 10:36:14 AM	EDG	105252057	740032	K12 BUSINESS SERCES LLC	7,333.00	Yes	No
1/3/2019 10:36:14 AM	EDG	105252057	740033	KIM TONG TRANSLATION SERVICE INC	90.00	Yes	No
1/3/2019 10:36:14 AM	EDG	105252057	740034	KULLY SUPPLY CO	205.26	Yes	No
1/3/2019 10:36:14 AM	EDG	105252057	740035	LACH, THEAVY	150.00	Yes	No
1/3/2019 10:36:14 AM	EDG	105252057	740036	LAURSEN PIANO SERVICE	392.00	Yes	No
1/3/2019 10:36:14 AM	EDG	105252057	740037	LIBERTY MUTUAL NSURANCE	62,048.42	Yes	No
1/3/2019 10:36:14 AM	EDG	105252057	740038	MAAP	415.00	Yes	No
1/3/2019 10:36:14 AM	EDG	105252057	740039	MEDCO SUPPLY COMPANY	99.98	Yes	No
1/3/2019 10:36:15 AM	EDG	105252057	740040	MINNESOTA SCHOOL OF BUSINESS	43,339.23	Yes	No
1/3/2019 10:36:15 AM	EDG	105252057	740041	MN HARVEST, LLC	490.00	Yes	No
1/3/2019 10:36:15 AM	EDG	105252057	740042	MSBA	50.00	Yes	No
1/3/2019 10:36:15 AM	EDG	105252057	740043	BRISTOL, LAUREN - PE	128.00	Yes	No
1/3/2019 10:36:15 AM	EDG	105252057	740044	MUSIC MART	912.45	Yes	No
1/3/2019 10:36:15 AM	EDG	105252057	740045	NATIONAL TREASURE KUNG FU, INC	1,740.00	Yes	No
1/3/2019 10:36:15 AM	EDG	105252057	740046	UNIVERSITY OF MINNESOTA	9,570.00	Yes	No
1/3/2019 10:36:15 AM	EDG	105252057	740047	OVERHEAD DOOR CO OF THE	763.45	Yes	No
1/3/2019 10:36:16 AM	EDG	105252057	740048	PALMER BUS SERVICES	1,160.38	Yes	No
1/3/2019 10:36:16 AM	EDG	105252057	740049	PERFORMANCE FOOD GROUP	4,054.91	Yes	No
1/3/2019 10:36:16 AM	EDG	105252057	740050	PRAIRIE RIVER HOME CARE, INC	4,533.75	Yes	No
1/3/2019 10:36:16 AM	EDG	105252057	740051	RAMACHER, THUY	70.00	Yes	No
1/3/2019 10:36:16 AM	EDG	105252057	740052	REACH COMPANIES LLC	416.88	Yes	No
1/3/2019 10:36:16 AM	EDG	105252057	740053	RIVER VALLEY THEATRE COMPANY	5,832.00	Yes	No
1/3/2019 10:36:16 AM	EDG	105252057	740054	SCHMITT MUSIC COMPANY	74.23	Yes	No
1/3/2019 10:36:16 AM	EDG	105252057	740055	SCOTT COUNTY	3,380.40	Yes	No
1/3/2019 10:36:17 AM	EDG	105252057	740056	SM HENTGES & SONS INC	25,650.00	Yes	No
1/3/2019 10:36:17 AM	EDG	105252057	740057	SONOVA USA INC	119.99	Yes	No
1/3/2019 10:36:17 AM	EDG	105252057	740058	SOUTHWEST METRO EDUCATIONAL CO	30,447.85	Yes	No
1/3/2019 10:36:17 AM	EDG	105252057	740059	SUN PATH PTO	67.50	Yes	No
1/3/2019 10:36:17 AM	EDG	105252057	740060	SWANSON MEATS INC	5,272.40	Yes	No
1/3/2019 10:36:17 AM	EDG	105252057	740061	THOUSAND HILLS CATTLE CO	2,371.20	Yes	No
1/3/2019 10:36:17 AM	EDG	105252057	740062	TRANSFINDER CORPORATION	7,850.00	Yes	No
1/3/2019 10:36:17 AM	EDG	105252057	740063	TRIMARK HOCKENBERGS	2,995.97	Yes	No
1/3/2019 10:36:18 AM	EDG	105252057	740064	TRIO SUPPLY COMPANY	567.72	Yes	No

**Ultimate EDGE Account's Payable  
Check Register**

Account: CASH

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1/3/2019 10:36:18 AM	EDG	105252057	740066	WAYZATA PUBLIC SCHOOLS	360.00	Yes	No
1/3/2019 10:36:18 AM	EDG	105252057	740067	WENTE, BRANDON	150.00	Yes	No
1/3/2019 10:36:18 AM	EDG	105252057	740068	WILSON DEVELOPMENT SERVICES	5,286.90	Yes	No
1/3/2019 10:36:18 AM	EDG	105252057	740069	WILSON, JESSICA	150.00	Yes	No
1/3/2019 10:36:18 AM	EDG	105252057	740070	WINTERFELDT, JUSTIN THOMAS	60.00	Yes	No
1/3/2019 10:36:19 AM	EDG	105252057	740071	WOLD ARCHITECTS & ENGINEERS	11,744.74	Yes	No
1/3/2019 10:36:19 AM	EDG	105252057	740072	WOLF, ASHLEY	100.00	Yes	No
1/3/2019 10:36:19 AM	EDG	105252057	740073	WORTHINGTON DIRECT	4,072.31	Yes	No
1/3/2019 10:36:19 AM	EDG	105252057	740074	YOUTH ENRICHMENT LEAGUE	1,639.00	Yes	No

\*\*\* Totals

Total Documents: 78

Total Amount: 339,361.40

## Ultimate EDGE Account's Payable Check Register

Account: CASH

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1/10/2019 3:01:14 PM	EDG	105252057	740075	2ND WIND EXERCISE EQUIPMENT	279.00	Yes	No
1/10/2019 3:01:14 PM	EDG	105252057	740076	AFFINITECH INC	6,508.49	Yes	No
1/10/2019 3:01:15 PM	EDG	105252057	740077	AG IREPAIR	459.00	Yes	No
1/10/2019 3:01:15 PM	EDG	105252057	740078	AGYAPONG, VANESSA	26.00	Yes	No
1/10/2019 3:01:15 PM	EDG	105252057	740079	AIRTECH THERMEX LLC	1,391.00	Yes	No
1/10/2019 3:01:15 PM	EDG	105252057	740080	ALIGNMENT NASHVILLE INC	6,552.66	Yes	No
1/10/2019 3:01:15 PM	EDG	105252057	740081	AM PEST CONTROL LLC	960.00	Yes	No
1/10/2019 3:01:15 PM	EDG	105252057	740082	ANATOMY WAREHOUSE	144.00	Yes	No
1/10/2019 3:01:15 PM	EDG	105252057	740083	ANDERSON, CHRISTIAN	77.00	Yes	No
1/10/2019 3:01:16 PM	EDG	105252057	740084	APPLE FORD SHAKOPEE	54.14	Yes	No
1/10/2019 3:01:16 PM	EDG	105252057	740085	APPLE VALLEY HIGH SCHOOL	105.00	Yes	No
1/10/2019 3:01:16 PM	EDG	105252057	740086	BENDELL, DAN	87.00	Yes	No
1/10/2019 3:01:16 PM	EDG	105252057	740087	BERGANKDV LTD	16,600.00	Yes	No
1/10/2019 3:01:16 PM	EDG	105252057	740088	BERGER INTERIORS LLC	1,862.00	Yes	No
1/10/2019 3:01:16 PM	EDG	105252057	740089	BINGHAM, MARK	83.00	Yes	No
1/10/2019 3:01:16 PM	EDG	105252057	740090	BLOCK, DAN	77.00	Yes	No
1/10/2019 3:01:17 PM	EDG	105252057	740091	BLOOMINGTON KENNEDY HS	360.00	Yes	No
1/10/2019 3:01:17 PM	EDG	105252057	740092	BROOKLYN CENTER HIGH SCHOOL	2,040.00	Yes	No
1/10/2019 3:01:17 PM	EDG	105252057	740093	BROWN, CHRIS	77.00	Yes	No
1/10/2019 3:01:17 PM	EDG	105252057	740094	BSN SPORTS	1,545.15	Yes	No
1/10/2019 3:01:17 PM	EDG	105252057	740095	BUCHOLZ, ELLIOTT	155.00	Yes	No
1/10/2019 3:01:17 PM	EDG	105252057	740096	BUCKEYE CLEANING CENTER	123.24	Yes	No
1/10/2019 3:01:17 PM	EDG	105252057	740097	BURNSVILLE SCHOOL DISTRICT	150.00	Yes	No
1/10/2019 3:01:17 PM	EDG	105252057	740098	CANON FINANCIAL SERVICES	2,563.44	Yes	No
1/10/2019 3:01:18 PM	EDG	105252057	740099	CDW GOVERNMENT	510.16	Yes	No
1/10/2019 3:01:18 PM	EDG	105252057	740100	CENTERPOINT ENERGY SERVICES	33,389.50	Yes	No
1/10/2019 3:01:18 PM	EDG	105252057	740101	CHAMPLIN PARK HS	250.00	Yes	No
1/10/2019 3:01:18 PM	EDG	105252057	740102	CHANHASSEN HIGH SCHOOL	220.00	Yes	No
1/10/2019 3:01:18 PM	EDG	105252057	740103	CHOICE ELECTRIC, INC	2,179.02	Yes	No
1/10/2019 3:01:18 PM	EDG	105252057	740104	CITY OF SHAKOPEE	62,500.00	Yes	No
1/10/2019 3:01:18 PM	EDG	105252057	740105	CODDINGTON, MIKE	60.00	Yes	No
1/10/2019 3:01:19 PM	EDG	105252057	740106	COMIDA VIDA	4,605.50	Yes	No
1/10/2019 3:01:19 PM	EDG	105252057	740107	CTC COFFEE TA CREAM	50.00	Yes	No
1/10/2019 3:01:19 PM	EDG	105252057	740108	CUB FOODS	287.28	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
1/10/2019 3:01:19 PM	EDG	105252057	740109	CULLIGAN BOTTLED WATER	119.03	Yes	No
1/10/2019 3:01:19 PM	EDG	105252057	740110	CUNDY, BRODIE	155.00	Yes	No
1/10/2019 3:01:19 PM	EDG	105252057	740111	DOFFING, JORDAN	155.00	Yes	No
1/10/2019 3:01:19 PM	EDG	105252057	740112	DOOR WORKS	85.00	Yes	No
1/10/2019 3:01:20 PM	EDG	105252057	740113	EAGAN HIGH SCHOOL	150.00	Yes	No
1/10/2019 3:01:20 PM	EDG	105252057	740114	EDEN PRAIRIE HIGH SCHOOL	250.00	Yes	No
1/10/2019 3:01:20 PM	EDG	105252057	740115	FARMINGTON HIGH SCHOOL	200.00	Yes	No
1/10/2019 3:01:20 PM	EDG	105252057	740116	GERBER, JOSH	83.00	Yes	No
1/10/2019 3:01:20 PM	EDG	105252057	740117	GRIFFITHS, DAN	77.00	Yes	No
1/10/2019 3:01:20 PM	EDG	105252057	740118	HALDEMAN-HOMME INC	2,704.63	Yes	No
1/10/2019 3:01:20 PM	EDG	105252057	740119	HANSEN, TIMOTHY	136.00	Yes	No
1/10/2019 3:01:21 PM	EDG	105252057	740120	HARRIS, PAUL	83.00	Yes	No
1/10/2019 3:01:21 PM	EDG	105252057	740121	HEARTLAND BUSINESS SYSTEMS	534.80	Yes	No
1/10/2019 3:01:21 PM	EDG	105252057	740122	HECKEL RACHEL	126.75	Yes	No
1/10/2019 3:01:21 PM	EDG	105252057	740123	HENNENS AUTO SERVICE	19.95	Yes	No
1/10/2019 3:01:21 PM	EDG	105252057	740124	HERRMANN, MICHAEL	83.00	Yes	No
1/10/2019 3:01:21 PM	EDG	105252057	740125	HILLYARD / HUTCHINSON	7,275.92	Yes	No
1/10/2019 3:01:21 PM	EDG	105252057	740126	HOLIDAY STATION STORES LLC	336.30	Yes	No
1/10/2019 3:01:21 PM	EDG	105252057	740127	HOLZHUETER, TIM	59.00	Yes	No
1/10/2019 3:01:22 PM	EDG	105252057	740128	IDENTISYS INC	224.27	Yes	No
1/10/2019 3:01:22 PM	EDG	105252057	740129	INFOBASE LEARNING	1,304.47	Yes	No
1/10/2019 3:01:22 PM	EDG	105252057	740130	INNOVATIVE GRAPHICS	616.00	Yes	No
1/10/2019 3:01:22 PM	EDG	105252057	740131	INNOVATIVE OFFICE SOLUTIONS	1,636.49	Yes	No
1/10/2019 3:01:22 PM	EDG	105252057	740132	INTERMEDIATE DISTRICT 287	450.00	Yes	No
1/10/2019 3:01:22 PM	EDG	105252057	740133	J&R SCHOOL SUPPLIES	137.50	Yes	No
1/10/2019 3:01:22 PM	EDG	105252057	740134	JAGUAR COMMUNICATIONS INC	4,590.00	Yes	No
1/10/2019 3:01:23 PM	EDG	105252057	740135	JASPERS MORIARTY & WETHERILLE PA	1,180.00	Yes	No
1/10/2019 3:01:23 PM	EDG	105252057	740136	JENSEN, RANDY	83.00	Yes	No
1/10/2019 3:01:23 PM	EDG	105252057	740137	JOHNSON CONTROLS	295.28	Yes	No
1/10/2019 3:01:23 PM	EDG	105252057	740138	JONCKOWSKI, DICK	90.00	Yes	No
1/10/2019 3:01:23 PM	EDG	105252057	740139	KASNER, DANIEL	136.00	Yes	No
1/10/2019 3:01:23 PM	EDG	105252057	740140	KORTE, STEVE	59.00	Yes	No
1/10/2019 3:01:23 PM	EDG	105252057	740141	KRUGER, JORDAN	77.00	Yes	No
1/10/2019 3:01:23 PM	EDG	105252057	740142	KULLY SUPPLY CO	217.00	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
1/10/2019 3:01:24 PM	EDG	105252057	740143	LACH, THEAVY	150.00	Yes	No
1/10/2019 3:01:24 PM	EDG	105252057	740144	LINCOLN NATIONAL LIFE INS CO	23,861.31	Yes	No
1/10/2019 3:01:24 PM	EDG	105252057	740145	LOFFLER	5,879.53	Yes	No
1/10/2019 3:01:24 PM	EDG	105252057	740146	LUTHER COLLEGE	141.00	Yes	No
1/10/2019 3:01:24 PM	EDG	105252057	740147	MAAP	315.00	Yes	No
1/10/2019 3:01:24 PM	EDG	105252057	740148	MANN, KEVIN	77.00	Yes	No
1/10/2019 3:01:24 PM	EDG	105252057	740149	MEDICAL DISPOSAL SYSTEMS	195.01	Yes	No
1/10/2019 3:01:25 PM	EDG	105252057	740150	MEI TOTAL ELEVATOR SOLUTIONS	440.48	Yes	No
1/10/2019 3:01:25 PM	EDG	105252057	740151	MERRILL AREA PUBLIC SCHOOLS	275.00	Yes	No
1/10/2019 3:01:25 PM	EDG	105252057	740152	METRO SOUND & LIGHTING INC	3,244.00	Yes	No
1/10/2019 3:01:25 PM	EDG	105252057	740153	MINNEAPOLIS OXYGEN	115.32	Yes	No
1/10/2019 3:01:25 PM	EDG	105252057	740154	MINNESOTA COACHES, INC	3,616.20	Yes	No
1/10/2019 3:01:25 PM	EDG	105252057	740155	MINNETONKA PUBLIC SCHOOLS	105.00	Yes	No
1/10/2019 3:01:25 PM	EDG	105252057	740156	MN DEPT OF LABOR AND INDUSTRY	100.00	Yes	No
1/10/2019 3:01:26 PM	EDG	105252057	740157	MOUND WESTONKA HIGH SCHOOL	50.00	Yes	No
1/10/2019 3:01:26 PM	EDG	105252057	740158	MOUNTAIN STREAM SIGNS&SPORTS	2,099.00	Yes	No
1/10/2019 3:01:26 PM	EDG	105252057	740159	MUSIC MART	112.50	Yes	No
1/10/2019 3:01:26 PM	EDG	105252057	740160	OFFICE OF MN IT SERVICES	776.25	Yes	No
1/10/2019 3:01:26 PM	EDG	105252057	740161	OLSON, CHRIS	77.00	Yes	No
1/10/2019 3:01:26 PM	EDG	105252057	740162	PALMER BUS SERVICES	1,257.12	Yes	No
1/10/2019 3:01:26 PM	EDG	105252057	740163	PALMER WEST CONSTRUCTION COMP	826,375.00	Yes	No
1/10/2019 3:01:27 PM	EDG	105252057	740164	PAULSON, RICK	68.00	Yes	No
1/10/2019 3:01:27 PM	EDG	105252057	740165	PEARSON, ETHAN	126.75	Yes	No
1/10/2019 3:01:27 PM	EDG	105252057	740166	PLANSOURCE	2,059.20	Yes	No
1/10/2019 3:01:27 PM	EDG	105252057	740167	PRAIRIE RIVER HOME CARE, INC	2,015.00	Yes	No
1/10/2019 3:01:27 PM	EDG	105252057	740168	QUALITY FORKLIFT SALES & SERVI	150.80	Yes	No
1/10/2019 3:01:27 PM	EDG	105252057	740169	RIVERFRONT PRINTING	86.00	Yes	No
1/10/2019 3:01:27 PM	EDG	105252057	740170	ROBERT B. HILL CO	124.25	Yes	No
1/10/2019 3:01:27 PM	EDG	105252057	740171	RUDOLPH, MICHAEL	83.00	Yes	No
1/10/2019 3:01:28 PM	EDG	105252057	740172	SAFETY FIRST PLAYGROUND SURFAC	400.00	Yes	No
1/10/2019 3:01:28 PM	EDG	105252057	740173	SAUL, MIKE	167.00	Yes	No
1/10/2019 3:01:28 PM	EDG	105252057	740174	SCHAEFER, JOHN	77.00	Yes	No
1/10/2019 3:01:28 PM	EDG	105252057	740175	SCHMITT MUSIC COMPANY	20.45	Yes	No
1/10/2019 3:01:28 PM	EDG	105252057	740176	SCHOLASTIC BOOK FAIRS	1,471.51	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
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1/10/2019 3:01:28 PM	EDG	105252057	740178	SENSION, TIM	77.00	Yes	No
1/10/2019 3:01:29 PM	EDG	105252057	740179	SHAKOPEE PUBLIC UTILITY COMMIS	109,676.31	Yes	No
1/10/2019 3:01:29 PM	EDG	105252057	740180	SHERWIN WILLIAMS	65.28	Yes	No
1/10/2019 3:01:29 PM	EDG	105252057	740181	SOUTHWEST METRO EDUCATIONAL CO	651.80	Yes	No
1/10/2019 3:01:29 PM	EDG	105252057	740182	SPEESE, GARY	83.00	Yes	No
1/10/2019 3:01:29 PM	EDG	105252057	740183	STARKS, SUZANNE	1,047.00	Yes	No
1/10/2019 3:01:29 PM	EDG	105252057	740184	SUPREME SCHOOL SUPPLY	49.20	Yes	No
1/10/2019 3:01:29 PM	EDG	105252057	740185	THEISEN, CHAD	155.00	Yes	No
1/10/2019 3:01:30 PM	EDG	105252057	740186	THOMAS, DIYA	26.00	Yes	No
1/10/2019 3:01:30 PM	EDG	105252057	740187	TIERNEY BROTHERS INC	2.28	Yes	No
1/10/2019 3:01:30 PM	EDG	105252057	740188	TRANE COMPANY	1,387.92	Yes	No
1/10/2019 3:01:30 PM	EDG	105252057	740189	TRI DIM FILTER CORPORATION	4,518.86	Yes	No
1/10/2019 3:01:30 PM	EDG	105252057	740190	TURNITIN LLC	1,333.33	Yes	No
1/10/2019 3:01:30 PM	EDG	105252057	740191	TWIN CITY HARDWARE	1,556.25	Yes	No
1/10/2019 3:01:30 PM	EDG	105252057	740192	UHL CO., INC	12,121.42	Yes	No
1/10/2019 3:01:31 PM	EDG	105252057	740193	UNIVERSAL ATHLETIC SERVICE	10,326.12	Yes	No
1/10/2019 3:01:31 PM	EDG	105252057	740194	US AWARDS INC	250.11	Yes	No
1/10/2019 3:01:31 PM	EDG	105252057	740195	US BANK	500.00	Yes	No
1/10/2019 3:01:31 PM	EDG	105252057	740196	US FOODS, INC.	85.46	Yes	No
1/10/2019 3:01:31 PM	EDG	105252057	740197	VERIZON WIRELESS	3,553.93	Yes	No
1/10/2019 3:01:31 PM	EDG	105252057	740198	WATER TO YOU	33.00	Yes	No
1/10/2019 3:01:31 PM	EDG	105252057	740199	WINTERFELDT, JUSTIN THOMAS	90.00	Yes	No
1/10/2019 3:01:32 PM	EDG	105252057	740200	WOLD ARCHITECTS & ENGINEERS	42,728.95	Yes	No
1/10/2019 3:01:32 PM	EDG	105252057	740201	YMCA OF THE GREATER TWIN CITIES	24,500.00	Yes	No

\*\*\* Totals

Total Documents: 127

Total Amount: 1,261,071.87

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
1/17/2019 4:31:49 PM	EDG	105252057	740212	ADA SPORTS BADMINTON & TENNIS	220.00	Yes	No
1/17/2019 4:31:49 PM	EDG	105252057	740213	AG PARTNERS TOWN &COUNTRY STOR	1,064.67	Yes	No
1/17/2019 4:31:49 PM	EDG	105252057	740214	AIRGAS NATIONAL CARBONATION	260.61	Yes	No
1/17/2019 4:31:49 PM	EDG	105252057	740215	ANCHOR PAPER	2,277.35	Yes	No
1/17/2019 4:31:49 PM	EDG	105252057	740216	ANDERSON, ALICE MARIE	120.00	Yes	No
1/17/2019 4:31:49 PM	EDG	105252057	740217	ANDREWS, GUY L	77.00	Yes	No
1/17/2019 4:31:49 PM	EDG	105252057	740218	BATTERIES R US	1,955.62	Yes	No
1/17/2019 4:31:49 PM	EDG	105252057	740219	BERANAK, MARI	100.00	Yes	No
1/17/2019 4:31:50 PM	EDG	105252057	740220	BIG FISH DIGITAL WORKS	20.00	Yes	No
1/17/2019 4:31:50 PM	EDG	105252057	740221	BLICK ART MATERIALS	34.88	Yes	No
1/17/2019 4:31:50 PM	EDG	105252057	740222	BROHOLM, SUE	2,069.00	Yes	No
1/17/2019 4:31:50 PM	EDG	105252057	740223	BUCKEYE CLEANING CENTER	507.60	Yes	No
1/17/2019 4:31:50 PM	EDG	105252057	740224	BURNSIDE, LOGAN	412.50	Yes	No
1/17/2019 4:31:50 PM	EDG	105252057	740225	CAPFIRST EQUIPMENT FINANCE	750.00	Yes	No
1/17/2019 4:31:50 PM	EDG	105252057	740226	CENTERPOINT ENERGY MINNEGASCO	2,351.08	Yes	No
1/17/2019 4:31:50 PM	EDG	105252057	740227	CENTURYLINK	93.98	Yes	No
1/17/2019 4:31:51 PM	EDG	105252057	740228	CHOICE ELECTRIC, INC	244.00	Yes	No
1/17/2019 4:31:51 PM	EDG	105252057	740229	CHRISTENSEN GROUP INSURANCE	5,491.00	Yes	No
1/17/2019 4:31:51 PM	EDG	105252057	740230	CHRISTENSON, DAVID L	59.00	Yes	No
1/17/2019 4:31:51 PM	EDG	105252057	740231	CITY OF SHAKOPEE	496.70	Yes	No
1/17/2019 4:31:51 PM	EDG	105252057	740232	CSTMN	132,188.25	Yes	No
1/17/2019 4:31:51 PM	EDG	105252057	740233	CUB FOODS	290.18	Yes	No
1/17/2019 4:31:51 PM	EDG	105252057	740234	DAN'S COMPUTER SERVICE	42.15	Yes	No
1/17/2019 4:31:51 PM	EDG	105252057	740235	DEARLY, JERRY M	800.00	Yes	No
1/17/2019 4:31:52 PM	EDG	105252057	740236	DICKS SANITATION INC.	4,946.27	Yes	No
1/17/2019 4:31:52 PM	EDG	105252057	740237	DISCOUNT SCHOOL SUPPLY	1,905.66	Yes	No
1/17/2019 4:31:52 PM	EDG	105252057	740238	EXPRESS PRESS, INC.	2,565.00	Yes	No
1/17/2019 4:31:52 PM	EDG	105252057	740239	FULTON, LISA	5,400.00	Yes	No
1/17/2019 4:31:52 PM	EDG	105252057	740240	GOPHER SPORT	1,150.00	Yes	No
1/17/2019 4:31:52 PM	EDG	105252057	740241	GORNEK, ANKEARA	7.00	Yes	No
1/17/2019 4:31:52 PM	EDG	105252057	740242	GRAINGER, INC.	152.00	Yes	No
1/17/2019 4:31:53 PM	EDG	105252057	740243	GRAYBAR ELECTRIC CO INC	1,572.54	Yes	No
1/17/2019 4:31:53 PM	EDG	105252057	740244	GRILL, KELLY	796.50	Yes	No
1/17/2019 4:31:53 PM	EDG	105252057	740245	HEALTH RISK STRATEGIES LLC	325.00	Yes	No

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1/17/2019 4:31:53 PM	EDG	105252057	740248	HERRMANN, MICHAEL	166.00	Yes	No
1/17/2019 4:31:53 PM	EDG	105252057	740249	HIGH TOUCH HIGH TECH OF THE TWIN	1,000.00	Yes	No
1/17/2019 4:31:53 PM	EDG	105252057	740250	HILLYARD / HUTCHINSON	1,496.75	Yes	No
1/17/2019 4:31:54 PM	EDG	105252057	740251	HOLZHUETER, TIM	83.00	Yes	No
1/17/2019 4:31:54 PM	EDG	105252057	740252	HORIZON COMMERCIAL POOL SUPPLY	9,855.88	Yes	No
1/17/2019 4:31:54 PM	EDG	105252057	740253	HOUGHTON MIFFLIN HARCOURT	124.18	Yes	No
1/17/2019 4:31:54 PM	EDG	105252057	740254	HYVEE INC	83.69	Yes	No
1/17/2019 4:31:54 PM	EDG	105252057	740255	IMPACT APPLICATIONS INC	875.00	Yes	No
1/17/2019 4:31:54 PM	EDG	105252057	740256	INNOVATIVE OFFICE SOLUTIONS	326.19	Yes	No
1/17/2019 4:31:54 PM	EDG	105252057	740257	INSTITUTE FOR ENVIRON ASSESS	6,266.63	Yes	No
1/17/2019 4:31:54 PM	EDG	105252057	740258	JOHNSON CONTROLS	7,892.19	Yes	No
1/17/2019 4:31:55 PM	EDG	105252057	740259	JONCKOWSKI, DICK	60.00	Yes	No
1/17/2019 4:31:55 PM	EDG	105252057	740260	JW PEPPER	203.05	Yes	No
1/17/2019 4:31:55 PM	EDG	105252057	740261	KNUTSON FLYNN & DEANS	6,493.86	Yes	No
1/17/2019 4:31:55 PM	EDG	105252057	740262	KRUGER, JORDAN	77.00	Yes	No
1/17/2019 4:31:55 PM	EDG	105252057	740263	LACH, THEAVY	100.00	Yes	No
1/17/2019 4:31:55 PM	EDG	105252057	740264	LAKESHORE LEARNING MATERIALS	1,314.01	Yes	No
1/17/2019 4:31:55 PM	EDG	105252057	740265	LANGE, JEFF	83.00	Yes	No
1/17/2019 4:31:56 PM	EDG	105252057	740266	LINDBERG, SUSAN	345.00	Yes	No
1/17/2019 4:31:56 PM	EDG	105252057	740267	LOFFLER	5,478.10	Yes	No
1/17/2019 4:31:56 PM	EDG	105252057	740268	LOUIS DEGIDIO SERVICES INC	12,387.81	Yes	No
1/17/2019 4:31:56 PM	EDG	105252057	740269	MADURA, TOM	69.00	Yes	No
1/17/2019 4:31:56 PM	EDG	105252057	740270	MAISER, LAURIE	200.00	Yes	No
1/17/2019 4:31:56 PM	EDG	105252057	740271	MALMBORGS, INC.	4,621.25	Yes	No
1/17/2019 4:31:56 PM	EDG	105252057	740272	MEYER, JACOB A	526.50	Yes	No
1/17/2019 4:31:56 PM	EDG	105252057	740273	MINNEAPOLIS OXYGEN	924.74	Yes	No
1/17/2019 4:31:57 PM	EDG	105252057	740274	MESPA	725.00	Yes	No
1/17/2019 4:31:57 PM	EDG	105252057	740275	MN DEPT OF LABOR AND INDUSTRY	20.00	Yes	No
1/17/2019 4:31:57 PM	EDG	105252057	740276	MSBA	1,655.00	Yes	No
1/17/2019 4:31:57 PM	EDG	105252057	740277	NATIONAL BUSINESS EDUCATION ASS	100.00	Yes	No
1/17/2019 4:31:57 PM	EDG	105252057	740278	NEIL'S OUTDOOR SERVICES	17,952.50	Yes	No
1/17/2019 4:31:57 PM	EDG	105252057	740279	NELSON MECHANICAL INCORPORATED	19,746.00	Yes	No

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1/17/2019 4:31:58 PM	EDG	105252057	740282	NORTHWEST ASPHALT	6,000.00	Yes	No
1/17/2019 4:31:58 PM	EDG	105252057	740283	PARALLEL TECHNOLOGIES INC	3,834.08	Yes	No
1/17/2019 4:31:58 PM	EDG	105252057	740284	PATRY, JEFFREY	300.00	Yes	No
1/17/2019 4:31:58 PM	EDG	105252057	740285	PETERS, JEFF	77.00	Yes	No
1/17/2019 4:31:58 PM	EDG	105252057	740286	PUGLEASA	2,627.06	Yes	No
1/17/2019 4:31:58 PM	EDG	105252057	740287	PUMP AND METER SERVICES INC	424.37	Yes	No
1/17/2019 4:31:58 PM	EDG	105252057	740288	RAMACHER, THUY	210.00	Yes	No
1/17/2019 4:31:59 PM	EDG	105252057	740289	REGION V COMPUTER SERVICES	522.50	Yes	No
1/17/2019 4:31:59 PM	EDG	105252057	740290	RIVERFRONT PRINTING	268.00	Yes	No
1/17/2019 4:31:59 PM	EDG	105252057	740291	ROSE, DAN	83.00	Yes	No
1/17/2019 4:31:59 PM	EDG	105252057	740292	ROUNDS RECYCLING AND WASTE LLC	487.44	Yes	No
1/17/2019 4:31:59 PM	EDG	105252057	740293	RYAN MECHANICAL INC	807.50	Yes	No
1/17/2019 4:31:59 PM	EDG	105252057	740294	SCHAEFER, JOHN	77.00	Yes	No
1/17/2019 4:31:59 PM	EDG	105252057	740295	SCHMITT MUSIC COMPANY	20.95	Yes	No
1/17/2019 4:31:59 PM	EDG	105252057	740296	SCHOLASTIC BOOK FAIRS	481.23	Yes	No
1/17/2019 4:32:00 PM	EDG	105252057	740297	SCHOLL, WAYNE	59.00	Yes	No
1/17/2019 4:32:00 PM	EDG	105252057	740298	SCHOOL SPECIALTY	23,120.00	Yes	No
1/17/2019 4:32:00 PM	EDG	105252057	740299	SCHWARTZ, SAM	77.00	Yes	No
1/17/2019 4:32:00 PM	EDG	105252057	740300	SCHWICKERT'S, INC	1,570.00	Yes	No
1/17/2019 4:32:00 PM	EDG	105252057	740301	SCOTT COUNTY	219.40	Yes	No
1/17/2019 4:32:00 PM	EDG	105252057	740302	SHAKOPEE CHAMBER OF COMMERCE	30.00	Yes	No
1/17/2019 4:32:00 PM	EDG	105252057	740303	SHAW LUNDQUIST ASSOCIATES INC	84,593.73	Yes	No
1/17/2019 4:32:01 PM	EDG	105252057	740304	SHRED-N-GO, INC.	346.30	Yes	No
1/17/2019 4:32:01 PM	EDG	105252057	740305	SJOBORG, SUSAN	100.00	Yes	No
1/17/2019 4:32:01 PM	EDG	105252057	740306	SM HENTGES & SONS INC	47,929.40	Yes	No
1/17/2019 4:32:01 PM	EDG	105252057	740307	Soulo Communications	57,274.73	Yes	No
1/17/2019 4:32:01 PM	EDG	105252057	740308	SOUTHWEST METRO EDUCATIONAL CO	69,777.04	Yes	No
1/17/2019 4:32:01 PM	EDG	105252057	740309	MINNEAPOLIS PUBLIC SCHOOLS	92.00	Yes	No
1/17/2019 4:32:01 PM	EDG	105252057	740310	STATE OF MINNESOTA DEPARTMENT	400.00	Yes	No
1/17/2019 4:32:01 PM	EDG	105252057	740311	STEPHAN, BILL	69.00	Yes	No
1/17/2019 4:32:02 PM	EDG	105252057	740312	STUDENT SUPPLY	136.67	Yes	No
1/17/2019 4:32:02 PM	EDG	105252057	740313	SULLWOLD, MARK	83.00	Yes	No

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1/17/2019 4:32:02 PM	EDG	105252057	740316	UNITED STATES POSTAL SERVICE	229.66	Yes	No
1/17/2019 4:32:02 PM	EDG	105252057	740317	UPPER LAKES FOODS	1,602.99	Yes	No
1/17/2019 4:32:02 PM	EDG	105252057	740318	VALLEY SPORTS	1,688.40	Yes	No
1/17/2019 4:32:03 PM	EDG	105252057	740319	WARE, SUE	140.00	Yes	No
1/17/2019 4:32:03 PM	EDG	105252057	740320	WINTERFELDT, JUSTIN THOMAS	90.00	Yes	No

\*\*\* Totals

Total Documents: 109

Total Amount: 581,216.88

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
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1/24/2019 1:37:57 PM	EDG	105252057	740333	APPLE INC	296.90	No	Yes
1/24/2019 1:37:58 PM	EDG	105252057	740334	ARCH LANGUAGE NETWORK INC	480.00	No	Yes
1/24/2019 1:37:58 PM	EDG	105252057	740335	ARTHUR, PAULA	2,500.00	No	Yes
1/24/2019 1:37:58 PM	EDG	105252057	740336	BEARCOM WIRELESS WORLDWIDE	734.70	No	Yes
1/24/2019 1:37:58 PM	EDG	105252057	740337	BERRY COFFEE COMPANY	581.24	No	Yes
1/24/2019 1:37:58 PM	EDG	105252057	740338	BIX PRODUCE CO.	10,215.05	No	Yes
1/24/2019 1:37:58 PM	EDG	105252057	740339	BLICK ART MATERIALS	260.09	No	Yes
1/24/2019 1:37:58 PM	EDG	105252057	740340	CASSIDY-TRICKER INDUSTRIAL SALES	948.65	No	Yes
1/24/2019 1:37:59 PM	EDG	105252057	740341	CENTERPOINT ENERGY MINNEGASCO	3,109.43	No	Yes
1/24/2019 1:37:59 PM	EDG	105252057	740342	CENTRE STAGE MFG CO	11,500.00	No	Yes
1/24/2019 1:37:59 PM	EDG	105252057	740343	CHOICE ELECTRIC, INC	1,714.66	No	Yes
1/24/2019 1:37:59 PM	EDG	105252057	740344	COLBY, KRISTI	260.82	No	Yes
1/24/2019 1:37:59 PM	EDG	105252057	740345	CUB FOODS	136.30	No	Yes
1/24/2019 1:37:59 PM	EDG	105252057	740346	DALIDA, SARA	86.94	No	Yes
1/24/2019 1:37:59 PM	EDG	105252057	740347	DIVERSIFIED SNACK DISTRIBUTORS	14,344.90	No	Yes
1/24/2019 1:38:00 PM	EDG	105252057	740348	EARTHGRAINS	3,801.41	No	Yes
1/24/2019 1:38:00 PM	EDG	105252057	740349	FERNDALE MARKET LLC	4,434.80	No	Yes
1/24/2019 1:38:00 PM	EDG	105252057	740350	GENERAL PARTS , INC	9,414.80	No	Yes
1/24/2019 1:38:00 PM	EDG	105252057	740351	GRAINGER, INC.	115.44	No	Yes
1/24/2019 1:38:00 PM	EDG	105252057	740352	HASTINGS COOPERATIVE CREAMERY	12,411.05	No	Yes
1/24/2019 1:38:00 PM	EDG	105252057	740353	HEARTLAND BUSINESS SYSTEMS	504.26	No	Yes
1/24/2019 1:38:01 PM	EDG	105252057	740354	HENRY FORD LEARNING INSTITUTE	8,000.00	No	Yes
1/24/2019 1:38:01 PM	EDG	105252057	740355	HILLYARD / HUTCHINSON	9,923.67	No	Yes
1/24/2019 1:38:01 PM	EDG	105252057	740356	HORIZON COMMERCIAL POOL SUPPLY	1,159.52	No	Yes
1/24/2019 1:38:01 PM	EDG	105252057	740357	INNOVATIVE GRAPHICS	430.00	No	Yes
1/24/2019 1:38:01 PM	EDG	105252057	740358	INNOVATIVE OFFICE SOLUTIONS	340.32	No	Yes
1/24/2019 1:38:01 PM	EDG	105252057	740359	JOSTENS INC	25.15	No	Yes
1/24/2019 1:38:01 PM	EDG	105252057	740360	KULLY SUPPLY CO	63.26	No	Yes
1/24/2019 1:38:02 PM	EDG	105252057	740361	MACKENTHUN, BRONWEN	282.00	No	Yes
1/24/2019 1:38:02 PM	EDG	105252057	740362	MINNESOTA HISTORICAL SOCIETY	1,048.00	No	Yes
1/24/2019 1:38:02 PM	EDG	105252057	740363	MINNESOTA SCHOOL OF BUSINESS	87,718.18	No	Yes
1/24/2019 1:38:02 PM	EDG	105252057	740364	MN HARVEST, LLC	3,395.00	No	Yes
1/24/2019 1:38:02 PM	EDG	105252057	740365	NORTHSTAR AV LLC	827.00	No	Yes

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
1/24/2019 1:38:02 PM	EDG	105252057	740366	NOVAK, HEATHER - PAY	245.14	No	Yes
1/24/2019 1:38:02 PM	EDG	105252057	740367	NOVAK, HEATHER - SUPPLIES	47.81	No	Yes
1/24/2019 1:38:03 PM	EDG	105252057	740368	UNIVERSITY OF MINNESOTA	5,655.00	No	Yes
1/24/2019 1:38:03 PM	EDG	105252057	740369	OFFICE OF MN IT SERVICES	202.50	No	Yes
1/24/2019 1:38:03 PM	EDG	105252057	740370	JACK BRASS BAND	1,200.00	No	Yes
1/24/2019 1:38:03 PM	EDG	105252057	740371	PALMER BUS SERVICES	222,068.72	No	Yes
1/24/2019 1:38:03 PM	EDG	105252057	740372	PARK NICOLLET HEALTH SERVICES	960.00	No	Yes
1/24/2019 1:38:03 PM	EDG	105252057	740373	PERFORMANCE FOOD GROUP	4,512.41	No	Yes
1/24/2019 1:38:03 PM	EDG	105252057	740374	PRAIRIE RIVER HOME CARE, INC	2,518.75	No	Yes
1/24/2019 1:38:04 PM	EDG	105252057	740375	RYAN MECHANICAL INC	1,029.50	No	Yes
1/24/2019 1:38:04 PM	EDG	105252057	740376	SAFELINE MANAGEMENTSERVICES	9,700.00	No	Yes
1/24/2019 1:38:04 PM	EDG	105252057	740377	SAVAGE, KRISTEN	521.64	No	Yes
1/24/2019 1:38:04 PM	EDG	105252057	740378	SHERWIN WILLIAMS	61.36	No	Yes
1/24/2019 1:38:04 PM	EDG	105252057	740379	SW NEWS MEDIA	1,624.52	No	Yes
1/24/2019 1:38:04 PM	EDG	105252057	740380	STARKS, SUZANNE	523.50	No	Yes
1/24/2019 1:38:04 PM	EDG	105252057	740381	SWANSON MEATS INC	1,537.60	No	Yes
1/24/2019 1:38:05 PM	EDG	105252057	740382	TDS METROCOM	3,659.01	No	Yes
1/24/2019 1:38:05 PM	EDG	105252057	740383	TRIMARK HOCKENBERGS	667.28	No	Yes
1/24/2019 1:38:05 PM	EDG	105252057	740384	TRIO SUPPLY COMPANY	4,911.02	No	Yes
1/24/2019 1:38:05 PM	EDG	105252057	740385	TWIN CITIES DOTS & POP	2,851.20	No	Yes
1/24/2019 1:38:05 PM	EDG	105252057	740386	VERIZON WIRELESS	1,558.16	No	Yes
1/24/2019 1:38:05 PM	EDG	105252057	740387	YONDR	985.00	No	Yes
1/24/2019 1:38:05 PM	EDG	105252057	740388	ZAYO GROUP LLC	3,060.99	No	Yes

\*\*\* Totals

Total Documents: 57

Total Amount: 462,990.65

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/6/2018 12:46:34 PM	EDG	105252057	739645	ADVANCED IMAGING SOLUTIONS	220.00	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739646	AG IREPAIR	5,596.00	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739647	AGYAPONG, VANESSA	39.00	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739648	AIRGAS NATIONAL CARBONATION	110.80	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739649	AMADO CONSULTING GROUP	9,000.00	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739650	AMERICAN TIME & SIGNAL CO	1,508.90	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739651	ANCOM COMMUNICATIONS INC	183.00	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739652	ANDERSON, ALICE MARIE	120.00	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739653	ANDREEN, DEBRA JOY	587.50	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739654	APPLE INC	2,283.00	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739655	ARMSTRONG HIGH SCHOOL	65.00	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739656	BATTERIES R US	1,843.08	Yes	No
12/6/2018 12:46:34 PM	EDG	105252057	739657	BEARCOM WIRELESS WORLDWIDE	496.14	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739658	BERANAK, MARI	56.25	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739659	BIX PRODUCE CO.	6,806.00	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739660	BRAHAM HIGH SCHOOL	150.00	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739661	BROADWAY AWARDS INC	20.50	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739662	BUCKEYE CLEANING CENTER	1,338.96	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739663	BURNSIDE, LOGAN	480.00	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739664	BUSSEY, BENJAMIN ALDEN	240.00	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739665	CANON FINANCIAL SERVICES	2,563.44	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739666	CAPFIRST EQUIPMENT FINANCE	750.00	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739667	CARLSON, JONATHAN D.	90.00	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739668	CENTERPOINT ENERGY SERVICES	18,528.87	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739669	CHOICE ELECTRIC, INC	12,414.15	Yes	No
12/6/2018 12:46:35 PM	EDG	105252057	739670	CITY OF SAVAGE	457.97	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739671	CITY OF SHAKOPEE	50,867.74	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739672	SCHOOL SPECIALTY	78.14	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739673	CUB FOODS	463.91	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739674	CULLIGAN BOTTLED WATER	222.60	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739675	DAN'S COMPUTER SERVICE	222.66	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739676	DEARLY, JERRY M	1,000.00	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739677	DELL MARKETING LP	119.95	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739678	DIVERSIFIED SNACK DISTRIBUTORS	5,957.67	Yes	No

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Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/6/2018 12:46:36 PM	EDG	105252057	739679	E WEINBERG SUPPLY & EQUIPMENT	518.13	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739680	EARL F. ANDERSON, INC	164.30	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739681	EARTHGRAINS	2,006.20	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739682	EDUCATORS BENEFIT CONSULTANTS	443.70	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739683	ELMI, FARTUN	150.00	Yes	No
12/6/2018 12:46:36 PM	EDG	105252057	739684	EQUITY ALLIANCE MN	70.00	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739685	EXPRESS PRESS, INC.	71.80	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739686	FULTON, LISA	2,100.00	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739687	GAGNE, RYAN J	136.00	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739688	GAILFUS TRAILER MARKETING	1,612.98	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739689	GENERAL PARTS , INC	613.25	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739690	GRAINGER, INC.	225.90	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739691	GREGG WILLIAMS	68.00	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739692	GRILL, KELLY	120.00	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739693	HANSEN, TIMOTHY	155.00	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739694	HARRISON, TYLER	155.00	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739695	HEALY AWARDS, INC	3,531.24	Yes	No
12/6/2018 12:46:37 PM	EDG	105252057	739696	HEARTLAND BUSINESS SYSTEMS	462.25	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739697	HIGH TOUCH HIGH TECH OF THE TWIN	320.00	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739698	HILLYARD / HUTCHINSON	13,857.43	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739699	HOLIDAY STATION STORES LLC	647.85	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739700	HORIZON COMMERCIAL POOL SUPPLY	1,101.95	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739701	HUFCOR MINNESOTA, LLC	490.00	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739702	HYVEE INC	28.00	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739703	INNOVATIVE GRAPHICS	358.50	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739704	INNOVATIVE OFFICE SOLUTIONS	621,193.52	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739705	INSTITUTE FOR ENVIRON ASSESS	1,512.29	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739706	JOHNSON CONTROLS	4,626.97	Yes	No
12/6/2018 12:46:38 PM	EDG	105252057	739707	JOSTENS INC	35.17	Yes	No
12/6/2018 12:46:39 PM	EDG	105252057	739708	JW PEPPER	132.00	Yes	No
12/6/2018 12:46:39 PM	EDG	105252057	739709	KENDALLVILLE FARM	500.00	Yes	No
12/6/2018 12:46:39 PM	EDG	105252057	739710	KEOHEN, KEVIN EDWARD	90.00	Yes	No
12/6/2018 12:46:39 PM	EDG	105252057	739711	KIRKLAND, MCKENZIE	45.00	Yes	No
12/6/2018 12:46:39 PM	EDG	105252057	739712	KNUTSON FLYNN & DEANS	6,707.50	Yes	No

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/6/2018 12:46:39 PM	EDG	105252057	739713	KROLL, BRIAN	45.00	Yes	No
12/6/2018 12:46:39 PM	EDG	105252057	739714	KROLL, CHARLES	45.00	Yes	No
12/6/2018 12:46:39 PM	EDG	105252057	739715	KUBLER, NOAH	45.00	Yes	No
12/6/2018 12:46:39 PM	EDG	105252057	739716	KULLY SUPPLY CO	202.01	Yes	No
12/6/2018 12:46:39 PM	EDG	105252057	739717	KUYPER, LAURA	40.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739718	LA CROSSE TECHNOLOGY	231.69	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739719	LACH, THEAVY	150.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739720	LEININGER, CARRIE	35.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739721	LENZMEIER, STEVE	90.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739722	LIEBL, MICHELLE	100.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739723	LINCOLN NATIONAL LIFE INS CO	24,431.37	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739724	LOUIS DEGIDIO SERVICES INC	4,049.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739725	MACKIN EDUCATIONAL RESOURCES	496.46	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739726	MASSP	160.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739727	MEUWISSEN, JOE	100.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739728	MEYER, JACOB A	354.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739729	MF IRRIGATION SERVICES	150.00	Yes	No
12/6/2018 12:46:40 PM	EDG	105252057	739730	MIDWEST SPECIAL INSTRUMENTS	267.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739731	MESPA	1,135.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739732	MN HARVEST, LLC	1,260.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739733	MN STATE HS MATHEMATIC LEAGUE	600.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739734	MONOPRICE.COM	17.05	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739735	MONTICELLO HIGH SCHOOL	250.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739736	Mood Media	162.06	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739737	MUSIC FIRST	899.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739738	NASP	670.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739739	NEOFUNDS - POSTAGE	1,140.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739740	NORTHERN SALT INC	980.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739741	NORTHSTAR AV LLC	580.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739742	UNIVERSITY OF MINNESOTA	19,285.00	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739743	OFFICE OF MN IT SERVICES	635.05	Yes	No
12/6/2018 12:46:41 PM	EDG	105252057	739744	PALMER BUS SERVICES	267,421.96	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739745	PARALLEL TECHNOLOGIES INC	23,771.89	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739746	PARKER, SCOTT	87.00	Yes	No

## Ultimate EDGE Account's Payable Check Register

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
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12/6/2018 12:46:42 PM	EDG	105252057	739748	PERFORMANCE FOOD GROUP	1,593.69	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739749	PLAGGE, KARI	45.00	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739750	PLANSOURCE	2,059.20	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739751	PRAIRIE RIVER HOME CARE, INC	1,007.50	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739752	PREMIUM WATER CO	42.00	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739753	PRIOR LAKE HIGH SCHOOL	150.00	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739754	PROP IT UP NOW	285.00	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739755	PROVISION MEDIA INC.	5,960.00	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739756	RAHIMI, SIA	155.00	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739757	RAMACHER, THUY	148.75	Yes	No
12/6/2018 12:46:42 PM	EDG	105252057	739758	RICHTER, BENJAMIN	155.00	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739759	SAFELINE MANagementsERVICES	9,700.00	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739760	SCHIELE, LILY	45.00	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739761	SCHMITZ, STEVEN	155.00	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739762	SCHNEIDER, MATT	68.00	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739763	SCHOLASTIC BOOK FAIRS	464.50	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739764	SEW EASY DESIGNS	106.47	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739765	SHAKOPEE PUBLIC UTILITY COMMIS	99,080.23	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739766	SHAMROCK GROUP	938.00	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739767	SUCCESS BEYOND THE CLASSROOM	720.00	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739768	SWANSON MEATS INC	2,259.60	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739769	THE RETROFIT COMPANIES INC	5,079.82	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739770	THOMAS, DIYA	39.00	Yes	No
12/6/2018 12:46:43 PM	EDG	105252057	739771	TIERNEY BROTHERS INC	860.85	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739772	TRANG, KRIS	210.00	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739773	TRI DIM FILTER CORPORATION	1,793.21	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739774	TRIO SUPPLY COMPANY	2,652.38	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739775	TUMBLEWEED PRESS INC.	539.10	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739776	TWIN CITIES DOTS & POP	950.40	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739777	TWIN CITY HARDWARE	791.57	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739778	UHL CO., INC	9,943.51	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739779	UPPER LAKES FOODS	1,296.76	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739780	US FOODS, INC.	33,008.97	Yes	No

**Ultimate EDGE Account's Payable  
Check Register**

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/6/2018 12:46:44 PM	EDG	105252057	739781	USA KARATE SHAKOPEE	180.00	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739782	VARITRONICS, LLC	796.05	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739783	VERIZON WIRELESS	3,213.11	Yes	No
12/6/2018 12:46:44 PM	EDG	105252057	739784	WAGNER PRESS	1,045.00	Yes	No
12/6/2018 12:46:45 PM	EDG	105252057	739785	WARE, SUE	120.00	Yes	No
12/6/2018 12:46:45 PM	EDG	105252057	739786	WORTHINGTON DIRECT	6,173.57	Yes	No

\*\*\* Totals

Total Documents: 142

Total Amount: 1,336,948.33

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/13/2018 1:58:22 PM	EDG	105252057	739798	ABRAKADOODLE	624.00	Yes	No
12/13/2018 1:58:22 PM	EDG	105252057	739799	ACCO BRANDS	103.00	Yes	No
12/13/2018 1:58:22 PM	EDG	105252057	739800	AG IREPAIR	1,021.00	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739801	AG PARTNERS TOWN &COUNTRY STOR	342.93	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739802	ANCHOR PAPER	1,426.89	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739803	ANOKA-HENNEPIN SCHOOL DISTRICT	250.00	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739804	ARTEDUTC LLC	378.00	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739805	ARTHUR, PAULA	1,250.00	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739806	ATLAS STAFFING	3,710.95	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739807	BIX PRODUCE CO.	4,038.01	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739808	BLICK ART MATERIALS	3,294.71	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739809	BUCKEYE CLEANING CENTER	786.12	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739810	BURNSVILLE BLAZETTE BOOSTER CLU	330.00	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739811	CAP AGENCY	750.00	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739812	CAPFIRST EQUIPMENT FINANCE	750.00	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739813	CATALYST SOURCING SOLUTIONS	7,786.60	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739814	CENTERPOINT ENERGY MINNEGASCO	584.55	Yes	No
12/13/2018 1:58:23 PM	EDG	105252057	739815	CHANCE, ROBIN	19.40	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739816	CHOICE ELECTRIC, INC	5,809.24	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739817	CITY OF SHAKOPEE	621.46	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739818	COFFEE MILL INC	195.00	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739819	COMPAS	1,640.00	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739820	CUB FOODS	264.54	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739821	DICKS SANITATION INC.	4,915.64	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739822	DISCOUNT STEEL, INC.	912.99	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739823	DIVERSIFIED SNACK DISTRIBUTORS	3,972.99	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739824	DRAMA KIDS	432.00	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739825	EARTHGRAINS	1,131.71	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739826	ELMI, FARTUN	50.00	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739827	FERNDALE MARKET LLC	2,369.40	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739828	FOSTER, DALE	118.00	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739829	FULTON, LISA	7,050.00	Yes	No
12/13/2018 1:58:24 PM	EDG	105252057	739830	GENERAL PARTS , INC	706.76	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739831	GENERAL SPORTS	3,676.00	Yes	No

## Ultimate EDGE Account's Payable Check Register

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/13/2018 1:58:25 PM	EDG	105252057	739832	GRAINGER, INC.	397.38	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739833	HACHEM, DRISS	127.00	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739834	HANSEN, TIMOTHY	87.00	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739835	HASTINGS COOPERATIVE CREAMERY	14,436.29	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739836	HILLSHIRE BRANDS CO	4,200.42	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739837	HILLYARD / HUTCHINSON	4,269.98	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739838	HORIZON COMMERCIAL POOL SUPPLY	992.60	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739839	HOUSE OF PRINT	1,674.30	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739840	INNOVATIVE OFFICE SOLUTIONS	591.61	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739841	JOHN'S SEWER & DRAIN	195.00	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739842	JOSTENS INC	1,684.75	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739843	JW PEPPER	226.98	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739844	KL GRAPHIC DESIGN	1,500.00	Yes	No
12/13/2018 1:58:25 PM	EDG	105252057	739845	KROELLS KARATE CTR	957.00	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739846	KULLY SUPPLY CO	2,255.83	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739847	LAKEVILLE HIGH SCHOOL NORTH	330.00	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739848	LARSEN, BROOKE	155.00	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739849	MACKIN EDUCATIONAL RESOURCES	1,302.44	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739850	MAILFINANCE - NEOPOST LEASE	549.27	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739851	MARSHALL, JIM	40.00	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739852	MAYCLIN, HILARY	80.00	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739853	MINNEAPOLIS OXYGEN	111.60	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739854	MINNESOTA CLAY	441.25	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739855	MN BOARD OF SCHOOL ADMIN	150.00	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739856	MN DECA	1,292.50	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739857	MN HARVEST, LLC	1,190.00	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739858	MINNEAPOLIS SOUTH HS SWIM BOOST	275.00	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739859	MUSIC MART	877.56	Yes	No
12/13/2018 1:58:26 PM	EDG	105252057	739860	NEIL'S OUTDOOR SERVICES	21,855.00	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739861	NORMANDEALE COMMUNITY COLLEGE	3,150.00	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739862	OPG-3	8,032.00	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739863	OPITZ, BRIAN	6.00	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739864	PALMER BUS SERVICES	10,420.65	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739865	PARK NICOLLET HEALTH SERVICES	1,935.00	Yes	No

## Ultimate EDGE Account's Payable Check Register

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/13/2018 1:58:27 PM	EDG	105252057	739866	PERFORMANCE FOOD GROUP	3,275.21	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739867	PHOENIX SCHOOL COUNSELING,LLC	8,028.60	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739868	RELIABLE MEDICAL SUPPLY	112.00	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739869	SCHMITT MUSIC COMPANY	43.14	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739870	SCHWICKERT'S, INC	1,785.00	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739871	SEE YOUR STRENGTH	455.00	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739872	SHAKOPEE ROTARY CLUB	152.00	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739873	SHAW LUNDQUIST ASSOCIATES INC	515,662.89	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739874	SHIFFLER EQUIPMENT SALES, INC.	160.47	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739875	SHRED-N-GO, INC.	692.60	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739876	SOCIETY FOR HUMAN RES. MGMNT	189.00	Yes	No
12/13/2018 1:58:27 PM	EDG	105252057	739877	SOUTH SUBURBAN CONFERENCE	2,458.00	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739878	SOUTHWEST METRO EDUCATIONAL CO	30,981.15	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739879	ST MICHAEL ALBERTVILLE HS	180.00	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739880	TAYLOR, GRANT	50.00	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739881	TRANG, KRIS	70.00	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739882	TRIO SUPPLY COMPANY	2,083.36	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739883	TURNITIN LLC	247.72	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739884	UP STREAM ARTS	2,000.00	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739885	UPPER LAKES FOODS	1,124.21	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739886	US FOODS, INC.	28,999.38	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739887	VANTHOURNOUT, JANA	80.00	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739888	VIZENOR, JEFF A	136.00	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739889	WATER TO YOU	33.00	Yes	No
12/13/2018 1:58:28 PM	EDG	105252057	739890	WOODBURY HIGH SCHOOL	250.00	Yes	No

\*\*\* Totals

Total Documents: 93

Total Amount: 746,350.03

## Ultimate EDGE Account's Payable Check Register

Account:

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/20/2018 11:13:00 AM	EDG	105252057	739892	ACADEMIC LANGUAGE RESEARCH AND	12,500.00	No	Yes
12/20/2018 11:13:00 AM	EDG	105252057	739893	Advanced First Aid, Inc.	4,746.20	No	Yes
12/20/2018 11:13:00 AM	EDG	105252057	739894	AG IREPAIR	2,670.00	No	Yes
12/20/2018 11:13:01 AM	EDG	105252057	739895	AG PARTNERS TOWN & COUNTRY STOR	342.93	No	Yes
12/20/2018 11:13:01 AM	EDG	105252057	739896	AIRGAS NATIONAL CARBONATION	222.81	No	Yes
12/20/2018 11:13:01 AM	EDG	105252057	739897	ANCHOR PAPER	3,171.05	No	Yes
12/20/2018 11:13:01 AM	EDG	105252057	739898	ANDERSON, JESSE	155.00	No	Yes
12/20/2018 11:13:01 AM	EDG	105252057	739899	ASBO INTERNATIONAL	1,185.00	No	Yes
12/20/2018 11:13:01 AM	EDG	105252057	739900	BERRY COFFEE COMPANY	207.27	No	Yes
12/20/2018 11:13:01 AM	EDG	105252057	739901	BEUC, RANDON W	155.00	No	Yes
12/20/2018 11:13:02 AM	EDG	105252057	739902	BIFFS INC	406.25	No	Yes
12/20/2018 11:13:02 AM	EDG	105252057	739903	BIG FISH DIGITAL WORKS	20.00	No	Yes
12/20/2018 11:13:02 AM	EDG	105252057	739904	SW NEWS MEDIA	1,931.91	No	Yes
12/20/2018 11:13:02 AM	EDG	105252057	739905	BIX PRODUCE CO.	3,026.75	No	Yes
12/20/2018 11:13:02 AM	EDG	105252057	739906	BROADWAY AWARDS INC	187.41	No	Yes
12/20/2018 11:13:02 AM	EDG	105252057	739907	BTU SERVICES, INC.	1,329.93	No	Yes
12/20/2018 11:13:02 AM	EDG	105252057	739908	CAPFIRST EQUIPMENT FINANCE	750.00	No	Yes
12/20/2018 11:13:03 AM	EDG	105252057	739909	CENTERPOINT ENERGY MINNEGASCO	2,410.15	No	Yes
12/20/2018 11:13:03 AM	EDG	105252057	739910	CENTURYLINK	102.98	No	Yes
12/20/2018 11:13:03 AM	EDG	105252057	739911	CHOICE ELECTRIC, INC	788.11	No	Yes
12/20/2018 11:13:03 AM	EDG	105252057	739912	CITY OF SHAKOPEE	540.68	No	Yes
12/20/2018 11:13:03 AM	EDG	105252057	739913	CODDINGTON, MIKE	60.00	No	Yes
12/20/2018 11:13:03 AM	EDG	105252057	739914	CRUNSTEDT, BOB	69.00	No	Yes
12/20/2018 11:13:03 AM	EDG	105252057	739915	CUB FOODS	27.73	No	Yes
12/20/2018 11:13:04 AM	EDG	105252057	739916	DAKOTA ACADEMIC CONSULTING INC	3,200.00	No	Yes
12/20/2018 11:13:04 AM	EDG	105252057	739917	DAN'S COMPUTER SERVICE	33.72	No	Yes
12/20/2018 11:13:04 AM	EDG	105252057	739918	DATA MANAGEMENT, INC	86.70	No	Yes
12/20/2018 11:13:04 AM	EDG	105252057	739919	DEARLY, JERRY M	1,750.00	No	Yes
12/20/2018 11:13:04 AM	EDG	105252057	739920	DEMCO INC	198.33	No	Yes
12/20/2018 11:13:04 AM	EDG	105252057	739921	DIANE DAVIES	75.00	No	Yes
12/20/2018 11:13:04 AM	EDG	105252057	739922	DIVERSIFIED SNACK DISTRIBUTORS	2,752.05	No	Yes
12/20/2018 11:13:05 AM	EDG	105252057	739923	EARTHGRAINS	1,231.11	No	Yes
12/20/2018 11:13:05 AM	EDG	105252057	739924	ECKROTH MUSIC	59.82	No	Yes
12/20/2018 11:13:05 AM	EDG	105252057	739925	FLEMMING, KRISTA	43.95	No	Yes

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Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/20/2018 11:13:05 AM	EDG	105252057	739926	FOLLETT EDUCATIONAL SERVICES	1,275.35	No	Yes
12/20/2018 11:13:05 AM	EDG	105252057	739927	GENERAL PARTS , INC	2,175.21	No	Yes
12/20/2018 11:13:05 AM	EDG	105252057	739928	GRAPHIC SOURCE INC	324.00	No	Yes
12/20/2018 11:13:05 AM	EDG	105252057	739929	GROTH MUSIC	7.14	No	Yes
12/20/2018 11:13:06 AM	EDG	105252057	739930	GROTHMAN, JOHN	68.00	No	Yes
12/20/2018 11:13:06 AM	EDG	105252057	739931	HAMMOND, SHARESE	22.50	No	Yes
12/20/2018 11:13:06 AM	EDG	105252057	739932	HENNENS AUTO SERVICE	9.83	No	Yes
12/20/2018 11:13:06 AM	EDG	105252057	739933	HILLYARD / HUTCHINSON	15,291.31	No	Yes
12/20/2018 11:13:06 AM	EDG	105252057	739934	HORIZON COMMERCIAL POOL SUPPLY	1,286.10	No	Yes
12/20/2018 11:13:06 AM	EDG	105252057	739935	HUTCH, PHIL	280.00	No	Yes
12/20/2018 11:13:06 AM	EDG	105252057	739936	IDENTISYS INC	434.19	No	Yes
12/20/2018 11:13:07 AM	EDG	105252057	739937	INNOVATIVE OFFICE SOLUTIONS	249.16	No	Yes
12/20/2018 11:13:07 AM	EDG	105252057	739938	INSTITUTE FOR ENVIRON ASSESS	1,135.67	No	Yes
12/20/2018 11:13:07 AM	EDG	105252057	739939	JASPERS MORIARTY & WETHERILLE PA	88.50	No	Yes
12/20/2018 11:13:07 AM	EDG	105252057	739940	JW PEPPER	94.89	No	Yes
12/20/2018 11:13:07 AM	EDG	105252057	739941	KERRY MURPHY	540.00	No	Yes
12/20/2018 11:13:07 AM	EDG	105252057	739942	KNUTSON FLYNN & DEANS	2,138.75	No	Yes
12/20/2018 11:13:07 AM	EDG	105252057	739943	KULLY SUPPLY CO	185.88	No	Yes
12/20/2018 11:13:08 AM	EDG	105252057	739944	LAURSEN PIANO SERVICE	98.00	No	Yes
12/20/2018 11:13:08 AM	EDG	105252057	739945	LOUIS DEGIDIO SERVICES INC	4,227.23	No	Yes
12/20/2018 11:13:08 AM	EDG	105252057	739946	MASPA/STATE NEGOTIATORS	70.00	No	Yes
12/20/2018 11:13:08 AM	EDG	105252057	739947	MEI TOTAL ELEVATOR SOLUTIONS	976.48	No	Yes
12/20/2018 11:13:08 AM	EDG	105252057	739948	MINNESOTA HIGHWAY SAFETY & RESE	414.00	No	Yes
12/20/2018 11:13:09 AM	EDG	105252057	739949	MINNESOTA MAKERS	400.00	No	Yes
12/20/2018 11:13:09 AM	EDG	105252057	739950	MINNESOTA WATER	182.32	No	Yes
12/20/2018 11:13:09 AM	EDG	105252057	739951	MN HARVEST, LLC	1,365.00	No	Yes
12/20/2018 11:13:09 AM	EDG	105252057	739952	MUSIC MART	40.56	No	Yes
12/20/2018 11:13:09 AM	EDG	105252057	739953	NELSON, DAVID A.	69.00	No	Yes
12/20/2018 11:13:09 AM	EDG	105252057	739954	NEOFUNDS - POSTAGE	940.25	No	Yes
12/20/2018 11:13:09 AM	EDG	105252057	739955	NORMANDEALE COMMUNITY COLLEGE	212,175.00	No	Yes
12/20/2018 11:13:10 AM	EDG	105252057	739956	PALMER BUS SERVICES	127,268.00	No	Yes
12/20/2018 11:13:10 AM	EDG	105252057	739957	PARALLEL TECHNOLOGIES INC	1,539.53	No	Yes
12/20/2018 11:13:10 AM	EDG	105252057	739958	PEARSON EDUCATION	87.70	No	Yes
12/20/2018 11:13:10 AM	EDG	105252057	739959	PERFORMANCE FOOD GROUP	1,692.68	No	Yes

**Ultimate EDGE Account's Payable  
Check Register**

Account:

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/20/2018 11:13:10 AM	EDG	105252057	739960	PRAIRIE RIVER HOME CARE, INC	2,388.75	No	Yes
12/20/2018 11:13:10 AM	EDG	105252057	739961	RAMACHER, THUY	50.00	No	Yes
12/20/2018 11:13:10 AM	EDG	105252057	739962	ROBERT B. HILL CO	476.95	No	Yes
12/20/2018 11:13:11 AM	EDG	105252057	739963	RUMBLE ON THE RED	475.00	No	Yes
12/20/2018 11:13:11 AM	EDG	105252057	739964	RYAN MECHANICAL INC	989.75	No	Yes
12/20/2018 11:13:11 AM	EDG	105252057	739965	SCHMITT MUSIC COMPANY	501.19	No	Yes
12/20/2018 11:13:11 AM	EDG	105252057	739966	SCHNEIDER, MATT	68.00	No	Yes
12/20/2018 11:13:11 AM	EDG	105252057	739967	SCOTT COUNTY	74,674.92	No	Yes
12/20/2018 11:13:11 AM	EDG	105252057	739968	SMITH, CLAYTON	155.00	No	Yes
12/20/2018 11:13:11 AM	EDG	105252057	739969	Soulo Communications	1,064.70	No	Yes
12/20/2018 11:13:12 AM	EDG	105252057	739970	SUMAN, SUSANNA - WJH	27.96	No	Yes
12/20/2018 11:13:12 AM	EDG	105252057	739971	SWANSON MEATS INC	2,152.00	No	Yes
12/20/2018 11:13:12 AM	EDG	105252057	739972	SYMANITZ, DAVID	60.00	No	Yes
12/20/2018 11:13:12 AM	EDG	105252057	739973	TDS METROCOM	3,759.22	No	Yes
12/20/2018 11:13:12 AM	EDG	105252057	739974	THE GOOD ACRE	229.00	No	Yes
12/20/2018 11:13:12 AM	EDG	105252057	739975	TOTAL ENTERTAINMENT/KIDSDANCE	350.00	No	Yes
12/20/2018 11:13:12 AM	EDG	105252057	739976	TRIO SUPPLY COMPANY	818.45	No	Yes
12/20/2018 11:13:13 AM	EDG	105252057	739977	TRUSTED EMPLOYEES	2,021.74	No	Yes
12/20/2018 11:13:13 AM	EDG	105252057	739978	TWIN CITY HARDWARE	1,091.73	No	Yes
12/20/2018 11:13:13 AM	EDG	105252057	739979	UHL CO., INC	18,536.57	No	Yes
12/20/2018 11:13:13 AM	EDG	105252057	739980	UPPER LAKES FOODS	1,602.99	No	Yes
12/20/2018 11:13:13 AM	EDG	105252057	739981	US FOODS, INC.	21,993.76	No	Yes
12/20/2018 11:13:13 AM	EDG	105252057	739982	WATCH ME DRAW LLC	1,074.00	No	Yes
12/20/2018 11:13:13 AM	EDG	105252057	739983	WAUDBY, JEREMY	155.00	No	Yes

\*\*\* Totals

Total Documents: 92

Total Amount: 558,305.75

**Ultimate EDGE Account's Payable  
Check Register**

Account: CASH

Print Date/Time	Oper	Account Number	Check Number	Payee	Amount	Imaged	Reprint
12/20/2018 11:02:21 AM	EDG	105252057	739984	PARALLEL TECHNOLOGIES INC	11,840.02	Yes	No

\*\*\* Totals

Total Documents: 1

Total Amount: 11,840.02

### Bank Account - Wires Out

Date	Description	Amount
12/3/2018	Health Partners Premium	3,732.00
12/4/2018	Payroll Voluntary Deductions	12,669.59
12/7/2018	Payroll Direct Deposit	1,465,414.17
12/10/2018	IRS Federal Tax ACH	507,566.75
12/10/2018	Miscellaneous Bank Fee Charges	28.10
12/11/2018	Payroll Voluntary Deductions	130,274.67
12/11/2018	State of MN Taxes ACH	88,587.00
12/11/2018	Payroll Voluntary Deductions	3,941.74
12/14/2018	Teachers Retirement Association (TRA) ACH	269,564.16
12/14/2018	Public Employee Retirement Association (PERA) ACH	70,377.77
12/18/2018	Payroll Voluntary Deductions	12,470.99
12/18/2018	Teachers Retirement Association (TRA) ACH	1,006.56
12/18/2018	Payroll Voluntary Deductions	200.70
12/21/2018	Payroll Direct Deposit	1,497,186.24
12/24/2018	IRS Federal Tax ACH	512,328.53
12/24/2018	Payroll Voluntary Deductions	3,575.65
12/26/2018	State of MN Taxes ACH	89,801.00
12/26/2018	Payroll Voluntary Deductions	6,964.87
12/26/2018	State of MN Taxes ACH	221.09
12/31/2018	Teachers Retirement Association (TRA) ACH	270,661.18
12/31/2018	Public Employee Retirement Association (PERA) ACH	76,305.96
12/31/2018	Bank Service Charge	1,117.11
		<hr/>
		5,023,995.83

## Investment Accounts - Wires Out

Date	Description	Amount
12/5/2017	General Fund - November P-Card Payment	93,427.76
12/7/2017	General Fund - Payroll Checks	1,400,000.00
12/15/2017	General Fund - AP Checks	350,000.00
12/26/2017	General Fund - Payroll Taxes/Deductions	1,000,000.00
12/11/2017	General Fund - Payroll Taxes/Deductions	1,200,000.00
12/12/2017	General Fund - AP Checks	400,000.00
12/21/2017	General Fund - Payroll Checks	1,400,000.00
12/27/2017	General Fund - AP Checks	400,000.00
12/31/2017	2015 Building Fund - Fees	1,188.76
12/13/2017	2015 Building Fund - Construction Checks	230,000.00
12/26/2017	2015 Building Fund - Construction Checks	2,800,000.00
12/31/2017	Dental Insurance Trust Payments	53,794.67
12/31/2017	Health Insurance Trust Payments	562,215.55
12/31/2017	OPEB Fees	2,136.82
		9,892,763.56

## Bank Account - Wires Out

Date	Description	Amount
1/2/2019	Payroll Voluntary Deductions	5,616.87
1/2/2019	Health Partners Premium	3,768.00
1/2/2019	Miscellaneous Bank Fee Charges	51.70
1/4/2019	Payroll Direct Deposit	1,411,377.33
1/7/2019	IRS Federal Tax ACH	486,571.06
1/8/2019	Payroll Voluntary Deductions	65,471.28
1/8/2019	Miscellaneous Bank Fee Charges	26.40
1/9/2019	Payroll Voluntary Deductions	129,504.44
1/9/2019	State of MN Taxes ACH	83,157.69
1/10/2019	Payroll Voluntary Deductions	134,075.38
1/11/2019	Payroll Voluntary Deductions	57,962.69
1/14/2019	Teachers Retirement Association (TRA) ACH	263,404.20
1/14/2019	Public Employee Retirement Association (PERA) ACH	61,139.87
1/14/2019	Miscellaneous Bank Fee Charges	55.50
1/15/2019	Payroll Voluntary Deductions	16,233.96
1/18/2019	Payroll Direct Deposit	1,443,982.77
1/22/2019	Payroll Voluntary Deductions	135,731.75
1/22/2019	IRS Federal Tax ACH	510,241.90
1/23/2019	Teachers Retirement Association (TRA) ACH	267,616.57
1/23/2019	State of MN Taxes ACH	87,709.00
1/23/2019	Public Employee Retirement Association (PERA) ACH	71,531.23
1/23/2019	Liberty Mutual Premium	43,223.93
1/23/2019	Payroll Voluntary Deductions	7,966.57
1/23/2019	IRS Federal Tax ACH	1,439.63
1/23/2019	State of MN Taxes ACH	199.81
1/24/2019	Payroll Voluntary Deductions	64,527.64
1/25/2019	Payroll Voluntary Deductions	90.91
1/29/2019	Payroll Voluntary Deductions	15,605.53
1/31/2019	Bank Service Charge	1,041.01
		5,369,324.62

## Investment Accounts - Wires Out

Date	Description	Amount
1/4/2018	General Fund - December P-Card Payment	69,485.73
1/4/2018	General Fund - Payroll Checks	1,400,000.00
1/8/2018	General Fund - Payroll Taxes/Deductions	1,000,000.00
1/9/2018	General Fund - AP Checks	400,000.00
1/17/2018	2015 Building Fund - Construction Checks	400,000.00
1/18/2018	General Fund - Payroll Checks	1,400,000.00
1/22/2018	General Fund - Payroll Taxes/Deductions	1,100,000.00
1/24/2018	2015 Building Fund - Construction Checks	2,700,000.00
1/29/2018	General Fund - Debt Service Payments	17,428,778.24
1/31/2018	2015 Building Fund - Fees	1,188.30
1/31/2018	Dental Insurance Trust Payments	90,724.43
1/31/2018	Health Insurance Trust Payments	669,346.12
1/31/2018	OPEB Fees	2,156.67
		<hr/> 26,661,679.49



## Lease Documentation Checklist

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### Documents Required Prior to Shipment

### Scanned to Apple

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**NOTE:** Please call Robin Ficca at 800-669-9441 ex.1734 with any questions.

Schedule (Exhibit A)	Lessee Signature, Name/Title & Execution Date	_____
Incumbency Certificate (Exhibit C)	The Incumbency section is to be executed by a person other than the signer of the documents. This may be a Board Secretary/Clerk, any Board Member, OR the Superintendent.	_____
Bank Qualified Designation (Exhibit D)	This tells us if the issue is "Bank Qualified" or "Non-Bank Qualified"	_____
Lease Payment Instructions (Exhibit E)	Identify how Lease is to be invoiced.	_____
Insurance Coverage Requirements (Exh F)	Complete name of insurance company and contact information.	_____
IRS Form 8038-G or 8038-GC	Included for reference, please complete the Questionnaire only	_____
Essential Use Audit	Complete in its entirety.	_____
Sales/Use Tax Exemption Certificate	Please provide a copy, if applicable. Please list Seller as Apple Inc. and its Assigns.	_____

**NOTE:** Please provide scanned copies of the above items to rficca@leasedirect.com.

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### Documents Required Prior to Funding

### Mailed to Apple

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Originals of all the above	Please mail to: <b>Apple Financial Services</b> <b>Attention: Robin Ficca</b> <b>1111 Old Eagle School Rd.</b> <b>Wayne PA 19087</b>	_____
Insurance Certificate or Self-Insurance Letter	Provide All Risk Personal Property and General Liability Coverage listing Apple Inc. and its assigns as "Loss Payee" and "Additionally Insured" or provide a self insurance letter as described in the "Insurance Coverage Requirements."	_____
Acceptance Certificate (Exhibit B)	Lessee Signature, Name/Title & Execution Date. <i>Sign upon Acceptance</i>	_____
Advance Lease Payment	Invoice attached, if applicable.	_____
Board Resolution or Minutes approving the Lease Purchase	Please provide a copy.	_____

**EXHIBIT A**

**SCHEDULE NO. PUB18241 DATED February 6, 2019 TO MASTER LEASE PURCHASE AGREEMENT DATED May 15, 2014**

This Schedule No. PUB18241 ("Schedule") is entered into pursuant to that Master Lease Purchase Agreement dated May 15, 2014 ("Master Lease"), and is effective as of February 6, 2019. All of the terms and conditions of the Master Lease, including Lessee's representations and warranties, are incorporated herein by reference. Unless otherwise indicated, all capitalized terms used but not otherwise defined herein shall have the same meaning as set forth in the Master Lease.

To the extent that less than all of the Equipment subject to this Schedule has been installed and accepted by Lessee on or prior to the date hereof, Lessee hereby acknowledges that a portion of the Equipment has not been delivered, installed and accepted by Lessee for purposes of this Lease. In consideration of the foregoing, Lessee hereby acknowledges and agrees that its obligation to make Lease Payments as set forth in this Schedule is absolute and unconditional as of the date hereof and on each date and in the amounts as set forth in the Lease Payment Schedule, subject to the terms and conditions of the Lease.

**Lessee expressly represents that at least ninety-five percent (95%) of the financing cost set forth in this Schedule is being used to acquire Equipment that will be capitalizable for federal income tax purposes**

EQUIPMENT INFORMATION	
QTY	EQUIPMENT DESCRIPTION
	<b>Computer Hardware--See attached Exhibit 1.</b>

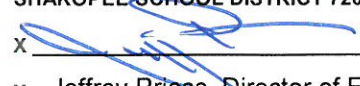
LEASE PAYMENT SCHEDULE						
Pmt #	Payment Date	Payment Amount	Interest	Principal	Purchase Price after scheduled payment(s)	Outstanding Balance
Commencement:	03/15/2019					\$742,700.00
1	07/15/2019	\$252,488.32	\$3,698.85	\$248,789.47	\$505,023.51	\$493,910.53
2	07/15/2020	\$252,488.32	\$7,359.27	\$245,129.05	\$254,379.06	\$248,781.48
3	07/15/2021	\$252,488.32	\$3,706.84	\$248,781.48	\$0.00	\$0.00
Totals		\$757,464.96	\$14,764.96	\$742,700.00		
Promotional Interest Rate	1.49%					

LESSEE ACKNOWLEDGES THAT THE AMOUNT FINANCED BY LESSOR IS \$722,108.52 AND THAT SUCH AMOUNT, NET OF ANY ADVANCE PAYMENTS, IS THE ISSUE PRICE FOR FEDERAL INCOME TAX PURPOSES. THE YIELD FOR THIS SCHEDULE FOR FEDERAL INCOME TAX PURPOSES IS 3.67%. SUCH ISSUE PRICE AND YIELD WILL BE STATED IN THE APPLICABLE IRS FORM 8038-G OR 8038-GC, AS APPLICABLE.

**IMPORTANT: Read before signing.** The terms of the Master Lease should be read carefully because only those terms in writing are enforceable. Terms or oral promises which are not contained in this written agreement may not be legally enforced. The terms of the Master Lease or Lease may only be changed by another written agreement between Lessor and Lessee. Lessee agrees to comply with the terms and conditions of the Master Lease and this Lease.

Commencement Date: **March 15, 2019**

LESSOR: **APPLE INC.**  
 SIGNATURE: X \_\_\_\_\_  
 NAME / TITLE: X \_\_\_\_\_  
 DATE: X \_\_\_\_\_

LESSEE: **SHAKOPEE SCHOOL DISTRICT 720**  
 SIGNATURE: X  \_\_\_\_\_  
 NAME / TITLE: X **Jeffrey Priess, Director of Finance & Operations**  
 DATE: X **2/15/2019**

**EXHIBIT 1 – EQUIPMENT INFORMATION to Schedule No. PUB18241**  
under Master Lease Purchase Agreement dated May 15, 2014

<b>#</b>	<b>Product Description</b>	<b>Qty</b>
1	<b>iPad Wi-Fi 32GB – Space Gray (10-pack)</b> Part Number BN3U2LL/A	230
	<b>iPad Wi-Fi 32GB – Space Gray (10- pack)</b> Part Number: MR8A2LL/A Quantity: 2,300	
2	<b>Apple TV 4K 32GB</b> Part Number MQD22LL/A	500

*The above Equipment includes all attachments and accessories attached thereto and made a part thereof.*

# PURCHASE ORDER

Ship To Addresses 1 of 1

**1200 Shakopee Town Square**  
 Shakopee, MN 55379  
 PHONE:(952)496-5016 • FAX:(952)496-5099



PURCHASE ORDER NUMBER	
HA1322	

VENDOR NUMBER 1126  
 PO DATE 02/14/2019  
 FISCAL YEAR Current  
 CREATED BY Anderson, Holly V  
 REQ NO

THIS ORDER IS EXEMPT FROM FEDERAL EXCISE TAXES AND STATE SALES TAXES. EXEMPTION NO. 8014338

**V  
E  
N  
D  
O  
R**      APPLE INC  
 PO BOX 41602  
 PHILADELPHIA, PA 19101-1602

<b>S</b>	<b>District Office</b>
<b>H</b>	PO# HA1322
<b>I</b>	ATTN:Anderson, Holly V
<b>P</b>	1200 Town Square
<b>T</b>	Shakopee, MN 55379
<b>O</b>	

<b>B</b>	<b>Shakopee Public Schools</b>
<b>I</b>	PO# HA1322
<b>L</b>	1200 Shakopee Town Square
<b>L</b>	Shakopee, MN 55379
	PHONE:(952)496-5016
<b>T</b>	FAX:(952)496-5099
<b>O</b>	ap@shakopee.k12.mn.us

REQUESTED DELIVERY DATE: 06/05/2019

#	QTY	UNIT	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	1.00	EA	LEASE PUB18241	ipad Wi-Fi 32GB, PN#MR8A2LL/A, Apple TV PN#MQD22LL/A	742,700.00	742,700.00
2	1.00	EA	LEASE INTEREST	ipad & Apple TV Lease interest	14,764.96	14,764.96
				<i>ACCOUNT SUMMARY (FOR INTERNAL USE)</i>		
				<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>	
				05-200-630-795-580-000	\$757,464.96	
				<b>Product Description</b>	<b>Qty</b>	
				iPad Wi-Fi 32GB - Sprace Gray (10-pack)	230	
				Part# BN3U2LL/A		
				iPad Wi-Fi 32GB - Sprace Gray (10-pack)		
				Part# MR8A2LL/A		
				Quantity: 2,300		
				Apple TV 4K 32GB	500	
				Part# MQD22LL/A		

**PAGE TOTAL**      \$757,464.96

<b>COMMENTS</b>
• Ref PUB18241 Ref PO# HA1322, Ticket 31727 Lease 2-2019 TECH

**TOTAL**      **\$757,464.96**

PURCHASE APPROVED BY:

*Bryan Drozd / Holly Anderson*

\*PO's over \$3,000 not valid without two signatures.

Vendor

ACCEPTANCE OF LEASE PAYMENT OBLIGATION

Re: Master Lease Schedule of Equipment No. **PUB18241** to that certain Master Lease Purchase Agreement dated as of **May 15, 2014** between Apple Inc., as Lessor, and **SHAKOPEE SCHOOL DISTRICT 720**, as Lessee.

In accordance with the Master Lease Purchase Agreement (the "Agreement"), the undersigned hereby acknowledges and represents that:

All or a portion of the Equipment (as such term is defined in the Agreement) listed in the above-referenced Master Lease Schedule of Equipment No. **PUB18241** (the "Schedule") has not been delivered, installed, or available for use and has not been placed in service as of the date hereof;

Lessee acknowledges that Lessor has agreed to set aside funds in an amount sufficient to provide financing (to the extent requested by Lessee and agreed to by Lessor) for the Equipment listed in the Schedule (the "Financed Amount");

The Financed Amount is set forth as the "Principal Component" of Lease Payments in the Lease Payment Schedule attached to the Schedule as Exhibit A ("Exhibit A"); and

Lessee agrees to execute a Payment Request Form, attached to the Agreement as Exhibit B, authorizing payment of the Financed Amount, or a portion thereof, for each disbursement of funds.

NOTWITHSTANDING that all or a portion of the Equipment has not been delivered to, or accepted by, Lessee on the date hereof, Lessee warrants that:

(a) Lessee's obligation to commence Lease Payments as set forth in Exhibit A is absolute and unconditional as of the Commencement Date of the Schedule and on each date set forth in Exhibit A thereafter, subject to the terms and conditions of the Agreement;

(b) Immediately upon delivery and acceptance of all the Equipment, Lessee will notify Lessor of Lessee's final acceptance of the Equipment by delivering to Lessor a "Final Acceptance Certificate" in the form set forth as Exhibit B to the Agreement;

(c) In the event that any surplus amount remains from the funds set aside or an event of nonappropriation under the Agreement occurs, any amount then remaining shall be applied or distributed in accordance with Lessor's standard servicing procedures, which includes, but is not limited to, application of the remaining amount to the next Lease Payment and other amounts due; and

(d) Regardless of whether Lessee delivers a Final Acceptance Certificate, Lessee shall be obligated to pay all Lease Payments (including principal and interest) as they become due as set forth in Exhibit A.

AGREED TO on X 2/15/2019

**SHAKOPEE SCHOOL DISTRICT 720**

By X  \_\_\_\_\_

Name X Jeffrey Priess

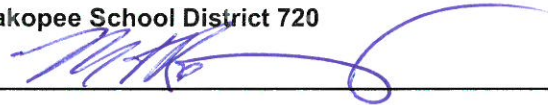
Title X Director of Finance & Operations

**EXHIBIT C**

**INCUMBENCY CERTIFICATE**

**SCHEDULE NO. PUB18241 TO MASTER LEASE PURCHASE AGREEMENT DATED May 15, 2014**

Being a knowledgeable and authorized agent of the Lessee, I hereby certify to Lessor that the person(s) who executed the Master Lease and this Schedule are legally authorized to do so on behalf of the Lessee and that the signatures that appear on the Master Lease and Schedule are genuine.

LESSEE: **Shakopee School District 720**  
Signature: X  \_\_\_\_\_  
Printed Name/Title: X Dr. Mike Redmond - Superintendent  
Date: X 2/15/2019

**(THE INCUMBENCY IS TO BE EXECUTED BY A PERSON OTHER THAN THE SIGNER OF THIS SCHEDULE AND RELATED DOCUMENTS. THIS MAY BE A BOARD CLERK/SECRETARY, BOARD MEMBER OR SUPERINTENDENT.)**

**EXHIBIT D**

**BANK QUALIFIED DESIGNATION**

**SCHEDULE NO. PUB18241 TO MASTER LEASE PURCHASE AGREEMENT DATED May 15, 2014**

**Lessee hereby represents and certifies the following (please check one):**


**Bank Qualified**

Lessee has designated, and hereby designates, this Lease as a "qualified tax-exempt obligation" for the purposes and within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code"). In making that designation, Lessee hereby certifies and represents that:

- As of the date hereof in the current calendar year, neither Lessee nor any other issuer on behalf of Lessee has designated more than \$10,000,000 of obligations (including this Lease) as "qualified tax-exempt obligations";
- Lessee reasonably anticipates that the total amount of tax-exempt obligations (including this Lease) to be issued by or on behalf of Lessee (or allocated to Lessee) during the current calendar year will not exceed \$10,000,000;
- The Lease will not be at any time a "private activity bond" as defined in Section 141 of the Code;
- The Lease is not subject to control by any entity and there are no entities subject to control by Lessee; and
- Not more than \$10,000,000 of obligations of any kind (including the Lease) issued by, on behalf of or allocated to Lessee will be designated for purposes of Section 265(b)(3) of the Code during the current calendar year.

**Non-Bank Qualified**

Lessee has not designated this Lease as a "qualified tax-exempt obligation" for the purposes and within the meaning of Section 265(b)(3) of the Code.

LESSEE: **SHAKOPEE SCHOOL DISTRICT 720**  
Signature: X   
Printed Name/Title: X Jeffrey Priess, Director of Finance & Operations  
Date: X 2/15/2019

**EXHIBIT E**

**LEASE PAYMENT INSTRUCTIONS**

Pursuant to the Master Lease Purchase Agreement dated May 15, 2014 (the "Master Lease"), Schedule No. PUB18241, between Apple Inc. (the "Lessor") and Shakopee School District 720 (the "Lessee"), Lessee hereby acknowledges the obligations to make Lease Payments promptly when due in accordance with the Lease.

LESSEE NAME: Shakopee Public Schools District 720

TAX ID#: 41-6003781

SHIP TO ADDRESS: 1200 Shakopee Town Sq, Shakopee MN 55379

PRIMARY DELIVERY CONTACT NAME: Holly Anderson

PRIMARY DELIVERY CONTACT PHONE NUMBER/EMAIL: 952-496-5118, handerso@shakopee.k12.mn.us

SECONDARY DELIVERY CONTACT NAME: Bryab Drozd, bdrozd@shakopee.k12.mn.us

SECONDARY DELIVERY CONTACT PHONE NUMBER/EMAIL: 952-496-5174

DIGITAL PRODUCT DELIVERY CONTACT(IF APPLICABLE) NAME/EMAIL: \_\_\_\_\_

INVOICE MAILING PHYSICAL ADDRESS: 1200 Shakopee Town Sq, Shakopee MN 55379

WOULD YOU LIKE YOUR INVOICES SENT ELECTRONICALLY?  YES  NO

IF YES PLEASE PROVIDE EMAIL ADDRESS: \_\_\_\_\_

Mail invoices to the attention of: Bryan Drozd

Phone (952) 496-5174

Fax (952) 496-5193

Email: bdrozd@shakopee.k12.mn.us

Approval of Invoices required by: Jeffrey Priess

Phone (952) 496-5011

Fax (952) 496-5193

Email: jpriess@shakopee.k12.mn.us

Accounts Payable Contact: Hilaire Thomas

Phone (952) 496-5016

Fax (952) 496-5193

Email: hthomas@shakopee.k12.mn.us

Processing time for Invoices: 30 days Approval: \_\_\_\_\_ Checks: \_\_\_\_\_

Do you have a Purchase Order Number that you would like included on the invoice? No  Yes  PO# HA1322

Do your Purchase order numbers change annually? No  Yes  Processing time for new purchase orders: \_\_\_\_\_

LESSEE: **SHAKOPEE SCHOOL DISTRICT 720**

SIGNATURE:  

NAME / TITLE:  Jeffrey Priess, Director of Finance & Operations

DATE:  2/15/2019

**EXHIBIT F**

**INSURANCE COVERAGE REQUIREMENTS**

**SHAKOPEE SCHOOL DISTRICT 720**

- 1) **Insurance Agency** - Name of Agency, Phone Number, Fax Number, and Contact Name  

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Marsh & McLennan Agency  

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763-746-8290 Fax 212-948-8641 email. Susan.Hill@marshmma.com  

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Susan Hill  

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- 2) **Property Damage & Loss Coverage** -
  - a) "All Risk" Physical Damage & Loss Insurance
  - b) Include: Policy Number, Effective Date, Expiration Date, Equipment Description **OR REFERENCE SCHEDULE No. PUBXXXXX(FILL IN THE NUMBERS TO CORRESPOND WITH THIS SCHEDULE NUMBER)** and Equipment Location\*
  - c) **APPLE INC. and its Assigns** named "Loss Payee"
  - d) Endorsement giving 30 days written notice of any changes or cancellation.  
LIMITS: The full replacement value of the equipment.
  
- 3) **General Liability Coverage** -
  - a) Liability insurance that protects Lessor from liability in all events in form and amount satisfactory to Lessor
  - b) Include: Policy Number, Effective Date, Expiration Date and Equipment Location\*
  - c) **APPLE INC. and its Assigns** named "Additional Insured"
  - d) Endorsement giving 30 days written notice of any changes or cancellation.
  
- 4) The **Certificate Holder** should be named as follows:

**APPLE INC. and its Assigns**  
1111 Old Eagle School Road  
Wayne, PA 19087

**\*If the equipment is located in several different places, please have the insurance company add one of the following statements to the certificate:**

**1- a general statement on the certificate which would acknowledge that the equipment is covered no matter where it may be located.**

**2- a statement about the equipment being located throughout your organization's facilities.**

**FOR SELF INSURANCE:**

A letter needs to be prepared on Lessee's Letterhead and addressed to **APPLE INC. and its Assigns**, and signed by an authorized official of the Lessee. The letter must refer to the Master Lease, and include information regarding the statute authorizing this form of insurance (with a copy of the statute attached to the letter).



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/14/2019

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Marsh & McLennan Agency LLC 7225 Northland Drive Suite 300 Minneapolis MN 55428	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____  <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; border-bottom: 1px solid black;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center; border-bottom: 1px solid black;">NAIC #</td> </tr> <tr> <td>INSURER A : Netherlands Insurance Company</td> <td style="text-align: center;">24171</td> </tr> <tr> <td>INSURER B : Consolidated Insurance Company</td> <td style="text-align: center;">22640</td> </tr> <tr> <td>INSURER C : Indiana Insurance Company</td> <td style="text-align: center;">22659</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Netherlands Insurance Company	24171	INSURER B : Consolidated Insurance Company	22640	INSURER C : Indiana Insurance Company	22659	INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Netherlands Insurance Company	24171														
INSURER B : Consolidated Insurance Company	22640														
INSURER C : Indiana Insurance Company	22659														
INSURER D :															
INSURER E :															
INSURER F :															
<b>INSURED</b> Shakopee ISD #720 1200 Town Square Shakopee MN 55379	SHAKOISD72														

**COVERAGES** **CERTIFICATE NUMBER: 293469124** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____			CBP8491605	11/1/2018	11/1/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BA8491178	11/1/2018	11/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			CU8491600	11/1/2018	11/1/2019	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A				CBP8491605	11/1/2018	11/1/2019	Business Personal Pro \$23314432

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 RE: PUB18241

Apple Inc. and Its Assigns is included as Additional Insured as required by written contract or agreement limited to the General Liability coverage.  
 Apple Inc. and Its Assigns is Loss Payee as respects leased equipment: 230 iPad Wi-Fi 32GB- Space Gray (10 pack), 500 Apple TV 4K 32GB

<b>CERTIFICATE HOLDER</b>  Apple Inc. and Its Assigns 1111 Old Eagle School Rd Wayne PA 79087	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE
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**ESSENTIAL USE CERTIFICATE**

1. Has any of the equipment to be leased been delivered?  YES  NO  
 Is the equipment to be leased replacing any existing equipment?  YES  NO  
 If YES, how long has the existing equipment been in use?  
 1-3 years  4-5 years  6-7 years  7+ years

Why is the existing equipment being replaced? N/A

What will be done with the replaced equipment?

2. What grade levels, locations and departments will utilize the equipment to be leased?  
 K-4  University  Social Sciences  
 5-6  Math  Computer Lab  
 7-8  Science  Classroom: \_\_\_\_\_  
 9-12  Language Arts  Other: \_\_\_\_\_

Who will be the principal users of the equipment? *(Total of all users below equal 100%.)*  
 Students: 99%  Classified Faculty: 1%  Other: \_\_\_\_\_%  
 Certified Faculty: \_\_\_\_\_%  Administrative: \_\_\_\_\_%  Other: \_\_\_\_\_%

What applications will the equipment be used for and what benefits will the equipment provide? *(Please be detailed.)* \_\_\_\_\_  
*(Use additional pages if necessary.)*

3. What is/are the sources of funding for repayment of the lease?  
 General Fund  Other  
 Fund: \_\_\_\_\_  
 Grant Revenue (detail type of grant): \_\_\_\_\_   
 Other: \_\_\_\_\_

Are the funds for the payment(s) due in the first fiscal year of the lease appropriated and encumbered in the District's approved budget?  YES  NO  
 If NO, why are the funds not appropriated and encumbered in an approved budget?

4. Has the District's governing Board approved entering into the lease?  YES  NO  
 If YES, please provide a copy of Board Minutes or Resolution.  
 If NO, why is a Board approval not required, or when will the Board approve entering into the lease? Approval given to enter into lease by statute

5. Has the School District ever non-appropriated funds?  YES  NO  
 If YES, please provide details regarding any non-appropriation: \_\_\_\_\_

Completed By: Jeffrey Priess Completed By: \_\_\_\_\_

Title: Director of Finance & Operations Title: \_\_\_\_\_

Date: 2/15/2019 Date: \_\_\_\_\_

## IRS FORM 8038-G QUESTIONNAIRE

NAME OF LESSEE: SHAKOPEE SCHOOL DISTRICT 720

ADDRESS OF LESSEE: 1200 SHAKOPEE TOWN SQUARE

SHAKOPEE MN 55379

### Written Tax Compliance Procedures

The IRS Form 8038-G asks specific questions about whether written procedures exist with regard to compliance with the federal tax code for tax-exempt obligations. Please answer the following questions to help us complete the form correctly prior to your signature. Please note that your answers to these questions will not impact the terms or conditions of the subject transaction:

1. Has the Lessee established written procedures to monitor compliance with federal tax restrictions for the term of the lease? The written procedures should identify a particular individual within Lessee's organization to monitor compliance with the federal tax requirements related to use of the financed assets and describe actions to be taken in the event failure to comply with federal tax restrictions is contemplated or discovered.

YES \_\_\_\_\_ NO X If Yes, please attach/provide a copy.

**Answer the following question *only if* proceeds of the current financing will be funded to an ESCROW Account.**

The IRS Form 8038-G asks specific questions about written procedures to monitor the yield on the investment of gross proceeds of tax-exempt obligations and, as necessary, make payments of arbitrage rebate earned to the United States.

2. Has the Lessee established written procedures to monitor the yield on the investment of proceeds of the Lease on deposit in an escrow account or similar fund prior to being spent and to ensure that any positive arbitrage rebate earned is paid to the United States?

YES \_\_\_\_\_ NO \_\_\_\_\_ If Yes, please attach/provide a copy.

*If you have further questions, please consult your regular bond or legal counsel.*

# Certificate of Exemption

**Purchaser:** Complete this certificate and **give it to the seller.**

**Seller:** If this certificate is not fully completed, you must charge sales tax. Keep this certificate as part of your records.

This is a blanket certificate, unless one of the boxes below is checked, and remains in force as long as the purchaser continues making purchases, or until otherwise cancelled by the purchaser.

Check if this certificate is for a single purchase and enter the related invoice/purchase order # PUB 18241

If you are a contractor and have a purchasing agent agreement with an exempt organization, check the box to make multiple purchases for a specific job. Enter the exempt entity name and specific project:

Exempt entity name \_\_\_\_\_ Project description \_\_\_\_\_

Type or print

Name of purchaser  
Shakopee Public Schools

Business address	City	State	Zip code
<u>1200 Town Square</u>	<u>Shakopee</u>	<u>MN</u>	<u>55379</u>

Purchaser's tax ID number	State of issue
<u>8014338</u>	<u>Minnesota</u>

if no tax ID number, enter one of the following:		FEIN	Driver's license number/State issued ID number
			state of issue number

Name of seller from whom you are purchasing, leasing or renting  
Apple

Seller's address	City	State	Zip code
<u>1111 Old Eagle School Road</u>	<u>Wayne</u>	<u>PA</u>	<u>19087Shakopee Public</u>

Type of business

**Type of business.** Circle the number that describes your business.

- |   |                                       |
|---|---------------------------------------|
| 01 Accommodation and food services            | 11 Transportation and warehousing     |
| 02 Agricultural, forestry, fishing, hunting   | 12 Utilities                          |
| 03 Construction                               | 13 Wholesale trade                    |
| 04 Finance and insurance                      | 14 Business services                  |
| 05 Information, publishing and communications | 15 Professional services              |
| 06 Manufacturing                              | 16 Education and health-care services |
| 07 Mining                                     | 17 Nonprofit organization             |
| 08 Real estate                                | 18 Government                         |
| 09 Rental and leasing                         | 19 Not a business (explain) _____     |
| 10 Retail trade                               | 20 Other (explain) _____              |

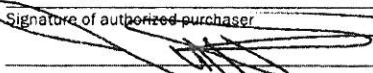
Reason for exemption

**Reason for exemption.** Circle the letter that identifies the reason for the exemption.

- |   |   |
|---|---|
| A Federal government (department) _____                         | I Agricultural production   |
| B Specific government exemption (from list on back) _____       | J Industrial production/manufacturing                                   |
| C Tribal government (name) _____                                | K Direct pay authorization  |
| D Foreign diplomat # _____                                      | L <b>Multi-MPU exemption is no longer valid; repealed March 8, 2008</b> |
| E Charitable organization # _____                               | M Direct mail   |
| F Educational organization # <u>720 Shakopee Public Schools</u> | N Other (enter number from back page) _____                             |
| G Religious organization # _____                                | O Percentage exemption  |
| H Resale  | <input type="checkbox"/> Advertising (enter percentage) _____%          |
|   | <input type="checkbox"/> Utilities (enter percentage) _____%            |

*I declare that the information on this certificate is correct and complete to the best of my knowledge and belief. (PENALTY: If you try to evade paying sales tax by using an exemption certificate for items or services that will be used for purposes other than those being claimed, you may be fined \$100 under Minnesota law for each transaction for which the certificate is used.)*

Sign here

Signature of authorized purchaser 	Print name here <u>Jeff Priess</u>	Title <u>Director of Finance</u>	Date <u>03/29/2018</u>
--	---------------------------------------	-------------------------------------	---------------------------

**SCHOOL RESOURCE OFFICER AGREEMENT BY AND BETWEEN  
SHAKOPEE INDEPENDENT SCHOOL DISTRICT #720 AND  
THE CITY OF SHAKOPEE**

This agreement made and entered into this 22nd day of January, 2019, by and between the CITY OF SHAKOPEE and SHAKOPEE SCHOOL DISTRICT #720.

**GOALS AND OBJECTIVES**

1. Establish a positive working relationship in a cooperative effort to prevent juvenile delinquency and assist in student development.
2. Maintain a safe and secure environment on campus, which will be conducive to learning.
3. Promote positive attitudes regarding the police role in society and to inform students of their rights and responsibilities as lawful citizens.

**A. EMPLOYMENT AND ASSIGNMENT OF SCHOOL RESOURCE OFFICER**

1. The City agrees to provide a total of four (4) School Resource Officers (SRO's) to the district for assignment as needed to the Junior/Senior High Schools and/or the Middle and Elementary Schools for the 2019 calendar year.
2. The City shall select the School Resource Officers and assign one to each school.
3. In the event the SRO is absent from work, the SRO is to notify both his/her police supervisor and the principal at the school to which they are assigned. The City agrees to assign a SRO alternate in case of long-term illness.
4. School Resource Officers shall remain employees of the City and shall not be employees of Shakopee School District #720. The School District and the City acknowledge that the School Resource Officers remain responsive to the command of the Shakopee Police Department.
5. The City shall provide any required clothing, uniforms, vehicles, necessary equipment and supplies for the SRO to perform law enforcement duties. The School District shall provide the School Resource Officers with an office, telephone, and other supplies necessary to perform required duties as outlined pursuant to Section C. of this agreement.

**B. HOURS AND SPECIAL EVENTS**

1. Each SRO is assigned to a school on a full-time basis. The SRO's shall be on duty at their assigned schools prior to school's start and at school's dismissal, except in cases when the SRO is flexing their schedule to attend a school event outside regular school hours. During regular hours, SRO's may be off campus

performing such tasks as may be required by their assignment (i.e., Court, Training, Arrest).

2. If authorized by his/her supervisor, the SRO shall be present at school special events that occur outside of normal school hours. The City shall be responsible for any overtime pay associated with the SRO's attendance at these events.
3. All School Resource Officers shall wear their duty uniform a majority of the time and carry their duty weapon while at school. A uniform will be worn when the SRO is engaged in teaching and public speaking duties.

**C. DUTIES OF THE SCHOOL RESOURCE OFFICER**

1. The SRO shall assist the principal in developing plans and strategies to prevent and/or minimize dangerous situations that may occur on campus, and also address other issues determined important by the principal.
2. The SRO shall present programs on various topics to students. Subjects shall include a basic understanding of law, role of law enforcement, drug awareness, anger management, and the mission of law enforcement.
3. The SRO's are encouraged to interact with students on an individual basis and in small groups.
4. The SRO shall make him/herself available for conferences involving teachers, parents and faculty.
5. The SRO shall be familiar with agencies and resources that offer assistance to youth and their families, and make referrals to agencies when necessary.
6. The SRO shall take law enforcement action when necessary.
7. The SRO shall contact the principal of the school or their designee about his or her actions to make them aware of arrest or crime.
8. The SRO shall notify the principal or their designee before removing a student from school.
9. The SRO can take law enforcement action against intruders and unwanted guests who appear on school property.
10. The SRO shall conduct investigations of crimes, which occur at their assigned schools, and use other resources, if needed, for follow-up investigations.
11. The SRO will turn in a monthly summation report to the SRO supervisor at the end of every month.

12. The SRO shall not be used as a school disciplinarian. If the principal believes an incident is a violation of the law, they may contact the SRO to see if law enforcement action is needed.
13. The SRO shall follow the Shakopee Police Department's Standard Operating Procedures and General Orders when confiscating drugs from students on school property.
14. The SRO shall follow the guidelines of the Minnesota State Statutes, Case Law, School Board Policy and the Shakopee Police Department's Standard Operating Procedures and General Orders in regards to investigations, interviews and searches relating to juveniles.

**D. PRIVACY OF PUPIL RECORDS**

Both the City and School District agree they will be in compliance with all data privacy laws and rules.

**E. RIGHTS AND DUTIES OF SHAKOPEE SCHOOL DISTRICT #720**

The School District shall provide to the full-time SRO the following materials and facilities, which are deemed necessary to the performance of the SRO:

1. Access to a temperature controlled and properly lighted private office containing a telephone line to be used for general business purposes.
2. A desk with drawers, a chair and a filing cabinet, which can be locked and secured.
3. Access to a computer terminal or computer hook-up.

The City will supply the officers with the usual and customary office supplies and forms required in the performance of their duty.

**F. PROGRAM FUNDING**

The School District will fund 33.5% of three officers' annual salary and benefits for the school year, which totals \$91,918. The School District will also fund 100% of the fourth SRO's salary and benefits, which totals \$121,476. The total program funding amount for the 2019 calendar year totals \$213,394 for the School District.

**G. INDEMNIFICATION**

Except for claims arising out of the willful or negligent act of the other party or its representatives, each party shall indemnify and defend the other party against all claims, expenses, and liabilities incurred, including reasonable attorney fees, related to claims for loss of life, personal injury, and/or damage to property arising out of any occurrence in,

upon or at the School District properties in accordance with the execution of the School Resource Officers' duties under this contract.

#### **H. NOTICE**

Any notice, demand, request, or other communication that may or shall be given or served by the parties, shall be deemed to have been given or served on the date the same is deposited in the United States mail, registered or certified, postage prepaid, and addressed as follows: If to the City - Attn: Police Chief, Shakopee Police Department, 475 Gorman Street, Shakopee, Minnesota 55379; and, If to the School District - Attn: Superintendent, 1200 Town Square, Shakopee, Minnesota 55379.

#### **I. DISMISSAL OF SRO**

1. In the event the principal of the school that the SRO is assigned to feels that the particular SRO is not effectively performing his or her duties and responsibilities, the principal shall contact the SRO supervisor. Within a reasonable amount of time, after receiving the information from the principal, the SRO supervisor shall advise the Chief of Police of the principal's request. If the Chief of Police desires, the principal and the Chief of Police, or their designees, shall meet with the SRO to mediate or resolve any problems, which may exist.
2. The Chief of Police may dismiss or reassign a SRO based upon the Shakopee Police Department's rules, Regulations and General Orders.
3. Either party may terminate this agreement upon a sixty (60) day written notice to the other of such termination. In the event of a termination, any payments due shall be prorated.

#### **J. ENTIRE AGREEMENT; AMENDMENTS**

This contract constitutes the entire agreement between the parties and no other agreement prior to this agreement or contemporaneous herewith shall be effective except as expressly set forth or incorporated herein. Any purported amendment shall not be effective unless it shall be set forth in writing and executed by both parties.

IN WITNESS WHEREOF, the parties have caused this agreement to be signed by their duly authorized officers.

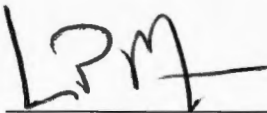
Signed, sealed and delivered in the presence of:

SHAKOPEE SCHOOL DISTRICT #720, SHAKOPEE, MINNESOTA

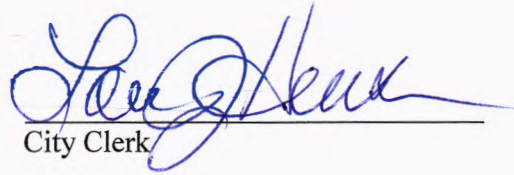


Mike Redmond, Superintendent

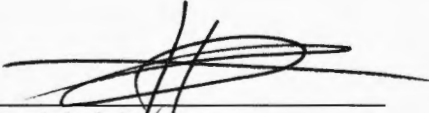
Chair, ISD #720 Board of Directors



Mayor



City Clerk



City Administrator

**2018-19 October 1 and February 1 Enrollment Update  
Projected vs. Actual Enrollment**

School	10/1/2017 Actual	10/1/2018 Actual	2/1/2019 Actual
K	125	135	137
1st	134	121	121
2nd	126	134	134
3rd	143	117	118
4th	143	132	129
5th	156	138	137
<b>Eagle Creek Total</b>	<b>827</b>	<b>777</b>	<b>776</b>
K	159	133	133
1st	132	149	151
2nd	151	126	126
3rd	135	153	153
4th	157	129	130
5th	134	157	158
<b>Jackson Total</b>	<b>868</b>	<b>847</b>	<b>851</b>
K	111	86	86
1st	88	112	109
2nd	99	79	77
3rd	89	96	99
4th	111	85	87
5th	108	109	109
<b>Red Oak Total</b>	<b>606</b>	<b>567</b>	<b>567</b>
K	101	98	96
1st	107	105	103
2nd	118	105	104
3rd	96	116	116
4th	107	87	87
5th	129	104	105
<b>Sun Path Total</b>	<b>658</b>	<b>615</b>	<b>611</b>
K	111	109	106
1st	103	111	111
2nd	102	98	98
3rd	114	97	98
4th	107	121	122
5th	120	110	115
<b>Sweeney Total</b>	<b>657</b>	<b>646</b>	<b>650</b>
6th	N/A	256	251
7th	289	295	288
8th	295	305	298
<b>East Middle School</b>	<b>881</b>	<b>856</b>	<b>837</b>
6th	N/A	381	383
7th	400	366	367
8th	373	400	400
<b>West Middle School</b>	<b>1152</b>	<b>1147</b>	<b>1150</b>
9th Grade		716	714
10th Grade	638	671	665
11th Infinite Campus Count	618.0	629.0	610.0
11th Grade PSEO	26.5	3.1	3.1
11th grade less PSEO	591.5	625.9	606.9
12th Infinite Campus Count	597.0	595.0	577.0
12th Grade PSEO	42.0	14.9	14.9
12th grade less PSEO	555.0	580.1	562.1
<b>Sr. High Total</b>	<b>1,784.5</b>	<b>2,593.0</b>	<b>2,548.0</b>
9th Grade	9.0	11.0	16.0
10th Grade	21.0	26.0	21.0
11th Grade	32.0	25.0	42.0
12th Grade	36.0	41.0	55.0
<b>Tokata Total</b>	<b>98.0</b>	<b>103.0</b>	<b>144.0</b>

Grade	10/1/2017 Actual	2018-19 Projected	10/1/2018 Actual	2/1/2019 Actual	+/- from Projected
Kindergarten	607	573	561	558	-15
1st Grade	564	614	598	595	-19
2nd Grade	596	571	542	539	-32
3rd Grade	577	609	579	584	-25
4th Grade	625	577	554	555	-22
5th Grade	647	623	618	624	1
6th Grade	641	654	637	634	-20
7th Grade	689	652	661	655	3
8th Grade	668	696	705	698	2
9th Grade	685	741	727	730	-11
10th Grade	659	669	697	686	17
11th Grade	624	624	651	649	25
12th Grade	591	584	621	617	33
<b>District Total K-5</b>	<b>3616</b>	<b>3567</b>	<b>3452</b>	<b>3455</b>	<b>-112</b>
<b>District Total 6-8</b>	<b>1998</b>	<b>2002</b>	<b>2003</b>	<b>1987</b>	<b>-15</b>
<b>District Total 9-12</b>	<b>2559</b>	<b>2618</b>	<b>2696</b>	<b>2682</b>	<b>64</b>
<b>District Total K-12</b>	<b>8173</b>	<b>8187</b>	<b>8151</b>	<b>8124</b>	<b>-63</b>





**General Fund -  
Jan 31, 2019**

**REVENUE & EXPENDITURE  
SUMMARY BY SOURCE,  
OBJECT SERIES**

**REVENUE**

REVENUE CATEGORIES	June 30, 2017	6/30/2018	FY 19 Revised Budget	FY19 Received YTD	Budget Remaining
STATE	74,409,199	76,908,387	78,149,997	32,513,392	45,671,622
FEDERAL	2,608,594	2,279,034	2,258,755	107,772	2,150,983
A PROPERTY TAXES	13,303,807	13,957,451	15,769,200	15,656,053	113,147
LOCAL (FEES, INTEREST, ETC.)	2,010,115	2,854,954	3,048,812	1,254,287	1,868,222
<b>TOTALS</b>	<b>92,331,715</b>	<b>95,999,826</b>	<b>99,226,764</b>	<b>49,531,504</b>	<b>49,803,974</b>

	1/31/2019	1/31/2018	1/31/2017
<b>% Budget Received</b>	<b>41.59%</b>	42.46%	41.60%
<b>% Actuals Received</b>	<b>4.77%</b>	31.85%	38.18%
<b>% Actuals Received</b>	<b>99.28%</b>	48.16%	38.47%
<b>% Actuals Received</b>	<b>40.17%</b>	57.71%	62.42%
<b>% Actuals Received</b>	<b>49.86%</b>	43.49%	41.50%

**EXPENDITURES**

OBJECT SERIES	June 30, 2017	30-Jun-18	Revised Budget	Expended YTD	Budget Remaining
SALARIES & WAGES	56,814,018	56,092,989	57,780,892	25,870,031	31,952,982
EMPLOYEE BENEFITS	16,535,540	16,557,655	17,255,584	7,734,279	9,554,012
PURCHASED SERVICES	12,421,607	12,287,716	12,996,654	5,368,549	7,474,679
SUPPLIES	3,097,134	2,734,909	2,940,392	1,503,375	1,437,017
EQUIPMENT	4,296,160	5,822,578	5,716,431	3,954,572	1,761,859
DEBT SERVICE	-	-	-	-	-
OTHER EXPENDITURES	621,008	737,601	797,858	229,874	567,984
<b>TOTALS</b>	<b>93,785,468</b>	<b>94,233,448</b>	<b>97,487,811</b>	<b>44,660,680</b>	<b>52,748,533</b>

Revenue over (under) Expenditures: 1,766,379 1,738,953

	Actual June 30, 2017	Actual 6/30/2018	Projected June 30, 2019
Non Spendable Fund Balance	657,884	208,934	208,934
Restricted Fund Balance	(303,080)	370,113	1,535,342
Assigned Fund Balance	20,882	185,388	185,388
Unassigned Fund Balance	691,569	2,069,198	2,642,922
<b>Total Fund Balance</b>	<b>1,067,255</b>	<b>2,833,633</b>	<b>4,572,586</b>

A Property Taxes are recognized at 100% of current year levy less property tax shift



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**Superintendent:** Mike Redmond  
**Finance Director:** Jeffrey Priess

**To:** School Board

**From:** Jeff Priess

**Date:** February 25, 2019

**Re:** Budget revisions -School year 2018-19

It is recommended that the School Board approve current year budget revisions as attached. The revisions were presented to the Board at their February 11, 2019 Learning session. Revisions were subsequently presented to and discussed with the Citizens Finance Committee and met with their approval.

For questions call Jeff Priess at 952-496-5011 or [jpriess@shakopee.k12.mn.us](mailto:jpriess@shakopee.k12.mn.us).

# Current Year Budget Revisions

**Overall revisions to the General Fund are minimal, however, the revisions are critical to future budget planning as:**

**(Enrollment) is the most significant factor impacting revenue and –**

**(Staff/personnel costs) account for 82% of GF expenditures**

# General Fund Revisions

## GENERAL FUND REVISIONS

	<u>Revenue</u>	<u>Expense</u>
1 Enrollment adjustment	-419,938	
2 State Categorial aid- (Special Education)	209,348	
3 Pension revenue adjustment (TRA)	100,573	
4 State Grant (Grow-your-own)	75,000	75,000
5 Staffing update-reflects pension adjustment		-117,121
6 Utilities expenses		153,426
7 Work Comp renewal		-32,707
	<hr/>	<hr/>
Total general fund revisions	<u>-35,017</u>	<u>78,598</u>

# Overview of Revisions

1. Enrollment lower than projected-primarily at the Elementary level-  
Weighted average membership reduced by 60.
2. Special Education categorical revenue is revised to reflect latest information from MDE projection model.
3. Legislative funding increase relative to an increase for employer contributions to TRA (Teacher retirement program)
4. MDE Grant received subsequent to Board budget adoption
5. Staff/personnel expenditures updated to reflect actual salaries and benefits-  
Adjustments reflect staff turnover and contract settlements
6. Utilities expenses increased as a result of year-end audit review-
7. Favorable renewal of WC insurance-prior year had fewer claims than anticipated

# Capital Project Fund Revisions

	<u>Expense</u>
HS addition -project wind down	1,400,000
	<hr/>
Total capital project fund revisions	<u>1,400,000</u>

Expenditures were budgeted in the prior year but not recognized due to audit cut-off procedures

**INDEPENDENT SCHOOL DISTRICT #720**

**Shakopee Public Schools**

**REVISED BUDGET**

**July 1, 2018-June 30, 2019**

	<b>Beginning Fund Equity AUDITED</b>	<b>Revised Revenue</b>	<b>Revised Expense &amp; Other Financing Resc.</b>	<b>Projected Fund Equity</b>
<hr/>				
<b>Governmental Funds</b>				
<hr/>				
GENERAL FUND	\$ 2,833,633	\$ 99,226,764	\$ 97,487,811	\$ 4,572,586
FOOD SERVICE	674,556	4,715,000	4,800,000	\$ 589,556
COMMUNITY SERVICES	278,284	3,000,000	2,965,000	\$ 313,284
BUILDING CONSTRUCTION	11,214,101	100,000	<b>10,050,000</b>	\$ 1,264,101
DEBT SERVICE	2,988,464	21,600,000	21,500,000	3,088,464
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>\$ 17,989,038</b>	<b>\$ 128,641,764</b>	<b>\$ 136,802,811</b>	<b>\$ 9,827,991</b>



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**Superintendent:** Mike Redmond  
**Finance Director:** Jeffrey Priess

**To:** School Board

**From:** Jeff Priess

**Date:** February 25, 2019

**Re:** Planning assumptions -School year 2019-20 General Fund

It is recommended that the School Board approve General Fund budget planning assumptions as attached. These assumptions will guide the development of the General Fund budget. The assumptions were presented to the Board at their February 11, 2019 learning session and subsequently presented to and discussed with the Citizens Finance Committee and met with their approval. As more information becomes known during the budget development timeline, assumptions may be revised and presented once again for School Board approval.

For questions call Jeff Priess at 952-496-5011 or [jpriess@shakopee.k12.mn.us](mailto:jpriess@shakopee.k12.mn.us).

# FY20 Budget Planning-Assumptions

## General Fund

**Revenue Projection-**

**\$99,670,296**

**Expenditure Projection-**

**\$99,601,247**

**Projected Surplus**

**\$68,039**

# FY20 Budget Planning-Assumptions

## Revenue assumptions-

**Basic General Education aid increases \$6,438 (\$58,965,265)**

School Year	Basic Formula	Formula Change	
2015-16	\$5,948	2.0%	
2016-17	\$6,067	2.0%	
2017-18	\$6,188	2.0%	
2018-19	\$6,312	2.0%	
2019-20	\$6,438	2.0% est.	

**Basic funding formula provides 59% of GF operating revenue**

# FY20 Budget Planning-Assumptions

## Key Revenue assumptions cont'd-

<b>Other components of Gen Educ Aid-(formula driven)</b>	<b>\$7,503,316</b>
<b>Property tax revenue-(Board certified levy)</b>	<b>\$15,327,427</b>
<b>Other State categorical</b>	<b>\$13,616,596</b>
<b>Federal revenue sources -</b>	<b>\$2,258,755</b>

# FY20 Budget Planning-Assumptions

## **Key expenditure assumptions**

### **Staff/Personnel costs**

- Board approved positions from the current year are rolled forward to the 2019-20 fiscal year. There are no staffing changes anticipated in the preliminary budget, except as may be required due to enrollment fluctuations and in accordance with ratios provided below. Other staffing changes may result from changes to Federal entitlement programs or certain state categorical funded programs.

# FY20 Budget Planning-Assumptions

## Key expenditure assumptions cont'd

Student to Staff Ratios

### ELEMENTARY

**Target**

KINDERGARTEN	20
1 <sup>ST</sup> GRADE	23
2 <sup>ND</sup> GRADE	23
3 <sup>RD</sup> GRADE	25
4 <sup>TH</sup> GRADE	25
5 <sup>TH</sup> GRADE	27

# FY20 Budget Planning-Assumptions

## Key expenditure assumptions cont'd

### MIDDLE SCHOOL STUDENT TO TEACHER RATIO

GRADE 6-8	31
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### HIGH SCHOOL STUDENT TO TEACHER RATIO

GRADE 9-12	31
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# FY20 Budget Planning-Assumptions

## Key expenditure assumptions cont'd

Non-staff expenditures are budgeted \$22,316,210 representing 22.4% of total General Fund Expenditures. Significant expenditures in this area include:

Building operations/utilities -\$2,644,543

(a) Instructional supply and general supply allocations -\$2,033,304

(b) Transportation contracted services -\$4,982,479

Capital expenditures for technology, building improvements and LTFM -\$9,586,775

Operating leases and rentals -\$712,000

Tuition/Pymts to other districts/agencies (Special Education)-\$1,106,921

(a) Building capital and supply budgets-allocation per pupil unit will remain at current year level.

(b) Routing efficiencies will provide for a reduction of 4 regular routes.

Part A: Jurisdiction Identification

Jurisdiction: ISD No. 720 - Shakopee  
1200 Town Square

Jurisdiction Type: School

Shakopee

MN 55379

Contact: Cynthia Gregory

Phone: (952) 496-5014

E-Mail: cgregory@shakopee.k12.mn.us

Contact: Michele Carpenter

Phone: (952) 496-5050

E-Mail: mcarpent@shakopee.k12.mn.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was: Other

Description:

Decision Band Method

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

District Office Staff Lounge

(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

School Board

(governing body)

Reggie Bowerman

(chief elected official)

Board Chair

(title)

Part C: Total Payroll

\$60,018,484.00

is the annual payroll for the calendar year just ended December 31.

Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted:

**Compliance Report**

Jurisdiction: ISD No. 720 - Shakopee  
1200 Town Square

Report Year: 2019  
Case: 1 - 2018 Data Submission (Shared (Jur and MMI)

Shakopee MN 55379

Contact: Cynthia Gregory

Phone: (952) 496-5014

E-Mail: cgregory@shakopee.k12.mn.us

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

**I. GENERAL JOB CLASS INFORMATION**

	<b>Male Classes</b>	<b>Female Classes</b>	<b>Balanced Classes</b>	<b>All Job Classes</b>
# Job Classes	19	42	13	74
# Employees	55	987	86	1,128
Avg. Max Monthly Pay per employee	5,927.13	6,437.30		6,414.24

**II. STATISTICAL ANALYSIS TEST**

**A. Underpayment Ratio = 105.26 \***

	<b>Male Classes</b>	<b>Female Classes</b>
a. # At or above Predicted Pay	9	21
b. # Below Predicted Pay	10	21
c. TOTAL	19	42
d. % Below Predicted Pay (b divided by c = d)	52.63	50.00

\*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

**B. T-test Results**

Degrees of Freedom (DF) = 1,040	Value of T = -7.607
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- a. Avg. diff. in pay from predicted pay for male jobs = \$22
- b. Avg. diff. in pay from predicted pay for female jobs = \$714

**III. SALARY RANGE TEST = 88.55 (Result is A divided by B)**

- A. Avg. # of years to max salary for male jobs = 16.00
- B. Avg. # of years to max salary for female jobs = 18.07

**IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)**

- A. % of male classes receiving ESP 0.00 \*
- B. % of female classes receiving ESP 7.14

\*(If 20% or less, test result will be 0.00)

Job Class Data Entry Verification List

Case: 2018 Data Submission

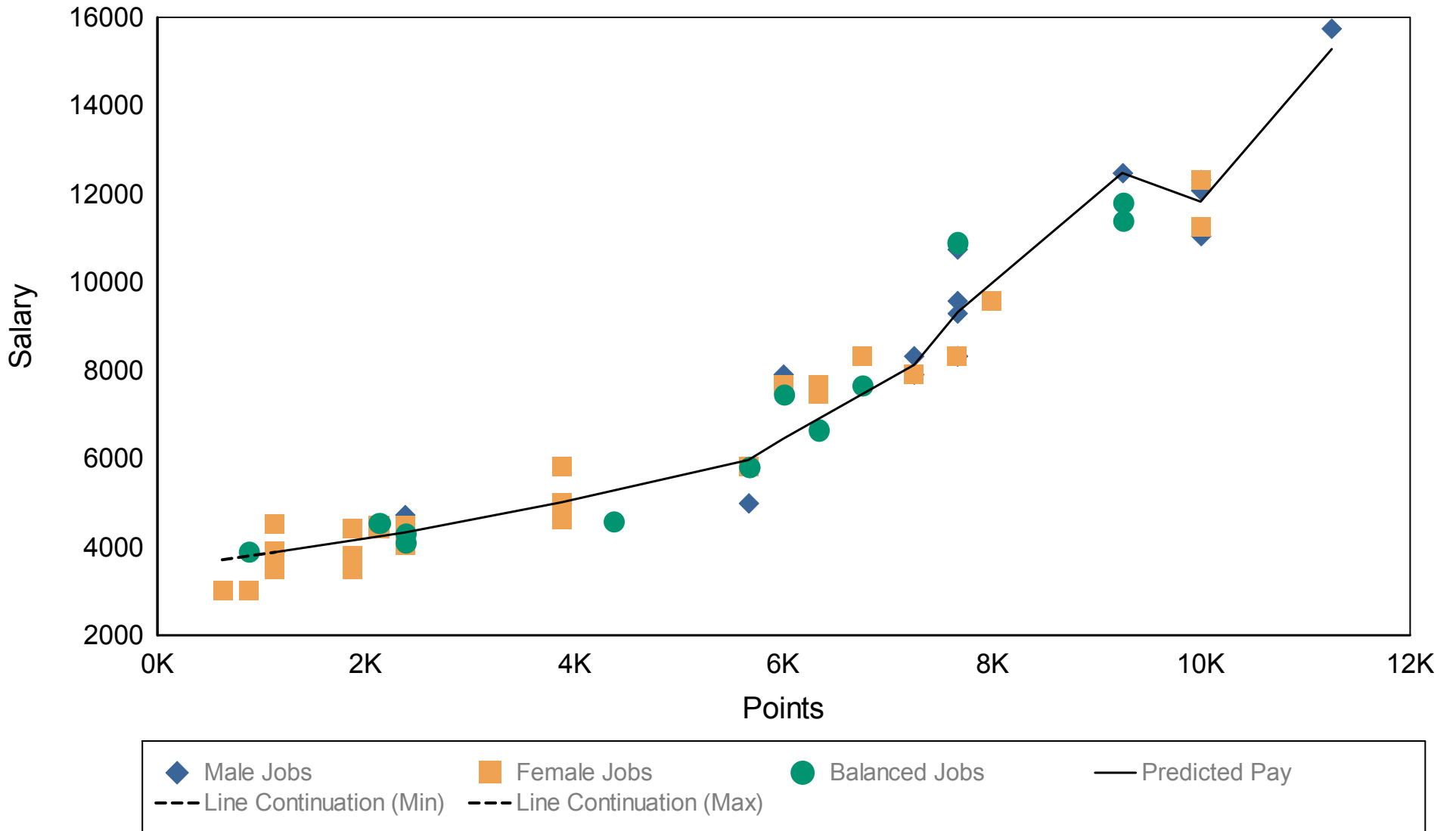
Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
2	Laundry Aide	0	1	F	625	\$2,170.00	\$3,021.00	15.00		
1	Food Service Worker I	2	41	F	875	\$2,170.00	\$3,021.00	15.00		
8	Security Attendant	5	2	B	875	\$2,528.00	\$3,924.00	21.00		
3	Food Service Worker II	0	11	F	1,125	\$2,353.00	\$3,516.00	15.00		
7	Program Support Assistant	12	177	F	1,125	\$2,528.00	\$3,924.00	21.00		
9	Special Ed Secretary	0	8	F	1,125	\$2,877.00	\$4,520.00	21.00		
13	Custodian	28	7	M	1,125	\$2,844.00	\$3,898.00	13.00		
5	Central Duplicating Clerk	0	1	F	1,875	\$2,549.00	\$3,811.00	17.00		
6	Office Assistant I	0	15	F	1,875	\$2,549.00	\$3,811.00	17.00		
10	Attendance Secretary	0	2	F	1,875	\$2,922.00	\$4,423.00	17.00		
83	Avid Tutor	0	4	F	1,875	\$2,528.00	\$3,508.00	21.00		
15	Food Service Clerk	0	1	F	2,125	\$3,017.00	\$4,478.00	17.00		
17	Office Assistant II	0	1	F	2,125	\$2,922.00	\$4,423.00	17.00		
25	Technology Assistant	8	7	B	2,125	\$2,981.00	\$4,572.00	21.00		
18	Office Assistant III	0	3	F	2,375	\$3,017.00	\$4,478.00	17.00		
20	Activities Assistant	0	1	F	2,375	\$3,017.00	\$4,478.00	17.00		
21	Central Duplicating Superv	0	1	F	2,375	\$3,017.00	\$4,062.00	17.00		
22	Comm Ed Secretary II	0	2	F	2,375	\$3,017.00	\$4,478.00	17.00		
23	Lead District PSA Mentor	1	0	M	2,375	\$3,100.00	\$4,735.00	21.00		
24	Secretary, Registrar	0	2	F	2,375	\$3,017.00	\$4,478.00	17.00		
28	Cook Manager	0	9	F	2,375	\$3,197.00	\$4,244.00	15.00		
29	Cultural Liaison	3	5	B	2,375	\$3,100.00	\$4,319.00	21.00		
30	Health Assistant	0	9	F	2,375	\$3,412.00	\$4,369.00	12.00		
33	Head Custodian	7	2	B	2,375	\$3,170.00	\$4,118.00	13.00		
82	Secretary, HR/Payroll Assi	0	1	F	2,375	\$2,922.00	\$4,423.00	17.00		
27	Accounts Payable Secreta	0	1	F	3,875	\$3,232.00	\$4,643.00	17.00		
32	Administrative Assistant	0	13	F	3,875	\$3,232.00	\$4,643.00	17.00		
38	Executive Assistant	0	1	F	3,875	\$5,000.00	\$5,833.00	0.00	21.00	
40	Program Coordinator	0	5	F	3,875	\$4,167.00	\$5,000.00	0.00	11.00	
85	Operations Coordinator	1	0	M	3,875	\$4,167.00	\$5,000.00	0.00	2.00	
26	Accounting Specialist	1	1	B	4,375	\$3,750.00	\$4,583.00	0.00	3.00	
35	Payroll Specialist	1	0	M	5,667	\$4,167.00	\$5,000.00	0.00	2.00	
37	Benefits Specialist	0	1	F	5,667	\$4,167.00	\$5,833.00	0.00	3.00	
39	Human Resources Genera	0	2	F	5,667	\$5,000.00	\$5,833.00	0.00	4.00	
44	Communications Coordina	0	1	F	5,667	\$5,000.00	\$5,833.00	0.00	6.00	
45	Tech Support Specialist	1	1	B	5,667	\$5,000.00	\$5,833.00	0.00	4.00	
49	Integration Specialist	2	1	B	5,667	\$5,000.00	\$5,833.00	0.00	13.00	
91	Theater Manager	1	0	M	5,667	\$5,000.00	\$5,833.00	0.00	10.00	
51	Teacher	133	440	F	6,000	\$3,287.00	\$7,683.00	21.00		Longevity
52	Teacher on Special Assign	4	16	F	6,000	\$3,287.00	\$7,683.00	21.00		Longevity
53	Dean of Students	3	3	B	6,000	\$3,287.00	\$7,475.00	21.00		
65	Technology Manager	1	0	M	6,000	\$6,250.00	\$7,917.00	0.00	3.00	
54	Guidance Counselor	1	11	F	6,333	\$3,287.00	\$7,475.00	21.00		
55	Occupational Therapist	0	5	F	6,333	\$3,287.00	\$7,475.00	21.00		
56	Physical Therapist	0	2	F	6,333	\$3,287.00	\$7,475.00	21.00		
57	School Nurse	0	6	F	6,333	\$3,287.00	\$7,475.00	21.00		
58	School Social Worker	1	10	F	6,333	\$3,287.00	\$7,475.00	21.00		
59	Speech/Language Patholo	0	21	F	6,333	\$3,287.00	\$7,683.00	21.00		Longevity
90	System Administrator	2	2	B	6,333	\$5,417.00	\$6,667.00	0.00	31.00	
60	School Psychologist	10	7	B	6,750	\$3,287.00	\$7,683.00	21.00		Longevity
88	Supervisor-Health Service	0	1	F	6,750	\$7,083.00	\$8,333.00	0.00	12.00	
46	Food Service Manager	0	1	F	7,250	\$6,250.00	\$7,917.00	0.00	17.00	
47	Building/Grounds Manager	1	0	M	7,250	\$6,250.00	\$7,917.00	0.00	0.00	
89	Supervisor-Technology	1	0	M	7,250	\$7,083.00	\$8,333.00	0.00	5.00	
63	Integration Supervisor	1	0	M	7,667	\$7,917.00	\$9,583.00	0.00	4.00	
64	Teaching and Learning Su	0	1	F	7,667	\$7,083.00	\$8,333.00		5.00	
66	Assistant Principal Junior I	2	0	M	7,667	\$9,688.00	\$10,751.00	15.00		
67	Community Ed Director	1	0	M	7,667	\$9,301.00	\$9,301.00	0.00	26.00	

## Job Class Data Entry Verification List

Case: 2018 Data Submission

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
68	Special Education Supervi	0	2	F	7,667	\$7,083.00	\$8,333.00	0.00	10.00	
69	Assistant Principal Senior I	3	1	B	7,667	\$9,846.00	\$10,909.00	15.00		
84	Athletic Director	1	0	M	7,667	\$8,333.00	\$8,333.00	0.00	0.00	
86	Supervisor-Data & Testing	1	0	M	7,667	\$7,083.00	\$8,333.00	0.00	13.00	
87	Supervisor-Facilities & Acti	1	0	M	7,667	\$7,083.00	\$8,333.00	0.00	13.00	
62	Communications Supervis	0	1	F	8,000	\$7,917.00	\$9,583.00	0.00	2.00	
81	Asst. Director, Special Edu	0	1	F	8,000	\$7,917.00	\$9,583.00	0.00	11.00	
76	Elementary Principal	4	2	B	9,250	\$10,351.00	\$11,414.00	15.00		
77	Junior High Principal	2	1	B	9,250	\$10,740.00	\$11,803.00	15.00		
78	High School Principal	1	0	M	9,250	\$11,417.00	\$12,480.00	15.00		
71	Finance Director	1	0	M	10,000	\$12,083.00	\$12,083.00	0.00	1.00	
72	Human Resouce Director	1	0	M	10,000	\$12,325.00	\$12,325.00	0.00	2.00	
73	Instructional Technology D	1	0	M	10,000	\$11,054.00	\$11,054.00	0.00	3.00	
74	Special Services Director	0	1	F	10,000	\$11,271.00	\$11,271.00	0.00	17.00	
75	Teaching and Learning Dir	0	1	F	10,000	\$12,325.00	\$12,325.00	0.00	6.00	
80	Superintendent	2	0	M	11,250	\$13,333.00	\$15,750.00		0.00	

Job Number Count: 74



Predicted Pay Report for ISD No. 720 - Shakopee

1/16/2019

Case : 2018 Data Submission

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
2	Laundry Aide	0	1	1	Female	625	\$3,021.00	\$3,731.31	(\$710.31)
1	Food Service Worker I	2	41	43	Female	875	\$3,021.00	\$3,819.27	(\$798.27)
8	Security Attendant	5	2	7	Balanced	875	\$3,924.00	\$3,819.27	\$104.73
3	Food Service Worker II	0	11	11	Female	1,125	\$3,516.00	\$3,907.42	(\$391.42)
7	Program Support Assistant	12	177	189	Female	1,125	\$3,924.00	\$3,907.42	\$16.58
9	Special Ed Secretary	0	8	8	Female	1,125	\$4,520.00	\$3,907.42	\$612.58
13	Custodian	28	7	35	Male	1,125	\$3,898.00	\$3,907.42	(\$9.42)
5	Central Duplicating Clerk	0	1	1	Female	1,875	\$3,811.00	\$4,171.48	(\$360.48)
6	Office Assistant I	0	15	15	Female	1,875	\$3,811.00	\$4,171.48	(\$360.48)
10	Attendance Secretary	0	2	2	Female	1,875	\$4,423.00	\$4,171.48	\$251.52
83	Avid Tutor	0	4	4	Female	1,875	\$3,508.00	\$4,171.48	(\$663.48)
15	Food Service Clerk	0	1	1	Female	2,125	\$4,478.00	\$4,259.62	\$218.38
17	Office Assistant II	0	1	1	Female	2,125	\$4,423.00	\$4,259.62	\$163.38
25	Technology Assistant	8	7	15	Balanced	2,125	\$4,572.00	\$4,259.62	\$312.38
18	Office Assistant III	0	3	3	Female	2,375	\$4,478.00	\$4,347.76	\$130.24
20	Activities Assistant	0	1	1	Female	2,375	\$4,478.00	\$4,347.76	\$130.24
21	Central Duplicating Supervisor	0	1	1	Female	2,375	\$4,062.00	\$4,347.76	(\$285.76)
22	Comm Ed Secretary II	0	2	2	Female	2,375	\$4,478.00	\$4,347.76	\$130.24
23	Lead District PSA Mentor	1	0	1	Male	2,375	\$4,735.00	\$4,347.76	\$387.24
24	Secretary, Registrar	0	2	2	Female	2,375	\$4,478.00	\$4,347.76	\$130.24
28	Cook Manager	0	9	9	Female	2,375	\$4,244.00	\$4,347.76	(\$103.76)
29	Cultural Liaison	3	5	8	Balanced	2,375	\$4,319.00	\$4,347.76	(\$28.76)
30	Health Assistant	0	9	9	Female	2,375	\$4,369.00	\$4,347.76	\$21.24
33	Head Custodian	7	2	9	Balanced	2,375	\$4,118.00	\$4,347.76	(\$229.76)
82	Secretary, HR/Payroll Assistan	0	1	1	Female	2,375	\$4,423.00	\$4,347.76	\$75.24
27	Accounts Payable Secretary	0	1	1	Female	3,875	\$4,643.00	\$5,032.50	(\$389.50)
32	Administrative Assistant	0	13	13	Female	3,875	\$4,643.00	\$5,032.50	(\$389.50)
38	Executive Assistant	0	1	1	Female	3,875	\$5,833.00	\$5,032.50	\$800.50
40	Program Coordinator	0	5	5	Female	3,875	\$5,000.00	\$5,032.50	(\$32.50)
85	Operations Coordinator	1	0	1	Male	3,875	\$5,000.00	\$5,032.50	(\$32.50)
26	Accounting Specialist	1	1	2	Balanced	4,375	\$4,583.00	\$5,514.23	(\$931.23)
35	Payroll Specialist	1	0	1	Male	5,667	\$5,000.00	\$5,987.93	(\$987.93)
37	Benefits Specialist	0	1	1	Female	5,667	\$5,833.00	\$5,987.93	(\$154.93)
39	Human Resources Generalist	0	2	2	Female	5,667	\$5,833.00	\$5,987.93	(\$154.93)
44	Communications Coordinator	0	1	1	Female	5,667	\$5,833.00	\$5,987.93	(\$154.93)

Predicted Pay Report for ISD No. 720 - Shakopee

1/16/2019

Case : 2018 Data Submission

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
45	Tech Support Specialist	1	1	2	Balanced	5,667	\$5,833.00	\$5,987.93	(\$154.93)
49	Integration Specialist	2	1	3	Balanced	5,667	\$5,833.00	\$5,987.93	(\$154.93)
91	Theater Manager	1	0	1	Male	5,667	\$5,833.00	\$5,987.93	(\$154.93)
51	Teacher	133	440	573	Female	6,000	\$7,683.00	\$6,469.61	\$1,213.39
52	Teacher on Special Assignment	4	16	20	Female	6,000	\$7,683.00	\$6,469.61	\$1,213.39
53	Dean of Students	3	3	6	Balanced	6,000	\$7,475.00	\$6,469.61	\$1,005.39
65	Technology Manager	1	0	1	Male	6,000	\$7,917.00	\$6,469.61	\$1,447.39
54	Guidance Counselor	1	11	12	Female	6,333	\$7,475.00	\$6,951.29	\$523.71
55	Occupational Therapist	0	5	5	Female	6,333	\$7,475.00	\$6,951.29	\$523.71
56	Physical Therapist	0	2	2	Female	6,333	\$7,475.00	\$6,951.29	\$523.71
57	School Nurse	0	6	6	Female	6,333	\$7,475.00	\$6,951.29	\$523.71
58	School Social Worker	1	10	11	Female	6,333	\$7,475.00	\$6,951.29	\$523.71
59	Speech/Language Pathologist	0	21	21	Female	6,333	\$7,683.00	\$6,951.29	\$731.71
90	System Administrator	2	2	4	Balanced	6,333	\$6,667.00	\$6,951.29	(\$284.29)
60	School Psychologist	10	7	17	Balanced	6,750	\$7,683.00	\$8,309.22	(\$626.22)
88	Supervisor-Health Services	0	1	1	Female	6,750	\$8,333.00	\$8,309.22	\$23.78
46	Food Service Manager	0	1	1	Female	7,250	\$7,917.00	\$8,125.00	(\$208.00)
47	Building/Grounds Manager	1	0	1	Male	7,250	\$7,917.00	\$8,125.00	(\$208.00)
89	Supervisor-Technology	1	0	1	Male	7,250	\$8,333.00	\$8,125.00	\$208.00
63	Integration Supervisor	1	0	1	Male	7,667	\$9,583.00	\$9,340.71	\$242.29
64	Teaching and Learning Supervis	0	1	1	Female	7,667	\$8,333.00	\$9,340.71	(\$1,007.71)
66	Assistant Principal Junior Hig	2	0	2	Male	7,667	\$10,751.00	\$9,340.71	\$1,410.29
67	Community Ed Director	1	0	1	Male	7,667	\$9,301.00	\$9,340.71	(\$39.71)
68	Special Education Supervisor	0	2	2	Female	7,667	\$8,333.00	\$9,340.71	(\$1,007.71)
69	Assistant Principal Senior Hig	3	1	4	Balanced	7,667	\$10,909.00	\$9,340.71	\$1,568.29
84	Athletic Director	1	0	1	Male	7,667	\$8,333.00	\$9,340.71	(\$1,007.71)
86	Supervisor-Data & Testing	1	0	1	Male	7,667	\$8,333.00	\$9,340.71	(\$1,007.71)
87	Supervisor-Facilities & Activi	1	0	1	Male	7,667	\$8,333.00	\$9,340.71	(\$1,007.71)
62	Communications Supervisor	0	1	1	Female	8,000	\$9,583.00	\$10,311.74	(\$728.74)
81	Asst. Director, Special Educat	0	1	1	Female	8,000	\$9,583.00	\$10,311.74	(\$728.74)
76	Elementary Principal	4	2	6	Balanced	9,250	\$11,414.00	\$12,480.00	(\$1,066.00)
77	Junior High Principal	2	1	3	Balanced	9,250	\$11,803.00	\$12,480.00	(\$677.00)
78	High School Principal	1	0	1	Male	9,250	\$12,480.00	\$12,480.00	\$0.00
71	Finance Director	1	0	1	Male	10,000	\$12,083.00	\$11,820.67	\$262.33
72	Human Resouce Director	1	0	1	Male	10,000	\$12,325.00	\$11,820.67	\$504.33

Predicted Pay Report for ISD No. 720 - Shakopee

1/16/2019

Case : 2018 Data Submission

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
73	Instructional Technology Direc	1	0	1	Male	10,000	\$11,054.00	\$11,820.67	(\$766.67)
74	Special Services Director	0	1	1	Female	10,000	\$11,271.00	\$11,820.67	(\$549.67)
75	Teaching and Learning Director	0	1	1	Female	10,000	\$12,325.00	\$11,820.67	\$504.33
80	Superintendent	2	0	2	Male	11,250	\$15,750.00	\$15,304.80	\$445.20

Job Number Count: 74

# Highlights of the Tentative Agreement with Secretarial/Clerical Association

(Additions to the contract are underlined and subtractions are ~~strike through~~)

In order to stay compliant with the federal government laws and regulations we removed the transfer of sick leave language.

Issue	Year One	Year Two
<b>Wages</b>	<p>Altered the wage schedule to equalized increase amounts for everyone in a given classification (retroactive to July 1, 2018).</p> <p>Added steps 16-20. \$.25 between steps 16-20</p>	Step movement on the altered wage schedule.
<b>Health Insurance</b>	<p>Increase single insurance \$25 to \$30 per month depending upon plan chosen.</p> <p>Employee + 1 increase \$60 per month.</p> <p>Family increase \$80 per month.</p>	No change
<b>Cell Phone Stipend</b>	Increase from \$120 per year \$130 per year for select positions required to use their cell phones to do their work.	
<b>Total Settlement</b>		4.23% - MSBA Calculation

The MSBA Method is used by the majority of school districts.

RESOLUTION DIRECTING THE ADMINISTRATION  
TO MAKE RECOMMENDATIONS FOR REDUCTIONS  
IN THE PROGRAMS AND POSITIONS AND  
REASONS THEREFORE:

WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and

WHEREAS, there has been a fluctuation in student enrollment, and,

WHEREAS, this reduction in expenditure and fluctuation in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions.

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

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economics in the school district and reduce expenditures and, as a result of a fluctuation in enrollment, makes recommendations to the School Board for the discontinuance of positions or curtailment of positions.

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 534  
Orig. 2017

Revised: \_\_\_\_\_

**534 UNPAID MEAL CHARGES****I. PURPOSE**

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

**II. PAYMENT OF MEALS**

- A. Students have use of a meal account. When the balance reaches zero, a student may charge no more than \$25.00 to this account. When an account reaches -\$25.00, a student shall not be allowed to charge further meals. When the account reaches zero, no or a la carte items can be purchased until money is added to the account.
- B. If the school district receives school lunch aid under Minn. Stat. § 124D.111, it must make lunch available without charge to all participating students who qualify for free or reduced-price meals regardless of account balance.
- C. A student with an outstanding meal charge debt will be allowed to purchase a meal if the student pays for the meal when it is received.
- D. The school district may provide a typical school meal that meets federal and state requirements to a student who does not have sufficient funds in the student's account or cannot pay cash for a meal. The school district will accommodate special dietary needs with respect to meals. If the student does not qualify for the free and reduced price lunch program, the cost of this school meal will be charged to the student's account or otherwise charged to the student.
- E. When a student has a negative account balance, the student will not be allowed to charge a snack item.
- F. If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless written permission is received from the parent or guardian.

**III. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION**

534-2

- A. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero.
- B. Families will be notified of a low balance once the balance reaches \$0.50. Families will be notified by automated calling system, email, and/or letters sent home.
- C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program.

#### IV. UNPAID MEAL CHARGES

- A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges. Where appropriate, families may be encouraged to apply for free and reduced-price meals for their children.
- B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.
- C. Negative balances of more than \$[insert amount], not paid prior to [enter time period (e.g., end of the month, end of the semester, end of the school year)], will be turned over to the superintendent or superintendent's designee for collection. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.
- D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.

#### V. COMMUNICATION OF POLICY

- A. This policy and any pertinent supporting information shall be provided in writing (i.e., mail, email, back-to-school packet, student handbook, etc.) to:
  - 1. all households at or before the start of each school year;
  - 2. students and families who transfer into the school district, at the time of enrollment; and
  - 3. all school district personnel who are responsible for enforcing this policy.
- B. The school district may post the policy on the school district's website, in addition to providing the required written notification described above.

**Legal References:** Minn. Stat. § 124D.111, Subd. 4  
 42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)  
 7 C.F.R. § 210 *et seq.* (School Lunch Program Regulations)  
 7 C.F.R. § 220.8 (School Breakfast Program Regulations)  
 USDA Policy Memorandum SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016)  
 USDA Policy Memorandum SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016)  
 USDA Policy Memorandum SP 23-2017, Unpaid Meal Charges: Guidance and Q&A

534-4

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 534  
Orig. 2017

Revised: \_\_\_\_\_

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- B. If the school district receives school lunch aid under Minn. Stat. § 124D.111, it must make lunch available without charge to all participating students who qualify for free or reduced-price meals regardless of account balance.
- C. A student with an outstanding meal charge debt will be allowed to purchase a meal if the student pays for the meal when it is received.
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534-4

## AGREEMENT TO PROVIDE YMCA PRESCHOOL PROGRAMMING

### 2019-2020 SCHOOL YEAR

This AGREEMENT, entered into by and between Independent School District No. 720, Shakopee, Minnesota (hereinafter the “School District”) and the Young Men’s Christian Association of the Greater Twin Cities, River Valley Branch, a Minnesota non-profit corporation (hereinafter the “YMCA”).

#### RECITALS:

**WHEREAS**, the School District desires to provide programs and services for eligible preschool children residing in the School District before, during and after the end of the school day and on designated non-student contact days during the school year; and ends; and

**WHEREAS**, the School District presently does not have sufficient staff to operate its own preschool program, particularly before the school day commences and after it ends; and

**WHEREAS**, the YMCA has represented to the School District that it is duly qualified and capable of staffing and providing safe, high quality and cost-effective preschool programming and services for preschool children residing in the School District (the “Preschool Services”); and

**WHEREAS**, in order to provide and facilitate convenient access to, the Preschool Services, the School District desires to engage the services of the YMCA to provide the Preschool Services at the School District’s Central Family Center, located at 505 Holmes Street South, Shakopee, Minnesota (the “School Site”).

**NOW, THEREFORE**, in consideration of the mutual promises and agreements hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. **Description of the Preschool Services.** The YMCA shall provide sufficient staffing and supervision to provide safe, high-quality Preschool Services for up to twenty (20) children. The Preschool Services shall include, but not be limited to, the following:
  - a. Providing education activities that are designed to stimulate critical thinking skills, develop creativity, enhance learning, develop language skills, develop problem-solving skills, and develop communication effectiveness;
  - b. Enrichment activities such as physical fitness programming, music, and introduction to foreign languages;
  - c. Nutrition offerings in the form of meals and snacks
  - d. “Family Night” activities

Except as provided in this Agreement, the YMCA shall supply, at its expense, all program supplies, equipment and services necessary to provide the Preschool Services. The YMCA

will have access to the non-consumable learning activities within the School District's CFC Central Storage.

**2. Location of Preschool Services.**

- a. The YMCA shall provide the Preschool Services at the School Site. The specific rooms and spaces to be used by the YMCA at the School Site (including the playground and gymnasium) shall be determined in advance by the parties hereto and confirmed in writing. The YMCA acknowledges and agrees that specific rooms and spaces designated for the YMCA's use may be changed by the School District. In such event, the School District shall provide YMCA with at least thirty (30) days advance notice of such changes. YMCA further acknowledges and agrees that the rooms and spaces designated for its use will be made available on a nonexclusive basis and that the School District may use such rooms and spaces for other purposes when not used by the YMCA.
- b. The YMCA shall have access to the School Site's kitchen and cafeteria for the purpose of storage and serving meals and snacks.
- c. The YMCA shall ensure that any rooms and spaces used for Preschool Services, including the kitchen and cafeteria, shall be maintained in a clean and orderly condition.

**3. Schedule for School Site Use.**

- a. The YMCA shall have access to the School Site on those school days (including designated non-school days) that the School Site is open. The School Site shall not be accessible to the YMCA on business days where the School District has closed school due to inclement weather or other circumstances.
  - i. For a delayed start (2-hour delay) the YMCA would open with the mid-care at 11:30am to provide care.
  - ii. For closing early, YMCA will follow the district hours of operation.
- b. YMCA personnel shall wear YMCA issued uniforms at all times while at the School Site.
- c. The School District shall provide designated YMCA supervisors and Child Care Director with card key access to the School Site.
- d. The Preschool Services shall be offered at the School Site from 7:00 AM to 5:30 PM on school days during the Term (as defined below).
- e. The Preschool Services shall also be provided from 7:00 AM to 5:30 PM on the following non-school days, provided that a minimum of four (4) children register one (1) week prior to the non-school day. The fourteen (14) non-school dates extended care for the 2019-2020 are:
  - i. August 26 – August 30, 2019 (5 days)
  - ii. September 3 and September 4, 2019 (2 days)
  - iii. October 16 and October 17, 2019 (2 days)
  - iv. November 8, 2019 (1 day)
  - v. January 20, 2020 (1 day)
  - vi. January 27, 2020 (1 day)

- vii. February 14, 2020 (1 day)
- viii. March 27, 2020 (1 day)

Note that these dates may change based on the School District adjustment of calendar. There will not be an extension of days added.

- f. There will be a partnership between the School District and the YMCA in marketing one (1) month prior to the non-school day.
- g. The YMCA will have representatives present for marketing purposes during the hours of Connect and Assess/Celebrate which includes evening hours of the Connect and Celebrate; one (1) day, in September of 2019 from 5:00pm - 7:30 pm.
- h. The YMCA will have representatives present for marketing purposes on the evening of the CFC Extravaganza; one (1) day, in January of 2020 from 5:30pm – 7:00pm.

**4. Term.**

- a. This Agreement shall be in effect from August 26, 2019 through June 4, 2020 (the “Term”). Unless extended by mutual written agreement of the parties, this Agreement shall automatically terminate at the end of the Term.
- b. At the end of the Term (or at the end of any extended term), the YMCA shall promptly vacate the School Site and remove all of its supplies and equipment therefrom.
- c. The School District may terminate this Agreement at any time upon thirty (30) days written notice if YMCA commits a material breach of the Agreement.

**5. Program Fees; Payment of Additional Services.**

- a. In consideration for the provision of the Preschool Services during the Term, the School District shall increase the pay of three (3) percent to pay the YMCA the sum of One-Hundred-Thousand, Nine-Hundred and Forty Dollars (\$100,940), which shall be paid in four (4) equal installments of the Twenty-Five Thousand, Two-Hundred and Thirty Five Dollars \$25,235 on the last day of the following months, provided that an invoice for the installment is submitted to the School District by the first of the month:
  - i. September 2019
  - ii. November 2019
  - iii. February 2020
  - iv. May 2020
- b. In the event a child who is accepted for enrollment in the Preschool Services program and has one of the following services:
  - i. Individualized Education Program (“IEP”)
  - ii. Health Plan/Accommodation Plan and/or 504 Plan
- c. The School District shall provide the necessary support based upon the needs identified in the service plan. Additionally, if a child who has one of the above-named service plans, and has toileting needs that are identified within the service plan, the School District shall provide the necessary supports based upon the needs.
- d. If a child presents needs within the YMCA program and is not on a identified service plan, the YMCA will request an informal staffing evaluation from YMCA

Administration and Central Family Center Administration. This can happen anytime in the contracted year.

- e. All necessary supports will be at the expense of the School District and will include paraprofessionals who work in the School District. In collaboration with the School District and YMCA programming staff, student support may include the following:
  - i. Paraprofessional to work directly to support the child in the YMCA.
  - ii. Collaboration with teacher and/or paraprofessional about strategies used in the classroom to support the child.
  - iii. Quarterly meetings, if requested by the YMCA with the child's school team to discuss the student's success and needs in the YMCA program.
  - iv. If there are two (2) or more students who receive services, a paraprofessional may work directly to support the needs of the children while in the YMCA program.
    - 1. If a child presents needs within the YMCA program, the YMCA will request an informal staffing evaluation from Admin to evaluate the success of the child's experience within 3 weeks of the student's start date.

**6. Use of School Site Office Equipment and Technology.**

- a. **Telephones.** During this Agreement, the YMCA may use School District telephones located in the offices and other spaces designated for its use at the School Site, without charge, for the purpose of making local phone calls related to the delivery of the Preschool Services.
- b. **Printers and Copiers.** Upon request, the YMCA may use a designated School District printer or copier at the School Site. The YMCA shall promptly reimburse the School District for all copying and printing costs at the rate of 21 cents per side.
- c. **Technology Access; Computers.** The YMCA shall be provided access to the School District's wireless and landline internet networks at the School Site, but such access shall be specifically limited to internet access only. The YMCA shall, at its sole expense, provide the laptops and desktop computers necessary to operate the Preschool Services program. If necessary, the YMCA shall be responsible for any additional costs and expenses associated with establishing the YMCA's access to the internet at the School Site and any modifications to the offices, classrooms or other spaces designated for its use.

**7. Food Service; Custodian Services.**

In order to facilitate the provision of the Preschool Services, the School District shall provide meals and snacks on school days and designated non-student contact days. The School District shall also provide custodial and maintenance services necessary to support the Preschool Services program.

**8. Damage or Destruction of School District Equipment or Property.**

- a. If in the course of providing the Preschool Services, the YMCA damages or destroys any School District property or equipment, the YMCA shall promptly repair or replace such property or equipment at the YMCA's sole expense.

**9. *Qualifications of YMCA Staff; Supervision by YMCA.***

- a. Each of the employees, volunteers and agents the YMCA designates to perform the Preschool Services under this Agreement shall be duly qualified and trained to perform any task assigned to such person(s) by the YMCA and shall have received training to work with preschool-age children. The YMCA's delivery of the Preschool Services shall be supervised at all times by qualified, trained and experienced YMCA staff.

**10. *Child Protection Background Check.***

- a. The YMCA shall obtain a background check pursuant to the Minnesota Child Protection Background Check Act for each employee, volunteer or agent assigned to the School Site. If the YMCA receives a report that an employee, volunteer or agent so assigned has ever been convicted of a background check crime, as defined and described in the attached Exhibit A, it shall take immediate steps to remove such employee, volunteer or agent from his/her assignment.

**11. *Compliance with Applicable Laws, School District Policies and Procedures; Nondiscrimination.***

- a. The YMCA acknowledges and agrees that the YMCA's employees, volunteers and agents shall comply with all applicable laws and rules pertaining to the delivery of the Preschool Services.
- b. The YMCA further acknowledges and agrees to adhere to the applicable policies and procedures of the School District while at the School Site. The School District's policies may be viewed at <http://www.shakopee.k12.mn.us>. The YMCA shall comply with provisions of Section 504 of the Rehabilitation Act of 1973 in that the YMCA shall not, solely by reason of disability, exclude from participation in, deny the benefits of, or subject to discrimination, any individual with a disability who receives Preschool Services.

**12. *Notices.***

- a. All notices or other communications shall be deemed served when faxed, emailed with return receipt requested, hand-delivered or mailed by certified or registered mail, postage prepaid, with the proper address as indicated below. Until otherwise provided by the parties hereto, all notices or other communications to each of them shall be addressed as follows:
- b. To the School District:
  - Robert Greeley, Community Education Director
  - Independent School District No. 720
  - 1200 Town Square, Shakopee, Minnesota 55379
  - Email: [bgreeley@shakopee.k12.mn.us](mailto:bgreeley@shakopee.k12.mn.us)

- c. To the YMCA:  
Karen Larson, Chief Financial Officer  
YMCA Twin Cities  
651 Nicollet Mall Suite #500, Minneapolis, MN 55402

**13. *Protection of Records and Data.***

- a. In the course of providing the Preschool Services, the School District will be providing the YMCA with student information, including, but not limited to, the name of the child and the child's parent, address, telephone number and email address, emergency contact information, health-information and disability-related information (the "Education Records").
- b. The YMCA acknowledges and agrees that Education Records are classified as confidential under the Family Education Rights and Privacy Act ("FERPA"), and private data within the meaning of the Minnesota Government Data Practices Act ("MGDPA").
- c. The YMCA (including its employee and agents working at the School Site) shall preserve and protect the confidentiality of all educational data that it maintains on behalf of the School District and shall not disclose any data to anyone outside of the YMCA or the School District and its authorized agents unless such disclosure complies with the Family Educational Rights and Privacy Act ("FERPA") and the Minnesota Government Data Practices Act ("MGDPA").

**14. *Status of YMCA; Supervision of Employees.*** YMCA acknowledges and agrees that:

- a. Employees, volunteers and agents are not agents, servants, employees or independent contractors of the School District and that YMCA's authority is specifically limited to the contractual rights and obligations assigned under this Agreement;
- b. The YMCA shall have no authority to bind the School District for the performance of any services or to otherwise obligate the School District;
- c. The YMCA's employees, volunteers and agents shall not be considered, under the provisions of this Agreement or otherwise, as having employee status and, accordingly, YMCA shall be responsible for payment of all taxes and fees arising out of YMCA's activities under this Agreement;
- d. The YMCA shall exercise its own discretion in respect to the performance of its duties under this Agreement. The YMCA acknowledges and agrees that it is solely responsible for supervising and directing its employees, volunteers and agents in the provision of the Preschool Services to children. The YMCA further acknowledges and agrees that it holds no authority or responsibility whatsoever to direct, control, supervise or assign tasks to, employees of the School District.

**15. *Employee Misconduct; Removal.***

- a. The YMCA agrees that upon notification that an employee, volunteer or agent of YMCA has violated a provision of an applicable School District policy or procedure, has violated a law, jeopardized the mental or physical health of a child receiving

Preschool Services at the School Site or disrupted the educational environment at the School Site, it will, at its sole expense and in a timely manner, substitute another experienced, trained, qualified and licensed employee or independent contractor to provide Preschool Services.

- b. The YMCA further acknowledges and agrees that the School District may unilaterally and without prior notice, require any personnel of YMCA to leave the School Site in the event that the School District concludes that YMCA personnel has violated an applicable School District policy or procedure, a policy or procedure of a school district member of the School District, violated a law, jeopardized the mental or physical health of a child receiving Preschool Services or disrupted the educational environment at the School Site.

**16. Insurance.**

- a. YMCA shall keep in full force and effect during the term of this Agreement:
  - i. Comprehensive general liability insurance written on an occurrence, not a claims-made, basis, in an amount not less than \$2 million per occurrence for bodily injury and property damage;
  - ii. Automobile insurance;
  - iii. Workers' compensation insurance in an amount not less than that required by applicable law.
  - iv. Each such policy (except worker's compensation insurance) shall name the School District as an additional insured party. Within thirty (30) days of the date of execution of this Agreement, the YMCA shall provide a certificate of insurance for each such policy to the School District.
  - v. The YMCA shall also ensure that each such policy of insurance includes a provision that requires the insurers or any one of them to give the School District thirty (30) days prior written notice of cancellation of any of the aforementioned insurance policies.
- b. Each such policy (except worker's compensation insurance) shall name the School Districts as an additional insured party. Within thirty (30) days of the date of execution of this Agreement, the YMCA shall provide a certificate of insurance for each such policy to the School District. The YMCA shall also ensure that each such policy of insurance includes a provision that requires the insurers or any one of them to give the School District thirty (30) days prior written notice of cancellation of any of the aforementioned insurance policies.

**17. Indemnification.**

- a. In consideration of the promises and agreements set forth herein, the YMCA hereby covenants and agrees to hold harmless, defend, and indemnify the School District, including the present and future members of the School District's board of education, in their individual and official capacities, their heirs, personal representatives, successors and assigns, and any other administrator, teacher, employee, or agent of the School District charged or chargeable with responsibility or liability, their heirs, personal representatives, successors and assigns of and from any and all actions, causes

of action, claims, demands, damages, costs, loss of service, attorney's fees, expenses and loss of compensation, incurred by the School District on account of, or in any way growing out of, the provision of the Preschool Services, except that the provisions of this Section shall not apply to the extent a personal injury is proximately caused by the School District's gross negligence.

**18. Authority.**

- a. The YMCA represents and warrants to the School District that the person signing this Agreement is duly authorized and has legal capacity to execute and deliver this Agreement.
- b. The YMCA further represents and warrants to the School District that the execution and delivery of the Agreement and the performance of the YMCA's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on YMCA and enforceable in accordance with its terms.

**19. Entire Agreement/Modifications/Applicable Law.**

- a. This Agreement contains all of the agreements and understandings between the parties and supersedes and replaces any prior negotiations or proposed agreements, written or oral.
- b. Each of the parties hereto acknowledges that no other party nor agent of any other party, has made any promises, representations or warranties whatsoever, express or implied, not contained herein, to induce it to execute this Agreement.
- c. This document may not be modified or altered except by a subsequent writing to be signed by all parties hereto. All terms and conditions shall be construed and interpreted in accordance with and be subject to the laws of the State of Minnesota.

**20. Severability.**

- a. If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws, rules or regulations, such provision shall be fully severable and this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of the Agreement, and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provisions or by its severance from this Agreement.

**21. Data Practices.**

- a. The YMCA and the School District must comply with the Minnesota Government Data Practices Act as it applies to all data provided by the School District under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the YMCA under this Agreement.
- b. The provisions of Minn. Stat. § 13.05, subd. 11 apply to this Agreement. If the YMCA receives a request to release the data referred to in this Section, the YMCA must immediately notify and consult with the School District as to how the YMCA should

respond to the request. The YMCA's response to the request shall comply with applicable law.

**22. Binding Agreement.**

- a. This Agreement will be binding upon, inure to the benefit of, and be enforceable by the parties hereto and their respective successors and assigns.

**23. No Oral Waiver.**

- a. No breach of any provision of this Agreement can be waived by any party hereto unless such waiver is made in writing. Waiver of any breach by any undersigned party will not be deemed to be a waiver of any other breach of the same or any other provision hereof.

**24. Assignment.**

- a. This Agreement may not be assigned by YMCA without the prior written consent of the School District. The YMCA may not delegate its duties under this Agreement to another party without the School District's prior written consent.

*IN WITNESS WHEREOF*, the undersigned parties hereto have duly executed this Agreement as of the date indicated next to the name of the party who signs below.

**INDEPENDENT SCHOOL DISTRICT  
NO. 720**

**Dated:** \_\_\_\_\_

**By:** \_\_\_\_\_  
**Robert Greeley: Community Education Director  
Independent School District #720**

**YOUNG MEN'S CHRISTIAN ASSOCIATION  
OF THE GREATER TWIN CITIES**

**Dated:** 1/3/19 \_\_\_\_\_

**By:** Karen Larson \_\_\_\_\_  
**Karen Larson: Chief Financial Officer  
YMCA**

**EXHIBIT A**

**Definition of "Background Check Crime"**

Minn. Stat. § 299C.61, subd. 2: "Background check crime" includes child abuse crimes, murder, manslaughter, felony level assault or any assault crime committed against a minor, kidnapping, arson, criminal sexual conduct, and prostitution-related crimes.

## AGREEMENT TO PROVIDE YMCA PRESCHOOL PROGRAMMING

2018-2019 School Year

This AGREEMENT, entered into by and between Independent School District No. 720, Shakopee, Minnesota (hereinafter the "School District") and the Young Men's Christian Association of the Greater Twin Cities, River Valley Branch, a Minnesota non-profit corporation (hereinafter the "YMCA").

### RECITALS:

*WHEREAS*, the School District desires to provide programs and services for eligible preschool children residing in the School District before, during and after the end of the school day and on designated non-student contact days during the school year; and

*WHEREAS*, the School District presently does not have sufficient staff to operate its own preschool program, particularly before the school day commences and after it ends; and

*WHEREAS*, the YMCA has represented to the School District that it is duly qualified and capable of staffing and providing safe, high quality and cost-effective preschool programming and services for preschool children residing in the School District (the "Preschool Services"); and

*WHEREAS*, in order to provide, and facilitate convenient access to, the Preschool Services, the School District desires to engage the services of the YMCA to provide the Preschool Services at the School District's Central Family Center, located at 505 Holmes Street South, Shakopee, Minnesota (the "School Site").

*NOW, THEREFORE*, in consideration of the mutual promises and agreements hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. *Description of the Preschool Services.* The YMCA shall provide sufficient staffing and supervision to provide safe, high-quality Preschool Services for up to twenty (20) children. The Preschool Services shall include, but not be limited to, the following: (a) providing education activities that are designed to stimulate critical thinking skills, develop creativity, enhance learning, develop language skills, develop problem-solving skills, and develop communication effectiveness; (b) enrichment activities such physical fitness programming, music and introduction to foreign languages; (c) nutrition offerings in the form of meals and snacks; and (d) "Family Night" activities. Except as provided in this Agreement, the YMCA shall supply, at its expense, all program supplies, equipment and services necessary to provide the Preschool Services.

2. ***Location of Preschool Services.*** The YMCA shall provide the Preschool Services at the School Site. The specific rooms and spaces to be used by the YMCA at the School Site (including the playground and gymnasium) shall be determined in advance by the parties hereto and confirmed in writing. The YMCA acknowledges and agrees that specific rooms and spaces designated for the YMCA's use may be changed by the School District. In such event, the School District shall provide YMCA with at least thirty (30) days advance notice of such changes. YMCA further acknowledges and agrees that the rooms and spaces designated for its use will be made available on a non-exclusive basis and that the School District may use such rooms and spaces for other purposes when not used by the YMCA. The YMCA shall have access to the School Site's kitchen and cafeteria for the purpose of storage and serving meals and snacks. The YMCA shall ensure that any rooms and spaces used for Preschool Services, including the kitchen and cafeteria, shall be maintained in a clean and orderly condition.

3. ***Schedule for School Site Use.*** The YMCA shall have access to the School Site on those school days (including designated non-school days) that the School Site is open. The School Site shall not be accessible to the YMCA on business days where the School District has closed school due to inclement weather or other circumstances. YMCA personnel shall wear YMCA-issued uniforms at all times while at the School Site. The School District shall provide designated YMCA supervisors with card key access to the School Site. The Preschool Services shall be offered at the School Site from 7:00 AM to 5:30 PM on school days during the Term (as defined below). Preschool Services shall also be provided from 7:00 AM to 5:30 PM on the following non-school days provided that a minimum of five (5) children register by the registration date for each day: August 27-31, 2018, September 4-5, 2018, October 17-19, 2018, November 9, 2018, January 21, 2019, January 28, 2019, February 15, 2019 and March 29, 2019. Family Night activities may be provided at the School Site after 5:30 PM on dates mutually agreed upon by the parties.

4. ***Term.*** This Agreement shall be in effect from August 27, 2018 through June 6, 2019 (the "Term"). Unless extended by mutual written agreement of the parties, this Agreement shall automatically terminate at the end of the Term. At the end of the Term (or at the end of any extended term), the YMCA shall promptly vacate the School Site and remove all of its supplies and equipment therefrom. The School District may terminate this Agreement at any time upon thirty (30) days written notice if YMCA commits a material breach of the Agreement.

5. ***Program Fees; Payment for Additional Services.*** In consideration for the provision of the Preschool Services during the Term, the School District shall pay the YMCA the sum of Ninety-Eight Thousand and 00/100 Dollars (\$98,000), which shall be paid in four equal installments of the \$24,500 on the last day of the following months, provided that an invoice for the installment is submitted to the School District by the first of the month: September 2018, November 2018, February 2019 and May 2019. In the event a child who is accepted for enrollment in the Preschool Services program has an individual family services plan ("IFSP"), individualized education program ("IEP") or Section 504 accommodation plan and requires the support of a paraprofessional, the

School District shall provide the necessary paraprofessional support at School District expense. Paraprofessionals who work in the Preschool Services program shall be employees of the School District and not the YMCA.

6. ***Use of School Site Office Equipment and Technology.***

a. ***Telephones.*** During this Agreement, the YMCA may use School District telephones located in the offices and other spaces designated for its use at the School Site, without charge, for the purpose of making local phone calls related to the delivery of the Preschool Services.

b. ***Printers and Copiers.*** Upon request, the YMCA may use a designated School District printer or copier at the School Site. The YMCA shall promptly reimburse the School District for all copying and printing costs at the rate of 21 cents per side.

c. ***Technology Access; Computers.*** The YMCA shall be provided access to the School District's wireless and landline internet networks at the School Site, but such access shall be specifically limited to internet access only. The YMCA shall, at its sole expense, provide the laptops and desktop computers necessary to operate the Preschool Services program. If necessary, the YMCA shall be responsible for any additional costs and expenses associated with establishing the YMCA's access to the internet at the School Site and any modifications to the offices, classrooms or other spaces designated for its use.

7. ***Food Service; Custodian Services.*** In order to facilitate the provision of the Preschool Services, the School District shall provide meals and snacks on school days and designated non-student contact days. The School District shall also provide custodial and maintenance services necessary to support the Preschool Services program.

8. ***Damage or Destruction of School District Equipment and Property.*** If in the course of providing the Preschool Services, the YMCA damages or destroys any School District property or equipment, the YMCA shall promptly repair or replace such property or equipment at the YMCA's sole expense.

9. ***Qualifications of YMCA Staff; Supervision by YMCA.*** Each of the employees, volunteers and agents the YMCA designates to perform the Preschool Services under this Agreement shall be duly qualified and trained to perform any task assigned to such person(s) by the YMCA, and shall have received training to work with preschool-age children. The YMCA's delivery of the Preschool Services shall be supervised at all times by qualified, trained and experienced YMCA staff.

10. ***Child Protection Background Check.*** The YMCA shall obtain a background check pursuant to the Minnesota Child Protection Background Check Act for each employee, volunteer or agent assigned to the School Site. If the YMCA receives a report that an employee, volunteer or agent so assigned has ever been convicted of a

background check crime, as defined and described in the attached Exhibit A, it shall take immediate steps to remove such employee, volunteer or agent from his/her assignment.

11. ***Compliance with Applicable Laws, School District Policies and Procedures; Nondiscrimination.*** The YMCA acknowledges and agrees that the YMCA's employees, volunteers and agents shall comply with all applicable laws and rules pertaining to the delivery of the Preschool Services. YMCA further acknowledges and agrees to adhere to the applicable policies and procedures of the School District while at the School Site. The School District's policies may be viewed at <http://www.shakopee.k12.mn.us>. The YMCA shall comply with provisions of Section 504 of the Rehabilitation Act of 1973 in that the YMCA shall not, solely by reason of disability, exclude from participation in, deny the benefits of, or subject to discrimination, any individual with a disability who receives Preschool Services.

12. ***Notices.*** All notices or other communications shall be deemed served when faxed, emailed with return receipt requested, hand-delivered or mailed by certified or registered mail, postage prepaid, with the proper address as indicated below. Until otherwise provided by the parties hereto, all notices or other communications to each of them shall be addressed as follows:

To the School District: Robert Greeley, Community Education Director,  
Independent School District No. 720, 1200 Town  
Square, Shakopee, Minnesota 55066; Email:  
bgreeley@shakopee.k12.mn.us

To YMCA: Karen Larson, Chief Financial Officer, YMCA  
Twin Cities, 2125 E. Hennepin  
Avenue, Minneapolis, MN 55413

13. ***Protection of Records and Data.*** In the course of providing the Preschool Services, the School District will be providing the YMCA with student information, including, but not limited to, the name of the child and the child's parent, address, telephone number and email address, emergency contact information, health-information and disability-related information (the "Education Records"). The YMCA acknowledges and agrees that Education Records are classified as confidential under the Family Education Rights and Privacy Act ("FERPA"), and private data within the meaning of the Minnesota Government Data Practices Act ("MGDPA"). The YMCA (including its employee and agents working at the School Site) shall preserve and protect the confidentiality of all educational data that it maintains on behalf of the School District and shall not disclose any data to anyone outside of the YMCA or the School District and its authorized agents unless such disclosure complies with the Family Educational Rights and Privacy Act ("FERPA") and the Minnesota Government Data Practices Act ("MGDPA").

14. ***Status of YMCA; Supervision of Employees.*** YMCA acknowledges and agrees that (a) its employees, volunteers and agents are not agents, servants, employees

or independent contractors of the School District and that YMCA's authority is specifically limited to the contractual rights and obligations assigned under this Agreement; (b) YMCA shall have no authority to bind the School District for the performance of any services or to otherwise obligate the School District; (c) YMCA's employees, volunteers and agents shall not be considered, under the provisions of this Agreement or otherwise, as having employee status and, accordingly, YMCA shall be responsible for payment of all taxes and fees arising out of YMCA's activities under this Agreement; and (d) YMCA shall exercise its own discretion in respect to the performance of its duties under this Agreement. YMCA acknowledges and agrees that it is solely responsible for supervising and directing its employees, volunteers and agents in the provision of the Preschool Services to children. YMCA further acknowledges and agrees that it holds no authority or responsibility whatsoever to direct, control, supervise or assign tasks to, employees of the School District.

15. ***Employee Misconduct; Removal.*** YMCA agrees that upon notification that an employee, volunteer or agent of YMCA has violated a provision of an applicable School District policy or procedure, has violated a law, jeopardized the mental or physical health of a child receiving Preschool Services at the School Site or disrupted the educational environment at the School Site, it will, at its sole expense and in a timely manner, substitute another experienced, trained, qualified and licensed employee or independent contractor to provide Preschool Services. The YMCA further acknowledges and agrees that the School District may unilaterally and without prior notice, require any personnel of YMCA to leave the School Site in the event that the School District concludes that YMCA personnel, or any one of them, has violated an applicable School District policy or procedure, a policy or procedure of a school district member of the School District, violated a law, jeopardized the mental or physical health of a child receiving Preschool Services or disrupted the educational environment at the School Site.

16. ***Insurance.*** YMCA shall keep in full force and effect during the term of this Agreement: (i) comprehensive general liability insurance written on an occurrence, not a claims-made, basis, in an amount not less than \$2 million per occurrence for bodily injury and property damage; (ii) automobile insurance, and (iii) workers' compensation insurance in an amount not less than that required by applicable law. Each such policy (except worker's compensation insurance) shall name the School Districts as an additional insured party. Within thirty (30) days of the date of execution of this Agreement, the YMCA shall provide a certificate of insurance for each such policy to the School District. The YMCA shall also ensure that each such policy of insurance includes a provision that requires the insurers or any one of them to give the School District thirty (30) days prior written notice of cancellation of any of the aforementioned insurance policies.

17. ***Indemnification.*** In consideration of the promises and agreements set forth herein, YMCA hereby covenants and agrees to hold harmless, defend, and indemnify the School District, including the present and future members of the School District's board of education, in their individual and official capacities, their heirs, personal representatives, successors and assigns, and any other administrator, teacher,

employee, or agent of the School District charged or chargeable with responsibility or liability, their heirs, personal representatives, successors and assigns of and from any and all actions, causes of action, claims, demands, damages, costs, loss of service, attorney's fees, expenses and loss of compensation, incurred by the School District on account of, or in any way growing out of, the provision of the Preschool Services, except that the provisions of this Section shall not apply to the extent a personal injury is proximately caused by the School District's gross negligence.

18. **Authority.** YMCA represents and warrants to the School District that the person signing this Agreement is duly authorized and has legal capacity to execute and deliver this Agreement. YMCA further represents and warrants to the School District that the execution and delivery of the Agreement and the performance of YMCA's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on YMCA and enforceable in accordance with its terms.

19. **Entire Agreement/Modifications/Applicable Law.** This Agreement contains all of the agreements and understandings between the parties and supersedes and replaces any prior negotiations or proposed agreements, written or oral. Each of the parties hereto acknowledges that no other party nor agent of any other party, has made any promises, representations or warranties whatsoever, express or implied, not contained herein, to induce it to execute this Agreement. This document may not be modified or altered except by a subsequent writing to be signed by all parties hereto. All terms and conditions shall be construed and interpreted in accordance with and be subject to the laws of the State of Minnesota.

20. **Severability.** If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws, rules or regulations, such provision shall be fully severable and this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of the Agreement, and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provisions or by its severance from this Agreement.

21. **Data Practices.** The YMCA and the School District must comply with the Minnesota Government Data Practices Act as it applies to all data provided by the School District under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the YMCA under this Agreement. The provisions of Minn. Stat. § 13.05, subd. 11 apply to this Agreement. If the YMCA receives a request to release the data referred to in this Section, the YMCA must immediately notify and consult with the School District as to how the YMCA should respond to the request. The YMCA's response to the request shall comply with applicable law.

22. **Binding Agreement.** This Agreement will be binding upon, inure to the benefit of, and be enforceable by the parties hereto and their respective successors and assigns.

23. **No Oral Waiver.** No breach of any provision of this Agreement can be waived by any party hereto unless such waiver is made in writing. Waiver of any breach by any undersigned party will not be deemed to be a waiver of any other breach of the same or any other provision hereof.

24. **Assignment.** This Agreement may not be assigned by YMCA without the prior written consent of the School District. YMCA may not delegate its duties under this Agreement to another party without the School District's prior written consent.

**IN WITNESS WHEREOF**, the undersigned parties hereto have duly executed this Agreement as of the date indicated next to the name of the party who signs below.

**INDEPENDENT SCHOOL DISTRICT  
NO. 720**

Dated: 7/23, 2018

By: Bob Greeley  
Bob Greeley: Community Education Dir.  
Independent School District #720

**YOUNG MEN'S CHRISTIAN  
ASSOCIATION OF THE GREATER  
TWIN CITIES**

Dated: 8/2/18, 2018

By: Karen Larson  
Karen Larson, Chief Financial Officer

## **EXHIBIT A**

### **Definition of "Background Check Crime"**

Minn. Stat. § 299C.61, subd. 2: "Background check crime" includes child abuse crimes, murder, manslaughter, felony level assault or any assault crime committed against a minor, kidnapping, arson, criminal sexual conduct, and prostitution-related crimes.



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**Superintendent:** Mike Redmond  
**Finance Director:** Jeffrey Priess

**To:** School Board  
**From:** Ed Zeimet/Jeff Priess  
**Date:** February 25, 2019  
**Re:** Sweeney Elementary- 2019 Roof Project

It is recommended that the School Board award the bid for the 2019 Roof Project (Sweeney Elementary) to McPhillips Brothers Roofing Company as the apparent low bidder, in the amount of \$1,546,320. The funding source for the project is Long-term Facility Maintenance Revenue. See attached, additional information provided by Brain Skoog with the Garland Company.

For questions call Ed Zeimet at 952-496-5046 or [ezeimet@shakopee.k12.mn.us](mailto:ezeimet@shakopee.k12.mn.us) or Jeff Priess at 952-496-5011 or [jpriess@shakopee.k12.mn.us](mailto:jpriess@shakopee.k12.mn.us).



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## THE GARLAND COMPANY, INC.

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BRIAN SKOOG

Phone: (612) 810-4336

E-Mail: [bskoog@garlandind.com](mailto:bskoog@garlandind.com)

**February 8, 2019**

**Mr. Jeffrey Priess  
Director of Finance and Operations  
Shakopee Public Schools  
1200 Town Square  
Shakopee, MN 55379**

**RE: Sweeney Elementary - 2019 Roof Project Letter of Recommendation**

**Dear Mr. Priess,**

On Thursday, February 7th, 2019 at 10:00 AM sealed bids were opened for the 2019 roof project at Sweeney Elementary School for the Shakopee Public School District - ISD #720.

After review of district facility goals and budgets the recommendation is to award the Base Bid for Sections A-H at the Sweeney Elementary School. The project includes complete reroof of all sections as detailed in the project specifications dated February 7th, 2019. (see attached roof diagram)

The low, qualified bidding contractor is McPhillips Brothers Roofing Company from N. St Paul, MN. with a Base Bid total of \$1,546,320.

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 has successfully completed roofing projects for ISD 720 in the past and is approved by the roof system manufacturer.

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

Thank you,

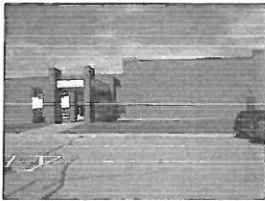
The Garland Company

Shakopee School District  
 2019 Re-Roofing Project Sweeney Elementary  
 OWNER: ISD #720 - Shakopee Public Schools



	BIDDER	BIDDER	BIDDER	BIDDER
	Peterson Roofing Company	John Dalsin Roofing Company	McPhillips Bros. Roofing Company	Berwald Roofing Company
BID SECURITY	Yes	Yes	Yes	Yes
ADDENDA REC'D.	N/A	N/A	N/A	N/A
MN RESPONSIBLE CONTRACTOR	Yes	Yes	Yes	Yes
BASE BID: Sweeney Elementary All Areas	\$1,632,000	\$1,868,613	\$1,546,320	\$1,648,000
Unit Price for Damaged Insulation Replacement	\$1.95	\$2.15	\$1.25	\$1.90
Unit Price for Deck Repair	\$10.00	\$14.75	\$8.00	\$11.00
Unit Price for Drain Replacement (Plumbing by others)	\$1,450	\$650	\$500	\$1,500

**NOTE:** McPhillip Bros. Roofing Company, North St. Paul, MN is the low, responsible bidder. McPhillips Bros. is a quality applicator that has completed successful projects in the past for ISD #720. McPhillips Bros. Roofing is approved by the roof system manufacturer for this installation. Recommendation is to award the Base Bid amount of \$1,546,320 to McPhillips Bros. Roofing Company.



Sweeney Elementary

**Base Bid - BUR**  
Sections B, C, D, E, E-1, F, G

**Base Bid - EPDM Ballasted**  
Sections A, H

**Notes:**

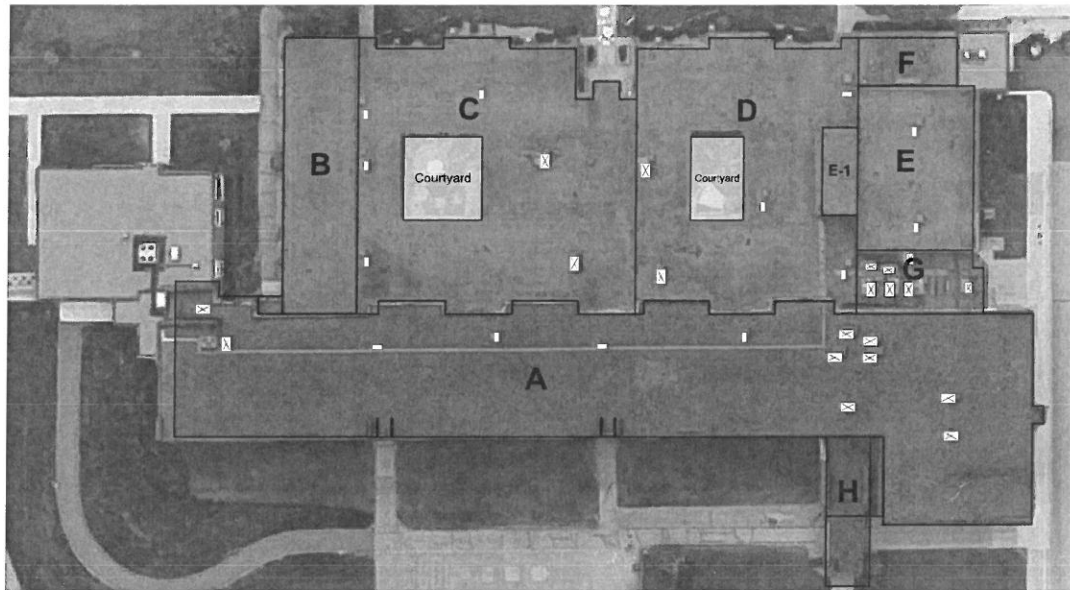
Roofing Contractor to bid as a prime contractor and to include Mechanical and plumbing modifications

Roofing Company: All plumbing work shall be performed by licensed plumbing company and approved by the school district.

Roofing Company: All mechanical work shall be performed by a licensed HVAC and electrical contractor.



# Sweeney Elementary 2019 Roof Project



THE INFORMATION CONTAINED HEREIN IS OF A PRELIMINARY NATURE AND IS SUBMITTED IN CONNECTION WITH A BID. IT IS NOT TO BE USED FOR ANY OTHER PROJECTS, PURPOSES, OR FOR ANY OTHER INFORMATION. THE INFORMATION CONTAINED HEREIN IS NOT TO BE USED FOR ANY OTHER PROJECTS, PURPOSES, OR FOR ANY OTHER INFORMATION. THE INFORMATION CONTAINED HEREIN IS NOT TO BE USED FOR ANY OTHER PROJECTS, PURPOSES, OR FOR ANY OTHER INFORMATION.

APPROVED FOR BIDDING

Sweeney Elementary  
Shakopee Public Schools  
1001 Adams Street South  
Shakopee, MN 55379

SHEET TITLE:  
**COVER PAGE**

SHEET NO:  
**A1**



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**Superintendent:** Mike Redmond  
**Finance Director:** Jeffrey Priess

**To:** School Board

**From:** Deb Ross/Jeff Priess

**Date:** February 25, 2019

**Re:** Food service- Produce bid

It is recommended that the School Board award the bid for the 2019 Food service (Produce) to Bix Produce following review and evaluation of selection criteria. The annual spend is estimated to be \$145,000.

For questions call Deb Ross at 952-496-5140 or [dross@shakopee.k12.mn.us](mailto:dross@shakopee.k12.mn.us) or Jeff Priess at 952-496-5011 or [jpriess@shakopee.k12.mn.us](mailto:jpriess@shakopee.k12.mn.us).



## BID SUMMARY

### Category Information

<b>Purchase Type:</b>	Ongoing Services	<b>Category:</b>	Food Services (Produce)
<b>Department:</b>	Food Services	<b>Process Dates:</b>	12/2018 – 2/2019
<b>Term Requested:</b>	Initial term through 6/2020, two (2) 1-year district renewal options	<b>Estimated Annual Spend:</b>	\$145,000

### Process Notes

<b>Purchasing Process Used:</b>	<ul style="list-style-type: none"> <li>Sealed Bid</li> </ul>
<b>Bid Opportunity Advertised:</b>	<ul style="list-style-type: none"> <li>12-22-2018 – 1-5-2019 (Shakopee Valley News)</li> </ul>
<b>Bid Opening:</b>	<ul style="list-style-type: none"> <li>1/9/2019 @ 10:30 AM (CST)</li> </ul>
<b>Participating Vendors:</b>	<ul style="list-style-type: none"> <li>Bergin Fruit &amp; Nut (Contacted – did NOT bid)</li> <li>Bix Produce (Submitted bid)</li> <li>H. Brooks &amp; Company (Submitted bid)</li> </ul>

### Selection Criteria

Criteria	Weight %
<i>Lowest total cost</i>	<b>20%</b>
<i>Quality of References / Reputation</i>	<b>19%</b>
<i>Quality of food safety protocol for communication and process/certifications for facility cleanliness</i>	<b>19%</b>
<i>Ability to meet delivery specifications</i>	<b>18%</b>
<i>Ability to meet ordering and inventory specifications</i>	<b>12%</b>
<i>Ability to meet product, preparation and packaging specifications</i>	<b>12%</b>

### Scoring

- Scoring utilized a 1-10 scale based on each vendor's proposal, averaged, and weighted.

Criteria Description	Bix Score	Bix Weighted	H. Brooks Score	H. Brooks Weighted
Lowest total cost	7	1.4	10	2
Quality of References / Reputation	10	1.9	8	1.52
Quality of food safety protocol for communication and process/certifications for facility cleanliness	10	1.9	8.5	1.615
Ability to meet delivery specifications	10	1.8	10	1.8
Ability to meet ordering and inventory specifications	10	1.2	8.5	1.02
Ability to meet product, preparation and packaging specifications	10	1.2	7.5	0.9
<b>Totals</b>	<b>57</b>	<b>9.4</b>	<b>52.5</b>	<b>8.855</b>

### Selection

Following the review and evaluation of both proposals, the district has selected the proposal from Bix Produce.

**2019 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>
February 25, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
February 25, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
February 27, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
March 11, 2019	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
March 11, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
March 16, 2019	9:00AM-2:00PM	School Board Spring Retreat	District Office Board Room, 1200 Town Square
March 25, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
March 25, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
March 27, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
April 8, 2019	5:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
April 8, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
April 22, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
April 22, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
April 24, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
May 6, 2019	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
May 6, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
May 20, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
May 20, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
May 22, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
June 10, 2019	5:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
June 10, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
June 24, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
June 24, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
June 26, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
TENTATIVE Monday, July 8, 2019	5:00-9:00PM	Summer Retreat	District Office Board Room, 1200 Town Square
July 22, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
July 22, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
July 24, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
August 12, 2019	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
August 12, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
August 26, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
August 26, 2019	5:00PM	School Board Policy Committee Meeting	District Office Room 202, 1200 Town Square
August 26, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
August 28, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
September 9, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
September 23, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
September 23, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
September 25, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
October 14, 2019	5:00PM	School Board Personnel Committee Meeting	District Office Room 202, 1200 Town Square
October 14, 2019	6:00PM	School Board Work Session	District Office Board Room, 1200 Town Square
October 28, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
October 28, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
October 30, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
November 18, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
November 18, 2019	6:00PM	School Board Business Meeting	District Office Board Room, 1200 Town Square
November 20, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square
December 9, 2019	5:00PM	School Board Finance Committee Meeting	District Office Room 202, 1200 Town Square
December 9, 2019	6:00PM	Truth in Taxation Hearing & School Board Business Meeting	District Office Board Room, 1200 Town Square
December 11, 2019	5:00PM	School Board Facilities Committee	District Office Board Room, 1200 Town Square



# 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
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

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

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
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